

**TALLAHASSEE FIRE PROTECTION DISTRICT
P.O. Box 510
Canon City, Colorado 81215**

**AGENDA FOR INITIAL MEETING OF THE ELECTED BOARD OF DIRECTORS
December 21, 2016**

CALL TO ORDER AND ROLL CALL

APPOINTMENT OF SECRETARY

APPOINTMENT TO FILL BOARD VACANCY

APPOINTMENT OF BOARD ACCOUNTANT

ASSIGNMENT OF OFFICER POSITIONS TO BOARD MEMBERS

- President/Vice President/Assistant Secretary/Treasurer/Assistant Treasurer

AUTHORIZATION FOR NECESSARY EXPENDITURES

- Special District Association - status
- Bonding and Insurance - status
- Establishment of EIN account - status
- Establishment of SUTA account - status
- Notary Fees and Costs
- Property Title Fees
- Accounting and Bookkeeping Fees and Costs
- Issuance and posting of Transparency Notice and Other Required Documents

AUTHORIZATION TO ESTABLISH ACCOUNTS

- Bank Accounts
- Credit Card Accounts
- Lines of Credit
- Initial Rules for Issuing Checks and Authorizing Expenditures

AUTHORIZATION TO SUBSTITUTE AS CONTRACTING AUTHORITY FOR TVFD CONTRACTS AND GRANTS – AUTHORIZATION OF SIGNING AUTHORITIES FOR SPECIAL DISTRICT

ACCEPTANCE OF TITLE

- TVFD Vehicles
- TVFD Real Property
- TVFD Other Property

APPOINTMENT OF FIRE CHIEF FOR THE SPECIAL DISTRICT

ADOPTION OF 2017 BUDGET

ESTABLISHMENT OF FUTURE MEETINGS AND TIMES

PUBLIC INPUT AND OTHER BUSINESS

ADJOURNMENT