

**Minutes of the Regular Meeting of the Board of Directors of the  
Sunshine Fire Protection District**

**Nov. 10, 2020**

Call to Order

The meeting was held virtually by zoom.

The meeting was called to order at 7:34 PM and quorum was established. See Agenda below.

Attendance

Board Members Present: Alan Kirton, Jean Gatz, Dan Fischer, Dick Smith, Cathy Shoenfeld

Board Members Absent:

Others Present:

Approval of Minutes

- Minutes from the October Board meeting were reviewed.

MOTION: To approve October Board Meeting Minutes was seconded and carried unanimously.

Treasurer's Report

- Treasurer's report was reviewed. D. Fischer provided an overview of the financial reports, and budget key items.
- Key transactions were for new equipment, training costs.

MOTION: Due to technical difficulties we were unable to complete the Treasurer's Report and decided to take action on this at the Dec. meeting.

Fire Chief's Report – Review of report

- Update on new firefighters. StarHouse is allowing us to use their property and it is a big help. New firefighters are going through extensive training. Board discussed ways to thank the recently new firefighters.
- Most training is now via Zoom (not driving, medical).
- All trucks and equipment have been returned back to service after wildfire responses. Good experience for 'putting engines through their paces' in real duty.
- Update on wildland dispatch, deep bench, planning for response, ability to send out an engine for experience and training, gear and equipment.
- Discussion of offer from City of Boulder on a used brush truck (2002 or 2004). Questions about potential costs to outfit, state of functionality, tank size (250 gal.), potential for flexibility especially if one of our vehicles is out for assignment.
- Board discussed next steps to check out the functionality, history.

MOTION: to authorize the Chief to move ahead with a purchase of this vehicle for a purchase price of up to \$18,000 up to his discretion. Motion passes unanimously.

Other Business (see attached)

- Update on Ballot Issue passage.
- Update on advice from attorney about Compensation for Wildfire Assignments
  - Recommendation is to proceed with clear criteria in the Volunteer and Part-time Employee Agreement.
  - It is important that we have a system for payroll and D. Fischer is exploring options with quickbooks.
  - For any firefighters who work as a contractor with own Worker's Compensation insurance, we will continue to pay through their company as we do now.
  - Questions about how this is addressed when there is a fire in our district or nearby where our firefighters would transition from being a volunteer to being a paid employee.
- Process for inclusion of 5405 SCD (Richey, Calvin) is complete.
- Update on Community Fire Cistern at 1462 CR 83.
- Update on the New Engine – discussion of budget implications for initial down payment.

Adjourned at 8:37 PM

**Attest:**

  
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Jean Gatza, Board Secretary

## **Board Meeting November 10<sup>th</sup>, 2020**

Virtual Meeting - Zoom Meeting

<https://us02web.zoom.us/j/82543562895?pwd=bGtadnRJczByK3VGZ3NCYmV0Y01mQT09>

Meeting ID: 825 4356 2895

Passcode: 845775

Call in numbers:       1 346 248 7799 (Houston)  
                              1 929 205 6099 (New York)  
                              1 301 715 8592 (Washington D.C)  
                              1 312 626 6799 (Chicago)

### **Agenda**

#### **Review/Approve Minutes from July Meeting**

#### **Review/Approve Treasurer's Report**

#### **Review Chief's Report**

#### **Other Business**

1. Ballot Issue 6A
  - a. Ballot issue passed by a margin of 179 to 50 (latest unofficial results as of 11/9/2020)
  - b. Amendment B – Gallagher Repeal has also passed
  - c. The state legislature passed Senate Bill 20-223 which freezes the residential assessment rate at 7.15%. Unless something happens in the future that lowers the residential assessment rate then there will be no need for SFPD to raise the fire department mill levy.
2. Compensation for Wildfire Assignments
  - a. Dan Fischer and I met with Dino Ross who is the lawyer the district uses for many of our legal questions. Dino has addressed the issue of how to pay volunteers when they are on wildfire assignments in the past and has provided a memo to us regarding the options.
  - b. The option that seems to make the most sense is to treat the firefighters as part-time employees for the time period of when they are working on an all hazards incident (i.e. fire, flood, etc.) where they are going to get compensated for their time.
  - c. One important aspect of this approach is that we need to clearly differentiate when they are volunteers and when they are part-time employees. To that end, any volunteer that wants to go out on an incident will need to sign a Part-Time Employee Agreement before they are allowed to go on assignment. Current version of the agreement is attached.
  - d. If they are considered employees then we will need a payroll solution that allows us to withhold the correct amounts for FICA, unemployment insurance and state and federal taxes. After doing some research the decision was made to use QuickBooks Desktop Payroll. Desktop Payroll interfaces with QuickBooks Desktop Pro which the district uses for accounting.
  - e. We have one firefighter, Eric Bader, who make his livelihood doing wildfire incidents. SFPD pays him through his company, Boulder Outdoor Center. We will continue to treat Eric as a contractor. Eric supplies his own Worker's Compensation insurance through his company.

3. The Boulder District Court has issued the order of inclusion of the property owned by Jeff Richey and Sandy Calvin at 5405 SCD. The order will be filed with the Boulder County Clerk which will complete the process for inclusion.
4. Community Fire Cistern at 1462 CR 83 updates:
  - a. We're still waiting for the approval of the Limited Impact Special Use Review application for the cistern.
  - b. Installation will need to wait until 2021. We'll plan for the installation in late May or early June.
5. Rosenbauer Timberwolf Purchase
  - The apparatus committee is still working through the details of the Production Specifications of the new engine.
  - For budgeting purposes we should assume that chassis payment will be made in 2021. That payment will be \$121,373.
  - It is not clear whether we will get delivery of the engine in 2021 but we should probably assume that we will be for the sake of budgeting. If we assume that the total down payment is \$250,000 then that would leave us with a payment of \$128,627 (\$250k - \$121.3k) when we take delivery.
6. Other new business?

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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 Report, Board Meeting 11/10/2020

1. **New firefighters:** New firefighters continue their training. At the moment mostly driver training. Two firefighters are currently going through the Hazmat portion of the fire academy and will continue the academy in January. This is the most important qualification for a firefighter, aside from medical quals. Once we continue in person board meetings the firefighters will come to a board meeting to introduce themselves.
2. **Training:** Most of our training is now via Zoom. All medical training has been via Zoom since March, and with a few exceptions other training is now via Zoom as well.
3. **All trucks and equipment** have been returned back to service after the wildfire responses. Some mechanical issues were discovered that we'll be addressing.
4. **Some firefighters** got a taste of wildfires this past month, and are motivated to go on dispatch next year.
5. **Wildland dispatch.** With the new firefighters we have a deeper bench, and several have indicated that they are interested in going out next year on dispatch. Currently, with the help from firefighters from other districts as well, we believe we can send out an engine next year for 4-8 weeks. We want to establish that program as an annual opportunity for our firefighters primarily as a training, and then for revenue to support our mission and enable us to purchase gear and equipment as well as support the budget as the secondary reason.
6. **City of Boulder** has offered us a very good deal on a used brush truck (F550 w/ 39k miles) based on a negotiation I had with the City three years ago for an identical truck. Cost would be \$18,000. This truck could be used as a backup truck for when an engine next year is out of district on dispatch. We could sell the truck the year after. Pictures below.

## Calls

| <a href="#">Incident</a>          | <a href="#">Units</a>   | <a href="#">Problem</a>               | <a href="#">Response Date</a> |
|-----------------------------------|---|---------------------------------------|-------------------------------|
| <a href="#">BCFD201015-010927</a> | 3124,<br>4602,<br>4603,<br>4632,<br>4652,<br>4661,<br>5561,<br>6532,<br>BES1,<br>FM2,<br>SL2, SS2 | FIWILR-<br>Wildland/Grass<br>Fire     | 10/15/2020 15:36              |
| <a href="#">BCFD201017-010993</a> | 4601,<br>5423   | FIASSR-Fire<br>Assist                 | 10/17/2020 15:39              |
| <a href="#">BCFD201017-011007</a> |   | MUAIDR-Mutual<br>Aid Request          | 10/17/2020 19:45              |
| <a href="#">BCFD201018-011056</a> | 4561,<br>4632,<br>4661,<br>4662,<br>BCFDO1,<br>FM4,<br>SS2  | FISMOR-Smoke<br>Report                | 10/18/2020 20:19              |
| <a href="#">BCFD201022-011175</a> | 4632,<br>6532,<br>FM1,<br>SS2   | FISMOR-Smoke<br>Report                | 10/22/2020 10:54              |
| <a href="#">BCFD201030-011473</a> | 2301,<br>4364,<br>4566,<br>BM1,<br>BR3,<br>SS3  | FIALRSR-<br>Residential Fire<br>Alarm | 10/30/2020 15:35              |
| <a href="#">BCFD201030-011477</a> | 2301,<br>4366,<br>BM1,<br>BR2,<br>SS3   | FIALRSR-<br>Residential Fire<br>Alarm | 10/30/2020 17:44              |



|                                   |  |                              |                  |
|-----------------------------------|--|------------------------------|------------------|
| <a href="#">BCFD201031-011515</a> | 2301,<br>4532,<br>4563,<br>4566,<br>A15,<br>AMRA,<br>BR3,<br>SS2 | EMSR-Medical<br>Call         | 10/31/2020 17:44 |
| <a href="#">BCFD201101-011557</a> |  | INACCR-Injury or<br>Rollover | 11/1/2020 16:41  |
| <a href="#">BCFD201104-011669</a> |  | FISMOR-Smoke<br>Report       | 11/4/2020 14:37  |
| <a href="#">BCFD201104-011675</a> | 4532,<br>4661,<br>4662,<br>FM3,<br>SS2                           | FIASSR-Fire<br>Assist        | 11/4/2020 17:18  |













