

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
July 19, 2023
Unapproved Minutes**

CALL TO ORDER

Board President Reid called the regular meeting of the Board of Directors to order at 15:01 hours on Wednesday, July 19, 2023.

ATTENDANCE

James Reid, President
Terry Reed, Vice President
Ray Hawkins, Treasurer – arrived at 15:10*
Edward (Steve) Podoll, Secretary
Thomas Kerby, Assistant Secretary

ALSO PRESENT

Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Jon Webb, EMS Division Chief, FFPD
Joe Cosgrove, Battalion Chief, FFPD
Curtis Kauffman Lt./Fire Inspector, FFPD
Corey Kirt, Battalion Chief, FFPD
Gretchen Tetzlaff, Office Manager, FFPD
Twyla Kummerle, Administrative Asst., FFPD
Mike Collins, District Chaplin
Lea Grady, New Falcon Herald
Other members of the Falcon Fire Protection District

ABSENT

David Smith, Battalion Chief, FFPD

ADDITIONS/DELETIONS TO THE AGENDA

None.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

SWEARING IN CEREMONY

Justin Salinas was sworn in as Driver Operator by Chief Harwig and badged by his wife, Danielle Salinas.

*Director Hawkins arrived.

APPROVAL OF THE MINUTES

Director Hawkins moved to approve the June 21, 2023 Regular Board Meeting Minutes as presented. Director Reed seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the May's Treasurer's Report with the Board. The Chief noted 50% of the 2023 fiscal year is complete in this Report.

Total General Fund Budget revenues received were at 76%. Specific Ownership Tax is at 46%. Total General Fund expenditures across all categories were at 45% of budget.

The Ambulance Fund Budget revenues received were at 51%. Transport fees were at 48%. Total Ambulance Fund expenditures were at 42% of budget.

The Capital Improvement Fund revenues received were at 54%. Total Capital Improvement Fund expenditures were at 25% of budget.

The Rural Water Fund Revenues had \$690.00 expenditures for the month of June. Total Rural Water Fund expenditures were at 17% of budget.

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

Staff Report

Chief Harwig reported that the SDA Liability Pool conducted an audit of the District's cyber security measures. The audit went very well and the District's cyber security coverage limit has been increased from \$220,000 to \$1,000,000 at no additional cost to the District.

Deputy Chief Petersma reviewed the written reports with the Board for May, 2023 which included the May incident counts of approximately 301 calls, response times, mutual aid given and mutual aid received. Noting that the District is using a new report writing program which slightly modifies the presentation of the reports.

Deputy Chief Petersma advised that there were 24 Reserve hours for the month of June.

EMS Division Chief Webb reviewed a written Transport Report with the Board and advised that the crews transported 175 patients in the Month of June.

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

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

No update.

Maintenance Building

Chief Harwig reported that the YOW Architects expanded the building footprint by adding three bays on the back of the maintenance building. Dan Kupferer, Land Development Consulting, Inc., reported via e-mail that the Site Development Plan is still in progress and has not been submitted to El Paso County. He expects certain County requirements may be waived for the District. After submittal of the Site Development Plan and the District receives the first round of comments from the County, it is anticipated that the District could publish for design build proposals for the maintenance building.

NEW BUSINESS

2021 IFC El Paso County Regional Fire Code with Amendments

Chief Harwig advised that all reviews of the new fire code have been stopped at this point pending state legislation and he expects to have more information next month.

Approve 2022 Audit

Chief Harwig advised that a copy of the 2022 audit was emailed to the Board of Directors and that the District received a clean audit opinion.

Director Hawkins moved to approve the 2022 audit. Director Kerby seconded the Motion. The Motion passed unanimously.

Legislative Update

Attorney Fritsch reviewed the 2023 Legislative Update with the Board and a discussion of Senate Bill 303 followed.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Director Hawkins moved to adjourn the Board meeting. Director Reed seconded the Motion. The Motion passed unanimously. The meeting adjourned at 1617 hours on July 19, 2023.

I hereby attest to the accuracy of the meeting Minutes:

Edward Podoll, Secretary