



GCWC Board Meeting Minutes August 18, 2016 2pm

The August 18th GCWC Board Meeting was called to order by Board Chairman, Schelly Olson, at 2pm. Other members present were: Ryan McNertney, Vice President; Adam Gosey, Treasurer; Katlin Miller, Secretary; Clancy Phillipsborn, Member; Brad White, Mitigation Committee Chair; and Paul Mintier, Forest Consultant.

First under Old Business, Schelly asked for a volunteer to compile the Chipping Program results. **Brad agreed to have one of the residents compile the results.** Brad also said he could work the Kremmling Chipping Day from 7am-noon. Adam agreed to work from noon-5pm.

Next under Old Business, Schelly reported that the Kremmling Roadside Fire Signs are on hold because Max Baseman (the project's spearhead) has moved away.

The group next discussed the consulting firm that had wanted to meet with us regarding RealFire. Because RealFire has been placed on the back burner for now due to the Chipping Program and the Fuels Reduction Program, **the group agreed to postpone a 30 minute phone conference with the consulting lady until later this fall.**

Schelly then informed the group that we received confirmation of our grant award for \$2000 from the Grand Foundation. These funds are to be used for general operations and marketing. We do not have the funds in our account yet, but Schelly said she has completed the Request for Funds.

Schelly also confirmed that we do have General Liability and Directors/Officers Insurance policies totaling \$1,790 in premiums. The premiums are being paid in installments.

Finally under Old Business, Brad presented details regarding the \$60,000 CSFS grant we received to do mitigation work. The grant is a 50:50 cost-share, up to \$400/ac. Brad further clarified that the final numbers submitted to the CSFS must equate to \$400/ac; however, individual projects can be more or less than \$400/ac, as long as they all average out to \$400/ac in the end. Schelly also presented a draft project application form, and draft FAQs. The board was asked to take these documents home, review them, and provide comments back to Schelly and Brad. Lastly, Brad introduced Paul Mintier to the group. Paul is a forestry consultant in Grand Lake. He has worked closely with both Brad and Schelly before on other projects. Brad asked the board to consider him as a possible contractor to oversee this grant program. We are all overstretched, and this program really needs a person that can commit adequate time to it. None of the board members have that time. The rest of the board agreed with Brad and felt that Paul would be a good candidate. Prior to officially granting Paul the contract, Clancy felt we should develop a Procurement Policy to guide the way we award contracts. **Katlin moved to establish the follow Procurement Policy. Clancy seconded. Motion Passed.**

For purchases under \$10,000:

Formal documentation of vendor selection is not required. GCWC will conduct an informal cost/price analysis and select the vendor offering the best mix of quality, service and price for the specified need. Reasonable efforts shall be made to ensure fair and competitive pricing.



For purchases over \$10,000:

For purchases over \$10,000, proposals will be solicited through newspaper advertisement; additionally, a Request for Proposal (RFP) may be prepared and mailed to qualified vendors. The newspaper advertisement will be published at least seven (7) days and not more than twenty-one (21) days before the date for receipt of the proposals. The RFP will describe services needed and identify the factors to be considered in the evaluation of proposals and the relative weights assigned to each selection factor. The RFP will also state where further details regarding the RFP may be obtained.

With the approval of the approval Procurement Policy, the Board collectively agreed to award Paul Mintier the contract to be the “Program Administrator” for the 2016-2017 Fuel Reduction Cost-Share Program.

Moving on to New Business, **Clancy agreed to work on a grant application for the Town of Winter Park as well as one for the Fraser Valley Lions Club.** The group decided not to apply for this year’s Colorado DNR grant due to time constraints.

Next up, Schelly asked the board for their input on the Homestead Hills HOA Fire Suppression Pond Project. The Project Submission Form asks for \$6,000 from GCWC to proceed with the pond construction. After much discussion, **Ryan moved to approve \$6,000 of funding to the Homestead Hills HOA for their Fire Suppression Pond project, pending verification of water rights for such pond from the local water commissioner. Adam seconded. Motion Passed.**

Schelly next announced to the board that Ten Mile Creek has officially received its *Fire Wise Community* designation.

Moving on to the Community Assessment Tool, Brad announced that Paul Mintier had successfully completed one HOA assessment. He and Brad worked with the County GIS guy to create an app that can store the collected data and be subsequently uploaded to the county GIS database. Brad pulled up a map of the HOA on the county’s website to show what the Community Assessment Tool can do for us. It is meant to be used for emergency situations when a fire is approaching and a quick triage assessment would be required. It is NOT meant to be a Home Ignition Zone Assessment. Overall, the board thought it was very cool and useful. Nevertheless, concerns that arose included: legal possession by the county, public access due to open records requirements, and trespassing concerns. **Brad agreed to look into these questions.**

Finally, Adam asked the group to consider adding a “Fire Restriction” Sign for East Grand Fire District to the GCWC budget in order to reduce the confusion between fire bans and fire restrictions. Currently, EGFD only has a “Fire Ban” sign. As a result, they have had their “Fire Ban” sign up for the last several weeks even though only fire restrictions are in effect. **The board understood the concern but took no action at the present moment.**

Meeting adjourned at 4:10pm.