

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

January 11, 2022

Call to Order

The meeting was held virtually via zoom.

The meeting was called to order at 7:31 PM and quorum was established.

Attendance

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

Board Members Absent:

Others Present: Chief Michael Schmitt, Deputy Chief Henry Ballard

Approval of Minutes

- Minutes from the December Board meeting were reviewed.
MOTION: To approve Board Minutes as amended. 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.
 - Board reviewed the checks, credit card charges, profit & loss budget vs actual.
 - Several items were cleaned up to be allocated appropriately.
 - Key items: abatement from Boulder County, deployment reimbursements for payroll and equipment, insurance, utilities, fire fighting expenses including fuel, repairs and maintenance; radio and pager purchases; several items were over budget.

Fire Chief's Report – see attached

- Update on Station 2 generator failure on Dec. 31 and steps to get it running, recommendations for remote monitoring at St. 2 and notification system for St. 1. Alan Kirton and Chief will follow up on recommended back-up systems.
- Update on the centurylink outage in Sunshine, raising concerns about ability of people to call 911 and home monitoring systems.
- Update on New Truck, inspection may be possible in early Feb., receive truck late Feb. or early March. At next meeting we should talk about an event to present it to the community and show the result of the fund-raising.
- Update on the Marshall Fire – sent 4501 engine; fire-fighter duties both in town and here
- Discussion of safety issue around radio compatibility raised by the Marshall Fire. Alan Kirton is working to coordinate an AFG grant application with nearby districts for 4 units for apparatus and 1 for the chief. If this is not successful there are a few other grant opportunities we might pursue.

Other Business

- Review Petition for inclusion to include 390 Gold Run and 6311 Sunshine Canyon Dr. into SFPD. There is no access from Fourmile to these properties. The road is in bad condition making it difficult to serve for wildfire or medical emergencies especially in winter. Discussion included unlikely future potential for road improvements so these properties might be accessed from Fourmile.

MOTION to approve Resolution 2022-001 to approve the inclusion of the Property identified in the exhibit to the resolution and known by 390 Gold Run Road within the boundaries and jurisdiction of the District, immediately upon its exclusion from Four Mile Protection District's jurisdiction. Motion was seconded and carried unanimously.

MOTION to approve Resolution 2022-002 to approve the inclusion of the Property identified in exhibit to the resolution and known by 6311 Sunshine Canyon Drive within the boundaries and jurisdiction of the District, immediately upon its exclusion from Four Mile Protection District's jurisdiction. Motion was seconded and carried unanimously.

- Further update on new truck. We will start the loan paperwork once we have a firm date. At next meeting we should re-examine the capital reserve fund to see if we still need a loan.

MOTION to approve a resolution appointing Richard L. Smith the designated election official (DEO) for the May 3, 2022 Board election and appointing Alan Kirton as deputy Designated Election Official for the May 3, 2022 Board election. Motion was seconded and carried unanimously.

Adjourned at 9:05 PM



Attest: _____

Jean Gatza, Secretary

Board Meeting January 11th, 2022, 7:30 PM

Meeting virtually, call in details

<https://us06web.zoom.us/j/83989285553?pwd=ZFpVSTRaWmxVRzJOSG1mZW9qd2o1UT09>

Meeting ID: 839 8928 5553

Passcode: 003339

Or Call In

+1 312 626 6799

Agenda

If we have members of the public that have joined to hear the review of the two petitions for inclusion then we will do that agenda item first. Otherwise we will follow our normal meeting format.

Review/Approve Minutes

Review/Approve Treasurer's Report

Review Chief's Report

Other Business

1. Review Petition for Inclusion from Mike and Tenzi AbiEzzi to include 390 Gold Run into SFPD. This property is adjacent to the property they own at 6313 SCD. 390 Gold Run is currently within the Four Mile FPD. They have submitted a Petition for Exclusion to Four Mile FPD which will be considered in their January meeting.
2. Review Petition for Inclusion from Andrew and Amy Hartman to include 3611 Sunshine Canyon Dr. into SFPD. 6311 SCD is currently within the Four Mile FPD. They have submitted a Petition for Exclusion to Four Mile FPD which will be considered in their January meeting.
3. The latest update from Rosenbauer is that they expect to have the new engine available for inspection in mid-Feb. If that holds true then we would expect the engine to be delivered in early to mid-March. Once the inspection date is firm then we will contact Community Leasing Partners to start the loan paperwork.
4. Appoint the Designated Election Official for the 2022 Board Elections.
5. Determine how we're going to get all the required signatures on resolutions and DEO form.
6. Review 2022 Transparency Notice

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Sunshine Fire Protection District
311 County Rd 83
Boulder, CO 80302
www.sunshine-fpd.org

Chief Report - Board Meeting 01/11/2022

- 1. Generator at station 2:** It failed on New Years Eve, during the snowstorm. No propane bottles could be purchased from 7 different stores, and firefighters brought their bbq bottles to power a gas blower heater for the night inside the station to keep engines from freezing up. I would have had to sleep in my (running) car to monitor station temperature. I got a hold of a service technician that was at a New Years Eve party that remembered that he left a card for us before, who walked Waltman and Koehler through the steps to get it running again. It ran again and I waited a few hours that it does continue to run before going home. The technician has come by on 01/10 and stated that because of the station being remote and not monitored by a person, such as at a private residence, that it is advisable to install a remote monitoring system that works either off of the Wifi at the station or a 4G network. My recommendation is to use remote monitoring for station 2 only (WiFi), and for station 1 use the upgrade of a NEST thermostat so that we at least get notified when temperature drops there. A quote is attached.
- 2. CenturyLink Outage in Sunshine:** We are in the process of coordinating an upgrade of the CenturyLink backup system to ensure that the system is not offline again after such a short period (15hrs) like on New Year's Eve. Most likely the batteries have to be replaced (by CenturyLink), but that won't happen without us pushing for it. Our interest is to make sure that our residents can use their landlines to dial 911, and that (plus home monitoring systems) was not possible. We used a portable generator (also see #1, generator in station out of service at the same time) to supply power to the CenturyLink system.
- 3. New truck update:** We have been told that an inspection may be possible in the early to mid-February time frame. We were told that we will get another update this week.
- 4. Marshall Fire response:** SFPD sent one engine and two additional firefighters in two other engines to this fire. At the same time, we assured that we had personnel staffing the station to ensure both our operational commitment for our own district and our mutual aid (neighboring) districts. We were able to do that despite a shortage of firefighters (sick, travel, work-related absences). I have pictures and videos to share and can give a brief rundown on what 4501 did, if there's interest and time.
- 5. Radios:** The Marshall Fire exposed a serious safety issue for us and other mountain departments. We had no ability to communicate with anyone while fighting the fire. Upon arrival, we were told that we are on our own since we do not have 800Mhz radios. Mountain departments use VHF,

city departments use 800Mhz radios. Fourmile and Gold Hill had the same issues (Fourmile being on Marshall Fire with one of our firefighters, and Gold Hill being on the Middle Fork Fire north of Boulder). If we had an emergency (medical, burn over, shelter deployment, etc) we would not have been able to reach anyone. Fourmile is trying to apply for an AFG grant because of this to buy radios, with all three departments involved, and I strongly support this. This is considered a watch-out situation in a wildfire which allows anyone to turn down the assignment, for good reason. 800Mhz radios are expensive, and we wouldn't be able to afford as many of them as we have VHF radios. Ideally, we would have one in each engine and a base station as well. But at a minimum, we need 1 for each 4532, 4501, and 4505 as well as one for myself. I was going to ask for one for myself this month anyway as when I am responding from home to regular calls, which is most often the case, I have communications issues as the VHF system that we use switches repeaters several times as I am going through town and I miss radio traffic which has caused me to continue emergent when I didn't have to and poses a safety issue as well.

Calls

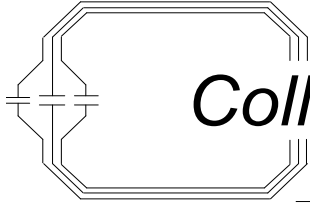
Incident	Units	Problem	Response Date
BCFD211207-013626	2301, 4532, 4561, 4566, 4631, A6, AMRB, FM3, GH2, SS3	zFall (AN)	12/7/2021 8:20
BCFD211215-013968	2301, 4561, 4631, A15, AMRD, BR2, SS2	zHeart Problem (AE/EE)	12/15/2021 19:33
BCFD211218-014066		FIINFR-Fire Information	12/18/2021 9:36
BCFD211220-014146	2301, 4561, 4566, 4656, FM3, GH2, SS2	FIASSR-Fire Assist	12/20/2021 12:55
BCFD211224-014261	3124, 3128, 4161, 4167, 4532, 4656, 5404, 5463, A5, ESU1	REWATR-Water Rescue	12/24/2021 9:48
BCFD211226-014318	2301, 4532, 4566, 4602, FM3, GH3, SS3	FIODIR-Odor Inv Inside	12/26/2021 10:29
BCFD211229-014397	4561, 5463, GH1	FIALRSR-Residential Fire Alarm	12/29/2021 0:17
BCFD211231-014697		EMSR-Medical Call	12/31/2021 10:19

[BCFD220101-000029](#) 4561, 4566, 4661, A3, AMRC, FM3, SS2 INACCR- Injury or Rollover 1/1/2022 11:53

[BCFD220106-000330](#) FICONR- Controlled Burn 1/6/2022 9:25

[BCFD220107-000365](#) FICONR- Controlled Burn 1/7/2022 7:39

[BCFD220108-000425](#) 2301, 4561, 4566, A8, AMRC, BR2, SS3 EMSR- Medical Call 1/8/2022 9:10



Collins Control & Electric Inc.

Mobile Link Quote

Scope to be performed: Install Mobile Link device and link to Collins Control & Electric dashboard for monitoring. Set up customer account if chosen to do so.

Line Item Report:

4G Verizon Mobile link	\$249.99
WIFI Mobile Link	\$199.99
UPS for Router	\$60.00

Tax @ \$

Terms:

- CCE will cover warranty up to 90 days after installation for the device
- \$60.00 annual subscription fee for Wi-Fi device
- \$120.00 annual subscription fee for 4G Verizon Device
- First year is free
- WIFI monitoring we require a UPS on the router to give alerts during the delay it takes the Generator to reconnect power to the home.

“To make life better for everyone we touch by doing what is morally and ethically correct and treating others the way we would like to be treated.”

2022 SPECIAL DISTRICT "TRANSPARENCY NOTICE"

Notice to Electors 32-1-809 C.R.S.

Legal Name of
Special District: Sunshine Fire Protection District

This information must be provided¹ annually to the eligible electors of the district between November 16 and January 15.

Address and telephone number of district's principal business office	311 County Rd. 83 Boulder, CO 303-786-7731 (unattended)
Name and telephone of manager or other primary contact person for district	Alan Kirton 303-443-7387
Email address of primary contact (Optional)	ajkirton@ionsky.com
District's website address <small>(Required if choosing to post meeting notices online per HB 19-1087)</small>	http://www.sunshine-fpd.org
Time and place designated for regular board meetings <small>[per C.R.S. 32-1-903]</small>	SFPD Station 1 311 County Rd 83, Boulder, CO 7:30 PM on the second Tuesday of every month
Posting place designated for meeting Notice <small>[per C.R.S. 24-6-402(2)(c)]</small>	SFPD Station 1 311 County Rd 83, Boulder, CO

Names and Contact Information of Board Members	(1) Board Chair Name: Alan Kirton Contact Info: alanj.kirton@gmail.com 303-443-7387	(2) Board Treasurer Name: Daniel Fischer Contact Info: fischer_dp@outlook.com 303-440-3658
	<input checked="" type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input checked="" type="checkbox"/> Three-year term	<input type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term
	(3) Board Secretary Name: Jean Gatza Contact Info: jeangatza@yahoo.com 303-444-8379	(4) Director Name: Richard Smith Contact Info: recjsmith@aol.com 303-444-3110
	<input checked="" type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input checked="" type="checkbox"/> Three-year term	<input type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term
	(5) Director Name: Cathleen Shoenfeld Contact Info: cathyshoenfeld@yahoo.com 303-449-8029	
	<input type="checkbox"/> This office included on next regular election ballot for a <input type="checkbox"/> One-year term <input type="checkbox"/> Three-year term	

Date of next regular election	May 3, 2022	
<p>Self-nomination forms to be a candidate for district board member may be obtained from and should be returned to the Designated Election Official (or Board Chair or Secretary if no DEO). [per C.R.S. 1-13.5-303]</p> <p>Self-nomination forms for the next regular election must be received by the district by:</p> <p>February 24, 2022, no later than 5:00 PM.</p> <p>Applications for absentee voting or for permanent absentee voter status are available from and must be returned to the Designated Election Official. [per C.R.S. 1-13.5-1003]</p>		
Designated Election Official:	<u>To be appointed in January 2022</u>	
Contact Address:	_____	
Contact Phone:	_____	
District election results will be posted on these websites:		Department of Local Affairs https://dola.colorado.gov/lgis

District Mill Levy	<u>12.04</u> mills, for collection in 2022
Total ad valorem tax revenue received in the previous year (note if unaudited or otherwise incomplete)	<u>\$ 152,409.39</u>

File copy of this Notice with:

- Clerk and Recorder of each county in which the district is wholly or partially located
- Assessor of each county in which the district is wholly or partially located
- Treasurer of each county in which the district is wholly or partially located
- Board of commissioners of each county in which the district is wholly or partially located
- Governing body of any municipality in which the district is wholly located
- Division of Local Government
- District's principal business office where it shall be available for public inspection

¹ Notice must be provided in one or more of the following manners:

- a) Mail Notice separately to each household where one or more eligible electors of the special district resides (Note: Districts with overlapping boundaries may combine mailed Notices, so long as the information regarding each district is separately displayed and identified);
- b) Include Notice as a prominent part of a newsletter, annual report, billing insert, billing statement, letter, voter information card or other Notice of election, or other informational mailing sent by the district to the eligible electors;
- c) Post Notice on district's official website (Note: You must also provide the Division of Local Government (<http://www.colorado.gov/dola>) with the address of your district's website in order to establish a link on the DLG's site. Please use our Contact Update form available on our website or by request.);
- d) Post Notice on website of the Special District Association of Colorado (<http://www.sdaco.org>) (Note: Your district must be an SDA member. Send Notice to SDA by mail or electronic transmission); or
- e) For a special district with less than one thousand eligible electors that is wholly located within a county with a population of less than thirty thousand, posting the Notice in at least three public places within the limits of the special district and, in addition, posting a Notice in the office of the County Clerk and Recorder of the county in which the special district is located. Such Notices shall remain posted until the Tuesday succeeding the first Monday of the following May.