

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTH-WEST FIRE PROTECTION DISTRICT
HELD
September 13, 2023

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 13th day of September 2023, at 6:00 P.M., at Fire Station No. 2, 21455 Highway 285, Fairplay, Colorado, and via Zoom video.

ATTENDANCE

Directors in Attendance Were:

Tim Zingler, President
Maria Mitchell, Treasurer
Cory Kritzmire, Secretary

Directors Absent and Excused:

Jeff Streeter, Vice President

Also, in Attendance Were:

Kristy Olme, Fire Chief; North-West Fire Protection District (via video conference)
Tiffany Skoglund, Teresa Adler and Wendy McFarland; Pinnacle Consulting Group, Inc (via video conference)
Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, PC (via video conference)

Upon motion duly made by Director Kritzmire, seconded by Director Zingler and, upon vote, unanimously carried, the absence of Director Streeter was excused.

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

ADMINISTRATIVE Call to Order: Chairman Zingler called the meeting to
MATTERS order at 6:03 P.M.

Approval of Agenda: The Board considered the approval of the agenda. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell, 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 12, 2023, regular Board meeting. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Zingler and, upon vote, unanimously carried, the Board approved the minutes of the July 12, 2023, regular Board meeting, as presented.

Public Comment: There were no members of the public present to make comment.

Directors' Items: Director Kritzmire thanked the District for spraying down the skate park and helping clean up the park.

DEPARTMENT
MATTERS

Chief's Report: Chief Olme reviewed with the Board her written report detailing July and August activity, noting there were a total of 83 calls in July: 3 Fires, 47 Medicals, 8 Vehicle Accidents (3 with injuries) and 25 "Other" calls. There were a total of 71 calls in August: 1 Fire, 40 Medicals, 9 Vehicle Accidents (1 with injuries) and 21 "Other" calls.

Operations/Personnel Matters: Chief Olme reported that the District's responses to short-term rentals account for 0% of its total responses for July, and there was a total of 433 calls for 2023 to date. The District's responses to short-term rentals account for 2.8% of its total responses for August, and there was a total of 504 calls for 2023 to date.

Vehicles/Equipment Status: Chief Olme reported Milan is still working hard on the 4,000-gallon tender to ensure everything is running well.

Station Nos. 1 and 2/Facilities: Chief Olme reported that both stations are up and running with two engines running currently.

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

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

Fire Prevention/Public Education: Chief Olme reported that the Fire Prevention Week open house will be on October 14th late morning/early afternoon. Chief Olme reported that this year the District may have a Chili Cookoff instead of smoking pork.

Training: Chief Olme noted she has not been able to attend the SDA Conference as she had hoped due scheduling conflicts. She is planning to attend tomorrow if her schedule allows. Chief Olme noted that she is taking a good group of officers and upcoming officers to the Colorado State Fire Chiefs' Leadership Conference training October 16-20.

Wildland: Chief Olme reported that Engine 423 went to California on June 6th and has had five crews to date. Each crew is gone for approximately three weeks. This will result in increased revenue for the District. Chief Olme noted that she is working to have billing ready to submit to the State as soon as the crews return home. Wildland has provided approximately 1.2 million in revenue for 2023. One crew is still deployed and Chief Olme will be leaving for two weeks with the last crew leaving for the season. Chief Olme is hoping to have half of the funding by end of next week.

Inspections: Chief Olme reported she will be executing the contract with Charles Abbott and will present a fee schedule to the Board.

Upcoming Projects: Chief Olme reported that there is a possibility of short-term rental tax of 2% passing

in November. This will be split up between all emergency services in the County.

FINANCIAL
MATTERS

Ratify Payment of Claims: Ms. McFarland reviewed expenditures with the Board for the period July 1, 2023, through July 31, 2023, totaling \$328,325.13. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Zingler and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period July 1, 2023, through July 31, 2023, totaling \$328,325.13.

Ms. McFarland reviewed expenditures with the Board for the period August 1, 2023, through August 31, 2023, totaling \$321,997.35. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period August 1, 2023, through August 31, 2023, totaling \$321,997.35.

Budget Vs. Actual and Cash Position Statement: Ms. McFarland reviewed with the Board the Budget vs. Actual Report for the period ending July 31, 2023, and the Cash Position Statement for the period ending August 31, 2023. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board accepted the Budget Vs. Actual Report for the period ending July 31, 2023, and the Cash Position Statement for the period ending August 31, 2023.

Ms. Adler noted that the accounting team is working with Chief Olme on a Tax Anticipation Note revenue loan to ensure the District is in good standing until March taxes come in. Mr. Ross noted that these are short term loans and repayment is expected within a short period of time.

LEGAL
MATTERS

Attorney's Report: Mr. Ross 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

Chief Olme presented the Board with the Rosenbauer Contract, noting that, if the District orders now, it would still not receive the engine until 2025. Chief Olme recommended the Board approve the contract at this time so the District can move forward. Chief Olme noted that Mr. Ross and Ms. Powell have reviewed the contract. Following review and discussion, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board approved the Rosenauer Contract.

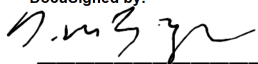
ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Mitchell, seconded by Director Kritzmire and, upon vote, unanimously carried, the meeting was adjourned at 7:10 P.M.


Respectfully submitted,


By: _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE SEPTEMBER 13, 2023, REGULAR MEETING OF THE NORTH-WEST FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:

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Tim Zingler

ABSENT
Jeff Streeter

DocuSigned by:

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Maria Mitchell

DocuSigned by:

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Cory Kritzmire