

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD NOVEMBER 8, 2022

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as “Board”) was held on Tuesday, the 8th day of October, 2022, at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831 and was also held by conference call. The meeting was open to the public to join by both methods.

ATTENDANCE

Directors In Attendance Were:

David Rolenc
Ryan Orness
Amy Turner

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Orness and, upon vote, unanimously carried, the absence of Director Miller was excused.

Also In Attendance Were:

Steve Beck; Special District Management Services, Inc. (“SDMS”)

Jack Reutzel, Esq.; Fairfield & Woods, P.C.

Chief Jeff Turner

PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Orness led the Board in reciting the Pledge of Allegiance.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Attorney Reutzel noted that conflicts were filed for applicable Directors at least 72-hours prior to the meeting. Mr. Beck also noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No conflicts were noted.

RECORD OF PROCEEDINGS

ADMINISTRATIVE MATTERS

Agenda: Mr. Beck reviewed the proposed Agenda for the District's Regular Meeting.

Following discussion, upon motion duly made by Director Orness, seconded by Director Turner and, upon vote, unanimously carried, the Agenda was approved, as presented.

Meeting Location/Manner and Posting of Meeting Notice: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The Board meeting was held via teleconference and at the physical location.

Mr. Beck reported that notice was duly posted and that no objections to the telephonic manner of the meeting or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.

Minutes: The Board reviewed Minutes from the October 11, 2022 Regular Meeting.

Following discussion, upon motion duly made by Director Turner, seconded by Director Orness and, upon vote, unanimously carried, the Minutes of the October 11, 2022 Regular Meeting were approved, as presented.

Resolution No. 2022-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 24-Hour Notices: Mr. Beck discussed with the Board Resolution No. 2022-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 24-Hour Notices.

The Board determined to meet at 6:30 p.m. on the second Tuesday of each month both in person at Peyton Fire Protection District, 13665 Railroad Street, Peyton, CO 80831, and via Zoom Meeting.

Following discussion, upon motion duly made by Director Orness, seconded by Director Rolenc and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-11-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for 24-Hour Notices.

Method of Conducting Meetings: The Board entered into discussion regarding the method of conducting the District's meetings. Following discussion, the Board determined to conduct meetings via Zoom Meeting.

RECORD OF PROCEEDINGS

§32-1-809, C.R.S. Reporting Requirements, Mode of Eligible Elector Notification for 2022: Mr. Beck discussed with the Board §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2022 and directed staff to post the Transparency Notice on the Special District Association’s website and the District website.

PUBLIC COMMENT There were no comments from the public.

FINANCIAL MATTERS **Claims:** The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending October 31, 2022	Special Check - Structural Fire Training
General	\$ 11,891.37	\$ 1,500.00
Debt	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-
Total	\$ 11,891.37	\$ 1,500.00

Following discussion, upon motion duly made by Director Orness, seconded by Director Rolenc and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims as presented.

Financial Statements: Mr. Beck reviewed with the Board the unaudited financial statements of the District for the period ending September 30, 2022 and statement of Cash Position as of September 30, 2022.

Following discussion, upon motion duly made by Director Turner, seconded by Director Orness and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending September 30, 2022 and statement of Cash Position as of September 30, 2022.

Future Financing Ideas: There were no updates at this time.

2022 Application for Exemption from Audit: The Board discussed the requirements for an audit.

Following discussion, upon motion duly made by Director Orness, seconded by Director Rolenc and, upon vote, unanimously carried, the Board approved the appointment of the District Accountant to prepare the Application for Exemption from Audit for 2022.

RECORD OF PROCEEDINGS

2022 Budget Amendment Hearing: The President opened the public hearing to consider the Resolution to Amend the 2022 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to or at this public hearing. No public comments were received and the President closed the public hearing.

The Board determined that an amendment to the 2022 Budget was not necessary.

2023 Budget Hearing: The President opened the Public Hearing to consider the proposed 2023 Budget and to discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2023 Budget and the date, time and location of the Public Hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this Public Hearing. No public comments were received and the Public Hearing was closed.

Mr. Solin reviewed the estimated 2022 expenditures and the proposed 2023 expenditures.

Following discussion, the Board considered adoption of Resolution No. 2022-11-02; Resolution to Set Mill Levies (for the General Fund at 6.130 mills, for the Debt Service Fund at 0.000 mills and Other Funds at 0.000 mills, for a total mill levy of 6.130 mills) and Resolution No. 2022-11-03; Resolution to Adopt the 2022 Budget and Appropriate Sums of Money. Upon motion duly made by Director Turner, seconded by Director Orness and, upon vote, unanimously carried, the Resolutions were adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2022. The District Manager was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of El Paso County and the Division of Local Government. The District Manager was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2023. Copies of the Resolutions are attached hereto and incorporated herein by this reference.

DLG-70 Mill Levy Certification Form: The Board considered authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Turner, seconded by Director Orness and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

OFFICER REPORTS/ ANNOUNCEMENTS

Fire Chief:

Monthly Call Volumes: Chief Turner reported that **37** calls were received in October 2022.

Personnel Count: Chief Turner reported that there are currently eleven (11) active fire fighters, including four (4) on probationary status.

District Vehicles: Chief Turner reported that all vehicles are in service.

Assistant Chief: There was no report at this time.

Captain: There was no report at this time.

President: There was no report at this time.

Vice President: There was no report at this time.

Treasurer: There was no report at this time.

Secretary: There was no report at this time.

Auxiliary Report: There was no report at this time.

Events for the Year: Ms. Turner reported to the Board the family Christmas Party is scheduled for December 7, 2022 at 6:30 p.m. and breakfast with Santa is scheduled for December 10, 2022 from 9:00 a.m. to 12:00 p.m.

LEGAL MATTERS

Station No. 2: Attorney Reutzell provided an update to the Board regarding Station No. 2 on Sweet Road. He reviewed with the Board the Special Warranty Deed, Vicinity Map and timeline for completion. The Board directed Chief Turner to obtain the donor's signature on the Special Warranty Deed.

RECORD OF PROCEEDINGS

Election Resolution: The Board discussed Resolution No. 2022-11-04; Resolution Calling a Regular Election for Directors on May 2, 2023, appointing the Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election.

Following discussion, upon motion duly made by Director Turner, seconded by Director Orness and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-11-04; Resolution Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

OPERATIONS AND MAINTENANCE

Strategic Plan: There was no update at this time.

Grant Funding Opportunities: There was no update at this time.

Wildland Fire Program: There was no update at this time.

Computer and Security System Maintenance: There was no update at this time.

Internet Monitoring: There was no update at this time.

OTHER BUSINESS

Upcoming Events: It was noted that there were no immediate upcoming events.

Future Agenda Items: No additional items were added.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Turner, seconded by Director Orness and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By /s/ Amy Turner
Secretary for the Meeting

RECORD OF PROCEEDINGS

THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 8,
2022 MEETING MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT
BY THE BOARD OF DIRECTORS SIGNING BELOW:

Clayton Miller

David Rolenc

Ryan Orness

Ryan Orness

Amy Turner

Amy Turner