



LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

REGULAR BOARD OF DIRECTORS MEETING MINUTES

December 12, 2024

Present

Rodger Greer, President

Ed Chambers, Treasurer

Wayne Moore, Secretary-Excused

Cynthia Applegate, Board Member

Ken Walker, Board Member

Tim McCawley, Fire Chief

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 6:01 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. November 14, 2024, Regular Meeting Minutes

Mr. Walker motioned to approve the November 14, 2024, regular meeting minutes and Mr. Chambers 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. November transferred \$725,000.00 from ColoTrust to Community Bank.

ii. ColoTrust Restricted Funds = \$1,374,829.00

Total Funds Available = \$2,967,713.00

Total Income for November = \$85,295.00

Income falls short in three categories, payments for ambulance services, fire inspections and deployment invoicing.

iii. Income Summary at 104% with the Year-to-Date \$5,374,448.00 which is \$216,928.00 more than budgeted due to property tax backfill received.

iv. Expense Summary at 76% with the Year-to-Date Expense Goal of 92%.

v. Expenses Under Budget Year-to-Date \$819,314.00 with \$1,249,107.00 available for December.

vi. Capital account Year-to-Date have spent \$1,726,975.00 of the \$2,604,232.00 available.

vii. Ms. Applegate asked why we were not getting reimbursed for ambulance transports and Chief McCawley advised that there was a change over where the company was bought by another company, items were not getting submitted correctly and our EMS Coordinator Robert Fuller trying to verify transports and the company not receiving the information that Coordinator Fuller had sent. We will see payments but they will be late.

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

6. **UNFINISHED BUSINESS**

- a. None

7. **NEW BUSINESS**

- a. Budget Hearing is open for public comment.
 - i. Chief McCawley states that we received final numbers from the county. We lost \$3,000.00 from the initial projections and with that everything was rounded up to the nearest ten dollars, which then ended up with \$1,500.00 more into the capital transfer. About \$653,000.00 into capital transfer and \$500.00 from that from reserves.
 - ii. Budget Hearing is closed.
- b. Resolution 2024-009 is open for discussion.
 - i. Resolution covers three items and has been drafted by Larkspur Fire Protection District Lawyer. It will adopt the 2025 budget; it will appropriate the 2025 funds, and it will certify the Mill Levy.

Ms. Applegate motioned to approve Resolution 2024-009 to adopt the 2025 budget and certify the Mill Levy and Mr. Chambers seconded. All were in favor and the motion carried.

- c. Resolution 2024-010 Calling for the 2025 Regular District Election and Appointing a Designated Election Official.
 - i. Discussion and election questions from the board and Chief McCawley answering.

Ms. Applegate motioned to approve Resolution 2024-010 Calling for the 2025 Regular District Election and Appointing a Designated Election Official and Mr. Chambers seconded. All were in favor and the motion carried.

d. Chief Review

- i. Chief McCawley gave the board of directors his self-evaluation. Goals for 2025 are to get into the Executive Fire Officer program and IFC group, continue to work on five-year plan and to continue building staff and the succession plan.
- ii. Chief McCawley stated that he asked for this review to be in public during the board meeting. This review could go into an executive session if the board wanted.
- iii. Board President, Rodger Greer spoke and gave Chief McCawley high evaluation ratings.
- iv. Board Member, Ken Walker spoke and gave Chief McCawley high evaluation ratings.
- v. Board Treasurer, Ed Chambers spoke and gave Chief McCawley high evaluation ratings and gave a year overview of Chief McCawley's accomplishments.
- vi. Board Member, Cynthia Applegate spoke and said she would give him high evaluation ratings.
- vii. The Board of Directors' motions to give Chief McCawley a \$10,000.00 bonus and move him to salary level 1C retroactive to Jan. 1, 2025.

8. **REPORTS**

a. Union Report – Julius Doelle

- i. Working with Perry Park and Larkspur Elementary to support a family for Christmas.
- ii. Julius read a positive, supportive statement for Chief McCawley's year review.

b. Chief's Report

- i. Call Volume year to date is at 1025 which is a little bit down from last month since Chief McCawley went off a text message which the number was a mutual aid call and it was a different district's call volume number.
- ii. Station 162 sprinkler project – ready to issue a temporary permit.
- iii. Vehicle allocations presented by Julius Doelle.
 - 1. New plow truck would cost \$59,000. Cost breakdown with five vehicles not needing any more we can off set all but \$14,700.
 - 2. Sell internally with a sealed bid and then if not sold internally then put on government websites and other resources.
- iv. Introduction of new training officer, Rusty Booth.
- v. Chief Walden Report
 - 1. Capital Report – no changes.
 - 2. Grant Update – FEMA Safer Grant was not awarded to Larkspur Fire.
 - 3. Colorado Supplemental EMS application has been submitted.
 - 4. Three open grants currently in cycle.

c. Administration Report

None

d. Staff Report

- i. Apparatus – Julius Doelle, Castle Rock Ambulance we purchased should be done and have it by the end of the month.
- ii. EMS – Robert Fuller, met new medical director and Dr. Eby retires Jan. 15.
- iii. PPE – Jarrod Lamb, PPE gear is in and light wear gear is on back order.
- iv. Volunteer Coordinator – Rob Lawrenz, record high fire academy with fifteen from various departments.

9. **EXECUTIVE SESSION**

None

10. **ADJOURNMENT**

Mr. Walker motioned to adjourn the regular session at 7:19 pm. Ms. Applegate seconded. All were in favor and the motion carried.