



LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

REGULAR BOARD OF DIRECTORS MEETING MINUTES

February 8, 2024

Present

Rodger Greer, President
David Vance, Secretary
Ed Chambers, Treasurer
Cynthia Applegate, Board Member
Wayne Moore, Board Member
Tim McCawley, Fire Chief
Charles Walden, Division Chief
Frances Esty, LFPD Accountant
Patti Nygaard, Admin. Manager

1. **MEETING CALL TO ORDER**
 - The meeting was called to order at 6:55 pm.
2. **PUBLIC COMMENT**
 - None
3. **AGENDA ADDITIONS/DELETIONS**
 - None
3. **CONSENT AGENDA**
 - Jan. 8, 2024, Regular Meeting Minutes

Ms. Applegate motioned to approve the Jan. 8, 2024, regular meeting minutes and Mr. Moore seconded. All were in favor and the motion carried.

Financial Report

- Mr. Chambers gave the financial report from the treasurer's report and profit and loss summary.
 - a. January showed a reduction in the General Fund. January expenses were \$352,000 and income was \$60,000 with capital expenses at \$233,000.
 - b. Expenses are at 7% and the goal is 8%, we are under budget.
 - c. Transfer 2.3 million from General Fund to Capital Fund.

Mr. Vance motioned to approve the financial report and Mr. Moore seconded. All were in favor and the motion carried.

4. **BOARD DISCUSSION/ACTION ITEMS**
 - Audit Engagement Letter from Schilling & Company, Inc.
 - a. Ms. Esty stated to look at page 5 for the fee, which is \$10,000, it went up \$500 from last year.

Ms. Applegate motioned to approve the Audit Engagement Letter from Schilling & Company, Inc. Mr. Chambers seconded. All were in favor and the motion carried.

5. CHIEF REPORT

- a. Union Report – Mike Pelka
 - New secretary/treasurer is Chris Henninger.
 - New member is Jeff Hahn and we currently have 12 members.
 - Nic Dudik has a baby boy, Craig.
 - Help with the three-paramedic position hirings.
 - Coordinator positions.
 - Quarterly meetings with Chief McCawley.
 - b. Coordinator Positions – all applications are in.
 - c. Paramedic Hire – Jeff Hahn
 - d. Announce Hire of 3 Additional Paramedics
 - e. HR – Purchase of Lexipol to help with policies.
 - g. Updating job descriptions for staff.
 - h. New brush truck.
 - i. Tender search.
 - j. New apparatus - consistent color scheme, logo, lettering.
 - k. Permit process more inviting and efficient.
 - l. Station lighting for security for all 3 stations, improve lighting around the whole building plus convert all can lights to LED.
 - m. Interior painting is done. Station 164 exterior painting is done. All 3 stations will have cameras.
 - n. Station 164 – garage door failure. Garage door safety features are getting fixed at station 161. All 3 stations are getting assessed and quotes.
 - o. Wildland PILT money from Douglas County – received \$3,000. Commissioner Thomas stated sue Board of Equalization and stated Chief McCawley will get involved. Chief McCawley offered to have a conversation with her.
 - p. Working on “Mission, Vision, Values” – would like Board to be involved in that.
 - q. Meeting with Vectra Bank representatives – Business account to a Corporate account.
 - r. Website changes.
 - s. Chief Walden – New Brush Truck cost \$195,000.
 - t. Chief Walden – Change oxygen vendor which has huge savings.
 - u. Chief Walden – Awards ceremony.
 - v. Chief Walden – Coordinator positions – the Local was great help.
 - w. Chief McCawley – purchased Canva subscription.
 - x. Wayne Moore (Board Member) – LVFA meeting stated that the desire to have a scholarship program aimed towards volunteers for early career development.
 - y. Ed Chambers (Board Member) – LVFA is looking for more members.
 - z. Wayne Moore (Board Member) – Chief McCawley 3-month evaluation take place in March.
- Mr. Greer talked about having the survey implemented on some type of regular basis.
 - Chief McCawley stated executive summary time frames.
 - Chief McCawley under contract for house in Monument.
 - Chief McCawley stated completed his LPAT.

6. **PUBLIC COMMENT**

None

7. **EXECUTIVE SESSION**

None

8. **ADJOURNMENT**

Motion to adjourn the regular session by Mr. Moore at 7:45 pm. Mr. Chambers seconded. All were in favor and the motion carried.