



INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

EXECUTIVE BOARD

Edward A. Kelly
General President

Frank V. Lima
General Secretary-Treasurer

VICE PRESIDENTS

James Slevin
1st District

Mark Woolbright
2nd District

Jay Colbert
3rd District

Andrew Pantelis
4th District

Mahlon Mitchell
5th District

Mike Carter
6th District

Ricky Walsh
7th District

Mark Sanders
8th District

Michael Frainier
9th District

Stephen Gilman
10th District

Michael Glynn
11th District

Walter (Walt) Dix
12th District

Fred LeBlanc
13th District

Danny Todd
14th District

Chris Ross
15th District

James B. Johnson
16th District

TRUSTEES

Scott Marks

Anthony Mejia

Mark S. Ouellette

June 26, 2026

VIA ELECTRONIC DELIVERY ONLY

Josh Colgan, President
IAFF Local 5632 – Timberline Professional Firefighters
7340 Black Hawk Blvd Unit 244 Po Box 244 Black Hawk, CO 80422

Dear Brother Colgan:

I have completed my review of your Constitution and By-Laws to determine its compliance with the IAFF Constitution and By-Laws. I am pleased to inform you that your Constitution and By-Laws is **APPROVED**.

Enclosed is your **approved** Constitution and By-Laws. An electronic copy has been retained for our records on your local.

Sincerely and fraternally,

Edward A. Kelly
General President

Enclosure

EAK/PJL:tjm

Cc: Michael Frainier, Vice President, IAFF District #9

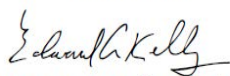
1750 New York Avenue NW
Washington, D.C. 20006

IAFF.ORG

LOCAL NUMBER: 5632

NAME/LOCATION: Timberline Professional Firefighters

International Association of Fire
Fighters AFL-CIO, CLC
APPROVED



IAFF, General President

6/26/26

CONSTITUTION

AND

BY-LAWS



**LOCAL CONSTITUTION AND BY-LAWS OR ANY
CHANGES TO THEM MUST BE APPROVED BY THE
LOCAL'S MEMBERSHIP PRIOR TO SUBMISSION TO THE
IAFF GENERAL PRESIDENT.**

**(Information concerning date of approval and signature of a
principal officer is required.)**

05/03/2026

(Date of Membership Approval)


(Authorized Local Officer)

APPROVED: 05/03/2026

LOCAL UNION CONSTITUTION AND BY-LAWS CHECK SHEET

Please use this check sheet to ensure that your Local constitution and by-laws contains the required provisions mandated by the IAFF Constitution and By-Laws and U.S. Department of Labor regulations. Leaving any of the items listed below out of your Local constitution and by-laws or not informing the IAFF of your membership's approval will result in it not being approved.

✓ **APPROVAL BY MEMBERSHIP - All Local constitution and by-laws or any changes to it must be approved by the Local's membership prior to submission to the IAFF General President. Indicate either in a letter or on the cover page of the document that the membership has approved the constitution and bylaws or the changes.**

NAME

DUTIES OF OFFICERS

- ✓ Number and Official Name of Local Union - Article 1, Section 1
- ✓ Compliance with the IAFF Constitution and By-Laws - Article 1, Section 3

- ✓ Local President - Article 6, Section 1
- X ~~Local Vice President - Article 6, Section 2~~
- ✓ Local Secretary - Article 6, Section 2
- ✓ Local Treasurer - Article 6, Section 3
- ✓ Local Executive Board - Article 6, Section 4
- ✓ Bonding - Article 6, Section 5

JURISDICTION

- ✓ Jurisdiction of Local Union - Article 2

DELEGATES AND ALTERNATES TO INTERNATIONAL CONVENTIONS

MEMBERSHIP

- ✓ Active Membership - Article 3, Section 1
- ✓ Maintenance of Good Standing - Article 3, Section 5
- ✓ Separation - Article 3, Section 6
- ✓ Delinquent Members - Article 3, Section 7

- ✓ Delegates - Article 7, Section 1
- ✓ Alternates - Article 7, Section 2
- ✓ Nominations and Elections Notice - Article 7, Section 3

MEETINGS

- ✓ Time and Place of Meetings - Article 4, Section 1
- ✓ Special Meetings - Article 4, Section 2
- ✓ Quorum for Meetings - Article 4, Section 3
- ✓ Rights of Members at Meetings - Article 4, Section 4
- ✓ Rules for Meetings - Article 4, Section 5

INITIATION FEES, DUES AND ASSESSMENTS

- ✓ Initiation Fees - Article 8, Section 1
- ✓ Dues - Article 8, Section 2
- ✓ Assessments - Article 8, Section 3
- ✓ Increases in Rates - Article 8, Section 4
- ✓ Reinstatement Fees - Article 8, Section 5

OFFICERS AND ELECTIONS

- ✓ Number and Titles of Local Union Officers - Article 5, Section 1
- ✓ Eligibility for Office - Article 5, Section 2
- ✓ Rights of Candidates - Article 5, Section 3
- ✓ Use of Funds Prohibited in Elections - Article 5, Section 4
- ✓ Method of Nomination and Election - Article 5, Section 5
- ✓ Elections Committee - Article 5, Section 6
- ✓ Ballots Preserved - Article 5, Section 7
- ✓ Vacancies in Office - Article 5, Section 8

MISCONDUCT, TRIALS AND APPEALS

- ✓ Misconduct and Trials - Article 9, Section 1
- ✓ Appeals - Article 9, Section 2

AUDIT

- ✓ Audit - Article 10

AMENDMENTS

- ✓ Proposed Amendments - Article 11, Section 1
- ✓ Adopted Amendments - Article 11, Section 2

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LOCAL UNION CONSTITUTION AND BY-LAWS

ARTICLE 1 NAME

Section 1. Local Number and Name.

The number and name of this organization shall be: Timberline Professional Firefighters

Local number _____,
International Association of Fire Fighters.

Section 2. Definitions.

References in this Constitution and By-Laws to "Local" or "Local Union" shall refer to the Local as set forth in Section 1 above, and references to "Association" or "International" shall refer to the International Association of Fire Fighters.

"Career firefighter" means a paid employee of the Timberline Fire Protection District (District) whose primary occupation is fire protection or firefighting services as defined in C.R.S. § 29-5-203(10). This encompasses all such employees regardless of the specific terminology used in District policies, records, or position titles (e.g., "career," "permanent," "full-time," "part-time," or "shift"). Chief Officers, temporary employees, part-time employees whose primary duties involve mitigation¹, and independent contractors are excluded from this definition.

Section 3. Compliance.

This Local Union, its officers, representatives, and members shall recognize, observe, and be bound by the provisions of the Constitution and By-Laws of the International Association and the interpretations rendered by the International General President, the resolutions, decisions and directives of the Executive Board or officers of the Association, when made in conformity with the authority granted by the Constitution and By-Laws of the Association, and the resolutions adopted and policies established by the delegates at conventions. Article XIII of the Constitution and By-Laws of the Association is recognized as providing the basic rules governing this Local.

ARTICLE 2 JURISDICTION

¹Unlike their full-time counterparts, part-time employees whose primary responsibilities involve mitigation are seasonal, highly transient, typically do not hold fire certification, and are not integrated into the District's day-to-day emergency response framework.

Jurisdiction shall be as follows: Career Firefighters, as defined in Article 1, Section 2, and permanent full-time employees of the Timberline Fire Protection District. Chief Officers, temporary employees, and part-time employees whose primary duties involve mitigation are excluded from this jurisdiction.

ARTICLE 3 MEMBERSHIP

Section 1. Active.

Any person of good moral character who at the time of making application is engaged in service within the jurisdiction of this Local, as given in Article 2, is eligible for active membership.

Anyone eligible for membership in the Association shall not be refused membership or upon acceptance, be discriminated against because of age, race, color, religion, creed, national origin, sex, gender identity or expression, sexual orientation, marital or family status, by reason of disability, or status as military veteran.

Members whose names have been submitted to be inscribed into the Local's IAFF charter shall be recognized as Charter Members. Charter Members shall have all rights of Active Members. The Local Union portion of the initiation fee is waived for Charter Members; the mandatory IAFF portion of ten dollars (\$10.00) per Article 8, Section 1 still applies.

Charter Members who have separated from the District, or who have separated from the Local as members in good standing, shall be entitled to elect Active-Retired membership within one (1) year of separation.²

Section 2. Honorary.

For meritorious service to the Local or for distinguished public service, persons may be elected honorary members by majority vote. Honorary members shall not pay initiation fees, dues or other charges and shall have no voice or vote in the Local. Such membership may be revoked for cause.

Section 3. Retiree.

Members who have retired from this Local or have otherwise withdrawn as members in good standing may be allowed to return to this Local within one (1) year. Retired members shall pay dues as established by the Executive Board but shall not be entitled to the benefits and privileges of active IAFF membership.

² This Local represents a transition of the District from a predominantly volunteer force to a combination model. Most Charter Members contributed significant volunteer service with the District before transitioning to career status, and helped grow the department into what it is today. The Charter Member provision is intended to ensure that those who built this Local are not disadvantaged in their continued IAFF engagement and retirement options if they are separated or transitioned out of operational duties due to physical deterioration, injury, limited light-duty positions, or other circumstances before reaching full retirement age.

Section 4. Active Retiree.

Members who have retired or separated from this Local as members in good standing may be allowed to return to this Local within one (1) year as active-retired members. Active-retired members shall pay dues as established by the Executive Board and shall retain the benefits and privileges of IAFF membership as provided by the International Constitution and By-Laws.

Section 5. Maintenance of Good Standing.

Membership in good standing includes any person who has fulfilled the requirements for membership in this Local and who has not voluntarily withdrawn, become ineligible for continued membership, or been suspended or expelled as provided in the Constitution and By-Laws of the International Association of Fire Fighters or the Constitution of this Local.

Section 6. Separation.

When any member in good standing is separated from the fire service, the Local Union may allow said member to retain active membership or, in lieu thereof, upon request of said member shall issue a withdrawal card. The Local Union may issue withdrawal cards only to those members who leave the fire service or EMS in good standing or who are precluded by law or local ordinance or contractually from maintaining union membership by virtue of their fire department position. A former member holding a valid withdrawal card will not be charged a reinstatement fee upon reentry into the organization. A member who is duly elected as an officer of the International Association of Fire Fighters, or elected or appointed as a representative of or to an affiliated labor organization, shall retain his/her active membership in this Local.

Section 7. Delinquent Members.

Members who fail to pay their monthly dues or assessments by the fifteenth (15th) day following the month such dues are payable shall be notified by the Local officer whose duty it is, that they are delinquent and will be automatically suspended and lose their good standing if payment is not made within thirty (30) days following such notification. Delinquent and suspended members are not entitled to any voice or vote in the Local or in the affairs of the International.

ARTICLE 4 MEETINGS

Section 1. Time and Place.

Regular meetings of this Local shall be held on the 15th of each month using a virtual meeting platform.

Section 2. Special Meetings.

Special meetings may be called by vote of a majority of the Executive Board. All members in good standing shall be notified of such special meeting at least seven (7) days prior to the same. The notice shall state the business to be considered at such meeting, and no other business than that stated in the notice shall be in order at such meeting.

Section 3. Quorum.

The quorum for any meeting of this Local, either regular or special, shall be fifty-percent (50%) of members in good standing.

Section 4. Rights of Members.

Every member in good standing shall have the right to attend any meeting and to participate in such meeting in accordance with the recognized rules set forth in the manual of parliamentary procedure adopted by this Local. Members shall conduct themselves in such a manner as to not interfere with the legal or contractual obligations of the International or this Local.

Section 5. Rules for Meetings.

The rules contained in Atwood's Rules for Meetings shall govern the meetings of this Local in all cases not in conflict with this Constitution and By-Laws, or the Constitution and By-Laws of the International, or interpretations of these documents.

Section 6. Virtual Meetings.

Meetings may be conducted through use of internet meeting platforms designated by the Local Executive Board that identify participants and those seeking recognition to speak, allow display of the text of pending motions, and show the result of votes. Alternative means for participation for members who cannot participate in the meeting virtually will be provided. Electronic meetings shall be subject to rules adopted by the Local, which shall supersede any conflicting rules in the parliamentary authority and not be in conflict with any provision of the International or Local Constitutions and By-laws.

ARTICLE 5 OFFICERS AND ELECTIONS

Section 1. Number and Titles.

The officers of this Local shall consist of a President, Secretary, and Treasurer, who shall constitute the Executive Board and hold office for two (2) years, until the election and installation of their successors, unless removed from office as provided in the Constitution and By-Laws of the International or this Constitution and By-Laws. The offices of Secretary and Treasurer may be held by the same individual.³

Section 2. Eligibility for Office.

Any member in good standing shall be eligible to be a candidate for office in this Local.

³Article XIII, Section 16 of the IAFF Constitution provides that "Local unions of the Association shall establish (subject to the requirements of Section 11 of this Article) such offices as they determine to be advisable for the conduct of their affairs..." This language is provided as a recommendation. The Local must have a President and a Treasurer or Secretary-Treasurer. The number and titles of other officers are left to the discretion of the Local.

Section 3. Rights of Candidates.

Every candidate for office shall have the right to request distribution of campaign literature, by mail or otherwise, to all members in good standing, at the candidate's own personal expense. "A candidate for office" includes a candidate for membership on the Executive Board. There shall be no discrimination in favor of or against any candidate with regard to the use of membership lists.

Section 4. Use of Funds Prohibited in Elections.

No funds received by this Local through initiation fees, dues or assessments or otherwise, shall be contributed or applied to promote the candidacy of any person in election of officers.

This section does not prevent the expenditure from Local funds for notices, factual statements of issues and other necessary expenses to conduct elections so long as they do not involve promotion of any candidate.

Section 5. Method of Nomination and Election.

Each member in good standing shall be given advance notice, in writing, of the date, time and place at which nominations shall be made, and at least fifteen (15) days advance notice, in writing, sent by U.S. or Canadian mail, or electronic notice to the last known address of the member, of the date, time and place at which elections shall be held. Any member in good standing may nominate eligible members for office.

Elections shall be by secret ballot; write-in voting shall not be permitted. If there is only one candidate for a given office, such candidate shall be declared elected. There shall be no voting by proxy in the election of Local officers.

Section 6. Elections Committee.

The President shall appoint an Elections Committee which shall be responsible for distributing and tabulating the ballots. Each candidate for office shall be entitled to appoint one observer who shall be permitted to witness the manner of distribution and casting of ballots and attend the meeting of the Elections Committee at which the votes are tabulated.

Section 7. Ballots Preserved.

The ballots and all other records of an election shall be preserved by the Secretary for one (1) year following such election.

Section 8. Vacancies in Office.

When an office becomes vacant by reason of death, resignation, or removal of the incumbent, the Executive Board shall elect a successor by majority vote, no later than thirty (30) days from the date the office is vacated.

ARTICLE 6 DUTIES OF OFFICERS

Section 1. Local President.

It shall be the duty of the President to preside at all meetings of the Local and at meetings of the Executive Board. He/She shall be the executive head of the Local. He/She shall be a member ex officio of all committees. He/She shall appoint such committees as may be provided for in this Constitution and By-Laws and such special committees as may be authorized by the Local. Together with the Treasurer, he/she shall sign all orders and checks lawfully and properly drawn. He/She shall enforce strict observance of the Constitution and By-Laws of the International as this document relates to the Local, and the Constitution and By-Laws of the Local and shall have the final authority, subject only to internal appeal to the International pursuant to Article XVIII of the IAFF Constitution and By-Laws, to decide questions of parliamentary rules and questions involving interpretation of this Constitution and By-Laws. He/She shall have general supervision of the activities of the other officers and the chair of committees.

The President shall discharge on behalf of the Local such duties as may be imposed upon him/her by applicable law including the execution and filing of any reports to federal or state authorities, and he/she shall cause to be maintained by the Local such records as the law requires to be kept in support of reports filed by the Local.

The President, by virtue of his/her election, shall be a delegate of this Local to the convention of the International.

Section 2. Local Secretary.

The Secretary shall have custody of all documents, records, books and papers belonging to the Local, except as may be otherwise provided by this Constitution and By-Laws. He/She shall keep an accurate record of the meetings of the Local and of the Executive Board, of which he/she shall be the Secretary. He/She shall attest all official documents with his/her signature and the seal of the Local. He/She shall conduct the correspondence of the Local promptly. He/She shall maintain the official list of members in good standing, which shall be kept accurately and on a current basis.

The Secretary shall discharge on behalf of the Local such duties as may be imposed upon him/her by applicable law including the execution and filing of any reports to federal or state authorities, and he/she shall cause to be maintained by the Local such records as the law requires to be kept in support of reports filed by the Local.

Section 3. Local Treasurer.

The Treasurer shall receive all monies due the Local, from whatsoever source, and shall disburse the same only by voucher signed by the President in conformity with a vote of the Local. Such disbursement shall be by check, which shall also be signed by the President, or electronic transfer, which has been approved by the President. He/She shall maintain and keep current a record of members with their dues payments, assessments and all financial transactions promptly and accurately entered. He/she shall be prepared to exhibit receipts and vouchers upon the audit of his/her books. He/She shall forward the annual audit of the Local to the International General Secretary-Treasurer over the seal of the Local.

Section 4. Local Executive Board.

The Executive Board shall consist of the President, Secretary and Treasurer. It shall be the duty of the Executive Board to exercise general supervision and control of the invested funds and property of the Local. It shall have the authority to act in the name of the Local during intervals between meetings, such acts being subject to confirmation by the membership at the next regular meeting of the Local. It shall provide for an annual audit of the Treasurer's books. It shall meet at the call of the President or on call signed by a majority of its members. A majority shall constitute a quorum.

Section 5. Bonding.

All officers and employees of the Local who handle funds or property of the Local shall be bonded in such amounts as may be required by the Board of Trustees and the International General Secretary-Treasurer in compliance with applicable law. The expense for the first \$5,000 of bond shall be borne by the International. If additional bond is necessary, the Local shall pay the additional premium. The Local shall have sufficient bond to cover at least ten percent (10%) of its current liquid assets.

ARTICLE 7 DELEGATES AND ALTERNATES TO INTERNATIONAL CONVENTIONS

Section 1. Delegates.

If, in accordance with Article IV, Section 2 of the International Constitution and By-Laws, this Local is entitled to delegates in addition to the President, they shall be elected by secret ballot of the members in good standing.

Section 2. Alternates.

Alternates to conventions shall be elected by secret ballot of the members in good standing. The credentials of delegates and alternates must certify to this method of election.

Section 3. Notice of Nominations and Elections of IAFF Delegates and Alternates.

Each member in good standing shall be given advance notice, in writing, of the date, time and place at which nominations shall be made, and at least fifteen (15) days advance notice, in writing, sent by U.S. or Canadian mail, or electronic notice to the last known address of the member, of the date, time and place at which elections shall be held.

ARTICLE 8 INITIATION FEES, DUES AND ASSESSMENTS

Section 1. Initiation Fees.

Except as stated below, initiation fees shall be paid in the amount of \$100. Ten dollars (\$10.00) of this amount shall be submitted to the IAFF.

- (a) Charter Member Waiver: As specified in Article 3, Section 1, the Local Union portion of this fee (\$90) is waived for all Charter Members. Charter Members shall only be responsible for the mandatory \$10 IAFF submission fee.
- (b) Pre-Charter Application Waiver: The initiation fee shall be reduced to \$35 for any applicant whose membership card and initial payment are received prior to the Local's charter application packet submission. The Local Union portion of this fee shall be \$25, and \$10 shall be submitted to the IAFF. Applicants admitted under this provision are not Charter Members, will not have their names inscribed on the charter, and do not receive any rights or benefits associated with Charter Membership.

Section 2. Dues.

Dues shall be \$55 each month.^{4 5}

Section 3. Assessments.

Assessments may be made only in the following manner: Each member in good standing shall be notified in writing at least thirty (30) days in advance of the date on which the vote for an assessment is to occur. The proposed assessment shall become effective upon a majority vote of the members in good standing, by secret ballot, at a general or special meeting.

Section 4. Increases in Rates.

Increases in rates of initiation fees, reinstatement fees or dues shall require notice of such proposed increase to be given to the members in good standing at least thirty (30) days in advance of the date on which the vote for such increase is to occur. The proposed increase shall become effective upon a majority vote of the members in good standing, by secret ballot, at a general or special meeting.

Section 5. Reinstatement Fees.

Reinstatement fees shall be \$35, plus all back dues and assessments. Ten dollars (\$10.00) of this amount shall be submitted to the IAFF.

⁴ At the time of drafting, the Timberline Fire Protection District employs fewer than twenty-four (24) firefighters and therefore cannot be compelled into collective bargaining under C.R.S. § 29-5-206 and is not currently anticipated to reach that threshold. The dues structure in Article 8 reflects the Local's reduced operational scope, current size, and financial capacity. The Executive Board shall review dues annually and recommend adjustments as the Local grows, services expand, or if the District's Board of Directors becomes amenable to collective bargaining, at which point dues must be re-evaluated.

⁵ Monthly dues of \$55 represent one percent (1%) of 2026 firefighter base pay. Timberline Fire Protection District does not maintain firefighter pay grades; all Career Firefighters are compensated at the same rate.

ARTICLE 9 MISCONDUCT, TRIALS AND APPEALS

Section 1. Misconduct and Trials.

Any member charged with misconduct as defined in Article XV of the International Constitution and By-Laws shall be served with written specific charges as required by Article XVI of the International Constitution and be given a reasonable time to prepare his/her defense and afforded a hearing as provided in Article XVII of the International Constitution.

Section 2. Appeals.

Appeals may be made in accordance with Article XVIII of the International Constitution and By-Laws. Such appeal must be filed with the General President of the Association within thirty (30) days of the action to be appealed.

ARTICLE 10 AUDIT

As required by Article XIII, Section 9 of the IAFF Constitution and By-Laws, this Local shall have an independent inspection of all its books and accounts performed annually. A financial report of this inspection, on a form provided by the IAFF General Secretary-Treasurer's office, shall be prepared, signed and forwarded each year to the IAFF General Secretary-Treasurer within 180 days of the close of the Local's fiscal year.

ARTICLE 11 AMENDMENTS

Section 1. Proposed Amendments.

This Constitution and By-Laws may be amended by a two-thirds (2/3) vote (except for changes in dues and assessments, and initiation and reinstatement fees, which shall require a majority vote, as provided in Article 8, Sections 3 and 4) at a regular meeting, provided that each member in good standing is notified in writing of the proposed amendment at least fifteen (15) days in advance of the meeting at which the vote will be taken.

Section 2. Adopted Amendments.

A proposed amendment to this Constitution and By-Laws shall be submitted for approval to the International General President after it has first been adopted by the membership and prior to its printing or issuance.