



# Durango Fire Protection District

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## Minutes of the DFPD Regular Board Meeting Tuesday, June 27, 2023, 8:00 a.m. 142 Sheppard Dr

Secretary/Treasurer Tina McCallum called to order the meeting of the Durango Fire Protection District Board of Directors at 8:02 a.m. Board members present for the Call to Order were Steve List via Zoom, Karen Barger, Rob Farino and Lyle McKnight. Staff members included Deputy Chief Mike Krupa, Deputy Chief Randy Black, Finance Director Eric Baker, Fire Marshal Karola Hanks, Battalion Chief Rod Allen, Human Resources Director Megan Kunch, Captain Jim Anderson, FF/Paramedic Mike Irwin and Administrative Assistant Katie Pounds. Legal Counsel Bud Smith and Whitney Rosenfeld from Haynie and Company were also in attendance.

AGENDA: Additions, Deletions, Revisions: Deputy Chief Randy Black asked to add to Old Business "Update on Fire Chief Search." *A motion was made by Karen Barger to approve the amended June 27, 2023 agenda, seconded by Lyle McKnight. Motion carried unanimously.*

### APPROVAL OF MINUTES:

- May 23, 2023 Regular Meeting Minutes  
*A motion was made by Rob Farino to approve the amended minutes of the May 23, 2023 Regular Board Meeting, seconded by Lyle McKnight. Motion carried unanimously.*

ANNOUNCEMENTS/PRESENTATIONS: No announcements/presentations

PUBLIC COMMENT: No public comment.

### REPORTS

**Chief Report:** Deputy Chief Randy Black congratulated Fire Marshal Karola Hanks for going through the National Fire Code to keep Durango up to par. The City of Durango is now on the 2018 Fire Code. La Plata County is currently on the 2015 Fire Code. Chief Black reminded the Board that the impact fees being collected by the County cannot be released to DFPD until an update has been made to its Land Use Code. The money is being kept by the County and is also collecting interest with COLOTRUST. Chief Black would like to meet with the Finance Committee before the next Regular Board Meeting concerning expenses and how to finance the new downtown station. Chief Black asked Chief Black announced that Battalion Chief Rod Allen will be retiring before the end of the year. Chief Black also updated the Board on DFPD's Service Plan which will be posted publicly for forty-five days. If no one has a material objection to the plan, it will pass and be officially updated.

### OLD BUSINESS

**Update on Fire Chief Search:** Human Resources Director Megan Kunch reported a survey has been sent to DFPD members asking what they're looking for in a Fire Chief. She also reiterated the set timeline for the Fire Chief Search: position posted week of July 10, applications due mid-August, interviews in September, job offer mid-October and potential start date in early December.

## NEW BUSINESS

**2022 Annual Comprehensive Financial Report:** Finance Director Eric Baker reminded the Board that the finances are required to be audited each year. With the help of Whitney Rosenfeld—an auditor with Haynie and Company—Eric gave a brief description of what is shown in the annual report and included a note of the In Kind Contribution being attributed as an increase in non-current assets. Whitney Rosenfeld stated DFPD's finances are of the highest mark. Chief Black stated DFPD has received a GFOA every year Eric Baker has been a member. The GFOA is the highest award that can be achieved. *A motion was made by Lyle McKnight to accept the draft of the 2022 Annual Comprehensive Financial Report, allowing Finance Director Eric Baker and Auditor Whitney Rosenfeld with Haynie and Company to make any small, necessary changes for the final report, seconded by Karen Barger. Motion carried unanimously.*

**Election of Board Officers:** Due to Samantha Gallagher's absence at the meeting, Tina McCallum explained that Gallagher does not desire to be an officer on the Board at this time. Board member Karen Barger made known her desire to be President of the Board. *A motion was made by Tina McCallum to accept Karen Barger as the President of the Durango Fire Protection District Board of Directors, seconded by Rob Farino. Motion carried unanimously.* Steve List will remain Vice President and Tina McCallum will remain Secretary/Treasurer.

**Consideration and Possible Action on Reinvestment of Matured Investments:** The Board decided to put this topic on hold indefinitely until further notice.

**Acceptance of IROL:** Fire Marshal Karola Hanks informed the Board that Fire Prevention will now use a third-party, web-based software—IROL—used to better keep track of local fire inspections. The software helps the involved fire inspectors, business owners and contractors and alleviates work by sending reminders and ensuring annual inspections are done. The minimal cost is put either on the business owner or the contractor for that business.

**EXECUTIVE SESSION** –For purpose of the Downtown Station—Possible Executive Session under C.R.S. 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; except that no executive session shall be held for the purpose of concealing the fact that a member of the executive session shall be held for the purpose of concealing the fact that a member of the local public body has a personal interest in such purchase, acquisition, lease, transfer, or sale; and (e)(I) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators

The Board deemed an Executive Session concerning the Downtown Station [C.R.S. 24-6-402(4)(a)] unnecessary due to their stipulations being met in the draft of the contract with the City of Durango (Resolution 2023-3). The Board did not convene in Executive Session.

**Consideration of Resolution 2023-3—Approval of Contract to Exchange Real Estate:** Deputy Chief Randy Black explained after the Board approves this resolution, they then have to wait for the City to go through their approval process. After that, the subdivision process will take place. DFPD is looking to close the real estate exchange with the City within 10 days of the subdivision completion. *A motion was made by Tina McCallum to approve Resolution 2023-3, Approval of Contract to Exchange Real Estate, with the correction of Board President be made to Karen Barger on the resolution, seconded by Lyle McKnight. Motion carried unanimously.*

**Consideration of Engagement Letter from Dee Wisor, Butler Snow, LLP, to Serve as Bond Counsel for Lease Purchase Financing of Downtown Station:** Legal Counsel Bud Smith explained, since the financing for the Downtown Station is tax exempt the lender requires an opinion recognized by bond counsel that DFPD has

gone through the correct approval steps for financing that allows for tax exemption. Dee Wisor is bond counsel. There was discussion of the type of financing that will be used. This type of financing is not considered a debt. *A motion was made by Rob Farino to accept the engagement letter with Butler Snow, LLP, seconded by Tina McCallum. Motion carried unanimously.*

**Consideration of Resolution 2023-4—Reimbursement of Capital Expenses for Downtown Fire Station:**

Deputy Chief Randy Black explained it may take time for financing to come in so this resolution would allow action to be taken with the downtown station before financing closes and allows for reimbursement. *A motion was made by Tina McCallum to approve Resolution 2023-4, Reimbursement of Capital Expenses for Downtown Fire Station, seconded by Rob Farino. Motion carried unanimously.*

To further explain the tentative timeline of the construction of the downtown station, Deputy Chief Randy Black reiterated the approval of both DFPD and the City of Durango. Following approvals will come the subdivision of the River City Hall Property (2-3 month process), site plan review (2-3 month process) and closing some time in October which is when DFPD will also presume to break ground. A contract has been signed with Tracy Reynolds for the plans of the downtown station. Chief Black has also been in communication with the properties surrounding River City Hall who are on board with the new construction.

President Karen Barger adjourned the meeting at 9:18 a.m.

  
Karen Barger, President

7/25/2023  
Date

Attest:  
  
Katie Pounds, Administrative Assistant

