



Crystal Lakes Fire Protection District

237 Blackfoot Rd Red Feather Lakes, CO 80545

clvfd.org

Board of Directors

Regular Meeting

November 20, 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:

Motion to table the following items until January 2026:

Document/Electronic Storage Update

Records Management & Retention Update

Administrative Assistant for Records Retention Update

Washing of Apparatus Update

VI Consent Agenda:

Approval of Minutes:

Regular Meeting Minutes, October 16, 2025

Study Session Minutes, October 29, 2025

VII Procedural Motions:

Motion to change the location and time of the December 11th Regular Meeting of CLFPD Board of Directors from 4:00 pm to 4:30 pm and from the Crystal Lakes Community Basecamp to the District Fire Station, 237 Blackfoot Rd, Red Feather Lakes, CO 80545.

Motion to reschedule the Public Hearing for the 2026 Proposed Budget to December 11th at 6:30 pm at the District Fire Station, 237 Blackfoot Rd, Red Feather Lakes, CO 80545.

VIII Officer Reports:

a. President's Report:

b. Treasurer's Report:

Monthly Budget

2026 Proposed Budget

IX Chief's Report:

X Committee Reports:

a. Finance Committee

b. Website Committee

c. Strategic Plan Committee

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

a. Bylaws

Chief Description & Review Process Update

b. Document/Electronic Storage Update

c. Domain change (.gov) Update

d. Records Management & Retention Update

e. Administrative Assistant for Records Retention Update

f. District Logo Update

g. Washing of Apparatus Update

XII New Business:

a. Action Review

b. Wildfire Resiliency Code (WRC)

XIII As the Board Desires:

XIV Public Comment:

XV Announcements:

XVI Accounting/Bookkeeping Services:

Executive Session: (upon motion) to discuss matters that may be subject to contract negotiations regarding the District's accounting/bookkeeping services [§24-6-402\(4\)\(e\)\(I\), C.R.S.](#)

XVII Next Meeting:

The next Regular Meeting of CLFPD Board of Directors will be held at 4 pm on December 11, 2025, at the Crystal Lakes Community Basecamp, 300 Tami Rd, Red Feather Lakes, CO 80545.

A Pension Board Meeting will be held immediately following CLFPD Regular Board Meeting on December 11th.

XVIII Adjournment: