

**APPROVED**

The Special Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, June 27, 2024, in-person and virtually, beginning at 9:00 AM.

**East Fork Fire Protection District Board Present:**

John Bellona, President, District 1, Virtual  
Barbara Griffin, Director, District 2  
Bernard Curtis, Director, District 3, Absent  
Jacques Etchegoyhen, Director, District 4  
Mike Sommers, Secretary, District 5

**Staff present:**

Tod F. Carlini, District Fire Chief  
Lisa Owen, Director of Administrative Services  
Scott Gorgon, Deputy Chief of Operations  
Julie Andress, CFO/Director of Finance  
Mark Forsberg, District Legal Counsel, Virtual  
Holly Megee, Clerk to the Board

**Additional attendees that addressed the Board:**

Elaine Pace, Volunteer liaison

**CALL TO ORDER**

Board Secretary Mike Sommers

**INITIAL MEETING BUSINESS**

**PLEDGE OF ALLEGIANCE**

Director Barbara Griffin led the Pledge of Allegiance

**PUBLIC COMMENT (No Action)**

**At this time, public comment will be taken on those items that are within the jurisdiction and control of the East Fork Fire Protection District Board of Directors or those agenda items where public comment will not be taken as a public hearing is not legally required.**

**Public Comment may be limited to three minutes per speaker, which will be decided by the Board President or other presiding officer in his/her absence. If you are going to comment on a specific agenda item that the East Fork Fire Protection District Board of Directors will act on, please make your comments when the item is considered and is opened for public comment.**

**For members of the public not able to be present when an item on the agenda is heard, Speaker/Comment Cards are available in the Lobby at the entrance to the meeting room. These cards should be completed and given to the District Fire Chief or designee.**

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Secretary Mike Sommers opened public comment.

There was no public comment.

Public comment closed.

**ADMINISTRATIVE AGENDA**

The Administrative Calendar handled as follows:

1. The President will read the agenda title into the public record.
2. Staff will introduce the item and provide a report, if any.
3. The applicant, if any, will have an opportunity to address the Board.
4. The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
5. Public comment will be allowed and is limited to three minutes per speaker.
6. Once public comment is completed, the Board will then ask any follow-up questions and act.

Agenda items listed as a “presentation” with no action listed, public comment is not legally required, and must be made at the beginning of the meeting.

**APPROVAL OF AGENDA**

**1. For Possible Action. Approval of proposed agenda. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (Mike Sommers, Secretary) 5 minutes.**

Secretary Mike Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the special meeting agenda for June 27, 2024.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Jacques Etchegoyhen
<b>SECOND BY:</b>	Barbara Griffin
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Bernard Curtis

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**3. For Possible Action. Discussion and possible action on the adoption of Resolution 2024R-004, which augments the fiscal year 2023-2024 budget for \$551,814 to the General Fund in order to appropriate and amend previously unbudgeted resources. (Tod F. Carlini, District Fire Chief and Julie Andress, Director of Finance/CFO) 10 minutes.**

District Fire Chief Tod Carlini stated he feels it's important to discuss the augmentation. It is rare for this District to hold special meetings. He read into the record a statement he prepared. The statement is available to view at eastforkfire.org or can be requested.

Director of Finance Julie Andress went over the resolution highlighting where the changes were made to the FY 23/24 budget.

Director of Finance Andress outlined the augment adjustments below:

Revenue:

- Increased the Intergovernmental (GEMT) revenue by \$518,814
- Increased the charges for services by \$33,000

Expenditures:

- Department 231 - Salary and wages in the amount of \$228,000 and employee benefits in the amount of \$160,000
- Department 232 - Fire prevention, services and supplies in the amount of \$3,200
- Department 251 - Fire suppression, services and supplies in the amount of \$160,614

Secretary Mike Sommers asked if the \$22,000 under buildings/generators is for repairs or new capital outlay.

Director of Finance Andress stated it is for repairs.

Secretary Sommers asked if the District is closer to a contract with Douglas County on dispatch and radios.

District Fire Chief Carlini explained the fees are fees due for the current fiscal year, operating without a contract. The contract and revisions being worked on have been submitted to Douglas County.

Secretary Sommers asked how the radio fees are determined.

District Fire Chief Carlini stated there have been a few ways on how the fees have been calculated over the years. The fees were different when the District was a cost allocated department with the County. The fees changed when the District moved to its own Special District.

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District Fire Chief Carlini stated the radio user fees are based on a distribution of the number of entities participating and everything after that is based on the number of devices and services provided to the District, then allocated based on the device number.

Secretary Sommers stated he understands it as the device number allocated based on their total cost of operations.

District Fire Chief Carlini stated yes.

Secretary Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt Resolution 2024R-004, which augments the fiscal year 2023-2024 budget for \$551,814 to the General Fund.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Barbara Griffin
<b>SECOND BY:</b>	Jacques Etchegoyhen
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Bernard Curtis

**CLOSING PUBLIC COMMENT (No Action)**

Secretary Mike Sommers opened public comment.

Director Barbara Griffin asked the status of the 4 recent academy graduates.

Deputy Chief of Operations Scott Gorgon stated each employee has been assigned to their station and start their year worth of training. Reports are sent to him monthly showing their evaluations.

Secretary Sommers asked how the onboarding process is coming along for Michael Shockey.

Director of Administrative Services Lisa Owen stated he is excited to get started. He is moving to the valley on July 10<sup>th</sup> and scheduled to start with East Fork Fire on July 22<sup>nd</sup>.

Deputy Chief of Operations Scott Gorgon stated he meets virtually with Michael Shockey three times a week to prepare him.

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Director Griffin thanked Deputy Chief Gorgon for all he has done for the District. He will be missed.

Secretary Sommers thanked Elaine Pace for attending the meeting.

There was no further closing public comment.

Public comment closed.

**ADJOURNMENT**

**10. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (Mike Sommers, Secretary) 5 minutes.**

MOTION to adjourn; carried.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Jacques Etchegoyhen
<b>SECOND BY:</b>	Barbara Griffin
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Bernard Curtis

There being no further business to come before the Board, at 9:19 AM the meeting was adjourned.

Respectfully submitted:



Mike Sommers, Secretary  
East Fork Fire Protection District

ATTEST:



Holly Megee, Board Clerk  
East Fork Fire Protection District