



Durango Fire Protection District

Administration | 103 Sheppard Dr, Durango, Colorado 81303 | Phone: (970) 382-6000

Minutes of the DFPD Board of Directors Special Meeting

Tuesday, December 3, 2024, 8:00 a.m. | 142 Sheppard Dr, Durango, CO 81303

Call to Order

President Karen Barger called to order the meeting of the Durango Fire Protection District Board of Directors at 8:08 a.m. Board members present for the Call to Order were Steve List via Zoom, Rob Farino, John Dezendorf, Lyle McKnight, and Samantha Gallagher. Staff members included Fire Chief Randy Black, Deputy Chief Michael Krupa, Deputy Chief Jeff Harris, Fire Marshal Stephen Rinaldi, Finance Director Eric Baker, Human Resources Director Megan Kunch, Fleet and Facilities Director Howard Smith, Captain Grant Allen, and Administrative Assistant Katie Pounds. Also in attendance was Legal Counsel Bud Smith. Board member Tina McCallum joined the meeting via Zoom at 9:05 a.m.

Agenda

Finance Director Eric Baker added the agenda item: Engagement Letter of Review from Haynie & Company. President Karen Barger decided to place the item under Eric Baker's Finance Report. *A motion was made by Samantha Gallagher to approve the agenda as amended, seconded by Lyle McKnight. Motion carried unanimously.*

Approval of Minutes

- **October 29, 2024 Special Meeting Minutes:** *A motion was made by Rob Farino to approve the October 29, 2024 Special Meeting Minutes, seconded by John Dezendorf. Motion carried unanimously.*

Announcements/Presentations

Fire Chief Randy Black presented a 2025 Final Budget Review. Chief Black reported that numbers for the Capital Budget Project changed.

Public Comment

No public comment.

Reports

Chief Report:

Fire Chief Randy Black reported on the following:

- **State Budget Committee:** Chief Black was selected to work on the State Budget Committee to work on solutions for revenue for fire departments.
- **Station 2:** Roofing will begin soon. The framework has been completed. Money and time were set aside to take care of asbestos. However, asbestos is not an issue, so both time and money have been saved.
- **Trucks:** Chief Black, Deputy Chief Michael Krupa, Fleet and Facilities Director Howard Smith, and Engineer Ian Allison all traveled to a Pierce Plant to check on the progress of two trucks that have been on order. The trucks are about to go into production. They should be completed by February 2025.
- **Retirements:** Deputy Chief Jeff Harris and Battalion Chief Randy Baker will both be retiring in January 2025.
- **FMC Donation:** DFPD had a fire engine from the 1980s up for auction which didn't create much interest. The Granada Fire Department is a volunteer department who needed an engine so DFPD donated it to them.
- **In addition:** The DFPD Christmas Party is Friday, December 6. Also, the Board meetings will begin meeting at 103 Sheppard (Administrative Building) in January 2025.

Finance Report:

Eric Baker presented the Engagement Letter of Review from Haynie & Company for the 2024 Audit, outlining the company's scope of limitations and objections. Board member Samantha Gallagher suggested putting out an RFQ in 2025 as good practice. *A motion was made by Samantha Gallagher to accept the Engagement Letter of Review from Haynie & Company for the 2024 Audit, seconded by Rob Farino. Motion carried unanimously.*

New Business

- **Consideration and possible action on Resolution 2024-11: RESOLUTION FOR SUPPLEMENTAL BUDGET AND APPROPRIATION FOR 2024 BUDGET:** *A motion was made by Lyle McKnight to approve Resolution 2024-11: RESOLUTION FOR SUPPLEMENTAL BUDGET AND APPROPRIATION FOR 2024 BUDGET, seconded by Rob Farino. Motion carried unanimously.*

- **Consideration and possible action on Resolution 2024-12: RESOLUTION TO ADOPT 2025 BUDGET:** *A motion was made by Samantha Gallagher to approve Resolution 2024-12: RESOLUTION TO ADOPT 2025 BUDGET, seconded by Lyle McKnight. Motion carried unanimously.*
- **Consideration and possible action on Resolution 2024-13: RESOLUTION TO APPROPRIATE SUMS OF MONEY:** *A motion was made by Lyle McKnight to approve Resolution 2024-13: RESOLUTION TO APPROPRIATE SUMS OF MONEY, seconded by Rob Farino. Motion carried unanimously.*
- **Consideration and possible action on Resolution 2024-14: RESOLUTION TO SET MILL LEVIES:** *A motion was made by Samantha Gallagher to approve Resolution 2024-14: RESOLUTION TO SET MILL LEVIES, seconded by Rob Farino. Motion carried unanimously.*
- **Consideration and possible action on Resolution 2024-15: RESOLUTION APPROVING AN UPDATED FIRE PREVENTION FEE SCHEDULE:** The current fee schedule is placing the cost of labor on construction at a 30% annual increase. At this rate, Chief Black stated that DFPD will not be able recover the cost of labor. Therefore, Deputy Chief Jeff Harris and Fire Marshal Stephen Rinaldi reworked the fees to an annual increase of 60%. Fire Marshal Rinaldi stated the City is currently recovering 75% of their cost. Some fees are brand new on the fee schedule and will help to eventually recover the cost. Chief Black stated the updated fee schedule is based on a fixed staff. Board member Samantha Gallagher asked if the fee schedule will fluctuate based on either the size of the project or projects for affordable housing, for example. Fire Marshal Rinaldi stated the *A motion was made by Lyle McKnight to approve Resolution 2024-15: RESOLUTION APPROVING AN UPDATED FIRE PREVENTION FEE SCHEDULE, seconded by Rob Farino. Motion carried unanimously.*

Executive Session

- Concerning Fire Chief Randy Black's 360 Evaluation and annual job review— Possible Executive Session under C.R.S. Section 24-6-402(4)(f) For the purposes of personnel matters except if the employee who is the subject of the Executive Session has requested an open meeting, or if the personal matter involves more than one employee, all the employees must request an open meeting. *A motion was made by Samantha Gallagher to enter Executive Session under C.R.S. Section 24-6-402(4)(f), seconded by Tina McCallum. Motion carried unanimously.*

The Board members adjourned into Executive Session at 8:54 a.m. Chief Black, Human Resources Director Megan Kunch, and Legal Counsel Bud Smith were invited into the Executive Session.

The Executive Session ended at 9:45 a.m.

Adjournment

President Karen Barger adjourned the meeting at 9:46 a.m.

By: /s/ Karen Barger
President

Attest: /s/ Katie Pounds
Administrative Assistant