



## FLORISSANT FIRE PROTECTION DISTRICT

### Board of Directors Special Meeting

2606 W Hwy 24, Florissant, CO 80816  
and  
Zoom Meeting

March 16, 2023

### MINUTES OF THE BUDGET AMENDMENT HEARING

*MEETING OFFICAL RECORDING OF RECORD (closed caption on):*

[https://zoom.us/rec/share/9AY2uk-qezCMZ-SOutbVtkgsBCFO65Gfm\\_YfYyPskK5C8IPssn8VC0APO6Kkgvc7.x8v7prWLO-qE6huS](https://zoom.us/rec/share/9AY2uk-qezCMZ-SOutbVtkgsBCFO65Gfm_YfYyPskK5C8IPssn8VC0APO6Kkgvc7.x8v7prWLO-qE6huS)

*Passcode: 4\*.Y03wS*

- 1. Call to Order at 1703 hours**
- 2. Pledge of Allegiance**
- 3. Roll Call**

*Board Members:*

President, Starla Thompson  
Vice President, Justin Snare  
Secretary, Amanda Sutton  
Board members absent : n/a

*Others in Attendance:*

Chief Erik Holt

- 4. Public Comment**

Public comment provided by three electors of the district present in person and on Zoom

- 5. Discussion: 2022 Budget Amendment**

- Reference doc of DRAFT 2022 budget amendment document posted on the District website here: [https://img1.wsimg.com/blobby/go/b55e9e82-5fc2-45fe-b448-40dca95dc85d/downloads/2022%20EOY%20budget\\_BudAmendHearing\\_webpost.pdf?ver=1679334503602](https://img1.wsimg.com/blobby/go/b55e9e82-5fc2-45fe-b448-40dca95dc85d/downloads/2022%20EOY%20budget_BudAmendHearing_webpost.pdf?ver=1679334503602)

- b. Overview of process provided to public; financials in a good state as of year-end, no audit needed as the District is exempt this year, and no specific deadline to amend the 2022 budget
- c. Reminder that the budget hearing process and public input/objections is reserved for taxpayers/electors of the Florissant Fire Protection District
- d. Discussion regarding some confusion in line items that items that appear to be blank in budget and also have a subsequent debit/credit, by line do not show a percentage over/under budget. Clarified the summary total categories reflect percentage and totals accurately; Chief Holt explained some of the confusion may also be cleaning up and recategorizing categories and retiring/creation of line items and moving in/out of categories; District and Chief acknowledged this could be clearer in the future
- e. Discussion regarding some confusion between accrual based and cash-based budgets and budget comparisons.
- f. Suggestion and discussion to separate out capital outlay from operational; Chief, district admin and CPA are working together to define and create policies on this.
- g. Discussed strategies for budgeting next year that may put us in a better position to decrease likelihood of budget amendments in the future; although not uncommon to amend
- h. District prioritizing creating additional policies and procedures.
- i. Pending clarification on final budget amendment amount from Tori and sending to Legal for final review, board agreed to move forward with budget amendment; final paperwork will be submitted and approved by the State and District will then post final amended 2022 budget on District website.

***MOTION: Secretary Sutton motion to amend the 2022 budget pending clarification and confirmation of final total numbers with Tori (our CPA), President Thompson-Second, All in favor-Unanimous; Vote Passes***

## **6. Motion to Adjourn**

***MOTION: Secretary Sutton motion to adjourn meeting, Vice President Snare-Second, All in favor-Unanimous; Vote passes***

**Meeting adjourned at 1753 hours**

## APPROVAL

On this day, March 22, 2023, we attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Florissant Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

President, Starla Thompson  
Vice President, Justin Snare  
Secretary, Amanda Sutton