



# Crystal Lakes Fire Protection District

237 Blackfoot Rd Red Feather Lakes, CO 80545

clvfd.org

## Board of Directors

Regular Meeting  
September 25, 2025  
Crystal Lakes Fire Station  
6:00 pm – 8:00 pm

### Agenda

**Purpose:** The District's business is conducted in public meetings of the Board of Directors.

- I **Call to Order:**
- II **Board Members Present:**  
**Board Members Absent:**
- III **Quorum:**
- IV **District Members Present:**
- V **Approval of Agenda:**
- VI **Approval of Minutes:**  
Regular Meeting Minutes, July 19, 2025  
Special Meeting Minutes, August 25, 2025
- VII **Officer Reports:**
  - a. **President's Report:**
  - b. **Treasurer's Report:**  
2026 Proposed Budget [§29-1-105, C.R.S.](#)  
Set Date for Budget Study Session  
Set Date for Public Budget Hearing
- VIII **Chief's Report:**
- IX **Committee Reports:**
  - a. **Finance Committee**
  - b. **Website Committee**
  - c. **Strategic Plan Committee**

**X Unfinished Business:** (tabled or unresolved, listed in priority)

**a. Bylaws Update**

Ratification of Motion to Adopt Revised Bylaws

Policies Update

Chief Description & Review Process

**b. Document/Electronic Storage Update**

**c. Domain change (.gov) Update**

**d. Records Management & Retention**

Motion to Adopt State Archive Schedule

**e. Administrative Assistant for Records Retention Update**

**XI New Business:**

**a. 2025 SDA Conference Review**

**b. Recognition of CLVFD Members**

**XII As the Board Desires:**

**XIII Public Comment:**

**XIV Announcements:**

**XV Next Meeting:**

The next Regular Meeting of CLFPD Board of Directors will be held at 6 pm on October 16, 2025, at the District Fire Station, 237 Blackfoot Rd Red Feather Lakes, CO 80545.

Pension Board Meetings will be held immediately following CLFPD Regular Board Meetings on September 25<sup>th</sup> and December 18<sup>th</sup>.

**XVI Adjournment:**