

## **NORTH ROUTT FIRE PROTECTION DISTRICT**

### **Public Notice of Board Meeting and Agenda**

**Tuesday December 9, 2024 7:00pm**

**Fire Station #2 61915 RCR 129**

**S. Warnke – Pres.                      Todd Zvorak – Sec/Treas                      Larry Williams – V Pres.**  
**Paul Slivon – Dir.                      Charlie Cammer – Dir.**  
**Matt Mathisen – Chief                      Lisa Lancaster - Administrator**

1. Call to Order
2. Roll Call, Confirmation of Quorum
3. Changes to/Approval of Agenda
4. Review & Approval of Board Minutes from November 18, 2024
5. Public Comment Period
6. External Correspondence - Donations
7. Statutory/Regulatory/General Business
  - a. E-mail transition - comments
  - b. Monthly Transaction Review, Approval
  - c. Grant applications – status – Kent Foster/Chief Mathisen
    - i. FWRWM status
      1. Review of activity – (refer to KF spread sheet)
      2. Local meeting updates
    - ii. Status of 2025 FWRWM grant application
    - iii. FEMA Grant – joint radio application – update
    - iv. CO equipment grant - status
  - d. Dry hydrants – Steamboat Lake - status
  - e. Replace service doors – Sta 2 – status
  - f. North Routt Community Charter School – Kim Smith - status
  - g. Schwab report
    - i. Reconciliation format - update
  - h. Invoice to Routt County – shared maintenance - status
  - i. Budget Discussion
    - i. Final Budget Discussion
    - ii. Final Reading & Resolution to Adopt Budget
    - iii. Final Reading & Resolution to Appropriate District Funds to Budget
    - iv. Final Reading & Approval of Management Overview Budget Letter
      1. Certified copy of Budget and Resolution Adopting the Budget to be filed with Division of Local Government by January 31, 2025
    - v. Certify Mill Levy to Board of County Commissioners – December 15, 2024
      1. Copy of Certification review
      2. Copy of Mill Levy Public Information (new requirement)
  - j. Future obligation filings and dates
    - i. Communication Board Appointment
    - ii. EMS Council Board Appointment

December 9, 2024

Agenda

Page 2

- iii. Confirm requirements to provide District Map to RCCR, Assessor, DOLG or letter of no changes Due on or before December 31, 2024
- iv. Final reading & Resolution to set 2025 Board Meeting Schedule – first Board Meeting in 2025 (January 13, 2025)
- v. Confirm requirements to Provide District Transparency Notice – due January 15, 2025 – file with SDA – also confirm copies to BCC, Assessor, Treasurer, Clerk and Recorder

8. Community Relations

- a. Annual fundraising dinner status

9. District Chief Report

- a. Call Volume
- b. Wildfire status
- c. Equipment readiness
  - i. Ambulance RFP status
    - 1. Grant(s) availability
- d. Personnel matter
- e. Paid staff status
  - i. New hires status
  - ii. Management search plan
- f. Volunteer staffing status

10. New/Old Business Not Previously Addressed

11. Next meeting – January 13, 2025

12. Adjournment