



LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

REGULAR BOARD OF DIRECTORS MEETING MINUTES

April 10, 2025

Present

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

Frances Esty, LFPD Accountant
Patti Nygaard, Admin. Manager

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

a. The meeting was called to order at 6:03pm.

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

a. Jim Godley, speaking on behalf of the Larkspur Volunteer Fire Auxiliary, awarded scholarships. Chris Henninger received a scholarship to become qualified as a certified personal trainer. Rob Lawrenz received a scholarship to take a course for one of his leadership classes he is taking. Alexis Barker received a scholarship for \$7,000 for paramedic school.

3. AGENDA ADDITIONS/DELETIONS

None

4. APPROVAL OF BOARD MEETING MINUTES

a. March 13, 2025, Regular Meeting Minutes

Mr. Chambers motioned to approve the March 13, 2025, regular meeting minutes and Ms. Applegate seconded with amended shoot time in Chief's report. 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. March transferred \$350,000.00 from ColoTrust General Fund to Community Bank.

ii. ColoTrust Restricted Funds = \$1,951,375.00

Total Funds Available = \$2,318,032.00

Total Income for March = \$1,450,818.00

iii. Income Summary at 33% year to date.

iv. Expense Summary at 25% year to date.

Exceeded budget in 28 of 81-line items.

vi. Capital Fund spent \$54,857.00 on an administrative vehicle and \$4,976.00 on station upgrades.

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

6. UNFINISHED BUSINESS

None

7. **NEW BUSINESS**

- a. Change May 8th Board meeting to May 29, 2025.
 - i. Chief Walden explained that it needs to be changed because the Election Canvas Board needs to meet to confirm the election results before the next board meeting.
 - ii. Chief Walden and Ms. Nygaard explained that new members of the board of directors will need to be sworn in prior to the May board meeting so they can participate in the board proceedings because of the time it takes to file the paperwork.
 - iii. All board members were okay with changing the May 8th board meeting to May 29, 2025.

8. **REPORTS**

- a. Union Report – Julius Doelle
 - i. The union has met with three of the five candidates for the Board of Directors. Will meet with the other two candidates next week and then post the Union's endorsements. Chief McCawley spoke with Larkspur Fire's law office to see if the Union should have a meet the candidate forum and the law office recommended not sponsoring that event.
 - ii. Union will create a flyer on who they will endorse, and that flyer will be posted on the Union's social media.
- b. Chief Walden Report
 - i. Grant's Report – Received response back from the state grant and it was denied. We had requested money for extrication gloves. C470 grant for snow and ice training simulator is still pending. We have not heard back on the charging stations.
 - ii. Strategic Plan Update – Individuals in the group have formed teams that are subject matter expert in different categories. First two meetings were getting to know each other and the department. There is a high level of cooperation in the group.
 - iii. Perry Park Fire Wise meeting was a great success. Presentations by Chief McCawley, Jeff Hahn and Glen Clemons and well received. Many individuals wanted fire inspections from the Fire Marshal.
 - iv. Land Update to the north of the fire station. Mayor West stated she is ready to walk the land for any natural barriers and land marks.
 - v. National Fire Academy remains closed. NIOSH which is the National Institute of Occupational Safety and Health, is closed.
 - vi. Sandstone Update – positive outcomes from meeting but no continuation of communication and the meeting was about two and a half hours. Chad Campagnola met with their public safety person to coordinate on day-to-day activities on the Sandstone. There are areas in Sandstone that will have Wi-Fi and cellular via Starlink.
 - vii. Mr. Walker asked about the code red system (evacuation) and at what point is it that residents are notified. Chief Walden spoke about the Fox Farm fire that happened most recently. The evacuation notice will come from the sheriff's office and not the fire department. Mr. Gilad Schwartz who is part of the strategic planning committee, will be meeting with Ann Walton who is with OEM regarding earlier notification on fires.
 - viii. Mr. Walker spoke about the Five-Year Plan goals and what community members are saying and how we can present better to the community. Chief McCawley spoke saying

that is what the strategic planning committee is going to do. Ms. Applegate also spoke to this point.

c. Chief McCawley Report

- i. Chief McCawley is currently at FDIC which is the Fire Department Instructors Conference and there are several items that could be beneficial to Larkspur Fire such as tenders, technology, liquid foam for electric vehicles, drone technology, cones for traffic control.
- ii. Annual Report – Chief McCawley stated that he is waiting for individuals to start sending him their different sections they were going to work on.
- iii. Call volume year to date is up to two calls per day. Chute time is 56 seconds. Total training hours since January 1 are 352 hours which is an average of 10-12 hours per person.
- iv. Volume is 249 which is 100 calls ahead of last month. Average of 2.25 calls per day.

d. Administration Report

- i. Ms. Nygaard spoke regarding the upcoming Board of Directors election. Four election judges have been appointed. Absentee ballot applications have been given out and have already received absentee ballots in the mail. Appointing a Canvas Board soon.
- ii. Mr. Chambers asked if the estimated cost of \$10,000 for our law office to help with the election is still feasible and Chief McCawley stated we had \$15,000 budgeted.
- iii. Mr. Walker asked how soon after the election the candidates will be notified. Ms. Nygaard said she would talk to our paralegal, Kara Winters, to see exactly when the candidates can be notified.

f. Staff Report - None

9. **EXECUTIVE SESSION**

None

10. **ADJOURNMENT**

Mr. Walker motioned to adjourn the regular session at 7:06 pm. Ms. Applegate seconded. All were in favor and the motion carried.