

# RECORD OF PROCEEDINGS

---

**Meeting Minutes of the Estes Valley Fire Protection District Board and Pension Board  
April 20, 2011 3:45 p.m.  
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

**Board(s):** President Sue Doyle, Vice President Frank Theis, Treasurer Bud Duryea, Bob Cheney, Jack Rumley, Engineering Officer Doug Klink, Firefighter Bo Winslow

**Staff:** Chief Scott Dorman, Secretary Bowser

**Also Attending:** CPA Kevin F. Collins, Partner- Clifton Gunderson LLP, CPA Sarah E. Hunsche, Senior Manager- Clifton Gunderson LLP, CPA Bert R. Bondi, Partner- Bondi & Co. LLC, CPA Evelyn D. Law, Partner- Bondi & Co. LLC

**Absent:** None

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

**President Sue Doyle called the meeting to order at 3:50 p.m.**

**Chief Dorman led the Pledge of Allegiance**

**Secretary Bowser performed roll call- all present**

## **PUBLIC COMMENT / BOARD COMMENT**

Public comment: None

Board comment: None

## **APPROVAL OF AGENDA**

Moved by Bud Duryea, seconded by Jack Rumley to approve agenda as listed. Motion carried unanimously.

## **APPROVAL OF MINUTES**

Moved by Bud Duryea, seconded by Frank Theis to approve 1-26-11 minutes as written. Motion carried unanimously.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Board Members reviewed Length of Service Award Program (LOSAP) applications from firefighter Butch Lundstedt and firefighter David Heitmann. Chief Dorman confirmed both parties were members in good standing before leaving the Volunteer Fire Department.

Moved by Bud Duryea, seconded by Bob Cheney for the Pension Board to approve Butch Lundstedt's request for LOSAP payment in the amount of \$1,000.00 and to approve David Heitmann's request for LOSAP payment in the amount of \$50.00. Motion carried unanimously.

Treasurer Duryea, Board Members and Chief Dorman welcomed CPA Kevin Collins and CPA Sarah Hunsche with Clifton Gunderson LLC.

CPA Collins and CPA Hunsche presented the 2010 Estes Valley Fire Protection District Financial Statements to all Board Members. They proceeded to review the 2010 EVFPD Financial Statements including, but not limited to: Auditor's Report, Management's Discussion and Analysis, Basic Financial Statements comprising of Government-wide Financial Statements, Fund Financial Statements and Notes to Financial Statements. CPA Collins and CPA Hunsche further discussed the Supplemental Information that contained the Capital Reserve Fund Schedules, Volunteer Pension Fund Schedule and Summary of Assessed Valuation, Mill Levy and Property Taxes Collected. Both parties answered Board Member questions at length.

Board Members and Chief Dorman thanked Kevin Collins and Sarah Hunsche for their financial presentation.

Treasurer Duryea, Board Members and Chief Dorman welcomed CPA Bert Bondi and CPA Evelyn Law with Bondi & Co. LLC.

CPA Bondi notified Board Members that the audit process (in accordance with GASB) went smoothly, no exceptions were found in the 2010 Financial Statements and the Estes Valley Fire Protection District received a clean opinion. CPA Bondi and CPA Law then reviewed the audit report and Report to Governance that comprised of Financial Analyses and Advisory Comments and Suggestions. Both parties answered Board Member questions at length.

## RECORD OF PROCEEDINGS

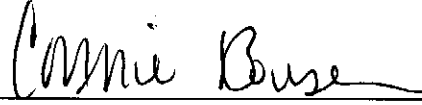
---

Board Members and Chief Dorman thanked Bert Bondi and Evelyn Law for their audit report and Letter to Governance presentation.

Treasurer Duryea provided draft copies of the EVFPD Financial Policies and Procedures Manual to Clifton Gunderson LLP, Bondi & Co. LLC and all Board Members; requested feed back in order to complete the manual.

Next Board Meeting scheduled for Wednesday, April 27, 2011 at 7:00 p.m. at the Dannels Fire Station.  
Next Pension Board Meeting tentatively scheduled for June 2011, date & time TBD.

Meeting adjourned at 6:45 p.m.



---

Connie Bowser, Recording Secretary