



**MINUTES**  
**FLORISSANT FIRE PROTECTION DISTRICT**  
**BOARD MEETING**  
**Wednesday, September 16, 2026**  
**6:00 PM – Regular Board Meeting**  
**2606 US Highway 24, Florissant, CO 80816**

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1. Call to Order at 6:05pm by Board President Jim McGovern.
    - Pledge of Allegiance – Completed.
    - Roll Call of Board Members: Present were Jim McGovern, LeAnne Spicer, Rich Krochta; virtual on-line Mark Harter.
  2. Approval of Meeting Minutes
    - A motion was made to approve the July Monthly Board Meeting Minutes (8/19/2026) by Rich Krochta, second by LeAnne Spicer, Board vote approved 4-0.
  3. Public Comment: None
  4. Chief's Report (August 2026)
    - 46 FFPD calls in August (25 EMS, 8 Fire, 13 Other), logged 375 volunteer hours, 120 training hours (4 training nights).
    - FFPD emergency response call volume continues at record pace with 470 calls to date (total calls in 2025 were 518), on pace for 700 calls in 2026.
    - Grants and Donations: Chief Moon received a grant of nearly \$40,000 for new skid unit. Waiting for DOLA grants to open up. Plan to apply for \$500,000 for fire station.
    - FFPD Risk Reduction & Mitigation (Jan Franke): September 14-18 was another successful Pine Needle/Pine Cone drop off at FFPD with 2 full-size dumpsters filled. Teller County is budgeting to buy a second slash chipper in 2027 due to high demand within subdivisions (this is great news for mitigation). Chief Buchan is working with Teller County Board of County Commissioners (BOCC) on the Pine Beetle Task Force to remove dead Ponderosa trees in 2027.
    - Training opportunities: FFPD is hosting EMR class at Station 51 this fall. Divide is hosting EMT class. Winter Fire School applications are now open.

- Community events: FFPD hosted Lifeline Screening Prevention on August 27 with a good turn-out of community residents. FFPD hosted the CME POA on August 8 with 85 people attending; Chief Buchan briefly spoke about FFPD progress and needs.
- FFPD Fire Corps: Fire Corps sold burritos on MDA Day (Labor Day, Sept 7) and made \$405. Sept 11-12 was a successful FFPD Flea Market (10-4pm), raised \$1,484 for FFPD. Fire Corps is planning for an exciting FFPD Open House on Oct 3 with BBQ, 100 pumpkins for kids, information tables. Teller County Senior Coalitions is hosting a Chili Cook-off in Divide on October 16 (11:30am-1:30pm), go vote for your favorite FFPD chili among the other entrants. A huge Thank You to Fire Corps volunteers and Terri Churchill for all they do for FFPD and our local community.
- FFPD had numerous wildfire deployments in August to Oklahoma and Texas (40+ days) has had 29 deployments so far in 2026. These deployments provide essential firefighting services to save communities, provides FFPD wildland fire-fighters with real-world training opportunities, and generates deployment revenue to FFPD, with 100% home district coverage as a priority.
- FFPD has 35 operations volunteers, 29 Fire Corps, 11 Wildland Fire Crew, total staffing is 75 people.

## 5. Old Business

- Discussion and appointment of FFPD Board Director. FFPD received one application for the open Board position formerly held by Director Paul del Toro, from Ms. Debbie Blanc. Debbie was previously on the FFPD Board as Secretary from May-Dec 2025 until resigning for personal reasons. Debbie desires to re-join the FFPD Board. The Board reviewed and discussed her application and found it favorable with good experience, background and skill sets. Motion by LeAnne Spicer to appoint Ms. Debbie Blanc to the FFPD Board effective immediately, second by Rich Krochta, motion passed with Board vote approved 4-0. FFPD Board President presented the FFPD Board Oath to Ms. Blanc, which she accepted. Ms. Blanc will be on-boarded to FFPD with normal Board documentation. The Board will discuss specific Board positions, possibly adjust current roles, and assign responsibilities to Debbie in the near term.
- Open and approve bids for Tender 51. Background – Tender 51 (1997) is 27 years old and has major repair issues (needing \$55,000 immediate critical repairs to be road worthy). Chief Buchan requested and the Board approved at the 8/19 meeting to surplus Tender 51 with offer for sale to the public, beginning bid \$3,500. Some equipment will be scrapped off Tender 51 before sale (radios, hoses, etc). FFPD received one bid for Tender 51 of \$7,410 Aaron Lewis, an experienced firefighter.

Motion by Rich Krochta to sell Tender 51 to Aaron Lewis for \$7,410, second by LeAnne Spicer. Board approval vote 5-0. Aaron Lewis was on the Board meeting virtually and expressed his appreciation of the transaction.

- Special District Association (SDA) – Annual Conference. Board Director Mark Harter is at the Annual 2026 SDA Conference, Sept 15-17. FFPD is a member of Colorado SDA, which covers over 3,000 special districts. This annual conference is a very informative event in which 1,200+ SDA members convene to collaborate during 40+ sessions. Networking has been highly beneficial at this event with other FPDs, Water Districts, Fire Station architects and builders, and lessons learned from other SDAs on grants. Mark Harter will draft a Conference Report and provide it to the FFPD Board at the October Board meeting for everyone's awareness.
- Discuss and decide on FFPD Fall Newsletter. This newsletter purpose is to inform and educate the FFPD taxpayers on the *Florissant First!* ballot initiative in November. Jim McGovern discussed with legal counsel on limitations of Board input; FFPD can put out an informational newsletter as long as it includes pros and cons of the ballot initiative. Estimated newsletter cost would be more than the previous Spring Newsletter (\$1,900) because it will include a larger mailing list for out-of-district property owners. The Treasurer expressed concern because this Newsletter is not budgeted. The newsletters are typically limited to those who live in the FFPD (need non-resident mailing list from Assessor site). District Administrator Vicky Collings checked on TC policy to use the district Property Owners list for a newsletter, which is allowed, but can't use the Voters list. The final Fall Newsletter will need to be reviewed by our legal counsel to ensure appropriate content is covered. Motion by Mark Harter to draft a 2-page newsletter to inform the District of the *Florissant First!* ballot initiative, second by Rich Krochta, motion passes 4-1 (LeAnne Spicer opposed). Mark Harter will draft a 2-page (double side) flyer and forward to Board for consideration.

## 6. New Business

- Discuss Impact Fee Study. BBC Research & Consultation completed an Impact Fee Study for FFPD this summer. Their report presents the analysis underlying the calculation of proportional development impact fees for FFPD. Many fire districts in Colorado impose development impact fees to offset the financial cost of expanding infrastructure to maintain service standards as development occurs. Colorado statute and a series of United States Supreme Court decisions dictate how districts can devise, impose, and spend impact fees. Based on those

requirements, BBC provided recommendations to FFPD ensure new development pays its proportional share of capital expansion expenses that impact FFPD services and operations. BBC calculated the maximum allowable development fees, categorized into residential and non-residential properties. The Board is considering the main BBC report recommendations:

- FFPD should provide the development community with a minimum of three months' notice prior to implementing the impact fee schedule. This advance notice ensures developers have sufficient time to adjust project budgets and timelines.
- FFPD should maintain its impact fee fund in an interest-bearing account that is separate and apart from its general fund. All fees collected in accordance with the impact fee schedule should be deposited and accounted for as required by C.R.S. 32-1-1002(1)(d.5) and C.R.S. 29-1-801, et seq.
- FFPD should adhere to a written policy governing expenditure of monies from its impact fee fund. Withdrawals from the impact fee fund should only be used to pay for growth-related capital facilities with a service life of five or more years. All proceeds should be in conformance with C.R.S. 32-1-1002(1)(d.5)
- BBC is requesting FFPD feedback on the opening narrative which describes the FFPD mission and Florissant community.

## 7. Board Reports

- **Florissant First! Report.** Chief Buchan and Mark Harter met with the Teller County Planning Director, Colton Berck and staff, to inform TC about the possible new fire station, and request information from TC on building requirements and expectations. Dan Swallow, the TC Community Development Dept Director, said the new fire station needs to be built by a licensed contractor. FFPD workers may be able to assist in construction if the licensed contractor provides workman's insurance for FFPD personnel. The Teller County Land Use Regulation (LUR) requires "location and extent" application to include existing Station 51 site and proposed new site, with a narrative explaining the land use. FFPD needs to confirm with C/S Utilities if the 30" water line running through FFPD property has a 30' or 60' easement. FFPD stated that FWSD might use dirt from FFPD landscaping. Once the project planning starts, TC Planning Department will contact CDOT for highway coordination.

FFPD District Administrator Vicki Collings is drafting the "Pro Statement" for the November General Election ballot initiative "6C". She will send to the Board for review this week, then provide final version to TC Clerk & Recorder Stephanie Kees.

Signage – check with Jan Franke & Walgreens. Inside Board, each Board member gets \$50 to campaign signage. Outside the Board, citizens and businesses can sponsor additional signage.

- Secretary's Report. Drafted, completed and posted FFPD Board Meeting agenda (Sept 16). Drafted and completed FFPD Board Meeting Minutes for Aug 19. There are no open CORA requests.
- Treasurer's Report. FFPD financials remain on track and in good shape relative to the CY2026 budget. \$973,366.80 in total bank accounts. Accounts receivable is \$514,535.70 (deployment revenue from DFPC). Accounts payable is \$104,201.70. Full Treasurer's Report is available upon request.
- Committee Reports (Budget, Technology, Water Resources, Policy, Capital Campaign)
  - Budget: the CY27 budget committee met on Monday Aug 24 (LeAnne Spicer, Chief Buchan, Jim McGovern, Karen Masterson, Vicky Collings). There will be 2 draft budget proposals (one with mill levy increase, the other without mill levy increase) submitted to Board by Oct 15.
  - Technology: Corresponding with Phoenix Technology Group for possible IT service and support to FFPD. Vicky Collings is FFPD lead for this.
  - Water Resources: \$200K Fire Hydrant Grant: Communicated with FY27 CDS staff (Senators Hickenlooper & Bennet) for status on funding, they said with the current Federal Govt Continuing Resolution until Dec 14, new money can't be appropriated for any CDS grants. Hopefully early CY 2027 we will get appropriations approval. There was an initial kick-off meeting with Colorado School of Mines on Sept 10 for the Capstone fire hydrant design project. They introduced their team, initial milestones (PDR Dec 2026; FDR May 2027), and made 4 requests to FWSD for information.
  - Policy: Chief Buchan and Vicky Collings are drafting a new FFPD Roles and Responsibilities policy for each member of FFPD.
  - Capital Campaign: the initial goals of the Capital Campaign have been met with the implementation of the Capital Fund and new policy.

Possible October topics: Impact Fee discussion & decision.

8. Adjournment at 8:11pm. Motion to adjourn by LeAnne Spicer, second by Jim McGovern, Board vote approved 5-0.