



# LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

## REGULAR BOARD OF DIRECTORS MEETING MINUTES

January 8, 2024

### Present

Rodger Greer, President  
David Vance, Secretary  
Ed Chambers, Treasurer  
Cynthia Applegate, Board Member (virtually)  
Wayne Moore, Board Member  
Tim McCawley, Fire Chief (virtually)  
Charles Walden, Division Chief  
Frances Esty, LFPD Accountant (Not Present)  
Patti Nygaard, Admin. Manager

### 1. **MEETING CALL TO ORDER**

- The meeting was called to order at 6:04 pm.

### 2. **PUBLIC COMMENT**

- None

### 3. **AGENDA ADDITIONS/DELETIONS**

- Financial Report

### 3. **CONSENT AGENDA**

- Dec. 14, 2023, Regular Meeting Minutes
- Correction to minutes, Mr. Greer representing Douglas County Fire Chiefs and not Douglas County when spoke to Colorado Board of Equalization.

Mr. Chambers motioned to approve the Dec. 14, 2023, regular meeting minutes and Mr. Vance 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. Still waiting for some 2023 invoices.

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

### 4. **BOARD DISCUSSION/ACTION ITEMS**

- Budget Hearing, Mr. Greer asked everyone to look over the 2024 proposed budget.
  - Mr. Chambers noted a change in the budget for the treasurer's fees.
  - Mr. Moore noted to insert what the residential assessment rate percentage is.
  - Mrs. Applegate stated that the social security amount had been higher than previous years. Mr. Chambers stated it was because of the high number of part-time firefighters.
  - Mrs. Applegate stated that overtime pay is still high in the budget. Chief Walden stated overtime will still be paid until individuals get hired which takes time.
  - Mr. Greer stated that there is a large raise every two years.

- Mrs. Applegate stated that the part-time salaries will be decreasing.
- Mr. Moore asked why employee assistance/peer support budget went up so much? Chief Walden stated that the programs are geared toward individuals and families.
- Mr. Greer asked where the coordinator position money came from. Chief Walden stated that they are showing up in the wages.
- Mr. Moore asked if the volunteers are covered in the disability insurance and Chief Walden stated the volunteers are covered.
- Mr. Chambers asked if the ending balances of 2023 should be estimated or final numbers. Chief Walden explained that 2023 invoices still are outstanding and need to be paid so it needs to stay as estimated.
- Mr. Greer asked where in the budget does the wildland reimbursement recovery show. Chief Walden states that the recovery is 2022 funds and will go into the savings account.

Mr. Chambers motioned to approve the 2024 budget. Mr. Vance seconded. All were in favor and the motion carried.

b. Resolution 2024-001 Designate Location to Post Notice of Regular Meetings

Mr. Vance motioned to approve Resolution 2024-001, Designate Location to Post Notice of Regular meetings. Mr. Moore seconded. All were in favor and the motion carried.

c. Transparency Notice – all Board Members have looked at and approved.

d. Budget Line-Item Allocations

- Mr. Chambers wants a line item for the Town of Larkspur when fuel is invoiced and paid to differentiate the fuel that is for the department verse the Town of Larkspur.
- Mr. Chambers wants a line item for Vectra bank credit card rewards.

Mr. Moore motioned to approve the proposed line-item additions. Mr. Vance seconded. All were in favor and the motion carried.

**5. CHIEF REPORT**

a. Union Report – Mike Pelka

- Goals for 2024 – start own fundraiser.

b. Annual Report

- Look at better statistical software which First Due is not accomplishing.

c. Training Hours for 2023

d. Fire Marshal Items for 2023 – permits, fire mitigation surveys, inspections, investigations.

e. Chief Walden

- Alarm installation for 164, 161 & 162
- Painting is done at Station 162
- 2 Pickup trucks have been purchased and toppers have been ordered
- Life Pak 15 has arrived
- AED for Station 161 has arrived
- PPE dryer has arrived
- Garage door safety features – getting estimates
- Concrete pad at Station 161 and inside of bay area – estimate at \$139,000

- g. Chief McCawley – HR Company – Lexipol is a company that does policies for Fire
- h. Chief Walden – reduction in grants being available
- i. Chief McCawley – working through the process for the coordinator positions
- j. Chief Walden – waiting on report for the possible paramedic hire

6. **PUBLIC COMMENT**

None

7. **EXECUTIVE SESSION**

None

8. **ADJOURNMENT**

Motion to adjourn the regular session by Mr. Vance at 7:00 pm. Mr. Chambers seconded. All were in favor and the motion carried.