

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Board of Directors of the Elizabeth Fire Protection District

Held: Tuesday, June 11, 2024, 6:00 p.m.

Attendance

The regular meeting of the Board of Directors of the Elizabeth Fire Protection District ("District") was called and held in accordance with the laws of the State of Colorado.

The following Directors were in attendance:

- Rick Young, Board President
- Scott Christensen, Board Vice President
- Wayne Austgen, Board Secretary
- Don Means, Board Treasurer

The following Directors were absent:

- Stacey Collis, Board Director (Excused)

Also present were:

- T.J. Steck, Fire Chief
- Kara Gerczynski, Division Chief Fire Prevention and Administration
- Nick Carnesi, Battalion Chief of Training
- Adam Neisen, Lieutenant (virtual attendance)
- Sarah Fischer, Director of Finance and HR
- Taylor Clark, HR Generalist – Executive Assistant

Call To Order

Director Young called the meeting to order at 6:03 p.m. Director Young stated for the record that Director Collis was absent. Director Young called for a motion to excuse Director Collis. Director Austgen made the motion. Director Christensen seconded the motion. All in favor.

Pledge of Allegiance

Director Young led the Pledge of Allegiance.

Public Comment

Director Young opened the meeting for public comment. There was no public comment.

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Additions/Deletions to Agenda

Director Young asked if there were any changes to the Agenda. There were no changes to the Agenda.

Approval of Minutes

The Board reviewed the draft minutes from the May 14, 2024, regular Board meeting.

Director Young called for a motion to approve the May 14, 2024, minutes as presented. Director Austgen made the motion. Director Christensen seconded the motion. All in favor.

Financial Matters

Ratify the bills

Director Young stated that the Board has been provided with the financial report for the month of May and asked if there were any questions.

Director of Finance and HR Fischer provided the Board with an update on the financial statements. She provided the Board with an update on the District's term accounts. She stated that the District had purchased a Kubota with some of the backfill money provided by the State of Colorado, and that the District would be using more of the capital fund to purchase a better security system for the District's facilities. She stated that the property tax revenue for the month of May had been received by the District.

Director Young called for a motion to ratify the payment of the May bills. Director Austgen made the motion. Director Means seconded the motion. All in favor.

Staff Report

Chief Steck presented an overview of the staff report.

Chief Steck provided the Board with an update on legislation, specifically on Senate Bill 24-233, Initiative #50, and Initiative #108. He stated that Chief Staff would continue to work with Legal Counsel on researching the potential impacts to the District's revenue should any of the bills be made into law. The Board agreed that Chief Staff and Legal Counsel should monitor the bills and initiatives to see how they move forward.

Chief Steck announced that Staff had learned last week that the District was chosen out of all special districts by the Special District Association of Colorado (SDA) to be awarded for 2024 Special District of the Year. He stated that there would be a formal awards ceremony at the SDA Conference in Keystone in September. He stated that if any Board members were interested in attending the ceremony, he would contact SDA to ensure accommodations were made. He stated that this is a high honor for the District, as this is the highest award awarded by SDA.

Chief Steck stated that the District had received the grant from the Department of Local Affairs (DOLA) for the septic field and sewer system projects at Station 271 and Station 273. He stated that this grant would pay for 50% of the project. He stated that Division Chief Fire Prevention and Administration Gerczynski had been looking into opportunities to build a concept plan for Station

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271, which would look into much-needed updates for the most centralized station in the District. He stated that DOLA had also expressed interest in funding that concept plan for the District, which would pay for the student engineering and architectural team who would work on the plan. He stated that he would like to move forward with this project with Board approval. The Board directed Chief Steck to continue to move forward with DOLA on the concept plan.

Chief Steck stated that the District had continued to work on the school fueling program with the Elizabeth School District. He stated that the school district was building a brand-new fueling system. He stated that the District was partnering with both the Elizabeth School District and the Town of Elizabeth to collaborate on the building of that system, and that he would continue to move forward with the project with Board approval. The Board directed Chief Steck to continue to move forward with the project.

Chief Steck stated that the District's regular Board meeting for the month of September would be held on Tuesday, September 10th. He stated that this was also the date of the SDA Conference in Keystone, as well as the date of the SDA awards ceremony. He stated that it would be a good idea to look into rescheduling the regular Board meeting for a different date that month. Discussion followed. The Board determined to make a final decision on the date of the September regular Board meeting at the July regular Board meeting.

Division Chief Fire Prevention and Administration Gerczynski gave the Board an update on the development of the lot for the potential joint fire station with Franktown Fire Protection District. She stated that she would get in touch with the developers and provide another update at the July regular Board meeting.

Director Young asked if there were any questions. There were no questions.

Legal Report

Director Young stated that the next order of business was the legal report. He stated that the Board had previously excused Attorney Ferguson, who was unable to attend the meeting, and further stated the legal report has been provided to the Board.

Chief Steck stated that Attorney Ferguson had not provided any other updates to add to the legal report.

Director Young asked if there were any questions. There were no questions.

Adjournment

There being no further business to come before the Board, Director Christensen moved to adjourn, Director Means seconded, and the vote was unanimously carried. The meeting was adjourned at 6:46 p.m.

Meeting Schedule

The next regular Board meeting is scheduled for July 9, 2024, at 6:00 p.m. at 155 West Kiowa Ave, Elizabeth, Colorado.

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Rick Young

Board President

Wayne Austgen

Board Secretary