

**CLEAR CREEK FIRE AUTHORITY
BOARD OF DIRECTORS
681 County Rd. 308, Dumont
6:00 P.M. January 21, 2026**

1. 6:00 P.M. – Call to Order
2. Approval of Agenda
3. Public Comment/Unscheduled Appearances
4. Approval of Minutes for the December 17th, 2025 Board Meeting.
5. Approval of Bills through January 9th, 2026.
6. Approval of the financial report through December 31, 2025.
7. Old Business
 - a. Resolution 2026-03 Resolution repealing and adopting a fee schedule for the 2024 edition of the International Fire Code. (First Read)
 - b. Personnel Manual Update
8. New Business
 - a. Election of Board Officers
 - b. Resolution 2026-01 Resolution to Adopt 2026 Board Meeting Posting Location**
 - c. Resolution 2026-02 Resolution designating authorized persons to act on behalf of the authority regarding the authority's bank accounts.**
 - d. Executive Session pursuant to Section 24-6-402(4)(f), C.R.S for personnel matters related to the Fire Chief, who has been informed of the proposed executive session and has consented to it.
 - e. Consideration of the employment contract between Jeremy Jones and Clear Creek Fire Authority.
 - f. 2012 Procurement Policy Update
 - g. Clear Creek EMS Station Use Agreement Update
9. Report from Fire Chief
10. Report from Board Chairman
11. Announcements
12. Adjournment

<https://us02web.zoom.us/j/81568152229?pwd=nwmWRQgO42pYA9QOY9veRybZ8VBhI0.1>

CLEAR CREEK FIRE AUTHORITY

MINUTES

6:00 PM, December 17, 2025

Station 1 - Dumont

I. Call to Order

The Meeting was called to order by Jon Jennings at 6:05p.m.

Attending:

Board of Directors:

Jon Jennings	Chairman
Mike Anderson	Idaho Springs Representative
George Marlin	ESD Representative
Wendy Koch	Empire Representative
Chris Frey	Silver Plume Representative

Zoom Attendance: Randy Horning

Others in attendance:	Kelly Babeon	Fire Chief	Dan Noelle	Captain
	Jeremy Jones	Asst. Chief	Jacob Glenn	Captain
	Maria Flecksing	Admin Asst.	Daniel Babeon	Captain

II. Approval of Minutes

George Marlin Moved to approve the November 19, 2025 Minutes. Mike Anderson seconded the Motion, and the Motion was approved unanimously.

III. Approval of Bills & Financial Report

The November 2025 Check Detail and November 2025 Financial Reports were reviewed by Chief Babeon. Chris Frey Moved to approve the November Check Detail Report as presented. George Marlin seconded the Motion, and the Motion was approved unanimously. Mike Anderson Moved to approve the November 2025 Financial Report as presented. Chris Frey seconded the Motion, and the Motion was approved unanimously.

IV. Public Hearing – 2026 Budget Adoption - Public Hearing for the 2026 Budget was scheduled and posted for the December 17, 2025 CCFA Board Meeting, with no one from the Public in attendance. The hearing was in session at 6:17 and ended at 6:49

V. Old Business

- a. Fire Chief Succession Plan** – Chief Babeon requested to be paid for the balance of 840:21 PTO Time. The request was tabled for an advisement from the Attorney on Policy deviation.

VI. New Business

- a. Resolution 2025-03 – Resolution to Adopt 2026 Budget.** Mike Anderson Moved to approve Resolution 2025-03 as presented. Chris Frey seconded the Motion, and the Motion was approved unanimously.

- b. **Resolution 2025-04 – Resolution to Appropriate Sums of Money for 2024 Budget.** Mike Anderson Moved to approve Resolution 2025-04 as presented. Chris Frey seconded the Motion, and the Motion was approved unanimously.
- c. **Resolution 2025-05 – Resolution to Adopt 2024 Pension Budget.** Mike Anderson Moved to approve Resolution 2025-05 as presented. Chris Frey seconded the Motion, and the Motion was approved unanimously.
- d. **Resolution 2025-06– Resolution to Appropriate Sums of Money for 2024 Pension Budget.** Mike Anderson Moved to approve Resolution 2025-06 as presented. Chris Frey seconded the Motion, and the Motion was approved unanimously.
- e. **2026 Fee Schedule** – A fee schedule for 20226 was presented by Assistant Chief Jones for Board consideration. Staff was directed to draft separate Fire Code fees from Service fees for the January 2026 Board Meeting.
- f. **Fire Chief Candidate Interview** – Assistant Chief Jeremy Jones was interviewed as the single applicant for the position. Chris Frey Moved to approve the appointment of Jeremy Jones as Fire Chief with a start date of January 5, 2026. Mike Anderson seconded the Motion, and the Motion was approved unanimously.

VII. Report from Fire Chief

IX. Report from the Board Chairman

X. Announcements.

XI. Adjournment.

The meeting of the Fire Authority Board of Directors was adjourned at 8:11. pm.

The next regular scheduled meeting is January 21, 2026 at 6:00 pm at Station 1 in Dumont.

Chairman

CLEAR CREEK FIRE AUTHORITY

12:54 PM

CHECK DETAIL

01/09/2026

DECEMBER 2025

Num	Date	Name	Account	Paid Amount
	12/03/2025	QUICKBOOKS Payroll Service	11110 · Evergreen National Bank	
		QUICKBOOKS Payroll Service	21199 · Direct Deposit Liabilities	-5,235.07
				<u>-5,235.07</u>
	12/09/2025	QUICKBOOKS Payroll Service	11110 · Evergreen National Bank	
		QUICKBOOKS Payroll Service	21199 · Direct Deposit Liabilities	-36,750.56
				<u>-36,750.56</u>
	12/22/2025	QUICKBOOKS Payroll Service	11110 · Evergreen National Bank	
		QUICKBOOKS Payroll Service	21199 · Direct Deposit Liabilities	-36,079.54
				<u>-36,079.54</u>
ACH	12/18/2025	FPPA	11110 · Evergreen National Bank	
		VOL PENSION CONTRIBUTION	56010 · Volunteer Pension Expense	-50,000.00
				<u>-50,000.00</u>
Auto Deduct	12/03/2025	FPPA	11110 · Evergreen National Bank	
			21060 · FPPA D&D	-1,819.42
			21055 · FPPA Pension	-5,560.20
			21055 · FPPA Pension	-4,911.51
				<u>-12,291.13</u>
Auto Deduct	12/03/2025	CCOERA	11110 · Evergreen National Bank	
			21075 · 401(a) Contribution	-198.21
			21075 · 401(a) Contribution	-132.14
				<u>-330.35</u>
Auto Deduct	12/03/2025	CCOERA	11110 · Evergreen National Bank	
			21000 · Payroll Liabilities	-66.07
				<u>-66.07</u>
Auto Deduct	12/09/2025	FPPA	11110 · Evergreen National Bank	
			21060 · FPPA D&D	-1,894.34
			21055 · FPPA Pension	-5,796.76
			21055 · FPPA Pension	-5,118.51
				<u>-12,809.61</u>

Num	Date	Name	Account	Paid Amount
Auto Deduct	12/09/2025	CCOERA	11110 · Evergreen National Bank	
			21075 · 401(a) Contribution	-195.50
			21075 · 401(a) Contribution	-130.33
				<u>-325.83</u>
Auto Deduct	12/09/2025	CCOERA	11110 · Evergreen National Bank	
			21000 · Payroll Liabilities	-65.17
				<u>-65.17</u>
Auto Deduct	12/22/2025	FPPA	11110 · Evergreen National Bank	
			21060 · FPPA D&D	-1,944.11
			21055 · FPPA Pension	-5,256.05
			21055 · FPPA Pension	-5,953.95
				<u>-13,154.11</u>
Auto Deduct	12/24/2025	XCEL ENERGY	11110 · Evergreen National Bank	
		300 - ESD:St 1 - DMFD	51070 · Utilities - Gas / Electric	-859.16
		500 - Idaho Springs:St 2 - ISFD	51070 · Utilities - Gas / Electric	-757.90
		600 - Silver Plume:St 8 SPFD	51070 · Utilities - Gas / Electric	-191.73
		400 - Georgetown:St 4 - GTFD	51070 · Utilities - Gas / Electric	-783.48
		300 - ESD:St 9 - YGFD	51070 · Utilities - Gas / Electric	-16.70
		300 - ESD:St 6 - Floyd Hill	51070 · Utilities - Gas / Electric	-180.84
		300 - ESD:St 7 SMFD (New)	51070 · Utilities - Gas / Electric	-13.60
		200 - Empire:St 3 - EMFD (New)	51070 · Utilities - Gas / Electric	-73.19
				<u>-2,876.60</u>
Auto Deduct	12/24/2025	CCOERA	11110 · Evergreen National Bank	
			21075 · 401(a) Contribution	-195.50
			21075 · 401(a) Contribution	-130.33
				<u>-325.83</u>
Auto Deduct	12/24/2025	CCOERA	11110 · Evergreen National Bank	
			21000 · Payroll Liabilities	-65.17
				<u>-65.17</u>
Auto Deduct	12/24/2025	POLAR GAS	11110 · Evergreen National Bank	
		300 - ESD:St 6 - Floyd Hill	51070 · Utilities - Gas / Electric	-285.52
				<u>-285.52</u>
Debit	12/01/2025	GOOGLE, LLC	11110 · Evergreen National Bank	
			51010 · Internet/Cable Expenses	-201.72
				<u>-201.72</u>

Num	Date	Name	Account	Paid Amount
Debit	12/03/2025	USPS	11110 · Evergreen National Bank 51025 · Postage & Delivery	-156.00 <u>-156.00</u>
Debit	12/05/2025	BLUE SKY PLUMBING & HEATING 600 - Silver Plume:St 8 - Apparatus	11110 · Evergreen National Bank 51050 · Stations Repair & Maint	-89.00 <u>-89.00</u>
Debit	12/09/2025	CIRCLE K CH1 TRUCK FUEL	11110 · Evergreen National Bank 63010 · Fuel - Gas/Oil/diesel	-55.26 <u>-55.26</u>
Debit	12/11/2025	DELL MARKETING L.P.	11110 · Evergreen National Bank 51060 · Software Programs	-22.00 <u>-22.00</u>
Debit	12/11/2025	HOME DEPOT	11110 · Evergreen National Bank 51050 · Stations Repair & Maint	-48.26 <u>-48.26</u>
Debit	12/16/2025	DIVE RESCUE INTERNATIONAL	11110 · Evergreen National Bank 60065 · Fire Ops Training Exp.	-750.00 <u>-750.00</u>
Debit	12/31/2025	GOOGLE, LLC	11110 · Evergreen National Bank 51010 · Internet/Cable Expenses	-201.72 <u>-201.72</u>
Debit	12/31/2025	LOVELAND SKI AREA SKI PASSES	11110 · Evergreen National Bank 62010 · Volunteer Incentives	-1,445.00 <u>-1,445.00</u>
E-pay	12/02/2025	EVERGREEN NATIONAL BANK	11110 · Evergreen National Bank 21005 · Federal Withholding 21010 · Social Security 21010 · Social Security 21015 · Medicare 21015 · Medicare	-279.96 -376.34 -376.34 -88.02 -88.02 <u>-1,208.68</u>

Num	Date	Name	Account	Paid Amount
E-pay	12/02/2025	COLORADO DEPARTMENT OF REVENUE	11110 · Evergreen National Bank 21020 · CO Withholding	-5,357.61 <hr/> -5,357.61
E-pay	12/08/2025	EVERGREEN NATIONAL BANK	11110 · Evergreen National Bank 21005 · Federal Withholding 21010 · Social Security 21010 · Social Security 21015 · Medicare 21015 · Medicare	-5,001.00 -134.67 -134.67 -754.33 -754.33 <hr/> -6,779.00
E-pay	12/18/2025	EVERGREEN NATIONAL BANK	11110 · Evergreen National Bank 21005 · Federal Withholding 21015 · Medicare 21015 · Medicare	-5,051.00 -741.82 -741.82 <hr/> -6,534.64
E-pay	12/24/2025	EVERGREEN NATIONAL BANK	11110 · Evergreen National Bank 21005 · Federal Withholding 21010 · Social Security 21010 · Social Security 21015 · Medicare 21015 · Medicare	-199.00 -134.68 -134.68 -31.50 -31.50 <hr/> -531.36
14921		MISPRINT		VOII
14927	12/01/2025	CEBT - WILLIS OF COLORADO	11110 · Evergreen National Bank 21065 · Dental Insurance 21050 · Medical Insurance 21050 · Medical Insurance 21045 · Taxable Group Term Life 21040 · Vision	-853.00 -3,232.75 -17,661.25 -46.48 -102.00 <hr/> -21,895.48

Num	Date	Name	Account	Paid Amount
14928	12/04/2025	AT & T	11110 · Evergreen National Bank	
287306512973	11/11/2025		51045 · Cell Phone Expense	-44.05
			51045 · Cell Phone Expense	-49.11
			51045 · Cell Phone Expense	-44.05
			51045 · Cell Phone Expense	-45.29
			51010 · Internet/Cable Expenses	-42.13
			51010 · Internet/Cable Expenses	-40.04
			51010 · Internet/Cable Expenses	-40.04
			51045 · Cell Phone Expense	-44.34
			51045 · Cell Phone Expense	-42.74
				<hr/>
				-391.79
14929	12/04/2025	CCC ROAD & BRIDGE	11110 · Evergreen National Bank	
November	12/02/2025	300 - ESD:St 1 - Apparatus:R22 - 2022	63010 · Fuel - Gas/Oil/diesel	-39.60
		500 - Idaho Springs:St 2 - Apparatus:Pump/Too	63010 · Fuel - Gas/Oil/diesel	-16.09
		400 - Georgetown:St 4 - Apparatus:R4 - 3020	63010 · Fuel - Gas/Oil/diesel	-215.13
		300 - ESD:St 1 - Apparatus:E10 - 3510	63010 · Fuel - Gas/Oil/diesel	-189.38
		300 - ESD:St 1 - Apparatus:CH2 - 3022	63010 · Fuel - Gas/Oil/diesel	-136.96
		300 - ESD:St 1 - Apparatus:CH1 - 3610	63010 · Fuel - Gas/Oil/diesel	-129.08
		300 - ESD:St 6 - Apparatus:T6 - 3216	63010 · Fuel - Gas/Oil/diesel	-165.74
		300 - ESD:St 1 - Apparatus:F22 - 3611	63010 · Fuel - Gas/Oil/diesel	-126.35
		300 - ESD:St 6 - Apparatus:E6 - 3560	63010 · Fuel - Gas/Oil/diesel	-97.87
		300 - ESD:St 1 - Apparatus:E11 - 3511	63010 · Fuel - Gas/Oil/diesel	-503.87
		300 - ESD:St 1 - Apparatus:E1 - 3501	63010 · Fuel - Gas/Oil/diesel	-131.81
		500 - Idaho Springs:St 2 - Apparatus:B2 - 3203	63010 · Fuel - Gas/Oil/diesel	-418.14
		500 - Idaho Springs:St 2 - Apparatus:E2 - 3520	63010 · Fuel - Gas/Oil/diesel	-61.21
				<hr/>
				-2,231.23
14930	12/04/2025	CHAD MARTIN	11110 · Evergreen National Bank	
	12/04/2025	W/L Deploy Perdiem	61000 · Cooperative Resources	-1,202.05
				<hr/>
				-1,202.05
14931	12/04/2025	CO DIVISION OF FIRE PREVENTION AND CO	11110 · Evergreen National Bank	
25-91134	11/11/2025		60065 · Fire Ops Training Exp.	-35.00
25-91558	11/25/2025		60065 · Fire Ops Training Exp.	-700.00
				<hr/>
				-735.00
14932	12/04/2025	Collins, Cole, Flynn, Winn & Ulmer, PLLC	11110 · Evergreen National Bank	
8232	11/12/2025		57010 · Legal Fees	-976.50
				<hr/>
				-976.50

Num	Date	Name	Account	Paid Amount
14933	12/04/2025	CORPORATE IMAGES	11110 · Evergreen National Bank	
87726	12/10/2025		62010 · Volunteer Incentives	-509.55
				<u>-509.55</u>
14934	12/04/2025	JEREMY T JONES	11110 · Evergreen National Bank	
Chicago - F650	12/04/2025	Reimbursement	63020 · Appartus Repair and Maint.	-819.56
Desks	12/04/2025	Reimbursement	51050 · Stations Repair & Maint	-2,919.98
				<u>-3,739.54</u>
14935	12/04/2025	ST MARY'S WATER & SANITATION DISTRICT	11110 · Evergreen National Bank	
3498	12/01/2025	300 - ESD:St 7 SMFD (New)	51080 · Water/Sewer Exp.	-220.00
				<u>-220.00</u>
14936	12/05/2025	AMAZON	11110 · Evergreen National Bank	
Y4YQ	10/22/2025	500 - Idaho Springs:St 2 - Apparatus:B2 - 3203	63020 · Appartus Repair and Maint.	-112.93
GW4P	10/23/2025		60025 · Small Equipment Purchases	-148.00
XPLP	10/24/2025		51050 · Stations Repair & Maint	-47.43
9YHM	10/25/2025		51020 · Office Supplies	-168.16
YFXC	10/27/2025		51050 · Stations Repair & Maint	-199.97
XHD6	10/29/2025		60040 · Water Rescue Exp.	-165.26
HMQR	11/03/2025		60035 · Fire Ops Equipment R & M	-1,057.60
DXP4	11/05/2025		63020 · Appartus Repair and Maint.	-692.45
FQHX	11/05/2025		51020 · Office Supplies	-74.22
YJJD	11/08/2025		78025 · Vehicle/Apparatus Improv Exp.	-1,074.75
VHVV	11/11/2025		78025 · Vehicle/Apparatus Improv Exp.	-800.39
FJPR	11/12/2025		60065 · Fire Ops Training Exp.	-558.65
FGJ1	11/12/2025		60045 · SCBA Equipment R & M	-1,394.38
GH6X	11/12/2025		63020 · Appartus Repair and Maint.	-254.52
DYJH	11/12/2025		51050 · Stations Repair & Maint	-237.96
DJD9	11/13/2025		60065 · Fire Ops Training Exp.	-1,455.77
CPNG	11/13/2025	500 - Idaho Springs:St 2 - Apparatus:B2 - 3203	63020 · Appartus Repair and Maint.	-44.04
T69T	11/14/2025		63020 · Appartus Repair and Maint.	-1,093.88
Q6WG	11/14/2025		63015 · Bulk Lubricants	-1,128.65
				<u>-10,709.01</u>
14937	12/05/2025	CARLA BOUCHER	11110 · Evergreen National Bank	
Nov	12/05/2025	St 1 Office Cleaning	51015 · Station Supplies and Cleaning	-192.50
				<u>-192.50</u>
14938	12/05/2025	CENTURYLINK	11110 · Evergreen National Bank	
	11/25/2025	300 - ESD:St 1 - DMFD	51040 · Telephone Expense	-409.91
				<u>-409.91</u>

Num	Date	Name	Account	Paid Amount
14939	12/05/2025	OFFICE REBEL	11110 · Evergreen National Bank	
January Fees	12/05/2025		60065 · Fire Ops Training Exp.	-280.00
				<u>-280.00</u>
14940	12/05/2025	PRIMO BRANDS	11110 · Evergreen National Bank	
Nov	10/29/2025		51080 · Water/Sewer Exp.	-296.80
				<u>-296.80</u>
14941	12/05/2025	TIMBERLINE DISPOSAL LLC	11110 · Evergreen National Bank	
Nov	11/01/2025	400 - Georgetown:St 4 - GTFD	51065 · Trash Disposal	-56.67
		300 - ESD:St 1 - DMFD	51065 · Trash Disposal	-146.80
				<u>-203.47</u>
14942	12/05/2025	VFIS	11110 · Evergreen National Bank	
173307133	12/05/2025		52510 · Liability/Apparatus Insurance	-139.00
				<u>-139.00</u>
14943	12/09/2025	LINE-X Of SOUTH METRO	11110 · Evergreen National Bank	
47769	12/09/2025		78020 · Vehicle/Apparatus Cost	-5,700.00
				<u>-5,700.00</u>
14944	12/16/2025	NAPA AUTO PARTS	11110 · Evergreen National Bank	
132301	11/05/2025		63020 · Appartus Repair and Maint.	-10.49
132267	11/05/2025		63020 · Appartus Repair and Maint.	-65.93
				<u>-76.42</u>
14945	12/16/2025	AIRGAS, LLC	11110 · Evergreen National Bank	
5521124110	11/30/2025		63020 · Appartus Repair and Maint.	-100.48
				<u>-100.48</u>
14946	12/16/2025	CLEAR CREEK RADIO	11110 · Evergreen National Bank	
2025	12/01/2025		53040 · Misc. Board Expenses	-500.00
				<u>-500.00</u>
14947	12/16/2025	CLEAR CREEK SUPPLY CO.	11110 · Evergreen National Bank	
	12/16/2025		63020 · Appartus Repair and Maint.	-2.49
				<u>-2.49</u>
14948	12/16/2025	Collins, Cole, Flynn, Winn & Ulmer, PLLC	11110 · Evergreen National Bank	
8353	12/15/2025		57010 · Legal Fees	-961.00
				<u>-961.00</u>

Num	Date	Name	Account	Paid Amount
14949	12/16/2025	FERRELLGAS	11110 · Evergreen National Bank	
5009762569	11/25/2025	300 - ESD:St 7 SMFD (New)	51070 · Utilities - Gas / Electric	-715.53
				<u>-715.53</u>
14950	12/16/2025	SOUTHERN TIRE MART	11110 · Evergreen National Bank	
5390032796	11/26/2025	300 - ESD:St 1 - Apparatus:E1 - 3501	78025 · Vehicle/Apparatus Improv Exp.	-6,010.84
				<u>-6,010.84</u>
14951	12/16/2025	TOWN OF GEORGETOWN.	11110 · Evergreen National Bank	
Nov	11/30/2025	400 - Georgetown:St 4 - GTFD	51080 · Water/Sewer Exp.	-420.99
				<u>-420.99</u>
14952	12/16/2025	TOWN OF SILVER PLUME.	11110 · Evergreen National Bank	
Nov	11/30/2025	600 - Silver Plume:St 8 SPFD	51080 · Water/Sewer Exp.	-121.63
				<u>-121.63</u>
14953	12/17/2025	HOME DEPOT	11110 · Evergreen National Bank	
		Building Materials	22010 · Home Depot CC	-433.07
				<u>-433.07</u>
14954	12/17/2025	CO DIVISION OF FIRE PREVENTION AND CO	11110 · Evergreen National Bank	
25-92089	12/09/2025		60065 · Fire Ops Training Exp.	-145.00
25-94977	12/16/2025		60065 · Fire Ops Training Exp.	-35.00
				<u>-180.00</u>
14955	12/17/2025	EAST SLOPE EXCAVATING	11110 · Evergreen National Bank	
121525	12/15/2025	300 - ESD:St 1 - DMFD	78035 · Building Improvement Exp.	-8,200.00
				<u>-8,200.00</u>
14956	12/17/2025	L.N. CURTIS & SONS	11110 · Evergreen National Bank	
1017745	12/09/2025		60055 · Suppression Equipment	-406.80
				<u>-406.80</u>
14957	12/17/2025	PRIMO BRANDS	11110 · Evergreen National Bank	
Nov	12/18/2025		51080 · Water/Sewer Exp.	-271.23
				<u>-271.23</u>
14958	12/23/2025	Flecksing, Maria M	11110 · Evergreen National Bank	
				-1,751.46
				<u>-1,751.46</u>

Num	Date	Name	Account	Paid Amount
14959	12/29/2025	AMAZON	11110 · Evergreen National Bank	
794C	11/20/2025		60065 · Fire Ops Training Exp.	-529.87
QYKT	11/21/2025		60010 · Operating Supplies	-131.66
TWTH	11/26/2025		63020 · Appartus Repair and Maint.	-68.55
9QGQ	12/01/2025		51050 · Stations Repair & Maint	-533.73
J3JX	12/01/2025		51050 · Stations Repair & Maint	-104.24
CJKC	12/01/2025		60065 · Fire Ops Training Exp.	-414.92
G9QC	12/08/2025		60080 · Hazmat Equip. and Material	-173.80
GQXY	12/08/2025		78020 · Vehicle/Apparatus Cost	-1,039.98
QXW6	12/09/2025		60080 · Hazmat Equip. and Material	-195.00
311P	12/13/2025		78020 · Vehicle/Apparatus Cost	-528.90
WGT7	12/13/2025		51050 · Stations Repair & Maint	-164.47
LCHL	12/15/2025		78020 · Vehicle/Apparatus Cost	-916.52
KMFN	12/18/2025		60015 · Personal Protection Equipment	-331.24
LQW9	12/18/2025		51015 · Station Supplies and Cleaning	-97.68
TNN1	12/20/2025		51015 · Station Supplies and Cleaning	-303.93
VHVW	12/22/2025		51015 · Station Supplies and Cleaning	-21.00
M4YX	12/22/2025		52010 · Office Equipment	-206.14
HJKL	12/22/2025		51015 · Station Supplies and Cleaning	-23.99
				<u>-5,785.62</u>
14960	12/29/2025	AT & T	11110 · Evergreen National Bank	
12192025	12/29/2025		51045 · Cell Phone Expense	-44.69
			51045 · Cell Phone Expense	-49.75
			51045 · Cell Phone Expense	-44.69
			51045 · Cell Phone Expense	-46.77
			51010 · Internet/Cable Expenses	-40.54
			51010 · Internet/Cable Expenses	-40.54
			51010 · Internet/Cable Expenses	-40.54
			51045 · Cell Phone Expense	-44.69
			51045 · Cell Phone Expense	-44.69
				<u>-396.90</u>
14961	12/29/2025	BLUE SKY PLUMBING & HEATING	11110 · Evergreen National Bank	
397795602	12/22/2025	400 - Georgetown:St 4 - GTFD	51050 · Stations Repair & Maint	-1,648.26
				<u>-1,648.26</u>
14962	12/29/2025	CORE ELECTRIC CO.	11110 · Evergreen National Bank	
Nov	12/29/2025	300 - ESD:St 6 - Floyd Hill	51070 · Utilities - Gas / Electric	-152.60
				<u>-152.60</u>

Num	Date	Name	Account	Paid Amount
14963	12/29/2025	DENVER CROWD, Ltd	11110 · Evergreen National Bank	
4511	12/21/2025		51060 · Software Programs	-206.04
				<u>-206.04</u>
14964	12/29/2025	KELLY BABEON	11110 · Evergreen National Bank	
Reimb	12/29/2025	Reimbursement	62010 · Volunteer Incentives	-1,600.00
				<u>-1,600.00</u>
14965	12/30/2025	BRINDLEE MNT. FIRE APPARATUS	11110 · Evergreen National Bank	
32825	12/30/2025	300 - ESD:St 1 - Apparatus:E10 - 3510	57070 · General Consulting Exp.	-17,850.00
				<u>-17,850.00</u>
			TOTAL	-291,664.00

Clear Creek Fire Authority
 Budget Vs. Actual
 12/31/2025

2025 SUMMARY

		January -	Approved Budget	Variance	
REVENUE:					
	40000	Intergovernmental Revenue	1,383,935	1,366,385	17,550
	42000	Investment Interest Income	152,823	150,000	2,823
	43000	Contract Services Income	146,000	126,000	20,000
	44000	Charitable Donations	500		
	45020	Fire Response Fees			
	45030	Cooperative Resource	24,003	52,000	(27,997)
	46000	Grant Income	130,656	200,000	(69,344)
	47005	Permit Fees	200	500	(300)
	47015	Plan Review Fees	3,962	500	3462
	48000	Reimbursement Income			
	48025	Station Rent	28,150	30,600	(2,450)
	49000	Miscellaneous Income	273,260		
TOTAL REVENUE			2,143,489	1,925,985	(56,256)

EXPENDITURES:

	51000	Station Overhead	110,946	141,100	30,154
	52000	Office Equipment/Computer Expense	3,867	7,500	3,633
	52500	Insurance Expense	131,269	114,975	(16,294)
	53000	Board of Director's Expense	568	750	182
	54000	Payroll & Benefit Expenses	2,017,691	1,957,845	(59,846)
	56000	Pension Expense	50,000	50,000	-
	57000	Professional Service Expense	43,240	13,500	(29,740)
	58000	Banking Fees	140	100	(40)
		Total Overhead	2,357,721	2,285,770	(71,951)
	60000	Fire Operations Expense	139,248	164,000	24,752
	62000	Volunteer Benefits	10,592	10,000	(592)
	63000	Apparatus Expenses	81,504	88,500	6,996
	64000	Fire Prevention Activities	1,210	1,500	290
		Total Operations	232,554	264,000	31,446
	78000	Capital Expenditures	209,752	275,000	65,248
		Total Expenditures	2,800,027	2,824,770	24,743

TOTAL EXPENDITURES	2,800,027	2,824,770	24,743
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TOTAL OPERATING INCOME (LOSS)	\$ (656,538)	\$ (898,785)	\$ (31,513)
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Clear Creek Fire Authority
 Budget Vs. Actual
 12/31/2025

			2025		
			January - December	Approved Budget	Variance
REVENUE:					
40000 Intergovernmental Revenue					
	40010	Idaho Springs Contribution	309,540	309,540	\$ -
	40020	Georgetown Contribution	240,000	231,450	8,550
	40030	Empire Contribution	38,950	38,950	-
	40040	Silver Plume Contribution	35,955	35,955	-
	40050	ESD Contribution	759,490	750,490	9,000
Total Intergovernmental Revenue			1,383,935	1,366,385	17,550
	42000	Investment Interest Income	152,823	150,000	2,823
	43000	Contract Services Income	146,000	126,000	20,000
	44000	Charitable Donations	500		500
	45020	Fire Response Fees			-
	45030	Cooperative Resource	24,003	52,000	(27,997)
	46000	Grant Income	130,656	200,000	(69,344)
	47005	Permit Fees	200	500	(300)
	47015	Plan Review Fees	3,962	500	3,462
	48000	Reimbursement income - other			
	48025	Station Rent	28,150	30,600	(2,450)
	49000	Miscellaneous Income	273,260		
TOTAL REVENUE			2,143,489	1,925,985	(55,756)

Clear Creek Fire Authority
 Budget Vs. Actual
 12/31/2025

			2025		
			January - December	Approved Budget	Variance
EXPENDITURES:					
Overhead Expenditures					
51000 Station Overhead					
	51005	Dues & Registration Fees	2,380	2,600	220
	51010	Internet Expenses	4,067	4,800	733
	51015	Supplies & Cleaning	5,275	4,000	(1,275)
	51020	Office Supplies	541	1,000	459
	51025	Postage & Delivery	541	450	(91)
	51030	Printing & Copying	221	750	529
	51035	Subscriptions	12,382	10,000	(2,382)
	51040	Telephone Expense	4,915	4,950	35
	51045	Cell Phone Expense	3,169	2,750	(419)
	51050	Repair & Maintenance	20,348	45,000	24,652
	51060	Software Programs	5,132	6,600	1,468
	51065	Trash Disposal	2,426	2,200	(226)
	51070	Utilities - Gas & Electric	32,402	38,000	5,598
	51080	Water & Sewer	17,147	18,000	853
Total 51000 Station Overhead			110,946	141,100	30,154
52000 Office Equipment/Computer Expense					
	52010	Computer Equipment Expense	2,342	5,000	2,658
	52015	Equipment Lease Maint/Repairs	1,525	2,000	475
	52020	Computer Repair/Maintenance		500	500
Total 52000 Office Equipment/Computer Expense			3,867	7,500	3,633
52500 Insurance Expense					
	52505	Worker's Comp	54,488	41,000	(13,488)
	52510	Liability/Apparatus Insurance	22,117	20,500	(1,617)
	52515	Accident & Disability Insurance	8,398	8,400	2
	52520	Building & Property Insurance	44,546	44,475	(71)
	52525	General Insurance Expense	1,720	600	(1,120)
Total 52500 Insurance Expense			131,269	114,975	(16,294)
53000 Board of Director's Expense					
	53030	Meeting/Retreat Expense	68	150	82
	53040	Misc. Board Expense	500	500	-
	53045	Ads & Legal Notifications		100	100
Total 53000 Board of Director's Expense			568	750	182
54000 Payroll & Benefit Expenses					
	54010	Salaries & Wages	1,411,941	1,371,800	(40,141)
	54025	Employer Payroll Taxes	55,669	45,350	(10,319)
	54030	Employee Benefit Expenses	419,231	434,195	14,964
	54035	Payroll Processing Expense	480	500	20
	54040	Shift Stipend	83,370	70,000	(13,370)
	54045	Officer Stipend	28,570	6,000	(22,570)
	54050	Contract Labor	18,430	30,000	11,570
Total 54000 Payroll & Benefit Expenses			2,017,691	1,957,845	(59,846)
56000 Pension Expense					
	56010	Volunteer Pension Expense	50,000	50,000	-
Total 56000 Pension Expense			50,000	50,000	-
57000 Professional Service Expense					
	57010	Legal Fees	15,390	3,500	(11,890)
	57030	Auditing Expense	10,000	10,000	-
	57070	General Consulting Fees	17,850		(17,850)
Total 57000 Professional Service Expense			43,240	13,500	(29,740)
58000 Banking Fees					
			140	100	(40)
TOTAL OVERHEAD EXPENSES			2,357,721	2,285,770	(71,951)

Clear Creek Fire Authority
 Budget Vs. Actual
 12/31/2025

			2025		
			January - December	Approved Budget	Variance
Operation Expenditures					
60000 Fire Operations Expense					
	60005	Drug Testing Expense	73	1,700	1,627
	60010	Operating Supplies	3,710	4,000	290
	60015	Personal Protection Equipment	8,983	10,000	1,017
	60025	Small Equipment Purchases	148	500	352
	60035	Fire Ops Equipment R&M	2156	3,000	844
	60040	Water Rescue Expense	1,588	2,000	412
	60045	SCBA Equipment R&M	10,004	30,000	19,996
	60050	Extinguishers		500	500
	60055	Suppression Equipment	595	1,000	405
	60060	Uniform Expense	1000	500	(500)
	60065	Fire Operations Training	37,501	40,000	2,499
	60070	Wildfire Equipment	1,899	2,000	101
	60075	Rescue Equipment	3,820	3,500	(320)
	60080	Hazmat Equipment & Maint.	3,057	3,000	(57)
	60085	Fire Operations Tools	396	500	104
	60095	CBI Reports	1,260	1,850	590
	61000	Cooperative Resources	3,124		(3,124)
	61015	Dispatch Fee	59,934	59,950	16
Total 60000 Fire Operations Expense			139,248	164,000	24,752
62000 Volunteer Benefits					
	62010	Volunteer Incentives	10,592	10,000	(592)
Total 62000 Volunteer Benefits			10,592	10,000	(592)
63000 Apparatus Expenses					
	63010	Fuel - Gas/Oil/Diesel	33,675	42,000	8,325
	63015	Bulk Lubricants	1,295	1,500	205
	63020	Apparatus Repair & Maint.	46,534	45,000	(1,534)
Total 63000 Apparatus Expenses			81,504	88,500	6,996
64000 Fire Prevention Activities					
	64005	Equipment			
	64010	Supplies Expense			
	64015	Education Materials	210	500	290
	64020	Code Books Expense	1000	1,000	-
Total 64000 Fire Prevention Activities			1,210	1,500	290
TOTAL FIRE OPERATIONS EXPENSE			232,554	264,000	31,446
78000 Capital Expenditures					
	78005	Software Expense			
	78010	Hardware Expense	9,212	15,000	5,788
	78015	Tools/Equipment Expense			-
	78020	Vehicle/Apparatus Cost	100,878		(100,878)
	78025	Vehicle/Apparatus Improvement	13,952	10,000	(3,952)
	78030	Building Purchase/Construction			-
	78035	Building Improvement Expense	85,710	250,000	164,290
Total 78000 Capital Expenditures			209,752	275,000	65,248
TOTAL EXPENDITURES			2,800,027	2,824,770	24,743
TOTAL OPERATING INCOME (LOSS)			\$ (656,538)	\$ (898,785)	\$ (31,013)

CLEAR CREEK FIRE AUTHORITY

RESOLUTION NO. 2026-03

A RESOLUTION REPEALING AND READOPTING A FEE SCHEDULE FOR THE 2024 EDITION OF THE *INTERNATIONAL FIRE CODE*

WHEREAS, the Clear Creek Fire Authority (the “Authority”) was established by an Intergovernmental Agreement in 1998, which was renewed and amended numerous times, including most recently the Amended and Restated Intergovernmental Agreement recorded December 10, 2024 (the “IGA”), to provide fire protection services within and beyond Clear Creek County; and

WHEREAS, the Authority is organized pursuant to the provisions of the Colorado Constitution, Article XIV, Section 18(2)(a) and (b) and Section 29-1-203, C.R.S.; and

WHEREAS, pursuant to Paragraph 5 of the IGA, the Authority has all those powers and functions vested in statutory fire protection districts pursuant to Sections 32-1-1001 and 32-1-1002, C.R.S., as may be amended from time to time, except as specifically provided for in the IGA; and

WHEREAS, Sections 32-1-1002 (d) and (e), C.R.S., authorize fire protection districts to adopt and enforce fire codes and to fix and from time to time increase or decrease fees and charges for fire code inspections; and

WHEREAS, by Resolution No. 2026-03, the Authority adopted by reference the 2021 Edition of the *International Fire Code*, as amended; and

WHEREAS, the Authority has determined that the repeal of any and all previous fee schedules and re-adoption of a cumulative fee schedule (the “Fee Schedule”) is necessary to help offset the costs incurred by the Authority for activities, inspections, and plan reviews conducted pursuant to the *International Fire Code*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CLEAR CREEK FIRE AUTHORITY AS FOLLOWS:

1. **Repeal of Previous Fee Schedules.** The Board hereby repeals all previous fee schedules adopted associated with activities conducted associated with the *International Fire Code*.
2. **Adoption of Fee Schedule.** The Board hereby adopts the Fee Schedule attached hereto as Exhibit A.
3. **Fire Chief to Annually Adjust Fees.** The Fire Chief shall adjust the Fee Schedule annually without further Board action, in an amount reflected by the Consumer Price Index published for the U.S. Bureau of Labor Statistics for the Denver-Aurora-Lakewood area, however, such increase shall not take effect until the adjusted Fee Schedule has been published on the Authority’s website and in the Clear Creek Courant for a minimum of 2 editions, and not less than 30 days prior to taking effect.

4. **Fire Chief Authorized to Reduce or Waive Fees.** The Fire Chief is authorized to reduce or waive the fees in the Fee Schedule based upon the circumstances of specific projects which are determined, in his or her sole discretion, to result in reduced or nominal costs to the Authority for the services provided.

5. **Waiver for Governmental Entities.** The Fire Chief shall be authorized to reduce or waive the fees in the Fee Schedule, except punitive fees, for governmental entities, including, but not limited to counties, municipalities, schools and special districts, when determined by the Fire Chief in his sole discretion that either (i) the governmental entity provides reciprocal services or benefits to be of approximately equal benefit to the Authority, or (ii) the governmental entity's project or special event will result in reduced or nominal costs to the Authority for the services provided. Punitive fees include re-inspection, after-hours inspection, and resubmittals after the first resubmittal.

6. **Severability.** If any part, section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

7. **Effective Date.** This Resolution shall take effect and be enforced as of March 1, 2026.

Adopted this 18th day of February 2026.

Clear Creek Fire Authority

By: _____
_____, Chair

Attest:

EXHIBIT A

I. Fees for General Inspection Services

1. **Submittal Fee:** All submittals for Site Plan for New Construction, New Subdivisions, PUD Review, and other planning issues shall be subject to a \$300.00 Submittal Fee. All submittals requiring more than two hours of plan review shall be assessed at an additional review rate of \$150.00 per hour.
2. **Construction Permit/Tenant Finish Permit:** For projects with a building department valuation of \$50,000 or less, a set fee of \$400.00 shall be assessed. For projects with a building department valuation of over \$50,000, the fee is determined by multiplying the building department valuation by \$00.008. Additional plan review necessitated by revisions or incomplete submittals shall be assessed at a rate of \$150.00 per hour with a one-hour minimum in addition to the above fees. See Section #6 below for separate fire and life safety system construction permit fees.

Tents and temporary membrane structure construction/operational permits will be combined into one permit. The initial fee for the tent/membrane structure is \$300.00. For tents/membrane structures left up (less than 180 days) for subsequent events, the re-inspection fee is \$100.00.

3. **Townhome Construction/Attached Single Family Dwellings:** Attached single-family dwellings in excess of two units shall be assessed at a fee of \$400 per unit.
4. **Construction Permit for Solar Photovoltaic System:** Systems installed on commercial properties and multi-family residential buildings shall be assessed a base fee of \$500.00. One- and two-family dwellings and townhomes shall be assessed at a flat fee of \$400.00.
5. **Growing and/or Processing Operations:** Operations, where no applicable standards or requirements are set forth in the currently adopted Fire Code, will be subject to review under applicable standards of the NFPA or other nationally recognized fire safety standards. Operations shall be assessed a base fee of \$400.00 plus an additional \$200.00 per hour for review time.

6. Construction Permits for Fire and Life Safety Systems:

- | | |
|---|---|
| A. Standpipe System | \$400 base fee for the first riser, \$250 for each additional riser |
| B. Sprinkler Systems | \$400 base fee, plus \$4.00 per device |
| C. Clean Agent Systems | \$400 base fee, plus \$4.00 per device |
| D. Fire Pumps | \$500 fee (excluding one & two-family dwellings) |
| E. Hood Extinguishment | \$400 fee for each hood system |
| F. Fire Alarm Systems | \$400 base fee plus \$4.00 per device |
| G. Emergency Responder Radio Systems (BDA) | \$400 Fee |
| H. Fire Alarm or Sprinkler Systems in One- and Two-Family Dwellings and Group R-3's | \$400 base fee, plus \$4.00 per device |

7. Use of District Fire Apparatus: The hourly rate for use of a Type 1 Engine incident to inspections (e.g., standpipe flow testing) is \$350.00 per hour with a two-hour minimum. This rate provides for an operational manned apparatus for connection up to the FDC only. No additional hose or equipment is supplied beyond the FDC.

8. Special Event Coverage: The hourly rate for the use of a Fire Unit for dedicated standby on a special event is \$200.00 per hour with a two-hour minimum.

9. Operational Permits: The fee for all business operational permits required by the currently adopted Fire Code, as amended, shall be \$300.00.

Exception: A \$100.00 fee for open burning permits will be assessed. The open burning permit will be valid for the calendar year of issue. The open burning permit is renewable under the current fee schedule.

10. Vehicle Access Equipment and Access Gates: The fee for all construction permits to install vehicle access equipment and all access gates across fire apparatus access roads shall be \$300.00, regardless of whether it is a public or private road.

11. Fire Mitigation Inspections: The fee for all new construction, additions, and deck/patio construction and/or replacement shall be \$150.00.

12. Driveway/ Access Road Deviations: The base fee for requesting a driveway or access road deviation will be \$400. Site visits beyond the initial site evaluation will incur a fee of \$150 per visit.

13. AST/UST Permanent Installation/Removal: The fee for the 1st tank shall be \$400.00, and the fee for each subsequent tank at the same site shall be \$200.00.

14. Fuel Dispensers: The fee for the 1st dispenser shall be \$400.00, and the fee for each subsequent dispenser at the same site shall be \$25.00.

15. Medical Gas Systems: Systems shall be assessed a \$400.00 base fee plus \$4.00 per outlet.

16. Required Additional and Re-inspections: Required additional and re-inspections will be charged \$200.00 for the first two hours (minimum), and \$75.00 for each additional hour or

portion thereof. Requests for re-inspections shall be included in this section.

- 17. Construction or Installation without a Permit:** Work started without appropriate permits, as required by the currently adopted Fire Code and this Fee Schedule, may be subject to additional fees. Permit fees set forth above may be doubled.
- 18. Electric Vehicle Charging Installation-** A base fee of \$400.00 will be assessed, with an additional \$25.00 for each charging port. Residential single-family homes and duplexes are exempt.
- 19. Hydrant Test Fee:** New and existing fire hydrants shall be subject to a fee of \$200.00 per hydrant for testing.
- 20. Destruction of Fire Department Locks:** Any person who cuts, damages, or destroys a fire department security lock shall be assessed a replacement fee of \$75.00 per lock.
- 21. Existing Occupancy Re-inspections:** The responsible party for existing occupancies or structures may be assessed a fee of \$200.00 per re-inspection after the third visit within a year to ensure compliance with the currently adopted Fire Code.
- 22. Failure to Comply:** Any person or company failing to comply with a stop work order as provided by the currently adopted Fire Code shall be subject to a fee of \$500 for the first failure to comply, which fee will increase in increments of \$500 per each subsequent failure to comply (i.e. \$1,000 for the second failure to comply, \$1,500 for the third failure to comply, etc.).
- 23. After Hours Inspections:** All requests for inspections conducted before or after regular business hours of 8:00 AM to 5:00 PM Monday through Friday shall be assessed a fee of \$150.00 per hour (minimum two hours).
- 24. Out-of-District Fire Inspections:** Inspection services provided to neighboring fire districts to include sprinkler rough-in, sprinkler final, alarm rough-in, alarm final, building rough, and building final will have a fee of \$250 for each inspection to include reinspections.
- 25. Required Fire Pit Inspection:** This fee covers required inspections for recreational fire pits as required by a code or ordinance: \$25.00.
- 26. Required Residential Rental Inspections:** A fee of \$250.00 will be required to conduct fire

safety inspections of properties as required by a code or ordinance.

- 27. Credit Card Fees:** A fee of 3% will be added to all payments made by Visa or MasterCard credit cards. The fee will be added to the total cost.

II. Fees for False Alarms

- 1. False alarms require District response and mandate inspection to determine the cause of the alarm. Excessive false alarms are charged fees in accordance with this section.**
- 2. Category I Alarms:** Category I alarms will not be assessed a fee. A Category I alarm is any alarm requiring Authority response where the system operated properly under the following conditions:
 - **Accidental:** Any alarms caused by a guest or circumstances beyond the control of management, or accidental smoke or fire condition.
- 3. Category II Alarms:** The owner of any fire alarm system found to have three or more Category II alarms in a calendar year shall be charged a fee pursuant to Table 1. A Category II alarm is any alarm requiring Authority response under the following conditions.
 - **System Malfunction:** Any alarm caused by poor or improper maintenance, or improper installation of alarm equipment, hardware, or wiring. An improper action by the alarm monitoring center shall also be considered a system malfunction.
 - **User Error:** The act or omission of an agent, employee, or contractor of management.
 - **Undetermined Cause:** Any alarm which, after inspection by the district, does not reveal the apparent cause of the alarm. If the alarm system owner or their agent can provide proof of cause within two (2) working days of the alarm time, the district may re-evaluate its assessment.

Except for fees charged pursuant to sections III(3)(A) and III(3)(B) below, within 30 days following a Category II alarm that results in the assessment of a fee pursuant to this section, the owner of a fire alarm system may provide the Authority with written proof that necessary repairs or corrections have been made to the fire alarm system by a qualified agency. Upon the Authority's determination that all necessary repairs to the fire alarm system have been completed, the system owner is eligible to receive a 50% rebate of the fee if requested within 30 days of the Authority's determination.

- A. Fire Alarm Monitoring or Fire Protection Maintenance Companies:** The fee set forth in this section shall apply to any fire alarm installation/testing company, fire alarm monitoring company, or fire protection maintenance company found to have three or more Category II alarms at any combination of properties in a calendar year.

In general, the fee shall be charged to the fire alarm installation/testing company, fire alarm monitoring company, or fire protection maintenance company that is found to

be the cause of the false alarm. However, if the designation of cause cannot be distinguished between such companies, the fee shall be charged to the owner of the property.

B. **New Construction:** The fee set forth in this section shall apply to any new construction site found to have three or more Category II alarms. The fee shall be charged to the owner of the property.

4. **Malicious Alarms:** The person causing the alarm will be assessed a fee pursuant to Table 1. A malicious alarm is any alarm caused by a malicious or mischievous action.

Malicious alarms are also unlawful. The individual responsible for a malicious alarm(s) may be referred for criminal prosecution as defined in the Colorado Revised Statutes.

5. **Failure to Pay Fees:** Any fees unpaid by contracted companies or general contractors shall be charged to the owner of the system in violation of this section. The Authority may take all available legal and equitable remedies to recover unpaid fees for more than ninety days. To the extent permitted by law, attorneys' fees and costs may be charged to recover any expenses incurred by the Authority in collecting past-due fees.

6. **Credit Card Fees:** A fee of 3% will be added to all payments made by Visa or MasterCard credit cards. The fee will be added to the total cost.

Table 1 – False Alarm Fees

Category II Alarms		Malicious Alarms	
Number of Alarms Per Calendar Year	Fee Per Each Alarm	Number of Alarms Per Calendar Year	Fee Per Each Alarm
1	\$ 0.00	1	\$200.00
2	\$ 0.00	2	\$300.00
3	\$200.00	3	\$400.00
4	\$300.00	4	\$500.00
5	\$400.00	5	\$600.00
6	\$500.00	6	\$700.00
More than 6: Fees continue indefinitely, with an accumulating increase of \$100 per alarm.		More than 6: Fees continue indefinitely, with an accumulating increase of \$100 per alarm.	

RESOLUTION NO. 2026-01

CLEAR CREEK FIRE AUTHORITY

A RESOLUTION DESIGNATING THE POSTING LOCATION OF NOTICE OF MEETINGS

WHEREAS, the Clear Creek Fire Authority (Authority), is required by Subsection 24-6-402 (2) (c), C.R.S., to designate annually at the Board of Directors first regular meeting of each calendar year, the place at which notice will be posted at least 24 hours prior to each meeting;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CLEAR CREEK FIRE AUTHORITY AS FOLLOWS:

1. Notices of meetings of the Clear Creek Fire Authority required pursuant to Section 24-6-401, et seq., C.R.S., shall be posted within the boundaries of the Authority at least 24 hours prior to each meeting at the following locations:

Clear Creek Fire Authority Station 1
681 County Road 308
Dumont, Colorado 80436

Website; www.clearcreekfire.com

Passed and adopted at a regular meeting of the Clear Creek Fire Authority held on this 21st day of January, 2026

CLEAR CREEK FIRE AUTHORITY

By: _____
Chairman

ATTEST:

By: _____

CLEAR CREEK FIRE AUTHORITY

RESOLUTION NO. 2026-02

A RESOLUTION DESIGNATING AUTHORIZED PERSONS TO ACT ON BEHALF OF THE AUTHORITY REGARDING THE AUTHORITY'S BANK ACCOUNTS

WHEREAS, the Clear Creek Fire Authority (the "Authority") was established by an Intergovernmental Agreement in 1998, which was renewed and amended numerous times, including most recently the 2024 Amended and Restated Intergovernmental Agreement recorded December 10, 2024 (the "IGA"), to provide fire protection services within and beyond Clear Creek County; and

WHEREAS, the Authority is organized pursuant to the provisions of the Colorado Constitution, Article XIV, Section 18(2)(a) and (b) and Section 29-1-203, C.R.S.; and

WHEREAS, pursuant to Paragraph 5 of the IGA, the Authority has all those powers and functions vested in statutory fire protection districts pursuant to Sections 32-1-1001 and 32-1-1002, C.R.S., as may be amended from time to time, except as specifically provided for in the IGA; and

WHEREAS, pursuant to Section 32-1-1001(1), C.R.S., the Board of Directors of the Authority (the "Board") has the authority to manage the business and affairs of the Authority, including the Authority's banking relationships; and

WHEREAS, pursuant to Paragraph 7.e. of the Bylaws of the Board adopted on May 8, 2013 (the "Bylaws"), the Fire Chief and the Chairperson and Vice Chairperson of the Board are authorized to endorse checks or other evidences of indebtedness made payable to the Authority, but only for the purpose of deposit into an Authority bank or investment account, and to sign checks and other instruments that obligate the Authority to pay money, with two (2) signatures being required on any instrument that obligates the Authority to pay money; and

WHEREAS, pursuant to Section 8.e. of the Bylaws, the Board elected a new Chairperson and Vice Chairperson on the date hereof; and

WHEREAS, the Board desires to confirm that the Fire Chief and the Chairperson and Vice Chairperson of the Board, as identified below, are authorized to act on behalf of the Authority regarding the Authority's bank accounts.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Clear Creek Fire Authority as follows:

1. **Designated Signatories.** The Fire Chief and the Chairperson and Vice Chairperson of the Board, whose signature specimens are set forth below immediately above their printed names, are each hereby designated and authorized to endorse checks or other evidences of indebtedness made payable to the Authority, but only for the purpose of deposit into an Authority bank or investment account, and to sign checks and other instruments that obligate the Authority to pay money, with two (2) signatures being required on any instrument that obligates the Authority to pay money.

Jeremy Jones
Fire Chief

Chairperson

Vice Chairperson

2. **Severability.** If any part, section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

3. **Effective Date.** This Resolution shall take effect and be enforced immediately upon its approval by the Board.

ADOPTED this 21st day of January 2026.

Clear Creek Fire Authority

By _____
Chairperson

Attest:

CLEAR CREEK FIRE AUTHORITY PROCUREMENT POLICY

1. Procurement/Purchasing. All expenditures shall be made in compliance with the Colorado Revised Statutes, as amended; shall adhere to all Authority policies issued relative to the purchase of goods and services; and shall be within approved budgeted amounts.

Purchases or contracts made contrary to this policy will not be binding upon the Authority and the person making the purchase may be held personally liable.

2. Purchasing Authority. Purchases of \$10,000 or less that have been budgeted and appropriated may be approved by the Fire Chief. All purchases in excess of \$10,000, or which have not been budgeted for the budget year of the purchase, require the approval of the Board.

3. Informal Quotes - Purchases \$10,000 to \$25,000. Informal purchase procedures may be used for the procurement of standard, non-complex goods or services costing more than \$10,000 but less than \$25,000, and not provided for in other Authority contracts. The purchaser shall obtain more than one price quote, either in person, by telephone or fax to obtain prices for the purchase of the required supplies, materials, equipment or services and shall select the appropriate vendor based on the quoted price to the lowest dollar responsible and responsive person or provider. The Authority reserves the right to reject any and all quotes, and to select, in its discretion, the supplies, materials, equipment or services determined to be in the Authority's best interest.

4. Formal Competitive Bid/Quote Requirement - Purchases \$25,000 or More. Notice by publication in a newspaper of general circulation in Clear Creek County and a competitive bid or proposal shall be required for purchases in excess of \$25,000. The award shall be made to the bidder whose bid or proposal, in the sole determination of the Authority represents the best value for the money. The Authority reserves the right to reject any and all bids and to waive all formalities in bids, and to select, in its discretion, the bid determined to be in the Authority's best interest.

5. Construction Contracts.

(a) Competitive Sealed Bids or Proposals. Notice by publication in a newspaper of general circulation in Clear Creek County and a competitive sealed bid or proposal shall be required for any construction contract in excess of the limits established by Section 32-1-1001, C.R.S, for notice and bidding of special district construction contracts. For contracts procured pursuant to Section 32-1-1001, C.R.S., the award shall be made to the lowest responsive and responsible bidder whose bid or proposal complies with the detail specifications contained in the Invitation for Bid or Request for Proposals.

The Authority reserves the right to reject any and all bids and to waive all formalities in bids, and to select, in its discretion, the bid determined to be in the Authority's best interest. For contracts procured pursuant to Part 18 of Article 1, Title 32, proposals shall be evaluated pursuant to criteria established by the Authority, and the award shall be made to the party submitting a proposal which represents the best value to the Authority.

(b) Construction contracts involving costs less than the threshold amount provided in Section 32-1-1001, C.R.S., for notice and bidding are subject to the other provisions and requirements of this Policy, except that the Informal Quote procedure may be utilized for construction contracts up to the threshold amount provided in Section 32-1-1001, C.R.S., for notice and bidding.

6. Exceptions to Bid/Quote Requirement.

- (a) Sole Source Vendor selected by Board;
- (b) State or Federal Pricing;
- (c) Contracts with other governmental units;
- (d) Legal, accounting and auditing services;
- (e) Professional services of less than \$50,000 that are selected from a pre-qualified vendor list;
- (f) Emergency purchases (as defined in this Policy); and
- (g) Determination of Board that a negotiated contract with a single vendor is in the best interest of the Authority.

7. Purchase Order/Encumbrance Requirements. Unless exempted below, purchases in excess of \$10,000 that will require payment of multiple invoices over time, or when payment is anticipated to be made in excess of 60 days from date of order or contract, require the issuance of a purchase order and encumbrance of budget. Award of formal bids/requests for proposal also require the issuance of a purchase order to document the award and encumber the committed funds.

8. Exceptions to Purchase Order/Encumbrance Requirement. When budgeted and appropriated:

- (i) Utilities;
- (ii) Contributions and grants;
- (iii) Insurance;

- (iv) Advertising;
- (v) Allocations to outside agencies;
- (vi) Postage;
- (vii) Legal, accounting and auditing; and
- (viii) Seminars, conferences and related travel expenses.

9. Sole Source Purchases. Sole source purchases are appropriate when a product is available from only a single supplier. The purchaser shall make a written determination as to why the purchase should be sole source, and shall negotiate the price, terms and delivery of the procurement action. Examples of when sole source procurement may be appropriate are:

- (a) Compatibility of equipment, accessories, replacement parts or other products or services to be purchased are of paramount consideration;
- (b) Required and appropriate specifications can be met by only a single source; or
- (c) A sole supplier's product or services are needed for trial or testing.

10. Emergency Purchases. An emergency condition is a situation that creates a threat to public health, welfare, or safety, or a need to protect Authority assets. Potential causes include, but are not limited to, floods, epidemics, riots, equipment failures, operational work stoppages, fires, or other similar reasons proclaimed by the Chairman or Vice Chairman. Upon such proclamation, this Policy will be suspended for three (3) days, or until reinstated by proper Board action, whichever comes first. The Board may extend any temporary suspension of this policy for any period of time deemed appropriate. During any such emergency, the Fire Chief shall have authority to make purchases without prior Board approval, including but not limited to ordering aircrafts for firefighting purposes; however, the cost of such emergency purchases may not exceed the amount in the Authority's Capital or Reserve Fund. All emergency purchases shall be reported to and ratified by the Board at the next regular meeting of the Board.

11. Prohibition Against Subdivision. No procurement transaction shall be subdivided for the purpose of circumventing the dollar values provided in this policy.

12. Conflict of Interest. Every Authority Board member or employee is expressly prohibited from knowingly:

- (a) Underestimating or exaggerating requirements to a prospective bidder for the purpose of influencing bids.

(b) Misrepresenting the quality of a bidder's products or services.

(c) Voting or participating in discussion or deliberating on any question in which he or she has a *substantial personal or financial interest* other than the common public interest, direct or indirect, including an interest held through a spouse, child, step-child, grandchild, son-in-law, daughter-in-law, parent, grandparent, sibling, regardless of the location of such person's residency, or a person residing in the same household on either a permanent or temporary basis.

(d) Being interested in any contract made by the Authority unless such contract is:

(i) Awarded to the lowest responsible bidder based on competitive bidding procedures;

(ii) For merchandise sold to the highest bidder at public auctions;

(iii) For investments or deposits in financial institutions which are in the business of loaning or receiving moneys;

(iv) A contract with an interested party if, because of geographic restrictions, the Authority could not otherwise reasonably afford itself of the subject of the contract. It shall be presumed that the Authority could not otherwise reasonably afford itself of the subject of a contract if the additional cost to the Authority is greater than ten percent of a contract with an interested party or if the contract is for services that must be performed within a limited time period and no other contractor can provide those services within that time period; or

(v) A contract with respect to which a Board member or employee has disclosed a personal interest and has not voted thereon, or with respect to which any Board member has voted thereon in accordance with Section 24-18-109(3)(b), C.R.S. Any such disclosure shall be made to the Board.

13. Administration. Prior to signing a purchase order or contract for goods or services, the preceding provisions of this policy shall be complied with. Contract administration begins with the signing of the purchase order or contract and continues throughout the life of the purchase order or contract. The complexity of the purchase order or contract dictates the level of administration required. A one-time delivery of supplies requires less administration than a multi-year requirements contract for complex services. The purchaser and the user are jointly responsible for adequate contract administration. As a minimum, the following shall be monitored:

(a) Inspect and accept goods or services received.

(b) Assure that the procurement action is completed successfully and in accordance with the terms and conditions of the purchase order or contract.

(c) Communicate with suppliers/contractors to assure understanding of the requirements within the boundaries of the contract documents.

(d) Evaluate contractor performance against contract requirements.

(e) Review reports of completed work and test for actual completion of the work.

(f) Review and approve change orders, if appropriate. All change orders must be in writing. Change orders shall not be used to intentionally avoid thresholds for obtaining informal quotes or formal bids. Change orders that result in a net increase in contract price require Board approval.

(g) Process payments and contract closeout documents in a timely manner.

(h) Maintain a complete documented procurement file of all the related purchasing actions.

(i) All purchases shall be appropriately inventoried and tagged before being placed into service.

14. Compliance with Statutes. In addition to the requirements of this policy, the procurement of goods and services by the Authority is subject to, and shall comply with all applicable Colorado statutes, including but not limited to Sections 32-1-1001(1)(d)(I), 24-18-101, *et seq.*, 24-91-103.6, and 29-1-110, C.R.S.

**SERVICES AND FACILITIES AGREEMENT
(Dumont Fire Station and Georgetown Fire Station)**

THIS SERVICES AND FACILITIES AGREEMENT (Dumont Fire Station and Georgetown Fire Station) is made and entered into by and between CLEAR CREEK COUNTY, COLORADO, through its emergency medical and ambulance transport enterprise (“Clear Creek Ambulance”), and the CLEAR CREEK FIRE AUTHORITY (“Clear Creek Fire”), hereafter being referred to jointly as the “Parties” and singularly as a “Party.”

RECITALS

- A. Clear Creek County is a Colorado County government existing and authorized pursuant to Title 30, C.R.S., and has established and operates Clear Creek Ambulance pursuant to Section 30-11-107(1)(q), C.R.S., to provide emergency medical and transport services for ill and injured persons within Clear Creek County; and
- B. Section 30-11-101(d), C.R.S., provides that county governments may make all contracts necessary to the exercise of their corporate and administrative powers; and
- C. Clear Creek Fire is an authority established by intergovernmental agreement, organized pursuant to Sections 18(2)(a) and (b) of Article XIV of the Colorado Constitution and Section 29-1-203, C.R.S., with the powers and obligations necessary to provide fire protection services within and beyond Clear Creek County; and
- D. Prior to the establishment of Clear Creek Fire, fire and ambulance services were provided by a single entity, the Clear Creek Emergency Services General Improvement District (“ESD”) to much of the area now served by Clear Creek Fire and Clear Creek Ambulance, utilizing much of the volunteer force that now provides services through Clear Creek Fire. ESD historically provided ambulance services for its employees, volunteers, and retirees that were receiving or eligible for pension benefits and their families at no charge as a nominal benefit in recognition of their service to the community; and
- E. Clear Creek Ambulance has the need for facilities to house ambulances and to support ambulance crews between service runs; and
- F. Clear Creek Fire has suitable space available at its Dumont Fire Station and Georgetown Fire Station to provide for the specific needs of Clear Creek Ambulance; and
- G. Pursuant to the provisions of the Colorado Constitution, Article XIV, Section 18(2)(a) and (b) and Section 29-1-203, C.R.S., the Parties desire to establish an agreement whereby Clear Creek Ambulance will provide ambulance services for the employees, volunteers, and retirees that are receiving or are eligible for pension benefits of Clear Creek Fire, and their families, in exchange for the use by Clear Creek

Ambulance of the Dumont Fire Station and the Georgetown Fire Station on the terms and conditions described herein; and

H. The Parties agree that the value of such services and facilities are approximately equivalent; and

I. This Agreement will serve a public purpose and will promote the health, safety, security and general welfare of the inhabitants and visitors to Clear Creek County and the State of Colorado.

NOW, THEREFORE, in consideration of the mutual covenants, agreements and promises set forth hereinafter, the Parties agree as follows:

1. Clear Creek Ambulance Obligations. Clear Creek Ambulance shall:

(a) Provide, at no charge, emergency medical and ambulance transport services to employees, volunteers, and retirees that are receiving or eligible for pension benefits of Clear Creek Fire, and the families of each of the aforementioned persons. Employees subject to this service shall be full time employees. Volunteers subject to this service must be persons who annually meet the membership requirements of Clear Creek Fire and training and eligibility requirements for qualifying for a volunteer firefighter's pension pursuant to statute. Families shall consist of spouses and dependent children under the age of 18 living with the employee, volunteer, or retiree. Such services shall be provided on the same priority basis and within the same geographic area as any similar calls received by Clear Creek Ambulance.

(b) Maintain the vehicle bays and appurtenant facilities provided under this Agreement in a clean and professional condition at all times.

(c) Restock at no charge to Clear Creek Fire consumable medical supplies and medications used by Clear Creek Fire to assist with the medical treatment of patients within the jurisdiction of Clear Creek Ambulance.

2. Clear Creek Fire Obligations. Clear Creek Fire shall provide to Clear Creek Ambulance one vehicle bay in the Dumont Fire Station and one vehicle bay in the Georgetown Fire Station, along with the use of appurtenant crew quarters and facilities in both stations, as needed by the ambulance crew utilizing the vehicle bays.

3. Rules; Resident Supervisor; Enforcement Procedures. Clear Creek Ambulance's use of the Dumont Fire Station and Georgetown Fire Station shall be subject to the Fire Station Occupancy Rules set forth in Exhibit A, attached hereto and incorporated herein (the "Rules"), as amended from time to time in the reasonable discretion of Clear Creek Fire. Clear Creek Fire shall appoint a Resident Supervisor at the Dumont Fire Station and the Georgetown Fire Station to oversee the use of such stations and to enforce the Rules in accordance with the procedures in Exhibit B,

attached hereto and incorporated herein, as amended from time to time in the reasonable discretion of Clear Creek Fire.

4. Pre-Existing Obligations. Except as expressly provided herein, nothing in this Agreement shall limit or modify the emergency medical or ambulance transport duties of Clear Creek Ambulance within its jurisdiction, limit or modify the emergency fire protection duties of Clear Creek Fire within its jurisdiction or limit or modify any other service agreements existing between the Parties or which either Party may have with any other entities.

5. Consideration. Each Party recognizes that services provided by Clear Creek Ambulance herein are equivalent in value and necessity to the facilities provided by Clear Creek Fire herein, and each Party hereby accepts the sufficiency thereof in full consideration of the respective services exchanged.

6. Compensation and Reimbursement. Neither Party shall bill or be required to pay the other Party for costs of services or for using the facilities provided under this Agreement.

7. Expenses and Insurance. Clear Creek Fire shall remain responsible for the costs of providing and maintaining the station facilities under this Agreement, including the cost of utilities and insurance for premises liability and other insurance coverage typically obtained for the operation of a fire station. The personnel and equipment of Clear Creek Ambulance shall be insured by the liability, workers' compensation, property casualty, or other insurance of Clear Creek Ambulance. Except as provided in Section 1(c), each Party shall be responsible for their own consumable equipment and supplies, including fuel, which may be consumed as part of providing service under this Agreement.

8. Liability to Third Persons. Each Party assumes full responsibility and liability for any and all injuries to, and damages to real or personal property of, persons not a party to this Agreement that occur while providing or receiving service under this Agreement, caused by that Party, its volunteers, servants, agents, employees and their invitees. Nothing contained shall be construed as a waiver of the protections of the Colorado Governmental Immunity Act, Section 24-10-101, *et seq.*, C.R.S., and the Parties reserve all of their rights under said Act.

9. No Third Party Rights. Nothing in this Agreement shall be deemed to create or give rise to any rights, claims or causes of action in any person or entity except the Parties.

10. Effective Date and Term. This Agreement shall become effective upon its execution by both Parties. The term of this Agreement shall be through 23:59 hours, December 31, 2012 and shall then automatically renew for additional one (1) year terms

until terminated by either Party. This Agreement may be terminated at any time, for any reason, upon thirty (30) days written notice delivered by certified mail, postage prepaid, to the other Party.

11. Assignment. This Agreement shall be binding upon the successors and assigns of each Party hereto, except that no Party may assign any of its rights or obligations hereunder, without the prior written consent of the other Party.

12. Notices. Any formal notice, demand or request pursuant to this Agreement shall be in writing and shall be deemed properly served, given or made, if delivered in person or sent by certified mail, postage prepaid, to either Party, at their respective addresses listed by the signatures hereunder.

13. Amendments. This Agreement may be amended only by written document signed by the Parties.

[Remainder of Page Intentionally Left Blank]

The parties have executed this Services and Facilities Agreement for Dumont Fire Station and Georgetown Fire Station on the dates below, the execution and delivery thereof having been duly authorized.

BOARD OF COMMISSIONERS OF THE
COUNTY OF CLEAR CREEK, STATE OF
COLORADO

By: _____

_____, Chair

Date: _____

Attest:

Beth Luther, Clerk to the Board

CLEAR CREEK FIRE AUTHORITY

By: _____

Gene Day, Chairman

Date: _____

Attest:

Joan Drury, Secretary

EXHIBIT A

FIRE STATION OCCUPANCY RULES

As used in these Rules, the term “fire station” means the Dumont Fire Station and the Georgetown Fire Station, and the term “personnel” means any emergency service personnel authorized to use or occupy the fire station pursuant to agreement between Clear Creek Fire and such person’s emergency service agency, regardless of such person’s official duties, and specifically includes personnel of Clear Creek Ambulance authorized to occupy the fire station pursuant to the Services and Facilities Agreement between Clear Creek Fire and Clear Creek Ambulance.

1. **Security; Bay Lights:** Fire station premises shall be secured prior to retiring for the evening and when leaving the station on emergency calls. Bay lights shall be turned off, except for night-lights, prior to retiring for the evening.

2. **Property:** Personnel shall not cause negligent or willful damage or waste of the fire station, the surrounding grounds, or other public property.

3. **Laundry:** Laundry facilities are provided for personnel. Use will be on a first-come, first-served basis.

4. **Storage:** Designated storage areas will be provided for personnel. Storage will not be allowed outside of such areas. No items are to be stored or hung on the exterior of the building.

5. **Personal Belongings:** Clear Creek Fire assumes no liability for any belongings left unattended in or on the grounds of the fire station. Clear Creek Fire suggests that personnel obtain a renters insurance policy to cover their personal belongings.

6. **Guests:** Guests are welcome at the fire station on a short-term basis. Guests are not permitted between the hours of 22:00 and 07:00. The Resident Supervisor, as well as the other personnel, shall receive notice of a guest’s presence and approximate length of stay. Visitors will respect the property and privacy of the personnel at the fire station and will leave living areas in the condition found. Personnel have priority over guests in the use of facilities, such as the kitchen. Guests are subject to these Rules.

7. **Private Enterprise:** At no time shall a commercial business be operated out of the fire station or other Clear Creek Fire property.

8. **Public Areas:** The common areas of the fire station (e.g., the kitchen, bathroom, dayroom, ready room, apparatus bays, and outside areas) may be used by all

personnel, provided they are left in a clean and orderly fashion. Personnel must clean up after themselves after using the public areas.

9. **Noise Curfew:** There shall be no unnecessary noise in the fire station before 0800 or after 2100. Loud music, yelling and foul language will not be tolerated at any time. Remember that the fire station is a dormitory environment. Please be considerate of the other personnel at all times.

10. **Changes in Building:** Personnel will be permitted to hang appropriate pictures or other wall decorations within their sleeping areas. However, other changes in their units, including paint and floor coverings, are not allowed. If in doubt about any changes, please contact the Resident Supervisor. Any decorations or changes to the common areas must be approved in advance by the Resident Supervisor.

11. **Inspections and Searches:** Clear Creek Fire reserves the exclusive right based on reasonable suspicion of violation of any Rule to inspect and search any person or property located on or in Clear Creek Fire property, facilities and vehicles. All areas of the fire station including residence areas, bedrooms, desks and lockers used by personnel, whether locked or unlocked, are considered Clear Creek Fire property and are NOT private. In addition, the Chief of Clear Creek Fire, the Resident Supervisor and a Clear Creek Fire employee will inspect the resident living and storage areas on the 15th day of each month to confirm compliance with these Rules. Failure to conduct such inspections is not a breach of these Rules and does not absolve any personnel of the requirement of complying with these Rules. Damage due to unusual wear and tear, or of a malicious or mischievous nature, will be repaired at the responsible party's expense. If an inspection is not held on the 15th, one week's notice will be given to personnel notifying them of the newly scheduled inspection date for that month.

12. **Alcohol:** All personnel are prohibited from manufacturing, distributing, selling, being under the influence of, or using alcohol or any derivative of alcohol while on Clear Creek Fire property, while using Clear Creek Fire property, or at a time that otherwise adversely affects the personnel's occupancy or use of the fire station. Personnel may possess unopened containers of alcohol on Clear Creek Fire premises for consumption off premises. Personnel may consume alcohol on Clear Creek Fire premises only during special events approved by the Fire Chief, or Assistant Fire Chief in the absence of the Chief.

13. **Illegal Drugs, Prohibited Substances, Prescription Drugs and Unauthorized Items**

(a) All personnel while on the fire station premises are prohibited from possessing, manufacturing, distributing, selling, being under the influence of, or using any illegal drug, any mind-altering or function-altering substance, including but not limited to controlled substances (defined in 21 USC 811 *et seq.* and the regulations

promulgated thereunder), any other controlled substance in violation of any existing State or Federal law, or any prescription drug except authorized prescription drugs as approved by the attending or employer-approved physician. For purposes of this policy, marijuana is considered an illegal drug, even if it is obtained and used for medical purposes in accordance with Colorado law. Neither a Colorado medical marijuana registry identification card nor a physician's recommendation to use medical marijuana constitutes a prescription drug for purposes of this rule.

(b) Unauthorized items include, but are not limited to, drug paraphernalia.

14. **Pets:** Pets are welcome at the fire station on a short-term basis under the following guidelines:

(a) Any damage caused by a pet is the sole responsibility of the pet owner, including any injury a pet may cause.

(b) Pets must be well-behaved (friendly towards other people and animals); aggressiveness will not be tolerated.

(c) Pets must be up to date on all vaccinations and flea and tick free. It is the pet owner's responsibility to provide proof of this in a timely manner upon request.

(d) Pet owners must clean up after their pet when they go to the bathroom. It is the pet owner's responsibility to have the proper equipment to do this in a timely manner. Excessive "accidents" inside or failure to clean up after your pet outside will not be tolerated.

(e) Pet owners are expected to be respectful of people with allergies and those who are uncomfortable around animals; it is the pet owner's responsibility to make accommodations for these situations.

(f) Pets are not allowed in the residence areas of the fire station, including bedrooms, kitchens, bathrooms or living quarters.

(g) Every effort should be made not to leave pets unattended. Clear Creek Fire acknowledges that pets may be left temporarily at a fire station while the owner is on an emergency call. The pet owner should make every effort to leave their pet in a safe and secure manner when leaving them unattended for an emergency and upon return the owner should carefully examine all areas the pet had access to for accidents or damage.

15. **Internet/Computer Usage:**

(a) No personnel shall access the Internet through Clear Creek Fire's computer, computer system, or internet connections for the purpose of accessing sexually oriented, pornographic, or similarly inappropriate websites, nor the Internet be accessed through Clear Creek Fire's computer system or internet connections for the purpose of sending, receiving, or otherwise disseminating sexually oriented materials including, but not limited to, pornographic materials, sexually oriented jokes, or similar materials.

(b) Any electronic mail created, sent, or received on Clear Creek Fire's computer system or internet connections shall not be offensive or disruptive in nature. Among those which are considered offensive are any messages that contain sexual implications, racial slurs, gender specific comments, or any other comment that offensively addresses someone's age, sexual orientation, religious or political beliefs, national origin, or disability.

(c) Personnel have no reasonable expectation of privacy in any Clear Creek Fire property, including Clear Creek Fire computers, network equipment, or internet connections. Messages that are created, sent, or received using Clear Creek Fire's email and internet systems are the property of Clear Creek Fire. Clear Creek Fire has the right to and will monitor, at any time, the use of the Clear Creek Fire computer and internet systems, including specifically access to Internet websites and information and data stored, sent, or received through Clear Creek Fire's computer system.

16. **Harassment.** Clear Creek Fire expressly prohibits any form of harassment, including sexual harassment.

17. **Felony Conviction.** No personnel occupying or using the fire station shall have a felony conviction.

18. **Illegal Conduct.** No personnel shall engage in any illegal conduct, or conduct in violation of any federal, state or local law or regulation while on the fire station premises.

19. **Conflict Resolution:** Questions, conflicts and grievances regarding these Rules shall be resolved by the Resident Supervisor in accordance with Exhibit B.

EXHIBIT B

ENFORCEMENT PROCEDURES

As used in these Enforcement Procedures, the term “fire station” means the Dumont Fire Station and the Georgetown Fire Station, and the term “personnel” means any emergency service personnel authorized to use or occupy the fire station pursuant to agreement between Clear Creek Fire and such person’s emergency service agency, regardless of such person’s official duties, and specifically includes personnel of Clear Creek Ambulance authorized to occupy the fire station pursuant to the Services and Facilities Agreement between Clear Creek Fire and Clear Creek Ambulance.

1. The Resident Supervisor at the fire station shall enforce the Fire Station Occupancy Rules. The Resident Supervisor will, on occasion, issue memos concerning new or amended Rules. Memos will be typed and posted for all personnel at the fire station to read and initial. They will be kept on file for review as needed.

2. If personnel violate any Rule, the Resident Supervisor shall discuss the violation with the personnel and the personnel shall correct his or her behavior immediately. If the violation continues, the Resident Supervisor shall notify the Fire Chief of Clear Creek Fire, who shall discuss violations involving Clear Creek Ambulance personnel with the Chief of Clear Creek Ambulance. If the violation is not immediately corrected, the Fire Chief of Clear Creek Fire reserves the right, in his or her discretion, to exclude the violating personnel from the fire station.

3. Conflicts and grievances amongst personnel shall be brought to the attention of the Resident Supervisor. The Resident Supervisor will attempt to resolve the conflict or address the grievance after considering the relevant facts and circumstances. If a resolution cannot be reached, the matter shall be brought to the attention of the Fire Chief of Clear Creek Fire, who shall discuss conflicts or grievances involving Clear Creek Ambulance personnel with the Chief of Clear Creek Ambulance, for final resolution.