

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
September 19, 2024

A Special meeting of the Board of Directors of the North-West Fire Protection District (referred to hereafter as "Board") was convened on Thursday, the 19th day of September 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:

Chief Olme; North-West Fire Protection District
Firefighters Kevin Essary, Gary Green, Max Klos, John
Waddick, Charlyn Smith, Drew Schulz, Greg Dumas, Kyle
Stamp; North-West Fire Protection District
Tiffany Skoglund, Kieyesia Conaway and Wendy
McFarland; Pinnacle Consulting Group, Inc (Via
Videoconference)
Emily Powell, Esq. and Dino Ross, Esq.; Ireland
Stapleton Pryor & Pascoe, PC (Via
Videoconference) (arrived at 7:00 P.M.)

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 6:02 P.M.

Approval of Agenda: The Board considered the approval of the agenda. Following review and discussion, upon motion duly made by Director Streeter, seconded by Director Kritzmire, 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.

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

Minutes: The Board reviewed the minutes of the August 14, 2024 Regular Board meeting. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Streeter and, upon vote, unanimously carried, the Board approved the minutes of the August 14, 2024 Regular Board meeting, as presented.

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

STAFF
PRESENTATIONS

Draft Capital Improvement Plan: Chief Green presented the Draft Capital Improvement Plan to the Board and answered questions.

Draft Strategic Plan: Chief Green presented the Draft Strategic Plan to the Board and answered questions.

The Board went into recess at 6:49 and reconvened at 7:00.

EXECUTIVE
SESSION

Director Zingler made a motion to go into executive session pursuant to C.R.S. § 24-6-402(4)(b) and (e) to receive legal advice and discuss matters subject to negotiation with respect to the proposed District contract with the Union. Director Mitchell seconded the motion; motion carried unanimously. The Board went into executive session at 7:00 p.m. Attorney Powell certified for the record that the executive session constituted privileged attorney-client communications and would not be recorded.

Present at the executive session were Directors Tim Zingler, Jeff Streeter, Maria Mitchell, and Cory Kritzmire; District Legal Counsel, Emily Powell and Dino Ross; District Manager, Tiffany Skoglund; and

District Accounting Manager, Wendy McFarland.

The Board came out of executive session at 8:04 p.m. No decisions or actions were taken in the executive session. Legal Counsel Dino Ross left the meeting at this time.

DEPARTMENT
MATTERS

Contracts for Designated Election Officer (DEO) for 2025: Ms. Skoglund presented the proposed Contracts for Designated Election Officer (DEO) services for 2025 to the Board and answered questions.

Chief's Report: Chief Olme reviewed with the Board her written report detailing August activity, noting there were a total of 57 calls in August: 4 Fires (1 Mutual Aid, 1 Vehicle, 1 Port-a-Pottie, 1 Chimney and 1 vehicle), 22 Medicals, 5 Vehicle Accidents (3 with injuries) and 25 "Other" calls.

Operations/Personnel Matters: Chief Olme noted that the District's responses to short-term rentals account for 14% of its total responses for August, and there was a total of 511 calls for 2024 to date.

Vehicles/Equipment Status: Chief Olme reported that there was a new pump installed and a lot of mechanical work being done, which will result in multiple high dollar fixes coming through, but all are needed to get the vehicles back in working order.

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

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

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

Fire Prevention/Public Education: Chief Olme reported that October 6-12 is Fire Prevention Week and the District's Open house will be on October 12th.

Training: Chief Olme reported that Captain Varma attended the Public Safety Leadership Development Program at DU. Chief Olme noted that all other officers will attend this training in the next year.

Chief Olme reported that she attended the Fire Rescue International conference from August 13-16.

Chief Olme reported that she and seven staff members will attend the Fire Leadership Challenge from October 21-25.

Wildland: Chief Olme reported that E426 was dispatched to a fire in California and that E423 and T41 are back in District.

Upcoming Projects: Chief Olme had nothing to report on upcoming projects.

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

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. McFarland reviewed expenditures with the Board for the period August 1, 2024, through August 31, 2024, totaling \$577,522.37. 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 August 1, 2024, through August 31, 2024, totaling \$577,522.37.

Budget Vs. Actual and Cash Position Statement: Ms. McFarland reviewed with the Board the Budget Vs Actual for the period ending July 31, 2024, and the Cash Position Statement for the period ending August 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 July 31, 2024, and the Cash Position Statement for the period ending August 31, 2024.

LEGAL MATTERS

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

COMMUNITY

There were no Community Matters to bring before the

MATTERS

Board.

OTHER BUSINESS

There was no Other Business to bring before the Board.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Streeter, seconded by Director Kritzmire and, upon vote, unanimously carried, the meeting was adjourned at 8:32 P.M.

Respectfully submitted,

DocuSigned by:

Jeffery Splund

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE SEPTEMBER 19, 2024, SPECIAL MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:

Tim Zingler

Tim Zingler

Signed by:

Jeff Streeter

Jeff Streeter

Signed by:

Maria Mitchell

Maria Mitchell

Signed by:

Cory Kritzmire

Cory Kritzmire