

**ESTES VALLEY FIRE PROTECTION DISTRICT  
BOARD MEETING**

January 19, 2025  
Monday, 4:30 PM

AGENDA

1. CALL TO ORDER – President Sandi Smith
2. PLEDGE OF ALLEGIANCE- Chief Jones
3. ROLL CALL- Marinda Baxter
4. APPROVAL OF AGENDA
5. PUBLIC COMMENT \* Public comment is limited to 3 minutes per person.
6. APPROVAL OF MINUTES: meeting minutes from December 22, 2025.
7. FINANCIAL MATTERS
  - a. Treasurer’s Report – Ryan Leahy
  - b. Year-end Report – Ben Archer-Clowes
  - c. Discussion/Action re approval of December paid bills
8. PUBLIC HEARINGS/ITEMS OF BUSINESS
  - a. Report of Restructuring Sub-Committee
    - i. Discussion/Action re organizational structure.
      1. Discussion/Action re Administrative services assessment and creation of job descriptions.
      2. Operations Divisions:
        - a. Discussion/Action re Division Chief of Operations Job Description
        - b. Discussion/Action re waiving current policy requirements concerning recruitment (Policy 202).
      3. Discussion/Action re beginning process of adding fire prevention officer
    - ii. Discussion/Action re: creation of Permanent Budget Committee
    - iii. Discussion/Action re: creation of Permanent Audit Committee
    - iv. Discussion/Action re **RESOLUTION No. 2026-02 REGARDING THE INDEMNIFICATION OF DIRECTORS, OFFICERS AND EMPLOYEES OF THE DISTRICT**
  - b. Discussion/Action Revision of Bylaws and annulment of Board Policy Manual
    - i. Discussion/Action re nomination and election of Board Secretary
    - ii. Discussion/Action re: creation of Permanent Budget Committee
    - iii. Discussion/Action re: creation of Permanent Audit Committee
    - iv. Discussion/Action re **RESOLUTION No. 2026-01 REGARDING DESIGNATING LOCATION TO POST NOTICE.**
  - c. Discussion/Action re Town Plan Review Waiver
  - d. Discussion/Action re **RESOLUTION No. 2026-01 REGARDING DESIGNATING LOCATION TO POST NOTICE.**

9. MINI-BRIEFING: Briefing from auxiliary program on nature of program.

10. REPORTS

- a. Support/Prevention Division
- b. Operations & Training Division
- c. Volunteer Captain Report
- d. Chief's Report

11. UNFINISHED OR OLD BUSINESS

12. NEW BUSINESS -- Sandra Smith to call for board members to state any new business.

13. EXECUTIVE SESSION:

- a. Executive session pursuant to C.R.S. § 24-6-402(4)(b) for purposes of receiving legal advice from the District's legal counsel on specific legal questions related to FPPA communications and considerations.
- b. Executive session pursuant to C.R.S. § 24-6-402(4)(b) for purposes of receiving legal advice from the District's legal counsel on specific legal questions regarding Interim Chief Jones' Service Agreement and extension of services, and pursuant to C.R.S. § 24-6-402(4)(f) for discussion of a potential personnel matter related to Interim Chief Jones' status of engagement with the District and contract considerations. Interim Chief Jones has been notified of this executive session and has consented to it.

14. ANNOUNCEMENTS

- a. NEXT REGULARLY SCHEDULED MEETING: Monday, February 23, 2026, at 4:30 p.m.; study session on Colorado Open Meetings Law begins at 3 pm with board meeting to follow immediately thereafter.

15. ADJOURNMENT

The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner.”

“The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District.”