

**RECORD OF THE PROCEEDINGS OF THE REGULAR BOARD MEETING OF THE PAGOSA FIRE  
PROTECTION DISTRICT BOARD OF DIRECTORS**

July 11, 2023

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, July 11, 2023. This meeting was held at 165 N. Pagosa Blvd., Pagosa Springs, Colorado. These meetings are open to the public.

**Call to Order**

The July 11, 2023 meeting was called to order at 5:30 p.m. by Chairman Lattin.

**Board Members in Attendance**

LeRoy Lattin (Chairman), Ron Beckman (Vice-Chairman), James Martin (Secretary/Treasurer), Ryan Foster (Director) and Wayne Hooper (Director) were present.

**Staff Present**

Chief Randy Larson, Deputy Chief Macht, Captain Montoya and Business Manager Bliss were present.

**Pledge of Allegiance**

**Public Comments**

(None)

**Regular Meeting Minutes – June 13, 2023**

The minutes from the June 13, 2023 meeting were approved with a motion by Beckman, seconded by Hooper and passed unanimously.

**Agenda**

Chief Larson requested moving the 2022 Audit Discussion to the beginning of the meeting as representatives were present from Rubin Brown via phone.

Beckman moved to approve the adjustment to the agenda as requested. Hooper seconded the motion and it carried unanimously.

**2022 Audit Presentation**

Chris Daues, Relationship Coordinator, and Andy Anderson, Manager, with Rubin Brown were present via phone conference to present the 2022 Audit. Mr. Anderson explained the Auditor's responsibilities and presented the financial statements to the Board. After review of the audit, including the management discussion and analysis report, Hooper

moved to accept the 2022 Audit as presented, seconded by Lattin and passed unanimously.

## **Old Business**

### **A. Chief Recruitment Process Update**

Ms. Bliss reported the hiring committee invited seven (7) people to the interview process with six (6) accepting. Interviews would take place on July 13<sup>th</sup> and 14<sup>th</sup> at the administrative office and all interviews would be held as a public meeting and open to the public.

### **B. Consideration on Support Truck**

Chief Larson and Captain Montoya presented the purchase agreement for the new support truck in the amount of \$59,469.00 from Dave Smith Motors. In addition, Captain Montoya advised upfitting of the truck would take approximately three (3) months and costs have increased nearly 30%. The cost to upfit the new support truck was quoted at \$29,634.06 by MHQ of New Mexico. Beckman moved to approve a total of \$89,103.06 for the purchase and upfitting of the new support truck as presented. Martin seconded the motion and passed unanimously.

### **C. Airport Fire Suppression Agreement**

Chief Larson reported he was unable to locate another entity with an agreement and situation similar to the District's. Discussion took place and the Board directed the Fire Chief and/or his representative to begin the discussion with the County regarding services.

## **New Business**

### **A. Discussion regarding Tender Bids**

Chief Larson recommended to table the discussion regarding tender bids until the August meeting. Martin moved to table the tender bid discussion to the August 8<sup>th</sup> meeting. Beckman seconded the motion and passed unanimously.

## **Reports:**

### **A. Financial Report:**

- The June Property Tax Disbursement was received (\$407,318.61)
- 5 Pending Resource Reimbursements through Fire Billing and the State
  - Pending: \$45,017.83
  - Received: \$42,851.00 from 5 Claims
- 8 Pending Out of District Claims have been filed with Fire Recovery
- Billing the Airport with notification of changes to come
- Burn Permits to date: 623
- Plan Reviews to date: 13
- 2024 Budget Cycle beginning this month

**B. Deputy Chief Report**

- 2,691 Training Hours to Date
- 588 Service Calls to Date
- Emergency vehicle operator course training took place on Saturday the 8<sup>th</sup> and was successful

**C. Chief Report**

- Captain Montoya's work truck was currently being refurbished
- Landscaping was completed
- Auxiliary members were meeting and reorganizing
- Mentorship program currently has 3 mentees and going strong
- Engine 4 update
- Chris Mountain Fire update
- USFS closures and fire restrictions starting Wednesday morning
- Archuleta County BoCC would meet on 7/18 and planning on Stage 1 Fire Restrictions
- 2024 Budget process beginning

**1. Good of the Order**

- Deputy Chief Macht recognized Ryan Foster and team on their response to the Coal Mine Fire
- Ron Beckman commented on the plants in the front of the building

**2. Adjournment**

There being no further business, the meeting was adjourned at 6:58 p.m.

Respectfully Submitted,

  
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James Martin, Secretary/Treasurer

DISTRICT SEAL

