

Elk Creek Fire Protection District Board of Directors

Regular Meeting Agenda

Thursday, July 14th 18:00hr

In person and Via Zoom

(located on ECFPD website)

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Board Members
- IV. Additions or Deletions to, and Approval of the Agenda
- V. Review and Approval of June, 2022 Regular Meeting Minutes
- VI. Financial Matters
- VII. Swearing in of Devon Evers
- VIII. Chief Ware Report
- IX. Old Business
 1. Community Outreach Committee update
- X. New Business
 1. Service agreements on new developments
 2. Memorandum of Understanding for Conifer Counseling
 3. Public hearing announcement for inclusion of 13640 Old Paint Trail
- XI. Citizen issues
- XII. Adjournment

RECORD OF MINUTES
Elk Creek Fire Protection District
Regular Board Meeting
June 9th, 2022 In person and via Zoom

Director Pixley called the regular meeting of the Board of Directors to order on June 9th, 2022 at 18:12 hours.

ROLL CALL

Directors Present:

Greg Pixley
Kent Wagner via zoom
Sharon Woods
Melissa Baker
Chuck Newby

Also Present:

Jacob Ware, Fire Chief
Barbara Stockton, District Administrator
John Chmil, District Attorney

PLEDGE OF ALLEGIANCE

Pledge led by Chuck Newby

SWEARING IN OF ELECTED BOARD MEMBERS

Director Pixley & Director Baker were sworn in at the meeting by Director Woods
Director Newby was sworn in prior to the meeting

ASSIGNMENT OF BOARD SEATS

MOTION for Greg Pixley to be President of the Board (Director Woods seconded by Director Wagner)

MOTION for Kent Wagner to be Vice President of the Board (Director Pixley seconded by Director Woods)

MOTION for Sharon to be Treasurer (Director Pixley, seconded by Director Newby)

MOTION for Melissa Baker to be Secretary (Director Woods, seconded by Director Wagner)

AGENDA

All board members reviewed the agenda

APPROVAL OF MINUTES

MOTION to approve the May, 2022 regular meeting minute. (Kent Wagner seconded by Sharon Woods)
Director Newby abstained **MOTION PASSED**

FINANCIAL MATTERS

MOTION to approve the May 2022 expenses. (Director Baker seconded by Director Newby) **MOTION PASSED.**

OLD BUSINESS

None.

NEW BUSINESS

1. Purchase of new utility vehicle **MOTION** to purchase new Ford Escape (Director Wagner seconded by Director Baker) **MOTION PASSED**
2. Community Outreach and Engagement and Communication Policies. Board discussed options for a small committee to review current practices and consider options for improvement if needed. The committee will include Director Wagner as chair, Director Newby and PIO Bethany Urban

CITIZEN ISSUES

1. Request for information about any active initiatives for the upcoming election. The inquiry was directed to Friends of ECFPD.

ADJOURNMENT

MOTION (Director Woods; seconded by Director Newby) to adjourn the meeting. **MOTION PASSED.**

The meeting of the Board of Directors concluded at 18:55 hours

**BY ORDER OF THE BOARD OF DIRECTORS
OF THE ELK CREEK FIRE PROTECTION**

DISTRICT

BY: /s/ Melissa Baker
Secretary of the District.

ELK CREEK FIRE PROTECTION DISTRICT
Income Statement
For the Six Months Ending June 30, 2022

	Current Month Actual	Year to Date Actual	Year to Date Budget	
Revenues				
104000	Property Tax Revenue - Jeffco	252,464	2,208,685	3,311,286
104010	Property Tax Revenue -Parkco	30,022	285,430	390,867
104040	Delinquent Taxes	6	-3,788	-3,000
104100	Specific Own. Taxes - Jeffco	18,650	109,028	175,000
104110	Specific Own. Taxes - Parkco	4,434	21,172	45,000
104200	Interest Income Jeffco	209	22	1,000
104210	Interest Income Parkco	29	33	500
104220	Interest Income Investments	4,285	10,059	1,500
104300	Ambulance Billings	1,765	175,666	700,000
104310	Ambulance Billings-MCR/MCD Adj	0	-67,933	-250,000
104400	Other Income	37	2,537	0
104430	Permits - Inspection Fees	451	4,441	22,000
104450	Donations	700	3,250	5,000
104460	Lease Revenue	2,492	37,997	50,000
104480	Revenue from Surplus Equipment	55,750	57,000	10,000
104700	CRRF Reimbursement	0	25,820	1,278,275
104720	Travel	0	-1,340	0
104760	Miscellaneous	0	40	0
104800	Mitigation Contracts	0	0	63,507
	Total Revenues	371,292	2,868,118	5,800,935
Expenses - Administration				
	Total Expenses - Administration	33,413	282,136	945,141
Expenses - Fire				
	Total Expenses - Fire	39,103	323,036	689,550
Expenses - Training				
	Total Expenses - Training	627	17,815	193,668
Expenses - Prevention				
	Total Expenses - Prevention	8,084	39,087	149,918
Expenses - EMS				
	Total Expenses - EMS	75,592	503,063	950,735
Expenses - Wildland/Suppression				
	Total Expenses - Wildland/Suppression	49,678	284,798	542,868
Expenses - Fuels Crew				
	Total Expenses - Fuels Crew	13,159	50,112	0
Expenses - CRRF				

ELK CREEK FIRE PROTECTION DISTRICT
Income Statement
For the Six Months Ending June 30, 2022

	Current Month Actual	Year to Date Actual	Year to Date Budget
Total Expenses - CRRF	116,941	253,003	1,083,284
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Expenses - Maintenance			
Total Expenses - Maintenance	10,423	37,518	0
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Expenses - Fire Stations			
Total Expenses - Fire Stations	6,837	97,294	290,750
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Expenses - Leases/Capital			
608326 Capital - EMS	0	0	25,000
608336 Capital - Fire	5,500	153,125	120,000
608606 Capital - Facilities	0	8,151	800,000
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Total Expenses - Leases/Capital	5,500	161,276	945,000
Total Expenses	359,357	2,049,139	5,790,914
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Net Income	11,935	818,978	10,021



Fire Department Monthly Status Report

July 14, 2022

MESSAGE FROM THE CHIEF

In June Elk Creek was able to get the annual pump testing for the fire engines and water tenders completed. We had two trucks that did not pass. One was a wildland engine that was pumping at 75% capacity and a second engine had a mechanical failure. These issues have been corrected. We also completed hose testing and ladder testing. This testing is being done every year to ensure that the equipment is meeting the NFPA standards and will be safe for our firefighters during operations.

The consolidation discussions are starting again after taking a small break for the board elections. There is a meeting on Monday, July 18th where we will hopefully be able to make some decisions on the next steps. Inter-Canyon, North Fork and Elk Creek have all adopted the resolution to further explore the consolidation options for the districts.

The wet, cooler weather has brought green vegetation and reduced fire danger for the area. There have been several lightning caused fires in the area and they did not present any containment issues. This trend is predicted to last through the end of July and then it may dry out and we will have an elevated fire danger.

The moderate fire danger has let us send some resources out to assist with fire across the US. We have firefighters in Alaska, Utah and Texas.

We are finally able to schedule a rookie academy graduation. It has been postponed due to the COVID pandemic. It will be August 13th from 10:00- 12:00. There will be invitations coming out soon.

We have also experienced several fuel thefts. One of the firefighters had his fuel tank drilled and the fuel drained out of it while he was on shift. Last week, we ran out of fuel for the first time and after closer inspection we had 105 gallons of fuel stolen from the fuel tank.

Jacob N. Ware
Fire Chief

OPERATIONS (June)

- Volunteer firefighters had 235 hours of staffing at Station 1.
- Elk Creek Averaged 2.5 members per call.
- 18% of the calls overlapped (16 Calls)
- Average Response Time 8:42

February - Emergency Incidents	2020	2021	2022
1. Fire	3	5	4
2. Emergency Medical Services (EMS) & Rescue	54	68	46
3. Hazardous Condition (No Fire)	35	6	6
3. Service Call	11	5	7
4. Good Intent Call	22	21	23
5. False Alarm and False Call	8	8	6
6. Special Incident	1	2	0
Total	134	115	92

February - Additional Emergency Incidents	2020	2021	2022
Automatic/Mutual Aid Emergency Responses provided to the Elk Creek by other Agencies	4	6	11

February Ambulance Transports	2020	2021	2022
	29	42	23

TRAINING

- Firefighters logged 166 hours of training for the month.
 - The 2022 recruit academy has completed the last test of the academy and graduation is planned for next month.

FIRE PREVENTION

- Fire Marshal Parker completed 6 inspections for the month of February.

FLEET, EQUIPMENT, & FACILITIES

Fleet:

- The purchase of another utility vehicle is finalized and delivery is next month. After trading in 2 older units, the final price is 10,020.00 for a new Ford Escape.
- Two apparatus failed pump testing and have been repaired.

Facilities: With the recent fuel thefts, we are installing new security cameras and exploring other options to secure the stations.



Elk Creek/Inter-Canyon Fire Protection Districts Wildfire Division Report 2021 Time & Work Report July, 2022



- **Wildfire Prepared**
 - o Continuing assessments for voluntary and grant funded hilldale pines homes
 - o 26 assessments total for the month
 - o Kelliagh responded to 2 fires as well.
- **Ambassadors**
 - o have continued to be on-board
 - 32 ambassadors currently due to some attrition
 - Jackie White was removed due to being on the Inter-Canyon Board
 - o Ambassadors will be included for the Elevation Celebration and a banner has been created so people can meet there ambassadors.
- **COSWAP:**
 - o Two grants were submitted jointly by Elk Creek, Jefferson County, and USPP members and have been funded.
 - o A kick off press conference was held and Captain Yellin spoke
 - o The grant will consist of landscape scale mitigation work at County open space and wildfire prepared will be used for defensible space assessments near those areas. Approximately 200 homes will be assessed in Elk Creek, Inter-Canyon, and Evergreen Fire Protection Districts
- **Foxton**
 - Final grant reimbursement has been received for \$15,550.
- **Glenelk**

- o FRWM project is ongoing work is nearly completed on the fuel break above Glenelk
 - o Approximately one more week of work on the ridge top and will be moving to defensible space once the peak season for cabin use winds down
- **Sampson / Maxwell**
- o Planning continues for the connecting road between the two communities. Lockheed Martin still involved for potential 3rd option to exit the communities to Wadsworth in the event of emergency.
 - o Exploring potential for COSWAP Workforce Grant to mitigate roadsides of the 1st mile of Sampson Road.

Type 4 Team Training

- The Elevation Celebration will be used for a type 4 team training event. Chief Shirlaw will be the trainee.
- **Fuels Crew**
- June was a challenging month due to sickness, weather, and vehicle shuffling.
- Wagon Wheel Dump site
 - MOU With County has been approved
 - Working on another dump site for the crew through the County
- Seeing a significant increase in piles per request, which is great
- 87 homes have been serviced to this point, 658 piles
- 74 properties have been serviced in June

Module

- Module has helped with chipping and continued the work in Glenelk
- The completed an out of district role for Texas State Forest Service Support
- They are back in Texas on the second role of the season as a Type 2 IA with Kings Peak from Utah