



# Durango Fire Protection District

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## Minutes of the DFPD Regular Board Meeting Tuesday, October 24, 2023, 8:10 a.m. 142 Sheppard Dr

President Karen Barger called to order the meeting of the Durango Fire Protection District Board of Directors at 8:25 a.m. Board members present for the Call to Order were Steve List, Rob Farino, Tina McCallum, Samantha Gallagher, John Dezendorf and Lyle McKnight. Staff members included Fire Chief Hal Doughty, Deputy Chief Michael Krupa, Deputy Chief Randy Black, EMS Chief Scott Sholes, Finance Director Eric Baker, Fire Marshal Karola Hanks, Human Resources Director Megan Kunch, Fleet and Facilities Director Howard Smith, and Administrative Assistant Katie Pounds. Legal Counsel Bud Smith and Pension Board member Jameson Bobin were also in attendance.

AGENDA: Additions, Deletions, Revisions: President Karen Barger asked for the following changes to the agenda:

- 1) add an announcement that needs to be made by Deputy Chief Randy Black
- 2) add the topic "Subdivision Process" to Old Business and
- 3) move the "2024 Budget" in New Business to 8.a.

*A motion was made by Samantha Gallagher to approve the amended agenda, seconded by Tina McCallum. Motion carried unanimously.*

### APPROVAL OF MINUTES:

- a. August 22, 2023 Regular Meeting Minutes
- b. September 14, 2023 Special Meeting Minutes
- c. September 28, 2023 Special Meeting Minutes

*A motion was made by Tina McCallum to approve the August 22, 2023 Regular Meeting Minutes, September 14, 2023 Special Meeting Minutes and September 28, 2023 Special Meeting Minutes, seconded by Lyle McKnight. Motion carried unanimously.*

### ANNOUNCEMENTS/PRESENTATIONS:

- a. **New FCBOA Member** – Ireke Cooper: Fire Marshal Karola Hanks presented the recommendation of adding Ireke Cooper to the FCBOA Board. Mr. Cooper attended the FCBOA meeting in October to be introduced to the other FCBOA members. He would be taking Larry Turner's position on the Board. *A motion was made by Steve List to accept Fire Marshal Karola Hanks's recommendation of adding Ireke Cooper to the FCBOA Board of Directors, seconded by Tina McCallum. Motion carried unanimously.*
- b. **Fire Marshal Karola Hanks Awarded** – Deputy Chief Randy Black announced the 2023 Fire Marshal of the Year Award that Fire Marshal Karola Hanks was presented with at the 2023 Fire Leadership Conference. Chief Hal Doughty also announced Fire Marshal Karola Hanks's appointment of Chair with the newly formed Wildfire Resiliency Code Board.

PUBLIC COMMENT: No public comment.

## REPORTS:

**Legal Counsel:** Legal Counsel Bud Smith officially reported that the City of Durango is on board with the real estate exchange with DFPD of the 9-R property and current River City Hall.

**Finance Report:** Finance Director Eric Baker presented the financial report for September 2024. *A motion was made by Samantha Gallagher to approve the September 2024 financial statement, seconded by Tina McCallum. Motion carried unanimously.*

## OLD BUSINESS

**Service Plan:** Deputy Chief Randy Black reported there were no objections filed concerning the updated and posted Service Plan. Therefore, the new Service Plan is in place.

**ARPA-Funded Ambulance:** Deputy Chief Randy Black reported that the ARPA-funded ambulance contract needed to be updated to reflect the accurate donation amount but the contract has been fulfilled as the money for the new ambulance has been deposited. Chief Black reported DFPD, in turn, donated the previous ambulance to Fort Lewis Mesa Fire Protection District.

**103 Sheppard Dr:** Deputy Chief Randy Black reported there will be an inspection of 103 Sheppard Dr on Wednesday, October 25. Chief Black reported the seller is not interested in fixing any problems should some arise during the inspection. DFPD will receive the results seven days from the inspection. From there, DFPD has the opportunity to back out of the sale if needed but will also be able to close within the first week of November if the sale goes through. There was discussion on the incoming revenue by renters of the building. There was also discussion on Colorado Department of Fire Prevention and Control wanting to rent office space in the building to have state presence in Durango.

**Subdivision Process:** Deputy Chief Randy Black reported the subdivision process of the downtown station is almost done, waiting on the staff review. DFPD should close on the downtown station within ten days of November 15. Chief Black reported the City has decided they want an easement which will affect the number of parking spaces.

## NEW BUSINESS

**2024 Budget:** Deputy Chief Randy Black presented the proposed 2024 Budget. There was discussion about apparatus, compensation package, buildings at 103 and 104 Sheppard Dr., impact fees

**Ambulance Fees:** Deputy Chief Randy Black reported the ambulance fees have not been adjusted since 2018 due to the write-off increase. There was discussion concerning pushback from insurance companies. Chief Black stated DFPD will look at slighter increases more frequently in the future. The Board made the decision to hold off on approving the new fees to better understand/confirm the fees. Legal Counsel Bud Smith stated a resolution can be drawn up due to the significant increase in the ambulance fees. A motion was initially made by Steve List and seconded by Samantha Gallagher to approve the ambulance fees. However, they decided to withdraw the motion and second in order to verify the new fees before approving.

**Fire Prevention Fees:** Deputy Chief Randy Black reiterated prior discussion with the Board on having the Prevention Division become self-sufficient and self-supported which alleviates the Operations Division budget. Chief Black reported, in order to help bridge that gap, there needs to be an increase in prevention fees.

**Consideration and Possible Approval of Updated Personnel Policies:** Human Resources Director Megan Kunch reported DFPD's personnel attorney Michael Santo has updated the personnel policies. Megan Kunch stated the personnel policies haven't been updated in over five years. A few minor changes included: the max accrual used to be at the end of the year and is now at each individual's anniversary date; compliance

with FAMLI. A motion was made by Steve List to approve the updated personnel policies, seconded by Tina McCallum. Motion carried unanimously.

Finance Director Eric Baker briefly explained the reasoning behind supplemental appropriations with the budget. **Consideration of Resolution 2023-8 – Supplemental Budget and Appropriation and Consideration of Resolution 2023-9 – Supplemental Budget and Appropriation:** A motion was made by Samantha Gallagher to approve Resolution 2023-8 – Supplemental Budget and Appropriation and Resolution 2023-9 – Supplemental Budget and Appropriation, seconded by Lyle McKnight. Motion carried unanimously.

**Consideration of Resolution 2023-10 – Authorizing Purchase of 103 Sheppard Dr:** A motion was made by Tina McCallum to approve Resolution 2023-10 – Authorizing Purchase of 103 Sheppard Dr, seconded by Samantha Gallagher. Motion carried unanimously.

**Public Hearing – Petitions for Exclusion: Consideration of Order of Board of Directors Approving Exclusion Petitions:** Legal Counsel Bud Smith reported this petition of exclusion was initiated in April 2022 that was never completed. A motion was made by Samantha Gallagher to approve the Petitions for Exclusion, seconded by Tina McCallum. Motion carried unanimously.


#### EXECUTIVE SESSION

For discussion including the current Fire Chief Hal Doughty and future Fire Chief (current Deputy Chief) Randy Black: Possible Executive Session under C.R.S. Section 24—402(4)(f) For purposes of personnel matters except if the employee who is the subject of the Executive Session has requested an open meeting, or if the personnel matter involves more than one employee, all the employees must request an open meeting. A motion was made by Tina McCallum to enter into executive session under C.R.S. Section 24—402(4)(f) For purposes of personnel matters except if the employee who is the subject of the Executive Session has requested an open meeting, or if the personnel matter involves more than one employee, all the employees must request an open meeting, seconded by Lyle McKnight.

The Board entered into executive session at 11:00 a.m.

The Board entered back into the open meeting at 11:39 a.m.

President Karen Barger adjourned the meeting at 11:39 a.m.

  
Karen Barger, President

1/23/2024  
Date

Attest:  
  
Katie Pounds, Administrative Assistant

