

Minutes
Lake Dillon Fire Protection District
Tuesday May 15, 2018 – Station 10 – Silverthorne

Call to Order:

The Regular meeting of the Lake Dillon Fire Protection District Board of Directors was called to order 8:10 AM.

Roll Call:

Board Members present were Jim Cox, Jen Barchers, Jim Lee, and Lori Miller by telephone. Rob Sollenberger was excused. Staff members in attendance were Chief Jeff Berino, and Board Secretary/Asst. Treasurer Mary Hartley.

M/S/P Miller and Lee to approve the excused absence of Director Sollenberger.
Vote: All in favor, none opposed.

Guests:

Mark Richmond, Attorney
Tyra Litzau, Audit Director ACM

Changes to Agenda:

None

Public Comments:

None

New Business:

Oaths of Office: Finance Manager Hartley swore into office Directors Cox and Lee.

Election of Officers: Director Cox moved to appoint the officers as follows:

President: Director Cox

Vice President: Director Barchers

Treasurer: Director Miller

Secretary: Finance Manager Hartley

M/S/P Cox and Lee to approve the officers noted above.

Vote: All in favor, none opposed.

Acceptance of Resignation of Director Rob Sollenberger and discussion on appointment of replacement: Director Cox read Director Sollenberger's letter of resignation dated May 15, 2018.

M/S/P Barchers and Miller to accept the resignation of Director Robert Sollenberger per his letter dated May 15, 2018

Vote: All in favor, none opposed.

After discussion regarding the appointment of a Board Director, M/S/P Lee and Barchers to appoint Linda St. John to fill Director Sollenberger's vacancy. This appointment will expire at the next regular election in May of 2020.

Vote: All in favor, none opposed.

Oaths of Office: Finance Manager Hartley swore into office Director St. John.

Review Draft Ground Lease and Draft Co-Ownership Agreement for New Admin Building with Summit County: Chief Berino reviewed the Draft Ground Lease and the Co-Ownership Agreement for the shared Administration Building with Summit County Government. The Ground Lease stipulates that the County owns the land and SFE will lease for \$1.00 per year, for as long as the building is around. Attorney Mark Richmond reviewed the Ground Lease and Co-Ownership Agreement with the Board.

Attorney Richmond remarked that the Ground Lease document provides the right to use the ground under the facility and for its parking, sidewalk and easements for utilities and access from surrounding county commons land for a period of 99 years.

Attorney Richmond remarked that the Co-Ownership Agreement is modeled on the existing agreement for the Dillon Station which is owned in undivided interests by LDFPD and Summit County, with certain portions of the building designated for exclusive use by each of the parties, and common area which use is shared. The proposed facility will be designed with 62% of the space for exclusive use by LDFPD and 38% of the space for the County. This percentage is still being reviewed and may change. Costs for the maintenance will generally be allocated based on the ownership interests unless the expense benefits one party or its portion of the building. The section regarding sale, assignment, leasing and mortgaging has changed giving the option to purchase if one party wants to sell is primarily to be used only if a transfer to a third party is proposed.

Presentation and acceptance of 2017 Audit:

Tyra Litzau, CPA Audit Director with Anton Collins Mitchell LLP presented the 2017 Draft Audit to the Board.

An Audit Wrap Up report was reviewed discussing the results of the audit, internal controls over financial reporting and the firm's independence.

Audit Director Litzau stated that the 2017 LDFPD CAFR is being internally reviewed for any errors and that the firm will be issuing a clean opinion.

After discussion and questions, M/S/P Lee and Barchers to accept 2017 Audit.

Vote: All in favor, none opposed.

Consent Agenda:

The following items were presented:

Minutes of the April 17, 2018 Special Board Meeting

Warrants: April 13, 2018 – May 11, 2018
Financial Report for All Funds - April, 2018
After discussion and questions,
M/S/P Miller and Barchers to approve Consent Agenda as presented.
Vote: All in favor, none opposed.

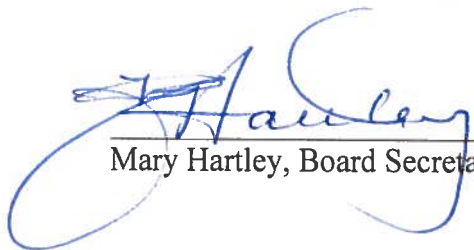
Board Comments:

Director Miller commented that in the future the LDFPD Board should meet on a different day from the Summit Fire & EMS Authority Board meeting when the agenda is full and determined to go over the 45 minutes allotted.

Director Barchers shared the importance of filling in the gaps for the LDFPD Board members that do not sit on the Summit Fire & EMS Authority Board. It would be helpful to be given a summary of the SFEMS activities at each of the LDFPD Board meetings.

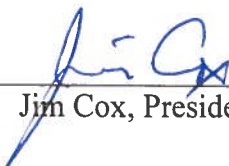
Adjournment:

M/S/P Miller and Lee to adjourn the meeting at 9:11 AM.
Vote: All in favor, none opposed.



Mary Hartley, Board Secretary

Approved this 19th day of June 2018



Jim Cox, President