



LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

REGULAR BOARD OF DIRECTORS MEETING MINUTES

July 10, 2025

Present

Rodger Greer, President
Ed Chambers, Treasurer
Wayne Moore, Secretary
Jim Godley, Board Member
Aaron Mathewson, Board Member
Tim McCawley, Fire Chief
Charles Walden, Deputy Chief

Frances Esty, LFPD Accountant - Excused
Patti Nygaard, Admin. Manager

1. **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**

a. The meeting was called to order at 6:01 pm.

2. **PUBLIC COMMENT (limit 3 min. pp/limit 30 min. total)**

None

3. **AGENDA ADDITIONS/DELETIONS**

None

4. **APPROVAL OF BOARD MEETING MINUTES**

a. June 12, 2025, Regular Meeting Minutes

Mr. Godley motioned to approve the June 12, 2025, regular meeting minutes and Mr. Moore seconded. All were in favor and the motion carried.

5. **FINANCIAL REPORT**

a. Mr. Chambers gave the financial report from the treasurer's report, profit and loss summary and detail report.

i. June transferred \$500,000.00 from ColoTrust General Fund to Community Banks.

ii. ColoTrust Total Funds Available = \$2,923,118.00

Restricted Funds = \$1,427,203.00

Total Income for June = \$254,205.00

Total Expenses for June = \$324,133.00

iii. Income Summary at 68% year to date.

iv. Exceeded budget in 31 of 81-line items.

vi. Capital Fund spent \$46,800.00.00 on down payment of a capital lease.

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

6. **UNFINISHED BUSINESS**

a. Update Bylaws.

i. Chief McCawley stated that after all the bylaws revisions and then sending them to our lawyer for review, Chief McCawley asked our law office for bylaws template since there were so many updates and items we needed to follow for Colorado law.

b. Change Board Meeting Day of Week for Monthly Meetings.

- i. Mr. Godley suggested moving Larkspur Fire Protection District board meeting to the second Wednesday of the month at 6:00pm. Chief McCawley stated to understand that other meetings in the district do not pay staff to be present at their community meetings and Larkspur Fire does pay our staff to be at our board meetings. Mr. Mathewson asked the staff if there were any conflicts to changing the meeting day to Wednesday and everyone stated it would work. Mr. Greer asked if the meeting time of 6:00pm still worked for everyone. Chief McCawley stated it would work best to keep it in the evening for the public to attend.

Mr. Godley motioned to change our regular monthly meeting to the second Wednesday of the month at 6:00pm and when necessary, we move it to accommodate other conflicts, and Mr. Chambers seconded. All were in favor and the motion carried.

c. Ambulance Lease to Purchase Resolution.

- i. Chief McCawley stated that we got approved to put all three (3) ambulances which got us down another quarter of a percent on the lease. The leasing company stated that we can also put the three (3) prams on the lease because they do have serial numbers on them. Payments of \$250,000 per year for the next five (5) years at a total of \$1.12 million dollars. We did not want to lose the EMTS Grant, so we wrote the check for \$337,000 for the ambulance. We will receive from the state grant \$113,000 for the ambulance purchase which will go to the lease as the down payment.

Mr. Godley motioned to approve Resolution 2025-004 Authorization of Lease Purchase Finance of Three Ambulances and Patient Stretchers and Mr. Moore seconded. All were in favor and the motion carried.

7. **NEW BUSINESS**

a. Audit Extension

- i. Ms. Esty stated that the auditor was not ready to present at this meeting and could either present the audit remotely in August or come in person for the September meeting. The Board stated they would like the auditor to come in person on Wednesday, September 10.

Mr. Moore motioned that a request for the audit extension be filed with the state per Dawn Schilling, Schilling & Company, LLC. and Mr. Godley seconded. All were in favor and the the motion carried.

8. **REPORTS**

a. Union Report

- i. Chief McCawley stated that he was told by Julius Doelle that there are three new union members.
- ii. Chief McCawley stated that he would like to start a discussion about a collective bargaining agreement with the union if the board agrees.

b. Chief McCawley Report

- i. Chief McCawley stated that there was only a 40% Fire Academy pass rate on the Hazardous Materials Operations state fire test and is seeking different options to teach so everyone passes this test.
- ii. Chief McCawley let everyone know that Fire Academy graduation is July 25 at 6:00pm at Larkspur Elementary.
- iii. Call volume at 521 and averaging three calls per day.
- iv. Strategic Plan – Chief McCawley stated committee is meeting on a regular basis and survey should be coming out shortly. Mr. Moore stated that the committee should be having station and fire district tour. The accumulation of all the strategic planning meetings are geared towards the 2026 financial planning and a format for accreditation for a strategic plan.
- v. Chief McCawley gave the update on the landscaping/xeriscaping project at Station 161. The project costs \$25,000-\$35,000.
- vi. Chief McCawley spoke with Mayor West regarding the paperwork showing the final drawing of the land north of Station 161 of where the actual split will be between the fire department land and the Town of Larkspur land.
- vii. Chief McCawley spoke about Station 162 roof regarding the leak and possible mold abatement and getting bids. There has been an issue with Station 162 air conditioning because of the extreme heat plus that air conditioning system is 21 years old. There has been a couple of issues with Station 161 air conditioning, and it is 23 years old.
- viii. Mr. Greer asked about the National Fire Academy since it did open back up and Chief McCawley stated that Paramedic Fuller will be attending September for leadership and command.
- ix. Mr. Greer asked if anyone was going on any Wildland deployments. Battalion Chief Campagnola stated that it will depend on staffing and what is best for the district.
- x. Mr. Mathewson asked about preplans for any disasters because of the train tracks coming through Larkspur. Chief McCawley stated that he wants us to be prepared and sending people to Hazardous Materials Technician classes to have at least one technician on each shift.
- xi. Mr. Chambers asked if there was any news regarding the camping on the open space. Chief Walden stated that he heard that the county was awaiting the results of the survey.
- xii. Chief McCawley spoke to contacts that could do a drone presentation for us.
- xiii. Chief McCawley stated that we have \$1,100 in donations to fund patio equipment.
- c. Chief Walden Report
 - i. Chief Walden stated that after speaking with Mr. Sandstrom who is our IT specialist, we need to get a fire suppression system suitable for the IT server room. The best thing to do will be to relocate this room. This will have to be done at Station 162 also.
 - ii. Chief Walden stated that we did get the EV (electric vehicle) charging station grant. We are continuing to evaluate the conditions with electric vehicle cars and evaluating the costs associated plus if it will bring in the monetary benefit.
 - iii. SAFER Grant – Submitted an application and it would be for six positions to staff Station 164. Total grant would be \$2.2 million and \$1.36 million would be funded by the federal government and \$850,000 would be funded by us. Three-year grant, first year reimbursed 75% of cost, second year reimbursed 65% of cost, third year reimbursed 55% of cost and after third year you are on your own. There is no requirement that you keep sustaining this, but we should be able to sustain this program in year four.

- iv. Chief Walden stated that he has not heard about the Fire Grant for the replacement generator at Station 162.
- v. Chief Walden stated that we may apply for the training ground buildings and improvements in the next grant cycle.
- vi. Chief Walden spoke regarding accreditation process. Voluntary program and it accesses 250 items in an organization to achieve national standards and complex process which will take two to three years of work. The cost will be \$6,000-\$7,000.
- vii. Fire Prevention and Safety Grant – Grant for smoke detector programs, educational materials for wild fires, and classes for citizens and this is fully funded.
- viii. Chief Walden spoke regarding the building of the game bridge across the highway that CDOT is building. This bridge is federally funded.
- ix. Mr. Mathewson commented on the Perry Park pond regarding the option to be a fire suppression pond and the county said the pond is too shallow to put in a dry hydrant. There are two options, possible boat ramp to draft from or apply for a grant to purchase a tow behind large capacity pump on a trailer chassis. Chief McCawley stated that there may need to be a dedicated vehicle and where to store it. It will need to be accessed for tactical purposes.

d. Administration Report – None

e. Staff Report – None

9. **EXECUTIVE SESSION**

None

10. **ADJOURNMENT**

Mr. Chambers motioned to adjourn the regular session at 8:38 pm. Mr. Godley seconded. All were in favor and the motion carried.