

**Arrowhead Fire Protection District
Meeting Agenda
October 9, 2020
1:00 p.m. @ the Firehouse
2069 Spruce Road**

AGENDA

- 1. Call to Order**
- 2. Determination of Quorum**
- 3. Approval of Minutes from September 11th meeting**
- 4. Treasurer's Report**
- 5. Fire Chief's Report**
- 6. Old Business**
 - a. COVID-19 Issues**
 - b. Firehouse and maintenance building lease**
 - c. Blast email system update**
- 7. New Business**
 - a. AIA October Meeting at the Fire House**
 - b. 2021 Budget**
- 8. Adjourn – Next Meeting – November 13th**

**Conference Dial-in Number 1-712-770-5569
Participant Code: 478279#**

**ARROWHEAD FIRE PROTECTION DISTRICT
BOARD REGULAR MEETING MINUTES**

Date: October 9, 2020

Time: 1:00 P.M. (MDT)

Location: AVFD Firehouse, 2069 Spruce Rd

Purpose: Regular Meeting

Attendees: Darrell Wagner [Chair/Phone]; Steve Gauthier [Vice Chair/Present]; Stephen Isle [Secretary/Phone]; Al Hale [Treasurer/Phone]; Ken Harbert [Board Member/Present]; Jim Gelsomini [AVFD Fire Chief/Phone].

Absent: None.

Guests: None.

1. **Call to Order:** Chair, Darrell Wagner, called the October 9, 2020 Regular Meeting of the Arrowhead Fire Protection District to order at 1:00 PM, Mountain Daylight Time.
2. **Determination of Quorum:** A quorum requirement was satisfied with all five board members present (at either the fire house or on the conference call line), for the meeting.
3. **Approval of Minutes for the September 11, 2020 Regular Board Meeting:** Chair Darrell Wagner asked for any additions or corrections. Steve Gauthier made a motion to approve the minutes as submitted. Al Hale seconded the motion and approval by the board was unanimous.
4. **Treasurer's Report:** All have the September financials distributed by Treasurer, Al Hale. All present had reviewed the financials and since there were no questions or comments, Chair Wagner declared that the treasurer's report stands as submitted.
5. **Fire Chief's Report:**
A. **October 9th Fire Chief's Report:** Attached below. Chief Gelsomini highlighted how busy August and September had been and noted that October is beginning at the same pace for the number of medical calls. The wildland fire level remains high. The high rating is the aggregate of two of the three (GMOG, Montrose Interagency and Gunnison Fire), at elevation. Therefore, both signs indicating fire danger located at the entry points to Arrowhead are posted as high.
Power: No power outages for the last 30 days. **Training:** Completed the training scheduled for last week, which included the monthly review of the power levels on the control panels for the SCBA's. We continue trying to isolate and determine why power was lost prematurely to the SCBA's prematurely/unexpectedly over the six month period since the beginning of the 2020.
Medical Training: This next Tuesday we have first responder/medical training. There will be two different competency stations and participants will demonstrate their competency. New binders will be assembled for each of these medical first responders, which are similar to the Job Performance Ratings (JPR's), used for fire fighters. These will be recurring competencies on which our first responders will be tested for the rest of this year and on, as planned, into 2021.
Building: Chief Gelsomini has the OSB material for the mitigation to protect the dry wall at the north end of the east wall. Chief Gelsomini will pull out the red hoses and pallets so volunteers can put up the OSB and paint it. This will hopefully eliminate the chance for further damage to the dry wall on the east wall, similar to what was already accomplished on the southeast side.
Equipment: Everything is operational and all the SCBA's passed the annual flow test. There were also minor software updates for the SCBA's. They are all operational to include the spare tanks for each of the back packs. **Fire trucks:** D Rings will be added this week to the red fire truck for stabilization during an MVA, if necessary. Chief Gelsomini will be coordinating with Will Hobson, AIA Heavy Equipment Operator, on the date when he will be moving the AIA equipment back into the maintenance shed. At that time the AVFD will perform the required 'vehicle shuffle' and move the AVFD **snow cat** back to the fire house for the winter season. Both AVFD **snowmobiles** have wear on the hyfax and the cost is \$150 per snowmobile hyfax for the parts. Chief Gelsomini recommends repairing the hyfax on only one of the two snowmobiles this year and waiting to repair the other until next year. Drew Broughton will do the labor and that comes out of our maintenance budget. The snowmobiles are minimally used. Last winter one was inside the bay for half the winter season and rotated with the other to balance the hours. One snowmobile at a time is set up to be used as part of the primary winter response. Notably,

neither snowmobile has more than 600 hours on it. Both snowmobiles are operational.

Interagency Meeting: Cancelled for this week. There may be a meeting scheduled next week or the week after. However, Chief Gelsomini suspects they will begin being held only once per month as we get into the Fall season. He will keep the board up to date. **Communications:**

Important, particularly with regard to the **Ready Ops reports**. Two of the last three 911 phone calls had Ready Ops reports while one did not. Chief Gelsomini will speak with Jodie Chinn, Executive Director, Gunnison Dispatch to determine the reason. The missing report could be something as simple as a new dispatcher making a mistake. But the Ready Ops reports are helpful as they arrive two to three minutes prior to the time the fire bar will ring with the incoming call. That provides a welcome bit of advance warning and the advance text information. In fact this text precursor actually awakened Chief Gelsomini so he wasn't in a deep sleep when the phone rang subsequent to the text.

Fire Bar: Chief Gelsomini spoke with Kent Tomlinson, Nucla Naturita Phone Company, yesterday at length about an alternative for the fire bar. They discussed the alternative option which would convert the fire bar to a dedicated phone line to each person on the fire bar. There would be an initial \$5,000 one-time, non-recurring fee for the conversion along with a monthly recurring fee of approximately \$15 per month per person on the fire bar. The cost of the dedicated phone line alternative would vary by the season because volunteers like Al Hale and Bill Conway, for example, are summer residents and not on the hill in the winter. Steve Gauthier used a simple calculation using 20 people per month which would be \$3,600/year in recurring cost, by comparison with our current expenditure of \$600 per year using the \$50 per month recurring cost of the present fire bar. Kent of Nucla Naturita also mentioned another possible alternative which sounded even more complex and less attractive, requiring participants to dial into a bridge along with other steps. Chief Gelsomini mentioned it was a challenge working with Nucla trying to discover a suitable alternative to the present fire bar with the inherent problems with the answering machines. The reality is we do not yet have an attractive alternate solution to the present fire bar. The fire bar is tested on a monthly basis and if some new alternative becomes available, Chief Gelsomini will let the board know. It is worth mentioning that Steve Gauthier praised the successful efforts of Chief Gelsomini this summer to eliminate the Fax machines, the network message and the lengthy message from the Arrowhead Mountain Lodge. Consequently, the present fire bar is more user friendly and the last few calls have gone far more smoothly. This is in part due to a new 'crib sheet' developed by Chief Gelsomini whereby Gunnison Dispatch is asked six or seven relevant questions expediting the transfer of critical information and effectively gets Dispatch off the line more quickly. There follows a brief pause for the answering machines. So communication has improved using the fire bar and users know about how much time they have before the answering machines take over for a brief period. The fire bar is tested on a monthly basis.

First Net: Chief Gelsomini touched on the network being built by AT&T, Inc., for the First Responder Network Authority (FirstNet) and wireless carriers. The First Responder Network Authority (FirstNet Authority) is an independent agency within the Department of Commerce's National Telecommunications and Information Administration that oversees a communications network dedicated to emergency responders and the public safety community. The FirstNet Authority was established after the events of September 11, 2001 to create a nationwide broadband network specifically for first responders. FirstNet is a nationwide communications platform that provides a reliable, resilient, highly available wireless connection for emergency response. Priority and preemption capabilities are always on, not externally activated. This ensures first responders stay connected during large emergencies when commercial networks can become overloaded. Chief Gelsomini noted that First Net is establishing new cell sites in Gateway and Nucla and referred to a paging related service where a 911 call will activate a pager and people then call into a bridge to get the

information. Chief Gelsomini will look into the cost. The Nucla Naturita phone company owns no Spectrum in Gunnison County, therefore they can offer no paging or cell service capability at this time. More information to follow from Chief Gelsomini as he learns more. **Medical:** The replacement **Sam Splints** ordered have arrived for backfill and replacements. They are in place with first responders and on the blue first responder vehicle along with additional backfill available as needed and stored at the fire house. **AED's** are all operational and in good shape. **Budget:** Chief Gelsomini will discuss the MVA spreader and cutter as we get into the budget discussion a bit later in the meeting and we can make a decision on the purchase of the spreader. The spreader (approximately \$13,000), is the priority and includes training by a team that schedules a time with the purchaser to conduct the training. The cutter will cost \$11K-\$12K; the vehicle ram \$10K-\$11K, and the total cost for all three items would be around \$35K. The ram will be the lowest priority and is just a cylinder that moves a steering column, etc. The tools themselves can be very dangerous because they can turn and twist. When purchase a team comes up to provide training and certification. **Miscellaneous:** Chief Gelsomini emailed us all the email from Bill Conway and his response regarding the preparatory activities for the scheduled annual burn of the Arrowhead Refuse Site. Bill's opinion is that the preparations are not needed. Board members can review. **Questions:** Steve Gauthier asked about new G1 SCBA's which were a planned purchase and Chief Gelsomini indicated he had held off in this purchase in deference to the discussion on prioritizing the purchase of the MVA Hurst spreader. The board must decide the priority. The cost for the G1 SCBA's might be reduced from the estimated \$6,000 - \$7,000 range if Chief Gelsomini can find some reconditioned G1 units or even possibly units donated through Denver contacts which he and Battalion Chief Gary Broughton have developed. Because the MVA tools are a higher priority the AVFD will not purchase the two new spare air bottles as was originally planned. Jim at RLI is still watching for a used set of bottles and the back pack. There is one bottle for every back pack and AVFD currently has 4 back packs and 8 bottles, each containing about 1 ½ hours of usable air. If we get 2 extra backpacks we'll get a spare bottle for them as well. Steve Gauthier also echoed that the board will support whatever position Chief Gelsomini determines is appropriate with respect to the Arrowhead Refuse Site annual burn. It is a developing scenario. The preparations were to reduce the time of any fire department response should it be required.

6. Old Business:

A. **COVID-19 Issues:** No miscellaneous Covid-19 issues to report. As Chief Gelsomini noted during his report, there is no one reported as symptomatic or positive at Arrowhead.

B. **Fire House and Maintenance Building Lease:** Chair Darrell Wagner contacted AIA BOD President Lowell Kindschy within the past week regarding the fire house lease and the wording on the space requested for the AVFD in the AIA maintenance shed. Lowell said the AIA has accepted the fact the AVFD would like to put more than the AVFD snow cat in the AIA maintenance shed, but the details on the language are in the hands of AIA Board Member, Jim Matteson and the AIA Attorney, Jacob. Chair Darrell Wagner reminded Lowell of our October Meeting and our desire to bring this matter to resolution and Lowell indicated that should not be a problem. However, Darrell has heard nothing back from Lowell beyond what we already know regarding the AIA Board intent to leave the AIA annual lease at \$1,000 with the verbal agreement that the AIA will donate \$999.00 back to the AVFD. The board agreed to accept the lease at \$1,000 with the verbal stipulation the AIA current board donates \$999 back. The item we changed that's still unapproved is the equivalent square footage we requested to be

dedicated to the AVFD for our use in the AIA maintenance shed. This is on hold until the AIA gets back to us.

C. **Blast Email System Update:** This is a Communications in general category. Steve Gauthier reported that he put an ad in this month's Smoke Signals trying to recruit a new Communications Manager. If there are no suitable applicants, Steve Gauthier said he is ready to "suck it up," and if Lisa Ditmore is willing to train him, he will do it himself. Steve Isle emailed all present information (20 PDF slides), on the transfer of the domain name for Arrowhead Fire.Org domain name. Steve Isle took advantage of a discount offered the renewal of the domain name for additional years. If we are interested in putting minutes on the web site it might be wise to do it before Lisa departs as Communication Manager. Steve Gauthier suggested we put only the current minutes and go forward and not put Lisa through uploading seven years of past minutes. When asked his opinion on the value of electronically storing past minutes, Chief Gelsomini mentioned that we've never had a query on what's gone on in any previous meeting. He suggested just beginning with calendar year 2020 and going forward. Chief Gelsomini reminded Steve Isle to send a thank you email to Lynn Hoover for the money she donated through her activity (30 Aug 2020 email).

7. **New Business**

A. **AIA October Meeting:** Chair Darrell Wagner suggested the AIA be left on their own with respect to adhering to Gunnison County standards and that be put in writing. Chair Wagner will send an email to AIA Chair Lowell and Brad. With respect to opening the fire house to the public, the current code will be left in place. If someone needs the code call Chief Gelsomini.

B. **2021 Budget:** Treasurer Al Hale emailed the draft budget to all present before the October meeting. Subnet income shows \$14,777 as underspent funds remaining at the bottom of the 2020 Estimated End of Year. So funds are available to purchase the equipment Chief Gelsomini requested. Steve Gauthier asked if we do not fund for a reserve? Al explained that we used to but now there is no funded reserve because our income has been so low the past several years due to the Gallagher Act. Al said Steve G.'s point was well taken and if we have any money 'left over' at the end of the year one course of action to consider would be placing that money in the reserve category. Al added that his initial fear had been we would deplete the reserve we began with prior to these last few difficult years. However, thanks in large part to the volunteer status of our fire chief, our reserve has remained healthy. One course of action with unspent funds at the end of the year would be (1) placing those funds in the reserve. But we've been good adjusting our budget and not going into our reserves, so our reserve has remained pretty darned healthy. A second course of action with the unspent funds mentioned would be (2) to roll them over dedicating them as funds to use in raising the mill levy. No funds towards raising the mill levy are in this draft 2021 budget until we make a determination today. Al asked for any comments? Steve Gauthier asked why the funding for the electric bill jumped an additional \$1,000 for 2021? Al provided two reasons: (1) In the 2020 budget less was budgeted than in previous years because we were switching from analog to programmable digital thermostats and hoping to do our heating on off peak time and make use of those savings. But the rolling blackouts mess up the digital thermostats and we're actually going back to analog. So we failed to make use of lower prices of off peak time energy savings. (2) Thanks to the pandemic/Covid-19 restrictions, and because groups like the exercise club have not been here using the building (and they were notorious for leaving the heat on after leaving), the fire house didn't get used nearly as much in

2020 and we saved on energy costs. **Mill Levy question:** Chair Wagner asked for a discussion and a board decision on whether or not to put in the Mill Levy increase as an item in the 2021 budget. **Discussion:** Al pointed out that the Gallagher Amendment repeal is on the Colorado ballot in the November election. That might turn out well for us without raising the Mill Levy. The general feeling around asking for an increase in the mill levy this year is perceived as not good due to a lot of frustration and animosity. Steve Gauthier added the factor that will exist if Biden is elected and the perception is that taxes will go up. **Al Hale** pointed out that we could earmark the money needed for the mill levy increase from the 2021 line item at the bottom labeled as "Contingency for Unexpected Expenses" (with the \$25,812 number). Chair Wagner said the lawyer did say we are not allowed to use funds from taxes to fund a mill levy increase. However, we have \$10K as income from donations, so we could earmark that to go for the mill levy increase. Chair Wagner said he would like during his tenure to position the fire department in a good position for the future. But if the community is against more taxes we don't need to waste this \$10k. Steve Isle suggested following through with the couple hundred bucks for the video and see how it is received. Steve Gauthier mentioned that using people's donations to pay for a mill levy increase might not be a good thing from a public relations perspective. That could bring donations to a screaming halt. That might have a negative impact on donations. The whole notion that we can't use operational funds needs to be 'fact checked.' Hard to imagine any fire department using donations to fund a mill levy increase. Chair Wagner will ask DOLA and if they don't have the answer he'll ask the lawyer. Chair Wagner mentioned he remembers that there were special donations that took care of the cost of the mill levy increase campaign by the Montrose Fire Protection District. Kathy Semillion told Chair Wagner that the cost just for the ballot portion of the mill levy increase was \$2400. For our AFPD the total cost for everything to do with the mill levy increase would be between \$7,000 and \$8,000. From a budget standpoint \$10K out of the Operations or \$10K out of donations. **Resolution:** Chair Wagner will make some phone calls and find a more definitive answer on whether we need to use donations or can use operational funds. **Question on the Treasurer's fee on the budget:** Al explained that 3% of GPT Treasurer's fees – is what we pay Gunnison County in order to get our check each month. This 3% is a bit like an ATM fee. Going to the bottom we have a subnet income of \$7,514. **Donations** explained: Chief Gelsomini speaks with the Auxiliary in the Fall and they agree upon an amount. In January at the beginning of the year the Auxiliary sends the AVFD a check for the amount agreed upon. Chief Gelsomini said the treasurer offered \$16K for January 2021, but we asked to make the amount \$10K because if we have an emergency we know we can get to those additional funds very quickly. We can go back to the Auxiliary if necessary. This leaves them with a reasonable balance of about \$11K left in their account after they give AVFD the \$10K in January 2021. **Sub Net Income 2021 versus 2020:** Estimated \$14,777 left over this year and \$7,514 K next year. Do we want to put that into the **MVA Hurst spreader/tools** on Chief Gelsomini's list? **Discussion:** Chief Gelsomini would like us to prioritize the spreader at the top of the list for right now in this 2020 calendar year, and would like to make the purchase around Thanksgiving. We could get the cutter after the first of the year in 2021. It is not currently in the budget. To optimize the use of the MVA tools will require a retrofit on the batteries of the red truck. We can go back to the Auxiliary and ask for the funds. Steve Isle recommended using the Auxiliary funds as it is a high priority and we won't know where we sit with our spending until later next year. Chief Gelsomini plans to wangle a couple of training events by separating the purchase of the spreader and cutter. *The number of roll overs and accidents on the Alpine, particularly in light of the winter logging, make the purchase of the spreader and cutter a worthy priority. The money is in the budget so we don't need a motion to make this purchase.*

FINAL

State Audits: AI explained that the state audit does not zero in on the income. They don't want you to spend more than you're budgeted without a resolution. How we track against our budgeted expenses is something the state looks at. Because we were taught several years ago to add the ***contingency for unanticipated expenses*** this provides the buffer to cover our expense for this. On the 2021 budget we add the 'Total Expenses' of \$51,624 and the 'Sub Net Income' of \$25,812 to get our total expenses for 2021. So this buffer is part of the total expense budgeted which the auditor examines. The 2021 budget numbers are okay. **At the November 13th meeting we'll make any necessary changes and approve the final numbers.** We can use a combination of unspent money and auxiliary money for the spreader and cutter. All agreed with Steve Gauthier's suggestion we zero out the \$7,500 *subnet income* on the 2021 budget and place it into a category as money budgeted to support the mill levy increase. The MVA cutter may come from money unspent next year or donation money from the Auxiliary. Decision regarding comment on Line 40 asking whether to keep the snowmobiles or not: Decision: Keep both snowmobiles for now. As soon as AI makes the final changes to the 2021 budget, Steve Gauthier will place a copy on the bulletin board and on the web site. Expenses are over \$50K so Chair Wagner will publish it in the Gunnison newspaper. AI will send a copy of what was put in the paper last time and the contact to Chair Wagner. That will be accomplished after the budget is approved at the November 13, 2020 meeting.

8. **Adjourn – Next Meeting – November 13, 2020.**

Respectfully submitted,
Stephen Isle
Secretary, Arrowhead Fire Protection District

Arrowhead Fire Chief Report

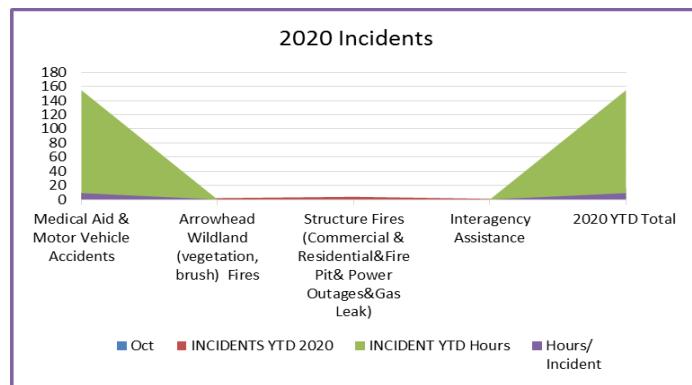
Date of Report: **October 09, 2020**

Wildland Fire Level Status: **HIGH**

Part-I **Emergency Incidents**

FINAL

Description	Oct	INCIDENTS YTD 2020	INCIDENT YTD Hours	Hours/Incident
Medical Aid & Motor Vehicle Accidents	2	10		
Arrowhead Wildland (vegetation, brush) Fires	0	2	154.75	9
Structure Fires (Commercial & Residential&Fire Pit& Power Outages&Gas Leak)	0	4		
Interagency Assistance	0	1		
2020 YTD Total	17	154.75	9.10	



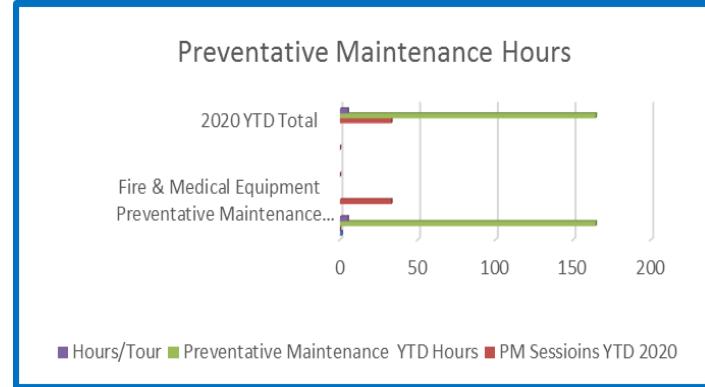
Part-II Department Training

2020 Training			
Groups	Resources	YTD Training Hours	YTD Training Sessions
Patrol	4	2.50	1
Awhd Dispatch	7	28.50	5
First Responder	9	89.25	5
Firefighters	15	211.75	18
AVFD Combined	35	332	29



Part-III Preventative Maintenance

Description	PM Sessions YTD 2020	Preventative Maintenance YTD Hours	Hours/Tour
	0		
Fire & Medical Equipment Preventative Maintenance (start vehicles-small motors-visual inspections)	33	164.50	4.98
	0		
	0		
2020 YTD Total	33	164.5	4.98



Part-IV Incident Overview – 2020 (YTD)

YTD Medical – 10

YTD Fire – 2

YTD Commercial Power Loss - 4

Part-V Training overview – October/2020

Medical – 10/13 – PAS, competency stations– Pit Crew CPR

Firefighting – 10/06 Apparatus PM, & SCBA Power Verification

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Part-VI Personnel: (staffing): **26 (FF-FR-AD)**

- Fire Fighters = (12)
- Arrowhead Dispatch = (6)
- First Responders = (8)

Part-VII Grounds - Building Inspections:

- 1. Fire House
 - a. Fire House North personnel entrance door code changed, effective 04/09/2020
 - i. Access code provided to key AVFD response team members
 - ii. Old Code no longer useable until further notice
 - b. South East Bay Door continues to allow water to enter interior

Part-VIII Fire Apparatus, Tools & Equipment:

- 1. Tools – operational
 - a. Annual SCBA flow test complete – no issues found
 - b. Software updates applied
- 2. Tri-Max trailer – operational
- 3. Firefighting structure gear: - operational
- 4. Hoses:
 - a. Fully operational
- 5. Mobile Response Unit (MRU) Status: - In White Water storage pending return to AH for winter use
 - a. New Springs and shackles installation – complete
 - b. New Extension cage space – complete
 - c. Ladder rack installation – complete
 - d. Gas tank fill extension in progress – complete
 - e. Modifying number of supply hose access connections under investigation
 - i. Current configuration supports one (1) supply hose connection from hydrant to tanks. A second hydrant to tank connection support additional volume while maintaining static pressure
- 6. Fire Trucks:
 - a. Red Type 3 – operational
 - i. "D" ring installation planned for week of 10/05
 - b. White Fire Truck – operational
 - c. Blue Brush Truck – operational
 - d. Blue First Responder – operational
- 7. Snow Cat:
 - a. Staged in AIA heavy equipment building
 - b. Original battery planned for replacement before winter 2020-2021 season
- 8. Snowmobiles:
 - i. Black/Gray snow mobile – at Drew's for summer maintenance
 - ii. Red snow mobile – at Drew's for summer maintenance
 - iii. Cargo/patient sleds – stored for summer

Part-IX Interagency & County & Association Meetings:

- 1. Gunnison OEM training – zoom meeting sessions

Part-X Communications:

- 1. Working with Jodi Chinn for Ready-OP's text capability for 911 reports
 - a. Working intermittently, follow up with Jodi required
- 2. Working with NUCLA – for new Fire Bar service platform

DRAFT SEPTEMBER 2020 MINUTES

Part-XI Medical:

1. COVID-19 Updates
 - a. Gunnison County Situation Report a/o 10/08/20
 - i. Positive – 262
 - ii. Negative – 3014
 - iii. Deaths – 6
 - iv. Total Tests -3079
 - b. Arrowhead – no known reported cases
2. Monthly AED checks completed YTD – no issues
3. All AED's fully operational
4. Replacement Sam Splints received

Part-XII Budget:

1. Planned purchases for 2020 based on available funds
 - a. Fire – tools
 - i. MVA – battery powered spreader, cutter, ram (Hurst Tool Supply)
 1. Hurst Spreader - \$13,167 (2020 tentative purchase if funds available)
 2. Hurst Cutter - \$12,042 (2021 tentative purchase if funds available)
 3. Hurst Ram - \$9,760 (2021 tentative purchase if funds available)
 4. Hurst Rabbit (structure door jamb access) - \$3,055 (2021 tentative purchase if funds available)
 - ii. Two (2) new MSA G1 SCBA's and two spare tanks
 - iii. MRU – upgrade and expansion cost ~\$1,500.00 - complete
 1. Actual cost \$1,448.00
 - iv. Snowmobile – Hyfax ~\$150.00 per machine. Recommendation based on annual use replace one machine only in 2020.
 - b. Medical
 - i. Sam Splints inventory replaced
 - c. Communications
 - i. TBD

Part-XIII Miscellaneous:

1. Fire Restriction Level – Stage 1 in effect as of this report.
2. AIA Forest Refuse Burn preparations (update AFPD BOD during meeting)
 - a. Place one or two FT's at burn site morning of primary ignition
 - b. Locate Red FT south of intersection of South Spruce Road and Alpine Road
 - c. Place lookout east of burn site approx. ½ mi with radio
 - d. Provide AVFD radio(s) to AIA Burn Lead
 - e. Request AIA Burn Lead burn plan
3. W/W AIA DRC and AIA BOD reviewing address change for property between Columbine Drive and Crest Drive
4. New & Replacement Property Address (No new updates for this report)
 - a. New Address (all address plagues made for locations below)
 - i. 744 Deer Trail – pole needed
 - ii. 551 Hazel Lake – no pole needed
 - iii. 185 Aspen Trail – no pole needed
 - iv. 2121 Spruce Road – pole needed
 - v. 644 Crest Drive – pole needed
 - vi. 850 Spruce Road - pole needed
 - vii. 2153 Spruce Road Lot behind 2151 Spruce Road
 - viii. 126 Crest Drive – no pole needed
 - ix. 2170 Spruce Road – pole needed
 - x. 262 Aspen Trail – no pole needed
 - xi. 900 Hazel Lake – no pole needed