

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD SEPTEMBER 12, 2013

A Special Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as "Board") was held on Thursday, the 12th day of September, 2013, at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Leon Gomes
Patrick Palacol
William Beary
David Stoddard
Sharon Brown

Also In Attendance Were:

Nathan Hale and Lt. Michael Deckard, Jr., Firefighters; Peyton Fire Protection District

John Clowers; District Resident

Dan Kupferer; Land Development Consultant

PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Gomes led the Pledge of Allegiance with the Board.

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. Mr. Gomes noted that conflicts were filed for applicable Directors at least 72 hours prior to the meeting. Mr. Gomes 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.

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ADMINISTRATIVE MATTERS

Agenda: Mr. Gomes reviewed the proposed agenda for the District's Special meeting.

Following discussion, upon motion duly made by Director Beary, seconded by Director Stoddard and, upon vote, unanimously carried, the Agenda was approved.

Minutes: The Board reviewed the Minutes from the August 13, 2013 Regular Meeting.

Following discussion, upon motion duly made by Director Brown, seconded by Director Palacol and, upon vote, unanimously carried, the Minutes from the August 13, 2013 Regular Meeting were approved, as presented.

Manager's Report: Mr. Gomes reviewed the Manager's Report dated September 10, 2013 with the Board. A copy of the report is attached hereto and is incorporated herein by this reference.

PUBLIC COMMENT

Public Comment: There was no public comment.

OFFICER REPORTS/ ANNOUNCEMENTS

Fire Chief: A copy of the Fire Chief's report is attached hereto, and is incorporated herein, by this reference.

President: Director Gomes reported to the Board that he is registered to attend the 2013 SDA Conference.

Vice President: There was nothing new to report.

Secretary: There was nothing new to report.

Treasurer: There was nothing new to report.

Director: Director Brown reported that they are still having issues with the Elbert Fire Protection District not responding to calls in their District.

GUEST SPEAKER

Fire Danger Warning Signs Installation: Tristan Palacol reported to the Board that the fire danger warning signs have been installed.

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PEYTON FIREFIGHTERS PENSION BOARD MEETING

Peyton Firefighters Pension Board Meeting: The Board adjourned at 7:38 p.m. to hold the Peyton Firefighters Pension Board Meeting.

The Board reconvened in regular session at 7:45 p.m. to continue the Peyton Fire Protection Board Meeting.

FINANCIAL MATTERS

Claims: The Board considered the approval of the payment of claims for the period ending September 10, 2013 in the amount of \$5,023.86.

Following review and discussion, upon motion duly made by Director Stoddard, seconded by Director Brown and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending September 10, 2013, as presented.

Unaudited Financial Statements: The Board reviewed the unaudited financial statements for the period ending August 31, 2013.

Following discussion, upon motion duly made by Director Stoddard, seconded by Director Brown and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending August 31, 2013, as presented.

2012 Audit: It was noted that the 2012 Audit is in progress.

2014 Budget: The Board discussed the 2014 Budget.

Following discussion, upon motion duly made by Director Beary, seconded by Director Stoddard and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2014 Budget. The Board determined to hold the public hearing to consider adoption of the 2014 Budget on Tuesday, November 12, 2013 at 6:30 p.m. at the regular meeting location.

LEGAL MATTERS

District Real Property Land Survey: The Board discussed the status of District Real Property Land Survey and the potential need to acquire additional real property. Mr. Gomes reported to the Board that Mr. Clowers has proposed the transfer of Lot 9 and the portion of Lot 8 south of the fence at no cost.

Following discussion, upon motion duly made by Director Brown, seconded by Director Stoddard and, upon vote, unanimously carried, the Board accepted the proposal from Mr. Clowers to transfer Lot 9 and the portion of Lot 8 south of the fence at no cost to the District.

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OPERATIONS

Water Tender No. 3661: It was noted that refurbishment of Water Tender No. 3661 has been completed.

Porta Tank Life System for Water Tender No. 3660: Discussion was deferred.

Equipment for Water Tender No. 3660: Discussion was deferred.

Emergency Lighting for Water Tender Nos. 3610, 3641, and 3642: Discussion was deferred.

Replacement of 3610 with Urban Interface Pumper: Discussion was deferred.

OTHER BUSINESS

Strategic Planning Follow-Up Items: The Board determined to schedule a work session on September 24, 2013 at 6:30 p.m. at the regular meeting location.

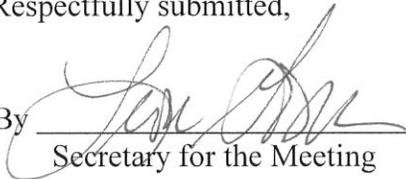
Future Agenda Items: The Board determined to discuss the following items at the February 2014 Board Meeting:

- Pension Board Meeting
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ADJOURNMENT

The President adjourned the meeting as there were no others business matters before the Board.

Respectfully submitted,

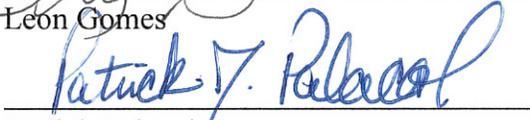
By 
Secretary for the Meeting

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THESE MINUTES ARE APPROVED AS THE OFFICIAL
SEPTEMBER 12, 2013 MINUTES OF THE PEYTON FIRE PROTECTION
DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



Leon Gomes



Patrick Palacol



William Beary



David Stoddard



Sharon Brown

PEYTON FIRE PROTECTION DISTRICT

Administrative Offices

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 800-741-3254
Fax: 303-987-2032
www.peytonfiredistrict.com

District Manager's Report

September 10, 2013 Regular Meeting

The Manager's Report is provided to the Board as a method of communicating the progress of pending matters, completed research, and recommendations for action items in the current agenda.

Financial Matters (Section IV)

A. Review and Approve Payment of Claims

I will present the Claims List for invoices received since the August 13, 2013 Regular Meeting for Board approval and the checks for Directors' signatures.

Recommended Board Action: Approve claims as presented.

B. Unaudited Financial Statements

The unaudited financial statements for the period ending August 31, 2013 will be presented for the Board's review and acceptance.

Recommended Board Action: Accept the unaudited financial statements for the period ending August 31, 2013.

C. Discuss the status of the 2012 Audit.

I am expecting the 2012 Audit to be completed and presented to the Board at this meeting.

Recommended Board Action: Approve the 2012 Audit as prepared by Osborne, Parsons & Rosacker, and adopt the Audit Resolution.

D. Review and consider appointment of the District Accountant to prepare the 2014 Budget and set Public Hearing date to adopt the 2014 Budget

SDMS is beginning the 2014 Budget process for each of its Districts. We are recommending that the Board appoint the District Accountant as the Budget Officer. We are also recommending that the 2014 Budget Hearing and Budget Adoption be scheduled on Tuesday, November 12, 2013. This would enable SDMS to file the Mill Levy Certification to El Paso County by their deadline without the need for a Special Meeting.

Recommended Board Action: Appoint the District Accountant as the 2014 Budget Officer and set the Public Hearing and Budget Adoption on November 12, 2013.

Legal Matters (Section VI)

A. Discuss status of District Real Property Land Survey and potential need to acquire additional real property.

Dan Kupferer and I met with Andre Bracken and Carl McClelland of the El Paso County Department of Transportation on Thursday, August 29, 2013. We had a production discussion with the result being that they were going to recommend the vacating of Borst Street and the realignment of the Railroad Street right-of-way so that it will be thirty feet from the center line of the existing street. Mr. Kupferer had proposed that the right-of-way be realigned so that it was sixty feet from the county property fence line. This change does not appear to have any negative impacts.

Mr. Kupferer will be preparing a new set of drawings with the Railroad Street right-of-way adjustment.

As I previously communicated with the Directors, Mr. Clowers would like to have another discussion with the Board prior to finalizing the transaction on Lots 8 & 9. Mr. Kupferer will be obtaining a copy of the deed that granted Lot 10 to the Peyton Volunteer Fire Department.

Recommended Board Action: Consider, and if necessary, act on Mr. Clowers's proposal.

Operations and Maintenance (Section VII)

A. Water Tender 3661

The refurbishing of 3661 should be completed by the meeting date.

B. Porta-Tank Lift System

Director Palacol has taken the lead on Porta-Tank Lift System and he will be asked to update the Board on this matter.

Recommended Board Action: Director Palacol will make a recommendation to the Board on this matter.

C. Update on Requirements to Outfit 3660 to Full Operational Status

Chief Omdahl will address this matter with the Board.

D. Emergency Lighting for 3610, 3641, and 3642

Chief Omdahl and I will provide our update.

E. Review and discuss replacement of 3610 with Urban Interface Pumper.

This will be an update only.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Leon Gomes".

Leon Gomes
District Manager for the Peyton Fire Protection District



PEYTON FIRE PROTECTION DISTRICT

P.O. BOX 98

PEYTON, COLORADO 80831

PEYTON FIRE DEPARTMENT CHIEF'S REPORT SEPTEMBER 2013

DISCUSSION ITEMS:

HAZ-MAT *2 retakes*

TRUCK UPDATE:

3660 *Rear beacons ordered*
3610

APPLICATIONS:

TBA

Peyton Fire Department

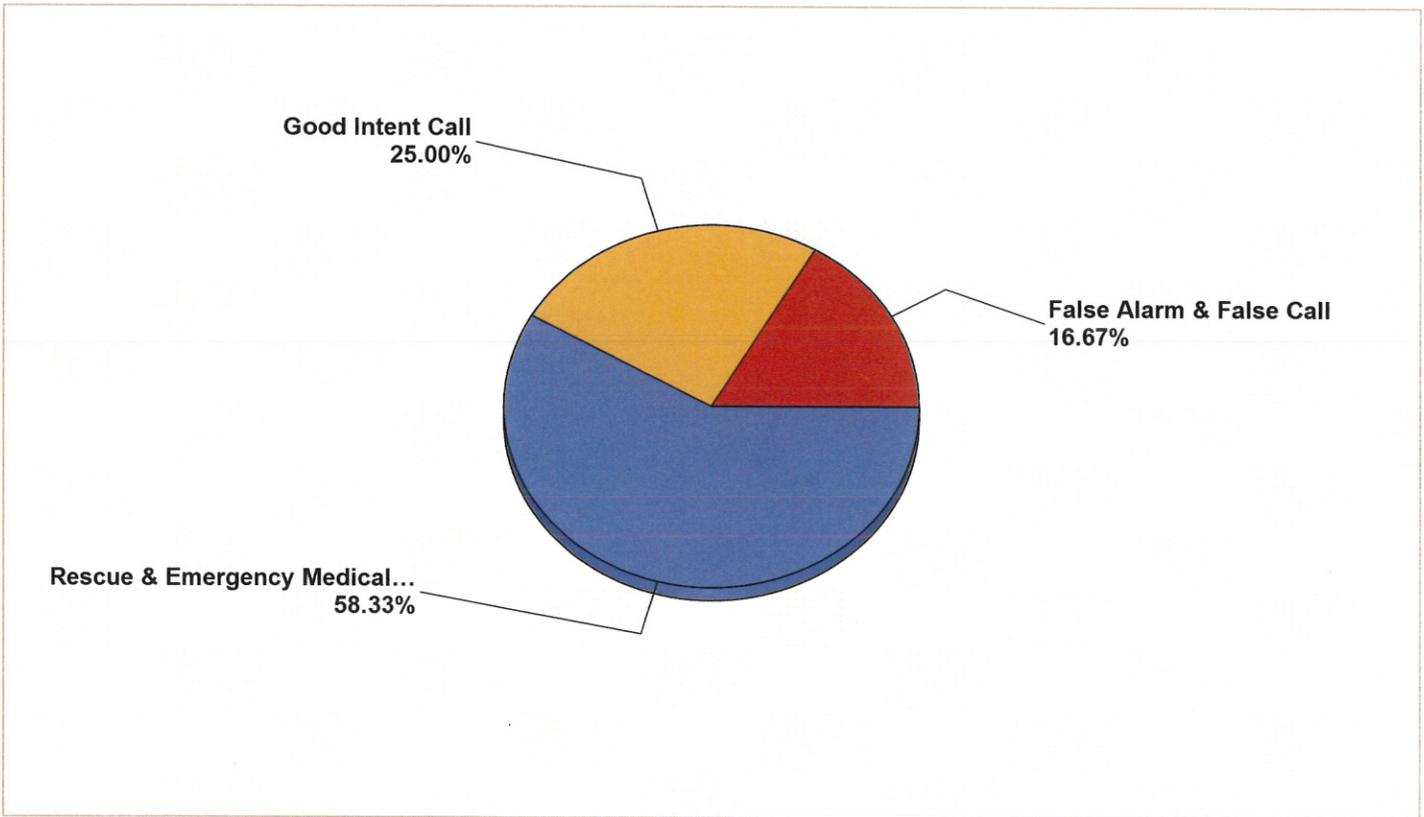
Peyton, CO

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Breakdown by Major Incident Types for Date Range

Start Date: 08/01/2013 | End Date: 08/31/2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	7	58.33%
Good Intent Call	3	25.00%
False Alarm & False Call	2	16.67%
TOTAL	12	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
321 - EMS call, excluding vehicle accident with injury	4	33.33%
324 - Motor vehicle accident with no injuries.	3	25.00%
611 - Dispatched & cancelled en route	1	8.33%
622 - No incident found on arrival at dispatch address	1	8.33%
631 - Authorized controlled burning	1	8.33%
700 - False alarm or false call, other	2	16.67%
TOTAL INCIDENTS:	12	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.