



## Tallahassee Fire Protection District Minutes of the Board of Directors Special Virtual Meeting October 30, 2020

Scott Fullerton called the Special Virtual Meeting to order at 8:02 a.m., on October 30, 2020.

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**Directors Present:** Scott Fullerton, Bonnie Spencer, Harvey Ammel, Cynthia Boyle, Brad Nelson  
(All by teleconference)

**Directors Absent:** None

**Firefighters/Volunteers Present:** Chief Mark Norris

**Public Present:** None

**Purpose of Special Virtual Meeting:** To continue discussion on 2020 Budget First Nine Months, Year-End Projections, adding a "Donations" page to the TFPD Website, and adjourning to Executive Session to discuss King Meadows Station.

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### **PUBLIC INPUT:**

No members of the public chose to address the Board.

### **TREASURER'S REPORT:**

**Motion:** It was moved by Scott Fullerton and seconded by Harvey Ammel to continue the discussion on the FY 2020 Budget and Year-End Projections. The Motion was voted upon and carried unanimously.

Bonnie led the discussion concerning the review of the 2020 Budget. Revenues and expenses were discussed. Bonnie asked if anyone was aware of any additional unpaid invoices that we have not yet processed or received to date. Scott mentioned that per a conversation with Kevin, it appears as though a fuel pump may be going on one of our engines which will be costly. Chief Norris to discuss with Kevin. Nothing else was mentioned. [Following the Meeting and during preparation of these Minutes, Scott asked that the following be added for the record: The Chief was unaware of the engine problem because he is on vacation this week. He graciously interrupted his vacation to join this meeting.]

Bonnie is concerned about our projected revenues and expenses for 2021. To be exempt from a full audit, neither can exceed \$750K in any given year. In particular, we need to watch our deployment income for 2021. The cost for an audit is approximately \$10K. Per Scott, in reading the statute, it appears the assumption is every organization must have a full audit unless income is less than \$750K or income is less than \$100K. TFPD has fallen into the \$750K exemption for the past several years. Currently, it appears as though we will not exceed the \$750K threshold for 2020 as we are not aware of any significant deployments for the remainder of the year. However, we may need to do another revision to the 2020 Budget based on deployment that we are currently processing. He cautioned that we need to watch our income line; not net. Brad stated he did not think it was unreasonable to pay \$10K for an audit for income exceeding \$750K. For discussion purposes only, Scott gave the following examples:

\$750K in revenues - \$749K in expenses = \$1K net (we do not want to incur \$10K audit fee)  
\$750K in revenues - \$500K in expenses = \$250K net (worth the \$10K audit fee)  
We must watch and manage our deployment income and expenses for 2021.

**Motion:** It was moved by Bonnie Spencer and seconded by Brad Nelson to end the discussion on the budget. The Motion was voted upon and carried unanimously.

### **ADMINISTRATIVE ISSUES:**

**Motion:** It was moved by Cynthia Boyle and seconded by Bonnie Spencer to discuss and approve adding a “Donations” page (with accompanying verbiage) to the TFPD website.

Cindy discussed the need to add a “Donations” page to the TFPD website. Why do we need monetary donations? How will these donations be used? All Board members approved the verbiage on the handout which Cindy provided. All also agreed to using the unrestricted donations received throughout the year for funding the Fire Danger Sign at the TFPD Main Station as it is a tangible sign of how TFPD uses community donations. Scott to provide Cindy with verbiage on grants.

The Motion was voted upon and carried unanimously.

### **NEXT PUBLIC MEETING:**

The next regular TFPD Board Meeting is scheduled for Monday, November 9, 2020, at 2:00 pm, at the Main Station and/or call-in (virtual) – based on the Public Health Orders at the time. This meeting will be held in conjunction with the Public Hearing on the adoption of the proposed 2021 District Budget.

### **EXECUTIVE SESSION:**

**Motion:** It was moved by Scott Fullerton and seconded by Harvey Ammel to move to Executive Session to determine positions relative to matters that may be subject to negotiations, development strategy for negotiations, and instructing negotiators regarding a replacement for the King Meadows Station §24-6-402(4)(e), C.R.S. The Motion was voted upon and carried unanimously.

All Board members and Chief Norris moved to Executive Session at 8:22 a.m.

TFPD Monthly Board Meeting resumed at 9:07 a.m.

### **MOTION TO ADJOURN:**

It was moved by Scott Fullerton and seconded by Cynthia Boyle to adjourn the meeting at 9:08 a.m. The Motion was voted upon and carried unanimously.

Respectfully submitted by Cynthia M. Boyle, Secretary to the Board.