



# Crystal Lakes Fire Protection District

237 Blackfoot Rd Red Feather Lakes, CO 80545

clvfd.org



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## Board of Directors

Special Meeting

May 9, 2024

PFA Station 10

2067 Vermont Drive

Fort Collins, CO 80525

1:00pm

### Minutes

**Purpose:** This Special Meeting was scheduled for the purpose of information and discussion pertaining to the mill levy initiative and updating District bylaws.

I **Call to Order:** The meeting was called to order by Chair Robin Lauric at 1:00 pm.

II **Directors Present:** Robin Lauric (Chair/President), Tom DeMint (Treasurer), Susan Vance (Secretary), Todd Cook (Director), and Tamla Blunt (Director)

**Directors Absent:** None

III **Quorum:** Yes

IV **District Members Present:** None

V **Approval of Agenda:** No changes brought forth. The agenda stands approved.

VI **Order of Business:**

a. **Mill Levy Initiative** - For historical purposes, minutes from previous Board meetings which addressed the mill levy initiative were read and discussed. The Board acknowledged agreement to continue to move forward with a mill levy initiative on the November ballot and with utilizing the Mill Levy Committee to advise the Board and organize the campaign. The Board recognized that the retention rate needed to be addressed and engaged in a lively discussion regarding the justification for the mill levy retention and the subsequent rate. Through discussion, the Board agreed that a mill levy retention rate would be crucial to:

- *Maintain and Improve Level of Service*
- *Increase Response Capabilities and Effectiveness of Service*

The Board discussed the following topics:

- The cost of station maintenance/upkeep
- Needed technology improvements
- Funding for maintenance of aging apparatus
- Funding for replacement of aging apparatus (capital reserves)
- Addressing inflation of operations (fuel, utilities, and insurance)
- Capital Improvements

The Board also recognized significant information for the committee to utilize:

- Outside of the 4 mill bond for station improvement, the District has not asked for a mill increase since its conception in 1995.
- 5 mill is the lowest a fire district can operate from.
- The 4 mill bond will be paid off early, saving approximately \$64,000 in interest.
- Retaining any portion of the mill will not increase taxes (seek wording from legal counsel).

The Board further agreed:

- In its current form, the working-draft of the Strategic Plan does not supply enough information for the Board to use as the sole mill levy rate decision.
- The Public Information Officer should look over all communication information and standard mill levy wording should be used.
- An "All-Hands-On-Deck" approach is absolutely necessary and will require Department personnel to take an active part in communicating with the public.
- Tamla and Robin will update the District's webpages with additional mill levy and district information to include a QR code to link with handouts.
- Legal Counsel should also be advised for wording
- Robin will check with legal counsel regarding the appropriate funding methods for the campaign.

The Board recognized critical information needed from the Department regarding:

- Where the Department is with achieving the previous Strategic Plan goals and objectives (ie: water resources, UTV, PPE, remote station ...)
- Estimates of the costs of needs addressed in the current working-draft Strategic Plan
- Comprehensive information on medical service concept
- Identifying specific capital improvement goals
- Replacement Plan of apparatus

**b. Bylaws** - The Board reviewed the suggestions of legal counsel in Section 7 of the Bylaws. The Board agreed with the majority of these suggestions. Of note legal counsel recommended listing the Chief separate from the Board and to treat the position in a manner aligned more with manager of operations. It was also recommended to separate the Pension Board from the District Board as the Volunteer Pension Board is governed by its own set of statutes.

The Board agreed to address these two items separate from Section 7 and move forward with the finalization of Section 7.

The Board also reviewed the recommendations from counsel pertaining to Open Records application request form and website guidelines. The policy will be reviewed at the next meeting.

**VII Next Meeting:**

The next Regular Meeting of CLFPD Board of Directors will be on May 16, 2024, at 6:00 pm at the District Fire Station, 237 Blackfoot Rd, Red Feather Lakes, CO 80545.

**VIII Adjournment:** The meeting was adjourned at 3:40 pm by Chair Lauric.