



# LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118

## REGULAR BOARD OF DIRECTORS MEETING MINUTES

August 8, 2024

### Present

Rodger Greer, President  
Ed Chambers, Treasurer  
Wayne Moore, Secretary  
Cynthia Applegate, Board Member  
Ken Walker, Board Member  
Tim McCawley, Fire Chief  
Charles Walden, Deputy Chief – Not Present  
Frances Esty, LFPD Accountant  
Patti Nygaard, Admin. Manager

1. **CALL TO ORDER/ROLL CALL**
  - a. The meeting was called to order at 6:09 pm.
2. **PUBLIC COMMENT (limit 3 min. pp/limit 30 min. total)**
  - a. None
3. **AGENDA ADDITIONS/DELETIONS**
  - a. Mr. Chambers asked if there needs to be a resolution to change law firms. Chief McCawley explains that there is an engagement letter.
4. **APPROVAL OF BOARD MEETING MINUTES**
  - a. July 11, 2024, Regular Meeting Minutes

Ms. Applegate motioned to approve the July 11, 2024, regular meeting minutes and Mr. Walker 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 Total Funds Available = \$3,846,807.
    - ii. ColoTrust Restricted Funds = \$2,021,966.
    - iii. Income Summary at 93%.
    - iv. Expense Summary at 46%.
    - v. Under Budget by \$620,000 Year to Date.
    - vi. Interest Income at 86%.

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

6. **UNFINISHED BUSINESS**
  - a. Chief McCawley stated that there are two concrete vendors, and the contract will be awarded by the end of the week.

7. **NEW BUSINESS**

a. Legal Counsel – Chief McCawley discussed our current legal counsel, Lyons Gaddis Law Firm and what they have done for Larkspur Fire and the Law Firm of Collins/Cole/Winn/Ulmer which specializes in special districts, particularly legal counsel Kathryn Winn. Currently pay \$295 per hour and with Collins/Cole/Winn/Ulmer it would cost \$415 per hour for Kathryn but she does have several associates that are knowledgeable which Kathryn reviews the work. Peggy Rupp also with Collins/Cole/Winn/Ulmer can help us with the election process, she helps the state secretary document elections.

Mr. Moore motioned to accept the Letter of Engagement with Collins/Cole/Winn/Ulmer Law Firm and Mr. Chambers seconded. All were in favor and the motion carried.

8. **REPORTS**

a. Union Report – Chris Henninger

i. Chief McCawley stated that Calvin Brown has accepted a Battalion Chief position at Hudson Fire and will be leaving August 31, 2024.

b. Chief's Report

i. The Annual Report is completed with input of changes from the board.

ii. Gas Detectors have arrived, and training will be done with each shift. We purchased a calibration device for reports and e-mails to do calibrations.

iii. Annual Health Physicals with CareNow which the experience has been much better. Chest x-rays, blood work, hearing, vision and all items required in the NFPA 1582 standard.

iv. Paramedic Firefighter Hiring is done, and the two individuals will be going to a fourteen-week Aurora Fire Academy on August 14. Each signed a thirty-month contract which is a noncompete contract.

v. Training Officer position has been posted. There are no internal candidates that are interested.

vi. Fire Marshal update – as soon as Paramedic Traylor is cleared on B Shift, the intent is to put Jeff Hahn into the position.

vii. Bear Dance update – Douglas County and Jeff Hahn meeting with Bear Dance on August 9, 2024.

viii. Capital Purchases - Utility Task Vehicle trailer is here. Parker Trailer has sold two trailers of ours. Chief McCawley's vehicle is complete. Chief Walden's vehicle should be completed soon.

ix. Medic 162 is falling apart, and we are looking at an interim medic.

x. Old Chief's Tahoe has been sold for \$5,500.

xi. Chief is asking the board to be open to finding solutions to our vehicle situation.

xii. Mr. Chambers would like capital projects to be updated at every meeting.

c. Administration Report – Ms. Esty and Ms. Nygaard to not have anything to report.

d. EMS Report – Robert Fuller stated that call volume has gone up due to the Renaissance Festival. Our medical billing company has been bought by a larger medical billing company and in this interim, there has been a dip in the revenue due to this. Four paramedics hired with one in the FI process, one needing to pass his Paramedic National Registry and the two paramedics that are going into the Aurora Fire Academy. New laryngoscopes on the engines to be ALS compatible plus on the medics.

- e. Mr. Chambers would like the “Call Report” for each of the board meetings.
- f. Special District Association letter that addresses issues to defeat initiatives #50 and #108. Board of Directors discusses recrafting of letter that gets specific to Larkspur and put it into the Sentinel.

9. **EXECUTIVE SESSION**

None

10. **ADJOURNMENT**

Motion to adjourn the regular session by Mr. Walker at 7:41 pm. Ms. Applegate seconded. All were in favor and the motion carried.