



# LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

## REGULAR BOARD OF DIRECTORS MEETING MINUTES

July 11, 2024

### Present

Rodger Greer, President  
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

1. **CALL TO ORDER/ROLL CALL**
  - a. The meeting was called to order at 6:06 pm.
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. June 13, 2024, Regular Meeting Minutes

Ms. Applegate motioned to approve the June 13, 2024, 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 and profit and loss summary.
    - i. ColoTrust General Account = \$3,042,736.
    - ii. ColoTrust Restricted Funds = \$2,014,514.
    - iii. Income Year to Date = \$3,647,009.
    - iv. Income Summary at 71%.
    - v. Expenses Year to Date = \$2,039,431.
    - vi. Expense Summary at 40%.

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

6. **UNFINISHED BUSINESS**
  - a. None
7. **NEW BUSINESS**
  - a. Community Banks of Colorado Signature Card Resolution 2024-007

Mr. Moore motioned to accept Community Banks of Colorado Signature Card Resolution 2024-007 to add Ken Walker to the account and Mr. Chambers seconded. All were in favor and the motion carried.

b. Audit Extension for Dawn Schilling

Mr. Moore motioned to accept the audit extension and Ms. Applegate seconded. All were in favor and the motion carried.

c. Special District Association Annual Conference – September 10-12, 2024, in Keystone.

- i. Board Members are invited to go if available.

8. **REPORTS**

a. Union Report – Ryan Smedra

- i. Two new members last month.
- ii. Three members are taking lessons for pipes and drums.

b. Chief's Report

- i. Bunker Gear Update – next week sizing starts.
- ii. Gas Detectors Update – have been ordered.
- iii. Concrete Driveway Project by Chief Walden – need to manage the flow of water from neighbors' front yard and a redirection of water. The back side of building "stem" wall needs to be leveled out. Three proposals and the top two are within \$300,000.
- iv. Employee Reviews – all have been issued to command and administrative staff. Captains are working on their staff with the goal of being completed by the end of August.
- v. Bear Dance Update – they are back to the safety code that they were previously. County did become involved. The sprinkler system is in default. Moving in a good direction.
- vi. Paramedic Hiring – Meagan Traylor is one of our new paramedics.
- vii. Lieutenant's Promotion Process has started and there will be a leadership symposium of expectations. Jacob Wright was hired with the Firefighter/EMT hiring process. Koltyn Leitzinger was hired for the Firefighter/Paramedic hiring process. We are possibly sending two new paramedic hires to an outside fire academy with a signed Memorandum of Understanding.
- viii. Health Physical company – changed to CareNow.
- ix. Fire Marshal Bill Diershow – will be out for a while with his back and will be looking at converting Jeff Hahn to Fire Marshal.
- x. July 4<sup>th</sup> Laser Show – staffed heavy but may not staff as heavy next year.
- xi. Capital Projects by Chief Walden – spreadsheet showing all projects that are completed or still in the process.
- xii. The recent plane crash in our district was a Hazardous Materials Incident which we billed out for time for staffing and charged for supplies used including rehab supplies and should receive a check for \$5,100.00.

c. Administrative Report – No comments from Ms. Esty or Ms. Nygaard.

d. Wildland by Capt. Campagnola – completed some pack tests, S130/190 completed for new individuals. Andy Lyons is deployed to Alaska as a PIO.

- e. Vehicle Maintenance by FF Doelle – Engine 161 out for regular maintenance. Brush 162 is in service.
- f. Volunteer Program by FF Smedra – Developing volunteer program and promoting lateral volunteers coming from community colleges with certifications. Currently we have three entry level volunteers that will have to go through our fire academy.
- g. Larkspur Volunteer Fire Auxiliary – Scholarship opportunities for firefighters starting in August with selection in October.

8. **EXECUTIVE SESSION**

None

9. **ADJOURNMENT**

Motion to adjourn the regular session by Ms. Applegate at 7:27 pm. Mr. Moore seconded. All were in favor and the motion carried.