

# *Lower Valley Fire Protection District*

*October 10, 2024*

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## **CALL MEETING TO ORDER**

The Regular Board Meeting of the Board of Directors of the Lower Valley Fire Protection District was called to order by Board Vice President Mark Bonella. Advance notice of the meeting was provided. The role call was taken, the following directors were present: Mark Bonella, Jeff Phillips, Jesse Mease, and Cliff Gray. Others in attendance: Chief Matt Katzenberger, Travis Holder, Austin Cooper, Kaden Fife, Ben Gardner, Greg Reynolds, Skylar Smith, Tim Struble, Beau Schmalz, Thomas Creel, Diana Manzanares, and Mahea Rodriguez.

## **PLEDGE OF ALLEGIANCE**

**Jeff Phillips** led us in the Pledge of Allegiance.

## **CITIZENS COMMENTS/REQUESTS**

None.

## **DISCLOSURE OF CONFLICT OF INTEREST**

None.

## **APPROVAL OF REGULAR BOARD MEETING MINUTES**

**Jeff Phillips** motioned to accept the board minutes from 09/12/2024. **Motion** was seconded by **Jesse Mease**. The **motion** was passed with 4 votes.

## **APPROVAL OF EXPENSES**

**Diana** presented the information and noted that expenses totaled \$523,714.21 from September 5, 2024, through October 4, 2024. **Chief Katzenberger** confirmed that both new ambulances arrived and are in service. **Mark Bonella** stated that he was signing a check for \$19,560 to KRW (hiring firm) and added that this amount was not included in the expenses detail handout. The amount was previously approved by **Cullen Purser**.

**Motion** was made by **Jeff Phillips** to accept the bills. **Jesse Mease** seconded the **motion** and therefore passed with 4 votes.

## **APPROVAL OF FINANCIAL REPORT**

**Diana** reports the total balance in our bank accounts, including cash on hand as of October 4, 2024, is \$4,066,628.20. The interest for the month of September 2024 is \$18,715.74. The YTD interest accrued is \$149,818.00. September's Mesa County Statement of Collections totaled \$46,306.06.

**Jesse Mease** made a motion to accept the Financial Statement. **Jeff Phillips** seconded the motion. The **motion** passed with 4 votes.

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## **APPROVAL OF BILLING REPORTS & RESOLUTIONS**

**Mahea** presented the information. The billing write-offs for September 2024 totaled \$110,187.11. Accounts sent to collections in September 2024 totaled \$22,068.53. We collected (income) from collections a total of \$22.75. **Mahea** also reports that the ambulance billing income for September 2024 totaled \$90,634.78 (money in our account).

**Jeff Phillips** made a **motion** to approve the resolutions and write-offs for September 2024. **Cliff Gray** seconded, and the **motion** was passed with 4 votes.

## **ADMINISTRATIVE REPORT**

**Diana** reported that a drop in prime interest rates at Grand Valley Bank caused our interest rate to decrease from 5% to now 4.5%. ColoTrust interest rate also decreased from 5.5% to now 5.2684%. **Diana** also reported that she will be attending the Colorado Government Finance Officers Association (CGFOA) in CO Springs in November. **Mahea** reports that she'll be attending a national conference in Hershey, PA at the end of October. The conference is specifically for EMS and ambulance billers and includes billing from a full revenue cycle standpoint as well as up-to-date information in compliance and industry standards.

## **REPORTS AND UPDATES**

None.

## **CHIEF REPORT**

**Chief Katzenberger** reports legislative updates. **Chief Katzenberger** reports that he and **Diana** have been attending webinars and informational sessions and the overall agreement has been that the 2025 budget will not be affected. In 2026, we'll see a decrease in revenue, but what that will look like remains unclear. Regarding the IT service provider, **Chief Katzenberger** reports LVFD will go live with IT Jet, LLC tomorrow. There may be some service interruptions while the process is taking place. Regarding the new ambulances, the **Chief** confirmed that the Crestline is in service effective today. The Braun will undergo a state inspection and striping next week; effective date of service for the Braun will be 10/16/2024. The sale of Ambulance 3113 is still ongoing. There was confusion with listing and that has been updated. The listing will also be added on Facebook Marketplace. Next, the **Chief** reports some staffing updates: **Anthony Padilla** and **Thomas Creel** attended and completed their Officer 1 class, they will take their written tests, most likely in November. **Stacie Dix** and **Troy Seal** attended and completed their Instructor I class and are currently awaiting the written tests. **Travis Holder** will be attending the National Fire Academy on November 9<sup>th</sup> – 23<sup>rd</sup> to continue his education in Fire

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Prevention and Community Risk Reduction. Several positions will be posted soon. **Ben Linzey's** position will be posted, along with a part-time recruitment with a fire academy starting in January. The Deputy Chief position will be posted early next week. **Bette Burnett** moved her retirement date up again, and today was her last day, she is officially retired. Lastly, T-Mobile is looking for a spot to install a tower and the **Chief** mentioned to them that we have a tower that is not being used. This partnership could benefit us financially through both a lease agreement and generated power. The unofficial terms that were discussed are a \$1800 a month lease with a 2% annual escalation and a long-term lease of 25 years. That comes with the ability to renew it for 5-year terms if agreed upon by both parties. The total contract value would be \$700,000 for that term, which is about \$26,000 a year with the 2% increase as we progress. This would also require new sectors, antennas, and planning for land space. T-Mobile would cover all the costs and permits incurred. They would also install their own power meter, which will be kept separate from LVFD versus a shared meter on which they would compensate us for each month in addition to their lease. Liability terms would also be written in the contract; there would be no liability for us as the site owner. This operation would remain solely outside with nothing inside LVFD's walls, including restricted access. Another benefit would be having a prime location for high-speed internet, allowing our staff to have unlimited 5G internet access included in their plan.

## **OFFICERS REPORT**

Officers report that **Cody Ciotti** recently obtained his APP II and **Becky Van Bramer** finished her community paramedic class. Green Crew has a new member - **Skylar Smith** transitioned over to them. **Thomas Creel** has transitioned to Red Crew.

## **UNION #5625 REPORT**

**Thomas Creel** is reporting on behalf of **JD**, whom is the new Vice President of the Union. The Union would like to congratulate Chief 31 and they are excited to have him as Chief of Fire for LVFD. There is a meet-and-greet planned on November 8<sup>th</sup> at 0800. This is an opportunity, along with the Fruita PD, to welcome **Chief Katzenberger** to the public. The event is called "Coffee with Heros". We also have the Parade of Lights coming up in December.

## **NEW BUSINESS**

**Chief Katzenberger** presented the Board with the budget for 2025. The 2025 budget is very similar to the 2024 budget with some minor considerations. Given the uncertainty of 2026, we should ensure that all our needs are met while the resources are still available. Thus, some adjustments were made

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regarding capital resources. On the 2025 budget, we've included facility and equipment considerations, specifically the water tender replacement and the fill station, the compressor for the breathing air. Also included in the budget is xeriscaping the facility grounds due to the poor irrigation system and some major repairs that we've already invested; the AC system; floors; paint; and appliances all need to be updated as these items have not been addressed or replaced for 10 years or longer, outside of routine maintenance. The bottom line of the budget reflects a \$802,000 decrease to our fund balance and the capital itself is figured in at \$978,000. This means we're still covering some of that capital out of our operating budget and then moving some reserve capital funds back over to compensate for the rest, which leaves a cushion in our operating budget to account for deficits we may see in 2026 and 2027. This budget will be available for public inspection for 60 days, and we can change and/or modify this budget if needed. In the December board meeting, we will officially adopt the 2025 budget. **Mark Bonella** encourages the board to go through the budget line by line and then discuss possible modifications in the November board meeting. **Mark** states that he would like to see a modest approach to the facility and equipment upgrades in 2025. **Chief Katzenberger** points out that some of these expenses would be grant dependent. Both he and **Travis Holder** are currently working on 2-3 lengthy grants to cover some of the expenses and upgrades mentioned. **Mark** thanks **Chief Katzenberger** and **Diana** for their hard work on the 2025 budget proposal.

## **OLD BUSINESS**

None.

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**ADJOURNMENT**

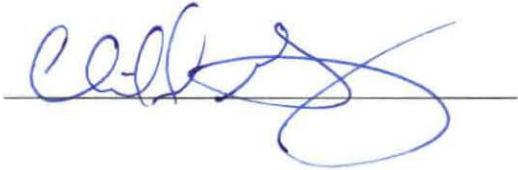
**Cliff Gray** made a **motion** to adjourn. All in favor with 4 votes.



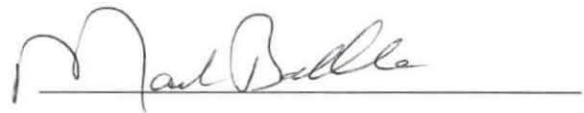
A handwritten signature in black ink, appearing to be 'Cliff Gray', written over a horizontal line. The signature is somewhat stylized and includes a vertical stroke on the left side.



A handwritten signature in blue ink, appearing to be 'John', written over a horizontal line. The signature is cursive and flows to the right.



A handwritten signature in blue ink, appearing to be 'Cody', written over a horizontal line. The signature is cursive and loops back under the line.



A handwritten signature in blue ink, appearing to be 'Paul Balle', written over a horizontal line. The signature is cursive and clearly legible.