

**Falcon Fire Protection District
Board of Directors Special Board Meeting
September 9, 2020
Approved Minutes**

Call to Order

President Kerby called the regular meeting of the Board of Directors to order at 16:07 hours on Wednesday, September 9, 2020.

ATTENDANCE

Thomas Kerby, President
Joan Hathcock, Vice President – via Zoom conference
Michael Collins, Secretary – via Conference call
Ray Hawkins, Assistant Secretary

ALSO PRESENT

Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Joseph Cosgrove, Battalion Chief, FFPD
Gretchen Tetzlaff, Office Manager, FFPD
Other members of the Falcon Fire Protection District
Pete Gawda, The New Falcon Herald

ABSENT

Jon Webb, EMS Division Chief, FFPD

ADDITIONS/DELETIONS TO THE AGENDA

None.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CORRESPONDENCE

Chief Harwig advised that a letter was received from Daniel Kupferer expressing interest in filling the Board vacancy created by the resignation of Director Galicia. No other letters of interest were received.

APPROVAL OF THE MINUTES

Director Collins moved to approve the August 19, 2020 Regular Board Meeting Minutes as written. Director Hawkins seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the written August Treasurer's Report with the Board. The Chief noted 66% of the fiscal year is complete.

The General Fund Budget revenues received were at 92%. Specific Ownership Tax revenue is at 71%. Total General Fund expenditures across all categories were at 56%, which brings expenditures to 10% under budget for the year.

The Ambulance Fund Budget revenues received were at 49%. Collection fees were at 45%. Total Ambulance Fund expenditures were at 42%, which brings expenditures to 24% under budget for the year.

The Capital Improvement Fund revenues received were at 23%, which will increase once the Lease Purchase is in place. Total expenditures were at 33%, which brings expenditures to 33% under budget for the year.

The Rural Water Fund expenditures for the month of August were at 21%.

Director Hawkins moved to accept the August, 2020 Treasurer's Report as presented. Director Collins seconded the Motion. The Motion passed unanimously.

Chief's Report

Deputy Chief Petersma advised there were 72 Reserve standby hours for the month of August.

Deputy Chief Petersma went over the statistics for August and the total calls were at 266.

Deputy Chief Petersma reviewed a written Transport Report with the Board and advised the crews transported 106 patients in the month of August and responded to 9 other patients who refused transport.

Chief Harwig advised the Colorado Fire Chiefs Association prepared a video on fiscal impacts the Gallagher Amendment has had on fire districts around the state. Chief Harwig asked the Board to watch the video and allow video to be posted on the District's website.

The Board directed the District to post the video on its website.

Attorneys' Report

A written Attorneys' Report was provided to the Board and Attorney Fritsche advised that the topics in the written report would be addressed under Agenda items.

UNFINISHED BUSINESS

Old Meridian Road and Hwy 24 Intersection Design

None.

New Station 3

Chief Harwig advised that the County gave approval to move forward with the exterior work as long as not more than one acre will be disturbed. Hammer's Construction will start adding more curb and gutter, driveway and starting the pad site work next week.

Station 3 Parcel Plat Exemption Status

Chief Harwig advised that the Plat Exemption was approved by the Board of County Commissioners, but has not yet been recorded.

Attorney Fritsche advised that she has been working with Jerry Jacobson to obtain the Woodmen Hills Order of Inclusion from the District Court and copies of the Order, water rights dedication and Inclusion Agreement. She advised she would call the Title Company directly to forward a copy of the recorded District Court Order of Inclusion.

Fire Station Development Agreement, Lease and Purchase Option in the amount of \$2,200,000

Attorney Fritsche advised that there are a couple of blanks in the Lease, waiting for dates on recorded documents. Once the Plat Exemption and Order of Inclusion have been recorded, the Lease Purchase documents can be signed.

Administration Building

Chief Harwig advised that YOW Architects have been working with Hammers Construction and are also getting bids from other contractors to compile preliminary pricing for the Administration Building renovation.

Shiloh Mesa Exclusion

Attorney Fritsche advised that everyone involved with the Shiloh Mesa and Quail Brush Subdivision potential exclusion are aware that there is nothing that the District needs to do and that the District is not responsible for paying the legal fees, nor is it responsible to take the lead on the Shiloh Mesa Exclusion.

President Kerby asked Attorney Fritsche if the Shiloh Mesa Exclusion can be removed from future agendas, since the District is not involved in rest of the Exclusion. Attorney Fritsche advised that it can be removed from the Agenda and it can be added back if the District is required to approve an agreement with the City or the legal description is revised to include additional property.

Vacant Director Position

President Kerby advised that the District only received one letter of interest to fill the vacancy created by the resignation of Director Galicia, which was from Daniel L. Kupferer, a qualified elector within the District.

Director Collins moved to appoint Daniel L. Kupferer to fill the vacant director position. Director Hawkins seconded the motion. The motion passed unanimously.

NEW BUSINESS

Appointment of Treasurer to fill Cory Galicia's position

Director Collins moved to appoint Ray Hawkins as District Treasurer. Director Hathcock seconded the motion. The motion passed unanimously.

Public Hearing Petition for Inclusion; Crossroads North, a commercial development from the Equity Group

President Kerby opened the Public Hearing on the Petition for Inclusion; Crossroads North, a commercial development owned by the Equity Group.

There was no public comment.

President Kerby closed the Public Hearing.

Consider Resolution No. 9-9-2020-1 and Order of Inclusion

Director Hathcock moved to consider Resolution No. 9-9-2020-1 and Order of Inclusion of real properties. Director Collins seconded the Motion. The Motion passed unanimously.

Attorney Fritsche will file the Board Resolution and Order for Inclusion with the District Court requesting a Court Order including the property within the District.

FSB Lease Purchase checking / Money Market Account

Chief Harwig advised the Board that the District will need to open a Money Market account for the Lease Purchase loan proceeds, so construction funds can be separated from the General Fund Account.

Director Hawkins moved to allow the District to open a separate Money Market Account with Farmers State Bank for the Lease Purchase Account. Director Hathcock seconded the Motion. The Motion passed unanimously.

Attorney Fritsche advised that the District needs to bring any change orders to the Board for appropriation prior to approving payment. A special meeting can be scheduled within 48 hours if needed.

EXECUTIVE SESSION

None.

PUBLIC COMMENT

None.

ADJOURNMENT

Director Collins moved to adjourn the Board meeting. Director Hawkins seconded the Motion. The Motion passed unanimously. The meeting adjourned at 17:12 hours on September 9, 2020.

I hereby attest to the accuracy of the meeting Minutes:

Michael Collins, Secretary