

**RECORD OF MINUTES**  
**Elk Creek Fire Protection District**  
**Regular Board Meeting**  
**December 14th, 2023, In person and via Zoom**

1. Call to Order at 6:52 PM

1. The regular monthly meeting of the Board of Directors of Elk Creek Fire Protection District (ECFPD) was called to order by President Greg Pixley at 6:52 p.m. on Thursday, December 14th, 2023. The meeting was held in both physical attendance and via Zoom virtual meeting pursuant to statutory notice.

2. In physical attendance were President Greg Pixley, Vice President Dominique Devaney, Treasurer Woods, Secretary Melissa Baker and Director Chuck Newby. Also attending in the Board Room were Chief Jacob Ware, PIO Urban and District Attorney John Chmil.

2. Agenda

1. The agenda was reviewed by all Board members in attendance. The proposed budget was moved to the first item of Old Business. Board meeting schedule and packet delivery will be the second item under New Business

3. Minutes of the September and October Meeting Minutes (no meeting was held in November)

1. Vice President Dominique Devaney requested the DRAFT watermark be included on the minutes presented in the Board.

2. The meeting minutes from the September 5th Board Meeting were reviewed. Vice President Dominique Devaney made a motion to accept the September 2023 meeting minutes with the addition of Appendix A submitted by Director Newby. The motion was seconded by Treasurer Woods. Motion passes unanimously.

3. Vice President Director Devaney made a motion to approve the October meeting minutes. Treasurer Woods seconded the motion. Director Newby provided a document to be included in the minutes. The letter had not been seen by all board members. Vice President Dominique Devaney rescinded her motion and made a new motion to table the approval of the October meeting minutes until January when all board members have had a chance to review the document. Vice President Devaney restated the motion that we table the approval of the October 12, 2023, meeting minutes until the January Board meeting, pending a review by legal counsel, of the document provided by Director Newby to be included in the October 2023 minutes. The motion carries 4 to 1.

4. Financial Matters

1. A motion to approve the District's November expenses as presented by Treasurer Woods was made by Vice President Dominique Devaney, seconded by Secretary Baker and was approved unanimously. The report included a review of funds, bills for payment, financial summary, and other revenue and expenses. Information on the monthly financial activities of the District is contained within the Treasurer's Report and is on file with the District.

5. Chiefs Report

1. In honor of the District's 75th Anniversary, the video created by Public Information Officer Urban was reviewed and Chief Ware recognized several members and support volunteers for their service to the District.

2. Chief Ware presented his report to the Board of Directors, which included updates on call volume, average response time, incident summary, training, and prevention. Information on the full report is contained within the Chiefs Report and is on file with the district.

7. Public Comment – Matters before the Board

1. Citizens asked questions about the future path for consolidation, long-range planning, development impacts to the District, and continued concern about Board Member's compliance with the District Board of Directors Bylaws.

8. Old Business

- Proposed 2024 Budget

1. Board members reviewed the proposed 2024 Budget that reflected several last-minute impacts to the 2024 Budget. These included the 2.5 mil that was made permanent during the election, the impacts of HH not passing and the Governor's emergency session. In addition, although Park County had shared their final valuations that were 5% lower than the preliminary numbers, Jefferson County has not shared their final valuations. This budget was built off assuming a 5% reduction for the Jefferson County valuations.

2. The proposed budget includes a new Compensation Plan, 15-20% increases in workers comp and liability insurance, new Asset Management and forecasting software, a new truck for the wildland fire team, a new generator to replacing the aging generator at Station 3, battery powered saws and several other equipment replacements. Chief Ware shared that we are trying to move to a different model of trading in equipment while it's still having value instead of keeping the equipment until it falls apart.

3. There are two fire engines that we will be purchasing, and we've been discussing how to earmark the funds so we can pay on delivery and earn interest on the funds until the time of delivery. Currently the vendors are predicting three to four years for delivery. Chief Ware shared that he will be working with legal to draft a document to earmark these funds for this future purchase.

4. Treasurer Woods made a motion to accept the budget with the understanding that the revenue in the budget will be revised with Jefferson County shares their final valuations. Treasurer Woods rescinded the motion and made a new motion to accept the budget as presented by Chief Ware with the understanding that if there are substantial changes that happen in January dues to the valuations by Jefferson County and the impacts at the State level, the Board will revise the budget at a later date. The motion was seconded by Vice President Devaney. The motion passed unanimously.

9. New Business

1. A Resolution was presented to the Board. President Pixley made a motion to approve the Resolution for Public Censure of Board Member Chuck Newby. The motion was seconded by Vice President Devaney. The motion carries 4 to 1.

2. Board Meeting Schedule and Packet Delivery. The board discussed the timing of the board packet and it's relationship to the meeting. There was discussion about providing enough time for the financial reports. It was decided that all documents for the board packet would be submitted to the District Administrator by the Thursday prior to the board meeting. Vice President Devaney made a motion to move the regular board meetings to the fourth Thursday of the month barring any holiday conflicts starting January 2024. The motion was seconded by Treasurer Woods. The Pension Board Meeting will remain on the 2<sup>nd</sup> Tuesday of the first month of the quarter (January, April, July, October) at this time.

3. Vice President Devaney made a motion to ratify the mill levy as presented at 12.5 mils and requested a resolution be drafted in accordance with Stature. The motion was seconded by Treasurer Woods. The motion passed unanimously.

10. Public Comment – New Topics of Discussion

1. Citizens made comments in appreciation of first responders support over the Thanksgiving Holiday, questions about the development of the Vance property on the south side of Aspen Park, concern over the Resolution to Censure Director Newby, support for a Strategic Plan with the encouragement to increase the horizon to 10 years, continued concern over the use of the district's logo and concern over Board Member behavior.

11. There being no further business to come before the Board at this time the meeting a motion was made by Vice President Devaney and seconded by Secretary Baker to adjourn at 9:19 p.m. Motion passed unanimously.

Respectfully submitted,

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Greg Pixley – President

Dominique Devaney – Vice President

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Sharon Woods – Treasurer

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Melissa Baker - Secretary

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Charles Newby - Director