

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
December 13, 2023
Approved Minutes**

CALL TO ORDER

Board Vice President Kupferer called the regular meeting of the Board of Directors to order at 1509 hours on Wednesday, December 13, 2023.

ATTENDANCE

James Reid, President arrived at 1521
Dan Kupferer, Vice President
Ray Hawkins, Treasurer – via conference call – joined in at 1528
Edward (Steve) Podoll, Secretary
Thomas Kerby, Assistant Secretary

ALSO PRESENT

Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, Falcon Fire Protection District
Jeff Petersma, Deputy Chief, Falcon Fire Protection District
Jon Webb, EMS Division Chief, Falcon Fire Protection District
Curtis Kauffman Lt./Fire Inspector, Falcon Fire Protection District
David Smith, Battalion Chief, Falcon Fire Protection District
Rob Wilkerson, Fleet Mechanic, Falcon Fire Protection District
Gretchen Tetzlaff, Office Manager, Falcon Fire Protection District
Twyla Kuemmerle, Administrative Assistant, Falcon Fire Protection District
Other members of the Falcon Fire Protection District
Mike Collins, District Chaplain – via conference call
Laura Heinrich, Attorney for the Petitioner Banning Lewis North Exclusion – joined in at 1530

ABSENT

Joe Cosgrove, Battalion Chief, Falcon Fire Protection District
Corey Kirt, Battalion Chief, Falcon Fire Protection District

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CORRESPONDENCE

The District received correspondence from the State of Colorado and El Paso Country regarding Final Assessed Valuations and Mill Levy Certifications. Chief Harwig advised he would go over this during the budget portion of the meeting.

Chief Harwig also advised the Board that he received notification from the Cherokee Water District stating that they want to start charging the District for the usage of water for training at Station 4. The District has reached out to Amy Lathan to set up a meeting to discuss the issue but the District has not heard anything back. A discussion was held regarding the rental of a meter as well as other fees.

APPROVAL OF THE MINUTES

Director Kupferer moved to approve the November 15, 2023 Regular Board Meeting Minutes as presented. Director Podoll seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the November Treasurer's Report with the Board. The Chief noted 91.7% of the 2023 fiscal year is complete in this Report.

Total General Fund Budget revenues received were at 104%. Specific Ownership Tax is at 89%. Total General Fund expenditures across all categories were at 86% of budget.

The Ambulance Fund Budget revenues received were at 116%. Total expenditures were at 68%.

The Capital Improvement Fund revenues received were at 108%. Total Capital Improvement Fund expenditures were at 29% of budget.

The Rural Water Fund Revenues had no activity or expenditures for the month of November. Total Rural Water Fund expenditures were at 21% of budget.

Director Podoll moved to accept the November 2023 Treasurer's Report. Director Kerby seconded the Motion. The Motion passed unanimously.

Staff Report

Deputy Chief Petersma reviewed the written reports for October which included the October incident counts which were at approximately 357 calls, response times, mutual aid given and mutual aid received.

Chief Petersma advised that there were 36.0 Reserve hours for the months of October and November.

EMS Division Chief Webb reviewed a written Transport Report with the Board and advised that the crews transported 213 patients in the month of November.

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.

UNFINISHED BUSINESS

Continued Public Hearing on Banning Lewis North Petition for Exclusion of Property

Attorney Fritsche advised the Board that the public hearing on the exclusion petition had been properly noticed and held during the November Board meeting and re-opening the public hearing was not necessary before considering the matter. Laura Heinrich, attorney for the Petitioner, provided additional information requested by the Board and Ms. Heinrich joined the meeting to answer any questions. Director Kerby stated that the District was given updated information from the Petitioner, regarding build out phases and timing. Attorney Fritsche stated additional deposit funds were requested and received.

Director Kerby asked if the City of Colorado Springs has plans for a fire station in the Banning Lewis area and any proposed timeframe. Chief Harwig explained that the timing for a new fire station will be based off call volume. Attorney Fritsche stated that a site has been designated for a new fire station. Director Kupfer asked how the medical calls to that area will work. Chief Harwig stated that the City has a contract with American Medical Response for medical response within the City limits. The District will run mutual aid calls when needed.

Director Kerby moved to adopt Resolution #12-13-2023-2. Director Hawkins seconded the Motion. The Motion passed unanimously.

Maintenance Building Project

Consider Approval and Ratification of Hammers Construction, Inc. Design Agreement in the amount of \$86,500.00, including \$17,500 for permit fees.

Chief Harwig stated that the District entered into the Design Agreement with Hammers Construction so Hammers could begin work on the Project and he was asking the Board to ratify the Design Agreement, included in the Board packet. Chief Harwig stated that the District met with Hammers Construction for the purpose of reviewing the initial design plans and addressed ways to reduce the cost of the Maintenance Building, including approximately \$250,000 worth of items that could be removed from the building design. In addition, Hammers agreed to reduce the percentage of profit from 12% to 10%, to match prior contracts with the District. The final contract will be closer to \$1.9 million, down from \$2.1 million. Chief also stated that building design is on schedule and construction should be completed by October of 2024. The architects are working on revised drawings. District representatives will meet with the architects a few more times prior to approving the final design and then the construction contract will be finalized. This process should take approximately three months.

Director Kerby moved to approve and ratify the Hammer's Construction Design Agreement, Director Podoll seconded the Motion. The Motion passed unanimously.

Station 1 Parcel – proposed El Paso County Sheriff's Office substation.

Director Kerby stated that there has not been any activity with the County at this time.

NEW BUSINESS

2024 Budget Hearing

The District published notice of its 2024 Budget hearing for today's meeting, however, during the special session, the State Legislature moved the timeline for when the County must certify final assessed valuations to taxing entities and mill levy certification dates. The County has until January 3rd to release final assessed valuations. The El Paso County Assessor plans to release final assessed valuations by December 29th. Therefore, the Chief is requesting the Board continue the 2024 Budget hearing to a Special Meeting on January 3, 2024 at 1500. A discussion followed regarding SB22-238 & SB23B-001 backfill provisions and anticipated timing of payments.

Director Kerby moved to continue the Budget Hearing to January 3, 2024 at 1500 hours. Director Podoll seconded the Motion. The Motion passed unanimously.

Consider 2024 Pay Leave & Allowance Schedule

Chief Harwig provided the Board with the 2024 Pay Leave and Allowance Schedule.

Director Kerby moved to adopt the 2024 Pay Leave and Allowance Schedule subject to future amendments. Director Kupferer seconded the Motion. The Motion passed unanimously.

Consider 2024 Board Meeting Posting Notice

Chief Harwig provided the Board with the 2024 Board Meeting Schedule Posting Notice for review.

Director Kupferer moved to adopt the 2024 Board Meeting Posting Notice. Director Kerby seconded the Motion. The Motion passed unanimously.

Consider Resolution approving the 12-13-2023-1 regular meeting schedule, Pension Board meeting schedule and meeting posting places.

Chief Harwig provided the Board with Resolution 12-13-23-1 approving the 2024 regular meeting schedule, Pension Board meeting schedule and meeting posting locations for review and approval.

Director Kerby moved to Adopt Resolution 12-13-23-1 approving the 2024 regular meeting schedule, Pension Board meeting schedule and meeting posting locations. Director Podell seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

Mike Collins asked if Cimarron Hills Fire Protection District was being charged for their water usage by the Cherokee Water District. Chief Harwig stated that Cimarron Hills is being charged by Cherokee Water District for water usage during training exercises but its water consumption is offset under an agreement with Cimarron Hills for the use of its land for parking spaces. Cimarron Hills does turn in its water usage from the meter but is not billed for that usage.

EXECUTIVE SESSION

None.

ADJOURNMENT

Director Kupferer moved to adjourn the Board meeting. Director Podoll seconded the Motion. The Motion passed unanimously. The meeting adjourned at 1615 hours.

I hereby attest to the accuracy of the meeting Minutes:

Edward Podoll, Secretary