



# LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

## REGULAR BOARD OF DIRECTORS MEETING MINUTES

March 14, 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
3. **CONSENT AGENDA**
  - Feb. 8, 2024, Regular Meeting Minutes

Mr. Vance motioned to approve the Feb. 8, 2024, regular meeting minutes and Ms. Applegate 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. Transferred \$529,320 from Capital Fund back to General Fund.
  - b. In March, we received a large deposit from Douglas County.
  - c. Revenue for February was \$94,000, that was 3% year to date with goal of 17%.
  - d. Expenses are at 13% and the goal is 17%, we are under budget.

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

4. **BOARD DISCUSSION/ACTION ITEMS**
  - Chief Performance Review lead by Mr. Moore and Mr. Chambers
    - a. Mr. Moore stated it was performed on Feb. 27 with input by Capt. Lamb, FF Pelka and Patti Nygaard, Admin. Manager. Deputy Chief Walden submitted a written report. Performance to date is that Chief McCawley is performing exceptionally well, no deficiencies.

b. Future direction by Chief McCawley – Job description revisions, Chief pay scale review, individual Board members approach him that need consensus of the entire board, rate of expenditures/purchase order system, self-critique of present issue focus, further development of large-scale incident response plans, compile annual report, redevelopment of LFPD website. Next evaluation will happen in three months.

- Compensation Wage Level/Moving Expenses for Chief McCawley
  - a. Chief McCawley reimbursement of moving expenses of \$4,742.60.

Mr. Chambers motioned to approve the reimbursement of Chief McCawley's moving expenses of \$4,742.60 and Mr. Vance seconded. All were in favor and the motion carried.

b. Chief Wage Matrix Category – Chief McCawley hired as a 1A at \$130,000. Mr. Chambers would like to change him to a 1C category of \$135,252 since the wage levels were changed after the hire of Chief McCawley and not all information was available when he was hired.

Mr. Chambers motioned to approve the Chief salary wage category from 1A to 1C which is \$135,252 and is effective starting Jan. 1, 2024, and Mr. Moore seconded. All were in favor and the motion carried.

- Utility lines at the intersection of Red Rock Dr. and Hwy 105 going into Perry Park Ranch.
  - a. Mr. Moore composed a letter to CORE Electric, Mike Sperry, Director of District 3, stating that if power lines either sparked a fire or if the power lines were down then there would be limited access and egress to emergency services. Request to bury power lines and that Entryway Pond is going to be designated as a wildland emergency pond to draft water from helicopters. Asking the fire district to take the position of a life safety issue to the attention of CORE Electric.
  - b. Mr. Moore would like the signatures of the Board, Fire Chiefs, and Fire Marshal and a resolution by the Board of Directors to present to Mr. Sperry for their attention.

Mr. Moore motioned to propose a resolution to adopt the position of bringing to the attention of CORE Electric Cooperative our concerns of the overhead power line at the intersection of Red Rock Dr. and Highway 105 as stated in the letter. Mr. Chambers seconded. All were in favor and the motion carried.

- Retention and Satisfaction Survey
  - a. Mr. Greer asked when we need to do the next survey and asked for time frame recommendations.
  - b. Julius Doelle, Union member stated in favor of survey and doing them regularly.

## 5. **CHIEF REPORT**

- a. Union Report – Julius Doelle
  - Nothing new to report.
- b. Engine 165 – Dry pump which costs +\$10,000
- c. Website – Updates by Mr. Pacheco
- d. Chili cook off – awards were a big hit with recognition, great turn out.
- e. Coordinator positions have been appointed.

- f. Paramedics hire process – 4 candidates (1 from previous process, 1 candidate who is a volunteer with Larkspur and in paramedic school, 1 candidate from Bennett Fire and 1 candidate from Legacy Ambulance). Interviews on March 21 and job offers first part of April.
- g. Mission, Vision, Values – each shift give 3-5 values to put to the whole organization.
- h. Policies are in progress through Lexipol.
- i. The new brush truck is getting striped.
- j. Chief Walden – UTV at Wiens Fire was a great asset.
- k. Chief McCawley is working on getting bids for a second UTV (1 UTV for wildland firefighting and 1 for patient care) instead of the electric bike.
- l. Chief McCawley is still looking for a tender.
- m. Mr. Greer asked if there is any headway to the “sensitivity” training. Chief Walden said that we can do the training in house because our firefighters have the talent to teach.
- n. Mr. Moore asked about public outreach and Chief McCawley replied with articles on “how to do” types of information, evacuation routes/go bags, etc. Glen Clemmons is the community outreach coordinator, and he will be available.
- o. Training room has 100” tv placed on the wall for trainings for LFPD as well as bringing outside groups in for training opportunities.
- p. LFPD credit card, not beneficial to go to corporate account, stay with business account.
- q. Capt. Lamb working on getting quotes for replacing PPE gear with a lease to purchase program.
- r. Capt. Campagnola said that mid-April delivery of SCBAs and then in service mid-May.
- s. Fit tested annually.

6. **PUBLIC COMMENT**

None

7. **EXECUTIVE SESSION**

None

8. **ADJOURNMENT**

Motion to adjourn the regular session by Mr. Chambers at 7:30 pm. Mr. Moore seconded. All were in favor and the motion carried.