

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
May 20, 2020
Approved Minutes**

Call to Order

Director Kerby called the regular meeting of the Board of Directors to order at 16:03 hours on Wednesday, May 20, 2020.

NEW BUSINESS

Election of Officers

Director Michael Collins was re-elected by affirmation and had been sworn in on May 6, 2020 for his second term, by Gretchen Tetzlaff, Notary Public.

Director Joan Hathcock was re-elected by affirmation and had been sworn in on May 12, 2020 for her second term, by Gretchen Tetzlaff, Notary Public.

Raymond Hawkins was elected by affirmation and had been sworn in on May 13, 2020 for his first term, by Gretchen Tetzlaff, Notary Public.

Director Collins moved to nominate Director Kerby as President of the Board, Director Hathcock as Vice President, Director Galicia as Treasurer, Director Collins as Secretary and Director Hawkins as Assistant Secretary. Director Galicia seconded the nominations. The Motion passed unanimously.

ATTENDANCE

Thomas Kerby, President
Joan Hathcock, Vice President - via Zoom conference
Cory Galicia, Treasurer – via Zoom conference
Michael Collins, Secretary – via Zoom conference
Ray Hawkins, Assistant Secretary

ALSO PRESENT

Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Jon Webb, EMS Division Chief, FFPD
Gretchen Tetzlaff, Office Manager, FFPD
Other members of the Falcon Fire Protection District
Pete Gawda, The New Falcon Herald – via Zoom conference – joined at 16:30 hours
Dan Kupferer, LDC, Inc. & former Board member

ABSENT

None.

ADDITIONS/DELETIONS TO THE AGENDA

None.

APPROVAL OF AGENDA

Director Hathcock moved to approve the Agenda as written. Director Kerby seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

APPROVAL OF THE MINUTES

Director Collins moved to approve the April 15, 2020 Regular 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% of the fiscal year is complete.

The General Fund Budget revenues received were at 45%. Specific Ownership Tax revenue is at 36%. Total General Fund expenditures across all categories were at 28%.

The Ambulance Fund Budget revenues received were at 22%. Total Ambulance Fund expenditures were at 22%.

The Capital Improvement Fund revenues received were at 27%. Total expenditures were at 24%.

The Rural Water Fund expenditures for the month of April were at 19%.

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

Chief's Report

Deputy Chief Petersma advised there were 96 Reserve standby hours for the month of April.

Deputy Chief Petersma also advised that the reserve academy has resumed and the cadets have been assigned into groups of 5 to maintain social distancing and limit the level of contacts in case of Covid-19 exposure.

EMS Division Chief Webb provided a written Transport Report to the Board and advised the crews transported 71 patients in the month of April and responded to 5 other patients who refused transport. Calls were down in the Month of April and are down so far, in May, due in part, to few traffic accident calls. The hospitals have fewer patients as well.

Chief Harwig advised that there are only twelve COVID-19 patients in hospitals throughout El Paso County right now.

Deputy Chief Petersma went over the statistics for April and the total calls were at 222.

Division Chief Webb advised that he, Deputy Chief Petersma, and Chief Harwig had a discussion with AMR about mutual aid after the COVID-19 issues clear up a bit. Chief Webb also advised that Ellicott Fire contacted Deputy Chief Petersma and asked if Falcon's ambulance (Falcon) would respond to their

traffic accidents in certain zones. It was made clear to them that Falcon cannot contract with them, however if they have an AMR unit responding but their ETA time is not timely enough, they can request Falcon to respond.

Attorneys' Report

A written Attorneys' Report was provided to the Board and Attorney Fritsche advised that everything in the written report would be addressed in the Agenda items and she would be happy to answer any questions.

UNFINISHED BUSINESS

Old Meridian Road and Hwy 24 Intersection Design

Director Kerby advised that construction has begun on Old Meridian Road.

Chief Harwig advised that the project is expected to be completed in September.

Station 3 Parcel Plat Exemption Status

Dan Kupferer, with LDC, Inc. advised that the County is receiving comments from the reviewing agencies on the Exemption Plat. The only comment with any significance so far came in from the Parks Department, requesting a 25' easement from the highway for a regional trail. He advised that the fire station building would be approximately 5' from that proposed easement and proposed trail.

New Station 3

- Station 3 Parcel County Plat Exemption and Location Approval application Status
- Hammers Construction Design/Build Contract Status
- Consider Resolution Authorizing entering into a Fire Station Development Agreement, Lease and Purchase Option by and between the District and Farmers State Bank of Calhan, in the principal amount of approximately \$2,200,000.00 related to financing construction of the District's new Station 3.

Chief Harwig advised that the Hammers Construction Design Build Contract has been approved by legal and finalized with Hammers Construction in the amount of \$2,020,595 and asked the Board to ratify the Design Build Contract. Chief Harwig advised that there is about \$500,000 in additional costs not included in the contract that the District will be paying for directly, including the Plymovent system, keyless entry, generator, tap fees to Woodmen Hills Metro District, transformer fees to Mountain View Electric, etc., which are already figured into the 2020 budget. The Hammers Construction contract anticipates completion of construction in April, 2021. The fire station could be finished earlier, but it does depend on County approvals. Hammers anticipates starting construction in August.

Director Hathcock moved to ratify the final contract for Hammers Construction Design/Build.

Director Hawkins seconded the Motion. The Motion passed unanimously.

Consider Resolution Authorizing entering into a Fire Station Development Agreement, Lease and Purchase Option by and between the Falcon Fire Protection District and Farmers State Bank of Calhan, in the principal amount of approximately \$2,200,000.00 related to financing construction of the

District's new Station 3. The Lease cannot be entered into until the District completes the County land use approvals.

Director Galicia moved to approve Resolution #5-20-2020-1 Authorizing Entering into a Lease Purchase Agreement by and between the Falcon Fire Protection District and Farmer's State Bank of Calhan in the principal amount of approximately \$2,200,000.00, subject to the terms of the Resolution, after review of the lease and related documents by legal counsel, and authorizing Chief Harwig to sign the contract. Director Collins seconded the Motion. The Motion passed unanimously.

Administration Building

Chief Harwig reviewed potential exterior design options for the administration building renovation with the Board.

Exclusion from Falcon Highlands Metro District Station 3 Acquisition Parcel

Attorney Fritsche advised that Falcon Highlands Metro District Board did not meet in May because of state Covid restrictions on meetings. Their next meeting is scheduled for July, but they may hold a special meeting in June to approve the exclusion.

Inclusion Woodmen Hills Metropolitan District for the Consolidated Station 3 Parcel for Water and Sanitary Sewer Service

Chief Harwig advised that the inclusion was supposed to be added to the WHMD Board meeting Agenda for their next meeting, which will be held next week.

Contract Award – Water and Sanitation Mains

Chief Harwig reminded the Board that, due to time constraints, they appointed Director Kerby, Dan Kupferer and Chief Harwig to a committee to review the bids for the Station 3 water and sanitation lines and to enter into contract negotiations with the preferred bidder. The committee recommended awarding the contract to Frazee Construction in the amount of \$97,000.

Director Hawkins moved to approve and ratify the Frazee Construction Contract for the water and sewer lines. Director Hathcock seconded the Motion. The Motion passed unanimously.

Director Collins moved to authorize Chief Harwig to sign the contract award for the water and Sanitation Mains. Director Hathcock seconded the Motion. The Motion passed unanimously.

EXECUTIVE SESSION

Director Hawkins made a Motion to go into Executive Session, for the purpose of receiving advice from legal counsel on specific legal issues related to a traffic accident involving District personnel and property and potential claims arising therefrom pursuant to C.R.S. § 24-6-402(4)(b). Director Hathcock 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 17:30 hours.

The Board resumed the Regular Board meeting at 17:35 hours.

PUBLIC COMMENT

None.

ADJOURNMENT

Director Collins moved to adjourn the Board meeting. Director Hathcock seconded the Motion. The Motion passed unanimously. The meeting adjourned at 17:36 hours on May 20, 2020.

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