



GOLDEN GATE

Fire Protection District

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Golden Gate Fire Protection District
Meeting Minutes
18 November 2021

1. Preliminary
 - 1.1. Location/Call to order: Sam Patton called to order the regular meeting of the GGFPD Board at 7:00 pm via Zoom.
 - 1.2. Welcome audience
 - 1.3. Pledge of Allegiance
 - 1.4. Roll call indicated a quorum was present with Sam Patton, Dave Kinnard, Dannel Agar, and Paul Trost. Chief DiFeo was present. Sheila Carlon had an excused absence.
 - 1.5. Additions and deletions to the Agenda: add Old Business 4.6 Wildland Fire Prevention Update per Dave Kinnard.
 - 1.6. Conflicts of interest: none
2. Minutes
 - 2.1. Public Comment on 2022 Budget Draft – No public comments.
 - 2.2. Approval of October 2021 Meeting Minutes: **Motion #1** by Sam Patton. 2nd by Dave Kinnard. Discussion:
 - 2.2.1. Following changes made: 3.1 second bullet point: change \$15K to \$1500 for the water sealing that Aaron Primmer fixed, with ~\$5K total for bathroom work. Dave corrected 3.2 1st bullet 7th indent: Dave wanted clarification that SB 259 / Prop 120 would not affect next year's property tax collection. Additionally, he commented that collaborative work on posting items in a timely fashion to the website looks terrific and is much appreciated. Minutes approved with above changes. Vote: 4 yes. **Motion passes.**
3. Reports
 - 3.1. Treasurer's Report
 - 3.1.1. See <https://www.goldengatefire.org/minutes-and-financials/> for reports.
 - 3.1.2. Open issues/summary of discussion:
 - 3.1.2.1. Paul noted, looking at income/revenue, we are short \$10K related to what county told us and will contact them. Dave noted that a 2-5% miss is not uncommon based on failed payments, protests, etc. so we are probably in the ballpark based on past years but it's good to call and check.
 - 3.1.2.2. Dave asked for clarification that the \$895 transaction expense to Aaron Primmer was for flashing not drainage work. He asked if that work has fixed the problem. Not much rain so wait and see.
 - 3.1.2.3. Budget vs. Actual: we're in good shape, below our spending limit although we did have to cancel some things. We are at 75% of budget with 2 months left. Dave corrected we're at 38%.
 - 3.1.2.4. Dave asked about CapEx/buildings. To clarify our understanding of what we have spent, noting the delay in spending, he asked if the \$10,212 spent out of \$43K, was mainly station 83 drainage work or if it covered other stuff as well. Chief replied

~\$3K was for electrical/compressor work at station 82 which was budgeted combined with station 83 work which totals ~\$10K. We'll probably spend another ~\$8K total for Station 82 snow guards and additional work at Station 83. Chief added that \$10K was budgeted for station 81 if we get our permits in time to start demo. Dannel noted we haven't voted to move ahead on the station 81 remodel and believed that there are things that needed to be discussed before moving forward.

3.2. Chief's Report

3.2.1. See <https://www.goldengatefire.org/minutes-and-financials/> for report.

3.2.1.1. Dannel asked for clarification on the grant amount: Chief said it's about \$360K for 4 years. \$60K over 4 years is for marketing expenditures for recruitment and \$300K is for employee salary, benefits, payroll taxes, etc. What's left is split: 75% TFPD, 25% GGFPD. This amounts to \$10K. We are already paying \$8800 for our IGA training administration so we are only increasing that by \$1200 for recruitment/retention. If we didn't get the grant, we'd still be paying \$8800/year. We are getting a lot more out of it for an additional \$1200 per year.

3.2.1.2. Paul asked if there was any way of recovering \$10K/year. Chief said no, we need to look at this as a grant match.

3.2.1.3. Paul asked if the grant could pay for recognition bonuses. Chief said no because the grant is written specifically, with specific guidelines which includes submitting reports on status.

3.2.1.4. Dave elaborated on the 3-day EMSAC conference. 3 FFs attended. 2 FFs gave presentations which went well. Chief reminded to send conference fee, etc. for reimbursement.

3.2.1.5. PVFD donated 12 sets of bunker gear. Admin to draft a thank you letter.

3.2.1.6. Dannel asked if the January awards banquet included honoring former FF Verschuur and Asst Chief Brill. Chief confirmed they will be invited. Chief noted he ordered awards in March, and we still don't have them due to supply chain issues. Hope to get them by the end of the year. Dave Binkley and Adam Stone will also be recognized.

3.2.1.7. Dave commented on a mid-day call to a complex animal rescue. The homeowner expressed a deep appreciation for bringing the call together with other departments and the long day that everyone put in.

3.3. Community Organization Reports

3.3.1. Auxiliary

3.3.1.1. DeeDee Ramstetter provided updates.

3.3.1.2. They raised \$11K to date in their fundraiser in lieu of pig roast.

3.3.1.3. Still waiting on clarification for mattresses for the shift FFs at Station 82.

3.3.1.4. DeeDee asked if she should still liaise with Capt. Enright or if someone else will be assigned liaison. Reach out to Lt Katz in the new year.

3.3.2. Grange – nothing significant to report

4. Old Business

4.1. 2022 Draft Budget Board Discussion/Review

4.1.1. Sam reviewed the budget process.

4.1.2. Updates were reviewed, noting the following in particular:

4.1.2.1. Chief received an election cost update. They are only doing mail-ins, no ballot box so the election expense has been revised to \$8K.

4.1.2.2. Chief also noted a new wireless data plan line under Communication for \$300/year. Background: He had a spare line that he wasn't using from his company so

GGF was getting this for free but he has since switched plans and it now costs \$25/month. This is a data plan that connects the Surface Pros (which GGAC purchased for the department) to the CAD system at Jeffcom. Dannel asked for clarification. Chief replied it's just like a cellphone. It takes a sim card so requires a separate phone number but it's used for data not voice.

4.1.3. Chief fixed the contingency line.

4.1.4. Dannel questioned Station 81 remodel: \$90K is entirely for station 81 for 2022.

Dannel doesn't want to spend money until board members can provide feedback. His concern is that we don't want to prematurely spend money on drawings. Chief commented it's already been approved to have the architect do the drawings, noting there is no way to have an accurate cost estimate without the MEP drawings. Chief reminded that it's just earmarked. We are not obligated to spend it.

4.1.5. Sam asked about station 82 internet, if we've taken into account not having a resident at Station 82 who had contributed to internet fees. Chief will take a look at this.

4.1.6. Sam noted for the minutes that Sheila, per an earlier conversation, did not have any comments on the budget.

4.1.7. Dave thanked the budget committee that the budget looked great.

4.1.8. Sam asked if the budget committee could get an updated draft out next week for board review. Also noted, on Dec 2nd we have to finalize (adopt/approve) resolutions for the mill levy, appropriations, and 2022 budget.

4.1.9. DeeDee wanted to know if the next board meeting would be at the Grange. Discussed that it will most likely be virtual with pandemic trend lines. All members agreed to hold virtual board meetings until further notice.

4.2. May Board Election Format

4.2.1. Reiterated the election is going to be mail-in only.

4.2.2. Chief noted he will start working on the 1st quarter newsletter which will include election information.

4.3. Exploration Committee Update

4.3.1. Noted Chief already covered most of this in his Chief's report. Dannel explained that given the challenges of communications, that things have slowed down quite a bit. Until the next meeting, there's nothing additional to report.

4.4. Station 81 Update

4.4.1. Sam noted regarding engineering/design work that it has been paid for and the engineers are working on the design process. Dannel was under the impression that the next phase (MEP) was not paid for. Chief confirmed that the bid was for the architectural designs and MEP drawings. Sam suggested that we have a formal presentation next month from the remodel committee on ideas. It is in the 2022 budget so it would help to solidify what those costs would be.

4.4.2. Chief noted looking at this operationally, if we don't partner with TFPD on shifts, it's more important to have shift quarters at Station 81. All our in-district volunteers are on Station 81 side which will give shift workers more flexibility to go on calls with an engineer who will be responding to station 81. It's going to take a year for new shift workers to get up to speed, to learn how to drive apparatuses.

4.4.3. Sam agrees, given the challenges we've run into the past couple years, losing a resident FF at station 82, losing FFs that lived near station 82. Now all our in district residents are near Station 81. Most of our calls run out of this side of the district, out of Station 81 so having a live-in station would be to our benefit.

4.5. Grange Permission to Cross Agreement

- 4.5.1. Dave provided an update. Background: the key issue is the small triangle of land that belongs to the Grange but looks like part of the paved driveway of station 83, which may be the site of the old well that provided water to the Grange. The Grange is concerned that if the existing well that supplies groundwater to both sides were to go dry, they would want access to their land and their old well. While it's unlikely to be an issue, language can be updated. Once Terri has reviewed it, it should be resolved.
- 4.5.2. No action items for now. Just informational.
- 4.6. Wildland Fire Prevention Update
 - 4.6.1. Dave noted the website is active. He thanked all the community member who participated, noting we were able to submit close to quarter million dollars of mitigation activities to the NFPA and we should have a response from them on our Firewise certification next month.
 - 4.6.2. Sam noted that Gilpin and Clear Creek counties are moving to stage 1 fire ban tomorrow.
- 5. New Business
 - 5.1. Board response letter to Grange re: drainage
 - 5.1.1. Sheila wanted this letter to be put on the agenda to acknowledge in the minutes that a response letter was sent from the board to the Grange regarding the drainage on the road adjacent to station 83.
 - 5.1.2. Noted offers from residents who live on the road to look at doing some work. Note from Terri that after the permission to cross agreement is completed the same group (Dave, Paul, Terri) could work on this issue. This will remain an open item for the near future.
 - 5.1.3. Paul noted another reason this remains an open item: we need to go back into the records to 2012 and see if the county had an easement assigned to them. If so, then we and all the residences on the road could be culpable.
 - 5.1.4. Dave provided background on one of the initial steps discussed: there's a concreted drain adjacent to the Green property that the county put in, with the intention the road would be graded to fill the drain, but the road was graded improperly and subsequently drains into the Grange area. The reason the county was involved initially was the flooding onto the county highway. Their initial commitment had never been fulfilled. All people who shared responsibility for the easement would ask the county to correct the grading of that road since it was done incorrectly.
 - 5.2. Board Attorney Update/Discussion
 - 5.2.1. Sam provided background: Collins Cockrel & Cole firm is splitting up into 2 different firms. Tim Flynn has been GGFDP's attorney and will be part of CCFWU. CEGGR is the other group. It is the board's decision to continue working with either group or engage alternate legal counsel.
 - 5.2.2. Sam noted feedback from Sheila who had received feedback from other districts including TFPD that attorneys in the latter group (CEGGR) have good reputations in other districts. Sheila recommended that we move forward with the group led by Paul Cockrel's group rather than Tim Flynn's group. Sam's preference was to go with the group with faster response times.
 - 5.2.3. **Motion #2** by Sam Patton to proceed with the group referred to as CEGGR consisting of Cockrel Ela Glesne Greher & Ruhland, P.C. 2nd by Dave Kinnard. Discussion: Dave asked if we need to kick in an up-front retainer. Sam was unsure but doesn't believe we have a retainer. This is an SDA group. Dave asked by designating them without any money, with no contractual relationship, that we we are not burning any bridges. Sam

replied we don't have to go with either of these firms, noting we don't have any active legal items at this time.

5.2.4. Sam's experience with splits is how they move files around. The firm has to know where our records get retained.

5.2.5. **Vote: 3 yes.** Dannel abstains since he didn't receive the email notice and would like to review it. **Motion passes.**

6. Public Comment - None

7. Executive Session – Board only re: personnel

7.1. **Motion #3** by Sam Patton to move into executive session at 8:39pm. 2nd by Dave Kinnard. Vote: 4 yes. **Motion passes.**

7.2. **Motion #4** by Sam Patton to adjourn executive session and return to regular meeting at 8:58pm. 2nd by Dave Kinnard.. Vote: 4 yes. **Motion passes.**

8. Adjournment

8.1. Sam Patton adjourned the regular meeting at 8:59 pm. The next regularly scheduled meeting of the Board is on December 02, 2021 at 7:00 pm via Zoom.

END

Minutes approved by the Board on December 02, 2021.