

DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
January 26, 2011

Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:02 pm

Attendance:

Board: Scott Campbell, Joyce Hartung, and Greg Gent. Harland Baker and Dennis Feltz were excused.

Exec Staff: Chief Vincent Burns, Assistant Chief Scott Ridings, and Cheryl Marshall

2. Introductions

- Guest Sign In (attached)
- No public comments
- Campbell announced receiving a Letter of Resignation from Dennis Feltz, effective January 26, 2011. The Board will have 60 days to appoint a new board member.

3. Executive Session

Entered in 7:05 pm

Pursuant to C.R.S. 24-6-402(4)(b) – Legal Counsel to discuss legal matters with counsel. Attendees were Campbell, Hartung, Gent, Burns, Ridings and Marshall. Regular board meeting reconvened at 8:08pm.

4. International Fire Code Presentation by Fire Marshall Curtis Kauffman from Tri-Lakes Fire and Margo Humes, Fire Investigator from Wescott Fire. Information presented to the board regarding the proposed 2009 International Fire Code regulations regarding fire sprinklers in new commercial/residential properties. Currently, fire departments are reviewing along with the Pikes Peak Regional Building Committee and will eventually go to the Board of County of Commissioners for approval in late April.

5. Board Meeting Minutes

- Approved October 28, November 10, November 17, and December 1 meeting minutes
- Approved 2011 Board Schedule

6. Treasurer's Report

- Accepted the October, November and December financial statements
- Budget for 2010 almost ready to wrap up; waiting two invoices for payment. Total expenditures equated to 85% of the total budget, with approximately \$200,000 to be rolled over into next year.
- Peoples National Bank will be setting up a Money Market Account for Wescott Fire to comply with new regulations that publically funded accounts cannot maintain over \$250,000 in an interest bearing checking accounts. No charge for the MMA & will earn a greater interest than ColoTrust.

7. Chief's Report

- Transitional period with personnel going smoothly
- Captain Sean Pearson has been named as the Training Director for the District
- Firefighters recently attended the Colorado Wildland Academy
- The 2011 Actuarial Study conducted by FPPA is underway. Input required by February 28th and the final report will be generated in late July
- Ladder Truck training ongoing
- IT Infrastructure Upgrades are near completion.

- March 19th Chief Jeff Edwards Retirement Party from 2:00 to 5:00pm.
- Monthly Run Report: December = 120 total calls, 81 EMS related. No firefighter injuries. Minor traffic accident involving the Hummer which occurred during a snow storm. Insurance and Scott Campbell were immediately notified. Safety Officer conducted an investigation. No property damage to the District; however, a damage claim has been filed.
- 2010 End of Year Run Report = 1328 total calls

8. Committee Reports

- New Station Update: Brief meeting held earlier in the month. Meetings will be held on the 2nd and 4th Tuesday of each month, from 3:00 to 5:00pm. Schedules are being revised to reflect the delays in obtaining permits.
- Black Forest Merger: Campbell suggested any further committee meetings be halted/suspended until further notice.

9. Old Business

- The 2011 Budget was filed electronically with the State

10. New Business - Planned

- New Position. Chief Ridings notified the Board about establishing a Fire Investigator position within the District. Margo Humes has been hired to fill this position.
- Asst Chief Vehicle: The 1999 Chevy Blazer serving as the Asst Chief vehicle has exceeded its service life expectancy by 5 years. Standard replacement of chief vehicles is around 7 years. Estimate cost to replace = \$50,000 and includes the emergency lighting, decal & painting, and communications. This is an unplanned budget item.
- 2011 Budget. With the potential of \$200K being rolled over from 2010, the Chief recommended allocating funds against the lawyer category, the firefighting equipment category and to purchase the Asst Chief vehicle. Discussion ensued about one-time expenses versus recurring expenses. Campbell requested more information at next board's meeting

Unplanned:

- Campbell motioned to submit a Letter of Appeal regarding the recent court case on the matter of exclusion. Hartung seconded the motion. Vote was unanimous to approve submitting the Letter of Appeal.

11. Adjournment

Adjourned at 9:26 pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
February 23, 2011**

Open Session Minutes

1. Call to Order & Pledge of Allegiance Called to Order at 7:08 pm

Attendance:

Board: Scott Campbell, Joyce Hartung, Harland Baker and Greg Gent.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guest Sign In (attached)
- Public comments by Jane Fredman, a long time District resident, who voiced concerns over the District's strategic plans to address the exclusion of the southern district. She inquired about the District's plans to potentially merger with another fire district. Campbell explained the recent two year discussion process with Black Forest Fire and Rescue to investigate a consolidation; however, Black Forest was not in a financial position to continue with the consolidation. Discussions will ensue with other special districts, to include Tri-Lakes Monument Fire. She inquired about the placement of new fire station Hwy 83. Burns explained the location was based upon a community master plan which identified the Hwy 83 corridor as an optimum location for a fire station. Fredman encouraged the District to pursue consolidation efforts.

3. Officer's Reports

- January Meeting Minutes approved, with minor administrative corrections
- January Financial Statements presented & accepted by the Board

4. Chief's Report

- Community Wildfire Protection Plan (CWPP) presented to the Board for adoption. Once adopted, it will be forwarded to the Colorado State Forest Service and the El Paso County Board of County Commissioners for final approval. This allows the District to qualify for federal grants which require CWPP's. Keith Worley recommended the Board review the document annually for updates and priorities. Gent motioned to accept the CWPP, Hartung seconded, and the Board unanimously accepted the plan.
- Chief Jeff Edward's Retirement Party will be Saturday, March 19, from 2:00 to 5:00 pm at Flying Horse Ranch.
- Pumper Engine is in production.
- Asst Chief Ridings presented two awards recently received by Wescott: 1) Statement of Support from National Guard and Reserve, and 2) a Certificate of Accommodation from the Boulder County Sheriff's Office for support during the Four Mile Canyon Fire.
- Eagle Scout project to benefit Wescott Fire held on Saturday, February 22, by Chad Marshall. Over 130 fire hydrants were located and GPS coordinates documented for submission to the County.
- Monthly Run: 108 runs for January, 1 building fire, 76 EMT, 3 hazardous, 7 service, 13 good intent, and 8 false alarms. 325.82 man hours expended. No firefighter injuries.
- No Special Announcements
- Firefighter's Forum: The Monument Firefighters Union submitted a letter in support of Ed Ellsworth for the vacant board position.

5. Committee Reports

- New Station: Artist rendering of the building design presented to the board. Interior designs have been completed. Burns and Ridings attended the County hearing for the Site Development Plan and Landscaping Plan, both have since been approved. CDOT plan has been approved. Building permit in progress, should be ready next month. Gas and electric services will be on site in April. Colarelli provided a draft Design-Build Agreement for board review and comment. Copies provided to each board member. Water augmentation plan is required. Water Attorney Anderson has filed the plan.
- Black Forest Committee: This committee has been disbanded until further notice. Black Forest has established their own committee to resolve their internal budgetary concerns.
- Efforts underway to improve operability issues with North Group, to include Tri-Lakes Fire.

6. Old Business

- No Items

7. New Business

- Vacant Board Position: An announcement will be posted on the website requesting potential candidates to submit a Letter of Interest. Interviews will be held with potential candidates on March 23 prior to the regular board meeting.
- Assistant Chief Vehicle: More information was presented. Hartung motioned to approve the purchase of the vehicle, there was no second on the motion. Request was made to get more information about the safety of the existing vehicle.
- Formation of Committees: Burns proposed establishing new committees comprised of board & executive staff to address: 1) strategic vision, and 2) manpower to effectively organize and plan for the future.
- Lt Leonhardt read a heartfelt thank from a resident whose husband died over three years ago. She mentioned her husband "lost his battle with MS, but won his dignity because of the care given by Wescott Firefighters."

8. Adjournment

Adjourned at 9:20 pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
March 27, 2011**

Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:09 pm

Attendance:

Board: Scott Campbell, William McAllister and Greg Gent. Harland Baker arrived late.
Joyce Hartung was excused.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Building Update – Colarelli Construction – Brad Schmitt

- € Committee has reviewed the contract award pricing of the original \$1.9M estimate in an effort to reduce costs by redesigning certain features, eliminating and/or scaling back certain items
- € Colarelli presented Final Draft Award Contract with an estimate of \$1,769,531 for the design & construction of the new fire station – Requires board approval
- € Development Plan approval from the County is expected within the week
- € Water Augmentation plan has been filed and on track
- € Special Board Meeting to approve the Contract Award scheduled for May 10th at 7:00pm
- € Ground breaking ceremony scheduled for May 14, 2011 at 8:30am

3. Introductions

- € Guest Sign In (attached)
- € Public Comments: None.

4. Administrative Reports

- € March Meeting Minutes: Unanimously approved
- € March Financial Reports: Accepted, no issues

5. Chief's Report

- €
- € Firefighter's Forum: None

6. Old Business

- € Formation of New Committees:
 - Manning Committee: Baker and McAllister were assigned to this committee, in conjunction with Chief Burns and Assistant Chief Ridings.
 - Strategic Vision: Campbell and Hartung were assigned to this committee, in conjunction with Chief Burns and Assistant Chief Ridings

7. New Business

- € Planned Items: None.
- € Unplanned Items: Burns discussed recent issues with unsatisfactory performance on contractor's and asked the Board to consider a performance bond. Campbell suggested using a Statement of Work with a remedy clause to guarantee work and quality, but cautioned that contractor's would be hesitant to enter such agreements.

8. Action Item:

- € Send Contract Award for approval by legal counsel
- € Notify Colarelli on the number of shovels needed for the ground breaking ceremony

9. Adjournment

Adjourned at 8:40 pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
April 27, 2011**

Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:09 pm

Attendance:

Board: Scott Campbell, William McAllister and Greg Gent. Harland Baker arrived late.
Joyce Hartung was excused.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Building Update – Colarelli Construction – Brad Schmitt

- Committee has reviewed the contract award pricing of the original \$1.9M estimate in an effort to reduce costs by redesigning certain features, eliminating and/or scaling back certain items
- Colarelli presented Final Draft Award Contract with an estimate of \$1,769,531 for the design & construction of the new fire station – Requires board approval
- Development Plan approval from the County is expected within the week
- Water Augmentation plan has been filed and on track
- Special Board Meeting to approve the Contract Award scheduled for May 10th at 7:00pm
- Ground breaking ceremony scheduled for May 14, 2011 at 8:30am

3. Introductions

- Guest Sign In (attached)
- Public Comments: None.

4. Administrative Reports

- March Meeting Minutes: Unanimously approved
- March Financial Reports: Accepted, no issues

5. Chief's Report

- Monthly Status: 125 total runs for the month of March
- Burns reported the completion of the on-site financial audit. Formal report forthcoming.
- New engine slated for delivery next week.
- Variance from County code to seek relief from the handicap bathroom in the FF quarters.
- Ridings presented a letter of appreciation from the Mt Shasta National Forest for our help in fighting a wildland fire in 2008
- MDA hosted a recognition event at Sky Sox Stadium for the Southern District Firefighters who participated in fund raising activities on behalf of MDA. Wescott placed THIRD in the southern district with a total raised of \$16K in 2010. Considering Wescott only has a small population of 30,000 residents, it is a testament of the communities CARE and the direct efforts of the firefighters to make a difference. First place went to Colorado Springs Fire with \$80K raised followed by Pueblo Fire in Second Place with \$22K raised.
- Ridings reported Wescott firefighters and volunteers would be assisting the Pleasant View Estates Community Clean Up by providing chipping services on May 7th. No news regarding the grant request.
- Burns announced 7 new volunteers would be brought onboard in a formal ceremony on Friday night
- Firefighter's Forum: None

6. Old Business

- Manning Committee: First meeting held & information shared
- Strategic Vision: Meeting has not been held as yet, but will move forward
- Campbell requested an updated on the appeal process. Burns noted a recent discussion with Pat Hrbacek; however, there is no news to report.

7. New Business

- Planned Items: None.
- Unplanned Items: None

8. Action Item:

- Send Contract Award for approval by legal counsel
- Notify Colarelli on the number of shovels needed for the ground breaking ceremony

9. Adjournment

Adjourned at 7:53 pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Special Board Meeting
May 10, 2011**

Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:07 pm

Attendance:

Board: ___Scott Campbell ___William McAllister ___Greg Gent ___Harland Baker ___Joyce Hartung

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guests: Brad Schmitt from Colarelli Construction and Paul Anderson, Water Attorney
- Public Comments: None

3. Discussions

- Open Discussions regarding the Design-Build Contract Award
- Motion to Approve Contract Award:

Board Member	Campbell	Gent	Hartung	Baker	McAllister
Approved (Yes)	X		X	X	X
Opposed (No)		X			

Rationale: Gent opposed starting construction prior to issuance of a well permit.

4. Adjournment

Adjourned at 9:04 pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Special Board Meeting
June 22, 2011**

Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:13 pm

Attendance:

Board: ___Scott Campbell ___Bo McAllister ___Greg Gent ___Harland Baker. Joyce Hartung was excused.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guests: Sign in sheet attached
- Public Comments: None

3. Swearing In Ceremony. Margo Humes took the Oath of Office as Fire Marshal

4. Fire Marshal Report

- 106 Code Violations Identified; 85 Corrections Made
- Awarded a \$12,000 Forest Restoration Pilot Grant to benefit the local community with fire mitigation
- Attended Pleasant View Estates Community Event on June 12th and distributed Fire Wise info
- Prepared rough draft of the North Group's implementation plan of the 2010 International Fire Code

5. Administrative Matters

- Meeting minutes from May 25, 2011 were unanimously approved
- Financial Statements were accepted
- Final 2010 Audit Reports provided to each board member as prepared by Hoelting & Company. Tom Sistare will present findings to the board at the next board meeting.

6. Chief's Report

- Monthly Run Report: Total calls 124 = 1 natural vegetation fire, 88 medicals, 3 gas/carbon monoxide, 6 service calls, 20 good intent calls, and 6 false alarms.
- New Pumper Truck has arrived
- Brush 2 along with FF Urban, Marshall, Lance, Leonhardt were deployed for two weeks to the AZ border to support the Horseshoe 2 Fire
- MDA Chili Cookoff on June 24 in downtown Colorado Springs
- Wescott team to support the Relay for Life to benefit the American Cancer Society on July 30th
- Website Design company has been chosen to update our website, expect new design to be implemented within the next month

7. Committee Reports

- Manpower – Looking at a hiring 6 new personnel to staff the new station
- Strategic Vision – Has not met as yet, but will attempt to meet next month

8. New Business – No new business

9. Adjourn

Adjourned at 8:10pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Special Board Meeting
July 27, 2011**

Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 8:44 pm

Attendance: Greg Gent, Joyce Hartung and Bo McAllister were in attendance. Harland Baker and Scott Campbell were excused.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guests: Jim Kendrick, Our Community News
- Public Comments: None

3. Administrative Matters

- Meeting minutes from June 22, 2011 were unanimously approved
- Financial Statements were accepted

4. Chief's Report

- Monthly Run Report: Total calls 128. There was a \$10,000 loss of property due to garage fire.
- Fire Marshal Humes has been deployed to WY and will not present a report
- MDA Chili Cookoff was successful. 2nd place for red chili, 2nd place for green chili, and blue ribbon winner for "best overall" chili
- Certificate of Appreciate from Tae Kwon Do (Briargate and Union) presented to Wescott
- Wescott has been deployed twice for wildland deployments (Horseshoe, AZ and Los Conchas, NM)
- Wescott participated in the Patriot Flag ceremony at Sky Sox Stadium in conjunction with Colorado Springs Fire and Police Department
- Wescott participated in a 12-hour Relay for Life walk to raise money in honor of Jeff Edwards (6am until 6pm) at District 38 stadium

5. Committee Reports

- Manpower – No meeting held.
- Strategic Vision – Meeting held, but information only.

6. Old Business

Construction Update: Grading permit approved and in progress, road has been cut in, easement paperwork completed, and utilities should be in this week. Burns informed the Board that the water attorney, Paul Anderson, has submitted an appeal to the water rights. The appeal is in the objection phase for a mandatory 20 days period. Expect no objections. Water rights should be approved by August 12. Water permit still required.

Website: Design has been completed, information being migrated into new site. Training expected in August. Burns informed the Board that Wescott Fire has a Facebook page.

7. New Business

SDA Conference: Announcement about the upcoming conference in Breckenridge, CO

8. Adjourn

Adjourned at 9:18 pm

DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
August 24, 2011
Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:16 pm

Attendance: Scott Campbell, Harland Baker and Bo McAllister. Greg Gent arrived late.

Joyce Hartung was excused.

Exec Staff: Chief Vincent Burns. Assistant Chief Scott Ridings was on vacation.

2. Introductions

- Guests: see attached sign in sheet
- Public Comments: None

3. Administrative Matters

- Meeting minutes from July 27, 2011 were unanimously approved pending administrative correction to add participation from the El Paso Sheriff's Department under paragraph 4.
- Financial Statements were accepted

4. Chief's Report

- Monthly Run Report: 172 total calls for the month of July. Board requested data to compare current monthly calls to last year's calls. Reports in the future will be amended accordingly.
- Wescott, along with the other North Group fire departments, responded to the local Beaver Creek Fire near Mount Herman. The fire was reclassified as a National Incident Level 3 Fire.
- Fund raising event to benefit the Wescott Combat Challenge team will be held on Saturday, August 27 at the American Sports Café on Voyager Parkway. Everyone invited.
- Labor Day Weekend kickoff begins for the "Fill the Boot" campaign to benefit the Muscular Dystrophy Association (MDA). Volunteers are needed.
- September 11, 2010 – Ten year anniversary of the terrorist activities. Wescott will be participating in local activities as well as in Denver such as the "Stair Climb at Red Rocks"
- International Association of Firefighters Memorial ceremony in which Wescott will participate
- Wescott also participated in the Flying Horse Community Day
- Wildland Deployments to Date: Horseshoe 2 Fire in NM, Los Conchas in NM, Captain Sean Pearson to South Dakota deployed as a Paramedic, Fire Marshal Margo Humes has deployed twice to WY, and a Wescott Team deployed to Sanbrito Fire in Ignacio, CO

5. Committee Reports

- Manpower – No meeting held.
- Strategic Vision – No meeting held.

6. Old Business

Construction Update: Building permit received. Foundation poured. Construction meetings will be held every Monday at 3:00pm on-site to review progress. Received water rights to the property. The well permit paperwork has been filed. Timeline for completion estimated to be around mid-December.

Website: New design should be up and running in a few weeks.

7. New Business - Efforts underway developing the 2012 budget.

8. Adjourn

Adjourned at 7:56 pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
September 28, 2011
Open Session Minutes**

1. Call to Order & Pledge of Allegiance

Called to Order at 7:09 pm

Attendance: Scott Campbell, Harland Baker, Greg Gent and Bo McAllister. Joyce Hartung arrived late.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guests: see attached sign in sheet
- Public Comments: None

3. Administrative Matters

- Meeting minutes from August 24, 2011 were unanimously approved
- Financial Statements were accepted

4. Chief's Report

- Monthly Run Report: 137 total calls for the month of August. Year to Date total calls = 1,086 as compared to the same period of time in 2010 of 842.
- Fire Marshal Report:
 - 20 inspections conducted, 367 violations, 186 corrected. Wescott will be supporting the Pleasant View Community HOA with their community clean-up by providing chipping services on Saturday, October 22.
 - Wescott Fall Open house will be held on Saturday, October 8th from 10am until 2pm.
 - Fire Code Amendments are ready and will be presented to the Board on October 26 for adoption.
- Wescott will be participating in a Regional Wildland Fire Training program in conjunction with El Paso County, Colorado Springs City, and Manitou Springs
- 7 new volunteers have been brought on the Wescott Team
- Wescott collected over \$14,000 in during the "Fill the Boot" campaign for MDA
- Participated in numerous events commemorating the 10th anniversary of Sept 11th

5. Committee Reports

- Manpower – No meeting held.
- Strategic Vision – No meeting held.

6. Old Business

Construction Update: Burns invited board members to tour the new station prior to the regularly scheduled pension board meeting on October 26th at 6pm. The driveway and curbs have been poured, exterior and interior walls are up, and roofing is underway.

Website: New website is completed with a new look & design.

7. New Business - Draft 2012 budget presented by line item. However, because of time constraints, only 2/3 thirds of the budget was reviewed. A special board meeting will be held on October 12th at 7pm to review the remaining portion of the budget. No decisions were made, information only.

8. Adjourn

Adjourned at 9:17 pm

DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Special Board Meeting
October 12, 2011
Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:09 pm

Attendance: Scott Campbell, Harland Baker, Greg Gent and Bo McAllister. Joyce Hartung arrived late.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guests: see attached sign in sheet
- Public Comments: None

3. 2012 Budget

- Budget reviewed by line item. Recommendations by the board were:
 - Move the ongoing Building Repair (Major), Communications (Major), and Vehicle Maintenance Repair (Major) to the Reserved/Designated Funds category under the Non-Operating Expense section.
 - Create a new budget category under the Non-Operating Expense called "Planned 2012 Expenditures" and realign the one-time purchases of the Wood Chipper, Chief 2 Vehicle and the Utility Vehicle in this category.

- Board requested oversight of purchases made in the Planned 2012 and/or Unfunded Liabilities categories of the Non-Operating Expense section of the budget.
- Board intends to review and adopt the budget during the October 26th Regular Board meeting

4. Adjourn

Adjourned at 9:17pm

DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
October 26, 2011
Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:45 pm

Attendance: Scott Campbell, Harland Baker, Greg Gent and Bo McAllister. Joyce Hartung excused.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guests: see attached sign in sheet
- Public Comments: None

3. Administrative Matter

- Minutes from September 28, 2011 were unanimously approved
- Minutes from October 12, 2011 were unanimously approved
- September Financial Statements accepted

4. Chief's Report

- Total monthly calls = 125 of which 37 were AMR, 43 dual response, 16 mutual aid calls, and 29 Wescott only. Total year to date = 1177 as compared to last year's total for the same period of 981, roughly a 20% increase.
- Pleasant View Estates Community Clean-up was a success with 7 Wescott participates for a total of 38 man hours. Homeowners were able to fill one dumpster with pine needles and another dumpster with slash. Cost to District: \$400. Improvement to our wildland interface areas: priceless.
- Fire Marshal Report: 21 businesses were inspected, 368 violations identified, and 319 corrections made to date.
- 2009 International Fire Code: Campbell motioned to adopt the 2009 Edition of the International Fire Code and the local amendments, McAllister seconded, and the board unanimously voted to adopt.
- Fall Open House was a success despite poor weather conditions. Roughly around 30-40 visitors toured the station.
- Wescott participated in a region-wide wildfire disaster planning exercise known as "Up in Smoke" with participation from Canon City, Pueblo, and Colorado Springs, etc.

5. Committee Reports

- Strategic Vision: No report, no meeting
- Manpower: No report, no meeting
- Campbell recommended scheduling committee meetings at least a quarter in advance to give ample time for people to attend. Ridings accepted task for scheduling.

6. Old Business

- Tour of the new station rescheduled for Saturday, October 29, at 8:00am
- Construction Update: Framing completed, HVAC and duct work being installed, window casings installed, roofing underway, and still on track for a December holiday completion.
- 2012 Budget: Changes were made to the budget based upon recommendations made by the Board during the October 12th special meeting. Clarification was provided regarding the Non-Operational portion of the 2012 budget, which includes three categories:

- Reserved/Designated: for specific items in which funds have been set aside for; however, it is not the intent these funds should be spent.
 - Planned 2012 Expenditures: represents a plan for specific purchases in which the board will vote on approving the purchases during the fiscal year.
 - Unfunded Liabilities: shows a plan of future expenditures in which funds will be held and accumulated over the years in order to purchase these items.
- Current draft budget shows expected income, identifies expenditures for annual operations, and identifies anticipated roll over funds; thus presenting a balanced, zero based budget.
 - Burns informed the board the County Assessor's office adjusted the District's assessment values based upon the court order to excluded 29 parcels from the Marketplace@Interquest. This resulted in a reduction of \$86,335.83. The total loss in revenue from last years' assessment is \$186,335
 - Based upon this new information, reductions were made across all categories to accommodate the loss in revenue. However, Burns emphasized that manning the new fire station was paramount. Thus, the revised budget hires three new entry level firefighters, with the Fire Marshal position staying as "part time" albeit with more hours budgeted.
 - Burns recommended the Board refrain from approving the final budget until the District has received the final assessment valuation from the County. Board agreed to the recommendation.

7. New Business. None.

8. Adjourn

Adjourned at 9:21pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
November 16, 2011
Open Session Minutes**

1. Call to Order & Pledge of Allegiance

Called to Order at 7:12 pm

Attendance: Scott Campbell, Joyce Hartung, Greg Gent and Bo McAllister. Harland Baker was unexcused.

Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guests: see attached sign in sheet
- Public Comments: None

3. Administrative Matter

- o Minutes from October 26, 2011 were unanimously approved
- o October Financial Statements accepted

4. Chief's Report

- Total monthly calls = 113 of which 79 were medical, 1 hazardous, 9 service, 14 good intent, 6 false alarms, and 4 fires with a reported property loss of \$5,000
- Fire Marshal Report: None.
- Four FFs attended a Fire Instructor I class (Urban, Chavez, Forsythe and Krzemien) and successfully passed
- Santa will be on Patrol throughout the neighborhoods on Dec 17 and Dec 24th

5. Committee Reports

- Strategic Vision: No report, no meeting
- Manpower: No report, no meeting

6. Old Business

- Construction Update: Insulation for interior and exterior has been completed, sheet rock is scheduled for next week, the roof is complete, and HVAC system is installed. Everything is on track for a late December completion date. Items to furnish the new station are in the process of being procured.
- Final Assessment from the County expected on November 21, 2011
- 2012 Budget will be adopted at the next board meeting on December 7th
- 2011 Christmas Party and Awards ceremony will be Saturday, December 10, 2011 at the Embassy Suites in Colorado Springs, CO

7. New Business. None.

8. Adjourn

Adjourned at 7:38pm

**DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS Regular Board Meeting
December 7, 2011
Open Session Minutes**

1. Call to Order & Pledge of Allegiance

Called to Order at 7:11 pm

Attendance: Scott Campbell, Joyce Hartung, Greg Gent, Bo McAllister and Harland Baker
Exec Staff: Chief Vincent Burns and Assistant Chief Scott Ridings

2. Introductions

- Guests: see attached sign in sheet
- Public Comments: None

3. Administrative Matter

- o Minutes from November 16, 2011 were unanimously approved with one administrative correction
- o November Financial Statements will be provided at a later time

4. Chief's Report

- Total monthly calls = 132 of which 32 were AMR, 47 dual response, 21 mutual aid, and 27 non dual response areas, with an increase of 10.92% as compared to last year for the same period
- Fire Marshal Report: 23 businesses visited, 377 violations identified, and 319 corrected. One fire investigated. Santa Patrol will be held on Dec 17th from 10am until 2pm.
- Christmas Banquet and Awards will be this Saturday, December 10th at the Embassy Suites in Colorado Springs
- AMR Ambulance #582 has arrived and available for a quick inspection. Robert Good from AMR did a lot of work to coordinate the bus with Wescott Fire colors and motifs as well as defining the requirements needed

5. Old Business

- Construction Update: Stucco application has been delayed because of weather (too cold), gas and electrical should happened next week. Bay doors should be installed. Once the building is sealed, the indoor construction will begin in earnest. Well permit has been received.
- Board adopted the budget resolution for 2012 with a unanimous vote from board members. The following documents were signed/approved:
 - 2012 Certification of Tax Levies
 - 2012 Lease Purchase Agreement
 - Letter of Budget Transmittal
 - Budget Message
 - Resolution to Appropriate Sums
 - Resolution to Adopt 2012 Budget
- Board unanimously adopted the 2012 Schedule for Board Meetings, with one minor administrative change to move the March meeting to March 21st to avoid a potential conflict with Spring Break.

6. New Business. None.

7. Adjourn

Adjourned at 8:22 pm