



GOLDEN GATE

Fire Protection District

P.O. Box 843, Golden, Colorado 80403

Meeting Minutes

August 28, 2025, 7:00 PM
Board Meeting

In Person:

Golden Gate Grange
25201 Golden Gate Canyon Rd.
Golden CO 80403

Recorded Session

[Golden Gate Fire Protection District Board Meeting](#)

Closed captioning available, click on CC

- **Meeting Called to Order**

- 7:00 PM MDT

- **Board Members Present**

- Deb Curlee, President
- Marith Reheis, Vice President
- Mike Sever, Treasurer
- Karla Grahn, Secretary

- **Board Members Absent**

- Dave Primmer, Member, Excused Absence

- **Changes to Agenda**

- Add item 5.3 in new business Renewal of Email Policy

- **Conflict of Interest Affirmations**

- None

- **Approval of Previous Meeting Minutes**

- July 24, 2025, Meeting Minutes – Moved by Sever, second by Reheis – **Passes**
 - Aye (Mike Sever, Marith Reheis, Deb Curlee, Karla Grahn)

- **Treasurer's Report** (see July 2025 Monthly Financial Summary posted online for details, also see YouTube, 4:15 -6:50)

- For the period covering July 2025, the District's Total Expenditures were \$51,519.87. Expenditures included \$22,948.27 approved in the June 2025 meeting for personal protective equipment (PPE), of which \$21,667.50 will be reimbursed via a pending grant, resulting in a net cost to the district of \$1,280.77 after the grant revenue is realized. The remaining 55% of the expenses are attributed to general reoccurring expenses such as payroll, facility utilities and maintenance for Stations 81, 82, & 83, vehicle maintenance, insurance, office supplies, and other operational expenditures. Audit moving forward, just received an agreement and cost of \$3,000. Will be reviewing it and executing the agreement.
- Transaction Lists along with Profit and Loss documents were provided to attendees

- **Chief's Report** – (see [report posted on website for details](#), also see YouTube, 6:50-35:00)
 - With the departure of BC Brill, Lt. Philips has stepped up as the director of the training program. Lt. Phillips will be supported by myself and FF Kenyon with administrative needs. A huge thank you to Lt. Phillips for his willingness to continue carrying our training program forward!
 - The Wildland Fire Mitigation Division shared their prospectus document for launch of the program in 2025, which will be voted on and discussed later in meeting.
 - CWPP update is on schedule and moving into the final phase of finalization.
 - Working on finalizing an IAG with the City of Golden to have the fire trucks serviced by their emergency vehicle technician.
- **Update on Financial Review** – (see discussion on YouTube, Golden Gate Fire Protection District, running time 35:47-37:04).
 - Continue to work with Chris Creech and Accountant on collecting needed documents and uploading into their portal. About 70% complete. Hoping to have all documents uploaded for the company review in 2 weeks.
- **Update on Bylaws Committee** – (see discussion on YouTube, Golden Gate Fire Protection District, running time 37:05-42:10).
 - Primmer and Reheis worked on reviewing old bylaws and Reheis inputted majority of comments from Primmer into the word document and shared with the rest of the board for review, but there is no pressure on completing immediately.
 - Curlee read a statement, moved to dissolve the bylaw committee and the whole board work on updating bylaws as a whole at a later date. 2nd by Sever, **Pass** (Aye Sever, Curlee, Grahn, Reheis)
- **Update Direct Mail Card** - (see discussion on YouTube, Golden Gate Fire Protection District, running time 42:13-44:10).
 - Proof has been developed and in final review stages and will go out to the community members by 9/2/25
- **Review 3 Months Credit Card Statements**– (see discussion on YouTube, Golden Gate Fire Protection District, running time 44:45-47:04).
 - Sever shared Dave Primmer requested credit card statements after July meeting for three (3) months, agreed to be shared with all board members on 8/14/25 and shared with all board members on 8/20/25 with personal information and account information redacted to protect against fraud.
- **Renewal of email Policy** - (see discussion on YouTube, Golden Gate Fire Protection District, running time 47:05-51:55).
 - Discussion of having all board members re-sign/renewal email policy agreement that was set in 2023 by the board when new board members join to ensure policy is fresh in everyone's mind
 - Documents will be stored on Google Drive that is being utilized by the Secretary, Karla Grahn, and will transfer Google Drive when needed if a new secretary is appointed.
 - The Chief reminded the board that any updates to policy would mean all volunteers, staff and board would have to re-sign to keep their GGFPD email address
 - Sever moved that the email agreement be signed every time a new board member is seated. 2nd by Reheis. (**PASS**, Yea Grahn, Curlee, Reheis, Sever)
- **Fire Mitigation Division** - (see discussion on YouTube, Golden Gate Fire Protection District, running time 51:55-2:02).
 - [Prospectus documents](#) have been shared online that were created with the advisory committee to create the Wildland Fire Mitigation Division (WFMD), was not anticipated in 2025, but has been identified as an immediate need through the CWPP and community engagement process.

- The program has three teams under the fire chief including Mitigation Team, Home Assessment Team, and Education Team
 - Wildland Fire Mitigation (referred to as the “Crew” team): large wildland fire mitigation clearing focused primarily on community exit routes and as identified by the current version (not final) Community Wildfire Protection Plan (CWPP).
 - Homeowner Assessments: individualized on-site fire mitigation assessments for community homeowners (upon request).
 - Education: general fire mitigation public awareness and education for the community (and excluding individual homeowner assessments).
- There are people already submitting applications to join each of the groups and the goal of chief is to launch and do first project from CWPP recommendations in 2025.
- The Chief asked for board approval to start the WFMD and funding for start up costs utilizing already budgeted line items that are not being used to support the purchase of start up items. All items purchased will be marked at WFMD purchase in the transaction list in the description.
- Reheis moved to start up the WFMD and utilize up to \$10,000 of existing funds for purchasing in existing categories. Sever 2nd, (**Passes**, Yea Grahn, Curlee, Sever, Reheis)
- Next Board Meeting Thursday, September 25 at 7 p.m. at the Golden Gate Grange, 25201 Golden Gate Canyon Rd., Golden CO 80403
- Motion to adjourn at 9:10 PM – Moved by Reheis, second by Sever – **Passes**
 - Unanimous vote

<https://goldengatefire.colorado.gov>