

Elk Creek Fire Protection District Board of Directors

Regular Meeting Agenda

Thursday, February 10th 18:00hr

Via Zoom (located on ECFPD website)

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Board Members
- IV. Additions or Deletions to, and Approval of the Agenda
- V. Review and Approval of January, 2022 Regular Meeting Minutes
- VI. Financial Matters
- VII. Chief Ware Report
- VIII. New Business
 1. Board Elections -
 - a. 2022 Election Resolution
 - b. Resolution Designating Posting Location
 - c. Call for Nominations
 - d. Self-Nomination & Acceptance Form
 2. Inter Canyon IGA Fleet Mechanic
- IX. Citizen issues
- X. Old Business
- XI. Adjournment

RECORD OF MINUTES
Elk Creek Fire Protection District
Regular Board Meeting (public via Zoom)
Station One: 1993 Blackfoot Road, Conifer, CO
January 13th, 2022 Via Zoom

Director Pixley called the regular meeting of the Board of Directors to order on January 13th, 2022 at 18:08 hours.

ROLL CALL

Directors Present:

Greg Pixley
Kent Wagner
Sharon Woods
Melissa Baker
Dominique Devaney

Also Present:

Jacob Ware, Fire Chief
Barbara Stockton, District Administrator
Scott Aaronson, Deputy Chief

PLEDGE OF ALLEGIANCE

Pledge led by Greg Pixley during Pension Board meeting

APPROVAL OF AGENDA

MOTION (Dominique Devaney seconded by Melissa Baker). **MOTION PASSED.**

APPROVAL OF MINUTES

Remove "Public Via Zoom" from December meeting minutes.

MOTION to approve the December, 2021 regular meeting minutes with revision. (Greg Pixley seconded by Dominique Devaney) **MOTION PASSED**

FINANCIAL MATTERS

MOTION to approve the December 2021 expenses. Dominique Devaney seconded by Sharon Woods)
MOTION PASSED.

NEW BUSINESS

None.

CITIZEN ISSUES

Inquiry about consolidation roll out plan. There will be a vote by the citizens and public involvement will be encouraged. More information to come.

OLD BUSINESS

1. District consolidation - Two board members will need to participate in consolidation discussion.
Greg Pixley to reach out to board members to determine availability.

ADJOURNMENT

MOTION (Dominique Devaney; seconded by Sharon Woods) to adjourn the meeting. **MOTION PASSED.**

The meeting of the Board of Directors concluded at 18:53 hours

**BY ORDER OF THE BOARD OF DIRECTORS
OF THE ELK CREEK FIRE PROTECTION**

DISTRICT

BY: /s/ Melissa Baker
Secretary of the District.

ELK CREEK FIRE PROTECTION DISTRICT
Income Statement
For the One Month Ending January 31, 2022

	Current Month Actual	Year to Date Actual	Year to Date Budget
Revenues			
104000	87	87	3,311,286
104010	0	0	390,867
104040	0	0	-3,000
104100	13,838	13,838	175,000
104110	3,391	3,391	45,000
104200	-18	-18	1,000
104210	0	0	500
104220	174	174	1,500
104300	0	0	700,000
104310	0	0	-250,000
104400	2,500	2,500	0
104430	425	425	22,000
104450	850	850	5,000
104460	2,492	2,492	50,000
104480	0	0	10,000
104700	0	0	1,278,275
104800	0	0	63,507
	<u>23,740</u>	<u>23,740</u>	<u>5,800,935</u>
Expenses - Administration			
	86,047	88,335	945,141
Expenses - Fire			
	45,172	50,949	689,550
Expenses - Training			
	8,091	9,356	193,668
Expenses - Prevention			
	8,166	8,166	149,918
Expenses - EMS			
	75,835	84,500	950,735
Expenses - Wildland/Suppression			
	37,307	46,284	542,868
Expenses - Fuels Crew			
	5,224	5,224	0
Expenses - CRRF			
	4,366	4,366	1,083,284
Expenses - Fire Stations			
	9,468	9,468	290,750
Expenses - Leases/Capital			
608326	0	0	25,000
608336	0	0	120,000
608606	0	0	800,000
	<u>0</u>	<u>0</u>	<u>945,000</u>
	279,675	306,647	5,790,914
	<u>-255,935</u>	<u>-282,908</u>	<u>10,021</u>

ELK CREEK FIRE PROTECTION DISTRICT

A RESOLUTION CALLING FOR THE 2022 REGULAR DISTRICT ELECTION AND APPOINTING A DESIGNATED ELECTION OFFICIAL

WHEREAS, the Elk Creek Fire Protection District (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Article 1, C.R.S.; and

WHEREAS, the terms of office of Directors Greg Pixley, Melissa Baker and Dominique Devaney shall expire after their successors are elected at the regular special district election to be held on May 3, 2022 (the “**Election**”) and have taken office; and

WHEREAS, in accordance with the provisions of the Special District Act (the “**Act**”) and the Colorado Local Government Election Code (the “**Code**”) (the Act and the Code being referred to jointly as the “**Election Laws**”), the Election must be conducted to elect three (3) Directors to serve for a term of three (3) years pursuant to Section 1-13.5-111, C.R.S. which moves the regular special district elections to May of each odd-numbered years commencing in May, 2023 and, in connection therewith, adjusts the length of terms served by Directors elected in 2020 and 2022 in order to implement the new election schedule.

NOW, THEREFORE, be it resolved by the Board of Directors of the Elk Creek Fire Protection District in the Counties of Jefferson and Clear Creek, State of Colorado that:

1. The regular election of the eligible electors of the District shall be held on May 3, 2022, between the hours of 7:00 a.m. and 7:00 p.m. pursuant to and in accordance with the Election Laws, and other applicable laws. At that time, three (3) Directors will be elected to serve a three-year term.

2. There shall be one election precinct for the convenience of the eligible electors of the District, the boundaries of which shall be identical to the boundaries of the District, and there shall be one (1) polling place at the following location:

11993 Blackfoot Road
Conifer, CO. 80433

This polling place shall also be for disabled electors and for eligible electors not residing within the District. If the Designated Election Official deems it to be more expedient for the convenience of the eligible electors of the District (who are also eligible electors in other special districts with overlapping boundaries which are conducting elections on the Election day), the Election may be held jointly with such special districts in accordance

with coordinated election procedures as set forth in an agreement between all participating special districts. In such event, the election precincts and polling places shall be as set forth in such agreement. The Designated Election Official is authorized to execute such agreement on behalf of the District, which agreement shall include provisions for the allocation of responsibilities for the conduct and reasonable sharing of costs of the coordinated Election.

3. The Board of Directors hereby designates James Steven Beck as the Designated Election Official for the conduct of the Election on behalf of the District and they are hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Election Laws or other applicable laws. Among other matters, the Designated Election Official shall provide the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, printing of ballots, and direct that all other appropriate actions be accomplished.

4. Self-Nomination and Acceptance forms are available at the Designated Election Official at email address sbeck@sdmsi.com. All candidates must file a Self-Nomination and Acceptance form with the Designated Election Official no earlier than January 1, 2022, nor later than the close of business on Friday, February 25, 2022.

5. If the only matter before the electors is the election of Directors of the District and if, at the close of business on March 1, 2022, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent no later than February 28, 2022, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code.

6. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

7. Any and all actions previously taken by the Designated Election Official, the Secretary of the Board of Directors, or any other persons acting on their behalf pursuant to the Election Laws or other applicable laws, are hereby ratified and confirmed.

8. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

9. The provisions of this Resolution shall take effect immediately.

ADOPTED this 10th day of February, 2022.

ELK CREEK FIRE PROTECTION DISTRICT

By _____
Greg Pixley, Board President

ATTEST:

By _____
Melissa Baker, Secretary

RESOLUTION DESIGNATING LOCATION TO POST NOTICE

WHEREAS, pursuant to §§24-6-402(2)(c) and 32-1-903(2) C.R.S., notice and, where possible, the agenda of the Elk Creek Fire Protection District (“District”) Board of Directors (“Board”) meetings at which the adoption of any formal action is to occur or at which a majority or quorum of the body is in attendance, or is expected to be in attendance, shall be posted within the boundaries of the District at least 24 hours prior to each meeting at a location designated at the first regular meeting of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Elk Creek Fire Protection District as follows:

Notices of meetings (regular, special and work/study session) of the Board required pursuant to §24-6-401, *et seq.*, C.R.S., shall be posted at least 24 hours prior to each meeting at:

<https://www.elkcreekfire.org>

In the event of an exigent or emergency circumstance such as a power outage or an interruption in internet service, the District will post notice of public meetings at least 24 hours prior to a meeting at the following physical location within the District:

11993 Blackfoot Road
Conifer, Colorado

ADOPTED this 10th day of February, 2022.

ELK CREEK FIRE PROTECTION
DISTRICT

By _____
Greg Pixley, Board President

ATTEST:

Melissa Baker, Secretary

**CALL FOR NOMINATIONS FOR
ELK CREEK FIRE PROTECTION DISTRICT**

TO WHOM IT MAY CONCERN, and particularly to the electors of the Elk Creek Fire Protection District of Jefferson and Clear Creek Counties, Colorado.

NOTICE IS HEREBY GIVEN that a regular election will be held on Tuesday, May 3, 2022, between the hours of 7:00 a.m. and 7:00 p.m. At that time, three (3) will be elected to serve a three-year term.

Self-Nomination and Acceptance forms are available from Barbara Stockton, the District Administrator at email: bstockton@elkcreekfire.org. Self-Nomination and Acceptance forms must be filed with the Designated Election Official for the District at the above email address not less than 67 days prior to the election (Friday, February 25, 2022).

NOTICE IS FURTHER GIVEN that applications for absentee ballots may be filed with the Designated Election Official of the District at the above email address during normal business hours, until the close of business on the Tuesday immediately preceding the election (Tuesday, April 26, 2022). All absentee ballots must be returned to the Designated Election Official by 7:00 p.m. on election day.

ELK CREEK FIRE PROTECTION
DISTRICT

By: /s/Barbara Stockton
Elk Creek Fire Protection District –
District Administrator

SELF-NOMINATION AND ACCEPTANCE FOR MAY 3, 2022 REGULAR ELECTION
FOR THE ELK CREEK FIRE PROTECTION DISTRICT

I, _____, who reside at:
(full name of candidate as the name will appear on the ballot)

Residence Street Address

City or Town, Zip Code

County

hereby nominate myself and accept such nomination for the office of Director of the Elk Creek Fire Protection District, Jefferson and Clear Creek Counties, Colorado, for a three (3) year term and will serve if elected at the regular election to be conducted on May 3, 2022.

I affirm that I am an eligible elector of the Elk Creek Fire Protection District at the date of signing this Self-Nomination and Acceptance form.

Mark here _____ if you are a member of an Executive Board of a unit owners association (homeowners association), as defined in Section 38-33.3-103, C.R.S., located within the boundaries of the District (or Director District, if applicable) for which you are running for office.

I further affirm that I am familiar with the provisions of the Fair Campaign Practices Act as required in Section 1-45-110, C.R.S., and I will not, in my campaign for this office, receive contributions or make expenditures exceeding two hundred dollars (\$200) in the aggregate during the election cycle, however, if I do so, I will thereafter register and file all disclosure reports required under the Fair Campaign Practices Act.

DATED this _____ day of _____, 2022.

Signature of Candidate

Printed Full Name

Mailing Address (if different)

Telephone Number

City or Town, Zip Code

Email Address

WITNESSED by the following **registered elector of the State:**

Signature of Witness

Printed Full Name

Residence Street Address

Telephone Number

City or Town, Zip Code

Email Address

County

Received this _____ day of _____, 2022.

Designated Election Official