

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
October 18, 2023
Approved Minutes**

Call to Order

Director Hawkins called the regular meeting of the Board of Directors to order at 1502 hours on Wednesday, October 18, 2023.

ATTENDANCE

Ray Hawkins, Treasurer
Thomas Kerby, Assistant Secretary
Edward (Steve) Podoll, Secretary
Dan Kupferer, Vice President

ALSO PRESENT

Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Joe Cosgrove, Battalion Chief, FFPD
David Smith, Battalion Chief, FFPD – via conference call
Curtis Kauffman Lt./Fire Inspector, FFPD
Gretchen Tetzlaff, Office Manager, FFPD
Twyla Kuemmerle, Administrative Asst., FFPD
Other members of the Falcon Fire Protection District
Mike Collins, District Chaplain

ABSENT

James Reid, President
Jon Webb, EMS Division Chief, FFPD
Corey Kirt, Battalion Chief, FFPD

APPOINTMENT OF VICE PRESIDENT

Director Hawkins requested a Motion to elect a Board Vice President and acting President for today's meeting. Director Kerby moved to elect Dan Kupferer as Vice President. Director Podoll seconded the Motion. The Motion passed unanimously.

Vice President Kupferer took over as acting Chair at 1507 hours.

Excuse Absence of Director Reid

Director Kerby moved to excuse Director Reid from today's Board of Directors meeting. Director Hawkins seconded the Motion. The Motion passed unanimously.

APPROVAL OF AGENDA

Director Hawkins moved to approve the agenda. Director Kerby seconded the Motion. The Motion passed unanimously

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

APPROVAL OF THE MINUTES

Director Kerby moved to approve the September 20, 2023 Regular Board Meeting Minutes as presented. Director Hawkins seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the August Treasurer's Report with the Board. The Chief noted 75% of the 2023 fiscal year is complete in this Report.

Total General Fund Budget revenues received were at 98%. Specific Ownership Tax is at 72%. Total General Fund expenditures across all categories were at 67% of budget.

The Ambulance Fund Budget revenues received were at 94%. Transport fees were at 74%. Total Ambulance Fund expenditures were at 63% of budget.

The Capital Improvement Fund revenues received were at 82%. Total Capital Improvement Fund expenditures were at 27% of budget.

The Rural Water Fund Revenues had no activity or expenditures for the month of August. Total Rural Water Fund expenditures were at 17% of budget.

Director Kerby moved to accept the September 2023 Treasurer's Report, Director Podell seconded the Motion. The Motion passed unanimously.

Staff Report

Deputy Chief Petersma reviewed the written reports with the Board for August 2023 which included the August incident counts of approximately 365 calls, response times, mutual aid given and mutual aid received.

Deputy Chief Petersma advised that there were 0 Reserve hours for the month of September.

The Transport Report will be presented next month, EMS Division Chief Webb was absent on Reserve Duty.

Fire Prevention Lieutenant Kauffman reviewed a written Plan and Building Inspection Report with the Board.

Attorney's Report

Attorney Fritsche provided a written Attorney's Report which was sent separately to the Board. Attorney Fritsche also provided an update on the Pension Board Election. Attorney Fritsche stated that sixteen ballots were mailed out and twelve ballots have been returned to date. Ballots are due today, at 1600 hours. Officer terms start November 1st. The Pension Meeting will be held during the November 15th Board Meeting.

UNFINISHED BUSINESS

Station 1 Parcel – proposed El Paso County Sheriff’s Office Substation.

Director Kerby stated that he has not heard anything new on the Substation Site Development Plan, he did however, notice that the EDARP plans are being processed. Chief Harwig stated that he has not received a copy of the EDARP plans for review. Director Kerby will follow up on the plans tomorrow, October 19th. Attorney Fritsche stated that she had followed up last Friday, October 13th on the water quality pond maintenance agreement and three easements but has not heard anything back. A discussion was held regarding the easements.

Maintenance Building

Chief Harwig reported that the maintenance building is out for design/build proposals, which are due on November 8th 1400 hrs. Once proposals are received, Chief will forward the other Review Committee members. Dan Kupferer and Tom Kerby The committee (Chief Harwig, Dan Kupferer and Tom Kerby) will meet and review the proposals prior to the Board meeting on November 15th. There was a discussion regarding the landscaping as well as a required water line to the site. The address for the new Maintenance Building will be 7010 Old Meridian Road.

NEW BUSINESS

2024 Budget

Chief Harwig presented the Preliminary 2024 Budget. A copy of the Preliminary Budget is posted at the Administration Building entrance. A discussion was held regarding Senate Bill 238 as well as Proposition HH.

Chief Harwig stated that Cimarron Hills Fire Department completed a comprehensive salary survey for all of the fire districts in El Paso County. The District used Cimarron Hills survey data, minus Colorado Springs Fire Department, in setting the District’s proposed 2024 salary schedule. Chief Harwig stated he built in a 10% salary increase, including inflation, and this brought the District to the middle of the average salary scale. Attorney Fritsche asked why Colorado Springs Fire Department was excluded from the data. Director Kerby stated it was because it is a much larger department within a City and not used in the past by the District in salary surveys

Chief Harwig also stated that Workers Compensation costs are continuing to go up based on a three-year loss history. The District had a few bad years and it will take the District a few years to turn these numbers around.

Ambulance Transport Fund Reimbursement requests need to be submitted by the end of the month, staff is in the process of completing this. Chief Harwig stated no new ambulance crews are planned for the 2024 year.

Chief Harwig broke down the Capital Projects Fund for the Board and noted that acquiring land for the future training center land is included in the Budget.

Chief Harwig stated that he has a meeting with the new El Paso County Planning and Community Development Director Meggan Herington scheduled for Monday, October 23rd regarding the County Land Development Code and reactivating the District’s Rural Water Fund for the collection of funds to install cisterns in certain areas of the District.

Banning Lewis North Petition for Exclusion

Attorney Fritsche provided the Board with copies of the Petition for Exclusion of Real Property packet submitted for the Banning Lewis North Exclusion. The packet materials have been reviewed by Legal and staff for completeness and accuracy. Attorney Fritsche asked the Board to set the matter for a public hearing during the next regular Board Meeting on November 15th, allowing time to publish Notice of the Exclusion Hearing in *The Gazette*, as required by statute.

PUBLIC COMMENT-

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Director Hawkins moved to adjourn the Board meeting. Director Podell seconded the Motion. The Motion passed unanimously. The meeting adjourned at 1600 hours.

I hereby attest to the accuracy of the meeting Minutes:

Edward Podoll, Secretary