



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



**MINUTES
October 9, 2023**

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
Pete Ditmon, Assistant Secretary
Greg Houston, Treasurer

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, 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

Vice President Maselbas moved to approve the Agenda for the October 9, 2023, meeting as presented. Motion seconded by President Stout. The motion passed unanimously.

PUBLIC COMMENT

None.

ATTORNEY'S REPORT

Attorney Ross presented the Attorneys' Report for September 2023, included in the Board packet. Attorney Ross reported that he and Emily Powell continue to work on the inclusion of the Mendoza property into the District. They are waiting for the property to be excluded from Mountain View Fire Protection District. Attorney Ferguson assisted Chief Staff with the District's Quarterly Fitness Assessment Program and updates to the Member Handbook. Attorney Ross also assisted Chief Staff negotiating the construct contract with the contractor, Mark Young Construction, the Administration Building renovation/remodel. He also assisted Chief Staff with an Automatic/Mutual Aid Intergovernmental Agreement with Platteville-Gilcrest Fire Protection District. Attorney Duke advised Chief Young in connection with subpoenas that have been served on Assistant Chief Prunk and Lieutenant Dismuke in connection with a routine EMS call over a year ago during which an individual brandished a firearm at one of the District's crew members. Attorney Ross provided the Board with a brief legislative update concerning bills that could potentially affect funding for the District.

The Board had a brief discussion with Attorney Ross concerning best practices for receiving emails relating to District matters.

EXECUTIVE ADMINISTRATION, HR, AND INTERGOVERNMENTAL – FIRE CHIEF:

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

- **Administration**

- The Station 5 project continues on schedule. Fire Chief Young and Assistant Chief Iacino continue to meet and coordinate weekly with Golden Triangle Construction, the District's architect, Allred & Associates, and the District's owners' representative, Dunakilly. The monthly reports from Dunakilly will include financials, schedules, upcoming milestones, and updates on the progress of this twelve-month construction project.
- Fire Chief Young and Assistant Chief Iacino continued working with Allred & Associates on the site plan for the construction of the training and maintenance facility on the Weld County Road 11 property. Chief Staff will have the site plan and updated budget numbers for the November 2023 Board meeting.
- Fire Chief Young and Assistant Chief Iacino have met with Mark Young Construction, Dunakilly, and Allred & Associates twice since contract approval on September 14th for the administration renovation/remodel project. Owner, Architect, and Contractor meetings will be held every two weeks until construction starts in early November. Fire Chief Young and Dunakilly are currently working on scheduling and the timing for issuing a notice to proceed to Mark Young Construction. The schedule is still showing completion in March of 2024.
- Fire Chief Young, Finance Director Cummins, Management Analyst/PIO Campos, and Accounting Specialist Roedel attended the Special District Association's annual conference in Keystone on September 12-14. Many great keynote speakers and multiple breakout sessions from leadership, special district finance and accounting, special district legislation, cyber security, and communication classes for the District were attended.

- The Carbon Valley Emergency Management Agency (CVEMA) hosted a disaster tabletop exercise on September 28th at the Firestone Police Department. The Firestone Police Department will host the Emergency Operations Center (EOC) while the renovation of the administration office is occurring. The objectives were to improve operational coordination and communication and establish recovery as soon as possible, especially with staffing. Emergency Management Coordinator Garner did an outstanding job with this exercise. All three communities were in attendance.
- Finance Director Cummins and Fire Chief Young have finished the first draft of the 2024 Budget. The Board received the first draft on October 3, 2023. A newspaper notice of the first hearing on the draft 2024 Budget has been published in the local newspapers. The first hearing will be held on November 13, 2023.
- The Chief Staff is reviewing the bids for the potential purchase of a new ladder truck in 2025. Chief Staff will bring their recommendations to the Board at the November 2023 Board meeting.
- **Intergovernmental & Community Relations**
 - Fire Chief Young and Staff attended multiple Carbon Valley and Weld County meetings throughout September and October. The list of monthly meetings is located at the end of Fire Chief Young's report.
 - Fire Chief Young continues to meet with Town Officials and Managers as needed to maintain open communication and working relationships. As all three governmental agencies continue to grow, the parties need to ensure they assist each other as needed or required.
 - The Weld County Fire Chiefs meeting was held on September 20th at Windsor-Severance Fire Rescue. Topics of discussion were officer elections for 2024-2025, training programs for 2024, new ambulance licensing procedures with the State, and burn restriction workgroup updates. All work groups across Weld County reported on their projects and progress.
 - Fire Chief Young requested the Operations Section to do reviews of the District grassland and wildfire interface over the last quarter due to the extensive vegetation growth this year. They reported to Executive Staff, and the Planning Section, along with PIO Campos, that they are making notifications to residents, homeowners associations, and the Towns on mitigation needs for overgrown vegetation during the dry winter months.

PLANNING SECTION REPORT – ASSISTANT CHIEF OF PLANNING:

COMMUNITY RISK REDUCTION AND CODE ENFORCEMENT

- **Community Development**

The District is currently working on fifty-seven (57) commercial projects within the District: twenty-one (21) commercial projects in Firestone, thirty-five (35) projects in Frederick, and one (1) project in Weld County. One (1) annexation must be included in the District and is zoned for residential and commercial/mixed use.

Residential development includes thirty-three (33) residential development projects with an additional 17,187 planned dwelling units; 7,635 in the Town of Frederick and 9,552 in the Town of Firestone. Residential developments will include additional commercial-zoned property for commercial development in coordination with the residences.

The District has 434 commercial buildings, with 784 businesses, and is tracking 544 fire protection systems. 95% of systems are compliant – 5% have deficiencies.

- **Certificates of Occupancy** – Five (5) Certificates of Occupancy were completed in September.
- **New Permits Issued** – In September, the District issued one (1) construction permit, one (1) fire sprinkler permit, and four (4) special event permits, for a total of six (6) permits. The District billed a total of \$683.00 in plan review and permit fees in September.
- **Burn Permits** – Six (6) burn permits were issued in September.
- **Fire Investigations** – There was one (1) vehicle fire and one (1) residential structure fire for a total of two (2) fire investigations in September.
- **Youth Firesetter Program** – There were no YFS cases in September.

COMMUNITY RIS

Community and Public Relations Events for September:

Public Education / Community Events:

- CPR Classes: Two (2) classes, with a total of eighteen (18) students.
- One (1) Wildfire Risk Assessment request
- Community Events: Two (2) – Minors Day, Firestone Bike Track Grand Opening – 800 People
- Chamber Luncheon w/ CVEMA – Thirty (30) People
- Storytime @ Station 3 – Ten (10) kids/ 6 parents
- State of the Region – Forty (40) people
- K9 Angels Station Visit – Four (4) Therapy dogs + 3 handlers
- Car Seat Checks: 0

Social Media Safety Messages Posted: Ten (10) posts / Zero (0) videos.

OPERATIONS SECTION REPORT - ASSISTANT CHIEF OF OPERATIONS:

- **2023 Project Updates**
 - The Training Division and all other District sections conducted a weeklong on-board training and orientation of twelve Recruit Firefighters and Paramedics. All new members have been given their permanent shift assignments to conduct further field instruction and Recruit Firefighter task book completion.

- The Training Division conducted an Engineer Promotion assessment on September 18th and 20th. Four candidates were assessed with a written test, oral board, driving test, and fireground pumping. Final recommendations were made to Fire Chief Young regarding the assessment outcome for review and promotion list development.
- **Station Projects, Maintenance, and Apparatus**
 - Recovery, replacement, and repairs continue from the 2023 spring hailstorm. The Special Operations and Public Education trailer arrived and is being put into service. Final touches and graphics should be finished in October.
 - The Station 4 roof repair project will be started on October 18th & 19th. The roofing company has reported this will be a significant project but should cause limited inconvenience to the crews or Planning Section staff.
- **Training Summary – September 2023**
 - Total Fire Training Hours: 1,729.49 Hours
 - Total EMS Training Hours: 378.5 Hours
- **Overview of Training Events for September 2023:**
 - All members completed monthly medical education with the District's medical director.
 - All members completed crew development training.
 - All members completed Fog Nail Nozzle hands-on training.
 - All members completed training in pediatric transport.
 - All members completed Vent, Enter, Isolate, Search fire and rescue training.
 - All members completed multiple Target Solutions Trainings.
 - Three (3) members completed District Driver/Operator Utility Academy.
 - Five (5) members obtained new state certifications.
 - One (1) member completed Advanced Trench Rescue Tech. Course.
 - Three (3) members attended Bear Creek Lake prescribed burn in Lakewood.
 - Training Division working on multiple strategic goal objectives.
 - Training Division members attended multiple Local, County, and State meetings.
- **Call for Service Overview**
 - 2022 Total Calls for Emergency Service: 2,902
 - 2023 Total Calls for Service Year to Date: 2,182
- **Call Types – Year-To-Date**
 - EMS/Medical – 1491
 - Fire – 97
 - Alarm Activation – 213
 - Public Assist/Other – 195
 - Investigation - 70
 - Hazardous Materials – 31
 - Administrative/Other - 85
 - Special Operations - 0

- **Total Service Calls Comparison:**
 - September 2023 – 241
 - September 2022 – 239

FINANCE SECTION REPORT – FINANCE DIRECTOR:

FINANCIALS AND CORRESPONDENCE

- **Accounting & Financial**
 - **2024 Budget – Initial Proposed Draft**
 - Staff has prepared the initial rough draft for presentation to the Board (10-9-2023)
 - This is required to be done on or before 10-15-2023 by Colorado law

Executive Summary - Draft 2024 Budget

GENERAL FUND

For The Calendar Year 1-1-2024 To 12-31-2024

Projected Beginning Fund Balance:	\$33,330,559
Budgeted Revenues – Other Financing Sources:	\$23,039,387
Budgeted Expenditures:	<u>(\$34,963,376)</u>
Projected Ending Fund Balance:	\$21,406,570

- **Banking**
 - One (1) ACH payment from Colotrust accounts was made on September 28, 2023.
 - \$714,265.56 from Colotrust GO Loan – ACH to GTC for Payment App #4 (St. 5).
 - Colotrust accounts interest credited in September 2023: \$170,295.00.
- **2023 - YTD Budget Summary**
 - The September 2023 County Distribution has not yet been received and, therefore, is not included in the Executive Summary Budget below; however, Finance Director Cummins briefed the Board on the status of the distribution.

Executive Summary - Budget vs. Actual - YTD

GENERAL FUND

From January 1, 2023, through October 4th, 2023

Revenue	Budgeted	Received YTD	Remaining Budgeted	Percent Received
TOTAL:	\$17,407,115	\$19,284,687	(\$1,877,572)	110.79%

Expenditure	Budgeted	Expended & Committed YTD	Remaining Budgeted	Percent Expended & Committed
TOTAL:	\$26,868,512	\$12,694,562	\$14,173,950	47.25%

• **EMS Billing and Collections Summary**

TRANSACTIONS - SEPTEMBER 2023

<u>Patient Disposition</u>	<u>Number of Calls</u>	<u>Percent of Total Calls</u>
Patients are treated and transported by ambulance. (<u>Billable Calls</u>)	117	70.91%

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	71	\$101,900
Transportation	Mileage Resident & Non-Resident Emergent	768.6	\$19,215
		TOTAL:	<u>\$121,115</u>

ADJUSTMENTS / WRITE-OFF'S

<u>Transaction Payer Name</u>	<u>Transaction Type</u>	<u>Total Transactions</u>
Medicaid / Medicare / Ins / Other	Adjustment	\$36,408
Write-Offs / Refunds	Bad Debt	<u>\$1,373</u>
		TOTAL:
		<u>\$37,781</u>

PAYMENTS RECEIVED & BOOKED YTD

<u>Period</u>	<u>Actual Booked</u>	<u>Annual Budget</u>	<u>% of Budgeted</u>
Jan-23	\$39,703	\$610,000	6.51%
Feb-23	\$41,960	\$610,000	6.88%
Mar-23	\$63,592	\$610,000	10.42%
Apr-23	\$128,573	\$610,000	21.08%
May-23	\$52,805	\$610,000	8.66%
Jun-23	\$52,391	\$610,000	8.59%
Jul-23	\$52,559	\$610,000	8.62%
Aug-23	\$62,835	\$610,000	10.30%
Sep-23	\$46,409	\$610,000	7.61%
YTD	<u>\$494,417</u>	<u>\$610,000</u>	<u>81.05%</u>

• **Miscellaneous Financial Information:**

- The District received \$680,857 from the Colorado EMS Supplemental Medicaid Payment program on September 27th.
- The District is expecting approximately \$68,000 in deployment reimbursements from the state. It appears that the reimbursements will be delayed due to volume being processed by the State, but still should be received in 2023.

FIRE CHIEF DISCUSSION AND POTENTIAL ACTION ITEMS

○ **Public Hearings – November through December Board Meetings**

Just a reminder that there will be public hearings at the Board meetings in November and December. The November Public Hearing will consider inclusion of the Mendoza property into the District and the proposed 2024 Budget. The December Public Hearing will be the Board's second consideration of the proposed 2024 Budget is available for public viewing and comment.

○ **The District and Platteville-Gilcrest Fire Rescue EMS Automatic/Mutual Aid Intergovernmental Agreement (IGA)**

Chief Staff is requesting the acceptance of the IGA and authorization for Fire Chief Young to sign this IGA. The IGA will assist with emergency medical services coverage during emergency medical service surges and large-scale or mass-casualty events. This is the first IGA like this in Weld County, and it is planned to become a template for many other agencies providing emergency medical services transport. Legal counsel has reviewed the IGA and it has been signed by Platteville-Gilcrest Fire Protection District.

○ **2024 Draft Budget Preparation and Scheduling**

The remaining timeline for the adoption of the 2024 Budget is as follows:

- October 9 First Reading of the Proposed 2024 Budget
 - October 12 Public Notice of Proposed 2024 Proposed Budget for public review
 - October 12 – Dec. 11 Public review of the Proposed 2024 Budget
 - December 11 Final Budget Hearing & Adoption of 2024 Budget
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- **2024 Tax Revenue:** The general operations property tax for 2024 will remain at 13.900 mills as approved by the District's voters in November 2019. In addition, the property tax for debt service (General Obligation Loan Series 2022) will be 1.180 mills to make the minimum principal and interest payment on the 2022 General Obligation Loan for the fiscal year 2024 as approved by the District's voters in May of 2022. This mill levy dropped 0.313 mills due to the new assessed value for 2023, the tax revenue of which will be received in 2024. The total assessed valuation to include property taxes and tax increment pass-throughs increased from the 2023 amount of \$934,482,913 to the 2024 amount of \$1,325,049,310, providing a difference of \$390,566,397 or a 29.4% increase in assessed real property valuation. This is roughly a \$4,651,073 increase in the District's annual revenue from property taxes in the 2024 Budget. However, this does not reflect the final assessed valuation and unaudited 2023 numbers. The Weld County Assessor will provide the District's final assessed valuation numbers in late November. Chief Staff expects a 2-4% downward swing in these final numbers.
 - **Proposition HH:** If Proposition HH passes at the November 7th election, Chief Staff will present new numbers at the November 13th Board meeting. If Proposition HH passes, Chief Staff anticipates another five to seven percent decrease in overall tax revenue. This will not affect the 2024 budgeted numbers. However, it will affect the amount of funding that can be put towards capital infrastructure reserves in 2024.
 - **2024 Other Revenue:** The District does receive additional revenue through fee schedules, developer impact fees in the Towns of Frederick and Firestone, grant funding, educational administration, and cost-

sharing through other governmental agencies. The additional revenue accounts are projected to be \$2,858,869 for 2024.

- **2024 Fee Schedule:** Besides tax revenue, which accounts for approximately 90% of the District's revenue, the 2024 Fee Schedules establish fees for records release, ambulance transports, and code enforcement activities. Chief Staff continues to evaluate the overall costs of these programs to recover as much of those costs through user fees as possible.
 - The Stand-by Fee for EMS Services remains the same in 2024. The fees follow the FEMA rate for personnel and equipment. This fee considers the hourly personnel and equipment rates to provide a dedicated crew for special events.
 - The Building and Fire Code Plan Review and Inspection Fee System has been adjusted for all new construction in January 2024. The District began to utilize the International Code Council Building Valuation Data formula for the permit fee multiplier. This has provided the District with precision for establishing permits and planning review fees to fund all code compliance activities offered by the District. The fee structure follows the 2021 International Building Code (IBC) and the International Code Council (ICC) recommendations. No changes are recommended for 2024.
 - Operations and Finance Sections are not recommending any changes to the Ambulance Fee Schedule for 2024. Chief Staff will do a full review of the ambulance service fees in 2024 and will be making recommendations for 2025.

- **Personnel Expenses**

The 2024 Budget administrative program workbooks with outlined accounts are included within DropBox and the 2024 Draft Budget Folder for the Board's review. These workbooks will also provide a breakdown of each line item's percent increase or decrease within the proposed 2024 Budget.

- **2024 Staffing Plan Additions and Promotions**

For 2024, Chief Staff is requesting a minimum of six (6) firefighter/emergency medical technicians or paramedics be hired for Fall 2024. The District will also fill any vacant positions through normal attrition. The District plans to apply for the Staffing for Adequate Fire and Emergency Response (SAFER) grant again in 2024 to help subsidize the new positions. The District has been denied the SAFER grant for personnel six times.

The District will also promote three (3) additional Lieutenant's and three (3) new Engineers, and the Line Captains will be moved to a Safety/Training Officer role for the District in January 2024.

- **2024 Salary Plan**

The District can fund the salary structure as indicated for January 2024 as presented to the Board in August 2023. Market adjustments were made to keep staff within the 90th percentile of the District's competition, including a minimum of a 5% COLA for all positions. The line-staff pay ranges have five (5) grades built into the salary structure. Personnel must continue to complete the requirements within the calendar year to move up within the salary structure each January. This is being reviewed in 2024 for additional changes in 2025. This will continue to assist the District in remaining competitive with neighboring agencies and provide fully trained and educated individuals within five (5) years of hiring that will be topped out in pay (other than COLAs) within their rank or class. To implement the salary structure as agreed upon in August of 2023, the approximate increase in salaries within the new 2024 salary structure equates to approximately a \$1,235,008 increase, which includes changes since 2023, such as cost of living adjustments (COLA), market adjustments (90th Percentile), new positions created for line staff, further additions of firefighters, and internal promotions.

o **2024 Employee Benefits**

The following is a summary of the proposed changes from the current employee benefit periods for 2024:

- **Medical Insurance Plans:** The medical insurance provided to employees in 2024 will remain through United Healthcare through the District's Broker – Highstreet TCW Risk Management. There will be a 3% increase to all health insurance premiums for 2024. The District is still offering three (3) different health plans for employees. Two (2) of the plans provide competitive copays and deductibles, and the other plan offered by the District is the health savings account (HSA) plan. The District also offers supplemental dependent coverage to all employees to utilize towards their plans. For the two plans not associated with HSA, the District will provide \$400 per month in 2024 for dependent coverage. For the HSA plan, the District will provide \$250 for dependent coverage plus the \$320 per month HSA contribution. These competitive and market changes to our employees' health insurance plans for 2024 equate to an approximate \$139,059 decrease in health insurance for employees and their families from what was budgeted in 2023.
- **Dental Insurance:** The District pays 100% of the full-time employee premium. The District's provider will be MetLife Dental Insurance, provided by Highstreet TCW Risk Management. Dependent care, if elected, will be through payroll deduction at 100% the employee's expense. This dental plan, through MetLife, will see a 0% annual increase in cost for 2024.
- **Vision Insurance:** The District pays 100% of the full-time employee premium. The District's provider will be MetLife Vision Insurance, provided by Highstreet TCW Risk Management. Dependent care, if elected, will be through payroll deduction at 100% the employee's expense. This vision plan through MetLife will see a 0% annual cost increase for 2024.
- **Term Life Insurance:** The renewal policy represents maintenance of the \$100,000 coverage with an additional \$100,000 AD&D coverage for all District personnel. Through Standard Insurance, this policy offers Voluntary Life, which allows members to add coverage above the limits the District provides for member and their dependents through a payroll deduction. The cost of the policy is offered to all members. The District pays 100% of the employee/member-only premium for the Term Life and AD&D portions of the policy. The District will see a 0% annual increase in the cost for 2024.

- **Long-Term Disability:** This policy is held by the Fire & Police Pension Association (FPPA). Fire Chief Young recommends that the District continue to take on the total cost of the Long-Term Disability for all eligible personnel up to the 3.3% cost started in 2023. This benefit will bring an approximate \$58,571 annual increase to the District in 2024, allowing an imputed benefit for all employees within the Long-Term Disability Insurance.
- **Short-Term Disability:** This policy through Standard Insurance fills the gap for off-duty injuries or illnesses once sick leave is exhausted and before an individual's Long-Term Disability is available. This is available to all full-time staff. The District pays 100% of the premium, and the benefit ceases after six (6) months per occurrence. This benefit plan will see a \$2,184 increase for 2024.
- **Colorado Heart & Circulatory Trust:** All uniformed employees have this mandated policy that pays out through an established schedule for work-related cardiac illness. The requirement for eligibility is a minimum of five (5) years of full-time service in fire or EMS. The District pays 100% of the premiums for all uniformed members who meet the five-year service requirement and is reimbursed through the State (DOLA) for the compensation of all full-time eligible members. With newer personnel now available for the Heart and Cancer Trust, this will decrease in 2024 by \$350.
- **Colorado Cancer Trust:** All full-time and part-time employees with more than five (5) years of firefighting service are eligible to be part of the Colorado Cancer Trust. This allows firefighters diagnosed with cancer to begin treatment immediately with their personal physician or healthcare provider without creating a work-comp claim. The trust outlines the types of cancer firefighters receive and makes a quick process to begin paying for necessary care and treatment. The District will see an approximate increase in 2023 of \$1,154 due to newer personnel joining and a slight increase by the Trust due to recent cancer diagnoses being added.
- **Fire & Police Pension Association (FPPA) Defined Benefit Pension:** This 23-year District vested pension is funded by payroll contributions based on a 10% employer contribution and a 12% employee pre-tax contribution beginning January 1, 2024. An increase to all employers by .5% in 2024 will take place due to legislative changes in 2021. The employer portion of this benefit will increase by .5% each year to a maximum of 13% total in 2030. This benefit is provided to all full-time employees. Members of the FPPA Pension do not pay Social Security taxes. With the salary plan increases and the .5% increase to employers in 2024, this will be an approximate \$155,662 increase to the District in 2024.
- **115 Trust Plan, Healthcare Retirement Plan:** The District will match the 1% contribution the employee contributes to the plan beginning January 1, 2024. Also, part of the 115 Trust Plan is once an employee's sick leave bank accumulates over the allowed carry-over. All hours over the top-out will be deposited at 100% value into the employee's 115 Plan for the preceding year by February 15th, beginning in 2025. Fifty percent (50%) of vacation payout will be deposited into the employee's 115 Plan at the end of their career or separation from the District. This was all agreed upon between Management and Labor, including Board approval at the August 2023 Board meeting and governance documents were signed in September 2023.
- **Volunteer Pension Fund:** The District pays \$10,003 annually and receives an additional state grant of \$9,003 to contribute to the Volunteer Pension Fund. This benefit is a requirement for Volunteer Firefighters by the State of Colorado. The Volunteer Pension Board manages this benefit, providing

a \$200/month per retiree and \$100/ month survivor benefit to all retired volunteer firefighters who served at least 20 years with the District. Enrollment in the Volunteer Pension Fund was closed in 2005. The District has no plans to supplement or provide COLAs to the closed program.

- **Employee Assistance Program (EAP):** These Counseling Services are provided for all employees/members and immediate family through Anthem Employee Assistance Programs. This benefit includes four 1-hour sessions with a licensed counselor per employee household per calendar year. The District pays the monthly premium for each employee. There was no increase in this benefit in 2024.
- **Good Rain Therapy/Elevate Coaching (Peer Support):** This benefit is provided to the District's in-house trained Peer Support Team and supported by Good Rain Therapy and Elevate Coaching. The District contracted with Good Rain Therapy & Elevate Coaching in 2023 by providing a behavioral clinician available to District personnel twice weekly. In 2024, Fire Chief Young recommends increasing this to three (3) days a week, as discussed with the Board in August 2023. Good Rain Therapy & Elevate Coaching provides counseling for groups, individuals, and firefighter couples. They provide consulting and educational services/training for firefighters and emergency medical services employees and their families. There has been a significant reduction in Peer Support and Behavioral Clinicians services in the region in 2023. This supports Chief Staff's vision of bringing more in-house services for District members and their families. The increase for mental and behavioral health benefits and services is \$29,412 for 2024.
- **Air Med Care:** New for 2024, based on a census plan, Fire Chief Young recommends the District provide AirMedCare (air ambulance) supplemental coverage for all employees and persons who reside under one (residential) roof. Undergraduate students are covered under their parent's membership, and anyone previously living in the household in school. This can be utilized across the United States with numerous Air Ambulance providers. Local providers with this plan are Reach Air – Cheyenne, UC Health Helicopters, Med Evac (Banner) Helicopters, and Childrens Hospital Helicopters. This will provide District members with extra coverage that their regular medical insurance or deductible does not meet for themselves or any family member. The cost of this benefit is estimated to be \$6,400 a year. This benefit includes the five (5) Board members and their families.
- **Educational Tuition Reimbursement:** In 2024, tuition reimbursement is recommended to be increased due to tuition costs, fees, books, and inflation. The District has not raised the reimbursement rates since 2015.
 - Undergraduate Degree(s) - \$5,000 annual reimbursement
 - Graduate Degree - \$7,000 annual reimbursement
 - Doctoral Degree - \$9,000 annual reimbursement
- **AFLAC:** These are independent injury and sickness policies with the benefit paid directly to the member. This is an employee-funded benefit through payroll deduction.

○ **Administration and Operational Objects –Proposed 2024 Budget**

- **Objects 5000-5052 – Utilities:** There will be a 17.60% increase overall in 2024 due to regular utility company increases and adding another property (Station 5) to the utility list. The most considerable fluctuations come with Telecommunications and Trash Services right now.

- **Object 5110-5111-5130 – Membership, Dues, and Fees:** Membership, dues, and fees have increased by 1.41% in 2024 as agencies and associations have raised their dues or membership fees in the last two (2) years. Staff continues to prioritize and submit proper reasoning and logic to belonging or participating as members of these local, regional, state, and national agencies. In return, the amount of information, networking, and education is worth the overall cost. Fees have remained the same, and there will be a slight decrease in the toll road utilization of District ambulances as more patients are being transported to Longs Peak Hospital.
- **Object 5150 – Administrative Maintenance:** This covers normal annual maintenance items proposed for the Administrative Building. This object has a (38%) decrease for 2024 due to the building being unoccupied for four months and most things being under warranty after the remodel.
- **Object 5151-5157 – Fire Stations Maintenance:** Normal annual maintenance items are proposed for the District's five (5) Fire Stations and the WCR 11 Property. Station 5 will be coming online around August 2024. The stations have thoroughly reviewed their budgets for 2024 and decreased them by approximately (26%) across all the Station Maintenance budgets. Station 1 has some major maintenance to complete. However, the rest of the stations completed significant repairs and maintenance over the last two years.
- **Object 5160 – Elections:** Fire Chief Young and Legal Counsel see no reason to hold an election in 2024. This will save the District roughly \$80,000 - \$90,000 in 2024. If, for some reason, the District had to run an election, staff would request the Board to utilize Operating Contingency Funds and amend the 2024 Budget if the need arises. The next Director election will be in 2025.
- **Object 5170 - 5180 – Notifications and Printing:** The most significant reason for this increase is the District continuing with its current illustrator to provide the District illustrations of the five (5) fire stations and the District's apparatus and documenting personnel and achievements through drawing. The District will also have printed materials for the Administration Building and Station 5 open houses. There will be a 21.51% increase in these annual object numbers due to inflation and average cost increases for publications and printing costs of forms for the District and planned events in 2024.
- **Object 5300 – Lease & Service Agreements:** This object will see a 15.45% increase in 2024 due to bringing on new service agreements, storage facilities while administration is being remodeled, and adding another fire station for fire alarm, extinguishers, and printers for the new building. There is also contingency for any new agreements that may be needed as the District continues to raise all other expected inflation costs from its other lease and service agreements. We also have a consultant fee within this line item to hire a third-party consultant to assist with a capital improvement plan for facilities and fleet. The District has a current CIP. However, Chief Staff would like a third-party to review the data, plans, and growth to ensure they are on the right path moving forward, especially with all the changes starting in 2020. This is also one of the Strategic Plan goals in the 2021 – 2026 Strategic Plan.
- **Object 5311 – Property & Liability Insurance:** Changes were added to the District's P&L Insurance in 2024, with another full assessment conducted this year. Chief Staff also planned to add the new apparatus and Station 5 in 2024. Due to the hail damage claims in 2018 and 2023, the District will experience another significant increase in its Property and Liability Insurance. Chief Staff is still

working on items that can put in place to provide a discount and eliminate future claims. It. This object number will see a 34.78% increase in 2024.

- **Objects 5330-5333 – Legal Fees:** Property and employment will remain conservative in 2024. Contingency is built into the legal fees, but the District is still seeing a notable change affecting the District from legislative changes and the potential for collective bargaining cost, land platting and deeding for Station 6, and WCR 11 property design for the maintenance and training facility. Also, as legal counsel approached the Board in June of 2023, their retainer cost will increase for 2024. Beginning in 2024, Fire Chief Young recommends utilizing third-party investigators for all internal investigations moving forward due to the complexity of new employment laws and regulations that Staff are not formally trained or educated to handle. For this reason, there has been a 24.84% increase in this object for 2024, which equates to a \$21,425 increase.
- **Object 5340 Fire Engineering Fees:** This object will have a contingency amount provided due to high-hazard plan reviews required by the District for 2024 of \$15,000. This has remained the same for many previous years.
- **Object 5350 – Ambulance Billing Service:** The District's third-party billing company has done a great job in 2023. The District continues to see an annual increase in ambulance patient transports. Chief Staff believes this number of transports could be significantly higher in 2024 and propose a 4.36% increase in the budget line item to cover those increases.
- **Object 5355 – Accreditation Services:** The District is still moving forward with becoming accredited in 2025. It is essential to make this a priority within the budget moving forward. The most significant focus in 2024 will be training classes, conferences, and peer reviewers slated to be facilitated by the Center of Public Safety Excellence (CPSE) in 2024, preparing for accreditation 2025. This object number will see an increase in 2024 of \$11,500, which equates to a 273.81% increase due to that 2025 accreditation deadline.
- **Object 5360 – Treasurer's Fees:** These fees directly correlate with property tax revenue slated for the District to collect. This line item has been increased to match the assessed valuation increases for the District.
- **Object 5370 – Auditor:** The budget was slightly increased for 2024 by \$250 or 1.69%, as reflected in the Board approved Audit Engagement Proposal in July of 2023.
- **Object 5390 – Employee Recruitment and Retention:** Due to the cost of health care, personnel physicals, fit-for-duty testing, random drug testing, and cost inflation, this object number will see a 13.99% increase in 2024 or roughly \$10,000. Other items attached to this line item are the annual appreciation member picnic and holiday dinner, which includes awards and gifts for these ceremonies.
- **Object 5510 – IT Computer Incidentals:** There is an increase in this object for 2024 for tools and incidentals needed by the District's in-house IT Specialist. This line item will see a \$2,500 increase or 38.91% due to additional IT incidentals required for the remodels and new fire station number five coming on-board.

- **Object 5511 – Software Programs and Support:** This object increased in 2024 due to bringing on one new software program, and average inflation in software programs increases. This increase was a 13.74% for 2024, which equals to an additional \$14,522.
- **Object 5512 – Cyber Security:** The District ensures the computer systems are as secure as possible. This line item includes new firewall hardware and software for the next five (5) years. There are increases in cyber security insurance as well. Chief Staff continues to have cyber security software and training for all personnel in the District. \$70,911 has been allocated towards cyber security in 2024. The most significant part of this increase from 2023 is the new VPN Firewalls, including Virus, Spam, and Phishing Protection for the District's systems, including the mobile data terminals.
- **Object 5520 – Communications Equipment:** There is a significant increase for this line item due to the three-year security tokens expiring with Central Square/Dispatch with the mobile data terminals for alarm alerting and responding capabilities. This line-item ebbs and flows over the years due to expiring items mandated by Weld County Communications. This object number will see a 52.44% increase, which equals a \$4,300 increase.
- **Object 5540 – Uniforms:** For the first time in numerous years, Chief Staff has developed proper processes and tracing of daily uniforms for the 93-plus employees in 2024. The District continues to provide an exceptional uniform package to personnel. Significant 7% – 12% manufacturing increases are due to availability and cost. Over the last two years, the District has fallen behind in uniform replacement and stocking overly utilized uniforms. This line item will significantly increase by \$68,424 to catch the District up and realign its processes for all personnel uniforms. When divided out, the District provides roughly \$1,325 in uniforms and equipment for each individual annually.
- **Object 5542 – Personnel Protective Equipment and Clothing (PPE):** The District continues to provide personnel with an exceptional Personal Protective Equipment (PPE) package. This is another line item the District has fallen behind in the last couple of years due to improper tracking. 2023 full audits were completed and identified numerous expiring personal protective equipment that would need to be replaced in 2023 and 2024. Also, with the influx of new hires, these prices continue to increase to outfit a firefighter, emergency medical technicians, and paramedics. Manufacturing increases of 7-9% are expected for 2024. With the last two years only being at the status quo, it is time to start a replacement schedule of items purchased five years or older. This line item has an 89.74% increase in 2024, equating to a \$96,905 increase.

Also included are new testing and cleaning of all personal protective clothing for IDLH atmospheres completed by a third-party vendor to ensure the District follows NFPA and the manufacturer's recommendations. This is a new process for the District, and it will be monitored in 2024.

- **Object 5550 – Specialized Equipment:** Cost increased in 2024 due to equipment expiring or needing to be replaced in 2024 or early 2025. There also were more non-depreciable items provided within the specialized equipment line item than average that did not fit the description of a capital specialized item. This line item is increasing by 13.99%, which equates to a \$7,500 increase.
- **Object 5600 – Office Supplies:** This object will see a \$315 increase or 3.30% for 2024 due to the expected inflation cost on everyday office items.

- **Object 5700 – District Expendables – Station Supplies:** An increase of 69.29%, which equates to \$13,965 due to average increases in expendables and supplies, additional fire station, and increase in dry hydrogen peroxide for decontamination of apparatus and fire stations.
- **Object 5730 – Emergency Medical Supplies:** Medical supplies are seeing a more significant increase in cost and availability and are forecasted to worsen in 2024, along with an increase in emergency medical calls. This object number will see an 11.53% increase, equating to a \$7,750 increase for 2024. There also are numerous medical bags that need replacement due to wear and tear for 2024 that are included in this line item.
- **Object 5740 – Food & Meeting Expenses:** In 2024, this was decreased slightly due to the number of training, business meetings, and community outreach events hosted by the District being unavailable during the Administration remodel project. This amount decreased by 1.05%, which equates to \$140 for 2024.
- **Object 5800 – Training & Certifications:** Supporting and maintaining the District’s training programs are essential. Chief Staff continues to find ways to streamline and utilize current methods to provide cost savings where possible. Even with over 900 certifications to be maintained and new procedures and technology facing the profession, this object was slightly decreased for 2024 due to efficiencies found and the new Safety/Training Captain position. The District is also bringing in national speakers and courses to help its personnel and others within the region in 2024. Object 5830, Travel and Subsistence, goes hand-in-hand with this object number and outlines the travel and subsistence costs for the training courses and certifications outlined by the Training Division to meet the minimum standards set forth by Executive Staff and the District’s training abilities and vision. These line items together will equate to an 8.67% increase overall for 2024.
- **Object 5803 – Education Reimbursement:** Each July, as part of the Budget preparation for the upcoming year, the District requires personnel seeking higher education reimbursement for the forthcoming year to submit a request. Fifteen employees requested education reimbursement for 2024, and three (3) EMTs/Firefighters are budgeted to attend paramedic school for \$111,500 in 2024. Each year, the total amount of this budget is not spent entirely due to life changes and personnel not being able to meet their personal goals. However, the District still supports all individuals in this endeavor and ensures it is available if needed as the time arises.
- **Object 5810/5811 – Public Education and Outreach Materials:** As part of the District’s ongoing community outreach and overall community risk reduction, these objects are slightly increasing in 2024 with the amount of community events and opportunities to be in the public. The new Community Risk Reduction Specialist has also found additional grant funding and ways to cut costs. These line items are only seeing a 1.55% increase for 2024.
- **Object 5840 – Board of Director Donations:** Board of Directors Donations were decreased to \$1,000 for 2024 due to no utilization over the last two years. A maximum of \$500 for group events and \$100 for individual requests has always been the standard, and the money must be consistent with the District’s statutory obligation to provide emergency services.

- **Objects 5900-5940 – Equipment and Fleet Preventive Maintenance/Repairs:** Items were decreased with newer equipment and fleet arriving, and others were increased due to the numerous issues with older fleet and equipment. With the new full-time Fleet Manager, the District was able to catch up on many of the preventative maintenance and repairs in 2023. Collaborating with the Fleet Manager for projects and needs in 2024, Chief Staff anticipates a roughly 59.88% increase, equating to a \$24,440 increase for 2024. The fleet will be increased by four additional apparatus in 2024.
- **Object 5950 – Fuel:** Fuel costs were increased for 2024 due to inflation, increased service calls, a State election year, and the overall unknown political climate for 2024. This is genuinely the best prediction on current market studies and projections. Chief Staff is trying to ensure the District is covered with the uncertainty of fuel costs affecting the District on many levels. Fuel was increased by 3.95% for 2024.
- **2023 Reserves, Capital & GO Loan Expenses**

The District's reserves are established to for two (2) primary purposes:

- 1) To provide for emergency funding of unanticipated expenses resulting from natural or manmade emergencies, unforeseen revenue shortages, additional costs not anticipated on approved projects.
 - 2) To provide for capital improvement along life-cycle replacement or additions of fleet, capital equipment, and purchasing facilities to be included within the District's depreciation schedule.
- **Unassigned Reserves:** This balance is in a ColoTrust Plus+ Account. It provides a holding account to maximize interest revenues for monthly collections of surplus revenues over expenses and to fund General Fund expenses in periods of excess monthly fees over collected revenues. It is also used to support specific General Fund Expenses considered extraordinary, sporadic, or temporary to not interrupt funding for reoccurring General Fund programs and projects. The anticipated 2023 unassigned reserves float from District investments to checking is \$2,956,232. Chief Staff strives to keep a minimum of \$1,250,000 in this unassigned capacity year to year to cover District liabilities from fiscal year to year, often during low property tax disbursements from Weld County. Chief Staff is currently planning a 2024 year-end balance total of \$1,604,072.
 - **Capital Equipment:** The Capital Equipment balance is in a ColoTrust Plus+ account. This account is in place to cover the estimated replacement cost of fleet and capital equipment assets at the end of their projected life cycle or additions to meet the mission of the District. This schedule is adjusted annually for projected inflationary increases and lead times for specific orders. Therefore, a fire engine purchased in the current year with the same equipment and capabilities will have a higher annual investment amount than an engine purchased four years ago. The District is expected to have a balance of \$4,330,607 at the end of 2023. Chief Staff is a currently planning a 2024 year-end balance of \$1,667,284 due to a new ambulance, rescue engine, and ladder truck being purchased in 2024-2025.
 - **Capital Facilities:** The Capital Facilities balance is in a ColoTrust Plus+ account. For 2024, the Chief Staff has budgeted facilities and grounds that need major repair or replacement. Also, any required maintenance or smaller remodel projects at existing facilities are budgeted out of this account each year. Chief Staff anticipates a balance of \$6,624,859 at the end of 2023. Chief Staff is planning a 2024 year-end balance total of \$4,162,867 due to the administration remodel completion of Spring 2024 and the maintenance-training facilities construction beginning in Fall 2024.

- **Operating Contingency Reserve:** This reserve was established as a ColoTrust Plus+ account to allow funding flexibility during short periods of economic downturns and to fund unforeseen expenses during a budget year. The District targets retaining 25% of its operating budget, not including the capital facilities, equipment, or debt service funds (GO Loan 2022). This is accomplished through two (2) reserves: the restricted Emergency Contingency (TABOR) reserve and the restricted Operating Contingency reserve. The District has added surplus revenue to this account each year, increasing the funding level above the 25% target. The projected 2023 year-end balance of this reserve will be \$3,063,849. Chief Staff anticipates a 2024 year-end balance of \$3,063,849, approximately 26% of the District's annual operating budget in 2024.

○ **Capital Purchases & Projects for 2024**

The following are the major Capital Asset Projects proposed for 2024 that are requested for approval within the comprehensive budget. The auditor and finance section classify these items as depreciable or non-depreciable capital items within the schedule of values.

- **EMS Equipment:** The District will receive a new ambulance in 2024, which will require outfitting with a new Stryker pram with a loading system and stair chair. The District also will have another ambulance's stair chair that has met its lifecycle replacement timeline. This projected cost is \$33,675.
- **Fire Equipment:** The District has a lifecycle replacement of the oldest thermal imaging cameras scheduled for 2024, along with some additional final fire equipment slated for the new Rescue Engine and ladder truck. The projected cost is \$15,400.
- **Radio Equipment:** Lifecycle replacement and additions of portable and mobile radios for new apparatus is projected to be \$34,955.
- **Rescue Equipment:** The District will continue its multiple-year replacement of the fifteen-plus-year age of extrication equipment on all apparatus. The District must also replace outdated technical rescue equipment and hardware. The total capital rescue equipment project for 2024 is \$38,100.
- **Computer Hardware and Equipment:** The District will continue to follow the lifecycle replacement schedule in 2024, plus new additions for Station 5 and new apparatus and mobile data terminals. These units have reached their 5+ years lifecycle replacement schedule and are no longer covered under warranties. This project will also include a new copier/printer for administration. The District will discontinue the lease purchase options with Cannon for future copiers. The budget cost associated with this project is \$127,000. The District has over seventy-eight computer devices throughout six buildings and twenty-one apparatus.
- **Staff Vehicles/Equipment:** The District will add one (1) new staff vehicle in 2024. This will be a smaller SUV or pick-up for the Community Risk Reduction Specialist. Their current vehicle is over ten years old and is up for replacement, according to the CIP, and it has reached its lifecycle replacement age. Chief Staff has also added a snowplow for one of the fleet trucks due to the District's oldest plow truck being totaled in the hailstorm of 2023. The cost of this project will be \$60,000.

- **Ambulance Purchase – Fleet:** Approved by the Board in September of 2023, the new ambulance purchase will be allocated within the 2024 Budget. The purchase of the new additional ambulance for the District fleet is \$280,905, with a potential delivery date of June-July 2024.
 - **Fire Apparatus Purchases - Fleet:** The replacement of the Heavy Rescue with a Rescue Engine will continue into 2024 with a potential completion date of October – November 2024. The District will also have a Quint/Ladder Truck ordered in November 2023 and a contract to be signed at the beginning of 2024. The projected cost for these large apparatus in 2024-2025 is \$2,525,745 and will likely flow between budget years just as other fleet purchases have done since 2021 with supplier and vendor issues.
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- **Facility and Grounds Repairs:** With the Fire Stations having their parking lots and sidewalks repaired over the last three years, it is time for the administration building to get some work. After the interior remodel, the parking lot will need to be resealed. Fire Chief Young is requesting that during this time, the District add more parking to the west side of the administration building, resurface the parking lot, fix concrete drainage issues and breaks, and update the landscaping, as many of the trees and shrubs have died. The proposal will also add awnings over the south parking lot for visitors and staff vehicles. These awnings will provide sun protection and, most of all, hail protection. The District has suffered three significant hailstorms in the last five years, and each time, the District has sustained extensive damage to the staff fleet. These awnings will protect the staff fleet and assist with property and liability insurance rates by adding protection. The total cost of the project is forecasted to be \$336,500.
 - **Station 1, 2, 3, and Administration Renovation/Remodel Project:** Staff will continue to replace the 15-plus-year HVAC units within the fire stations. Station 2 will have its bay heaters replaced. Stations 1, 2, and 3 have heavy-duty door openers that have met their lifecycle replacement. To stay ahead of these large door-opening systems, they must replace them before catastrophic failure. Station 3 was built over 15 years ago, and the wood frame windows in the Station have begun to fail and leak. Chief Staff recommends replacing all the windows at Station 3 with an updated model to meet current standards and be maintenance-free. The Administration Remodel project approved by the Board in 2023 will be completed in April 2024 and span the 2023 and 2024 budget years. The total allocated cost for these projects, which does have contingency built in due to increasing costs in these markets, is \$2,423,800.
 - **Administration and Station Furnishings:** The new Station 5 and Administration Remodel will require furnishings. These furnishings are included in the total project cost approved by the Board in 2023. However, in 2024, these items were separated from the construction project to track the cost associated with each project. Some of these items are depreciable capital, and some are non-depreciable capital. Both projects will need full furnishings of office furniture, kitchen/breakroom furnishings, and appliances.
Station 5 will also need beds and dayroom items. Both projects have large training rooms with new tables and chairs, as those current items have met their lifecycle replacement by at least four years. Station 5 will also have larger purchases, such as the self-contained breathing apparatus (SCBA) compressor, bunker gear extractor, storage grids, commercial air compressor for the building, and other large furnishings required for a new fire station. Station 5 also has a new fitness room/gym that has to be equipped with all the fitness machines and workout equipment.

The total cost of all furnishings for Station 5, Administration Remodel, and lifecycle replacement of some older fitness equipment within current fire stations is \$825,100. This provides all new office furniture for administration with ergonomic stand/sit option desk, conferencing equipment, and networking to be furnished for the conference room, board room, and training room within the remodel.

- **Station 5 Construction, Maintenance Facility/Training Grounds, Station 6 Design:**

- The Station 5 project is in progress and has a scheduled completion date of August 2024.
- The District is also on a timeline to provide a maintenance facility for the fleet maintenance division due to the Town of Frederick selling its maintenance building. The District leases space from the Town of Frederick for the District's fleet maintenance division. They have roughly 20 months to leave their building. During this process, the District must build its training grounds to provide adequate job performance training and future recruitment opportunities for training individuals as firefighters by the District. The District has been utilizing Platteville-Gilcrest Fire Protection District's and Ft. Lupton Fire Protection District's facilities for the District personnel's annual required training for years. The District is too busy, and the overtime cost to do these trainings off-duty is no longer feasible. Chief Staff is currently in the design phase of this process for the maintenance-training facility; the request for qualification and proposals will occur in the Spring of 2024, with construction tentatively beginning in the Fall of 2024 and completion in late Spring of 2025.
- Station 6 design, site plan, and land acquisition are all ongoing. Fire Chief Young and Staff will continue to work on all these areas along with legal counsel in 2024 to get the property deeded over to the District for potential construction beginning in the Fall of 2025 and opening of Station 6 in late 2026.
- The total budget in 2024 for Station Construction and Facilities is \$12,325,417, with components of this budget line item spanning over a minimum of two budget cycles for the District. This includes architect and owner representative fees during each of the construction phases.

- **GO Loan Expenses – General Obligation Loan (Series 2022)**

- The District will make annual payments for the General Obligation Loan (Series 2022) approved by its voters in May 2022. For the 2024 Budget, interest and principal payments will be made twice a year. The total costs will be \$1,397,140.
- The GO Loan property tax was established as 1.493 mills in 2023 to meet the 2023 payment and interest needs. The property tax of 1.180 mills will be set to meet the 2024 payment and interest needs. This is a 0.313 decrease in mills for debt service from 2023 to 2024 due to the growth in assessed valuation.
- The GO Loan Series 2022 funds in the ColoTrust+ account will have an estimated \$9,077,271 at the end of 2024. This funding is slated for facilities construction of Station #6 (2025-2026) as approved by the voters in May of 2022.

CONSENT AGENDA

The Consent Agenda for the meeting was presented and consisted of the following items:

- Approval of the minutes of the September 11, 2023, regular meeting.
- Confirmation of the continuity of the Financial Reports from September 7, 2023, to October 4, 2023.
- 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 Assistant Secretary Ditmon. The motion passed unanimously.

OLD BUSINESS

None.

NEW BUSINESS

- Secretary Freeman moved to accept and authorize Fire Chief Young to sign the EMS Automatic–Mutual Aid Intergovernmental Agreement with Platteville-Gilcrest Fire Protection District, effective October 9, 2023. Treasurer Houston seconded the motion. The motion passed unanimously.

ADJOURNMENT

With no further business before the Board, Vice President Maselbas moved to adjourn the meeting. The motion was seconded by Secretary Freeman. The motion passed unanimously. The meeting was adjourned at 8:07 p.m.



Robert Freeman, Secretary