

**Minutes of the Regular Meeting of the Board of Directors of the  
Sunshine Fire Protection District  
July 11<sup>th</sup>, 2017**

**Call to Order**

- The meeting was held at Fire Station #1, 311 County Rd 83, Boulder, CO 80302.
- The meeting was called to order at 7:39 PM and quorum was established.

**Attendance**

Board Members Present: Deirdre Damron, Gene Fischer, Jim Peacock, Alan Kirton, Sam Mishkin

Board Members Absent: None

Others Present: Deputy Chief Henry Ballard

**Approval of Minutes**

- Minutes from the June Board meeting were reviewed.
- **Motion:** To approve Board Minutes. Motion was seconded and carried unanimously

**Treasurer's Report**

- Treasurer's Report was reviewed
- **Motion:** To approve Treasurer's Report. Motion was seconded and carried unanimously.

**Fire Chief's Report**

- Fire Chief's report was reviewed. Report is attached.

**Other Business:**

- Henry Ballard discussed the firefighter's payroll from the Sunshine Fire (March 19, 2017). Chief Schmitt will contact the firefighters to determine the disposition of the pay.
- Reviewed bid from Bio Terra to perform grading and fill work on the bottom of the Station 1 asphalt driveway and on the access road that runs to the south and east of the station. The consensus was that the expense was more than what the board wanted to spend on those repairs. The Board will continue to explore alternative solutions.
- Discussed the possibility of changing the provider for the propane delivery. Polar Gas has made a proposal regarding being able to pre-pay for winter propane deliveries in order to reduce cost. Sam Mishkin was going to investigate further.
- Deirdre Damron discussed the possibility that the pancake breakfast will not happen this year. We currently do not have any volunteers from the community who are willing to take on running the event.
- Deirdre Damron announced that she intends to step down from the Board. Deirdre will contact members of the community to try to find someone to fill the vacancy.

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**Adjournment**

- With no further business, the meeting was adjourned at 8:30 PM.

Attest: 

Alan Kirton, Secretary



Sunshine Fire Protection District  
311 County Rd 83  
Boulder, CO 80302  
[www.sunshine-fpd.org](http://www.sunshine-fpd.org)

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### Chief's Report, Board Meeting 07/11/2017

1. Bike Races. SFPD as well as LHFPD continue to work closely with BC Transportation regarding special event permitting process. We will now receive weekly updates on races. Once they are fine tuned either Henry or myself will send out notification emails to residents whenever a permitted race is going through our district. Knowing about races in our neighboring districts is also crucial as it will affect mutual/auto aid response times to our district.
2. Fire danger is high and the fire weather outlook suggests that it will stay at least the same but likely move to "extreme" before too long. SFPD at this point is not considering sending engines out for dispatch. This may change if conditions improve significantly.

### Calls:

<u><a href="#">Incident</a></u>	<u><a href="#">Units</a></u>	<u><a href="#">Problem</a></u>	<u><a href="#">Agency</a></u>	<u><a href="#">Response Date</a></u>
<a href="#">BCFD170616-006826</a>	4662, A24, AMRD, FM2	EMSR-Medical Call	BCFD	6/16/2017 2:18
<a href="#">BCFD170616-006829</a>	4662, A24, AMRB, FM2	EMSR-Medical Call	BCFD	6/16/2017 3:22
<a href="#">BCFD170617-006921</a>	4662, FM3	FICAMR-Illeg/Unattend Campfire	BCFD	6/17/2017 21:40
<a href="#">BCFD170618-006969</a>		EMSR-Medical Call	BCFD	6/18/2017 22:41

<a href="#">BCFD170625-007242</a>	2301, 4321, 4566, 4602, 4662, A3, AMRC, BM1, BR2, SS2	EMSR-Medical Call	BCFD	6/25/2017 10:56
<a href="#">BCFD170703-007622</a>	A17, AMRA, FM2	EMSR-Medical Call	BCFD	7/3/2017 23:36

<a href="#">BCFD170704-007624</a>	3166, 4501, 4603, 4652, BCFDO3, BES1, FM2, SS2	FIWILR- Wildland/Grass Fire	BCFD	7/4/2017 0:44
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<a href="#">BCFD170704-007641</a>	FM2	FIASSR-Fire Assist	BCFD	7/4/2017 11:14
<a href="#">BCFD170706-007744</a>	3165, 4602, 4652, 4662, A10, AMRA, BES3, FM2, SS2	INACCR-Injury or Rollover	BCFD	7/6/2017 13:23

[BCFD170706-007759](#) 2301,  
4321,  
4501,  
4532,  
4563, FIASSR-Fire  
4564, Assist BCFD 7/6/2017 22:41  
4566,  
BM1,  
BR1,  
SS1

[BCFD170708-007818](#) 3121,  
3122,  
3125,  
4501,  
4566, INACCR-Injury  
4601, or Rollover BCFD 7/8/2017 12:20  
4662, A8,  
AMRD,  
BES3,  
FM3, SL2

# Proposal

**BioTerra Constructors, Inc.**

1068 Marble Court  
 Boulder, CO 80303  
 303-579-3569

**Date:** July 7, 2017

**Client:** Sunshine Fire Protection District  
 c/o/ Alan Kirton 303-443-7387  
 311 CR 83  
 Boulder, CO 80302

**Project:** Station 1 Driveway Improvements

Item No.	Description	Cost
1	Grade out area at bottom of Station 1 asphalt driveway, import and place 1 load (approx. 15 tons) of recycled asphalt. Leave any excess asphalt in onsite area identified by Client.  <div style="text-align: right; margin-right: 20px;">                         Labor, Equipment, mob/demob \$ 1,500.00                          Materials/Hauling \$ 450.00  <b>Total</b> </div>	<b>\$ 1,950.00</b>
2	Construct access road improvements at rear of Station 1 as discussed with Client. Excavate hillside at side of road to provide space for roadside ditch; grade in roadside ditch; place excavated soil on road to achieve desired grades for drainage; remove approx. 4 trees as required and leave onsite for disposal by others; break down several large rocks at parking area if possible with skid loader-mounted breaker; import and place 7 tandem loads of recycled asphalt on driveway and compact with skid loader and vehicles.  <div style="text-align: right; margin-right: 20px;">                         Labor, Equipment, mob/demob \$ 3,150.00                          Materials/Hauling \$ 4,100.00  <b>Total</b> </div>	<b>\$ 7,250.00</b>
<b>Total Cost</b>		<b>\$ 9,200.00</b>
<b>Notes:</b> 1. If both projects are done at same time <b>deduct \$400</b> for reduced mobilization costs. 2. Cost of materials assumes recycled asphalt will be available at the Hogan-Keeter yard in Boulder at time of construction. If material is not available there, additional hauling costs may apply if material is located much farther from Boulder (not more than \$70/load extra).		

Proposed cost valid for 14 days after date of this estimate.

Project cost estimate has been prepared based upon scope of work and conditions observed or assumed as discussed with owner prior to preparation of this estimate. Design changes or actual field conditions different from those observed or assumed may result in changes in project cost.

BioTerra Constructors shall obtain utility location for public utilities from Utility Notification Center of Colorado. Client shall provide BioTerra with locations of all private utilities in work area prior to BioTerra's commencement of work on-site. BioTerra assumes no responsibility for damage to private utilities not previously identified by Client.

**Prepared by:** \_\_\_\_\_  
 BJ Urbiztondo

**Accepted by:** \_\_\_\_\_  
*signature*

**Date:** \_\_\_\_\_

\_\_\_\_\_  
*printed name*