

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
August 14, 2024

A Regular meeting of the Board of Directors of the North-West Fire Protection District (referred to hereafter as "Board") was convened on Wednesday, the 14th day of August 2024, at 6:00 P.M., at Fire Station No. 2, 21455 Highway 285, Fairplay, CO and via Zoom video.

ATTENDANCE

Directors in Attendance Were:

Tim Zingler, President (Via Videoconference)
Jeff Streeter, Vice President (Via Videoconference)
Maria Mitchell, Treasurer (Via Videoconference)
Cory Kritzmire, Secretary (Via Videoconference)

Also, in Attendance Were:

Captain Varma and Engineer Dumas; North-West Fire Protection District
Tiffany Skoglund; Pinnacle Consulting Group, Inc (Via Videoconference)
Emily Powell, Esq.; Ireland Stapleton Pryor & Pascoe, PC (Via Videoconference)

Chairman Zingler declared that a quorum of the Board was present, with four of four members in attendance. There is one vacancy on the Board.

ADMINISTRATIVE MATTERS Call to Order: Chairman Zingler called the meeting to order at 6:00 P.M.

Approval of Agenda: The Board considered the approval of the agenda. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Streeter, and upon vote, unanimously carried, the agenda was approved as presented.

Disclosure of Potential Conflicts of Interest: Chairman Zingler inquired whether there were any potential conflicts to disclose by Board members present, which have not already been adequately

disclosed. There were no potential conflicts to disclose by the Board members present.

Minutes: The Board reviewed the minutes of the July 10, 2024 Regular Board meeting. Following review and discussion, upon motion duly made by Director Streeter, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the minutes of the July 10, 2024 Regular Board meeting, as presented.

Discussion and Approval of Contract for Sue Blair, Designated Election Official, for 2025: Ms. Skoglund presented the proposed contract for 2025 DEO services received from Sue Blair. The Board discussed and decided it would like to obtain one more quote prior to engagement. This item was tabled until the next Regular Board Meeting.

Public Comment: There were no Public Comments to come before the Board.

Directors' Items: There were no Directors' Items to come before the Board.

DEPARTMENT
MATTERS

Chief's Report: Captain Varma reviewed Chief Olme's written report with the Board detailing July activity, noting there were a total of 70 calls in July: 2 Fires (1 Wildland and 1 vehicle), 39 Medicals, 13 Vehicle Accidents (1 with injuries) and 16 "Other" calls.

Operations/Personnel Matters: Chief Olme's report noted that the District's responses to short-term rentals account for 8.6% of its total responses for July, and there was a total of 454 calls for 2024 to date.

Vehicles/Equipment Status: Chief Olme's report had nothing to report on Vehicles/Equipment this month.

Station Nos. 1 and 2/Facilities: Chief Olme's report had nothing to report on the Stations this month.

Grant Funds: Chief Olme's report had nothing to report on Grant Funds this month.

HazMat: Chief Olme's report nothing to report on Hazmat this month.

Fire Prevention/Public Education: Chief Olme's report noted that October 6-12 is Fire Prevention Week.

Training: Chief Olme's report noted that the District participated in the Wildfire Tabletop Exercise (TTX) on June 6th. This was county-wide training that also included individuals outside of the County. It was a great exercise and showed how well the County entities work together. This training also showed the need for a better evacuation plan within the County.

Chief Olme's report noted that the Public Safety Leadership Development Program at DU was held in July and Captain Varma and Lieutenant Fernandez attended the three-day retreat in Florissant and two-day retreat at Denver University, which is a great training for newer officers. In the fall, two other officers will complete this training.

Chief Olme's report noted that the Fire Rescue International Training is August 13-16, which is the same week as the District Board meeting. Chief Olme will be attending in Dallas. The Board discussed keeping the August Board meeting agenda light and the possibility of another District Officer attending in Chief Olme's place.

Chief Olme's report noted that the Fire Leadership Challenge is October 21-25 in Keystone. Two officers will complete this training at the 2024 conference, and other new officers will attend for the first time this year.

Chief Olme's report noted that there was an active shooter exercise on July 23 in coordination with South Park Ambulance District, Law Enforcement, Park County Communications, and other entities. This was the first time this training has occurred since the new Sheriff took office.

Wildland: Chief Olme's report noted that E426 was dispatched to the Cougar Creek Fire in WA on July 22nd.

Chief Olme's report noted that E423 was dispatched to

the Alexander Mountain Fire/Quarry Fire on July 29th.

Upcoming Projects: Chief Olme's report noted the following upcoming projects:

- **Capital Improvement Plan:** The 2025-2027 Capital Improvement Plan will outline current capital inventory of facilities, apparatus and qualified equipment, their operational function and status, replacement timeline and cost, and any asset disposal recommendations. This 3-year update is intended to build upon existing long-range plans and allow for contemporary modification/expansion/adjustment. Additionally, it will allow funding plans to be developed and solidified. This plan is anticipated to serve as an internal and external communication document, as well as a critical budgeting tool.
- **Strategic Plan:** The Strategic Planning process is anticipated to be completed in November of 2024. Typically, a 3-5 year plan, strategic initiatives will be the deliverable and provide focus and direction for both operations and administration of the District. An annual review will allow for status reporting, critical adjustment, and a focus check-up. This process will incorporate representatives from the Board, staff, community and other governmental partners. A focus group approach will minimize individual time commitment and allow for a variety of viewpoints to be shared. An ad-hoc oversight committee will provide quality control and necessary process adjustment.

Expenditure Requests: There were no Expenditure Requests to come before the Board.

Resolution of Advocacy Opposing Initiatives 50 and 108: Attorney Powell discussed sample Resolutions of Advocacy Opposing Initiatives 50 and 108 prepared by the Colorado State Fire Chiefs and the Colorado Special District Association to the Board and answered questions. Further discussion of this matter was tabled pending conclusion of the Colorado Legislature's special session on property taxes scheduled to begin on August 26.

FINANCIAL MATTERS

Ratify Payment of Claims: Ms. Skoglund reviewed expenditures with the Board for the period July 1, 2024, through July 31, 2024, totaling \$410,227.85. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Streeter and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period July 1, 2024, through July 31, 2024, totaling \$410,227.85.

Budget Vs. Actual and Cash Position Statement: Ms. Skoglund reviewed with the Board the Budget Vs Actual for the period ending June 30, 2024, and the Cash Position Statement for the period ending July 31, 2024. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board accepted the Budget Vs Actual for the period ending June 30, 2024, and the Cash Position Statement for the period ending July 31, 2024.

LEGAL MATTERS

Attorney's Report: Attorney Powell reviewed the written Attorney's Report with the Board and answered questions.

COMMUNITY MATTERS

There were no Community Matters to bring before the Board.

OTHER BUSINESS

There was no Other Business to bring before the Board.

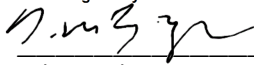
ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:39 P.M.

Respectfully submitted,

DocuSigned by:
By: Kieyesia Conaway
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE AUGUST 14, 2024, REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:



78664624EZ/BB467
Tim Engler

Signed by:


Jes2f8c559t9s
Jeff Streeter

Signed by:


Mec6602A6Vds
Maria Mitchell

Signed by:


C97r24031BB41A
Cory Kritzmire