



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



**MINUTES
February 12, 2024**

The regular meeting of the Board of Directors of the Frederick-Firestone Fire Protection District was called to order by Chairman Stout at 7:00 p.m.

ROLL CALL

Directors Present:

David Stout, President/Chairman
Kathryn Maselbas, Vice President
Robert Freeman, Secretary
Greg Houston, Treasurer

Director Absent:

Pete Ditmon, Assistant Secretary (excused)

Also present:

Jeremy A. Young, Fire Chief
Dino Ross, Legal Counsel
Steve Iacino, Assistant Chief of Planning
Mike Cummins, Finance Director
Summer Campos, Management Analyst/PIO
Duane Roller, Board of Trustees of the Volunteer Firefighter Pension Fund
Don Morrison, Frederick resident

Secretary Freeman moved to excuse Assistant Secretary Ditmon from the February 12, 2024, meeting. Treasurer Houston seconded the motion. The motion passed unanimously.

APPROVAL OF AGENDA

Vice President Maselbas moved to approve the Agenda for the February 12, 2024, meeting as presented. Motion seconded by Vice President Maselbas. The motion passed unanimously.

PUBLIC COMMENT

Mr. Morrison, a Town of Frederick resident, urged the Board to increase the monthly pension benefit received by retired volunteers who are members of the District's Volunteer Firefighter Pension Fund. Mr. Morrison feels that everything the volunteers have done for the District over the years justifies a significant increase in the monthly pension benefit, not just a cost-of-living adjustment.

ATTORNEY'S REPORT

Attorney Ross presented the Attorneys' Report for February 2024, which was included in the Board packet. Attorney Ross briefed the Board on the state matching contribution to the Volunteer Firefighter Pension Fund, website accessibility compliance, and changes to the ambulance and permitting process for the District. He noted that Attorney Ferguson assisted the Chief Staff in updating employee policy matters. Attorneys Duke and Woodward are assisting Chief Staff with Brookfield Properties' property donation to construct a new fire station. Attorney Ross also noted that the firm will begin providing the Board with a legislative tracker for the 2024 Colorado Legislative Session that identifies and discusses bills being considered by the Legislature that could potentially impact the District.

The Board did not have any questions for Attorney Ross.

EXECUTIVE ADMINISTRATION, HR, AND INTERGOVERNMENTAL – FIRE CHIEF:

Fire Chief Young provided the Board with information on the following topics:

- **Administration**
 - Future Station 5 (Wyndham Hill). Fire Chief Young and Asst. Chief Iacino continues to meet and coordinate weekly with Golden Triangle Construction, Allred & Associates, and Dunakilly. The monthly executive report from Dunakilly includes financials, schedules, upcoming milestones, and project updates as we progress with this ten-month construction project.
 - Administration Renovation Project. The monthly executive report from Dunakilly includes financials and schedules. Fire Chief Young and Asst. Chief Iacino continues to meet and coordinate weekly with Mark Young Construction, Allred & Associates, and Dunakilly. The schedule still shows the completion of construction in mid-March 2024 and District staff moving back in at the end of March.
 - Maintenance and Training Facility. Fire Chief Young and Asst. Chief Iacino met with Allred & Associates to review the maintenance building design and engineering and review site plan changes as the team prepares to apply for permits from Weld County. The goal is to tie all three aspects of the property together; even though the fire station will come later, design features are being considered now.
 - Future Station 6 (Barefoot Lakes). Fire Chief Young and Asst. Chief Iacino also met with Brookfield Development over the final lot lines within Filing 7 of the future fire station within the Town of Firestone. Chief Young advised the District's legal team of the progress and the following steps to begin the conveyance procedure while Brookfield Development works on the land donation proposal. More to come as all of this comes together in 2024.

- Fire Chief Young attended an informational training session held by the Federal Emergency Management Agency (FEMA) and the Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program in January. During the presentation, the program providers elaborated on why fire departments may be unsuccessful in the grant process. Fire Chief Young identified these significant components that contributed to the denial of the District's grant application: lack of critical infrastructure, staffing on fire suppression apparatus, funding priorities, and not providing staff for new stations.

- **Human Resources / Personnel / Staffing**

- Fire Chief Young and HR Manager Docheff met with all three shifts in January to review member handbook changes, benefits, new processes, and procedures for internal investigations and injury reporting, including seeking medical care for a work-related injury.
- The District hosted Forge, Elevate, and Lead at January's quarterly officers development training. The topics were self-awareness, attitude, professionalism, and managing thoroughbreds, donkeys, and mules in the fire service. The District had over twenty-five members in attendance.
- The District is currently taking applications for the positions of Paramedic/Firefighter, EMT/Firefighter, and Sole Function Paramedic. To date, the District has received over thirty-five applications for various positions.
- District managers began completing annual performance evaluations on all their personnel in January through the Trackstar Performance software program the District provides. The annual performance evaluation begins with a self-evaluation, a manager review, final supervisory approval, two levels above, and goal setting for the following year. All yearly performance evaluations are to be completed by February 26, 2024.

- **Intergovernmental & Community Relations**

- Fire Chief Young and Staff attended multiple Carbon Valley and Weld County meetings throughout January and February. Meetings are located at the end of the Chief's report.
- Fire Chief Young met with Frederick Town Manager Ostler in January. They discussed ongoing collaboration and communication improvements, Station 5 progress, the future build-out of Glacier Way Parkway and drainage issues, upcoming residential and commercial development, future growth within the Town that could affect the District, and ongoing community dynamics and relationships between the towns.
- Executive Chief Staff attended the Weld County Fire Chiefs Association meeting hosted by Galeton Fire Protection District in January. Topics at the meeting were upcoming changes in legislation, EMS licensing changes for the State and County, EMS changes and services across the northern part of the county, forthcoming training, helicopter dispatching to incidents, and technical rescue and hazardous materials capabilities across the county.

- **2021-2026 Strategic Plan – 4th Qtr. 2023 Quarter Update**

Goal 1: Objective 1F – 4th Qtr. 2023 – Fire Chief and Executive Staff:

“Enhance the District’s external relationships that have a direct impact on service delivery and future service needs.” (FFFDSP p.14)

Goal #1 was an intensive goal with many layers of policy, politics, and legal requirements involved. The overarching part of this goal continues to be ongoing, with integral components in the District’s external relationships to improve services for all of its Stakeholders. Chief Staff is currently communicating with identified entities that directly impact service delivery needs in the future. Conversations are being conducted on how the agencies can assist each other. Over the next 12 – 18 months, there will not be much change within Strategic Goal #1 due to working through the Standards of Cover with the Center for Public Safety Excellence (CPSE) and new opportunities that may be discovered. Chief Staff will keep open communications with neighbors and partners and have many aspects to improve service. Chief Staff will continue an ongoing review and evaluation process with all external relationships regarding service delivery and future service requirements.

Goal 2: Objectives 2D – 4th Qtr. 2023 – Community Risk Reduction Division:

“Enhance community engagement to improve community resilience through community risk reduction measures.” (FFFDSP p.17)

The Strategic Goal #2 Committee focuses on community engagement. (Objective 2B). Management Analyst (MA) Campos presented a program proposal to the internal committee based on the collected data at the meeting. The discussion focused on getting residents involved in programs and what incentives could be offered to increase engagement in District programs. Several ideas were brought forward, including items such as a read-to-ride program for students, a fire safety scavenger hunt, and new ways to advertise around the Carbon Valley area (i.e., grocery carts and gas pumps). New program discussion centered around academies for adults, summer camps for kids, fall prevention, tween cooking, and business continuity planning.

The program proposal and internal committee suggestions were all collected by MA Campos and will be used to begin the first draft of the Comprehensive Marketing and Outreach Plan (CMOP) (Objective 2C). MA Campos has drafted all ten (10) sections of the CMOP and presented the plan to the Executive Staff and the Strategic Goal #2 Committee for feedback. The CMOP has been finalized and signed. This will allow for the defined activities in the CMOP (Objective 2D) to be implemented within the District and its communities, both internally and externally, in 2024. Moving toward Objective 2E and Evaluation, MA Campos will work with Community Risk Reduction (CRR) Hayes and the Strategic Goal #2 Committee to ensure that feedback is received from the community and stakeholders on 2023 programs and communications to see where adjustments might need to be made on the CMOP for external outreach. An internal survey will also be completed to ensure that internal communications are adequate for District staff.

Goal 3: Objectives 3C – 4th Qtr. 2023 – Training Division:

“Enhance the District’s career development processes to better prepare members for professional and personal growth.” (FFFDSP p.19)

With the current changes in staffing, including the sole function paramedic positions, engineer positions, EMS training lieutenant, and captain role changes at the beginning of 2024, the committee is once again

reviewing the career development dynamics. With the organization's growth since 2020, Goal #3 remains a challenge in direction. The committee is moving on to Objective 3C, and Battalion Chief Gilbert will utilize this goal as his problem statement as part of his Executive Fire Officer (EFO) applied research project. Many critical tasks have been instituted to implement the Trackstar Performance software that took effect in May of 2023. The committee is seeing these improvements in the first quarter of 2024. The committee will evaluate the performance measures and make necessary changes in the first half 2024. The next committee meeting will be in March 2024.

Goal 4: Objectives 4C/4D 4th Qtr. 2023 – Finance Section:

“Enhance service delivery and resource service life through the innovative design, procurement, and replacement of capital infrastructure.”(FFFDSP p.21)

Since the last quarterly update, the team has focused on the following items:

1. Virtually all efforts since the last update expended on 4B – Needs Assessment regarding the procurement and replacement of capital infrastructure assets, specifically - *“Contract with a third-party consultant to conduct a needs assessment.”*
2. Contracted with a third-party consultant to conduct a needs assessment – *Ironwood Strategic Solutions* (Ironwood) was selected to perform the needs assessment.
 - a. A *Contract for Services* with Ironwood was signed on December 11th, 2023, for \$11,700 by the Fire Chief. These were budgeted funds.
 - b. The scope of the work focuses on a *Capital Infrastructure Needs Assessment (Fleet and Facilities)* from 2024 through 2033 involving:
 - i. Quantification of the current capital infrastructure
 - ii. Overview of the site visit findings and observations
 - iii. Gap analysis of current and projected capital infrastructure and the projected effect on service delivery
 - iv. Recommendation for capital infrastructure procurement – next ten (10) years
 - v. Recommended infrastructure replacement program
 - vi. Report to be provided to the District no later than May 1, 2024
3. Arrangements were made for Ironwood representatives to perform a site visit and interview staff at the District on February 5, 2024

Goal 5: Objectives 5E – 4th Qtr. 2023 – Safety and Wellness Committee (SWC):

“Enhance the health and wellness of the District’s members to prevent injury and promote career longevity.”(FFFDSP p.23)

The Safety and Wellness Committee (SWC) has made more progress on Strategic Goal #5, Objective 5E. The SWC utilized the identified proficiencies and deficiencies from the previous objective. This data was used to determine if SWC’s goals align with objectives and the needs or deficiencies. SWC’s current goals were chosen to be current and aligned with the objectives. SWC has been putting together the final details for the bi-annual fitness assessment. The equipment necessary to perform the evaluation has been ordered and installed at each station in the first quarter of 2024. A final document outlining the review and an instructional video will be released on Target Solutions in the upcoming weeks. Assessments will begin in March/April and then be repeated in the fall. Data points and other information for each individual will be compiled in a confidential folder, which SWC members can access to disseminate information, trends, and

recommendations. The exercise and fitness SOG has also been updated to reflect updated procedures most accurately and was approved by the Fire Chief in December 2023.

Goal 6: Objectives 6C 4th Otr. 2023 – Operations Section / L/M Committee:

“Maintain and enhance an effective program of optimal employee staffing that meets the changing needs of the community and the District.” (FFFDSP p. 26)

The fourth quarter and all of 2023 was another big year for the organization and employee staffing programs. Successes included new engineer positions to enhance consistency and crew safety, sole function paramedics to address the paramedic/firefighter shortage, diversifying the District’s response model, and another successful hiring class of energetic EMTs/Firefighters this past September. In 2024, the focus will be on developing a 2–3-year plan to address the staffing needs for response and support functions throughout the organization. The Committee is optimistic that the work done in competitive wages and above-average employee benefits will allow the organization to finally move forward proactively to meet staffing needs instead of the reactionary hiring over the past five-plus years.

Goal 7: Objectives 7E/7F 2023 – Planning Section:

“Prepare for, pursue, achieve, and maintain international accreditation to serve our better community and to embrace excellence.” (FFFDSP p. 28)

Assistant Chief Iacino and MA Campos are working on objective 7E, the self-assessment. There are ten (10) objectives with multiple criteria in each. They have developed an outline and are identifying the subject matter experts for each criterion so they can start gathering the data for the self-assessment. Subject matter experts are currently being interviewed on the requirements identified within the self-assessment process. MA Campos has met with fellow Accreditation Analysts and GIS Analysts to assist with data collection and potential software needs and to help determine a good starting point for the District. On March 29, 2023, MA Campos officially registered the District for accreditation with CPSE. On March 30, 2023, MA Campos met with the Goal #7 Committee to discuss the process and steps forward for the next 18 months.

The Operations Section will assist with the Standards of Cover. MA Campos has begun work on the Community Risk Assessment (CRA) – Standards of Cover (SOC) document as outlined by CPSE (Objective 7D). MA Campos is close to completing the District’s CRA-SOC document and will submit it to the Executive Staff for review and comments the week of February 19, 2024. It will go before the Board for possible approval at the March 11, 2024, Board meeting. MA Campos is completing the CPSE/CFAI Peer Assessor Workshop required for all Accreditation Managers and the District to advance in the accreditation process. Once the Board approves the CRA-SOC, MA Campos will begin moving toward Objective 7E, which will start the District Self-Assessment document utilizing the CPSE/CFAI Fire and Emergency Services Self-Assessment Manual Criteria. Fire Chief Young and MA Campos will attend the annual CPSE conference at the end of February 2024. They will be meeting with multiple subject matter experts during the conference.

- **The Success of the Strategic Plan**

The District continues to remain in support of the community-driven strategic planning process. Leadership, including the Boards, remains participative within the plan dynamics and supportive nature. Through the jointly developed understanding of organizational direction, focusing on all vested parties working to achieve the organization’s mission, goals, and vision, the District is halfway through this five-year plan.

PLANNING SECTION REPORT – ASSISTANT CHIEF OF PLANNING:

FIRE MARSHAL AND CODE ENFORCEMENT

- **Community Development** - The District is currently working on sixty (60) commercial projects: twenty-five (25) commercial projects in Firestone, thirty-four (34) projects in Frederick, and one (1) project in Weld County. One (1) additional property annexation must be included in the District and is zoned for residential and commercial/mixed use.

Residential development includes thirty-four (34) development projects, with an additional 14,236 planned dwelling units: 8,176 in the Town of Frederick and 6,060 in the Town of Firestone. Residential developments will include additional commercial-zoned property for commercial development in coordination with the residences.

The District has 436 commercial buildings, with 789 businesses, and is tracking 556 fire protection systems. 94% of systems are compliant, and 6% have deficiencies that are being addressed.

- **Certificates of Occupancy** – Two (2) Certificates of Occupancy were completed in January 2024.
- **New Permits Issued** – In January, the District issued three (3) construction permits, five (5) fire alarm permits, three (3) fire sprinkler permits, and one (1) food truck permit, for a total of twelve (12) permits. The District billed \$7,295.27 in plan review and permit fees in January 2024.
- **Burn Permits** – Three (3) burn permits were issued in January.
- **Fire Investigations** – There were three (3) fire investigations in January 2024. One (1) commercial structure fire, one (1) vehicle fire, and one (1) large grass fire.
- **Youth Firesetter Program** – There were no YFS cases in January.

COMMUNITY RISK REDUCTION:

Community and Public Relations Events for January:

- **Public Education / Community Events:**
 - CPR Classes: 0
 - Station 1 Tour – Family to a young girl who is inspired to be a firefighter when she grows up. Family gifted crews with lunch and “thank you” treats!
 - The first Senior Blood Pressure check will be at the new Community Center location in January.
 - Chief Young and CRRS Hayes attended the Carbon Valley Chamber Luncheon discussing upcoming legislation bills that affect businesses.
 - Carbon Valley Community Center Ground Opening – Chief Young, CRRS Hayes, MA/PIO Campos attended and provided information on elderly fire and life safety.
 - Car Seat Checks: 1
 - Social Media Safety Messages Posted: 4

OPERATIONS SECTION REPORT - ASSISTANT CHIEF OF OPERATIONS:

• **Project Updates**

- Project Managers prepare for 2024 projects once Fire Chief Young opens the budget. Until then, most purchases are limited to needed operational functions.
- The Fleet Maintenance Division has finally become proactive with large apparatus and administrative vehicle service requirements. Fleet Maintenance Manager Fennell is working with the Operations Section to identify and prioritize future significant/critical preventive maintenance projects.
- The District was notified that two long-term apparatus projects will finally be completed in February 2024. Committee members from the 110' Ladder project and the Type 6 Brush Truck project will be doing final inspections and taking delivery in February. Once they are delivered to the District, extensive preparation will occur, including graphics, radio, a communications installation, and equipment mounting. Both apparatuses will be put into service in April.
- In addition, the District will be receiving the 2025 Ambulance from Braun NW in late April 2024.

• **Training Summary – January 2024**

- Total Fire Training Hours: 1,678 Hours
- Total Emergency Medical Training Hours: 309 Hours

• **Overview of Training Events for January 2024:**

- Continuing Medical Education with Medical Director Skill Checks.
- Search and Self-Contained Breathing Apparatus (SCBA) Emergency Procedures training.
- All members completed company-level training.
- All members completed multiple Target Solutions training.
- A and B shifts completed First Responder Resiliency training with Elevate Coaching.
- Multiple members attend Hazmat Training with Greeley Fire Department.
- Each shift has a Paramedic Student, two from Aims College and one from St. Anthony's Hospital
- Nine members are working on Recruit Task Books.
- All members attended the Member Handbook review with Chief Young and HR Docheff.
- One member completed the mid-term Recruit Test.
- Multiple Paramedics completed AHA Advanced Cardiac Life Support certification.
- Members attended Annual Pre-plan/Fire Inspection training.
- All Administrative members obtained AHA Basic Life Support certification.
- All Officers/Acting Officers attended Quarterly Officer training and development.
- Three members are working on Driver/Operator Aerial Task Books.
- One member began Paramedic School with Denver Health.
- Multiple members registered for multiple classes and conferences.
- The Training Division is working on multiple strategic goal objectives.
- Training Division members attended multiple Local, County, and State meetings.
- One member attended a pilot Incident Safety Officer course.

- **Call for Service Overview**
 - 2023 Total Calls for Emergency Service: 2,944
 - 2024 Total Calls for Service Year to Date: 269

- **Call Types – Year-To-Date**
 - EMS/Medical – 175
 - Fire – 12
 - Alarm Activation – 26
 - Public Assist/Other – 30
 - Investigation - 12
 - Hazardous Materials – 9
 - Administrative/Other – 5
 - Special Operations - 0

- **Total Service Calls Comparison:**
 - January 2023 – 231
 - January 2024 – 269

FINANCE SECTION REPORT – FINANCE DIRECTOR:

- **Accounting & Financial**
 - **Year-End Procedures**
 - 2023 1099's completed and filed electronically.
 - W-2s were provided electronically and mailed on or before 1-25-2024.
 - 2023 Purchase Orders being closed & remainder carried to 2-29-2024.
 - 1095's (Affordable Healthcare Act Reporting) broker contact & Highstreet Risk Management working on copies for employees & federal government (postmarked by 3-1-2024 to employees and by 4-1-2024 to IRS)
 - Year-end processes completed in all modules in Caselle Financial Software.

- **Banking and Movement of Funds**
 - 1-4-2024 - \$500K from Colotrust Unassigned Reserves – Checking Augmentation
 - 1-9-2024 - \$149,240 from Colotrust Unassigned Reserves – Checking Augmentation
 - 1-9-2024 - \$814,174 from Colotrust Capital Equipment – 2024 Spartan Chassis & Type VI Engine (Brush Truck)
 - 1-24-2024 - \$545,681 from Colotrust GO Loan – Station 5 – Pay App #8
 - 1-26-2024 - \$500K from Colotrust Unassigned Reserves – Checking Augmentation
 - 2-7-2024 – \$350K from Colotrust Unassigned Reserves – Checking Augmentation
 - 2-7-2024 – \$233,152 from Colotrust Capital Facilities – Admin Remodel
 - Colotrust Interest earned December 2023 - \$145,397

• **2024 – YTD Budget Summary**

- The January 2024 County Distribution was received on 2-8-2024 in the net amount of \$103,304. Of this amount, \$58,595 was Specific Ownership Tax. The \$103,304 is included in the summary below.

Executive Summary - Budget vs. Actual - YTD

GENERAL FUND

From January 1, 2024, through February 7, 2024

Revenues	Budgeted	Received YTD	Remaining Budgeted	Percent Received
TOTAL:	\$23,039,339	\$466,938	\$22,675,705	2.03%

Expenditures	Budgeted	Expended & Committed YTD	Remaining Budgeted	Percent Expended & Committed
TOTAL:	\$35,270,278	\$2,477,022	\$32,793,256	7.02%

10.4%
FY Expired

• **EMS Billing and Collections Summary**

TRANSACTIONS - DECEMBER 2023

<u>Patient Disposition</u>	<u>Number of Calls</u>	<u>Percent of Total Calls</u>
Patients treated and transported by EMS units. (<i>Billable Calls</i>)	127	77.44%

CHARGES BILLED

<u>Charge Type</u>	<u>Description</u>	<u>Charge Quantity</u>	<u>Charge Amount</u>
Base Rate	ALS/BLS Emergent Resident & Non-Resident	120	\$167,150
Transportation	Mileage Resident & Non-Resident Emergent	1095.8	\$29,895
	TOTAL:		<u>\$197,045</u>

ADJUSTMENTS / WRITE-OFF'S

<u>Transaction Payer Name</u>	<u>Transaction Type</u>	<u>Total Transactions</u>
Medicaid / Medicare / Ins / Other	Adjustment	\$36,270
Write-Offs / Refunds	Bad Debt	\$0
	TOTAL:	\$36,270

PAYMENTS RECEIVED & BOOKED YTD

<u>Period</u>	<u>Actual Booked</u>	<u>Annual Budget</u>	<u>% of Budgeted</u>
Jan-24	\$102,510	\$675,000	15.19%
YTD	<u>\$102,510</u>	\$675,000	<u>15.19%</u>

• **Miscellaneous Financial Information:**

- The District was visited by Ironwood Strategic Solutions, a consulting firm, on Monday, February 5th, in conjunction with the District's Strategic Plan – Objective #4.
 - A representative of Ironwood Strategic Solutions spent the entire day touring the District's facilities to formulate a basis for an analysis encompassing the following:
 - Quantification of the current capital infrastructure
 - Overview of the site visit findings and observations
 - Gap analysis of current and projected capital infrastructure and the projected effect on service delivery
 - Recommendation for capital infrastructure procurement – next ten (10) years
 - Recommended infrastructure replacement program
- The District received approximately \$41,000 for 2023 wildfire deployments in January 2024.

FIRE CHIEF DISCUSSION AND POTENTIAL ACTION ITEMS

Discussion Items – Old Business

- **Volunteer Pension Fund Actuary Report:** Administrative staff provided the following options to the Board for consideration. The actuary report indicates that the monthly pension benefit cannot be increased without a corresponding increase in the District's contributions.
 - **(Option 1)** Maintain the status quo and make no changes to the current plan managed by FPPA for the District.
 - **(Option 2)** Increase the monthly pension benefit to the remaining retired volunteers from \$200 to \$300 a month and increase the surviving beneficiary amount to \$150 a month versus the current \$100 a month. The timing of this option needs to be provided so that staff can increase the monthly pension benefit at the earliest possible convenience or within the regular budget cycle of the 2025 fiscal year, as directed by the Board.
 - **(Option 3)** Begin to contribute more to the Volunteer Firefighter Pension Fund through a five-year plan to increase the plan's solvency to a percentage chosen by the Board. The timing of this option needs to be provided so that staff can increase the plan's solvency at the earliest possible convenience or within the regular budget cycle of the 2025 fiscal year.
 - **(Option 4)** A combination of Options 2 and 3 would increase the monthly pension benefit and provide additional funding through a step-plan to bring up the plan's solvency to a percentage the Board chose. The timing of this option needs to be provided so that staff can institute Option 4 at the earliest possible convenience or within the regular budget cycle of the 2025 fiscal year.

Additional Financial Information:

- **Option 1** – No cost other than FPPA's increasing the District's contribution amount to \$12,743 per year beginning in 2025 to remain solvent at the \$200 per month pension benefit.
- **Option 2** – Annual contribution to the pension fund will be increased to \$21,743.

- **Option 3** – Supplemental contributions to the pension fund at the current \$200 monthly pension benefit:
 - 70% - \$8,203
 - 75% - \$16,246
 - 80% - \$24,288
 - 85% - \$32,331
 - 90% - \$40,374
- **Option 4** – A combination of Options 2 and 3. Annual contribution to the pension fund will be increased to \$21,743.
 - 70% - \$64,383
 - 75% - \$76,439
 - 80% - \$88,495
 - 85% - \$100,550
 - 90% - \$112,606

New Business – Actions Items

- Staff requests Board approval to surplus property through a sealed public bid for the three outbuildings, fencing, and livestock equipment located on the District's property at 9551 WCR 11. This will be a minimum sealed bid process. This is requested to prepare the property for upcoming construction later in the year and remove items the District does not need or will not use.

CONSENT AGENDA

The following Consent Agenda was presented:

- Approval of the January 8, 2024, regular meeting minutes.
- Confirmation of the continuity of the Financial Reports from January 4, 2024, to February 7, 2024.
- 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 Vice President Maselbas. The motion passed unanimously.

OLD BUSINESS

- The Board discussed the Volunteer Pension Fund. Mr. Roller addressed the Board on behalf of the Pension Board, asking to increase the monthly pension benefit to \$400. Discussion centered around expanding the fund's contributions to ensure it remains solvent. Multiple options and scenarios were discussed. Staff advised the Board that increasing the monthly pension benefit to \$400 would require an increase in the District's contribution to approximately \$37,585 per year.

Treasurer Houston moved to increase the monthly pension benefit to \$400.00. President Stout seconded the motion. The motion passed with a 3-1 vote, with Vice President Maselbas voting against the motion.

NEW BUSINESS

Treasurer Houston moved to authorize staff to conduct a minimum sealed bid for surplus property to include three outbuildings, fencing, and miscellaneous livestock equipment located on District property located at 9551 Weld County Road 11. 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. The motion passed unanimously. The meeting was adjourned at 8:40 p.m.



Robert Freeman, Secretary