

AGENDA

February 11, 2026

Regular Monthly Board Meeting
7:00 pm

Call to Order—Roll Call

Confirm Acceptance of the Agenda

Administer Oath of Office for New Member: CWPPIT— Clark Woodward.

Secretary's Report

- Action required: Approval of minutes of the January, 2026 Board meeting

Treasurer's Report

- Action required: Approval of Treasurer's Report

Chief's Report

- Emergency Division Report
- Administrative Officer's Report
- Updates—ByLaws and Handbooks
- Update—DU Agreement for Vehicle Storage & Usage
- Mitigation Division Report Committee Reports
- Budget Committee

Unfinished Business

- Report of the President's authorized contact with legal counsel.
- Resolution Establishing Board Policy for the Efficient and Cost Effective Use of District Legal Counsel

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

January 14, 2026

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, Treasurer David Thompson, Director Henry Hudson, Director Daniel Laabs.

Fire Department Members present: Amari Victoria - Secretary, Tom Hausfeld - Community Wildfire Protection Plan Implementation Team (CWPP IT) Coordinator, Elisabeth Menning - CWPP IT member and Information/Education Officer, Fred De Lano - GVFPD Budget Committee Chair, Paul Burek – CWPP IT member and Firewise organizer.

Public Members present: Les Thurman, Craig and Lora Gaskill, Steve Cummings (former GVFPD Designated Election Official – DEO).

Action January 14, 2026, GVFPD Board of Directors meeting Agenda, was accepted as presented, without dissent.

Former DEO Steve Cummings was in attendance. The GVFPD Board of Directors discussed Steve's responsibilities prior to the election slated for May of 2025 and asked if he would be willing to be the DEO for the May 2026 election. Steve answered in the affirmative.

Action Treasurer Thompson moved to appoint Steve Cummings as the GVFPD Designated Election Official for the 2026 election. Director Hudson seconded the motion. No discussion. Motion carried 5-0.

Swearing-In of New Members

President Lamb asked Steve Cummings to stand in front of the Board of Directors and meeting attendees, to be officially sworn in as the Glacier View Fire Protection District Designated Election Official. President Lamb administered the oath to complete Steve's swearing in. All attendees of the GVFPD Board of Directors meeting expressed congratulations to Steve. Steve thanked the Board of Directors.

Secretary's Report

The minutes of December 2025, GVFPD Board of Directors meeting are included in January 14, 2025, Board Packet.

Action Vice President Groeteke moved to approve the Minutes for December 8, 2025, GVFPD Board of Directors meeting, as presented. Director Hudson seconded the motion. No discussion. Motion carried 5-0.

Treasurer's Report

A detailed Treasurer's Report is included in January 14, 2026, Board Packet.

Treasurer Thompson reviewed Treasurer's Report, beginning with the checks written for greater than \$1000. Included were charges for remote starts and backup cameras, 2026 Fire Aware Colorado (FACO) conference fees, and miscellaneous Fire --Department (FD) credit card charges.

Following this, Treasurer Thompson discussed the Monthly Profit & Loss (P & L) sheets, bringing attention to lines 660 Vehicles account, as well as 717 Training/Conference account.

Regarding the Annual P & L Treasurer Thompson once again pointed out and discussed the over budget accounts. The following non-budgeted items were the cause of the over budget accounts, without these, the total expense amount is within the budget.

Over-budgeted items:

1. New apparatus purchase (2) engines,
2. Squad 1 replacement, Squad 2 purchase, and,
3. Emergency Medical Services (EMS) training reimbursement for Paramedic training.

Treasurer Thompson mentioned that an audit of GVFPD will occur in 2026.

Board discussion included whether being over budget in 2025 is typical or usual (it is not) and from what source does GVFPD receive funding (primarily property taxes, grants and donations).

Action Director Hudson moved to approve the Treasurer's Report as presented. Director Laabs seconded the motion. No discussion. Motion carried 5-0.

Chief's Report

Chief Knox's detailed report is included in January 14, 2025, Board Packet.

Chief Knox was unable to attend in-person, or via Zoom. A short discussion occurred concerning attendance by the Assistant Chief. Normally, when the Chief is unable to attend, an Assistant Chief would fill-in, however, even the Assistant Chief was unable to attend. In the Chief's absence. President Lamb reviewed the Chief's Report.

President Lamb reported the number of calls in the previous month (see Board Packet) as well as the types of calls. President Lamb commented on the large number of GVFPD website page views (7,246)!

Updates:

- Bylaw and Handbook revisions – no change.
- Use Agreement with University of Denver (DU) – the Chief has not yet met with DU.

Additional information not included in the Chief's Report:

- The storage tank discussed in the Chief's Report is in the GVFPD facilities plan. The facilities plan needs to be reviewed to determine what projects to be included are valid in 2026.
- Concerning the GVFPD manning of the DU building where GVFPD will store equipment, some discussion occurred suggesting that a GVFPD volunteer who lives on/near Lady Moon may fill this role. Further discussion ensued concerning timing/logistics of call response and

allowable access to the DU building. An electronic lock was suggested so that the first fire fighter (FF) arriving would access the building.

The Administrative Officer's Report is also included in the Board Packet, however, it was not reviewed.

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

CWPP IT

A detailed CWPP IT Report is included in January 14, 2026, Board Packet.

CWPP IT Coordinator Tom Hausfeld reviewed the report included in January 14, 2026, Board Packet. Additional information not included in the Coordinator's Report:

- One (1) assessment had been completed in January 2026 at the time of the Board meeting. One (1) more assessment was completed in 2025 than in 2024.
- Along with a table cover and signage, a banner is being designed/created for Firewise.
- Along with Info/Education Officer Elisabeth Menning and AO Lucas working together to improve the website, they create and post to NextDoor every two weeks. The newsletter is also being revived.
- The CWDG (Colorado Wildfire Defense Grant) cannot be used for equipment (e.g. a tractor and trailer to haul it with), as every grant has requirements and restrictions with which the recipients must comply.
- The CWDG may include money available to the public for mitigation of personal properties.
- The FRWRM grant decision is slated for February 11, 2026.
- Mitigation volunteers have in the past been using personal equipment to perform mitigation tasks, however, today a dump trailer, the old Squad 1, saws (tree and chainsaws) and Personal Protective Equipment (PPE) etc., are available for use. Missing pieces of equipment vital to mitigation tasks are a tractor, and a trailer to haul it with.

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

Committee Reports

Budget Committee

Budget Committee Chair De Lano's detailed report is included in January 14, 2025, Board Packet.

Chair De Lano explained the sheet in his report, thoroughly summarizing the quarterly balances as 2025 progressed.

Chair De Lano was asked who was on the Budget Committee and whether anyone was joining or leaving the Committee. The 2025 Budget Committee members were Treasurer Thompson, Director Hudson, Chief Knox and Chair De Lano, as well as AO Lucas, to supply information to the Committee. No changes to the Budget Committee membership are expected in 2026.

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

Unfinished Business

Policy for Paramedic Training:

President Lamb asked Director Hudson to report on his discussion with Chief Knox concerning Handbook and Bylaw modifications and any guidance provided.

Director Hudson reported that he had conversed with the Chief and described a possible Policy for Paramedic Training. During discussion of the proposed policy, it was determined that the policy, if approved, would be added to the GVFPD Handbook, and would not be required to be added to the Bylaws.

After the proposal was discussed by the Board, the following action was taken.

Action Director Laabs moved to authorize chief to contact legal counsel, send the guidelines for a Paramedic training reimbursement policy for their review and request proper language for addition to GVFPD Handbook. The guidelines of the Policy for Paramedic Training are as follows:

- Reimbursement for Paramedic Training is based on experience where:
 - 0 to 3 years of experience would have no reimbursement.
 - 3+ to 7 years of experience would have Paramedic Training reimbursed at one-half of the tuition.
 - 7+ years of experience would have Paramedic Training tuition reimbursed fully.
- If reimbursed, the recipient would be required to remain a GVFPD EMS volunteer for a period of two years beyond receiving Paramedic certification, else repayment to GVFPD of the reimbursement amount in-full would be required.

Treasurer Thompson seconded the motion. Motion carried 5-0.

Coverage for Mitigation Volunteers:

Director Hudson pointed out that during CWPP IT mitigation work there can be both CWPP IT volunteers, as well as 'slash haulers' who are not CWPP IT members, and was concerned about insurance coverage, especially for those non-CWPP IT member volunteers.

Subsequent discussion of this topic revealed that non-CWPP IT member volunteers are required to sign a liability waiver before being allowed to work and are only allowed to haul slash (not allowed to use mitigation machinery). CWPP IT member volunteers, having been sworn-in as GVFPD members, are covered by the fire department's insurance when performing mitigation work.

Action President Lamb moved to assign Director Hudson and CWPP IT Coordinator Hausfeld to develop a plan for insurance and liability for volunteers who are not CWPP IT members. Director Laabs seconded the motion. Motion carried 5-0.

NEW BUSINESS

Revoke 2019 Policy for Contacting Legal Counsel

President Lamb reviewed the first suggested motion in the Actions for GVFPD January 2026 Meeting Arranged by Agenda Items document. As evidence that the Policy should be revoked, he cited that the included excerpt from the 2019 Policy for Contacting Legal Counsel indicated specific Board officers who no longer serve on the GVFPD Board of Directors. After a short Board discussion, the following action was taken:

Action Treasurer Thompson moved that the policy of June 15, 2019, and any other policy action by the GVFPD Board regarding contacting legal counsel is revoked. Director Laabs seconded the motion. Motion carried 5-0.

Approval of Guidelines for Attorney Review of Language for New Policy on Contacting Legal Counsel
President Lamb reviewed the second suggested motion which contained potential guidelines for a new policy regarding contacting legal counsel. The Board engaged in much discussion of the proposed guidelines included in the motion proposal. After the discussion the following action was taken:

Action Director Hudson moved to approve the authorization of the President to contact legal counsel requesting a statement of policy following these principles:

- 1) The Chief should be authorized to contact legal counsel regarding administrative and personnel issues.
- 2) The Board President or a Board member should be authorized to contact legal counsel for policy questions in the case where an urgent response is needed.
- 3) In all situations, notice of contact and findings must be given to the Administrative Officer (AO) and reported at the next Board meeting.

Director Laabs seconded the motion. Motion carried 5-0.

Anderson and Whitney Letter

During discussion of the Anderson and Whitney Letter, included in January 14, 2026, Board Packet, it was determined that since an audit is required in 2026, that the letter is not the appropriate letter. It is, in fact, a letter regarding an Application for Exemption of Audit. As the handling of this letter is under the purview of the Treasurer, Treasurer Thompson will communicate with AO Lucas regarding the obtaining of the proper letter from Anderson and Whitney.

Resolution to Set Mill Levies

President Lamb summarized the Resolution to Set Mill Levies document included in January 14, 2026, Board packet. The Board had, at a past Board meeting, determined that the entire Resolution need not be read into the record, and summarizing the Resolution to provide understanding of the contents of the Resolution is sufficient.

Action President Lamb moved to adopt the Resolution to Set Mill Levies. Treasurer Thompson seconded the motion. Motion carried 4-0-1. Director Laabs abstained.

Public Comments

These comments are paraphrased.

- Elisabeth Menning, speaking as a GVFPD CWPP IT member, commented that she had spoken to AO Lucas about reviving the GVFPD Newsletter, that there will be one, and that work on an issue was ongoing. She mentioned that the deadline for content for the newsletter is January 31st, 2026. Elisabeth also mentioned that she is interested in joining the Budget Committee, and finally, she thanked the Board of Directors for their work.
- Tom Hausfeld, speaking as CWPP IT Coordinator, commented “great weather, terrible for fires”.
- Speaking as a GVFPD member, Les Thurman commented that things that have been left alone are being put in order.

- Fred Delano, speaking as Budget Committee Chair, questioned the motion for the Policy for Paramedic Training Reimbursement, as no cap was mentioned for maximum tuition amount.
- Speaking as a CWPP IT member and Firewise organizer, Paul Burek asked the Board members if the Board had any requests, i.e. was there anything they wanted to see for Firewise.
- Craig and Lora Gaskill, who had to leave the meeting before it adjourned, was given an opportunity for public comment by Info/Education Officer Menning via an email request. The response was forwarded to President Lamb, who asked Secretary Victoria to include it in these minutes. Their response is as follows:

“Hi Elizabeth,

Thank you so much for reaching out.

I'm sorry we couldn't have stayed longer, it was getting late and we get up early to send kiddos off to school.

We do have a public comment if it's allowed.

I feel we left early and probably missed a great deal.

a) regarding the EMT training for \$11k, our concerns were that the commitment time of 2 years is too short. A commitment of at least 4 years would be the recommendation. That's a large investment in an employee.

Thank you again!

Craig and Lora

Warmest Regards”

Directors Comments:

President Lamb

- President Lamb commented that he typically has an agenda planning meeting the Thursday following the Board meeting open to all (though only one other Board member may attend), however, is unable to meet on January 15, 2026. Therefore, the agenda-planning meeting will be held on January 22, 2026, at 11:00 am at Fire Station #1.

Vice President Groeteke

- Vice President Groeteke expressed thanks to the EMS volunteers, the CWPP IT volunteers, Budget Committee Chair De Lano and to the Board Chair, President Lamb.

Treasurer Thompson

- Treasurer Thompson indicated that he had been ruminating on all that occurred in the obtaining of the new apparatus, like the establishment of a mill levy for funding, the cooperation among the Board (both previous and current), and all that had to happen. From start to finish, the process was well done.

Director Hudson

- Director Hudson expressed thanks to the EMS and CWPP IT volunteers for all they do and expressed his appreciation of them.

Director Laabs

- Director Laabs echoed the gratitude for the volunteers, and truly appreciates the effort and amount thereof involved to get things done. He also inquired about public comments for those who attend the Board meeting but must depart before Public Comments are heard.

A short Board discussion about Director Laabs inquiry followed his comment, and it was suggested that the Public Comments section of the Board meeting could happen earlier during the subsequent Board meetings, or perhaps the meeting could be interrupted in order take public comments from the departing person(s), or perhaps the public could be queried during agenda discussion section of the Board meeting for comments on agenda topics. President Lamb will give this some thought.

Action President Lamb moved to adjourn the regular meeting of the GVFPD Board. Treasurer Thompson seconded the motion. Motion carried 5-0.

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

Respectfully Submitted,

Amari Victoria, Secretary

Board Actions

- Approved appointment of Steve Cummings as the GVFPD Designated Election Official.
- Approved the revocation of the policy of June 15, 2019, and any other policy action by the GVFPD Board regarding contacting legal counsel.
- Approve the authorization of the President to contact legal counsel requesting a statement of policy following these principles:
 1. The chief should be authorized to contact legal counsel regarding administrative and personnel issues.
 2. The Board President or a Board member should be authorized to contact legal counsel for policy questions in the case where an urgent response is needed.
 3. In all situations, notice of contact and findings must be given to the Administrative Officer (AO) and reported at the next Board meeting.
- Approved adoption of Resolution to Set Mill Levies.

Acronyms

AICPA – American Institute of Certified Public Accountants

AO – Administrative Officer

CWDG – Community Wildfire Defense Grant

CWPP IT – Community Wildfire Protection Plan Implementation Team

DLG – Department of Local Government

DOLA – Department of Local Affairs

DU – University of Denver

EMS – Emergency Medical Services

FACO – Fire Adapted Colorado

FD – Fire Department

FRWRM – Forest Restoration & Wildfire Risk Mitigation

GV – Glacier View

GVFD – Glacier View Fire Department

GVFPD – Glacier View Fire Protection District (also referred to as the ‘District’)

GVM – Glacier View Meadows

HOA – Homeowners Association

P & L – Profit & Loss

Q4 – for example, 4th quarter

SAM – US Government System for Award Management

SSARS – Statements on Standards for Accounting and Review Services

NEXT BOARD MEETING, FEBRUARY 11, 2026

To: Glacier View Fire District Board Members

February 2026 Chief Report

- GVFD ran 14 calls in January. 10 medicals, 1 gas leak, 1 MVA, 2 CO/fire alarms

Administration/facilities

- Please see separate District Admin report

Operations

- We ran 119 calls in 2025, which was up from 113 in 2024. We averaged 6-7 members on each call. Approximately 78% of calls were medicals. The rest were false alarms, MVA's, smoke/odor investigations, CO/smoke detector alarms, small vegetation fires, 2 structure fires and a camper fire.
- 2025 Accomplishments – Tender 1/Engine 1 replacement. Squad 2 replacement, the old Squad 2 was kept for CWPP IT use and is now called Utility 1. 2 new EMT's. 4 months of training by Loveland Firefighters for the new Engine/Tender and to improve skills.
- 2026 Goals – UTV and trailer replacement. Apply for multiple grant opportunities for PPE/equipment Complete the water storage project at Station 2. Finish the DU Station with water storage. Add 3-5 new members and 1-2 EMTs. Finish all handbook updates in first quarter. Fix or replace the dry hydrant at Riddle Lake. Have 2-4 trainings with Loveland Firefighters. Start the process to replace the ambulance in 2029 since it takes 2-3 years to get one. Meet with Treasurer Thompson to update the Capital/Facilities Replacement plans.
- Wildland fire update – The forecast for the next 3 months for fire weather has come in. We are going to be above average for February, then go back to normal for March and April. Currently, we are short on snowfall and it is fairly dry.
- Station 2 water tank project - We will proceed with the plan to install tanks in station 2 this spring, after we get our first property tax payment from the county in March.
- Grants – We did not receive the grant for the Exhaust system. We are applying for an AFG (Assistance to Firefighters) grant, 2 DFPC grants and an NFPC grant in February for multiple pieces of PPE or equipment. The Larimer County grant will open in late March.
- Training – We plan to hold our ice rescue training if we have good ice on one of the lakes this month. If not then we will be working on landing zones and training with the medical helicopter.
- EMS – The mountain departments held an EMT skills day at Livermore on Sat, Jan 31. EMT's from all of the mountain departments, including Rist Canyon, participated in the day long skills

training. We had 1 EMT assist with the skill stations and approximately half of our EMT's attended either the morning or afternoon session. Our stair chair needs replaced, a new one costs around \$9000. We are looking at refurbished options for \$2500-\$3000. I would also like to replace the stretcher load system in the ambulance at some point, but that costs \$16,000-\$20,000 for a refurbished system with installation.

- Bylaw/handbook - No update.
- DU update – We had a zoom meeting to discuss the building. We meet at the site on Tues, Feb 10. I will have an update at the board meeting.
- The Wolf Sanctuary reached out to us, they have a new site manager who lives up in the area. I am going to meet with her and their safety coordinator later this month or early March to discuss evacuations, CPR/BLS/First aid training for their employees, fire department access and assessments by the CWPP IT.
- We have interest by a few people to join the emergency side of the department, I hope to have 3-4 people join this month.
- We had a propane smell in the bay. Our overhead heaters in the bay have small propane leaks and are over 20 years old. I spoke to an HVAC company and had them look at the heaters. The heaters will need replaced in the next year or 2, and they are getting us a quote for replacement. We will change the layout to need only 3 heaters instead of 4, and will run them between the bay doors instead of over the doors. This will prevent them from heating up the open doors and burn/distort them. It will save us propane use in the long run.
- Riddle lake was the lowest it has been in several years, and we were able to see that the pipe for the dry hydrant is broken/blocked. I had a local company look at it and am getting a quote to fix it. We may have to abandon the current dry hydrant and completely replace it if that option is cheaper. I will work with the GVM HOA to replace it, as I would like to move its location on the other side of the lake for easier access, and to shorten the pipe in the deepest part of the lake.

Respectfully submitted,

Dan Knox – GVFPD Chief

Administrative Officer Report for January 2026

January's Accomplishments

- Set up Holiday Party at DU
- Put together, emailed, and made copies of the January Board Packet
- Processed all invoices and payments on time
- Filed Transparency Notice
- Filed Budget with DOLA
- Q4 Federal Tax Return Report
- Working with Accountant to see if we do need an Audit in 2026
- Updated FPPA membership
- Renewed SDA membership
- Wrote Reimbursement checks for Fire Fighters and CWPPIT
- Approved Burn Permits
- Provided W2s to employees
- 7,332 January pageviews on our website

Contacted Ann Terry to verify when our next election should be.

Per Ann Terry – When you have a vacancy, the board appoints until the next election, which would be in 2027. There is no legal process to schedule this seta for an election in 2026.

CWPP Implementation Team
February Report to the GVFPD Board
February 4, 2026

Ambassador Committee -

Assessments Completed this month: 2 This year: 2 Total: 79
Assessments Pending: 6
New Ambassador Class begins February 19th! (see attachment below)

Mitigation Volunteers -

The next area to be worked is along the south side of CR 74e between Gate 8 and Gate 6.

Grant Committee -

No news on the \$45,000 FRWRM grant to purchase a tractor and trailer to haul it. The funds should be spent, and reimbursed, in 2026. We should be notified by Feb 11, 2026.

Information/Education Committee -

Elisabeth Menning purchased a table cover to use at Firewise and other community outreach events. She is also designing and purchasing the road signage for Firewise. She is also contributing news items to Nextdoor on a regular basis. A recruitment posting is being sent for new Wildfire Ambassadors (see below). All Board Members are encouraged to promote and recruit new Ambassador trainees for this class!

Firewise Committee -

The next Firewise event will be June 13, 2026. Paul Burek received eight improved road signs to advertise the Firewise event.

CWDG (now called the Red Feather Lakes Area Wildfire Defense Grant)-

The Larimer County Sheriff crew is now working on a portion of CR 74e from Springmeadow Drive west to Alpine Elk Ranch Road within GVFD. We have contacted property owners along this route to ask right of entry to limb up and thin trees within 150 feet of the road centerline. Lady Moon Ranch, Sundance Trail Ranch, and DU have all expressed interest in participating.

CWDG funds will also be used to fund the Larimer County Conservation Corps to mitigate the GVM green space area.

A pilot program for the Home Ignition Zone fire mitigation program on private property is occurring this week on David Thompson's property. A Wildfire Assessment was performed to develop the workscope.

The team will initiate a program for property owners to cut their own slash and drag it to the edge of their road. CWDG funds will be used to remove the slash and haul it to a GVM slash pile to be burned by the Air Curtain Burner.

Next CWDG meeting February 24, at 1:00 at the Poudre Canyon Firehouse #4 on Boy Scout Drive.

Next CWPP IT Monthly Meeting March 3, 2026, at 4:30, at the GVFD Firehouse #1.

Tom Hausfeld
Coordinator
Community Wildfire Protection Plan Implementation Team
GVFD

**WILDFIRE MITIGATION
AMBASSADORS NEEDED!!!
TRAINING STARTS FEBRUARY 19**

Would you like to **learn how** to conduct free **wildfire mitigation assessments** for homeowners in your fire protection district? Please join us for a free, **four-part training session** hosted by the Glacier View Fire Protection District and led by Dakota Condon of the **Larimer Wildfire Partners Program**.

Free, open to all residents in nearby fire districts

Thursdays, 6-8 pm - starts 02/19/2026

Zoom & In-Person: **Feb 19, Mar 4, Mar 12**, In-Person: **Mar 19**



GVFPD Firehouse #1
1414 Green Mountain Dr.
Livermore, CO



PLEASE RSVP by
contacting CWPP IT at

GVFPD.FACA@gmail.com or 970-493-3353

PRESIDENT'S REPORT

At the January Board meeting I was authorized to contact legal counsel to request a policy statement covering who was authorized to encumber expenses for legal services. The Board approved "guidelines" to be shared with legal counsel to help them prepare a policy statement.

The Approved Motion

Action Director Hudson moved to approve the authorization of the President to contact legal counsel requesting a statement of policy following these principles:

- 1) The Chief should be authorized to contact legal counsel regarding administrative and personnel issues.
 - 2) The Board President or a Board member should be authorized to contact legal counsel for policy questions in the case where an urgent response is needed.
 - 3) In all situations, notice of contact and findings must be given to the Administrative Officer (AO) and reported at the next Board meeting.
- Director Laabs seconded the motion. Motion carried 5-0.

Contact with Legal Counsel

On January 26, 2026, I contacted attorney Melissa B. Ferguson of Ireland Stapleton via email. I shared the Board's guidelines with her. I indicated that our next Board meeting would be February 11, 2026. On Thursday, February 5, 2026 I received a response from Ms. Tanya Mundy of Ireland Stapleton. She provided a draft policy resolution which resulted in questions from me. On Friday, February 6, 2026, Ms. Mundy helped me contact Ms. Ferguson via telephone to discuss the draft resolution. This conversation resulted in a revised draft resolution (see attachment) for Board consideration.

Factors to Consider

Ms. Ferguson indicated that (1) the draft policy resolution is based on similar resolutions that they have prepared for many other Special Districts. (2) Almost all Special Districts find that they must grapple with the question of who may contact legal counsel. (3) Authorizing the Chief to contact legal counsel for administrative and personnel matters is unusual but understandable given that in the GVFPD's structure the Chief is the chief operating officer. (4) It is unwise to authorize all Board members to contact counsel because that is likely to confuse or impede communications and become very expensive. (5) It is best to construct the policy resolution so that a Board member has a clear avenue to raise legal issues but the Board President is authorized to contact legal counsel.

ATTACHMENT

Resolution No.

RESOLUTION BOARD OF DIRECTORS GLACIER VIEW FIRE PROTECTION DISTRICT

A RESOLUTION ESTABLISHING BOARD POLICY FOR THE EFFICIENT AND COST-EFFECTIVE USE OF DISTRICT LEGAL COUNSEL

WHEREAS, the Glacier View Fire Protection District ("District") is a political subdivision of the State of Colorado, organized pursuant to the Colorado Special District Act, C.R.S. § 32-1-101, et seq.;

WHEREAS, pursuant to C.R.S. § 32-1-1001(1)(h), the District Board of Directors ("Board") has the power to manage, control, and supervise all of the District's business and affairs; and

WHEREAS, in order to provide for the efficient and cost-effective use of District legal counsel, the Board desires to establish certain policies regarding how and when direction may be given to District legal counsel to perform work and incur legal fees and expenses on behalf of the District.

NOW, THEREFORE, be it resolved by the Board of Directors of the Glacier View Fire Protection District that:

1. To the extent practicable, all Board-initiated contact with the District's legal counsel must be made by the Board President. Other individual Directors do not have authority to direct District legal counsel to perform work or incur legal fees or expenses on behalf of the District, except as otherwise specifically authorized by a majority vote of Directors; except that this policy shall not apply:
 - a. When the Board President is absent or unavailable;
 - b. If the Board President fails to follow through on direction from a majority of the Board to initiate contact with the District's legal counsel regarding a particular matter; or
 - c. To any Board member having a question or concern for the District's legal counsel that is about or related to the Board President, whether directly or indirectly.

If any of the above-situations arise, the authority shall fall to the Board Vice-President.

2. Individual Directors other than the Board President who have questions for the District's legal counsel may discuss their questions with the Board President, or with the Board at a public meeting, to determine whether such questions should be provided to legal counsel for response.
3. Notwithstanding anything herein, this Resolution does not prevent the District's Fire Chief from contacting legal counsel for personnel or administrative matters, as may be necessary from time to time, in the Fire Chief's sole discretion.
4. Notwithstanding anything herein to the contrary, nothing in this Resolution shall prevent the District's legal counsel from initiating contact with the Board or any individual Director on a matter of District concern, as the District's legal counsel determines necessary or appropriate for the performance of their professional services, or from performing any work or incurring any fees or expenses as may result from such legal counsel-initiated contact.

ADOPTED this ____ day of _____, 2026 by the Board of Directors of the Glacier View Fire Protection District.

President

Secretary

RESOLUTION BOARD OF DIRECTORS GLACIER VIEW FIRE PROTECTION DISTRICT

A RESOLUTION ESTABLISHING BOARD POLICY FOR THE EFFICIENT AND COSTEFFECTIVE USE OF DISTRICT LEGAL COUNSEL

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 - b. If the Board President fails to follow through on direction from a majority of the Board to initiate contact with the District's legal counsel regarding a particular matter; or
 - c. To any Board member having a question or concern for the District's legal counsel that is about or related to the Board President, whether directly or indirectly.

If any of the above-situations arise, the authority shall fall to the Board Vice-President.

2. Individual Directors other than the Board President who have questions for the District's legal counsel may discuss their questions with the Board President, or with the Board at a public meeting, to determine whether such questions should be provided to legal counsel for response.
3. Notwithstanding anything herein, this Resolution does not prevent the District's Fire Chief from contacting legal counsel for personnel or administrative matters, as may be necessary from time to time, in the Fire Chief's sole discretion.
4. Notwithstanding anything herein to the contrary, nothing in this Resolution shall prevent the District's legal counsel from initiating contact with the Board or any individual Director on a matter of District concern, as the District's legal counsel determines necessary or appropriate for the performance of their professional services, or from performing any work or incurring any fees or expenses as may result from such legal counsel-initiated contact.

6251030.1

ADOPTED this ____ day of _____, 2026 by the Board of Directors of the Glacier View Fire Protection District.

President

Secretary

Financial Procedures

Minutes of August 12, 2024

Treasurer's Report

Treasurer Thompson reported on the financial status of the District including the transfer of \$150,000 from the Capital Reserve Account to the Operations account, fee for EMT training was paid, and needed apparatus repairs were paid. The Treasurer summarized the annual P&L statement and discussed the challenges of making the accounting spreadsheets "accessible." The report of checks exceeding \$1,000, the status of banking arrangements, and progress on seeking a higher interest rate on the District's money market accounts were discussed. Action Director Groetke moved to approve the Treasurer's Report. Vice President Jones seconded. Motion Carried 4-0.

Treasurer Thompson reviewed the proposed modification of financial procedures which had been Tabled during the July 8, 2024 Board meeting. This proposed policy is in the Board Packet.

Action Treasurer Thompson moved to approve the modified financial procedures. Vice President Jones seconded.

Discussion clarified the proposed procedures including the Treasurer's ability to make changes, conformity with the Capital Plan, and clarification of bank fee structures as applied to the District's accounts

Motion Carried 4-0.

THE POLICY

PROPOSAL TO MODIFY GVFPD'S FINANCIAL PROCEDURES

July 8, 2024

The Board has expressed interest in optimizing Glacier View Fire Protection District's (GVFPD) investment accounts by researching financial institutions to see if rates and services can be improved. Therefore, I propose the following policy change to our financial procedures:

Policy Proposal for the Treasurer to:

- Evaluate every five years the efficacy of GVFPD's bank relating to rates and other services and make recommendations to the Board for proposed changes, if any.
- Allow the Treasurer to optimize the structure of account to maximize return to the GVFPD. This may include negotiating with the financial institutions and executing short term accessible without penalty instruments, e.g., six month or longer CDs, without having to return to the Board for approval.