

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

January 7, 2025

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, January 7, 2025 following the regular meeting of the Pagosa Fire Protection District Volunteer Firefighters Pension Fund Board of Trustees. The meeting was held at 165 N. Pagosa Blvd., Pagosa Springs, Colorado. Except for executive sessions, the Board meetings are open to the public.

**Call to Order**

Chairman Lattin called the meeting to order at 5:36 p.m.

**Board Members in Attendance**

LeRoy Lattin (President/Chairman), James Martin (Secretary/Treasurer), Ryan Foster (Director) and Wayne Hooper (Director) were present.  
(One Director Position Vacant)

**Staff Present**

Chief Bertram, Deputy Chief Macht and District Manager Bliss were present.

**Legal Counsel**

Attorney Dino Ross was present via Zoom.

**Approval or Adjustments to the Agenda**

Chairman Lattin moved to accept the agenda as presented. Director Martin seconded the motion and it carried unanimously.

**Public Comments**

Chairman Lattin opened the floor for public comment, reminding attendees to limit their remarks to three (3) minutes.

Jeff Sams, 46 Eaton Drive, Multijurisdictional Housing Coordinator for the Pagosa Springs Community Development Corporation, requested consideration of waivers or a petition process to be exempted from the proposed impact fees.

Bill Hudson, 446 Loma Street, affiliated with Pagosa Area Water and Sanitation District, Pagosa Peak Open School, and Pagosa Housing Partners, voiced opposition to the proposed impact fees. He emphasized the need for waivers.

## **Review and Approval of Minutes**

Following review, Director Martin moved to approve the minutes from the December 3, 2024 regular Board meeting. Director Hooper seconded the motion, and it carried unanimously.

## **Old Business**

### **A. Impact Fee Update**

Chief Bertram reported that he had met with both the Town and County regarding the proposed impact fees. He also held discussions with Mr. Hudson. It was noted that waivers would need to be addressed, and a clear definition of "low or moderate income" should be established. Director Hooper mentioned speaking with others in the industry who expressed concerns about future voter-approved funding. Attorney Ross reiterated that impact fees are not taxes.

## **New Business**

### **A. Consideration of Resolution 2025-01 - Establishing 2025 Meeting Schedule and Posting Location**

Chief Bertram presented Resolution 2025-01, Establishing 2025 Meeting Schedule and Posting Location. Director Martin moved to approve Resolution 2025-01 as presented, seconded by Director Foster, and carried unanimously.

### **B. Consideration of Resolution 2025-02 - Calling for the 2025 Regular District Election and Appointing a Designated Election Official**

District Manager Bliss presented Resolution 2025-02, Calling for the 2025 Regular District Election to be held May 6, 2025, and appointing District Manager Bliss as the Designated Election Official. Director Martin moved to approve Resolution 2025-02 as presented, seconded by Director Hooper, and carried unanimously.

## **Reports**

### **A. Attorney Report**

Attorney Ross reviewed the attorney's report, which was included in the Board packet.

### **B. Financial Report**

District Manager Bliss reported that all bank reconciliations for all accounts were completed for December. She provided current revenue and expense information, along with the December check register, which were included in the Board packet. She reported the total of all account balances was \$2,967,152.02. In addition, she reported all required filings were filed with the Department of Local Affairs prior to their deadlines.

District Manager Bliss concluded by reporting that in 2024, 798 burn permits were issued, and 25 plan reviews were performed. Currently, 36 burn permits have been issued for 2025.

**C. Deputy Chief Report**

Deputy Chief Macht reported that 2024 concluded with 1215 calls for service and 4,991 training hours. Year to date, 13 calls for service have been recorded.

**D. Chief Report**

Chief Bertram provided an update on the recruitment process for additional shift firefighters. Applications and supporting documents are due by the close of business on Friday, January 10, 2025, with interviews scheduled to begin next week. Chief Bertram also mentioned the upcoming in-house academy, which will provide 40 hours a week of training for approximately six weeks. So far, seven applicants have applied.

The Chief also reported that ice-rescue training took place and was well attended. He announced that the first District-wide membership meeting will be held on Wednesday, January 22, and that a new district monthly newsletter will be distributed soon.

Director Martin inquired about the status of the temporary response station, as well as the airport and Station 4 boundary realignment. Chief Bertram responded that the administration is waiting for confirmation from CDOT regarding their hours of operation before finalizing a plan. He also stated that the airport project is progressing and that the Station 4 boundary realignment will continue now that the holiday season has concluded.

**Good of the Order**


None.

**Adjournment**

There being no further business, Chairman Lattin adjourned the meeting at 6:18 p.m.

**APPROVAL:**

The foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Pagosa Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

 1-4-25  
James Martin, Secretary/Treasurer                      Date

