

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD DECEMBER 13, 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 13<sup>th</sup> day of December, 2022, at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831 and was also held via Zoom Meeting. The meeting was open to the public to join by both methods.

### ATTENDANCE

#### Directors In Attendance Were:

David Rolenc  
Clayton Miller  
Ryan Orness

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

#### Also In Attendance Were:

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

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

Chief Jeff Turner

### PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Rolenc 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 Reutzal 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.

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### ADMINISTRATIVE MATTERS

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

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

**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 Zoom Meeting 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 November 8, 2022 Regular Meeting.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Minutes of the November 8, 2022 Regular Meeting were approved, as presented.

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### PUBLIC COMMENT

There were no comments from the public.

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### FINANCIAL MATTERS

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

Fund	Period Ending Nov. 30, 2022	Special Payment Barnhart Pump Co.	Special Payment Christmas Bonuses	Special Payment Quadmed, Inc.
General	\$ 8,211.48	\$ 376.52	\$ 7,200.00	\$ -0-
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ 10,499.00
<b>Total</b>	<b>\$ 8,211.48</b>	<b>\$ 376.52</b>	<b>\$ 7,200.00</b>	<b>\$ 10,499.00</b>

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

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**Financial Statements:** Mr. Beck reviewed with the Board the unaudited financial statements of the District for the period ending October 31, 2022 and statement of Cash Position as of October 31, 2022.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending October 31, 2022 and statement of Cash Position as of October 31, 2022.

Mr. Beck further discussed with the Board cash investments and interest earned at FB Financial Corporation versus ColoTrust or Treasury Bills.

Following discussion, upon motion duly made by Director Orness, seconded by Director Miller and, upon vote, unanimously carried, the Board approved investments not to exceed \$150,000 on one month of Treasury Bills with Wells Fargo.

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

**TABOR Question on the May 2, 2023 Ballot for Adjustment of the District Mill Levy:** Mr. Beck and Attorney Reutzler discussed with the Board adding a TABOR question on the May 2, 2023 ballot for Adjustment of the District Mill Levy.

Mr. Beck presented to the Board a proposal from CRL Associates, Inc. for an education campaign for the election. He further discussed the process to add a TABOR question and what it would do.

Following discussion, upon motion duly made by Director Miller, seconded by Director Rolenc and, upon vote, unanimously carried, the Board approved the proposal from CRL Associates, Inc. for an education campaign for the election, in the amount of \$25,950. The Board requested an Agreement and authorized Director Rolenc to sign the Agreement, subject to legal review.

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### **OFFICER REPORTS/ ANNOUNCEMENTS**

#### **Fire Chief:**

*Monthly Call Volumes:* Chief Turner reported that 45 calls were received in November 2022.

*Personnel Count:* Chief Turner reported that there are currently twelve (12) active fire fighters, including four (4) on probationary status.

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District Vehicles: Chief Turner reported that all vehicles are in service. He noted the Department is working on getting the ambulance operation and Assistant Chief Revels is working on setting up billing.

Assistant Chief: There was no report at this time.

Captain: There was no report at this time.

President: Director Rolenc reported he attended the Christmas party and had a great 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: There was no report at this time.

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### LEGAL MATTERS

Station No. 2: Attorney Reutzel provided an update to the Board regarding Station No. 2 on Sweet Road. He reported that he contacted El Paso County Board of County Commissioners and noted they approved the process. He further reported that drawings will be required to be submitted to the Board of County Commissioners and a site development plan will need to be presented. It was noted Attorney Reutzel would like to meet with the Board after the first of the year to create an Ad Hoc Committee to complete the site development plan and the approval process which should be complete by May or June.

FAMLI Act: Mr. Beck discussed with the Board the FAMLI Act which was passed by the State of Colorado in 2019. He noted the deadline to approve or opt out of the FAMLI Act is January 1, 2023.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Board approved opting out of the FAMLI Act.

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### OPERATIONS AND MAINTENANCE

Strategic Plan: There was no update at this time.

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

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**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.

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### **OTHER BUSINESS**

**Future Agenda Items**: It was noted that updates from CRL Associates will be added to the agenda for the meeting held from January to May 2023.

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### **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

THESE MINUTES ARE APPROVED AS THE OFFICIAL DECEMBER 13, 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