



LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

REGULAR BOARD OF DIRECTORS MEETING MINUTES

April 11, 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 6:01 pm.
2. **PUBLIC COMMENT**
 - None
3. **AGENDA ADDITIONS/DELETIONS**
 - None
4. **CONSENT AGENDA**
 - Mar. 14, 2024, Regular Meeting Minutes

Mr. Vance motioned to approve the March 14, 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. ColoTrust General Account is \$1,940,345.
 - b. Income Summary at 29%.
 - c. Expenses are at 20% and the goal is 25%, we are under budget.
 - d. Available funds \$4,446,000.

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

4. **BOARD DISCUSSION/ACTION ITEMS**
 - Chief McCawley spoke about the Part Time Firefighter salaries still being paid until individuals move to positions within other departments and Full Time positions are filled.
 - CORE Electric Resolution
 - a. Mr. Moore scheduled a meeting on April 16, 2024, with CORE Electric.
 - b. CORE Electric Resolution 2024-003 to be signed.

- Board of Directors to agree on a Quarterly Pay Schedule for Board of Directors, either 15th or last day of month on a quarterly basis plus if want to sign up for direct deposit.

Ms. Applegate motioned that the Board of Directors pay schedule will be on the last day of the month on a quarterly basis and Mr. Vance seconded. All were in favor and the motion carried.

5. CHIEF REPORT

- a. Union Report – Julius Doelle
 - Spray Days – End of May
 - MDA (Muscular Dystrophy Association) Boot Camp – 2 individuals going.
 - Honor Guard/Pipes & Drums developed – early stages.
- b. Paramedic Hiring – 4 candidates tested, and 2 candidates made it through the interview process.
- c. Volunteer Coordinator Position – assigned two candidates for the position, Mr. Smedra and Mr. Lawrenz.
- d. Documentation software – still in the process.
- e. Mission, Vision & Values – survey out to the department.
- f. Policies & Procedures – Chief McCawley and Chief Walden working on this.
- g. Wildland UTV (Utility Terrain Vehicle) is here and looking at a flatbed for this unit. The current trailer that we purchased will not work since the second UTV is taller than anticipated with lift kit purchased. New trailer being built to specifications.
- h. Badge Pinning Ceremony with new badges on April 24 at 6:00pm. Asked Mr. Greer to be present to swear in everyone in and as legal authority for the Fire Investigators.
- i. Renaissance Festival – Chief McCawley asked the board if he can pick up a Paramedic shift and the Board of Directors has okayed.
- j. Wildland Season – wildland classes coming up.
- k. Firewise Meetings – attended Perry Park and Valley Park-Annual HOA meeting.
- l. Capital Projects – Chief Walden to have lunch with Mr. Chambers and Mr. Greer to discuss over funds/under funds and parameters.
 - Trim lights are going up on Station 161.
 - Station 161 needs to be painted, looking at bids.
 - Discussion of when get new medic.
 - PPE (Personal Protective Equipment) – bids, lease to purchase options to discuss.
 - SCBAs (Self Contained Breathing Apparatus) are due on 06-06-24.
 - Capt. Campagnola speaks about the selling of the tender and brush truck. 1 bid for the tender and 2 bids for the brush truck. Board of Directors agrees that Chief McCawley can make the administrative decision to sell the tender and brush truck to the best bid.
- m. Presentation of Chief Award to Mr. Greer.
- n. Mr. Moore spoke to developing a large-scale incident plan, Chief McCawley is reaching out to individuals and will be worked on.
- o. Chief Walden – closed out a grant for the battery powered lawn tools and will get reimbursed. Working on a “Safer” (Staffing and Firefighter Retention) grant which is based on our economic need.
- p. Mr. Vance, Board Secretary announced that he is stepping down after next month.
 - Chief McCawley states that there is a requirement for “Call of Nomination” and follow procedures.

- Chief McCawley lets the board members know that in Sept., the Special District Association conference will be held in Keystone.

q. Chief McCawley passed out the 2023 Annual Report for everyone to look at and will be posted to the website after corrections.

6. **PUBLIC COMMENT**

- Ken Walker asked if Douglas County does any reimbursement for fire mitigation and Capt. Campagnola said he would e-mail Mr. Walker contact information from the county.

7. **EXECUTIVE SESSION**

None

8. **ADJOURNMENT**

Motion to adjourn the regular session by Ms. Applegate at 7:02 pm. Mr. Moore seconded. All were in favor and the motion carried.