

# Pinewood Springs Fire Protection District

## BOARD OF DIRECTORS

### Minutes of the May 13, 2026 Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly board meeting on May 13, 2026. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado and via Zoom. President, Michael Graham called the meeting to order at 7:01 P.M.

Attendance: The following directors were present, constituting a quorum: Michael Graham, Kevin Noble, Patty Peritz, Brenda McIntire, and Mark Davis joining via Zoom. Also present were: Chief Ted Plank, and AC Andy Lucas joining via Zoom.

#### Roles/Responsibilities of the Board:

President: Michael Graham

Vice President: Kevin Noble

Secretary: Brenda McIntire

Treasurer: Patty Peritz

Member-At-Large: Mark Davis

Agenda Additions and deletions – None

Meeting Minutes – The minutes of the April 8, 2026 meeting were approved as presented.

Motion: Brenda McIntire, Second: Kevin Noble, Vote: Unanimous

Motion Passed

Public Comments – None

#### Chief's Report –

Operations Report – (including information submitted by AOC Hart)

10 calls in April, including 1 structure fire and 2 wildland fires

All apparatus are in good working order.

20 Active Firefighters

The burn season ended May 1, with 20 total applications and 20 approved.

April training included the annual Wildland Refresher course for all firefighters, a wildland scenario with simulated fire threatening 5 local homes and the Fire on the Plains training conference in La Junta.

Chief Plank

The Community Wildfire Preparedness event went well with an estimated 40 – 50 people attending.

Additional email addresses were collected, people signed up for property mitigation assessment and for weather radios.

The new Wildland Engine 5133 has required some repair, including replacement of broken valves, replacement of the manual foam unit and repair of a sensor issue. Everything has been taken care of and the title and insurance has also been acquired. Approximately \$10,000 is expected from the disposal of Engine 5132.

The Wildfire Resiliency Code Agreement is done and goes into effect July 1<sup>st</sup>. We need to be putting information on our Web page, the Hot Topics Newsletter and Facebook to inform the community of the new regulations that will affect them when applying for building and remodel permits of a sizable nature.

Chief Plank received mail from Wells Fargo Bank Unclaimed Property about the PWS Community Foundation. The foundation, which was formed to allow for access to 501(c)(3) grants, has been inactive

since the completion of the fire station. Shannon Heintz is the president of the foundation, but because there are no other board members to give approval, she has been unable to write a check to close out the account. A decision must be made regarding the dissolution or continuation of the foundation. Approximately \$1,300 remains in the account, which will be transferred to the fire department.

The Estes Valley Fire District has reached out to Chief Plank to help with getting their mutual aid system straightened out and also to sit in on the final interviews for their new fire chief.

The fire investigators of the Easton structure fire were able to trace the source of the fire to the furnace, but because they weren't able to explain exactly how it began, the fire cause will be reported as undetermined.

Larimer County has upgraded fire restrictions to Red Flag, which prohibits any outside activities that could generate a spark.

The work on waterline replacement is ahead of schedule with the temporary line installation nearly finished on Cree Court.

President's Report – None

Vice-President's Report – None

Secretary's Report – The Duck Race adoptions went well with \$6,785 being raised, which was a record high for us.

Treasurer's Report – Patty Peritz gave the board copies of the application for our 2025 Audit Exemption. She responded to Andy Lucas's question about new fire department credit cards necessary because PNC is taking ownership of First Bank, saying that she will be getting it done this Friday. Brenda McIntire has been added as an additional signatory to the Colo Trust Account. The building loan at Community Bank of Colorado was paid off on May 1<sup>st</sup>, and the payoff letter should be forthcoming with no further action necessary.

The Treasurer's Report including detailed financial summary reports and account balances as of April 30, 2026, accompanied with checking account debit/credits/summary, and Visa charge expenses were submitted. The reports provided were reviewed.

Bank Balances as of 04/30/2026:

First Bank	\$ 147,296.59
Colorado Trust – Tabor Reserve (8002)	3,971.66
Colorado Trust – Gen Reserve (8004)	45,961.20
Colorado Trust – Future Apparatus (8006)	0.00
TOTAL CURRENT ASSETS	\$ 197,229.45

Member-At-Large Report – None

Unfinished Business – None

New Business – Discussion was held and a motion made to approve a budget amount not to exceed \$325.00 for the purchase of 4<sup>th</sup> of July merchandise to hand out during the parade.

Motion: Kevin Noble, Second: Brenda McIntire, Vote: Unanimous, Motion Passed

Adjournment – 7:50 PM

Motion: Kevin Noble, Second: Patty Peritz, Vote: Unanimous, Motion Passed

Respectfully submitted,  
Brenda McIntire, Secretary  
06-10-26

05-13-2026