Crystal Lakes Fire Protection District

237 Blackfoot Rd Red Feather Lakes, CO 80545
crystallakesfireco.gov

Board of Directors

Regular Meeting
October 5, 2026
Crystal Lakes Fire Station
11:00 am – 1:00 pm

Minutes

Purpose: The District's business was conducted in this public meeting of the Board of Directors.

I **Call to Order:** Chair Robin Lauric called the meeting to order at 11:10 am (for a break between meetings).

II **Board Members Present:** President/Chair Robin Lauric, Treasurer Tom DeMint (left the meeting at 12:38 pm), Secretary Susan Vance, Director Tamla Blunt, and Director Jim Jackson.
Board Members Absent: None

III **Quorum:** Yes

IV **District Members Present:** Chief Mike Clark (left the meeting at 1:30 p.m.) and DiAnn Cumings (left the meeting at 1:46 pm).

V **Approval of Agenda:** No changes were brought forth; the agenda stands approved.

VI **Approval of Minutes:**
Robin Lauric moved for the Secretary to revise the action item under the Fire Ban/Restriction Policy for concision and accuracy; and accurately reflect Tom's comment and move it from "As the Board Desires" to "Announcements." Secretary Susan Vance seconded. Discussion: No further discussion.

The motion for the Secretary to revise the action item under the Fire Ban/Restriction Policy for concision and accuracy; and accurately reflect Tom's comment and move it from "As the Board Desires" to "Announcements" passed unanimously.

VII **Special Guests:**

a. Community Wildfire Defense Grant (CWDG)/Curbside Slash Pilot Post-Program Feedback.

Ali Yencha (Larimer County Office of Emergency Management, Intern) shared an informative PowerPoint presentation on the data gathered from the curbside pilot program. She reported that the program in Crystal Lakes had been a success: 219 slash piles had been picked up across 50 properties, totaling just over 1,000 cubic yards. This was valued at $79,000. Ali said she would send her PowerPoint presentation to Robin.

Robin shared that there was a request for a District/Department representative on the Community Slash Committee established by the Crystal Lakes Road and Recreation Association (CLRRA). The Committee's focus would be on moving biomass out of the District. Programs such as the CWDG Curbside Slash Pilot might be considered. Tamla Blunt volunteered.

Action: Robin will forward Tamla's name to Rachel Ownbey.

VIII Officer Reports:

a. President's Report: No report.

b. **Treasurer's Report:** Treasurer Tom DeMint reviewed the financial statements prepared by CRS.

Tom suggested that hiring an administrative assistant would greatly assist with the duties of the Treasurer's position.

Tom presented a resolution to the Board regarding the transfer of $150,000 from the District's operating account to the COLO Trust capital reserve account. There was discussion about clarity. After discussion, the Board deferred adoption of the resolution until next month's meeting.

Robin Lauric moved for Treasurer Tom DeMint to update the name of the COLO Trust account to "Capital Reserves" to reflect the intent of those District funds more accurately. Susan Vance seconded. Discussion: No further discussion.

Motion for Treasurer Tom DeMint to update the name of the COLO Trust account to "Capital Reserves" to reflect the intent of those District funds more accurately passed unanimously.

Action: Tom DeMint will update the account's name with COLO Trust.

c. Secretary's Report: None

IX Chief's Report:

Chief Clark provided his report to the Board. The full report is available as an attachment.

Of note: The Department has a membership of twenty-seven (27).
HIZ activity increased, with 109 requests and 78 assessments completed year to date. The Chief reported that there were seven (7) HIZ Ambassadors and one in training. Coordination continues regarding the potential transfer of a 2017 Can-Am Outlander ATV from the U.S. Forest Service. Final transfer and delivery arrangements remain in progress.

Department Member and former Board Member Jim Kubachek plans to retire at the end of the year after thirteen (13) years of service.

Action: Tom and Tamla will coordinate a recognition gift on behalf of the District Board.

Chief Mike Clark said that Heidi Ewing is working to assist him with administrative duties and has provided the HIZ statistics to the County.

He completed the Fire Ban Policy and has forwarded it to legal counsel for review.

President Lauric inquired about the communication with the property owners neighboring the Socorro Fire. She mentioned that emails were continuing to be received by the Board on this issue. President Lauric asked Chief Clark if he would forward the communication that had been written on behalf of the District, so the Board would have a better understanding of the communication provided to Mr. Sands. Tom DeMint shared "on the record" his disappointment and frustration with the ongoing animosity and ill will toward the District, especially the Department Members as they risked their lives to protect the community. The Board supported Tom's sentiment.

Action: Chief Clark will forward the communication emails to the Board.

X Committee Reports:

a. **Finance Committee:** Nothing to share at this time.
b. **Website Committee:** Nothing to share at this time.
c. **Strategic Plan Committee:** Jim and Tom had exchanged emails about ideas and planned to meet soon.
d. **Records Management & Retention Committee:** Nothing to share at this time.

XI Policy:

President Lauric proposed a Special Meeting to address policy as several items have remained on the agenda for a while and need resolution. Board members agreed on November 5th at 10:00 am.

a. **Fire Chief Position Description & Review Process:** Tabled for the Special Meeting.
b. **Fire Ban/Restriction Policy:** Tabled for the Special Meeting.

c. **Financial Security & Outbound Funds Verification Policy:** This policy was reviewed by legal counsel and will be discussed further at the Special Meeting.
d. **Operational and Capital Reserves Policy:** This policy was reviewed by legal counsel and will be discussed further at the Special Meeting.
e. **Proposed Bylaw Amendment: Unified Identity & Procurement:** This new policy would provide a framework for the Board to oversee, honor, and protect the legacy of the District's official identity, while establishing a collaborative framework for future updates, allowing the District to modernize thoughtfully while preserving institutional continuity.

The Board agreed that all Board Members should be present before a vote on the Operational and Capital Reserve Policy.

XII Unfinished Business:

a. **Simultaneous Service Policy & Conflict of Interest:**
President Lauric read the District's Simultaneous Service Policy and shared legal counsel's opinion. Given the interrelated nature of Board decisions and the Chief's direct oversight of Department personnel, it was suggested that following the policy was in the Board's best interest. Tamla Blunt said that, if needed, she would resign from the Board to serve on the Department. The Board did not fully support this idea. Robin shared that there might be a "workaround" similar to an approach used by the Glacier View Fire Protection District Board, under which Tamla could serve as a liaison to the HIZ program, but not officially as a Department member. There was further discussion about voting, recusal, quorum, and the risk of inadvertently reducing the Board's five-member voting body to an even number of four on important issues. There were also questions about the Department membership rules for an Auxiliary Member that could not be answered without the current Rules and Regulations.

Susan Vance moved that after receiving the current Fire Department Rules and Regulations from the Chief, the Board would vote on whether Tamla Blunt should continue to serve simultaneously on the Board and as an Active Member on the Fire Department. Jim Jackson seconded the motion. There was no further discussion.

Motion that after receiving the current Fire Department Rules and Regulations from the Chief, the Board would vote on whether Tamla Blunt should continue to serve simultaneously on the Board and as an Active Member on the Fire Department passed 3-0 with Tamla Blunt recused and Tom DeMint absent.

b. **Rules and Regulations Motion:**
The Board did not receive a copy of the current Rules and Regulations from the Chief as requested in the motion. They discussed how to proceed without the current Rules and Regulations as the rules have a broad impact on the Board's work, including District policy.

Executive Session:

The Board moved into Executive Session at 1:50 pm under the following motion:

Director Tamla Blunt moved to enter Executive Session pursuant to §24-6-402(4)(f), C.R.S. for the purpose of discussing personnel matters related to performance expectations and Board oversight regarding the Fire Chief position. Secretary Susan Vance seconded. Discussion: None.

Motion to enter Executive Session pursuant to §24-6-402(4)(f), C.R.S. for the purpose of discussing personnel matters related to performance expectations and Board oversight regarding the Fire Chief position passed 4-0 with Treasurer Tom DeMint being absent.

The Board returned from Executive Session at 2:15 pm.

XIII New Business:

a. **SDA Conference Review:** Tabled until the next Regular Meeting
b. **Department Members' Feedback Opportunity:** Board Members previously suggested using a survey tool, such as SurveyMonkey, to gather feedback from Department Members while giving them a voice in the District's direction. The Board discussed using an anonymous, brief, multiple-choice format. This would not replace the "open door" culture of the District but would help the Board better serve the Fire Department members. It was suggested that the survey be provided to Department Members by November. The Board discussed a few topics.

   Action: Jim Jackson will work on the Department Members' feedback survey.

c. **Set Public Budget Hearing Date:**
   The Board discussed holding the Public Budget Hearing at the Regular Board Meeting on November 19th.

XIV As the Board Desires:

Tamla said that the PIO had been added to the .gov email.

XV Public Comment:

Before leaving the meeting at 1:46 pm, DiAnn Cumings acknowledged that there seemed to be a lot of volunteer work in Crystal Lakes, but not many volunteers. DiAnn also commented on how much the Fire Board members did and how important the Board's work was. She wished that more people would come to the Board Meetings and be involved.

XVI Announcements:

Robin mentioned that the Nacho Average Fire Department event was well attended. She thanked Board Members and Beth Jackson for their work with the event.

XVII Next Meeting:

A Special Meeting is scheduled to be held at 10:00 am on November 5, 2026, at the District Fire Station, 237 Blackfoot Rd, Red Feather Lakes, CO 80545.

The next Regular Meeting of the CLFPD Board of Directors and the Public Budget Hearing is scheduled to be held at 6:00 pm on November 19, 2026, at the District Fire Station, 237 Blackfoot Rd, Red Feather Lakes, CO 80545.

The next Pension Board Meeting of the CLFPD is scheduled to be held immediately following the CLFPD Regular Board Meeting on December 17, 2026.

XVIII Adjournment: The meeting was adjourned by Chair Robin Lauric at 2:15 pm.

Attested by: Susan W. Vance Date: 11-05-26