

## RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
NORTH-WEST FIRE PROTECTION DISTRICT  
HELD  
February 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 14<sup>th</sup> day of February 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  
Tiffany Skoglund, Teresa Adler, and Wendy McFarland;  
Pinnacle Consulting Group, Inc (Via Videoconference)  
Emily Powell, Esq.; Ireland Stapleton Pryor & Pascoe,  
PC (Via Videoconference)  
K.C. Veio, Kline Alvarado Veio, 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 6:02 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 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 January 4, 2024, and January 24, 2024 Special Board meetings. 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 January 4, 2024, and January 24, 2024 Special Board meetings, as presented.

Discussion of Designated Election Official for November 2024 and May 2025: Ms. Powell discussed the need to secure a Designated Election Official for the May 2025 regular election, and the November 2024 coordinated election if the Board desires to seek voter approval of a multiple year line of credit in November. Following discussion, the Board determined not to conduct an election in November 2024, but approved Ms. Skoglund to move forward with contacting Sue Blair regarding providing DEO services for the May 2025 coordinated election.

Public Comment: The Sheriff's Office thanked the District for its hospitality in allowing officers and trainees to utilize available bed space at both stations until the Sheriff's Office secures a building. The Sheriff's Office also noted that there is not currently a cadet academy offered in Fairplay and asked if the District would like to offer this program at some point in the future.

Directors' Items: Director Zingler noted that he found an old heater exchange unit at Station 2 that is not being used. He requested the opportunity to acquire the heater exchange unit from the District. Chief Olme noted that she would send out an email to all District Employees to see if there was any other interest in the heater exchange unit. It was the consensus of the Board that if no employees are interested in the heater exchange unit, then Director Zingler can take possession of the unit. However, if any employees are interested, then the Chief will engage a bid process and the highest bidder will obtain the heater unit.

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DEPARTMENT  
MATTERS

Chief's Report: Chief Olme reviewed with the Board her written report detailing January activity, noting there were a total of 92 calls in January: 1 Fire, 44 Medicals, 26 Vehicle Accidents (3 with injuries) and 21 "Other" calls.

**Operations/Personnel Matters:** Chief Olme reported that the District's responses to short-term rentals account for 10.9% of its total responses for January, and there was a total of 92 calls for 2024 to date.

**Vehicles/Equipment Status:** Chief Olme reported that Milan has provided an update on the District vehicles he has at his shop. Currently, the District is waiting for the funds to purchase the parts necessary to move forward with projects.

**Station Nos. 1 and 2/Facilities:** Chief Olme reported that the Sheriff's Office is being permitted to use available beds in the stations as needed until they have their own building. Ms. Powell will draft a station use agreement for the Sheriff's Office to sign to protect the District.

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

**HazMat:** Chief Olme reported that she is working on getting more District staff certified in Hazmat and the Hazmat vehicle is being housed in Hartsel.

**Fire Prevention/Public Education:** Chief Olme reported that the monthly school Risk Watch program is ongoing.

**Training:** Chief Olme reported that the Auto-X training is being held in Arvada in May and two employees per shift will be attending, six employees total.

Chief Olme reported that the FDIC is in Indianapolis in April and she would like to take staff to this large conference, pending the availability of District funds.

**Wildland:** Chief Olme reported that the District is preparing for the Annual refresher.

**Upcoming Projects:** Chief Olme had no updates on Upcoming Projects.

FINANCIAL  
MATTERS

Ratify Payment of Claims: Ms. McFarland reviewed expenditures with the Board for the period January 1, 2024, through January 31, 2024, totaling \$208,328.06. Following review and discussion, upon motion duly made by Director Streeter, seconded by Director Kritzmire and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period January 1, 2024, through January 31, 2024, totaling \$208,328.06.

Budget to Actual and Cash Position Statement: Ms. McFarland reviewed with the Board the Budget to Actual Report for the period ending December 31, 2023, and the Cash Position Statement for the period ending January 31, 2024. 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 to Actual Report for the period ending December 31, 2023, and the Cash Position Statement for the period ending January 31, 2024.

Resolution Authorizing the Issuance of a Revolving Line of Credit in a Maximum Aggregate Principal Amount of \$540,000.00 for the Purpose of Funding Colorado Wildlands Fire Management Program Costs and Paying Costs Related to the Loan; Repealing Prior Inconsistent Actions; and Establishing the Effective Date: Ms. Powell and K.C. Veio presented the Resolution Authorizing the Issuance of a Revolving Line of Credit in a Maximum Aggregate Principal Amount of \$540,000.00 for the Purpose of Funding Colorado Wildlands Fire Management Program Costs and Paying Costs Related to the Loan; Repealing Prior Inconsistent Actions; and Establishing the Effective Date to the Board, and answered questions. Following review and discussion, upon motion duly made by Director Kritzmire, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the Resolution Authorizing the Issuance of a Revolving Line of Credit in a Maximum Aggregate Principal Amount of \$540,000.00 for the Purpose of Funding Colorado Wildlands Fire Management Program

Costs and Paying Costs Related to the Loan; Repealing Prior Inconsistent Actions; and Establishing the Effective Date.

Loan Agreement By and Between North-West Fire Protection District, Park County, Colorado, as District, and Western Alliance Bank as Lender: Ms. Powell and K.C. Veio presented the Loan Agreement By and Between North-West Fire Protection District, Park County, Colorado, as District, and Western Alliance Bank, as Lender, to the Board, and answered questions. Following review and discussion, upon motion duly made by Director Streeter, seconded by Director Mitchell and, upon vote, unanimously carried, the Board approved the Loan Agreement By and Between North-West Fire Protection District, Park County, Colorado, as District, and Western Alliance Bank, as Lender.

Other Financing Documents, Actions, or Approvals Related to the Revolving Line of Credit with Western Alliance Bank: There were no other Documents, Actions, or Approvals to present to the Board at this time.

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

Legislative Update: Ms. Powell presented the Legislative Update to the Board and answered questions.

OTHER BUSINESS There was no Other Business to bring before the Board.

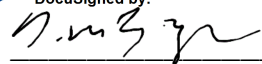
ADJOURNMENT There being no further business to come before the Board, upon motion duly made by Director Streeter, seconded by Director Kritzmire and, upon vote, unanimously carried, the meeting was adjourned at 7:09 P.M.

Respectfully submitted,

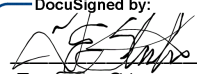
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Secretary for the Meeting

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

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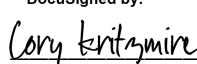
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Cory Kritzmire