

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD APRIL 14, 2015

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as "Board") was held on Tuesday, the 14<sup>th</sup> day of April, 2015, 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.

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### ATTENDANCE

#### **Directors In Attendance Were:**

Leon Gomes  
Sharon Brown  
Doug Ellis

Following discussion, upon motion duly made by Director Brown, seconded by Director Ellis and, upon vote, unanimously carried, the absences of Directors Palacol and Stoddard were excused.

#### **Also In Attendance Were:**

Daniel Snelling and Nathan Hale; Firefighters

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### PLEDGE OF ALLEGIANCE

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

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### 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. No further conflicts were noted.

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### ADMINISTRATIVE MATTERS

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

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

**Minutes:** The Board reviewed the Minutes from the March 10, 2015 Regular Meeting.

Following discussion, upon motion duly made by Director Ellis, seconded by Director Brown and, upon vote, unanimously carried, the Minutes from the March 10, 2015 Regular Meeting were approved, as presented.

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### PUBLIC COMMENT

**Public Comment:** There was no public comment.

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### FINANCIAL MATTERS

**Claims:** The Board considered the approval of the payment of claims for the period ending April 14, 2015 in the amount of \$13,291.10

Following review and discussion, upon motion duly made by Director Ellis, seconded by Director Brown and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending April 14, 2015 as presented.

**Unaudited Financial Statements:** The Board reviewed the unaudited financial statements for the period ending March 31, 2015.

Following discussion, upon motion duly made by Director Brown, seconded by Director Ellis and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending March 31, 2015, as presented.

**Credit Card Use Policy:** The Board considered adoption of a Credit Card Use Policy.

Following discussion, upon motion duly made by Director Ellis, seconded by Director Brown and, upon vote, unanimously carried, the Board adopted the Credit Card Use Policy.

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### OFFICER REPORTS/ ANNOUNCEMENTS

**Fire Chief:** Absent.

**President:** Nothing to report.

**Vice President:** Absent.

**Secretary:** Director Brown inquired about National Volunteer Week. Director Gomes responded that the District will take part in National volunteer Week in 2016. Director Brown also recommended to the Board that they consider tinting the windows on the Station door. The Board agreed and Firefighter Snelling noted that he will make inquiries regarding window tinting.

**Treasurer:** Absent.

**Director:** Director Ellis inquired about the status of the conversion of the 3640 rig for wildland deployment. Firefighter Hale responded that the rig is not yet ready for wildland deployment, and added that the 3660 rig has yet to be fully equipped as a pumper.

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### LEGAL MATTERS

**Engagement of Fairfield & Woods:** The Board entered into discussion regarding an Engagement Letter from Fairfield & Woods as well as a proposal for a monthly fee for services as District Legal Counsel.

Following discussion, upon motion duly made by Director Ellis, seconded by Director Brown and, upon vote, unanimously carried, the Board approved the execution of the Engagement Letter with Fairfield & Woods and the proposal for a monthly fee for services as District General Counsel.

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### OPERATIONS AND MAINTENANCE

**Strategic Planning:** The Board determined to defer this matter.

**Paving of Cistern Access:** Director Ellis advised the Board that he had contacted Tom Smith who has agreed to supply asphalt for the project at a cost of \$10.00 per ton.

The Board entered into discussion regarding accepting the rate of \$10.00 per ton offered by Mr. Smith.

Following discussion, upon motion duly made by Director Brown, seconded by Director Ellis and, upon vote, unanimously carried, the Board accepted the rate of \$10.00 per ton of asphalt.

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**OTHER BUSINESS**

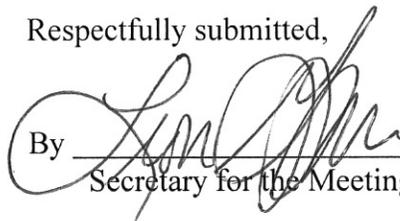
**Cistern Dedication:** Director Gomes advised the Board he is working on finalizing plans for the Cistern Dedication, and that he will provide an update at the May 12, 2015 Regular Meeting.

**Future Agenda Items:** The Board discussed adding various upcoming events to future agendas for discussion.

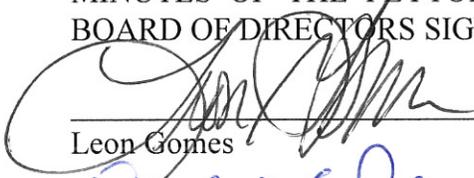
**ADJOURNMENT**

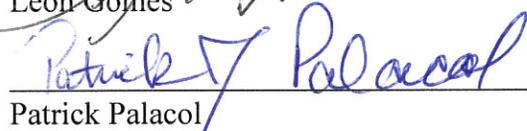
The President adjourned the meeting as there were no others business matters before the Board.

Respectfully submitted,

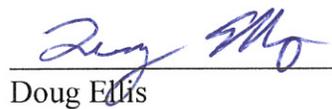
By  Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 14, 2015 MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
\_\_\_\_\_  
Leon Gomes

  
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Patrick Palacol

  
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David Stoddard

\_\_\_\_\_  
Sharon Brown  
  
\_\_\_\_\_  
Doug Ellis