

**Falcon Fire Protection District  
Board of Directors Special Board Meeting  
August 11, 2021  
Approved Minutes**

**Call to Order**

President Kerby called the rescheduled regular meeting of the Board of Directors to order at 16:02 hours on Wednesday, August 11, 2021.

**ATTENDANCE**

Thomas Kerby, President  
Dan Kupferer, Vice President  
Ray Hawkins, Treasurer  
Michael Collins, Secretary  
Cory Galicia, Assistant Secretary – Arrived at 16:09

**ALSO PRESENT**

Joan Fritsche, Legal Counsel  
Trent Harwig, Fire Chief, FFPD  
Jeff Petersma, Deputy Chief, FFPD  
David Smith, Battalion Chief, FFPD  
Joe Cosgrove, Battalion Chief, FFPD – via conference call  
Corey Kirt, Battalion Chief, FFPD – via conference call  
Gretchen Tetzlaff, Office Manager FFPD  
Other members of the Falcon Fire Protection District  
Pete Gawda, The New Falcon Herald  
Ryan McCallister, iiCON Construction  
Andy Rausch, iiCON Construction  
Members of the public

**ABSENT**

Jon Webb, EMS Division Chief, FFPD

**ADDITIONS/DELETIONS TO THE AGENDA**

None.

**APPROVAL OF AGENDA**

*Director Collins moved to approve the Agenda as amended. Director Hawkins seconded the Motion. The Motion passed unanimously.*

**PUBLIC COMMENT**

None.

**SWEARING IN CEREMONY**

Chief Harwig swore in Jason Higdon as Firefighter and Ryan Seng as Firefighter. Higdon was badged by his wife and Seng was badged by his wife.

**CORRESPONDENCE**

Director Collins presented each of the Board members with a Challenge coin for their support for him for his recent losses of his family members.

**APPROVAL OF THE MINUTES**

*Director Kupferer moved to approve the July 21, 2021 Regular Board Meeting Minutes as amended. Director Collins seconded the Motion. The Motion passed unanimously.*

## **REPORTS**

### **Treasurer's Report**

Chief Harwig reviewed the written July Treasurer's Report with the Board. The Chief noted 58.3% of the 2021 fiscal year is complete in this report.

Total General Fund Budget revenues received were at 93%. Specific Ownership taxes were at 59%. Total General Fund expenditures across all categories were at 49%.

The Ambulance Fund Budget revenues received were at 57%. Transport fees were at 77%. Total Ambulance Fund expenditures were at 49%.

The Capital Improvement Fund revenues received were at 23%. Total expenditures were at 31%.

The Rural Water Fund had no expenditures for the month of July.

*Director Kupferer moved to accept the July, 2021 Treasurer's Report as presented. Director Galicia seconded the Motion. The Motion passed unanimously.*

### **Staff Report**

Deputy Chief Petersma advised there were 12 Reserve standby hours for the month of July. There are three recruits that are being released from the academy and will be ready to start pulling shifts.

Deputy Chief Petersma reviewed the incidents and response times for July with the Board. The total calls for July were at 276 and 1965 year to date. The District received 4 mutual or auto aid responses from neighboring districts in July and provided 46 automatic or mutual aid responses to our neighboring districts.

Deputy Chief Petersma reviewed a written Transport Report with the Board and advised the crews transported 121 patients in the month of July.

Deputy Chief Petersma advised that the crews have seen a bit of an increase of COVID cases, but they are taking precautions.

### **Attorney's Report**

Attorney Fritsche provided a written Attorney's Report to the Board and reviewed it with them.

## **UNFINISHED BUSINESS**

### **Construction Update**

Chief Harwig advised that the final finishing touches are in process. Appliances are coming in next week. The exterior is just about complete. The District is looking into bids for a monument sign for the corner of the Station 3 lot.

### **Ratification of Hammers Construction Draw No. 1198-15**

Chief Harwig reviewed the paid Construction Draw to Hammers Construction with the Board.

*Director Kupferer moved to ratify the Hammers Construction Draw No. 1198-15. Director Collins seconded the Motion. The Motion passed unanimously.*

Approval of Change Orders/Work Orders

None.

Administration Building Addition & Remodel

Chief Harwig advised that Farmers State Bank is moving forward with an updated lease purchase agreement to include the new administration building in with the existing lease purchase. An appraisal on the property was started today.

Chief Harwig provided Lease Purchase Information received from Farmers State Bank on Lease Purchase Options for the new Administration Building. Farmers State Bank provided a pre-qualification letter for up to 2.1 million as either a separate Lease or Combined and added to our current Station 3 Lease creating a total new lease of 4.2 million. The lease can either be for a new term of 20 years or keep with the old lease terms and have 19 years remaining. The rate offered will be 3.0% fixed for the entire term with a \$7,500 credit facilitation fee.

*President Kerby moved to approve the lease option adding 2.1 million on to the existing lease purchase and creating a new lease combining Fire Station 3 and the New Administration Building at approximately 4.2 million, at the existing 3% interest rate and terms. Director Kupferer seconded the Motion. The Motion passed unanimously.*

Attorney Fritsche advised the Board that YOW Architects has not been engaged as the Owner's Representative to administer the Admin Addition and Remodel contract through the build process. YOW services will be charged to the District an hourly rate on an as needed basis. Chief Harwig has been designated in the iiCon contract to be approved by the Board as the Owner's Representative.

Attorney Fritsche introduced Ryan McCallister (Project Manager) & Andy Rausch (Project Estimator) from iiCON Construction to the Board. They discussed the contract and reviewed it with the Board. They also advised that the earliest joists could be delivered was the end March or beginning of April 2022. They discussed going with I-beams which could possibly be delivered in February 2022. If the building is constructed using joists, iiCon will not start to demo until the end of January 2022. If I-beams are used, demo could start at the end of November. They will look into the pricing difference for the I-beams. YOW Architects would have to modify the construction plans for the I-beams.

President Kerby addressed his concerns about material escalation costs. He also discussed bond increases, which iiCON will look into. He also asked them to look into decreasing the percentage that they add to material escalations and they said they would look into it as well.

*Director Collins moved to approve the construction contract with iiCON Construction for the Administration Building Addition and Remodel subject to final legal approval and the executed lease purchase agreement from Farmer's State Bank. Director Galicia seconded the Motion. The Motion passed unanimously.*

Woodmen Hills Station 1

Attorney Fritsche advised that she would talk to the Woodmen Hills attorney regarding the Woodmen Hills Station 1 easement and the utility line ownership.

Fidelity Towers Station 2 Lease

Deputy Chief Petersma advised that we received a check for \$750 from Fidelity Towers. They are expecting to start in approximately 6 months. 90 days through the County for approval and 90 days for delivery of the materials.

Attorney Fritsche advised that the easement and notice of the lease contract would need to be recorded.

NEW BUSINESS

None.

EXECUTIVE SESSION

*Director Galicia moved to go into Executive Session, pursuant to C.R.S. § 24-6-402(4)(a) and (b) to discuss the purchase of, acquisition, lease, transfer or sale of any property interest related to the Station 1 property and to receive advice of Legal Counsel for the Station 1 property. Director Collins seconded the Motion. The Motion passed unanimously. Attorney Fritsche certified that the only matters discussed in Executive Session would involve attorney-client privileged communications, and therefore, the Executive Session need not be recorded. The Board went into Executive Session at 17:25 hours.*

*Director Collins moved to come out of Executive Session at 17:44 hours. Director Hawkins seconded the Motion. The Motion passed unanimously.*

The Board resumed the Regular Board meeting at 17:44 hours.

PUBLIC COMMENT

None.

ADJOURNMENT

*Director Collins moved to adjourn the Board meeting. Director Galicia seconded the Motion. The Motion passed unanimously. The meeting adjourned at 17:48 hours on August 11, 2021.*

I hereby attest to the accuracy of the meeting Minutes:

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Michael Collins, Secretary

I attest that the Executive Session, which were not recorded, were confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(a) and (b) and constituted attorney-client communications.

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Joan M. Fritsche, Esq.

I hereby attest that the Executive Session, which was not recorded, was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(a) and (b).

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Thomas Kerby, President