

## NORTH ROUTT FIRE PROTECTION DISTRICT

### Public Notice of Board Meeting and Agenda

Monday January 13, 2025 7:00pm

Fire Station #2 61915 RCR 129

S. Warnke – Pres.                                  Todd Zvorak – Sec/Treas                                  – 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 December 9, 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
      3. Reimbursement timing
    - 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. Annual Audit – Chris Catterson – status
  - i. Invoice to Routt County – shared maintenance – status
  - j. Filing obligations – status/updates
    - i. Certified copy of Budget and Resolution Adopting the Budget to be filed with Division of Local Government by January 31, 2025
    - ii. 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)
  - k. Future obligation filings and dates
    - i. Communication Board Appointment – status
    - ii. EMS Council Board Appointment – status
    - 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. Board of Directors matters
  - a. Larry Williams
    - i. Recognition
    - ii. Filling vacancy – process – candidates
  - b. 2024 elections
  
- 9. Community Relations
  - a. Email of Newsletters – status
  - b. Vista Verde Barn Dance – tentatively May 17 - status
  
- 10. District Chief Report
  - a. Call Volume
  - b. Wildfire status
  - c. Equipment readiness
    - i. Ambulance RFP status
      - 1. Grant(s) availability
  - d. Personnel matters
  - e. Paid staff status
    - i. New hires status
    - ii. Management search plan
  - f. Volunteer staffing status
  
- 11. New/Old Business Not Previously Addressed
  
- 12. Next meeting – February 10 , 2025
  
- 13. Adjournment