

FFBD Meeting Minutes 05 25 2023

NOTE: Neither meeting the 05 24 2023 or 05 25 2023 meetings were broadcast by Zoom. The meetings were recorded, and those recordings will be posted ASAP to the FF website, along with the minutes of both meetings. The voice to text feature of Zoom is not available for these two meetings. The following minutes are 100% accurate for motions made and all votes. Public comments and board conversation are based on my memory and scribbled notes, are not all-inclusive, and may not be in the correct order. I apologize for this, speed bumps in transfer of power, growing pains, and my own shortcomings are to blame. The next meeting will make use of all Zoom features, and various documents and notes will be scanned in real time during the meeting. Note that the quality of Zoom audio and transcription accuracy are affected by the quality of the audio. Restoring and upgrading the currently dysfunctional AV system is a priority for us. Thank you, signed Allen D Schultz, assistant secretary.

Published Agenda for tonights meeting.

See Page edit **2**

Meeting called to order by Paul Del Toro at 6:00 PM

Pledge of Allegiance.

Roll call:

| | |
|---------------|----------------------------------|
| Judy Dunn | Absent: Excused Medical |
| Bob Perry | Absent: Excused Medical |
| Dave Groat | Present |
| Paul Del Toro | Present |
| Allen Schultz | Present |
| Chief Holt | Absent: Excused Prior Engagement |

[new item]

Paul reads Bob Perry's self-introductory statement.

Page edit **3**

[new item]

Statement about the existing audio and video recording system in the building.

Public Comment: Some were not pleased this was in place. Some said signs were needed. Paul responded that it was being looked at. Allen explained that there was a sign on the front door that CCTV security cameras are being used. Typically CCTV means video only, and that if audio recordings are being made, signage needs to state audio recordings in progress. Sign quantity and location vary by statute.

[new item]

Chief's Report Read Into The Minutes by Paul Del Toro.

Page edit **4**

[new item]

Paul Del Toro's Opening Comments.



FLORISSANT FIRE PROTECTION DISTRICT

Regular Meeting of the Board of Directors of the Florissant Fire Protection District

2606 W Hwy 24, Florissant, CO 80816

6 PM - May 25, 2023

AGENDA

- Call to order
- Pledge of Allegiance
- Roll Call
- Board member introductions
- Meeting Chair opening Statement
- Public comment (3 minutes)
- Chief's Report
- New business
 - Banking authorization, transfer of authorized signatures
 - Legal representation for the district
 - Formation of Committees
 - Finance Committee
 - Others for discussion
 - Assistant Treasurer
 - Announcement of Work Sessions
- Adjourn

My name is Bob Perry and I have resided in Indian Creek for 10 years. I'm a retired Marine Corps Officer and a retired senior citizen. I've been married for 49-years, and we have two children, five grandchildren, and two great-grandchildren.

I am the Treasurer on the Florissant Fire Protection District Board of Directors. As such, my main responsibility is to ensure that all funds received in the district are used to prudently operate the whole district, hire and maintain staff, and procure equipment and supplies. Core fundamentals necessary in this position encompass **financial responsibility and accountability, collaboration, flexibility, and innovation.**

I will be working with two committees, the first being the finance committee, which will be instrumental in creating numerous financial policies and procedures, reviewing spending trends, conducting budget reviews/revisions, and tightening financial controls.

The second committee will be the Disciplinary Review, which will review any past, current, and future disciplinary actions against any employee of the district.

I want to thank you, the taxpayers of our Florissant District, for entrusting a common citizen such as myself, and my fellow board members, to operate our great fire district. It will be my honor. Semper Fidelis (Always Faithful).

READ INTO MINUTES
5/25/2023 6:03

Chief's Report

May 2023

OLD BUSINESS

1. Motorola APX 4000 order expected delivery in August

NEW BUSINESS

1. S-130/S-190 ICS-100 – 23 new wildland firefighters certified.
2. EMT Class hosted at FFR starting August 22
3. Family Fire Muster raised a total of \$23,000 towards the purchase of a new command vehicle.
4. Rescue 50 800mhz install on 5/26
5. New fuel tanks delivered and installed on 5/25 paid from donation by Joe Kraudelt
6. Internal Firefighter 1 academy in the works

Our goals are not to tear down and build up, but rather to continue building. We want to fix bugs. Think of us as Board Version 2.0. We want to concentrate on best practices. We will hold comments at 3 minutes but we will have interactive discussion on each public statement or question. We will use the KPI system for Chief evaluations. Key Performance Indicators. We want to put more information on our website and on social media. We want recognition for participation of volunteers. More activities like ice cream socials and pancake breakfasts. KPI's will apply to financial duties as well. (Keep Pennies Inhouse) We will be announcing work sessions. We want to have Zoom at these sessions. We will have executive sessions, they are necessary evils for disciplinary and employment issues.

[new item]

Motion by Dave Groat:

Increase public comment time from 3 minutes to 4 minutes.

Public comment: Applause.

Seconded, voted:

| | |
|---------------|-------------------------|
| Judy Dunn | Absent: Excused Medical |
| Bob Perry | Absent: Excused Medical |
| Dave Groat | Aye |
| Paul Del Toro | Aye |
| Allen Schultz | Aye |

Motion Passes.

Allen briefly discusses how the board is going to process and track input from various parties. The proposed paper form was circulated to the public for comment. We intend to organize incoming information, questions, tasks, etc on computer, and bring these to the board and work sessions in printed format. Thoughts and actions will be recorded on paper, and when finished, will be scanned into the minutes. All papers are unfinished business.

Sample Form on Page edi⁶

[new item]

Motion by Paul Del Toro:

Remove all present signatories on all financial accounts.

Starla, Amanda, Justin, Patty, Tori, any others.

Add all new board members + Vicki as investment account signatories.

Paul, Judy, Dave, Bob, Allen, Vicky

Require two signatures on all checks.

(Note: Not mentioned in meeting, but it will be required that as many checks as possible, are signed at board meetings.)

Public comment:

The account being discussed is the investment account only. Control must be gained over the main Community Bank account. Paul explained it was the only financial information provided to the new board. Paul will pursue this 05 26 2023.

Florissant Fire Board

Process Tracking

Page #: of
This Page is Primary: Yes No
Topic Requires Executive Session. Yes No

General Subject:
Agenda Sequence:
File Name:

SPECIFIC SUBJECT:

See Attached

| | | | | | |
|-----------------------------------|------------------------------------|----------------------------------|-----------------------------------|-------------------------------|-------------------------------|
| Introduced By: | <input type="checkbox"/> Allen | <input type="checkbox"/> Bob | <input type="checkbox"/> Dave | <input type="checkbox"/> Judy | <input type="checkbox"/> Paul |
| <input type="checkbox"/> Question | <input type="checkbox"/> Statement | <input type="checkbox"/> Request | <input type="checkbox"/> Proposal | <input type="checkbox"/> | <input type="checkbox"/> |

DISCUSSION WITH:

See Attached

| | | | | | |
|-----------------------------------|------------------------------------|-------------------------------------|-----------------------------------|------------------------------------|--|
| <input type="checkbox"/> Public | <input type="checkbox"/> Officer | <input type="checkbox"/> Volunteers | <input type="checkbox"/> Chief | <input type="checkbox"/> Fire Core | |
| <input type="checkbox"/> Question | <input type="checkbox"/> Statement | <input type="checkbox"/> Request | <input type="checkbox"/> Proposal | | |

BOARD DISCUSSION NOTES:

See Attached

MOTION FOR VOTE:

See Attached

BOARD ACTION TAKEN:

| VOTE: | Allen | Bob | Dave | Judy | Paul |
|----------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Decline | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Future Consideration | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other Process | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote YAY | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote NAY | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote ABSTAIN | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Roll Call. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

IMPLEMENTATION PLANS:

See Attached

| | | | | | |
|---------------------------------|--------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|-------------------------------|
| <input type="checkbox"/> Verbal | <input type="checkbox"/> Email | <input type="checkbox"/> Phone Call | <input type="checkbox"/> Left Message | <input type="checkbox"/> Work Order | <input type="checkbox"/> Memo |
|---------------------------------|--------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|-------------------------------|

Responsible Party:
Expected Completion:

FOLLOW UP:

See Attached

- Next Regular Board Meeting
- Special Meeting
- Executive Session
- Business Meeting
- Fire Core Meeting
- Dept Training
- 30 Days
- 60 Days
- Scanned to Minutes – Initial.
- Scanned to Minutes - Follow-up.
- Scanned to Minutes – Final.
- Checked Boxes Noted On Schedules.

Concerns expressed about old signatories accessing funds. Paul confirms this is a priority.

(Update 05 26 2023. All signatories on both known accounts are canceled.)

Public comment about present signatory being required to add new signatory. Board explained that the DEO requested Patty's presence at swearing in for this purpose. Patty did not attend.

Public suggested that the boards attorney may be able to use the certification of election (and other docs) to compel the bank to add signatories.

Seconded, voted:

| | |
|---------------|-------------------------|
| Judy Dunn | Absent: Excused Medical |
| Bob Perry | Absent: Excused Medical |
| Dave Groat | Aye |
| Paul Del Toro | Aye |
| Allen Schultz | Aye |

Motion Passes.

Investment account signatory paperwork signed by Allen, Paul, Dave.

[new item]

Paul discusses creating a finance committee headed by Vicky Collings.

Public comment: Applause.

Public input:

Need Audit Committee. Need bylaw committee.

Paul motions to create a finance committee headed by Vicky Collings.

Motioned, voted:

| | |
|---------------|-------------------------|
| Judy Dunn | Absent: Excused Medical |
| Bob Perry | Absent: Excused Medical |
| Dave Groat | Aye |
| Paul Del Toro | Aye |
| Allen Schultz | Aye |

Motion Passes.

[new item]

Paul Del Toro discusses that CEGR has terminated their relationship with Florissant Fire. He's interviewed some law firms. Paul, Allen and Don Moore interviewed the favored firm, and endorsed that firm. That requires no retainer, at will agreement for both parties, no down side for retaining at this time.

Public Comment: Asked why CEGR terminated the district. Paul responds probable conflict of interest since Starla consulted with CEGR relative to her complaint. Also, that the DEO was an employee of law firm.

Starla's complaint:

see pages

9 10 11 12

Paul motioned that Erb Law LLC be retained as the districts law firm.

Motioned, voted:

| | |
|---------------|-------------------------|
| Judy Dunn | Absent: Excused Medical |
| Bob Perry | Absent: Excused Medical |
| Dave Groat | Aye |
| Paul Del Toro | Aye |
| Allen Schultz | Aye |

Motion Passes.

Contract Signed by Paul Deltoro.

See Pages edit 13 14 15 16

[new item] (The assistant secretary wishes to thank this person for their written notes!)

Public Comment:

“I want to take the time to congratulate the new board and thank them for the willingness to serve the district. You all will have a steep learning curve. We all get that. From getting access to systems, getting emails, logins, bank signatories, learning statutes, insurance, passwords, sign-ons, adhering to deadlines, budgets, answer questions, and the list goes on. I had hoped the outgoing board would respect the election process, concede the election, and be willing to pass the baton (so to speak) as to position you for success and move you farther down the road faster. As this does not appear to be the case, I want you to know that I am more than willing to pass on to you what I learned in my short tenure on the board. The contacts I have made and answer any questions and be there as a support. I also want to acknowledge the past and present volunteers and staff who have been the backbone of this department. I want to honor you and what you have given in time, energy and commitment. I want to encourage the community to stay involved, come together with encouragement, a willingness to get involved, and be aware of what is being accomplished here. I really do believe the best is yet to come. One of the things I look forward to is having different perspectives, conversations that find good answers, tackling problems and a healthy environment for the Florissant Fire Protection District. You are an answer. Not a problem. Strive to raise the bar. You have a support system. You can lead with both humility and confidence. This is a new era for the FFPD.”

Questions

1. Follow-up on the oxygen program
2. Follow - up Fire muster expenses - net profit.

Another member of the public asked the same question and said they have twice reached out to Chief Holt for a response to the oxygen program and have not had a response.

| | |
|---|---|
| <input type="checkbox"/> County Court <input checked="" type="checkbox"/> District Court Teller County, Colorado Court Address: 101 W Bennett Ave, Cripple Creek, CO 80813 | FILED IN THE COMBINED COURTS OF TELLER COUNTY, COLORADO MAY 15 2023 SHEILA GRIFFIN CLERK OF COURT 10:10 AM |
| Plaintiff(s)/Petitioner(s): STARLA THOMPSON v. Defendant(s)/Respondent(s): DAVE GROAT, ROBERT PERRY, ALLEN SCHULTZ, JUDY DUNN, JIM RANK and PAUL DEL TORO TONI MOORE, SHAWN MCNULTY, JORDAN MOON, LAURA ROBLEDO, ELIZABETH PENDLETON, AND MARK KOHLMAN | COURT USE ONLY |
| Attorney or Party Without Attorney (Name and Address): STARLA THOMPSON 30 Druid Trail, Florissant, CO 80816 Phone Number: 719-651-4651 E-mail: simpleysaid@yahoo.com FAX Number: Atty. Reg. #: | Case Number: 23CV06 Division Courtroom |
| COMPLAINT OF ELECTION VIOLATIONS | |

THIS MATTER involves the Special District Elections conducted on May 2, 2023, for the Florissant Fire Protection Board of Directors in Florissant, Colorado.

1. The court has jurisdiction over the parties and subject matter C.R.S. §1-13.5-1403; 1-11-213(4)
2. The election was conducted in person on May 2, 2023, from 7:00 am to 7:00 pm at 2606 W. Highway 24, Florissant, Colorado, 80816 and by mail in ballots as well.
3. The Designated Election Officer was Sarah Luetjen, a paralegal from CEGR Law Firm which also represents the Florissant Fire Protection District. Shirley Douthit was the contracted Deputy DEO. Additional election officials were Pat Hines, Terri Baldwin, George Deppen and Harley Gifford all selected by the DEO, Sara Luetjen.
4. No electioneering zones were established within a 100 foot perimeter in accordance with §1-13-714(1)(a), C.R.S. with signs posted that read "NO PERSON SHALL DO ANY ELECTIONEERING ON ELECTION DAY WITHIN ANY POLLING PLACE OR IN ANY PUBLIC STREET OR ROOM, OR IN ANY PUBLIC MANNER, WITHIN 100 FEET OF ANY BUILDING IN WHICH A POLLING PLACE IS LOCATED. NO ELECTION RELATED ACTIVITIES SHALL BE CONDUCTED WITHIN 100 FEET OF ANY BUILDING IN WHICH THE POLLS ARE LOCATED EXCEPT THAT OF THE CONDUCT OF ELECTION AT THE POLLING PLACE."
5. The incumbent candidates were Starla Thompson (Board President), Justin Snare (Vice President), and Amanda Sutton (Secretary).
6. The non-incumbent candidates were Carole Orist, Jennifer Bittman, Ginger Bruvold, David Groat, Robert Perry, Allen Schultz, Jim Rank, Paul Del Toro, Judy Dunn, and Kim Woehrel.
7. There were (3) 4-year terms and (2) 2-year terms up for election.

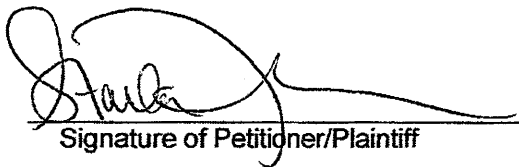
8. 4-year term candidates were Starla Thompson, David Groat, Robert Perry, Amanda Sutton, Justin Snare, Allen Schultz, and Jim Rank.
9. 2-year term candidates were Jennifer Bittman, Carole Orist, Paul Del Toro, Judy Dunn, Ginger Bruvold, and Kim Woehrel.
10. The following candidates appointed poll watchers, David Groat, Robert Perry, Allen Schultz, Paul Del Toro, Jim Rank and Judy Dunn. The selected poll watchers who affirmed that they are qualified under sections 1-1-104(51), 1-7-105, 1-7-106, 1-7-107, and 1-7-108(2), C.R.S., as applicable. Watchers must take the oath described in section 1-7-108(1), C.R.S. and, upon first entering the polling location, surrender the certificate of appointment to the supervisor judge at each location where the watcher is designated to observe.
11. The poll watchers were Toni Moore, Laura Robledo, Shawn McNulty, Jordan Moon, Elizabeth Pendleton, and Mark Kohlman.
12. In addition to the oath required by section 1-7-108(1), C.R.S., 8 CCR 1505-1 Rule 8 defines prohibited activities of poll watchers.
13. During the election hours on May 2, 2023, it was observed in person and on closed circuit security footage that candidates David Groat, Robert Perry, Allen Schultz, Paul Del Toro, and Judy Dunn all engaged in potential electioneering conduct at 2606 W. Hwy 24 and were repeatedly observed entering the 100 foot no electioneering perimeter participating in activities specifically listed as prohibited.
14. Poll watchers Toni Moore, Jordan Moon, Laura Robledo, Mark Kohlman, and Shawn McNulty were observed in person and on closed circuit security footage violating 8 CCR 1505-1 Rule 8, watchers WILL NOT, 8.5.1 Attempt to determine how any elector voted or review confidential voter information; 8.5.2 Disclose or record any confidential voter information that he or she may observe; or 8.5.3 Disclose any results before the polls are closed.
15. Poll watchers Antoinette Moore, Jordan Moon, Laura Prather, Mark Kohlman, and Shawn McNulty were observed in person and on closed circuit security footage violating 8 CCR 1505-1 Rule 8, MAY NOT, 8.6.1 Personally interrupt or disrupt the processing, verification, and counting of any ballots or any other stage of the election. 8.6.3 Touch or handle the official signature cards, ballots, mail ballot envelopes, provisional ballot envelopes, voting or counting machines, or machine components. 8.6.4 Interfere with the orderly conduct of any election process, including issuance of ballots, receiving of ballots, and voting or counting of ballots. 8.6.5 Interact with election judges except for the supervisor judge. 8.6.6 Use a mobile phone or other electronic device to make or receive a call in any polling location or other place election activities are conducted. 8.6.7 Use any electronic device to take or record pictures, video, or audio in any polling location or other place election activities are conducted.
16. Multiple complaints were submitted to the Designated Election Officer, Sarah Luetjen and Florissant Fire Protection District Chief, Erik Holt prompting the review of the closed circuit video evidence and witness statements will provide proof that candidates and poll watchers engaged in combined efforts to undermine the integrity of the election through voter intimidation, electioneering, and coordinating votes within the designated election area while reporting numbers to third parties via electronic media in violation of statutes.
17. The petitioner has consulted Florissant Fire Protection Districts legal representation, attorney, Linda Glesne, as previously stated is with GEGR Law Firm and finds a potential conflict of interest as the DEO, Sarah Luetjen, is with the same firm. However, the petition feels obligated by oath of office to abide by the Constitution of the United States, the Constitution of Colorado and the laws of Colorado, as current Florissant Fire Protection District Board President to petition the court for a stay in the election results being certified, until such time it can be determined if violations of C.R.S. election laws have occurred, criminal conduct has occurred by the defendants and the court recommends a resolution.
18. The petitioner requests the court stay the certification of election results pending determination of election integrity under C.R.S. § 1-13.5-1403

19. The petitioners request that any candidate in violation of statutes and found to have conducted electioneering in violation of statutes be removed from candidacy and ballots.
20. The petitioner requests that any candidate found in violation of statutes be referred for criminal investigation.
21. The petitioner requests any poll watchers in violation of oath and 8 CCR 1505-1 Rule 8 be referred for criminal investigation.

VERIFICATION

I declare under penalty of perjury under the law of Colorado that the foregoing is true and correct.

Executed on the 15th day of May, 2023, at Florissant, CO, Teller County.

| | | | |
|---|---|-------------|---------|
| Starla Thompson (Printed name of Petitioner/Plaintiff) |  Signature of Petitioner/Plaintiff | | |
| 30 Druid Trail 80816 Address Code | Florissant City | CO State | Zip |
| 719-651-4651 Home Phone | | | |

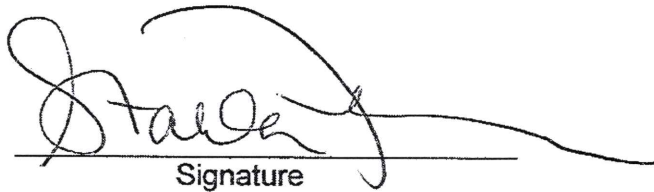
CERTIFICATE OF SERVICE

I certify that on May 15, 2023, a copy of this Petition of Complaint of Election Violations was served as follows on each of the following:

| Name | Address | Manner Served |
|--------------|-----------------------|---------------|
| Dave Groat | | Email |
| Jim Rank | Idlespurs@usa.com | Email |
| Robert Perry | Bobperry333@gmail.com | Email |

| | | |
|---------------------|----------------------------|--------------------|
| Judy Dunn | Judydunn4FFPD@gmail.com | Email |
| Paul Del Toro | pwdeltoro@gmail.com | Email |
| Allen Schultz | allendschultz@gmail.com | Email |
| Shawn McNulty | ldlespurs@usa.com | Email via Jim Rank |
| Jordan Moon | Jordanmoom82@gmail.com | Email |
| Toni Moore | toniblackwell@hotmail.com | Email |
| Mark Kohlman | petracustomhomes@gmail.com | Email |
| Laura Robledo | hbsincco@hotmail.com | Email |
| Elizabeth Pendleton | 97kiowacreek@gmail.com | Email |

*Insert one of the following: hand delivery, first-class mail, certified mail, e-service, or fax.


Signature

May 25, 2023

Florissant Fire Protection District

Re: General Legal Counsel – Florissant Fire Protection District
Engagement for Legal Services

Dear Board of Directors:

Thank you for retaining Erb Law, LLC (the “**Firm**”) to provide legal services to the Florissant Fire Protection District (the “**District**”). This letter is to summarize and confirm the terms and conditions of the Firm’s representation of the District.

1. Scope of Representation and Personnel

Our engagement will be as general legal counsel to the District, as well as those additional legal services agreed to between the District and the Firm. As general counsel, we will serve as the primary legal advisor to the District, providing legal services needed for the daily operation of the District and oversight of the District’s legal compliance requirements.

Jeffrey Erb will be the attorney primarily responsible for your matters and Glory Schmidt will be assisting with attorney matters. In addition, paralegal services will be provided by Natalie Fleming.

2. Fees and Billing

The Firm provides legal services on an hourly basis, billed in six-minute increments. The current hourly rate for Mr. Erb is \$385 per hour. The current hourly rate for Ms. Schmidt is \$285 per hour. The current hourly rate for Ms. Fleming is \$170 per hour. All rates are subject to change January 1 of each year.

In addition to our time, we may incur costs on your behalf. Costs include photocopying expenses, delivery charges, filing and recording fees, Westlaw research charges and other expenses incurred when we advance materials or funds on your behalf. Costs are billed separately from legal fees and appear on your monthly invoice. Costs are to be paid on the same terms as legal fees. We do not surcharge or mark-up costs.

We will provide you with a detailed invoice for services and costs incurred. Invoices are mailed monthly and payment is due 45 days from the date of the invoice. Past due invoices may be subject to a monthly late charge of 1.5% of the unpaid balance.

3. Communication

The Firm primarily communicates with its clients using e-mail; the sending of documents and correspondence via the United States Post Office, UPS, FedEx, courier or other similar delivery service; and telephone. When sending e-mail, we endeavor to ensure that only the intended recipient(s) receives the e-mail. However, our e-mail communication is not encrypted. Communication via e-mail is not completely secure and e-mails may pass through servers controlled by third-parties and could be accessed by unauthorized third-parties.

Although a common form of social communication, the Firm does not generally communicate with clients about client matters via text message, iMessage, or other form of instant messaging. Communications made via text, iMessage or instant messaging may not be received, and risk not being attended to in a timely manner. Accordingly, communications with the Firm should be made via one of the other identified communication methods.

Generally, communications between the client and the Firm are confidential and subject to the attorney-client privilege. This privilege is for the benefit of the client and if confidential communications are shared with third-parties by the client, that privilege may be lost.

4. Document Retention

In the course of our representation, we will maintain a file of documents produced and received in the ordinary course of practice. Not all papers and electronic data are maintained in the ordinary course of practice. For example, multiple copies or drafts of the same document, or communications containing duplicative correspondence or concerning non-substantive communications may not be retained. We generally maintain our files in electronic format, and except for certain documents required to be maintained in hard copy, will convert paper copies to electronic format and dispose of the paper copy.

It is the general policy of the Firm to retain your files in paper or electronic format for at least ten (10) years from the date our representation is complete, either by completion or resolution of the matter for which we were engaged or termination of the attorney-client relationship. In certain circumstances, such as where there is pending or threatened litigation related to the matter which is known to the Firm, we may be required to maintain your files for a longer period. Following expiration of the ten-year retention period, your file may be destroyed without notice unless you have requested the original file to be delivered to you.

5. Conflicts of Interest

We have performed an internal review for potential conflicts of interest based on information provided to us. At this time, we do not have any conflicts of interest with any current or former clients that would preclude our representation of The District. Should a conflict of interest arise, we will advise you as soon as practicable, and if the conflict cannot be resolved or waived, the Firm may be required to withdraw from representation of The District.

6. Termination

Either of us is free to terminate this agreement at any time for any reason. However, it is important to both of us that any termination is in writing to allow for a clear allocation of responsibilities. Termination of legal services will not affect The District's responsibility for

payment of legal services rendered and costs incurred before termination and incurred in connection with an orderly transition of legal services. Our efforts on your behalf may cease and we may withdraw from further representation at any time if an invoice is not timely paid.

Please countersign this letter in the space provided if you agree to these terms and return a copy to our office.

We look forward to working with you.

Sincerely,

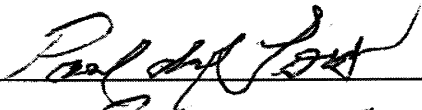
ERB LAW, LLC

A handwritten signature in black ink, appearing to read "Jeffrey E. Erb", with a stylized flourish at the end.

Jeffrey E. Erb

I have reviewed this proposal and agree to the engagement of Erb Law, LLC pursuant to the terms of representation described in this letter.

FLORISSANT FIRE PROTECTION DISTRICT



Print Name: PAUL DEL TORO

Title: PRESIDENT FFPD BOARD

Date: 5-25-23

Board responds, we will follow up.

Allen Schultz responds:

Question 1. I have some comments about the oxygen program. I think it is a noble effort and can really help somebody who has a critical need. But, had this program in its current form been presented to me as a board member, I would have voted against it. What causes an emergency need for oxygen? Power outage due to high winds, trees down, maybe heavy wet snow. These are the same conditions that cause other problems – traffic accidents etc. So when the first responders are dealing with the usual work load, now we add on additional emergency calls? These are the conditions that make it hard for responders to get around. Do you know what happened to Chief a couple Thursdays ago? He was in collision on highway 24. Out of service. I think the focus of the fire department should be educational, be prepared, think about a generator, inverter, extra oxygen tanks at your house. I think the concept is a good one. We will look at the program. Maybe people or neighbors of people could come to the station to pick up oxygen bottles. There has to be a way to make this work.

Public Responds: Ex department member. Current medical guidelines do not allow leaving oxygen equipment with a patient. What Florissant is doing is the exact opposite of what every other department is doing. (follow up phone call made 05 26 2023 to medical director for additional information made.)

Public Question #2. RE, Fire Muster accounting. Board replies that will be looked at.

Public Comment by Shane Pratt: Shane did a presentation on CERT and answered the public's question on the program. There is public interest.

Public Question: What are the particulars of the department's upcoming training seminar on June 10th. Board answers; we don't know much about it, we will look into it.

(follow up 1 on 1 conversation after the meeting reveals the person wants to know what the cost to the department is, if the ticket price will sufficiently offset that cost, and if the ticket sales are lackluster with a resulting financial impact to the district, can the event be canceled without a penalty. Board: Same answer, we'll look into it.)

[new item]

Dave Groat discusses potential committees. (Thank you Dave, for your notes.)

Possible Committees

Grant writing - this is where a real impact can be made. Grant's save us so much money. It stretches the budget and can help get equipment that we might not otherwise be able to afford.

Community planning and resource development – every neighborhood has its own issues to resolve. CME has an issue with evacuation routes. Places in Indian Creek only have one entrance/exit. Others have fire mitigation issues. We all have a problem with getting notifications about active fires. We'd like to see a member of each community, division or neighborhood on a committee to identify those kinds of problems and work together to solve them.

You need to know the available escape routes long before you're told to evacuate. You need advice on how to prepare to evacuate, again long before you need to bug out. What should you do at your house just before you leave on an evacuation? Maybe you need help moving your horses or other animals, so where can you get that help? You don't really want to be trying to figure all that out when you get the call to leave.

Wildfire Mitigation Resources – This committee will focus on helping homeowners protect their property through fire mitigation and the many ways they can make their homes more defensible against wildfires. The biggest danger to our homes and prized possessions is wildfire. We want to help people determine if their home is defensible or not. If not, what can be done? You need to know if your house is likely to survive a wildfire. We want to help with that.

Fund Raising – This group will help plan activities that help the fire station and its volunteers by raising funds that benefit the department, and providing fun activities for the community. Volunteers spend a lot of money out of pocket for things they need. We also want to do activities that will bring people to the fire station so we can show off all our cool equipment and the training that makes our firefighters so effective.

Volunteer Recruitment – This committee will focus on recruiting people who are willing to serve in some capacity. Some as firefighters or emt's, and the many other ways to serve your community by volunteering.

We also plan on providing recognition and honoring our volunteers. Our outreach program will be introducing them to the community.

Financial Planning – This committee will help with financial planning for the future, and identifying any weaknesses in the recording and expenditure processes.

Public Outreach – This is two different activities:

1 – Fire Department Status

Keeping the public informed as to what the status of the fire department is and how prepared it is to defend our homes. How many fire trucks, how many personnel, and what level of training. Including highlighting fire department staff to the public. Services offered, educational programs available. New equipment, updates on area fires, incident reports and services offered by the fire department.

2 – Education Program - We don't have any schools in our district, but we'd still like to see a school program that can take the fire department into the classroom and provide kids with information to take home. We are part of a larger community and we should be able to work with other departments to benefit all of us.

We can also do that for garden clubs, POA's, and other organizations, both at the station and wherever it's needed.

Homeowner insurance in fire country – The goal of this committee will be to look into the problem of home insurance in our area related to the risk of wildfires.

Many homeowners are not able to get insurance for their homes, due to the fire risk and type of home. This group will be reaching out to many insurance companies to get information on how homeowners can help improve their fire rating.

It will identify which companies still provide insurance in our area, and setup a symposium to bring insurance companies here to answer questions, and hopefully offer coverage.

Public Comment:

Audit committee must be created. Board confirmed audit is a priority and grant committee is in the works, and insurance will be added onto the "to do" list.

[new item]

The creation of a disciplinary committee was discussed. Headed by Bob Perry because of his background in the military. The person taking disciplinary action would not sit on the committee. They would be considered a witness. Cases would include past, present, and future disciplinary actions taken.

Public Comment:

A previously terminated fire core member asked if she would be eligible for this process. The board answered yes.

"One man should not be able to fire a whole department."

[new item]

Paul motions to make Vicky Collings Assistant Treasurer.

Public input:

Applause.

Vicky stipulates she works for the board and not the Chief. Board acknowledges this is the case. Vicky accepts.

Jim McGovern asks to be on the audit committee. Allen noted for future board action.

Paul Motions that Vicky is made assistant treasurer.

seconded, voted:

| | |
|---------------|-------------------------|
| Judy Dunn | Absent: Excused Medical |
| Bob Perry | Absent: Excused Medical |
| Dave Groat | Aye |
| Paul Del Toro | Aye |
| Allen Schultz | Aye |

Motion Passes.

[new item]

Dave discusses plans for work sessions.

These sessions are needed due to the lack of transitional material from the previous board. We are literally having to start from scratch and figure out what we need to do. The work sessions are open as to an agenda because we have two board members out for medical reasons and due to Pauls still working, we won't know how many board members will be able to attend, and therefore don't know how much we can discuss or act on. Example: If Allen and Dave are the only board members present, we can review and discuss the bylaws but can't take any action. That topic would be tabled to the next meeting. Allen suggested we could put together a list of agenda items and prioritize them, and make changes to the following meetings as we go. Dave: We just have so much to do and still do not have access to any files, records or really much of anything.

Public Input:

Why the library? Board answer: The audio recording system at the station. Issue will be worked.

Suggestion that the Pikes Peak Community Building in Divide could be used as an alternate meeting place.

Public raised the issue of the oxygen program. What is the status? Public cannot get info from the Chief. Board will ask for answers.

Public raised issue of multiple slash piles left in Indian Creek on Trail Creek Road. Dave Grote answered that those were left by the Forest Service. He explained they don't burn without snow on the ground. Dave said the Forest Service has chippers. Board will ask for answers.

Public wants the chipping program reactivated. Board will check with the Chief.

Public wants answers on the upcoming seminar. What did it cost the district. Where do the funds go. Board will ask for answers.

[new item]

Allen hands Paul the completed, un-approved minutes from 05 24 2023. Paul said he had read them and approved, Dave read them and approved. Paul made motion to accept minutes. Allen, Dave, and Paul signed the minutes as approved. Allen offered the minutes to the public for examination. No takers.

Any last comments from the public? No.

Paul made motion to adjourn at 7:55 PM. Seconded, voted, passed.

[after meeting]

Sign in sheets collected.

Public turned in one form with a requested action: chipping.

Meeting Minutes Approved By:

Date:

President Paul Del Toro

Vice President Judy Dunn

Treasurer Bob Perry

Secretary Dave Groat

Asst Secretary Allen Schultz

Meeting minutes prepared by Allen Schultz 05 26 2023