



**FREDERICK-FIRESTONE
FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR
MEETING
8426 KOSMERL PLACE, FREDERICK
COLORADO 80504**



**MINUTES
September 9, 2024**

Chairperson Maselbas called the regular meeting of the Frederick-Firestone Fire Protection District Board of Directors to order at 7:01 p.m.

ROLL CALL

Directors Present:

Kathryn Maselbas, President/Chairperson
David Stout, Vice President
Robert Freeman, Secretary
Greg Houston, Treasurer
Pete Ditmon, Assistant Secretary

Also present:

Jeremy A. Young, Fire Chief
Dino Ross, Legal Counsel
Mike Cummins, Finance Director
Summer Campos, Public Relations Director
Kara Docheff, Human Resources Manager
Duane Roller, President, Board of Trustees of the Volunteer Firefighter Pension Fund
John Lee, Trustee, Board of Trustees of the Volunteer Firefighter Pension Fund

APPROVAL OF AGENDA

Treasurer Houston moved to approve the Agenda for the September 9, 2024, meeting as presented. Secretary Freeman seconded the motion, which passed unanimously.

PUBLIC COMMENT

No public comment.

ATTORNEY'S REPORT

Attorney Ross presented the Attorneys' Report for September 2024, which was included in the Board packet.

Attorney Ross gave the Board an update on when the District can impose impact fees directly instead of through the Towns. For the first time, the District also can impose impact fees directly within Weld County. A brief legislative update included information on initiatives 50 and 108 and the 2024 special legislative session. Attorney Ferguson continues working with the Board on Chief Young's annual review and assisting Chief Staff with updating District job descriptions. Attorney Woodward continues to assist Chief Young with the donation and conveyance of property for the future Station 6. Attorney Ross informed the Board that the 2024 audit engagement letter has been finalized.

The Board did not have any questions for Attorney Ross.

EXECUTIVE SUITE AND INTERGOVERNMENTAL – FIRE CHIEF:

• Fire Chief – Executive Summary

- The District received its official preliminary assessed valuation numbers from the Weld County Assessor on August 22, 2024. The District is still looking at a twenty-four percent decrease in its assessed valuation, equating to a roughly \$4.2 million decrease in its annual budget. This reduction is a cumulation of past legislative changes to assessed valuations, bringing property taxes down, oil and gas production at a record low due to inflation and regulatory concerns, and the overall global economy. This twenty-four percent decrease does not include the impacts of HB24B-1001, which the governor signed on August 30, 2024. This bill was created in exchange for the sponsors of Initiatives 50 and 108 withdrawing the Initiatives from the November election. Initiatives 50 and 108 were withdrawn on September 4, 2024. The District will receive its official final assessed valuation numbers at the beginning of December.
- Fire Chief Young and Finance Director Cummins are working on the draft 2025 budget to be presented to the Board on October 14, 2024. The draft budget will take into consideration assessed valuation numbers from Weld County and the meetings with staff and program managers. The public will be able to review the draft 2025 between October 14 and December 9. Public notices will be published in October.

The remaining timeline for the adoption of the 2025 Budget is as follows:

- | | |
|---------------------------|--|
| ▪ October 14 | First Reading of the Proposed Budget |
| ▪ October 15 | Public Notice of 2025 Proposed Budget |
| ▪ October 15 - December 9 | Board and Public Review of the Proposed Budget |
| ▪ December 9 | Final Budget Hearing & Adoption of 2025 Budget |
- The District held its annual appreciation picnic on August 24, 2024, at Firefighter Park in Frederick. The District provided two food trucks, a bounce house, and a salsa contest for the members. Over 100 people attended, along with a few citizens who stopped by and visited with the crews. The best salsa received a trophy, and gift cards were given to employees through a random drawing. Chief Staff look forwards to another successful year next year.
 - The District is hosted a Family Resiliency Day on September 7 and a resiliency workout day for the crews on September 8. Family Resiliency Day is provided for members and their significant others to talk about resiliency at home and dealing with post-traumatic stress illness experienced by first responders. Speakers for the day were Fire Chief Young, Mindset Specialist Freyta, and Joey Scrivani

from Conscious Movements. Topics covered were Our FFFD Family-Why, Different Lives-Same Problems, Communication Skill Building, PTSD Recovery & Proactive Skills, Family Trauma, and Responder Family Question and Answer Panel. The District provided food and childcare for the members and their significant others to attend.

- **Intergovernmental & Community Relations**

- Fire Chief Young met with Frederick’s Town Manager this last month. The Town is still researching the contaminated dirt concerns at the public works facility containing PFAS. Discussion was also held on the repairs and ongoing communication of Glacier Way in Station 5, with the Town advising that it would try to have a fix before the Station 5 dedication ceremony in October. Upcoming election cycles, including a sales tax initiative, were discussed and supported by the Town. The burning of cattails within waterways in the town, traffic flow, community politics, and event schedules were also addressed in collaboration.
- Fire Chief Young met with Firestone Trustees Jimenez and Holcomb on August 22 and with Firestone Mayor Conyac on September 5, 2024. Topics included the fiscal year 2025 cuts and capital slowdown to include Station 6 in Barefoot Lakes. Issues of community politics, communication, and collaboration were discussed. Fire Chief Young also spoke of the potential sales tax initiative for the ballot in 2025. Town officials said they understood the need to diversify the Fire District’s revenue sources.
- Fire Chief Young attended and participated in the following meetings, events, and conferences in August and early September. The District’s internal working meetings are not included.
 - Weld County Communications Board meeting.
 - Public Safety Healthcare Group—2025 Benefits Summary and Open Enrollment
 - Fire Rescue International—Business and planning meetings for the Executive Fire Officer, Missouri Valley Division, and the Fire and Life Safety Section.
 - International Association of Fire Chiefs (IAFC) Missouri Valley Division (MVD) Board Meeting as State of Colorado Director.
 - Carbon Valley Chamber Golf Tournament – Participated with two members from Executive Staff and two from Local 4123.
 - Colorado State Fire Chiefs monthly board meeting report out for IAFC.
 - Special Legislative Session 2024B – August 26 – 30.
 - The International Association of Fire Chiefs (IAFC) Executive Fire Officer Section (EFO) monthly board meeting.
 - Leadership Mentoring Sessions with two (2) officers and four (4) acting officers within and one (1) outside the District assisting with a Fire Chief hiring process and strategic planning.

PLANNING SECTION REPORT – ASSISTANT CHIEF OF PLANNING:

- **Capital Facilities**

- Fire Station 5 (Wyndham Hill). Fire Chief Young and Assistant Chief Iacino regularly meet and coordinate on an ongoing basis with the general contractor, Golden Triangle Construction (GTC), Allred & Associates, and Dunakilly. GTC is completing punch list items and working on warranty

items identified by the crews. The backup generator has been shipped and is in Denver; the final delivery and setup date is being determined. The generator should be the final item for the final Certificate of Occupancy. The project is still working under the Temporary Certificate of Occupancy.

- Maintenance and Training Facility. Fire Chief Young and Assistant Chief Iacino are actively coordinating with Allred & Associates, Civil Engineering, and Weld County to ensure everything is ready for building permits, requests for qualifications, and proposals if the project is to be greenlighted in 2025. Currently, the project is delayed due to budget cuts for the 2025 fiscal year. They also are also in close collaboration with Dunakilly on the total budget.
- Future Station 6 (Barefoot Lakes). Fire Chief Young has been working with the District's and Brookfield's legal counsel on the final agreement for conveyance of the parcel of land for Station 6. The next meeting to discuss revisions is September 11th. Fire Chief Young is pushing to bring the deal to the Board within the next few months. Items being negotiated at this time are utilities, detention ponds, and impact fees for cost.

- **Community Development**

- The District is currently working on ninety-six (96) commercial projects, including forty-one (41) commercial projects in Firestone, fifty-four (54) projects in Frederick, and one (1) in Weld County. There are no pending annexations.
- Residential development includes thirty-six (36) residential projects with an additional 14,236 family dwelling units planned for construction: 8,176 in the Town of Frederick and 6,060 in the Town of Firestone. Residential developments will include other commercial-zoned properties for commercial development in coordination with the residences.
- There are 442 commercial buildings with 809 businesses and there are 574 fire and life-safety protection systems being tracked within the District.

- **New Permits Issued in August 2024:**

- 12 permits were issued in August 2024, for a total of 123 permits in 2024. The District has issued seventeen (17) more permits than this time in 2023.

- **Fire Investigations – August 2024:**

- One (1) Vehicle Fire

OPERATIONS SECTION REPORT - ASSISTANT CHIEF OF OPERATIONS:

- **2024 Project Updates**

- All required project managers met with Executive Staff to present their 2025 budgets. Project managers did an excellent job staying within the parameters of Chief Young's 2025 budget statement.
- Final work was conducted on a fire engine refurbishment project. Once final approval is given, the project is projected to start in the third quarter of 2025 and take approximately four months to complete.
- Final work was conducted to develop the auto-aid agreement between the District and Mountain View Fire Protection District. Both agencies have been finalizing the response matrix for implementation in January 2025.
- The first shift change in the new Station 5 occurred on August 13th. The crews are settling in well and have been working with the Chief Staff on punch list items and any warranty issues that have come up.
- All crews returned safely from their wildland deployments throughout July. All deployed apparatus returned without incident and are back in service. The Finance Division has diligently worked with crew leaders and Co-Op partners to submit all required reimbursement paperwork.
- **Station Projects, Maintenance, and Apparatus**
 - During the 2025 budget meetings, a few small station projects were identified that could be funded during the remaining 2024 budget cycle. These project managers are working to complete these projects before the 2024 budget closes later this fall.
- **Training Summary – August 2024**
 - Total Fire & Rescue Training Hours: 1,738.2 Hours
 - Total Emergency Medical Training Hours: 191.5 Hours
- **Overview of Training Events for August 2024:**
 - One member obtained Incident Safety Officer certification.
 - One member obtained Drive/Operator-Utility certification.
 - Two members attended the Fire Rescue International conference.
 - Two members began paramedic school at Aims Community College.
 - Five members successfully passed the Fire Officer-I practical.

FINANCE SECTION REPORT – FINANCE DIRECTOR:

- **Accounting & Financial**
 - **Budget**
 - The draft 2025 Budget is under construction

- Program & Personnel Budgets are essentially complete, with minor adjustments expected as additional information becomes available from Fire Chief Young
- Some budget items will be refined as the year progresses and more knowledge is acquired – these adjustments are usually *not* material
- Initial draft 2025 Budget will be presented at the October 14,2024 Board Meeting

• **Banking**

- 8-7-2024 – Paid MYC \$73,443 from CT 8001 (Capital Facilities) – Final Payment
- 8-7-2024 - Paid GTC \$481,409 from CT 8007 (GO Loan) – Pay App #14
- 8-9-2024 – Checking augmentation of \$350,000 from CT 8003 (Unassigned Reserves)
- 8-21-2024 – Paid GTC \$492,241 from CT 8007 (GO Loan) – Pay App #15

• **2024 – YTD Budget Summary**

- The August 2024 County is not included in the following Executive Summary Budget but was reported at the Board meeting.

Executive Summary - Budget vs. Actual - YTD
GENERAL FUND
From January 1, 2024, through September 3, 2024

Revenues	Budgeted	Received YTD	Remaining Budgeted	Percent Received
<i>TOTAL:</i>	<i>\$23,039,339</i>	<i>\$22,103,181</i>	<i>\$936,158</i>	<i>95.9%</i>

Expenditures	Budgeted	Expended & Committed YTD	Remaining Budgeted	Percent Expended & Committed
<i>TOTAL:</i>	<i>\$35,270,278</i>	<i>\$19,598,536</i>	<i>\$15,671,742</i>	<i>55.6%</i>

67.40%
Fiscal Year
Expired

• **EMS Billing and Collections Summary:**

- As mentioned in last month’s report, the data and reporting structure needed to compile this report are still in the development stage due to the District’s previous ambulance billing

The company (Image Trend; software = Billing Bridge) was acquired by EMS-MC (EMS-MC; software = EMSight) earlier this year, requiring a change in software from *Billing Bridge* to *EMSight*.

- The below reports demonstrate a report out of *EMSight* for August of 2024 and another derived from Image Trend Elite:

Activity Summary - Financial Transactions by Billing Period

<u>Month</u>	<u>Gross Charges</u>	<u>Allowances</u>	<u>Net Charges</u>	<u>Rev Adjustments</u>	<u>Payments</u>	<u>Write offs</u>	<u>Refunds</u>	<u>Balance</u>
Aug-24	\$202,552.50	\$59,819.55	\$142,732.95	0.00	\$35,851.62	0.00	0.00	\$106,881.33

<u>Disposition Destination Hospital</u>	<u>Runs</u>	<u>Percent</u>	<u>Month</u>
<i>Refusals/Call Offs</i>	35	23.81%	Aug-24
CHILDREN'S HOSPITAL	2	1.36%	Aug-24
GOOD SAMARITAN	8	5.44%	Aug-24
LONGMONT UNITED HOSPITAL	3	2.04%	Aug-24
LONGS PEAK HOSPITAL	85	57.82%	Aug-24
MEDICAL CENTER OF THE ROCKIES	2	1.36%	Aug-24
ST. ANTHONYS NORTH HEALTH CAMPUS, WESTMINSTER	8	5.44%	Aug-24
CHILDREN'S HOSPITAL NORTH CAMPUS	3	2.04%	Aug-24
UC HEALTH GREELEY	1	0.68%	Aug-24
Total EMS Calls:	147		
Billable Runs:	112		

● **Miscellaneous Financial Information:**

- Total 2024 Revenues are projected to be between 103% and 104% of budgeted (conservatively)
- One category of revenues budgeted for 2024 will underperform significantly (Intergovernmental), due to two (2) line items
 - **CO EMS Medicaid Supplemental Payment Program** revenue was budgeted at \$675K and will be \$367K, a \$308K reduction
 - This is due to issues with software instability utilized by the third-party administrator and institutional rigidities inherent in the controlling state bureaucracy
 - **Property Tax Backfill** revenue was budgeted at \$520K and will likely be zero for 2024 as planned through legislative backfill.
 - At the time of the 2024 Budget, it was judiciously determined and supported by County officials that the District would receive close to \$520K in backfill
 - Due to the considerable unpredictability and volatility in legislative actions or lack thereof, it now appears that this backfill will not materialize in any amount
- Impact Fees received in August 2024: \$23,691.54

PUBLIC RELATIONS REPORT – PR DIRECTOR:

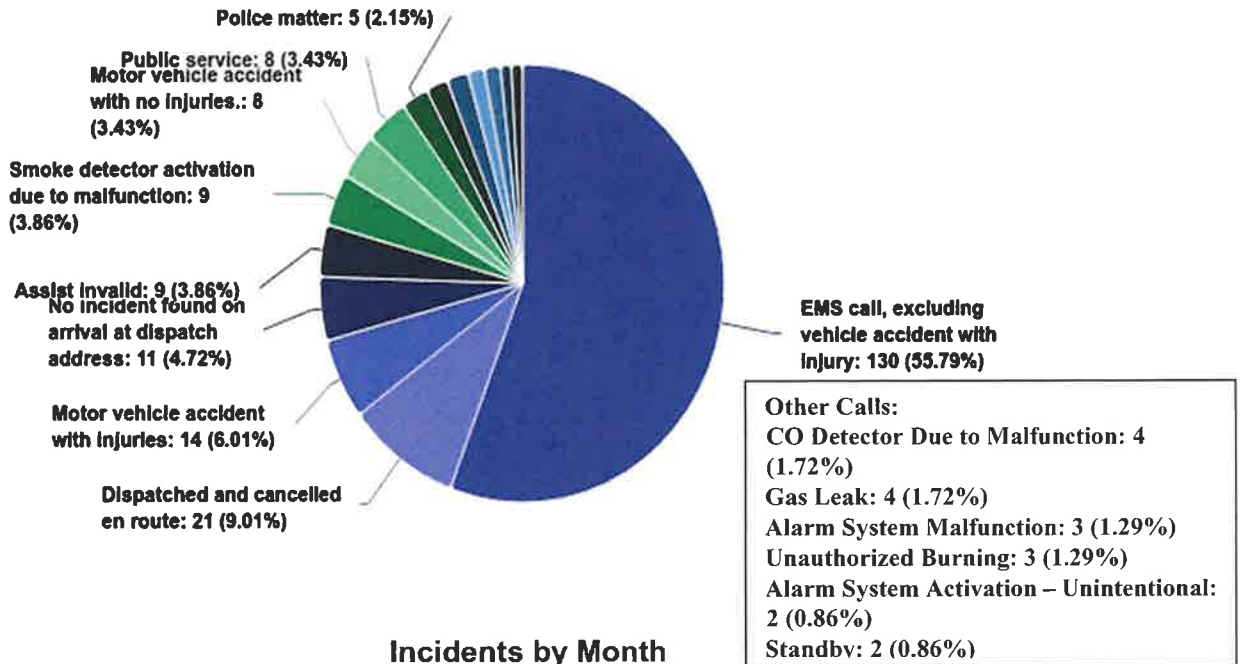
● **Data Analysis**

- August Emergency Call Metrics – (Includes Mutual/Auto Aid)
 - Average Turnout Time: 1:13

- Average Enroute to Arrival: 4:18
- Average Response Time (Dispatch to 1st Unit On-Scene): 5:24
- Total Calls: 255

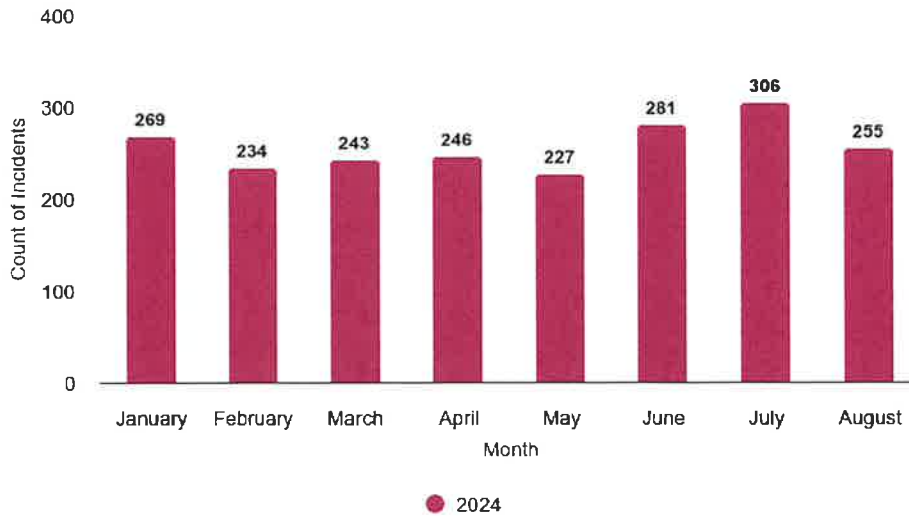
Incident Types (Top 15)

Aug 01, 2024 to Aug 31, 2024

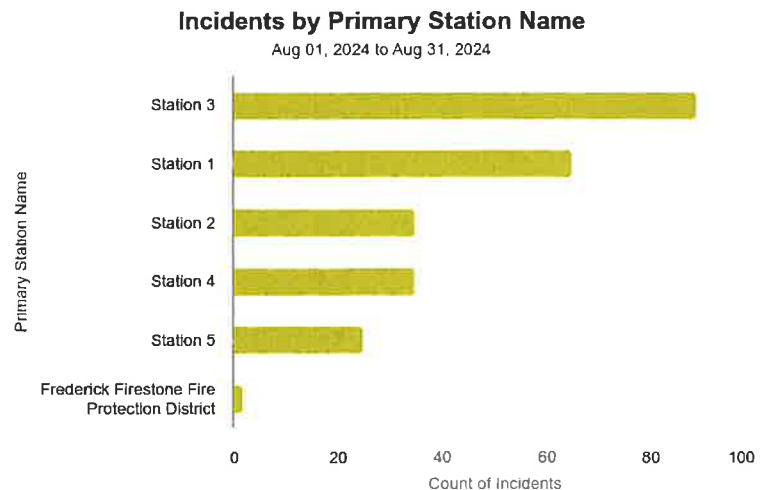
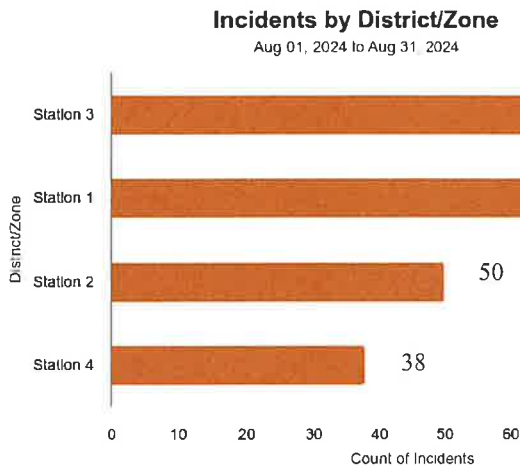


Incidents by Month

Jan 01, 2024 to Aug 31, 2024



- Incidents by District/Zone represent the District's geographical or planning zones for call response. Incidents by Primary Station Name show which station ran the emergency call. Station 5 ran twenty-five (25) calls from 8/12/24-8/31/24. The two (2) calls under Frederick-Firestone Fire Protection District represent a Standby event and a Message from Dispatch.



- Mutual and Automatic Aid – January 1, 2024 – August 31, 2024
 - Mutual Aid Given & Received
 - Fort Lupton Fire Protection District – Seventeen (17) given and two (2) received.
 - Mountain View Fire Protection District – Eighty-six (86) given and twenty-nine (29) received.
 - Platteville-Gilcrest Fire Protection District – Nineteen (19) given and five (5) received.
 - Automatic Aid Given & Received
 - Fort Lupton Fire Protection District – One (1) given and two (2) received.
 - Mountain View Fire Protection District – Zero (0) given and one (1) received.
 - Platteville-Gilcrest Fire Protection District – Twenty-three (23) given and twenty (20) received.

Accreditation Updates

- The District continues working on the Self-Assessment Manual (SAM) and its corresponding performance indicators. The SAM will require the District to self-assess all segments of the District and their corresponding processes. Fire Prevention Specialist Puccetti will begin assisting Director

Campos with confirming all references for the SAM.

- Public Relations Director Campos has been assigned by the Center for Public Safety Excellence (CPSE) to be on a Peer Assessment Team for the Miami Beach Fire Department to be reaccredited. This will be invaluable so the District can learn more about the accreditation process and best practices for hosting a Peer Assessment Team in 2025.
- **Public Relations / Community Risk Reduction / Education**
 - Public Relations Director Campos attended the Carbon Valley Chamber Business Before Hours network event.
 - Public Education / Community Events
 - National Night Out – Visited eight neighborhoods with Frederick Police Department for National Night Out, talking to the community about Wildfire Preparedness. – **250 community members**
 - Senior BP Check event – **45 Seniors**
 - The Learning Center Staff Safety Training – **17 teachers**
 - Storytime at Station 1 – **4 preschoolers and families**
 - CPR Classes: 2 – **11 total students**
 - Fire Drills Attended: Seven (7) schools and three (3) businesses for a total of ten (10) fire drills in August.
 - Car Seat Checks: **3**
 - Social Media Messages: **22 posts / 3 videos**

HUMAN RESOURCES REPORT – HR MANAGER

- Volunteer Pension Board President Roller was the only member of the volunteer pension fund to return a self-nomination form for the upcoming vacancy on the volunteer pension board for January 1, 2025, through December 31, 2026. With only one self-nomination form submitted, the Pension Board can fill this upcoming vacancy without an election.
- The District's benefits broker provided Fire Chief Young and Human Resources Manager Docheff with final benefit plan increases for the 2025 plan year.
- The District's single-role paramedic testing center is scheduled for September 10th at Station 5. The five (5) top applicants from the application process will be attending the testing center.
- Human Resources Manager Docheff is working on completing the District's workers' compensation recertification application for the premium cost containment program with the State of Colorado.
- The Colorado Department of Labor and Employment opened its application process for the State Contribution to the volunteer pension funds. Human Resources Manager Docheff is working on submitting the District's application.

CARBON VALLEY EMA – EMERGENCY MANAGEMENT DIRECTOR

- Engagement with municipalities to involve departmental leaders is progressing. Departmental information sheets and visual briefing tools have been completed and distributed to Frederick, Firestone, Dacono, and the Fire District through Advisory Board members for review and feedback.
- EMD Garner will pilot a streamlined public safety planning tool, the Expanded Public Safety Briefing form, for Frederick's upcoming Miners Day event. This new format captures the essential elements of an Incident Action Plan while offering a more efficient planning process and a more user-friendly final document. If successful, this tool will become the standard for CVEMA's emergency planning support for future community events.
- EMD Garner attended a stakeholder meeting organized by Colorado Representative Elizabeth Velasco concerning proposed legislation that would create guidelines around proactive power grid shutdowns during fires or other extreme events. Emergency managers across the front range shared information about the impacts of recent Public Safety Power Shutdowns (PSPS). The discussion included responsibility for managing the community's needs during a power outage, communication and notification to the community, and the role and ability of private and cooperative utilities, such as United Power, to support the community's needs caused by the power shutoff. EMD Garner is a member of the Colorado Emergency Management Association (CEMA) Legislative Committee and will continue to follow legislation related to emergency management as the session progresses.
- Objectives and scenario details have been finalized for the October 31, 2024, Emergency Operations Center (EOC) functional exercise. The exercise will simulate a fast-moving wildfire driven by high winds, resulting in a conflagration that threatens multiple neighborhoods and critical infrastructure and requires immediate and coordinated EOC activation and response. The objectives include 1) testing the ability to activate the EOC and set it up in a new configuration in the remodeled space, 2) demonstrating EOC processes, including situational awareness, information briefings, and resource ordering, and 3) assessing the ability to transition from active response operations to short-term recovery efforts.

LOCAL 4123 EXECUTIVE BOARD – LOCAL PRESIDENT

- August proved to be a busy month for Local 4123. Early in the month, after the August Labor Management meeting, members of the Executive Board for Local 4123 visited all stations on all shifts to discuss the draft Salary and Benefits Plan for 2025. Members were extremely grateful and appreciative of the new plan and the support from the Board of Directors and Executive Staff. The Executive Board members received numerous reports of how these new healthcare coverages will change their lives and working conditions within their families.
- Over Labor Day weekend, all stations and all crews participated in the Muscular Dystrophy Association (MDA) Fill the Boot drive. This fundraiser has been a long-standing tradition in the fire service that the District and Local 4123 have chosen to refrain from participating in recently due to ballot initiatives and public perception. Both entities restarted the fundraiser in early 2024 with collaboration and public education. Their efforts were successful, with over \$44,000 raised, not to include any loose change collected. Approximately 15,000 stickers were distributed to willing donors, and another 2,000 public

insights were noted on Facebook and Instagram. Early reports from the MDA place the District in second or third place in the state and the top ten in the nation for donations per/capita.

- Membership in Local 4123 increased during August, with two new members joining for the first time in their careers.

PRESENTATIONS:

- Human Resources Manager Docheff presented to the Board and provided information on benefit offerings for the District and its employees for 2025. HR Manager Docheff explained upcoming benefit changes and offers.

The Board had no follow-up questions.

DISCUSSION ITEMS – FIRE CHIEF

- **50TH Anniversary Celebration – Fall of 2025:** Staff advised the Board that the District's 50th Anniversary is in November 2025. Staff advised the Board that many Districts do unique challenge coins, badges for their personnel, anniversary books, t-shirts, community ceremonies, artwork on correspondence, and social media for the anniversary year. Staff and the Board discussed what the Board would like to see.
- **Beyond Your Base – Consulting Service Agreement:** Over the last couple of months, Fire Chief Young has been working with three consulting public opinion companies. Strategies360, Magellan Strategies, and Beyond Your Base are the three agencies Fire Chief Young had requested to provide public engagement, voter analytics, and public opinion research services. Given the scope of services provided and understanding of the District's community, Fire Chief Young will ask to enter into a service agreement with Beyond Your Base, a consulting group of Wright & Company, to help evaluate a potential sales tax ballot initiative in 2025.

ACTION ITEMS – FIRE CHIEF

- **Financial Policy Manual and Financial Operational Procedures Manual:** Under new business, Finance Director Cummins requests the Board approve and accept the newly created Financial Policy Manual and the newly created Financial Operational Procedures Manual. The District recently had a Financial Policy and Operational Procedures Manual. The accreditation processes with the Center of Public Safety Excellence (CPSE) and the Government Finance Officers Association (GFOA) recommended that the District's current Financial Operational Procedures Manual be separated into a policies manual and a procedures manual. The District's new Financial Policies Manual had minor revisions to the District's Auditor and GFOA recommendations. The District's new Financial Operational Procedures Manual contains revisions to match current processes and software attributes the District utilizes. Both manuals will be referenced through District audits and the accreditation process. The manuals will also be posted under financial supporting documents on the District's website.

- **Service Agreement with Colorado Resource Services for DEO:** Under New Business, Fire Chief Young requests a motion to enter into a service agreement with Community Resource Services of Colorado, LLC. (CRS) to serve as the District's Designated Election Official (DEO) and provide all required election services for the May 2025 and potential November 2025 elections. The agreement would be effective from October 2024 to December 31, 2025. The agreement is much the same as previous agreements the District has entered into with CRS.
- **FFFPD and MVFPD Intergovernmental Agreement for Emergency Services Dispatching of Closest Unit:** Under New Business, Fire Chief Young requests acceptance, approval, and Board signatures for the Intergovernmental Agreement between Frederick-Firestone Fire Protection District and Mountain View Fire Protection District for Emergency Services Closest Unit Dispatching to begin January 1, 2025. The agreement is also being submitted to the Mountain View Fire Protection District Board for approval at its September meeting.
- **Firetrucks Unlimited Refurbishment Proposal Approval:** Under New Business, the Operations Section requests a motion and approval for Fire Chief Young to sign the refurbishment proposal by Firetrucks Unlimited to refurbish the 2009 Pierce Engine, which currently needs a new engine, electrical work, and other identified problems. This refurbishment project will provide a like-new fire engine for the fleet in 2025. Executing the proposal now allows Firetrucks Unlimited to get the engine on their schedule for 3rd quarter of 2025. This refurbishment project will be included in the 2025 Budget, with the first deposit made in the 1st quarter of 2025. Once returned, this fire engine will be utilized as a front-line engine for ten years.

CONSENT AGENDA

The following Consent Agenda was presented:

- Approval of the August 12, 2024, regular meeting minutes.
- Confirmation of the continuity of the Financial Reports from August 8, 2024, to September 4, 2024.
- To accept and approve all payables, financial reports, fund receipts and transfers, Colo-Trust statements, and payroll registers as presented within the monthly financial binder.

Vice President Stout moved to accept and approve all items under the Consent Agenda. Motion seconded by Treasurer Houston. The motion passed unanimously.

OLD BUSINESS

No old business.

NEW BUSINESS

- Vice President Stout motioned to accept and approve the new Financial Policies Manual as presented. Treasurer Houston seconded the motion. The motion passed unanimously.
- Secretary Freeman motioned to accept and approve the new Financial Operational Procedures Manual as presented. Treasurer Houston seconded the motion. The motion passed unanimously.

- Secretary Feeman motioned to accept and approve the election services agreement with Colorado Resource Services of Colorado, LLC to perform election services and serve as the District's - designated election official (DEO) for the May 2025 District Director election and potential November 2025 election. Vice President Stout seconded the motion. The motion passed unanimously.
- Secretary Freeman motioned to accept and approve the intergovernmental agreement between Frederick-Firestone Fire Protection District and Mountain View Fire Protection District for closest unit emergency services dispatching to become effective January 1, 2025. Vice President Stout seconded the motion. The motion passed unanimously.
- Treasurer Houston motioned to accept and approve the refurbishment proposal by Firetrucks Unlimited for \$433,725 to refurbish the District's 2009 Pierce contender pumper to fiscal year 2025 and authorize Fire Chief Young to sign the proposal. Secretary Freeman seconded the motion. The motion passed unanimously.

EXECUTIVE SESSION

Treasurer Houston made a motion to go into Executive Session as requested by President Maselbas.

- Under CRS 24-6-402(4)(b). To receive advice from legal counsel concerning the May 2025 regular election.
- Under CRS 24-6-402(4)(f). Discussion of Fire Chief Young's annual salary review.

Assistant Secretary Ditmon seconded a motion. The motion passed unanimously.

Attorney Ross stated that the first portion of the Executive Session, which began at 8:00 p.m., would constitute an attorney-client communication and would not be recorded.

Treasurer Houston made a motion to come out of the Executive Session. Secretary Freeman seconded a motion. The motion passed unanimously. The Executive Session concluded at 9:28 p.m.

NEW BUSINESS

- Vice President Stout motioned to approve staff to evaluate whether to recommend that the Board include a sales tax ballot as part of the May 2025 Board of Directors election and, as part of that evaluation, authorize Fire Chief Young to sign the Public Engagement and Opinion Research Services Agreement with Beyond Your Base with Option A as presented for timeline and budget. Secretary Freeman seconded the motion. The motion passed unanimously.

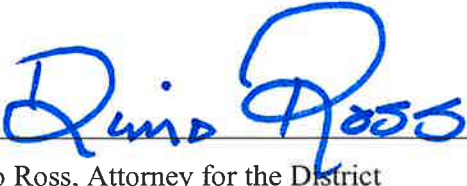
ADJOURNMENT

Treasurer Houston moved to adjourn the meeting with no other business before the Board. Secretary Freeman seconded the motion, which passed unanimously. The meeting was adjourned at 9:30 p.m.



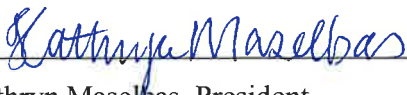
Pete Ditmon, Assistant Secretary

I hereby attest that the first portion of the Executive Session constituted an attorney-client communication and was not recorded.



Dino Ross, Attorney for the District

I hereby attest that the Executive Session was confined to topics authorized for discussion in Executive Session pursuant to C.R.S. 24-6-402(4)(b) and(f).



Kathryn Maselbas, President