



LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

REGULAR BOARD OF DIRECTORS MEETING MINUTES

October 10, 2024

Present

Rodger Greer, President via Zoom
Ed Chambers, Treasurer
Wayne Moore, Secretary
Cynthia Applegate, Board Member
Ken Walker, Board Member via Zoom
Tim McCawley, Fire Chief
Charles Walden, Deputy Chief

Frances Esty, LFPD Accountant
Patti Nygaard, Admin. Manager
Jim Godley, Larkspur Volunteer Fire Auxiliary

1. **CALL TO ORDER/ROLL CALL**
 - a. The meeting was called to order at 6:01 pm.
2. **PLEDGE OF ALLEGIANCE**
2. **PUBLIC COMMENT (limit 3 min. pp/limit 30 min. total)**
 - a. None
3. **AGENDA ADDITIONS/DELETIONS**
 - a. None
4. **APPROVAL OF BOARD MEETING MINUTES**
 - a. September 18, 2024, Regular Meeting Minutes

Ms. Applegate motioned to approve the September 18, 2024, regular meeting minutes and Mr. Chambers seconded. A spelling error in 8bi that was found and to be fixed. All were in favor and the motion carried.

Larkspur Volunteer Fire Auxiliary Scholarship Presentation moved to this time in the board meeting.

- a. Jim Godley stated that a scholarship was given to Duncan Oddy for a fire and combat course and a scholarship was given to Ed Simm to attend the EMS conference. Jim presented Ed Simm with a Larkspur Volunteer Fire Auxiliary T-shirt.
- b. Jim Godley presented Larkspur Fire with two quilts that his wife, Arlene had made.

5. **FINANCIAL REPORT**

- a. Mr. Chambers gave the financial report from the treasurer's report and profit and loss summary.
 - i. ColoTrust Total Funds Available = \$3,483,977.00
 - ii. ColoTrust Restricted Funds = \$1,834,717.00
Total Funds = 5,318,694.00
 - iii. Income Summary at 101%.
 - iv. Expense Summary at 61% with the Year-to-Date Expense Goal of 75%.
 - v. Expenses Under Budget Year to Date by \$716,000.00.

- vi. Year to Date Income at 75% which is \$1,333,000.00 over budget. Total of \$2,049,000.00 which is Net to the Plus which is called "Over Under."
- vii. Grant Money = \$183,000.
- viii. Chief McCawley stated Larkspur Fire is at 59% in the capital budget.

Mr. Walker motioned to approve the financial report and Ms. Applegate seconded. All were in favor and the motion carried.

6. **UNFINISHED BUSINESS**

- a. None

7. **NEW BUSINESS**

- a. 2025 Budget was e-mailed to all board of directors to look over with minor adjustments. Mr. Chambers stated that there will be some discussion on items but overall looks good.

8. **REPORTS**

- a. Union Report – No one is present
 - i. Chief McCawley stated that they are looking for opportunities to help the Castle Rock firefighter that passed away and possibly donating to the family directly.
 - ii. Involved in the Larkspur Fire Elementary School Fall Festival.
 - iii. Union participated in the Denver Fire Chili Cook Off and received second place.
- b. Chief's Report
 - i. Chief Walden discussed two grant payments which totaled about \$187,000. One was a 2019-2020 FEMA grant for \$77,000 which closed out that grant which was for various items such as PPE. The second grant for \$107,000 was a reimbursement from the state government for unallocated costs associated with Medicaid and Medicare transports. We also closed out another grant from FEMA which was a 2019-2020 grant with the Town of Larkspur. We partnered with them to develop a community wildland fire protection plan. Larkspur Fire supervised the plan, and the Town of Larkspur was responsible for any overage which was at a cost of \$917.00. FEMA concluded that the cost was \$619.66 with a close out audit. We refunded \$225.00 back to the Town of Larkspur.
 - ii. Chief Walden spoke with the state about the grant that is still open to purchase a medic unit until June 30, 2025. If we do not receive the medic unit until after June 30 then let the state know that there has been another delay.
 - iii. Chief Walden stated we do have a pending FEMA grant but doesn't anticipate the award of that grant because of other top grant winners.
 - iv. Chief Walden spoke about the two capital assets to be replaced, an aging 1999 F-250 and a 1992 F-150 vehicle. Chief Walden is engaging John Elway Chevrolet to secure additional vehicles to replace the older vehicles.
 - v. Chief Walden discussed the concrete project and the sprinkler system at station 162. Water is on for the sprinkler and waiting on the inspection.
 - vi. Chief McCawley stated that the call volume is at 859.
 - vii. Chief McCawley spoke about the new ESO software which our medical billing company is a platinum partner with ESO so we will get a discount and everything will be billed through our billing company. The goal is to be on the ESO platform by Jan. 1, 2025.
 - viii. Chief McCawley presented digital business cards to the board members.

- c. Administration Report
 - i. Ms. Esty discussed that Larkspur Fire Protection District received September's Douglas County deposit of \$42,000.00 which is the specific ownership tax.
- d. Ms. Applegate asked about the individual photos of firefighters being hung which Chief McCawley stated that this project will be happening in 2025.
- e. Mr. Moore asked about Larkspur Fire identification cards and Chief McCawley stated we are working on a specific area in the building to take identification pictures.
- f. Mr. Chambers asked about the cistern project. Chief McCawley stated that it is in the final stages, and we should receive a final invoice soon.
- g. Mr. Chambers asked about the bunker gear lease of \$387,000. Chief McCawley stated that the lease included pants, coat and hood. The budget reflects other items such as helmets, gloves and wildland items that are not included in the lease, stating that the lease is \$80,000.00 per year over five years.
- h. Staff Report
 - i. Captain Chad Campagnola stated that Randy Deitemeyer deployed to California for fourteen days as a line emergency medical technician. Andy Lyon was deployed six times this year as a public information officer. We are in the process of purchasing new line gear for our firefighters and upgrading our helmets for everyone. There will be a couple of wildland academies in January that we are hoping to send some people to.
 - i. Chief McCawley commented that he will be leaving on his mission trip to central Asia and Chief Walden will be in charge as executive officer. Chief McCawley will be gone for fourteen days.
 - j. Chief McCawley received notice that the new miniature 737 prop will be at Larkspur Fire in April for two weeks and we will be doing training with the staff.
 - k. Chief McCawley stated that he has been selected to participate in the national curriculum review at IFSTA in January 2025.

9. **EXECUTIVE SESSION**

None

10. **ADJOURNMENT**

Mr. Chambers motioned to adjourn the regular session at 6:52 pm. Ms. Applegate seconded. All were in favor and the motion carried.