

## RECORD OF PROCEEDINGS

---

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD MAY 10, 2016

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as "Board") was held on Tuesday, the 10<sup>th</sup> day of May, 2016, 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:

Patrick Palacol  
David Stoddard  
Clayton Miller

##### Also In Attendance Were:

AJ Beckman and Kelley Karl; Special District Management Services, Inc.

Rita Connerly, Esq.: Fairfield & Woods, P.C. (via speakerphone)

Bill Beary; Resident

#### PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Palacol 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. Mr. Beckman noted that conflicts were filed for applicable Directors at least 72 hours prior to the meeting. Mr. Beckman 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.

#### ADMINISTRATIVE MATTERS

Agenda: Mr. Beckman reviewed the proposed agenda for the District's Regular Meeting.

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

## RECORD OF PROCEEDINGS

---

**Regular Election for Directors:** Mr. Beckman reported that because there were not more candidates than positions available, the May 3, 2016 Regular Election for Directors was cancelled. He noted that Directors Palacol and Miller were deemed elected for terms ending at the second Regular Election in May 2020.

**Board Vacancies:** Mr. Beckman reviewed a letter of resignation from Director Ellis and noted that the Board currently has two vacancies. Director Palacol presented a letter of interest from firefighter Nathan Hale.

Following discussion, the Board determined to consider appointment of a qualified individual or individuals to fill the vacancies on the Board of Directors at the next meeting.

**Appointment of Officers:** Following discussion, upon motion duly made by Director Palacol, seconded by Director Stoddard and, upon vote, unanimously carried, the Board appointed the following slate of officers:

President	Patrick Palacol
Treasurer	David Stoddard
Secretary	Clayton Miller
Director	<i>VACANT</i>
Director	<i>VACANT</i>

**Minutes:** The Board reviewed Minutes from the April 12, 2016 Regular Meeting.

Following discussion, upon motion duly made by Director Palacol, seconded by Director Stoddard and, upon vote, unanimously carried, the Minutes from the April 12, 2016 Regular Meeting were approved.

---

### **PUBLIC COMMENT**

There was no public comment.

---

### **FINANCIAL MATTERS**

**Claims:** The Board considered the approval of the payment of claims for the period ending May 10, 2016 in the amount of \$16,766.52.

Following review and discussion, upon motion duly made by Director Stoddard, seconded by Director Miller and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending May 10, 2016, as presented.

## RECORD OF PROCEEDINGS

---

**Financial Statements:** Ms. Karl reviewed with the Board the unaudited financial statements of the District for the period ending April 30, 2016.

Following discussion, upon motion duly made by Director Miller, seconded by Director Stoddard and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending April 30, 2016.

Director Palacol also advised the Board that he is in possession of several donations to the District made by various parties.

**2017 Budget:** The Board entered into discussion regarding appointing the District Accountant to prepare the 2017 Budget and setting the date for a Public Hearing to adopt the 2017 Budget.

Following discussion, upon motion duly made by Director Palacol, seconded by Director Stoddard and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2017 Budget, and set the date for the Public Hearing to consider adoption of the 2017 Budget as November 8, 2016, to be held at 6:30 p.m., at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831.

**Proceeds from Sale of Brush Truck:** The Board discussed using proceeds from the sale of the District brush truck for the purchase and installation of lights on the new ambulance (3680) and the new pumper (3610).

No action was taken by the Board at this time.

---

### **OFFICER REPORTS/ ANNOUNCEMENTS**

**Fire Chief:** Absent.

**Assistant Chief:** Absent.

**President:** Director Palacol discussed a donation made to the District by a local defense contractor, and noted that the funds will be used for the purchase of five air packs and five spare oxygen bottles.

**Treasurer:** Director Stoddard advised that he is working on obtaining signatures on authorization forms to add all Directors as signors on District accounts.

**Secretary:** Nothing to report.

---

## RECORD OF PROCEEDINGS

### LEGAL MATTERS

**Update Policies and Procedures:** Attorney Connerly reported she had no update on Policies and Procedures at this time. She advised that several sections of the manual require review by Fire Chief Omdahl.

**Grant Funding Opportunities:** Director Palacol advised the Board that he will follow up with the USDA now that the Strategic Plan has been completed.

---

### OPERATIONS AND MAINTENANCE

**Auxiliary Report:** Absent.

**Strategic Planning:** Director Palacol reviewed the Strategic Plan with the Board.

Following review and discussion, upon motion duly made by Director Miller, seconded by Director Stoddard and, upon vote, unanimously carried, the Strategic Plan was approved, subject to final review by Attorney Connerly.

---

### OTHER BUSINESS

**Upcoming Events:** The Board discussed the County Fair and Market to be held June 18, 2016. The Board determined to post the Strategic Plan at the County Fair, and on the District's website.

**Future Agenda Items:** The Board discussed items to be added to future agendas.

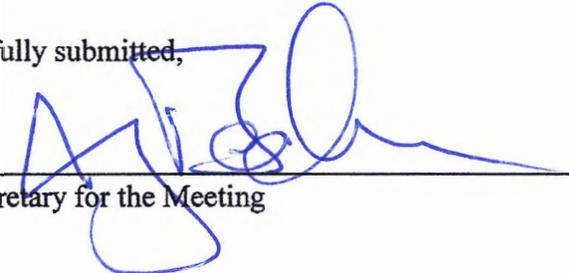
---

### ADJOURNMENT

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

Respectfully submitted,

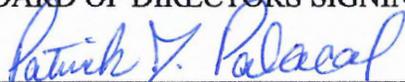
By

  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

---

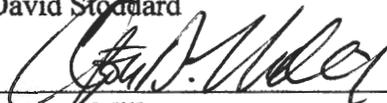
THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 10, 2016  
MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE  
BOARD OF DIRECTORS SIGNING BELOW:



Patrick Palacol



David Stoddard



Clayton Miller