Falcon Fire Protection District
Board of Directors Regular Board Meeting
March 17, 2021
Unapproved Minutes

Call to Order
President Kerby called the regular meeting of the Board of Directors to order at 16:00 hours on Wednesday, March 17, 2021.

ATTENDANCE
Thomas Kerby, President
Ray Hawkins, Treasurer
Michael Collins, Secretary
Dan Kupferer, Vice President (arrived 16:16)
Cory Galicia, Assistant Secretary

ALSO PRESENT
Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Joe Cosgrove, Battalion Chief – via conference call
Jon Webb, EMS Division Chief, FFPD
Other members of the Falcon Fire Protection District
Mark Stoller – The New Falcon Herald

ABSENT
Director Galicia moved to excuse Director Kupferer, Director Collins seconded the Motion. The Motion passed unanimously. (Director Kupferer arrived however at 16:16hrs)

ADDITIONS/DELETIONS TO THE AGENDA
None.

APPROVAL OF AGENDA
Director Galicia moved to approve the Agenda as written. Director Collins seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT
None.

CORRESPONDENCE
None.

APPROVAL OF THE MINUTES
Director Collins moved to approve the February 17, 2021 Regular Board Meeting Minutes as written. Director Hawkins seconded the Motion. The Motion passed unanimously.

REPORTS
Treasurer's Report
Chief Harwig reviewed the written February Treasurer's Report with the Board. The Chief noted 17% of the 2021 fiscal year is complete in this report.

Total General Fund Budget revenues received were at 3%. Specific Ownership taxes were at 16%. Total General Fund expenditures across all categories were at 9%.

The Ambulance Fund Budget revenues received were at 5%. Transport fees were at 21%. Total Ambulance Fund expenditures were at 12%.

The Capital Improvement Fund revenues received were at 0%. Total expenditures were at 7%.

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

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

Staff Report
Deputy Chief Petersma advised there were 86 Reserve standby hours for the month of February.

Deputy Chief Petersma reviewed the incidents and response times for February with the Board. The total calls for February were at 244 and 528 year to date. The District received 9 mutual or auto aid responses from neighboring districts in February and provided 51 automatic or mutual aid responses to our neighboring districts.

EMS Division Chief Webb reviewed a written Transport Report with the Board and advised the crews transported 93 patients in the month of February and the ambulance responded to an additional 54 calls where no transport was given.

EMS Division Chief advised that COVID calls continue to decrease and that more of our employees continue to get vaccinated over time.

Attorney's Report
Attorney Fritsche provided a written Attorney's Report to the Board and advised that all report items are covered under this meeting's Agenda items.

UNFINISHED BUSINESS
Construction Update
Hammers Construction provided an updated construction schedule showing the final completion as of August 23, 2021. Hammers provided a list of items resulting in final completion delays including code changes requiring 140 MPH wind load and weather. The Board asked that Hammers provide documentation on any weather delays. The Board also asked that legal review the contract language for allowed schedule changes and advise at the April Board Meeting.

Ratification of Hammers Construction Draw No. 1198-10
Chief Harwig reviewed the paid Construction Draw to Hammers Construction with the Board.

Director Hawkins moved to ratify the Hammers Construction Draw No. 1198-10. Director Kupferer seconded the Motion. The Motion passed unanimously.

Approval of Change Orders

Chief Harwig reviewed Hammers Construction Change Order #4 for material cost increases on metal studs, drywall and overhead doors totaling $16,863 with the Board. The Board had tabled this Change Order in February and requested that Hammers remove builder markup from material cost increases of $2,529.00, which Hammers did.

Director Hawkins moved to approve the Hammers Construction Change Order #4 for $16,863.00. Director Collins seconded the Motion. The Motion passed unanimously.

Zoning Change for Station 3 Property

None.

Administration Building

Chief Harwig advised that YOW Architects had made the design changes from wood frame to metal frame and slope changes to the roof system for the Administration Building and that YOW had requested a meeting to finalize the building design later in the week.

Maintenance Building

Remove from agenda.

NEW BUSINESS

Resolution and Records Retention Schedule

Attorney Fritsche presented a proposed resolution to adopt the State Archives Records Retention Schedule for Special Districts to the Board to be submitted to the State Archives for approval as allowed by statute.

Director Collins made a Motion to adopt Resolution No. 3-17-2021-1 Resolution Adopting the State of Colorado Retention Manual. Director Kupferer seconded the Motion. The Motion passed unanimously.

EXECUTIVE SESSION

None.

PUBLIC COMMENT

None.

ADJOURNMENT

Director Collins moved to adjourn the Board meeting. Director Kupferer seconded the Motion. The Motion passed unanimously. The meeting adjourned at 16:56 hours on March 17, 2021.

I hereby attest to the accuracy of the meeting Minutes:

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Michael Collins, Secretary