



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



**MINUTES
November 13, 2024**

Chairperson Maselbas called the regular meeting of the Frederick-Firestone Fire Protection District Board of Directors to order at 7:00 p.m.

ROLL CALL:

Directors Present:

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

Also present:

Jeremy A. Young, Fire Chief
Mike Cummins, Finance Director
Kara Docheff, Human Resources Manager

APPROVAL OF AGENDA:

Secretary Freeman moved to approve the Agenda for the November 13, 2024, meeting as presented. Vice President Stout seconded the motion, which passed unanimously.

PUBLIC COMMENT:

No public comment.

PUBLIC HEARING:

Vice President Stout moved to recess the regular board meeting to conduct a public hearing on the 2025 proposed budget. Treasurer Houston seconded the motion, which passed unanimously.

Treasurer Houston moved to open the public hearing on the District's 2025 proposed budget. Vice President Stout seconded the motion. The motion passed unanimously. The public hearing began at 7:03 p.m.

Chief Staff confirmed for the record that notice of tonight's public hearing was published in two local newspapers, the Longmont Times-Call and Fort Lupton Press, and posted on the District's website. The District received no written or verbal objections before tonight's public hearing, and no public members were present to express an opinion on the proposed 2025 Budget.

Vice President Stout moved to recess the public hearing on the proposed 2025 Budget and reconvene it on December 9, 2024. Treasurer Houston seconded the motion, which passed unanimously.

RECONVENE THE REGULAR BOARD MEETING

Secretary Freeman moved to reconvene the regular Board meeting. Vice President Stout seconded the motion. The motion passed unanimously. The regular Board meeting was reconvened at 7:07 p.m.

ATTORNEY'S REPORT:

Chief Young presented the Attorneys' Report for November 2024, which was included in the Board packet. Attorney Ferguson continues to assist Chief Young with the District's annual update of the Member Handbook. Attorney Powell assisted in finalizing the Hazmat Response IGA. Attorney Woodward continues assisting Chief Young with the Brookfield Development donation of property for the District's future fire station in the Barefoot Lakes subdivision.

EXECUTIVE SUITE AND INTERGOVERNMENTAL – FIRE CHIEF:

• Fire Chief – Executive Summary

- Chief Young and PR Director Campos continue to work with Beyond Your Base Consulting regarding the upcoming public communications and public opinion research regarding a potential May 2025 sales tax ballot initiative. Voter analysis is being utilized. The first mailer to the District's residents will go out this week. Staff is planning public information meetings during the first two weeks of December. The survey will be mailed out and made available in early December, and the public will need to respond by the early January deadline. Text messages will also be sent to all registered voters with a link to the survey. Staff will continue to monitor the landscape and see how public opinion polling is received.
- Fire Chief Young, Asst. Chiefs Prunk and Iacino, and Training Captain Joseph attended the Colorado State Fire Chiefs Leadership Conference in Keystone, October 21-25. Many great keynote speakers and multiple breakout sessions from leadership, fire and emergency medical changes, special district legislation, firefighter behavioral and personnel management, and communication classes for the District were attended.
- On October 16th, Chief Young conducted the Leadership Roundup with all the 2024 Officer Development Cohorts, Battalion Chiefs, and Captains. All personnel in attendance reviewed transformational leadership, the pitfalls and successes of middle management, and the importance of

mission, vision, and values for the District's overall culture of "Leading Together, By Serving Together."

- Chief Young attended October's Firefighter Heart, Cancer, and Behavioral Trust Annual Board Meeting. The current trust is solvent and continues to attract new members from across the state. The meeting members voted on the proposed amendments to the Trust Agreement. All amendments were clean-up language, as the Trust has allowed volunteer agencies to be covered now.

- **Intergovernmental & Community Relations**

- Fire Chief Young attended and participated in the following meetings, events, and conferences in October and early November. The District's internal meetings are not included.
 - Weld County Communications Board meeting.
 - Colorado State Fire Chiefs' Conference – October 20-25, 2024
 - North Area Fire Chiefs' Meeting – November 4, 2024
 - Denver Metro Chiefs' Meeting in Westminster – reporting out.
 - Center of Public Safety Excellence Discussion Forum – Writing Your SAM.
 - International Association of Fire Chiefs (IAFC) Missouri Valley Division (MVD).
 - Colorado State Fire Chiefs monthly board meeting.
 - The IAFC Executive Fire Officer Section (EFO) monthly board meeting.
 - Leadership Mentoring Sessions with two (2) officers and five (5) acting officers within and two (2) outside the District assisting with emergency services leadership.

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 Golden Triangle Construction (GTC), Allred & Associates, and Dunakilly. The general contractor (GTC) is completing punch list items and working on warranty items identified by the crews. Chief Young is working with GTC, Allred, and Dunakilly on the final accounting for the project. In October, the District received the Certificate of Occupancy from the Town of Frederick.
- Maintenance and Training Facility. Fire Chief Young and Assistant Chief Iacino are actively coordinating with Allred & Associates, Civil Engineering, and Weld County to ensure everyone 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 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 legal counsel and Brookfield Development on the final land conveyance agreement for the parcel of land for Station 6. All parties are currently working on the final revisions to the agreement. Fire Chief Young plans to have the agreement to the Board in January for a March 2025 closing.

- **Community Development**

The District is currently working on eighty-seven (87) commercial projects, including thirty-six (36) commercial projects in Firestone, fifty (50) projects in Frederick, and one (1) in Weld County. No annexations are pending.

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 residences.

There are 446 commercial buildings with 815 businesses within the District. They are tracking 584 fire and life-safety protection systems within the District.

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

The District issued 24 permits in October 2024, with 174 permits to date in 2024. The District has issued forty-three (43) additional permits more than this time in 2023.

- **Fire Investigations – October 2024:**

There were four fire investigations in October 2024. One (1) residential structure fire, one (1) vehicle fire with structure damage, one (1) electrical fire in a residence, and one (1) trash fire.

OPERATIONS SECTION REPORT - ASSISTANT CHIEF OF OPERATIONS:

- **2024 Project Updates**

- All Shifts conducted live fire training at the Eaton Fire Protection District training facility. This is a class-a fuels simulator. Crews reported this training environment provided a “next level” training experience most of the current staff has not been exposed to. Thanks to Capt. Joseph and the Shift Captains for making this training possible.
- In a continued effort to develop Weld County response teams in Hazmat and Technical Rescue, numerous crew members attended technician-level training in confined space, trench emergencies, and rope rescue.
- Internal administrative work is being conducted in preparation for the upcoming hiring and promotional assessment processes, which will be conducted throughout 2025.
- All apparatus and staff have returned from their respective national deployment assignments. No equipment damage or injuries occurred during these events.

- **Station Projects, Maintenance, and Apparatus**

- The turbo in the Reserve Ladder Town Truck (L-3550) was replaced with a refurbished unit, which saved the District significant costs. The unit is back in service.

- **Training Summary – October 2024**

- Total Fire & Rescue Training Hours: 2,793.67 Hours
- Total Emergency Medical Training Hours: 435.5 Hours

- **Overview of Training Events for October 2024:**

- Multiple members renewed state EMS certifications.
- One member obtained Driver/Operator-Aerial certification.
- One member completed Fire Academy and began Hazmat class.
- Five members completed the District’s Officer Development Program.
- Multiple members completed the Car Seat Technician renewal course.
- Two members attending paramedic school at Aims Community College.
- Two members completed the North Area Technical Rescue Academy.
- New-hire orientation completed for Paramedic Frakes.
- Two members obtained Fire Officer-I Certification.
- Paramedic Assessment Center Completed.

FINANCE SECTION REPORT – FINANCE DIRECTOR:

- **Accounting & Financial**

- **October Banking**

- 10-9-2024 – Checking augmentation - \$400,000, from 8003 to FIB 7035
- 10-23-2024 – Checking augmentation - \$500,000, from 8003 to FIB 7035
- 10-24-2024 – Paid GTC \$97,372 (Pay App #17) from CT 8007 (GO Loan)
- 10-29-2024 - Checking augmentation - \$250,000, from 8003 to FIB 7035

- **2024 – YTD Budget Summary**

- The October 2024 County Distribution had not yet been received, so these amounts were *not* included in the executive summary below.

Executive Summary - Budget vs. Actual - YTD

GENERAL FUND

From January 1, 2024, through November 5, 2024

Revenues	Budgeted	Received YTD	Remaining Budgeted	Percent Received
TOTAL:	\$23,039,339	\$23,146,582	(\$107,243)	100.5%

Expenditures	Budgeted	YTD	Remaining Budgeted	Percent Expended & Committed
TOTAL:	\$35,270,278	\$22,560,568	\$12,709,710	64.0%

84.6%
Fiscal Year
Expired

• **EMS Billing and Collections Summary:**

<u>Disposition Destination Hospital</u>	<u>Runs</u>	<u>Percent</u>	<u>Month</u>
Refusals / Call Offs	61	35.88%	Oct-24
CHILDREN'S HOSPITAL	1	0.59%	Oct-24
GOOD SAMARITAN	15	8.82%	Oct-24
LONGMONT UNITED HOSPITAL	2	1.18%	Oct-24
LONGS PEAK HOSPITAL	76	44.71%	Oct-24
MEDICAL CENTER OF ROCKIES	1	0.59%	Oct-24
ST ANTHONY N. HEALTH CAMPUS	6	3.53%	Oct-24
CHILDRENS HOSPITAL N. CAMPUS	8	4.71%	Oct-24

Total EMS Calls: 170
Billable Runs: 109

Activity Summary - Financial Transactions by Billing Period

<u>Month</u>	<u>Gross Charges</u>	<u>Allowances</u>	<u>Net Charges</u>	<u>Adjs</u>	<u>Payments</u>	<u>Write offs</u>	<u>Refunds</u>	<u>Balance</u>
Oct-24	125,488	70,481	55,007	0	61,597	0	0	-6,590

• **Miscellaneous Financial Information:**

- Wildfire Deployment Information is displayed below, showing the 2024 wildfires in which the District has participated. The amount column shows the amounts still owed to the District. This information is important as it reflects a partial offset to the District's overtime expense line item.

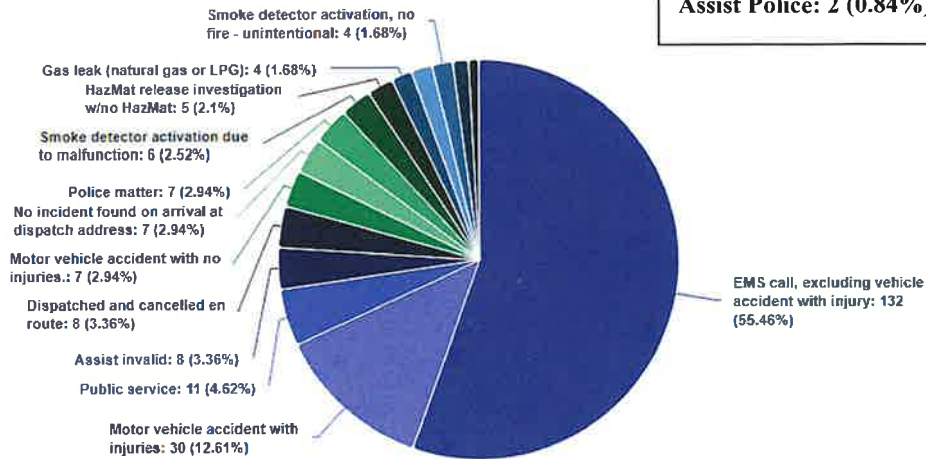
PUBLIC RELATIONS REPORT – PR DIRECTOR:

• **Data Analysis**

- October Emergency Call Metrics – (Includes Mutual/Auto Aid):
 - Average Turnout Time: 1:09
 - Average Enroute to Arrival: 4:00
 - Average Response Time (Dispatch to 1st Unit On-Scene): 4:50
 - Total Calls for September 2024: 263

Incident Types (Top 15)

Oct 01, 2024 to Oct 31, 2024

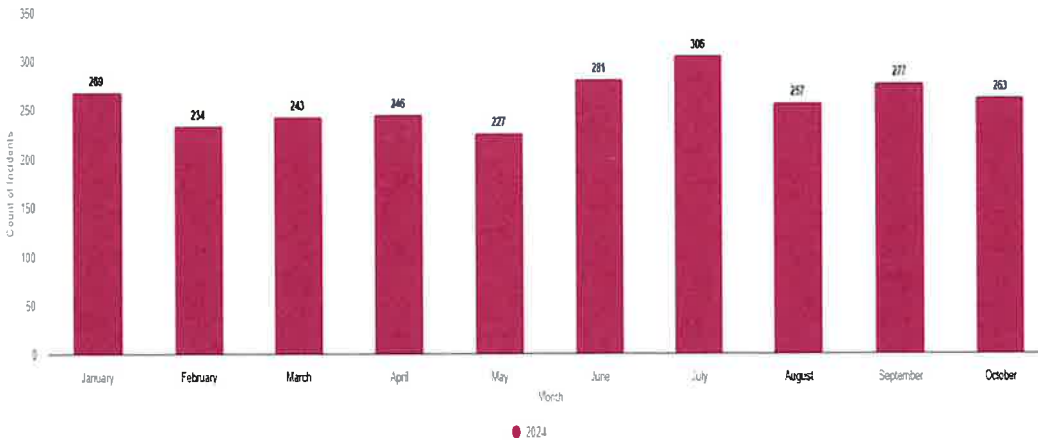


Other Calls:
 Alarm System Activation: 4 (1.68%)
 CO Detector Activation: 3 (1.26%)
 Assist Police: 2 (0.84%)

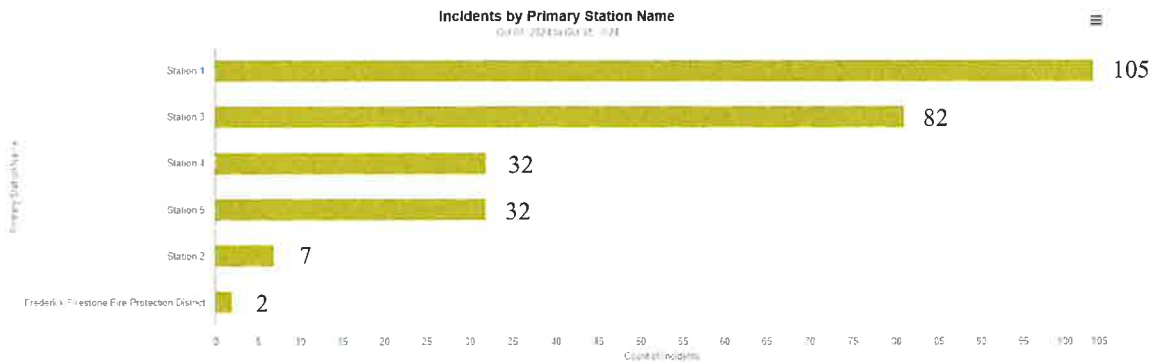
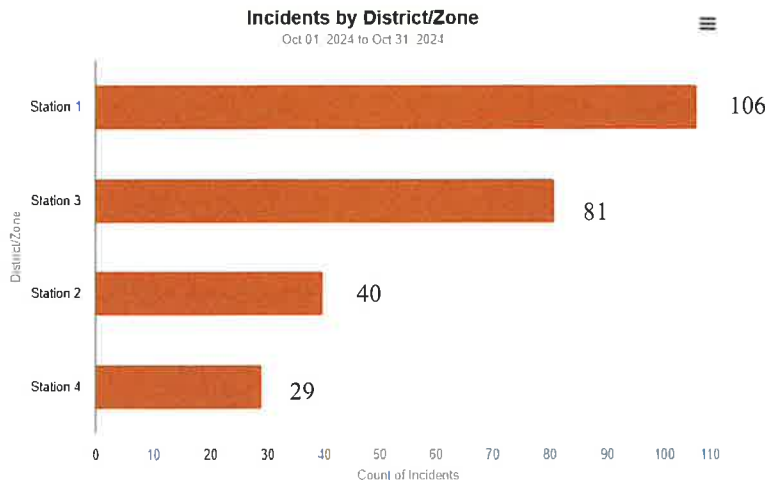
Other Calls:
 Alarm System Activation – No Fire: 7 (2.61%)
 Smoke Detector Activation – No Fire: 6 (2.24%)
 Alarm System Malfunction: 3 (1.12%)
 Gas Leak: 3 (1.12%)
 Standby: 3 (1.12%)
 CO Detector Due to Malfunction: 3 (1.12%)
 Grass Fire: 3 (1.12%)

Incidents by Month

Jan 01, 2024 to Oct 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. The two (2) calls under Frederick-Firestone Fire District represent Standby events.



- Mutual and Automatic Aid – January 1, 2024 – October 31, 2024.
 - Mutual Aid Given & Received:
 - Fort Lupton Fire Protection District – Nineteen (19) given and four (4) received.
 - Mountain View Fire Protection District – 117 given and thirty-four (34) received.
 - Platteville-Gilcrest Fire Protection District – Twenty-five (25) given and nine (9) 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-eight (28) given and twenty-one (21) 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 and PR Director Campos continue working on references for the SAM.

PR 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. PR Director Campos will travel to Miami Beach in January 2025.

- **Public Relations / Marketing**

- The District's new website under Streamline has officially been launched and the District is currently at 100% Compliance. The Public Relations Team is working on updating the new website.

- **Community Risk Reduction / Education**

- PR Director Campos attended the Carbon Valley Chamber Business Before Hours at the Carbon Valley Recreation District.
- Public Education / Community Events:
 - Aims Fall Recruitment Day – The District's Training Division and Community Risk Reduction Specialist (CRRS) Hayes attended their Fall Semester Recruitment event. District personnel spoke and engaged with over 50 FF/EMT students on future career opportunities. – 50+ Students
- Sound Off Program – CRRS Hayes and FF/EMT Murray visited 2nd and 3rd-grade classes teaching about smoke alarm safety using FEMA's "The Sound Off with the Home Safety Patrol".
 - Visited 7 schools in total (6 schools in 2023)
 - Presented to 35 classes (both 2nd and 3rd grade). Spoke to 878 students (30 classes and 768 students in 2023)
 - Collected 644 pre-tests and post-tests (732 Pre and Post tests collected in 2023 / also used paper format vs Google Forms)
- 99 "Mini Home Risk Assessments" collected (116 collected in 2023)
 - 8 follow-ups completed (17 follow-ups in 2023)
- Preschool Visits – B shift and A shift visited several preschools for the 2nd week of Fire Prevention Week and taught about smoke alarm shapes and the sounds they make and demonstrated their bunker gear and the fire engine.
 - 6 different preschools throughout the District (3 preschools in 2023)
 - 491 preschoolers
- District Open House – The District had another successful Open House with many supporters and attendees at Station 1.
 - Over 500+ attendees
 - Gave away boxes of free kid's helmets
 - Gave away 97 Free Fire Extinguisher Spray Cans (ordered 100)

- Union served over 450 plates of pancakes
- Home School Group Station 3 tour – A north-area home school group visited Station 3 to learn about fire safety. Due to the big age gap amongst the group, crews discussed education on both fire safety and the career field. Crews also completed a station tour, gear demo, and tours of the fire apparatuses and ambulances. – 30 visitors
- Tiny Terror Town in Frederick – CRRS Hayes along with the C-shift Station 1 crew attended the town’s annual Trunk-Or-Treat event. Crews dressed up like superheroes to match CRRS Hayes’ Fire Safety theme! – 1000+ attendees.
- Halloween Safety Night in Firestone - CRRS Hayes along with the C-shift Station 3 crew attended the town’s annual Trunk-Or-Treat event located at the Firestone Sports Complex. This was a largely attended event. District personnel handed out candy and Halloween Safety Bags. – 5000+ attendees.
- Story Time at the Fire House – This month’s Story Time was held at Station 3 and focused on EMS and injury prevention. The attendees learned what it took to prevent injuries from happening, and how they could help fix injuries like EMTs! District personnel also took the time to decorate some spooky Halloween pumpkins with the little future firefighters/EMTs. – 15 visitors
- Car Seat Checks: 1
The District’s current car seat technicians completed their certification renewal training, which the Colorado State Patrol put on. The technicians identified necessary updates for the program and discussed how the District can improve the Child Car Seat Program to provide more efficient service to the community.
- Social Media Safety Messages Posted: 40 (Posts and Videos)

HUMAN RESOURCES REPORT – HR MANAGER:

- Human Resources (HR) Manager Docheff successfully conducted open enrollment meetings with the District's employee benefits broker for each shift.
- HR Manager Docheff continues to work with the state on the recertification process for the Colorado Division of Workers’ Compensation Premium Cost Containment Program. This program provides the District with workers’ compensation cost savings through safety and loss control initiatives. The Premium Cost Containment Board of Directors has raised additional questions regarding four of the District’s past claims.
- Fire Chief Young and HR Manager Docheff submitted the updated Schedule A to the National Public Pension Fund Association (NPPFA). Schedule A outlines employee contributions to the District-sponsored retirement healthcare funding plan.
- HR Manager Docheff continues collaborating with Public Sector Healthcare Group, the District’s benefit broker, on the 2025 open enrollment. Public Sector Healthcare Group has introduced a new benefits enrollment software.
- HR Manager Docheff is working with Finance Director Cummins to update the District’s finance software to accommodate the upcoming benefits changes in the payroll system.

- Fire Chief Young and HR Manager Docheff developed a new standalone policy addressing modified duty assignments. These assignments are available to members who have sustained work-related injuries or illnesses and cannot perform their regular assigned duties.

CARBON VALLEY EMA – EMERGENCY MANAGEMENT DIRECTOR:

- In October, CVEMA facilitated the first-ever meeting of Weld County municipal emergency managers. It was a great start, providing a platform for support, collaboration, and innovative brainstorming around the unique challenges in building successful emergency management programs at the municipal level. Attendees shared key insights on local challenges and discussed opportunities for cooperation. This initial gathering laid the groundwork for continued collaboration to bolster emergency management capabilities across the county.
- Emergency Management Director (EMD) Garner has submitted all required documentation to support her application for the Certified Emergency Manager (CEM) credential awarded by the International Association of Emergency Managers (IAEM). The credential committee will evaluate her application, and she will be notified by December 16, 2024, whether the credential has been granted or if additional documentation is required. The CEM designation is a prestigious, nationally and internationally recognized certification, signifying that an emergency manager has the knowledge, skills, and ability to effectively manage a comprehensive emergency management program.
- On October 12th, CVEMA participated in the Frederick-Firestone Fire District's Open House, conducting outreach to the public. They provided valuable preparedness information and had productive conversations with community members about the hazards that could impact the area. This engagement helped raise awareness and encouraged residents to take proactive steps in preparing for potential emergencies, reinforcing CVEMA's commitment to fostering a well-informed and resilient community.
- EMD Garner has initiated discussions about establishing a Carbon Valley Community Fund, which would serve as a mechanism for post-disaster donations to help meet the community's long-term recovery needs directly. EMD Garner met with Amy Tallent, who is leading a similar effort in Johnstown-Milliken, and Tim Coons, the executive director of the Weld Community Foundation, which would sponsor and manage the fund, as well as guide in structuring the fund's governance.

In addition to post-disaster donations, the Carbon Valley Community Fund could be used to address day-to-day needs in the community, though these specifics are still to be defined. A list of potential supporters is being developed, and a kickoff event is planned for February 2025. The CV CARES group, co-chaired by EMD Garner, has appointed a subcommittee to guide the effort.

- On October 31st, a successful and well-attended Emergency Operations Center (EOC) disaster exercise was held. Participants responded to a wildfire scenario as if it were happening, working through the phases of initial response, sustained operations, and the transition to recovery. The exercise also included seminar elements that conveyed important information about community lifelines, such as infrastructure and communications, and workshop elements where participants offered valuable

feedback. This input will be used to develop detailed EOC checklist placemats to increase future operational readiness.

LOCAL 4123 EXECUTIVE BOARD – LOCAL PRESIDENT:

- In early October, Local 4123 received heartfelt appreciation from the Muscular Dystrophy Association (MDA) for contributing to the 2024 fundraiser. In recognition of their efforts, the MDA will present the Local with a plaque and pendants honoring their fundraising achievements from previous years. Additionally, the Local has ordered complimentary t-shirts from the MDA for all members, which will be distributed in the coming months upon their arrival.
- As November 2024 approaches, Local 4123 is preparing to finalize year-end finances and plan for their annual International Audit. The union membership has risen to 68, as they proudly welcomed Paramedic Frakes to the team in late October. The Local is excited to have Paramedic Frakes join the Local's growing family, and they look forward to Paramedic Swim's transition into a Paramedic Firefighter role.
- Moving into November, the Local is excited to prepare for the upcoming winter festivities with the District and begin preparations for the public safety update for a potential sales tax initiative in 2025.

DISCUSSION ITEMS – FIRE CHIEF:

- **Administration Parking Lot and Retention Pond**
The additional parking spaces to be added during the administration remodel project have been fully designed, and the District has recently advertised and published a request for proposals for this construction project. The current timeline is for the district to receive bids by the end of business on November 15, evaluate them from November 15 through November 21, and award the bid to a general contractor to begin the project as soon as possible.
- **2025 Member Handbook Review – Draft**
Staff has provided the Board with the Draft 2025 Frederick-Firestone Fire District Member Handbook for review in November. Please let Fire Chief Young know during November if any questions, concerns, or modifications are needed. Staff will request approval and adoption of the revised Fire District Member Handbook at the December 9th Board Meeting. This has been reviewed and approved by legal and meets all the current employment standards and laws for 2024/2025.
- **Fire Chief Intent & Project List 2025-2028**
Fire Chief Young has provided the revised and updated Fire Chief Intent & Project List for 2025-2028. This list outlines and prioritizes projects staff will work on over the next three years. Each project or program is prioritized as 0-12, 12-24, or 24-36 months. Executive Staff, Sections, and Divisions review this at least quarterly to ensure everyone is in line with moving the District forward.
- **2024 Public Safety Update**
Staff has been working with Beyond Your Base (BYB) to develop the first flyer to mail to registered voter households before Thanksgiving. This flyer provides a Public Safety Update from the District on its current strengths, weaknesses, opportunities, and threats. The flyer also outlines the public meetings that will be held in the first and second week of December. Around the second week of December, the

public survey will be sent out to registered voters by mail and digital text. The public survey will be kept open until early January, and then close the survey to analyze the data obtained. Staff is researching current successful and unsuccessful campaigns that occurred on November 5, 2024. This data and information will be gathered and correlated so that the Board can decide on a potential sales tax in May of 2025.

- **2025 Draft Budget Preparation and Scheduling**
- The remaining timeline for the adoption of the 2025 Budget is as follows:
 - November 13 Public Hearing of the Proposed Budget
 - December 9 Final Public Hearing & Adoption of 2025 Budget
- **Administration and Operational Objects – 2025 Proposed Budget - Changes**
 - **Object 5800 – Training & Certifications:** This object within the proposed 2025 budget was increased by \$3,225 to add attendees to the Colorado State Fire Chiefs’ (CSFC) Leadership Challenge Conference in 2025.
 - **Object 5803—Training Travel & Subsistence:** This object in the proposed 2025 budget was increased by \$6,182 to cover lodging and travel expenses for additional attendees to the CSFC Leadership Challenge and to bring in FDNY Instructors to instruct a Trauma Release Exercise (TRE) Awareness Class in January 2025.

ACTION ITEMS – FIRE CHIEF:

- **Weld County Hazardous Materials Response and Resource Sharing for Hazardous Substance Incidents Intergovernmental Agreement**

Under new business, Fire Chief Young requested acceptance, approval, and signatures for the Intergovernmental Agreement (IGA). This is an IGA developed and led by Frederick-Firestone Fire District to unify and provide collaboration for Weld County agencies to train, work, and respond together to Hazardous Material incidents and Resource sharing. The District also is in the process of creating a Technical Rescue IGA for Weld County agencies.

CONSENT AGENDA:

The following Consent Agenda was presented:

- Approval of the October 14, 2024, regular Board meeting minutes.
- Confirmation of the continuity of the Financial Reports from October 10, 2024, to November 6, 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.

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

OLD BUSINESS:

No old business.

NEW BUSINESS:

- Treasurer Houston moved to accept and approve the intergovernmental agreement for hazardous materials response and resource sharing for hazardous substance incidents within Weld County, eleven fire districts, and one city fire department, as presented. Secretary Freeman seconded the motion. The motion passed unanimously.
- Treasurer Houston moved to accept and approve making a \$500 donation to Carbon Valley Rotary for the 2025 Easter Egg Hunt for the community event. 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 7:40 p.m.



Robert Freeman, Secretary