



Crystal Lakes Fire Protection District

237 Blackfoot Rd Red Feather Lakes, CO 80545

clvfd.org

Board of Directors

Regular Meeting
April 24, 2025
Crystal Lakes Fire Station
6:00 pm – 8:00 pm

Minutes

Purpose: The District's business was conducted in a public meeting of the Board of Directors.

- I **Call to Order:** Chair Robin Lauric called the meeting to order at 6:00 pm.
- II **Board Members Present:** President/Chair Robin Lauric, Secretary Susan Vance, and Director Tamla Blunt
- III **Board Members Absent:** Director Todd Cook (excused) and Treasurer Tom DeMint (excused)
- IV **Quorum:** Yes
- V **District Members Present:** Chief Mike Clark
- VI **Approval of Agenda:** No changes brought forth. Agenda stands approved.
- VII **Approval of Minutes:**
Regular Meeting Minutes of March 20, 2025. Tabling of the CISA item was discussed and Tamla confirmed that she seconded the motion. Robin Lauric moved to approve the amended minutes with the clarification that Tamla Blunt seconded the motion to table the CISA discussion. Tamla Blunt seconded. Discussion: No further discussion.

Motion to approve the amended minutes with the clarification that Tamla Blunt seconded the motion to table the CISA discussion passed unanimously.

VIII **Officer Reports:**

- a. Treasurer's Report:** Treasurer Tom DeMint sent his report and the current financials provided by Pinnacle for Board review.

The Board reviewed the report. President Lauric mentioned that some additional legal expenses this year included the Board of Directors' Election, DEO election training through Lyons & Gaddis, negotiations regarding the Pinnacle Contract, Bylaws, District Policies, and Department Rules & Regulations. Robin will request additional clarification/confirmation regarding these expenses.

President Lauric proposed a future discussion that would lead to a motion or a policy regarding mill levy spending. The mill levy increase was proposed to build capital reserves for future purchase of apparatus and equipment essential for firefighting such as the future replacement/addition of tender, and engine. Robin would like an official commitment by the Board to build the reserves at an appropriate set rate.

- IX Chief's Report:** Chief Mike Clark provided his monthly report to the Board. The full report has been uploaded as a supporting document. Of note, the UTV is being fitted with emergency systems and will have a skid with an 85-gallon water tank. Three firefighters will be attending Fire on the Plains training. A Colorado State Firefighter Safety and Disease Prevention Grant was awarded to CLVFD (\$3549.95) and will be used for purchasing four sets of Tech Rescue PPE and five pairs of rescue gloves.

X **Committee Reports:**

- a. Website Committee**

The Committee (Marian, Barb & Robin) postponed their meeting, but continues to work on the website making the updates as previously presented.

XI **Unfinished Business:**

- a. Pinnacle Contract**

After several weeks of review and negotiations between Pinnacle and Lyons Gaddis, the contract was signed.

Action: Susan will file the contract appropriately.

- b. Document/Electronic Storage Update**

Tamla is working on a few final steps with setting up Microsoft Office 365. Folders will house shared information (i.e. bylaws, resolutions, policies, etc.) and future discussion will be on agreed utilization and training.

Action: Tamla will organize folders for shared information.

- c. Domain Change (.gov) Update**

Action: Tamla will register the .gov with IONOS.

d. Bylaws

Robin reported that an Ad Hoc committee draft of Bylaws had been emailed to all Board Members. Policies and the Chief's job description have been removed and will be addressed individually. There are still quite a few things that need to be addressed within the Bylaws i.e. the Financial additions. President Lauric asked Board members to use the most recent draft to look over the Bylaws when preparing suggestions for additions/deletions/changes. Robin suggested another Ad Hoc or Study Session in early May to make final revisions to the Bylaws in order for a final vote to occur by June.

e. Administrative Support

Nothing to discuss at this time.

f. Pension Board Meeting Dates

Action: Chief Clark will provide the Board with the dates for the Pension Board Meetings.

XII New Business:

None

XIII As the Board Desires:

Chair Lauric mentioned that there will be an Action Review at the May Meeting. Please look over past Actions as noted in the minutes and be prepared to provide the Board with updates.

XIV Public Comment:

None

XV Announcements:

In lieu of the uncontested election, President Lauric will work with DEO Doug Race to administer the Oath of Office or Affirmation to each Board Member retaining their seat. Each Board member will have thirty (30) days to take the Oath/Affirmation after May 6th. This does not have to be done at a Board Meeting.

Action: Robin will reach out to each Board Member to arrange a time.

XVI Next Meeting:

The next Regular Meeting of CLFPD Board of Directors will be held at 6:00 pm on May 15, 2025, at the District Fire Station, 237 Blackfoot Rd Red Feather Lakes, CO 80545.

XVII Adjournment: The meeting was adjourned by Chair Robin Lauric at 6:55 pm.

Attested by:

Susan W. Vance

Date: 05-24-25