



LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

REGULAR BOARD OF DIRECTORS MEETING MINUTES

Nov. 12, 2025

Present

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

Frances Esty, LFPD Accountant
Patti Nygaard, Admin. Manager
Kathryn Winn, Collins, Cole, Winn and Ulmer
Law

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

a. The meeting was called to order at 6:21 pm.

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

None

3. **AGENDA ADDITIONS/DELETIONS**

- a. Bond Pay Off Approval
- b. ColoTrust Plus Plus Account to ColoTrust Edge Account

4. **APPROVAL OF BOARD MEETING MINUTES**

a. Oct. 8, 2025, Regular Meeting Minutes

Mr. Godley motioned to approve the Oct. 8, 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. October transferred \$325,000.00 from ColoTrust General Fund to Community Banks.
 - ii. ColoTrust Total Funds Available = \$3,274,462.00
 - Restricted Funds = \$1,240,485.00
 - Total Income for October = \$343,072.00
 - Total Expenses for October = \$351,977.00
 - iii. Income Summary at 102% year to date.
 - iv. Expense Summary at 80% year to date.
- b. Chief McCawley stated that the \$80,606.00 in grant income is the EMS Medicaid supplement that Chief Walden has worked on. The wildland income of \$182,283 is to see where we are at and we have brought in around \$75,000. \$4,800.00 credit for social security.

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

6. **UNFINISHED BUSINESS**

- a. 2026 Budget
 - i. Chief McCawley asked the board if there were any additions, deletions, concerns regarding the proposed budget.
- b. Five-Year Strategic Plan Approval
 - i. Chief McCawley handed out the smaller strategic plan booklets. The strategic plan has been published online and has 1,600 hits on Facebook.

Mr. Godley motioned to ratify the five-year strategic plan and Mr. Chambers seconded. All were in favor and the motion carried.

- c. ColoTrust Plus Plus Account to ColoTrust Edge Account
 - i. Chief McCawley and Ms. Esty researched this banking account and have verified with legal.
 - ii. Mr. Moore asked what the interest rate was on the Edge account. Mr. Chambers stated that it is five hundredth of a percent, but the asset value can go up. It is currently at \$9.99 cents a share.

Mr. Chambers motioned to move \$125,000 of the reserve account from the ColoTrust Plus Plus account to the new ColoTrust Edge account and Mr. Godley seconded. All were in favor and the motion carried.

7. **NEW BUSINESS**

- a. Kathryn Winn, Attorney, Collins, Cole, Winn and Ulmer Law – 2026 November Election
 - i. Ms. Winn spoke to election topics if looking at the 2026 November election. If looking at a Mill Levy increase, the ballot question will need to be certified in August. Once election question comes before the board then district cannot spend any more money. All of campaigning needs to be completed. District firefighters cannot go out on district time.
 - ii. Union and board members can campaign but not on district time and also not in uniform. Two or less board members at a time can go to different meetings within the district to inform the community.
 - iii. Ms. Winn stated that if the department is going for a mill levy increase, to also include on the ballot question to waive the 5.25% growth limitation that the state imposed last November.
 - iv. Ms. Winn stated that the blue book that the public receives are the pro statements that gets written by either the Chief or a board member.
 - v. Ms. Winn stated that Larkspur Fire could form an issues committee in which there would be board members and community members and address the rules and election costs.
 - vi. Chief McCawley and Ms. Winn spoke regarding his Chief contract renewal for five years plus the severance package for cause or without cause.
- b. Chief McCawley's Contract Renewal
 - i. Mr. Greer spoke regarding the five-year contract for Chief McCawley and the base salary. All board members are in agreement for a five-year contract and then a discussion regarding his salary, paid vacation and education benefits. A final salary amount of \$148,561.00 was agreed upon from the board of directors.

Mr. Godley motioned to approve the five-year Fire Chief contract for Chief McCawley with a

base salary of \$148,561.00 and Mr. Chambers seconded. All were in favor and the motion carried.

c. Bond Pay Off

- i. Chief McCawley stated that the normal payment of \$244,000 went in the mail today for 2025. We also have an additional check for \$250,000 to pay off the 2011 bond in which this bond will be paid off one year early but will pay thirteen days of interest since the bond company needed thirty days' notice stated in the contract, but we are saving the tax payer about \$10,000 interest since paying the bond early. We will be doing a budget amendment in January.

Mr. Chambers motioned to pay off the bond early and Mr. Godley seconded. All were in favor and the motion carried.

d. Fire Chief Performance Review

- i. Mr. Greer spoke regarding the paperwork for the Fire Chief Performance Review and would like all board members to go over the review and make their comments. The Fire Chief performance review will be held at the December board meeting.
- e. The board members and Chief McCawley decided to have a strategic plan workshop on December 3 at 2:00 pm to address the messaging.
- f. Strategic Planning Committee lunch on Sunday, November 16 at 12:30 pm.
- g. Chief McCawley stated that Station 161 driveway for the fire rigs will have some changes as far as striping in which it will be illegal to take a left turn into our driveway unless you are an emergency vehicle. There will be signage for no left turn and no U turn because our staff does fire training and personnel exercise such as walking around the building within that driveway. Douglas County and the Town of Larkspur have been involved in this process.

8. **REPORTS**

a. Union Report – Ryan Smedra

- i. Union membership is currently at twenty people.
- ii. Union elections will be happening in December.

b. Chief McCawley Report

- i. Call volume at 967 which is 7 calls ahead of the end of 2024. 61.4% are EMS calls and 35% are other calls such as lock outs.
- ii. Chief McCawley stated that this last year Larkspur Fire Protection District received forty-six total certifications to include the eleven individuals that went through Fire Academy and attained certifications. Chief stated that we have the most Fire Officer 3's in the state.
- iii. Training Lieutenant Rusty Booth stated we are getting individuals involved in state programs.
- iv. Chief McCawley stated that Battalion Chief Chad Campagnola finished his Chief Fire Officer and was designated by the Center of Public Safety and Excellence as a Chief Fire Officer and he is nationally one of 2,170 people who are Chief Fire Officer designated and qualified.
- v. Chief McCawley gave an update to the two vehicles and UTV that are in Utah getting lights and upfitted.
- vi. Chief McCawley stated that the garage doors at station 161 and the two garage doors at station 162 are completed.

c. Chief Walden

- i. Chief Walden stated he is working on the reimbursement for the EMS program. Nobody has heard anything from FEMA regarding grants. State grant cycle is coming up and working to see what we will put in for that grant.
- ii. Mr. Chambers asked if there was any change in the drone plan. Chief McCawley stated that we would be carrying that into next year.
- iii. Mr. Chambers asked about the lightening arresters. Chief Walden said he needed to speak with Chief McCawley regarding the two proposals but needed further research regarding the proposals.
- iv. Chief McCawley and Chief Walden have put together job descriptions for each of the positions within our department.

d. Staff Report

- i. Training Report – Rusty Booth spoke regarding the 2026 Fire Academy that will start in February. We are looking at a total of twenty people. We are looking at putting on an IV class in December and we have 18 people from other agencies that are paying for the class plus Larkspur Fire for a total of 26 people. Douglas County Search and Rescue has been attending our EMS classes when they can. Rusty spoke regarding the skid truck training that is currently going on.

e. Administrative Report

None

9. **EXECUTIVE SESSION**

None

10. **ADJOURNMENT**

Mr. Chambers motioned to adjourn the regular session at 8:31 pm. Mr. Godley seconded. All were in favor and the motion carried.