



## Wellington Fire Protection District MINUTES REGULAR BOARD MEETING

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at approximately 4:02 PM. The meeting was held at **Station 16** located at 8130 3<sup>rd</sup> St, Wellington, CO 80549 on **April 13, 2022**.

### Pledge of Allegiance

**Roll Call** DIRECTORS PRESENT – STORY, REED, PIERSON, SARNO, PETTIT

**Additions/Deletions to the Agenda** None

**Conflicts of Interest** None

### Correspondence

CDPHE Appropriation Notification

**Public Comment** None

**Guests or Presentations** None

### Consent Agenda

- Regular Board Meeting Minutes for March 9<sup>th</sup>
- Special Board Meeting Minutes for April 4<sup>th</sup>

*M/S PETTIT/PIERSON to APPROVE the consent Agenda. Voice votes unanimous; motion PASSED.*

### Fire Chief's Report

- *Set final staffing plan for District to meet basic operational needs and to address financial position:*
- *Reviewing YTD expenditures and staffing reduction predictions to bring amended budget forward for approval*
- *Busy month for significant calls*
- *Chief recognized multiple personnel for stepping up to assist the district*
- *Haynie & Co and JVG on-site past 2 days conducting fieldwork for annual financial audit*
- *CA Pettit continues to work on plan reviews for wastewater & water treatment plants*

### District Business

- 1. Monthly Financial Report**
  - i. Balance Sheet**
  - ii. Reconciled Cash Balances**
  - iii. Profit & Loss Report**
  - iv. Income & Expense by Month**
  - v. Monthly Disbursements**
  - vi. Twelve-Month Cash Flow Report**



## Wellington Fire Protection District

*Gabe Buldra with JVG reviewed the Monthly Financial Report for the Board of Directors.*

*M/S SARNO/PIERSON to APPROVE the Monthly Financial Report as presented. Voice votes unanimous; motion PASSED*

### 2. Reimbursement to Impact Fee Accounts

*Staff presented a report on previous practice of recurring transfers of impact fees from impact fee accounts to general operating checking accounts and apparent use of those fees to pay regular operating expenses. Some of those funds were replaced, but not all can be accounted for.*

*M/S REED/PETTIT to APPROVE the transfer of \$140,000.00 from the General Operating Checking account to the Town Impact Fee account to reimburse for previous account transfers; and to authorize staff to work with current bookkeeping firm, and if necessary, a separate auditing firm to account for all approved and unapproved expenditures of impact fees to validate what the correct balances should be for the Town and County Impact Fee Accounts. Voice votes unanimous; motion PASSED*

### 3. Server Replacement

*Staff presented a report and proposal for replacing the server located at Station 16. This had been planned and budgeted for in the Board approved 2022 Budget.*

*M/S SARNO/STORY to APPROVE the Server Replacement as presented in the quote provided in the packet at a price not to exceed \$33,134.43, and to ensure that the final price reflects the districts tax exempt status. Voice votes unanimous; motion PASSED*

### 4. District Bylaws-Update

*Staff presented a red-lined revised version of the District By-laws for Board review and comment. A final version with any additional suggested edits will be brought to the Board at the next Regular Meeting for review, public comment, and possible approval.*

### 5. Interview Fire Chief Finalists

*The Fire Chief Selection Committee conducted an interview with the Fire Chief Finalist, Michael Patterson, for the position of Fire Chief of the Wellington Fire Protection District during the public meeting.*

### Other

*Director Pierson requested staff prepare an updated roster of personnel with photos, names, ranks, and assignments, as well as an updated roster of district apparatus with photos, CAD call signs, and station locations, both to be shared with all Board Members.*

### Calendar Items

**APRIL 20<sup>TH</sup> – SPECIAL BOARD MEETING**

**APRIL 21<sup>ST</sup> – WORK SESSION-CANDIDATE FORUM**

**ELECTION MAY 3<sup>RD</sup> – POLLING PLACE STATION 16**

**MAY 2<sup>ND</sup>-7<sup>TH</sup> – WILDFIRE PREVENTION WEEK -7<sup>TH</sup> OPEN HOUSE AT STATION 17**

Station 16  
8130 3<sup>rd</sup> Street  
Wellington, CO 80549



Station 17  
108 E County Road 66  
Fort Collins, CO 80524

## Wellington Fire Protection District

### Adjournment

*M/SREED/ PETTIT to ADJOURN at 5:48 PM. Voice votes unanimous; motion PASSED, and meeting is ADJOURNED.*