

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
June 8, 2022

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 8th day of June, 2022, at 6:00 P.M., at North-West Fire Protection District Station No. 2, 21455 Highway 285, Fairplay, Colorado and via Microsoft Teams video and audio conference.

ATTENDANCE

Directors in Attendance Were:

Tim Zingler, President/Chairman
Jeff Streeter, Vice President (via videoconference)
Maria Mitchell, Treasurer
Cory Kritzmire, Secretary
David Rial, Director (via videoconference)

Also in Attendance Were:

Kristy Olme, Fire Chief; North-West Fire Protection District
Kammy Tinney and Teresa Adler; Pinnacle Consulting Group, Inc.
Kieyesia Conaway and Wendy McFarland; Pinnacle Consulting Group, Inc. (via videoconference)
Dino Ross, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via videoconference)
John Cutler; CPA (via videoconference)

Chairman Zingler called the meeting to order at 6:04 P.M.

Chairman Zingler declared that a quorum of the Board was present, with five of five members in attendance.

ADMINISTRATIVE Agenda: A proposed agenda was distributed for the Board's review and approval. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Rial and, upon vote, unanimously carried, the agenda was approved as amended to move Item III. C., review and

consideration of draft 2021 audited financial statements, to Item I. H.

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 Board members present.

Minutes: The Board reviewed the minutes of the May 11, 2022 regular meeting. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Rial and, upon vote, unanimously carried, the Board approved the minutes of the May 11, 2022 regular meeting.

Public Comment: There were no members of the public in attendance.

Directors' Items: The Board requested that virtual attendance for all meetings going forward be held via Zoom versus MS Teams due to connectivity issues. Ms. Tinney and team will make the necessary arrangements.

Review and Consider Approval of 2021 Audited Financial Statements: Ms. Adler introduced Mr. Cutler to the Board. Mr. Cutler provided a summary of the draft 2021 Audited Financial Statements of the District and provided an overview of the procedures used to audit the financial statements. Mr. Cutler informed the Board that an unmodified opinion will be issued, with no audit adjustments to the year-end financial statements, no conflicts with management, and no deficiencies noted in the audit.

Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Streeter and, upon vote, unanimously carried, the Board accepted the 2021 Audited Financial Statements, subject to review of and any needed correction to the wildland revenue entry in the Management's Discussion and Analysis, and authorized Pinnacle Consulting Group, Inc. to file the 2021 Audited Financial Statements with the Office of the State Auditor no later than July 31, 2022.

Mr. Cutler left the meeting at this time.

DEPARTMENT/
PERSONNEL
MATTERS

Chief's Report: Chief Olme reviewed with the Board the written report detailing May activity, noting there were a total of 68 calls in May; One Fire, one "almost" fire, 25 Medicals, 13 Vehicle accidents (3 with injuries) and 28 "Other" calls.

Operations/Personnel Matters: Chief Olme reported that there are three open seasonal firefighter positions, and two open full time firefighter positions. None of those positions have been filled to date.

Vehicles/Equipment Status. Chief Olme reported that preventive maintenance is complete for the District's fleet, and all wildland vehicles are ready for the season.

Station Nos. 1 and 2/Facilities. Chief Olme reported that all renovations and repairs are complete and routine maintenance of both Stations is ongoing.

Grant Funds. Chief Olme reported that the District applied for two sets of extrication equipment through AFG, and funding for three, full-time firefighter positions through the SAFER grant. The District's applications remain pending.

HazMat. Chief Olme reported that she discussed with Chief Mulligan, Fire Chief of Platte Canyon Fire Protection District ("Platte Canyon"), the relocation of the HazMat vehicle and transfer of the representation of the South Central Region HazMat response to Platte Canyon. Platte Canyon is working to increase its HazMat response capabilities, as the majority of HazMat calls in Park County occur in Platte Canyon's jurisdiction, and both agree this may be a good opportunity to enhance HazMat response in Park County. Chief Olme will provide an update at the regular meeting in July.

Fire Prevention/Public Education. Chief Olme reported that the schools are out for summer break, and District staff will begin preparing programs for when classes resume in the fall.

Chief Olme reported that the District currently has the chipper provided and funded by the Park County Emergency Services Council and has 30 properties within the District signed up for use, with others on a waiting list. The District provides the chipper and assistance with the equipment, and individual property owners are responsible for hauling the chipped material.

Training. Chief Olme reported that the District's Firefighter Academy is coming to a close with some testing to be completed and the last day of training on Friday. A Firefighter Academy graduation and promotional ceremony will be held at Station No. 2 at 3:00 p.m. on Saturday, June 11th.

Wildland. Chief Olme reported that available apparatus and personnel are listed as available on the National Wildland Call-Out list, and crews were deployed on June 5th to the Calf Fire in New Mexico, the first call-out of the season.

Inspections. Chief Olme reported that coordination of short term rental property inspections with the Town of Fairplay is going well.

Upcoming Projects. Chief Olme noted no new information to report on the status of ongoing projects since the regular meeting in May.

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. Adler reviewed expenditures with the Board for the period May 1, 2022 through June 3, 2022, totaling \$227,124.92. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Streeter and, upon vote, unanimously carried, the Board accepted the payment of claims for the period May 1, 2022 through June 3, 2022, totaling \$227,124,92.

Unaudited Financial Statements and Cash Position Statement: Ms. Adler reviewed with the Board the unaudited Financial Statements for the period ending April 30, 2022, and the Cash Position Statement for the period ending June 3, 2022. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon

vote, unanimously carried, the Board accepted the unaudited Financial Statements for the period ending April 30, 2022, and the Cash Position Statement for the period ending June 3, 2022.

Future Operating and Capital Funding Needs: Ms. Adler reviewed with the Board a preliminary financial forecast through 2034, with mill levy assumptions needed to fund the continued operations and capital needs of the District through 2034. Following discussion, the Board directed Chief Olme and the District's management team to prepare an informational mailing and survey requesting feedback regarding the services provided by the District and a potential mill levy increase from the community.

LEGAL MATTERS

Attorneys' Report: Attorney Ross reviewed with the Board the written Attorneys' Report.

2022 Legislative Update: Attorney Ross reported that his firm is working to prepare a legal advisement summarizing passed legislation for distribution in the coming months.

COMMUNITY MATTERS

There were no Community Matters brought before the Board.

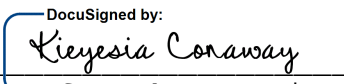
OTHER BUSINESS

There was no other business brought before the Board.

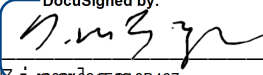
ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Zingler, seconded by Director Kritzmire and, upon vote, unanimously carried, the meeting was adjourned at 7:42 P.M.

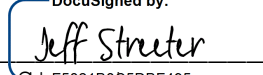
Respectfully submitted,

By: 
Secretary of the Meeting

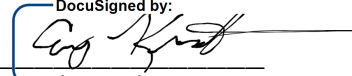
THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE JUNE 8, 2022 REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:


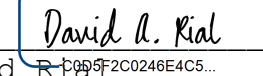
Tim Zingler 788942451A8B467...

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Jeff Struter 7782188150F495...

Maria Mitchell
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Cory Kritzinger 4D1A240319BD41A...

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David Kial 71085F2C0246E4C5...