

# LAKE CITY AREA FIRE PROTECTION DISTRICT

## A G E N D A

**May 28, 2019**

**Regular Meeting**

**6:00 p.m. – Lake City Fire Station, 131 N. Henson Street**

CALL TO ORDER

ROLL CALL

MINUTES\*\*

BILLS PAYABLE

TREASURER'S REPORT\*\*

BILLS FOR SERVICE – Status Report\*\*

MANAGER/FIRE MARSHAL REPORT

1. PERSONNEL – Letter from Cindy Lycholat (mailed separately)
2. FINANCE – Interest Rates on Certificates of Deposit
3. FIRE STATION – Notice of Valuation\*\*

ADJOURNMENT

\*\* included in packet

## RECORD OF PROCEEDINGS

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### **Regular Meeting**

**April 23, 2019**

Chairman Roberts called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 5:02 p.m. in the fire station. Those Directors present were: R. E. Hall, Jim Rowe, and Joe Wonnacott.

Director Cavit was present via phone.

Also present were Bill Hagendorf, Manager/Fire Marshal (via phone); and Michelle Pierce, Secretary.

#### MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Hall seconded to approve the minutes of the March 26, 2019 regular meeting as circulated. The motion passed with all voting yes in a general vote.

#### BILLS PAYABLE

Director Wonnacott moved, Director Rowe seconded to approve payment of the bills as circulated. The motion passed with all voting yes in a general vote.

#### TREASURER'S REPORT

Director Rowe moved, Director Wonnacott seconded to approve the Treasurer's Report for the month ending March 31, 2019 as circulated. The motion passed with all voting yes in a general vote.

#### QUARTERLY BUDGET REPORT

The Directors read the quarterly budget report for the period ending March 31, 2019.

#### BILLS FOR SERVICE – Status Report

The Directors read the status report submitted by Secretary Pierce.

#### MANAGER/FIRE MARSHAL REPORT

The Directors read the report submitted by Manager/Fire Marshal Hagendorf (see attached).

#### 2019 INCLUSIONS – Public Hearing & Order Granting Inclusions

Chairman Roberts opened the public hearing to consider comments regarding the proposed inclusions of territory for 2019 at 5:27 p.m. There were none. Secretary Pierce stated that she had not received any comments either verbally or in writing. Chairman Roberts closed the public hearing at 5:28 p.m.

Director Hall moved, Director Hall seconded to approve the orders granting the following inclusions of territory in the Lake City Area Fire Protection District:

Bette Branscum – Lots 19-24, Block 11 & Vacated Alley adj. said lots, Block 11, Wades Addition  
Colorado Real Estate Trust – Parcel in Lake View Lode Claim  
Hal & Carol Hampton – Unit 15, Vickers Horse River Ranch Subdivision  
Terry & Joan Huey – Lot 3, San Juan Ranch Estates Subdivision  
Edward & Rebecca Leugemors – Lot 28, San Juan Hills Subdivision  
Arthur & Kalen May – Parcel in Lake View Lode Claim  
David W. Potts Co, LLC & EAL & APL, LLC – Unit 1, Vickers Horse River Ranch Subdivision  
Donald & Jennifer Rightsell & Donald Rightsell, Sr. – Lot 17 and S ½ of Lot 18, Block 16 Wades Addition

The motion passed with all voting yes in a general vote.

#### PERSONNEL – Performance Evaluations

Chairman Roberts stated that he has received completed evaluation forms from all Directors. He stated that he will compile the results and that he and another Director will meet with staff to review them by end of June.

**RECORD OF PROCEEDINGS**

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**Regular Meeting**

**April 23, 2019**

BOARD OF DIRECTORS – Review Facility Use Policy, Fee Schedule & Billing Policy, and Facility & Apparatus Flood Preparedness Policy

Director Wonnacott moved, Director Hall seconded to approve the Facility Use Policy, Facility and Apparatus Flood Preparedness Policy, and re-formatted Fee Schedule and Billing Policy. The motion passed with all voting yes in a general vote.

The Directors agreed to review all Board policies starting in April of each year to coincide with the process for staff performance evaluations.

INSURANCE COVERAGE

There was some discussion regarding the District’s current insurance policies that are currently provided by Beacon One Insurance, which provides specific coverages designed for fire departments and with a 3-year price guarantee. The Directors agreed to send out a request for proposals for insurance coverage at the end of the 3-year price guarantee period.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, Manager/Fire Marshal/Chief	\$2,800.00	Gen.
CenturyLink – Phone/DSL	127.63	Gen.
Gunnison County Electric Association – Electricity	112.41	Gen.
J. David Reed, PC – Legal Services, Inclusions	107.00	Gen.
Michelle Pierce – Contract Administration	700.00	Gen.
Michelle Pierce – Reimburse for SOS Filing Fee	10.00	Gen.
Silver World Publishing Co. – Ad, Basketball Season Congrats	15.00	Gen.
Silver World Publishing Co. – Legal Notice, Inclusions	96.80	Gen.
Superior Alarm & Fire Protection – Fire Alarm Monitoring, 2 <sup>nd</sup> Qtr.	62.50	Gen.
VISA – Training Manuals (3)	231.00	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Hall moved, Director Rowe seconded to adjourn the regular meeting at 5:53 p.m., but to meet again at the next regular meeting on May 28, 2019. The motion passed with all voting yes in a general vote.

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Chairman

ATTEST:

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Secretary

# LAKE CITY AREA FIRE PROTECTION DISTRICT

## Treasurer's Report

April 30, 2019

	<u>BEGINNING BALANCE 4/1/2019</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>ENDING BALANCE 4/30/2019</u>
GENERAL FUND	\$122,032.24	\$9,059.29	\$4,580.37	\$126,511.16
CAPITAL RESERVE FUND	\$402,806.02	\$1,996.69	\$86.74	\$404,715.97
CONTINGENCY RESERVE FUND	\$61,009.05	\$190.17	\$8.26	\$61,190.96
FIREWORKS FUND	\$3,102.72	\$0.00	\$0.00	\$3,102.72
TOTALS	\$588,950.03	\$11,246.15	\$4,675.37	\$595,520.81

Petty Cash	\$25.00
Checking Acct - CBANKS	\$100.00
MM Acct - CBANKS	\$492,185.14
MM Acct - ColoTrust	\$83,210.67
Certificates of Deposit	\$20,000.00
TOTAL	\$595,520.81

Respectfully submitted,

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Treasurer

# LAKE CITY AREA FIRE PROTECTION DISTRICT

DATE: May 26, 2019

TO: Board of Directors

FROM: Michelle Pierce, Secretary *MP*

SUBJECT: Status of Bills for Service

The following is the status of the District's bills for service as of today:

Stephen Barber, \$712.50. Invoice #52016 dated 9/4/2016 for MVA on 8/24/2016. This bill has been submitted to The Advantage Group in Grand Junction for collection. Nothing further to report.

Patrick Raymond Hickey, \$1,759.63 (\$431.25 + \$1,328.38). Invoice #62016 dated 9/19/2016 for motorcycle accident on 9/15/2016. This bill was also submitted to The Advantage Group for collection. However, we received notice from The Advantage Group on April 19<sup>th</sup> that Mr. Hickey is deceased and left no estate. They've determined that the bill is uncollectible and have cancelled this bill.

Thomas Leonard Swanger, \$543.75. Invoice #32018 in the amount of \$543.75 was mailed to Mr. Swanger on August 27, 2018 for our response to a motor vehicle accident on with injuries on 8/22/2018 at MM 57 on Highway 149. Mr. Swanger is deceased with an estate that is barely solvent. I filed a claim against his estate with his attorney, Mindi L. Conerly Millican, in advance of the February 1, 2019 deadline. Nothing further to report.

Justin Casey, \$862.50. Invoice #12019 in the amount of \$862.50 was delivered to Mr. Casey on March 27<sup>th</sup> for our response to the avalanche, with trapped victims, that destroyed his house on March 12, 2019. Payment in full was received on May 16, 2019.

**NOTICE OF VALUATION  
REAL PROPERTY  
This Is Not a Tax Bill**

**Luke de la Parra**  
**HINSDALE COUNTY ASSESSOR**  
Hinsdale County Courthouse  
P.O. Box 28, 317 Henson St.  
Lake City, CO 81235

**LEGAL DESCRIPTION:**

131 N HENSON ST LOTS 1 THROUGH 11, BLOCK 70, TOWN OF LAKE CITY

Date: 05/01/2019

LAKE CITY AREA FIRE PROTECTION DISTRICT  
P.O. BOX 574  
LAKE CITY, CO 81235

**HEARING DATES:** Call to Schedule  
**LOCATION:** 317 Henson Street Lake City  
**OFFICE HOURS:** 8:00 A.M. - 5:00 P.M.  
**TELEPHONE NO:** (970) 944-2225  
**FAX NO:** (970) 944-2202

**TAX YEAR:** 2019  
**TAX AREA:** TA1  
**PARCEL NO:** 450934207001  
**ACCOUNT NO:** R002945

PROPERTY CLASSIFICATION	PRIOR YEAR ACTUAL VALUE	CURRENT YEAR ACTUAL VALUE	INCREASE/DECREASE
EXEMPT			
EXEMPT	\$251,590	\$251,590	\$0
EXEMPT	\$15,000	\$15,000	\$0
EXEMPT	\$275,000	\$253,000	(\$22,000)
<b>TOTAL</b>	\$541,590	\$519,590	(\$22,000)

Parcel # 450934207  
Account # R002945

**REAL PROPERTY**

The assessment rate for residential property is projected to be 6.95%, § 39-1-104.2(3), C.R.S. A change in the projected residential assessment percentage is not grounds for protest or abatement of taxes, § 39-5-121(1), C.R.S. Generally, all other property, including vacant land, is assessed at 29%, 39-1-104(1), C.R.S.

The tax notice you receive next January will be based on the current year actual value.

If the senior citizen or disabled veteran property tax exemption has been applied to your residential property, it is not reflected in the current year actual value shown above.

You have the right to protest the classification and/or valuation of your property. Please refer to the reverse side of this notice for additional information.

**REAL PROPERTY CHARACTERISTICS**

Actual Year Built: 15  
Effective Year Built:  
Neighborhood: 10100100  
Square Footage:  
Mobile Year:  
Mobile Serial Number:  
Mobile Make Model:  
Mobile Size:  
Mobile Title Number: