

**RECORD OF THE PROCEEDINGS OF THE REGULAR BOARD MEETING OF THE
PAGOSA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS**

December 13, 2016

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, December 13, 2016, in the training room at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

1. Call To Order

The meeting of December 13, 2016, was called to order at 7:47 p.m. by Chairman Thompson.

Board Member Attendance

John Thompson (Chairman), Jason Webb (Vice Chairman), Ed Ainsworth (Secretary/Treasurer), David Blake (Director), Don Peterson (Director)

Staff Present

Chief Larson, Executive Administrative Assistant Brinkmann

2. Additions/Deletions to the Agenda

Reappropriations in the 2016 Budget

3. Public Comments

None.

4. Approval of Minutes

The minutes of the November 8, 2016, were approved on a motion by David Blake, seconded by Don Peterson and passed.

5. New Business

- A. Resolution 161213A, Adopting the 2017 Budget, Setting Mill Levies and Appropriating Sums of Money was approved on a motion by Jason Webb, seconded by Don Peterson and passed.
- B. Resolution 161213B, regarding posting for meetings was approved on a motion by Jason Webb, seconded by Ed Ainsworth and passed.
- C. A handout was included in the board packet outlining reappropriations to specific line items in the budget. Webb inquired if a policy needed to be established for future reappropriations. Larson stated he would work on getting a policy. Ainsworth made a motion to adopt the reappropriations as outlined, seconded by Don Peterson and passed.
- D. Jason Webb made a motion to Enter into Executive Session pursuant to C.R.S. 24-67-402(4)(f) to discuss the Deputy Chief position, seconded by David Blake and passed.

The Board reconvened with no decision being made at 8:36.

6. **Reports:**

A. **Financial Report: January-November, 2016**

Brinkmann updated the board on the progress of year-end figures.

- The P&L and Balance sheet were reviewed. McNeil & Company waived the insurance deductible for the replacement of the Thermal Image Camera and other equipment in the Adobe Fire. He stated the waiver was due to not having a claim in the past two years.
- Department of Local Affairs, State Matching Funds for the Pension, would be sent out next week.

B. **Chief Report**

- Chief Larson updated the Board on the audit proposal received from Rubin Brown, Certified Public Accountants. The Board discussed the rotation of auditors every three to five years to provide a measure of credibility to the district. Changing auditors would give a new perspective on the organization's financial operations.
- Two staff members will be attending the Assessment Center.
- An updated USA Recovery Report was included in the Board packet.

7. **Old Business**

None

8. **Good of Order:**

- PFPD received four \$50.00 gift cards from Walmart for the Community Service Project
- Grants for Personal Protective Equipment and a much needed Apparatus have been submitted.

There being no further business, the meeting was adjourned at 9:12 p.m.

Respectfully Submitted,

DISTRICT SEAL

Edward Ainsworth
Secretary/Treasurer

