

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
May 18, 2022
Approved Minutes**

Call to Order

Director Galicia called the regular meeting of the Board of Directors to order at 16:00 hours on Wednesday, May 18, 2022.

ATTENDANCE

Thomas Kerby, President
Dan Kupferer, Vice President
Ray Hawkins, Treasurer
Michael Collins, Secretary – via conference call
Cory Galicia, Assistant Secretary – via conference call

ALSO PRESENT

Joan Fritsche, Legal Counsel – via conference call
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Jon Webb, EMS Division Chief, FFPD
Joe Cosgrove, Battalion Chief, FFPD
Gretchen Tetzlaff, Office Manager, FFPD
Other members of the Falcon Fire Protection District
Barney Rumble, the New Falcon Herald
Members of the public

ABSENT

None.

ADDITIONS/DELETIONS TO THE AGENDA

None.

APPROVAL OF AGENDA

Director Collins moved to approve the Agenda as written. Director Kupferer seconded the Motion. The Motion passed unanimously.

ELECTION OF OFFICERS

Director Hawkins moved to elect the slate of officers in their previous positions: Thomas Kerby as President, Dan Kupferer as Vice President, Ray Hawkins as Treasurer, Michael Collins as Secretary and Cory Galicia as Assistant Secretary. Director Kupferer seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

APPROVAL OF THE MINUTES

Director Kupferer moved to approve the April 20, 2022 Regular Board Meeting Minutes as written. Director Hawkins seconded the Motion. The Motion passed unanimously.

Director Kupferer moved to approve the May 11, 2022 Special Board Meeting Minutes as written. Director Galicia seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the written April Treasurer's Report with the Board. The Chief noted 33.3% of the 2022 fiscal year is complete in this report.

Total General Fund Budget revenues received were at 46%. Total General Fund expenditures across all categories were at 27%.

The Ambulance Fund Budget revenues received were at 30%. Transport fees were at 40%. Total Ambulance Fund expenditures were at 26%.

The Capital Improvement Fund revenues received were at 25%. 40% has been spent out of the Lease Purchase account. Total expenditures were at 26%.

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

President Kerby stated that he spoke to Chief Harwig earlier in the year and mentioned a possible mid-year salary increase or bonus due to the cost of living going up. This will be on next month's Agenda.

Director Kupferer moved to accept the April, 2022 Treasurer's Report as presented. Director Hawkins seconded the Motion. The Motion passed unanimously.

Staff Report

Deputy Chief Petersma advised there were 37 Reserve standby hours for the month of April.

Deputy Chief Petersma advised that the incident count for March, 2022 was 349 calls for the month and a total 1,104 calls for the year.

EMS Division Chief Webb supplied a written Transport Report to the Board. The report shows that the crews transported 105 patients in the month of April.

EMS Division Chief Webb supplied an update on COVID calls, which are down.

Attorney's Report

Attorney Fritsche provided a written Attorney's Report to the Board. She advised that the Special District Association had a webinar yesterday based on the quick passage of Senate Bill 238. SDA did not have a lot of information on how it will impact the special districts across the state. President Kerby addressed his concerns on needing to find out soon in order for the District to prepare for an election and meet deadlines should the Board determine to run a mill levy revenue stabilization question in the November County Coordinated Election.

UNFINISHED BUSINESS

Administration Building Addition & Remodel

Chief Harwig advised that iiCon Construction is waiting on some metal that was supposed to be delivered two weeks ago, but has been delayed. Windows have also been delayed, but they plan on

moving forward with the drywall. The window openings have been covered in plastic so it can be done. He also advised that all three RTU's have been delayed until mid-August, 2022.

- iiCon Construction Draw Request #5
Chief Harwig presented the Board with Draw Request #5 in the amount of \$232,660.48.
- Approval of Change Order #010: CE #016 – Add Gas Piping for Generator.
Chief Harwig advised that this change order is to add gas piping for the Generator, in the amount of \$4,590.54.
- Approval of Change Order #011: CE #003 – Floor Plan Change Layout
Chief Harwig advised that this change order is to change the layout of the floorplan where changes did not have to be made, for a credit in the amount of -\$5,515.00
- Approval of Change Order #014: CE #022 – Hose Bib
Chief Harwig advised that this change order is to add a hose bib to the exterior, in the amount of \$1,986.06.

Director Hawkins moved to approve Draw Request #5 as presented. Director Collins seconded the Motion. The Motion passed unanimously.

Director Collins moved to approve Change Order #010: to add gas piping for the generator in the amount of \$4,590.54. Director Hawkins seconded the Motion. The Motion passed unanimously.

Tabled Change Order #011: Floor plan change layout to the June meeting.

Director Kupferer moved to decline the Change Order #014: CE #022 – Exterior Hose Bib. Director Hawkins seconded the Motion. The Motion passed unanimously.

Station 1 Parcel – proposed El Paso County satellite office and Sheriff's Office substation

President Kerby advised that he has not heard or seen any updates on the Sheriff's Office substation.

NEW BUSINESS

FFPD Member Handbook Draft Review

Tabled to June, 2022 Meeting

Potential November Election and Topics

- Tabor Mill Levy Revenue Stabilization Measure
- Eliminate Term Limits Question
- Consider engaging an Election Consultant

Chief Harwig advised that the District would like to look into a ballot question regarding Tabor Mill Levy Revenue Stabilization in order to maintain the District's current tax revenue levels regardless of statutory changes in assessed valuation calculations.

Attorney Fritsche advised that she will speak with bond counsel and SDA to look into getting ballot question samples and confirmation on TABOR issues. She also advised that two questions may need to be asked in order to address both issues of change in assessed values and changes in assessment rates that would affect the District.

Attorney Fritsche advised that asking to Eliminate Term Limits would need to be a ballot question approved by voters.

President Kerby asked Attorney Fritsche to see how the District would go about finding an Election Consultant. Attorney Fritsche advised that there are campaign consultants who are focused on the elections and election questions and there are also more general public relations firms who have election experience that might be a better fit for the District. President Kerby would like to get a statement of qualifications from some of the different firms in order to determine the best fit, along with their standard rates.

Attorney Fritsche asked the Board if they would like to appoint two board members for an election committee to review the applications and to interview firms as well. President Kerby volunteered and Director Hawkins volunteered as well, along with Chief Harwig.

EXECUTIVE SESSION

Director Kupferer moved to go into Executive Session, pursuant to C.R.S. § 24-6-402(4)(b) for the purpose of a conference with the District's legal counsel to discuss the status of a litigation matter. Director Hawkins seconded the Motion. The Motion passed unanimously. Attorney Fritsche certified that the only matter discussed in Executive Session would involve attorney-client privileged communications, and therefore, the Executive Session need not be recorded. After a five-minute break, the Board went into Executive Session at 17:25 hours.

Director Collins moved to come out of Executive Session at 17:29 hours. Director Hawkins seconded the Motion. The Motion passed unanimously.

The Board resumed the Regular Board meeting at 17:30 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 17:31 hours on May 18, 2022.

I hereby attest to the accuracy of the meeting Minutes:

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)(b) and constituted attorney-client communications.

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)(b).

Thomas Kerby, President