AGENDA

November 10, 2025

Public Hearing for the 2026 Budget
6:00 pm November 10, 2025
Minutes of August 11, 2025

Action Secretary Jones moved to set the 2026 GVFPD Budget Public Hearing on Monday, November 10, 2025, at 6:00 PM MST. Director Hudson seconded the motion. No discussion. Motion carried 5-0.

Regular Monthly Board Meeting
7:00 pm

Call to Order—Roll Call

Confirm Acceptance of the Agenda

Administer Oath of Office for New Members

Secretary's Report

- Action required: Approval of minutes of the September, 2025 board meeting
- Action required: Appointment of a Secretary.

Treasurer's Report

- Review of Payment & Lease Schedule for NCL Government Capital
- Action required: Approval of Treasurer's Report

Chief's Report

- Action required: Authorize the Chief & AO to publish a notice of vacancy for Board Director at least 10 days before the December Board Meeting.
- Emergency Division Report
- Pay scale for Recording Secretary (Staff Report)
- Update Add Elkhorn Road properties to GVFPD (Staff Report)
- Administrative Officer's Report
- Mitigation Division Report

Committee Reports

- Action required: Approval the 2026 Budget and appropriation of funds.
- Budget Committee

Unfinished Business

- Action required: Bylaw revisions (Staff Report)
- Action required: Handbook revisions (Staff Report)
- Action, Remove from Table—Change in GVFPD Board Meeting Schedule
- DU Agreement for Vehicle Storage & Usage

New Business

Public Comments

During Public Comment there will be three minutes per person. The Board cannot get into a discussion about an item. If the Board feels an item needs to move forward it will then be put on a future agenda. For clarification, a public member speaking will need to identify who they represent, such as community member or GVM HOA Board member.

Directors' Comments

Adjournment

DRAFT MINUTES

for

October 13, 2025

The Regular Glacier View Fire Protection District (GVFPD) Board meeting was called to order by President Lamb at 7:00 pm.

Board of Directors Members present: President Berton Lee Lamb, Vice President Steve Groeteke, Secretary Warren Jones, Treasurer David Thompson, Director Henry Hudson.

Fire Department Members present: Dan Knox - Fire Chief, Tom Hausfeld - Community Wildfire Protection Plan Implementation Team (CWPP IT) Coordinator, Amari Victoria - Recording Secretary, Elisabeth Menning - CWPP IT member.

Public Members present: Fred De Lano - GVFPD Budget Committee Chair.

Action Director Hudson moved to accept the October 13, 2025, GVFPD Board of Directors meeting Agenda, as amended, to include the addition of University of Denver (DU) Use Agreement, and meeting schedule change (staff report, President Lamb) to New Business (included in Board Packet), and move of Elkhorn Rd (New Business) to November meeting, without dissent.

Swearing-In of New Members

CWPP IT Coordinator Tom Hausfeld reported that all CWPP IT members had been sworn in.

Secretary's Report

The minutes of September 8, 2025, GVFPD Board of Directors meeting are included in October 13, 2025, Board Packet.

President Lamb briefly spoke about the contents of Board meeting minutes. He mentioned that the Meeting Minutes need only contain information that the Board Packet does not contain. Recording Secretary Victoria commented that some of the information included in the Meeting Minutes, though contained in the Board Packet, was essentially a convenience for those who might not read through the Board Packet.
Note: Recording Secretary Victoria mentioned that this practice would not be taken for the October 2025 Board Meeting minutes.

Action Secretary Jones moved to approve the Minutes for September 8, 2025, GVFPD Board of Directors meeting, as presented. Treasurer Thompson seconded the motion. No discussion. Motion carried 5-0.

Treasurer's Report

A detailed Treasurer's Report is included in October 13, 2025, Board Packet.

Treasurer Thompson first commented that he was not ready to discuss the Midwest payment (for the new apparatus), as he had just recently received some information concerning it.
Treasurer Thompson reviewed Treasurer's Report, beginning with the checks written for greater than $1000. Included were charges for jackets and patches, the annual pension contribution, Paramedic training reimbursement, propane expense, radio work and miscellaneous Fire Department (FD) credit card charges.

Following this, Treasurer Thompson then talked about Annual and Monthly Profit & Loss (P & L) sheets, bringing attention to account 422 Equipment Grant (DFPC grant for SCBA gear and grant from Crystal Lakes) on the

monthly report, and reporting that accounts 570 EMS Supplies, 605 Station Supplies, 651 EMS Training, 665 Apparatus Purchase and 698 Equipment Purchase are over the annual budget.

Action Director Hudson moved to approve the Treasurer's Report as corrected. Vice President Groeteke seconded the motion. No discussion. Motion carried 5-0.

Chief's Report

Chief Knox's detailed report is included in October 13, 2025, Board Packet.

Chief Knox reviewed the Chief's report, beginning with the number of calls in the previous month (see Board Packet) and the Administrative Officer's (AO's) Report.

Administrative Officer (AO) Report

See AO's report in Board Packet for detailed information.

Action Director Hudson moved to approve the Administrative Officer's Report as presented. Secretary Jones seconded the motion. No discussion. Motion carried 5-0.

Operations

Additional information not included in the Chief's Report:

- The new apparatus will be put into service in the coming week, as soon as a needed appliance (in this case, an adapter/gate valve) is received and installed.
- Once Fire Fighter (FF) Tait Rauen returns to work , Glacier View Fire Department (GVFD) will have a total of nine (9) Emergency Medical Technicians (EMTs).
- The Wolf Sanctuary is within the Glacier View Fire District.
- Chief Knox explained the GVFD response to the camper trailer fire call, citing that about 3,000 gallons of water were used to extinguish the fire. A check for any remaining burning was completed the next day; no burning was found.
- Chief Knox submitted a document describing the GVFPD apparatus for inclusion as an addendum in the GVFPD October 13, 2025, GVFPD Board of Directors meeting minutes. See ADDENDUM.

Action Vice President Groeteke moved to approve the Chief's Report as presented. Director Hudson seconded the motion. No discussion. Motion carried 5-0.

CWPP IT

A detailed CWPP IT Report is included in October 13, 2025, Board Packet.

CWPP IT Coordinator Tom Hausfeld reviewed the report included in October 13, 2025, Board Packet. Additional information not included in the Coordinator's Report:

- Coordinator Hausfeld responded to a question concerning the CWPP IT response to requests for mitigation assessments outside of the Glacier View Fire District, stating that these are referred to Dakota Condo, the Wildfire Partners Program Coordinator (WPPC) with the Larimer County Sheriff's Office (LCSO).
- The week of October 12th, 2025, will be the last week of slash burning at Straw Court.
- Chief Knox interjected that DU is working on a community slash pile at the Mountain Campus, to be available in a couple of years.
- Coordinator Hausfeld gave kudos to Ted Sammond, as he was able to reduce the cost of the S212 Chainsaw training to $0.
- The Colorado Wildfire Conference will be held in Fort Collins on April 15th & 15th at the Hilton hotel. Early Bird registration continues through January 2026, and the cost is $200-$500 per person.

- Coordinator Hausfeld explained that the (FRWRM) $45,000 grant applied for including a tractor and trailer for hauling the tractor is a $90,000 project. Tom explained that currently, mitigation volunteers use their own personal tractors for handling slash, etc.
- When Coordinator Hausfeld reported on the Community Wildfire Defense Grant (CWDG) progress, Director Hudson updated the number of residents along North Rim Road agreeing to the mitigation/firebreak work being done.
- An inquiry was made as to the membership of CWPP IT. There are ten (10) members of the CWPP IT, along with other non-member volunteers. The same inquiry about the GVFD was made; there are 17 active members with one (1) member on leave, nine (9) of which are EMTs.
- In addition to CWPP IT communications in the GVM HOA and GVFPD newsletters, it was reported that communications also appear on the NextDoor application.

Action Secretary Jones moved to accept the CWPP IT Report as presented. Director Hudson seconded the motion. Motion carried 5-0.

Committee Reports

Budget Committee

A detailed Budget Committee Report (including the 2026 Budget work-to-date is included in October 13, 2025, Board Packet. Additional information not included in the Budget Committee Chair's Report:

- Chair Fred De Lano reported that the Budget worksheet is up to date.
- The Forest Restoration & Wildfire Risk Mitigation (FRWRM) grant is not included in the 2026 Budget, as it was included in the worksheet when approved by the Board of Directors.
- An accurate insurance figure for the new apparatus coverage is needed from the underwriter. The sale of the old Tender will create a negative insurance amount.
- The carryover from the end of 2025 to the beginning of 2026 is $150,405.
- The Capital Equipment Transfer reduction amount in the Budget Committee Report of $120,000 should be changed to $150,000.
- The funds from the matured First Bank Certificates of Deposit (CDs) have been moved to the Money Market account, to be used for payment for the new apparatus.

Action Director Hudson moved to accept the Budget Committee Report as amended, changing Capital Equipment Transfer amount from $120,000 to $150,000. Secretary Jones seconded the motion. Motion carried 5-0.

Action Director Hudson moved to approve the GVFPD 2026 Budget as presented. Vice President Groeteke seconded the motion. Motion carried 5-0.

Unfinished Business

Bylaws and Handbook Revisions:

As reported by Chief Knox during the Chief's Report section of the GVFPD Board of Directors meeting, the Bylaws and Handbook revisions have been sent to legal for review. A response from legal is still pending. Approval of the GVFPD Bylaws and Handbook has been moved to November 10, 2025, GVFPD Board of Directors meeting agenda.

Pay scale for Recording Secretary position:

Determined that this topic had been resolved via Board instructions to the Chief at a prior Board meeting.

Reimbursement for CWPP IT members:

CWPP IT reimbursement recommendation is included in a staff report included in October 13, 2025, GVFPD Board Packet. See Board Packet for details.
The GVFPD Handbook may need to be adjusted for non-emergency responders.

Action Vice President Groeteke moved to approve the recommendation for the CWPP IT Reimbursement program as stated in the CWPP IT Reimbursement report (contained within the Board Packet), as amended, with the word 'reimbursed' replacing the word
'made', and with the reimbursement program to begin October 1, 2025. Vice President Groeteke seconded the motion. Motion carried 4-0-1 (Secretary Jones abstained).

New Business

Adding Elkhorn Road properties to GVFPD:

Moved to November GVFPD Board of Directors meeting during October meeting agenda discussion.

Discussion of University of Denver (DU) Vehicle Storage and Facility Use Agreement (Agreement):

Chief Knox explained the Agreement document, included in the October 13, 2025, GVFPD Board Packet. Topics discussed included whether specifics on the space were required, which per explanation allowed for future expansion of space for GVFPD use, the insurance requirements and the Board signatory (when the Agreement is ready to be signed. Chief Knox will investigate the insurance requirements and report at the next Board meeting, or by end-of-year if more time is needed. Board discussion determined that the GVFPD Board President would be the signatory for the Agreement. Approval of the Agreement has been moved to the November 10, 2025, GVFPD Board of Directors meeting.

Discussion of the Staff Report presented by President Lamb, concerning the modification of the GVFPD Regular Board of Directors Meeting Schedule:

President Lamb reviewed the report included in October 13, 2025, Board Packet.

Board discussion included:

- Conversation about the history of the GVFPD Board of Directors meeting schedule. The schedule has been considered and modified in the past. An important aspect about the meeting schedule is whether Board responsibilities can be met in a timely manner, especially surrounding submissions to other (government) entities.
- Discourse concerning the impact of the meeting schedule dates falling on Holidays, and potential to modify the schedule to avoid them.
- Talk about the requirements for setting the meeting schedule, i.e. the setting of the schedule by the 1st of the year by resolution. Legal may be conferred to verify the requirements.

As there appeared to be some further questions, as well as some time before the schedule needed to be set, this topic was tabled.

Action President Lamb moved to table the approval of modifications to the GVFPD Board of Directors meeting schedule, as well as establishment of Board Packet submittal deadline, as outlined in Staff Report submitted by President Lamb, dated 1003-2025 until the December 8, 2025, GVFPD Board of Directors meeting. Director Hudson seconded the motion. Motion carried 5-0.

Public Comments

These comments are paraphrased.

- Speaking as a CWPP IT Information Officer, Elisabeth Menning commented that she has had difficulty posting content on the NextDoor app as Glacier View Fire Protection District, as NextDoor considers GVFPD a 'business' and has requirements that are difficult for GVFD (a government entity) to meet. She mentioned that she has been posting in her personal NextDoor account 'on behalf of' GVFPD.
  Chief Knox mentioned that he will speak with AO Lucas about this.

- Speaking as a GVFPD member, Amari Victoria commented about GVFPD's ability to provide emergency services to Wolf Sanctuary, especially if there were an emergency such as wildfire in progress.
- Amari mentioned to Coordinator Hausfeld that there were many downed trees due to the recent winds around the Bald Mountain Drive s-turn.
- Amari commented that a community slash pile, such as the one planned at DU Mountain Campus is a good idea.
- Amari also mentioned that the North40 online news outlet would be another GVFPD information outlet.

Directors Comments:

- President Lamb commented that GVFPD is a professionalizing organization.
- Vice President Groeteke concurred with President Lamb's comment about the GVFPD organization.
- Vice President Groeteke expressed appreciation for both the CWPP IT group, and the EMS group volunteers and staff.
- Vice President Groeteke thanked Budget Committee Chair Fred De Lano as well as all of the Budget Committee members for all of their work.
- Treasurer Thompson encouraged the GVFPD Operations members to learn about the new apparatus.
- Secretary Jones commented that a lot of good things were happening and was impressed with the number of calls in the prior month (14).
- Secretary Jones complimented the CWPP IT group's work, and the Chief, for his work with the Use Agreement with DU.
- Director Hudson expressed thanks to the 1st responders, as well as the CWPP IT group, for their great work.

Action Vice President Groeteke moved to adjourn the regular meeting of the GVFPD Board. Director Hudson seconded the motion. Motion carried 5-0-0.

President Lamb declared the meeting adjourned at 9:22 pm.

Respectfully Submitted,

Warren Jones, Secretary and Amari Victoria,
Recording Secretary Board Actions

- Approval of GVFPD 2026 Budget.
- Approval of the Reimbursement Program for CWPP IT Members and Coordinators.
- Tabling of approval of modifications to the GVFPD Board of Directors meeting schedule, as well as establishment of the Board Packet submittal deadline.

NEXT BOARD MEETING NOVEMBER 10, 2025

ADDENDUM

(Following pages.)