

# Snowmass-Wildcat Fire Protection District

**AGENDA for January 21, 2025 at 8:30 a.m.**

**Station 45 5275 Owl Creek Rd  
Snowmass Village, CO 81615**

**Virtual Meeting Access for Board Meeting on Lifesize:**  
<https://call.lifesizecloud.com/2160679> (link to dial in virtually)

Click to call from Mobile (audio only)  
United States: +1 (312) 584-2401, extension 2160679

## **AGENDA ITEMS:**

Call to Order:

Roll Call:

Approval of Minutes:

- December 3, 2024

Chief Scott Thompson Report:

Finance Director Jennifer Thompson Report:

- Resolution 1 – Designating Location to Post Notice
- Resolution 2 - Call for Election/ Designated Election Official

Public Comments:

Board Member Comments:

Staff Comments:

Old Business:

New Business:

Adjournment:

## 12-03-2024 SWFPD Meeting Draft Minutes

**Call to Order:** 8:31

**Roll Call:** President Striegler, Vice President Heivly, Board Member Spitz, Board Member Arthur, Treasurer Boineau, Chief Thompson, Deputy Chief Issel, HR Director Thomas, Finance Director J Thompson, IT Director Johnson, Secretary Diamond, Deputy Fire Marshal Stott, Fire Marshal Mele.

**Approval of Minutes:** Board Member Spitz motioned to approve the minutes from 10/15/24; Treasurer Boineau seconded the motion. There was no discussion, and the motion passed, and none opposed.

**Chief Report:** Chief Thompson told the Board of a Holland Hills structure Fire where no injuries occurred, and they stopped loss in the roof of the house two weeks ago. Chief Thompson said we received mutual aid from Aspen Fire, Aspen Ambulance, and Carbondale Fire.

**Finance Report:**

Finance Director Thompson told the Board the total amount was 9.989, a little higher than in 2023 due to the Gallagher adjustment.

-Finance Director Thomson said Resolution 7 summarizes the expenditures and revenues of the actual budget.

-Vice President Heivly motioned to accept Resolution 7. Board Member Spitz seconded the motion. All Board members favored passing Resolution 7, and none opposed it.

-Finance Director Thompson said Resolution 8 appropriates the sums for each budget behind the general fund expenditures. Finance Director Thompson noted the general fund expenditures are 6295. Finance Director Thompson said the debt service payment principle and interest next year is at 1.23765. Finance Director Thompson told the Board to anticipate \$680,000 coming from the capital fund. Finance Director

Thompson said the pension fund went down due to the passing of two retirees last year; it went down to 42,770.

—Treasurer Boineau motion to accept Resolution 8. Board Member Spitz seconded the motion. There was no discussion, and all favored passing Resolution 8.

Director Thompson said Resolution 9 is the requirement for levying the taxes for Pitkin County. Finance Director Thompson noted that the operation account is 7.789 broken down, and 1.2 mills will be collected to satisfy our obligation debt.

-Treasurer Boineau motioned to accept Resolution 9. Board member Arthur seconded the motion. All Board Members favored passing Resolution 9. None opposed, and there was no discussion.

-Finance Director Thompson reviewed with the Board the documents sent to Pitkin County, a new document submitted for House Bill 123, which our attorney helped with. Finance Director Thompson said the informational piece goes to Dola. Discussion:

**Public Comments:** none

**Board Member Comments:** none

**Staff Comments:** none

**Old Business:** none

**New Business:** Secretary Diamond gave the Board Members the 2025 meeting schedule for the Snowmass-Wildcat Fire Board.

-Secretary Diamond reminded the Board of the annual dinner in January. Secretary Diamond said the invitations went out by email on December 1, 2024.

-Secretary Diamond reminds the Board of the Heart Saver Award Ceremony, which will be held right after this meeting upstairs in the truck bay.

**Adjournment:** Board Member Spits motioned to adjourn the meeting. Treasurer Boineau seconded the motion, and the meeting ended at 8:43.



**SNOWMASS-WILDCAT FIRE  
PROTECTION DISTRICT  
RESOLUTION ONE  
SERIES 2025**

**RESOLUTION DESIGNATING LOCATION TO POST NOTICE**

**WHEREAS**, pursuant to 24-6-402(2)(c), C.R.S., notice and the agenda, with specific information to the extent possible, of the Snowmass-Wildcat Fire Protection District (“District”) Board of Directors (“Board”) meetings at which the adoption of any formal action is to occur or at which a majority or quorum of the body is in attendance, or is expected to be in attendance, shall be posted within the boundaries of the District at least 24 hours prior to each meeting at a location designated at the first regular meeting of each year.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Snowmass-Wildcat Fire Protection District as follows:

Notices of meetings (regular, special and work/study session) of the Board, together with specific agenda information to the extent possible, required pursuant to 24-6-401, *et. seq.*, C.R.S., shall be posted at least 24 hours prior to each meeting at:

[www.roaringforkfire.org](http://www.roaringforkfire.org)

In the event of an exigent or emergency circumstance such as a power outage or an interruption in internet service, the District will post notice of public meetings at least 24 hours prior to a meeting at the following physical location within the District:

Entrances at Station 45  
5275 Owl Creek Road in Snowmass Village

In addition to posting meeting notices on the District’s website, the District will strive to post all meeting notices at the above physical locations; however, it will not be in violation of 24-6-401, *et seq.*, C.R.S., if only the electronic posting is accomplished.

**READ, APPROVED AND ADOPTED** this 21<sup>st</sup> day of January 2025.

**SNOWMASS-WILDCAT FIRE PROTECTION DISTRICT**

By \_\_\_\_\_  
Elizabeth Striegler, Chair

**ATTEST:**

\_\_\_\_\_  
David Heivly, Vice Chairman

December 2024

SWFPD Pension/SWFPD/RFFRA/B&RFPD

**SWFPD Pension Update:**

The current pension account remains sound. \$50,000 was allocated in 2024 and will again be allocated to be transferred into the pension account 2025. The information for 2024 audit has been submitted and the report will be available for the auditors. All 1099's have been mailed out to pension recipients.

**SWFPD Election Information:**

Snowmass has 3 (three) seats up for election in 2025. Ellie Striegler, Scott Arthur and Bethany Spitz are all up for 4-year terms. If an election is called for, it will be a mail-in ballot election. I have included the Resolution naming myself as the Designated Election Official and notifying the election date of May 6, 2025. The Call for Nominations has been posted in The Aspen Times per statute as well as on the website. Self-Nomination forms are available at Station 45 and will be accepted until the close of business February 28,2025 @ 4:30 p.m.

**B&RFPD Election Information:**

Basalt has 3 (three) seats up for election in 2025. Ed Van Walraven, John Young and Vonda Williams are all up for 4-year terms. If an election is called for, it will be a mail-in ballot election. I have included the Resolution naming myself as the Designated Election Official and notifying the election date of May 6, 2025. The Call for Nominations has been posted in The Aspen Times per statute as well as on the website. Self-Nomination forms are available at Station 42 and will be accepted until the close of business February 28,2025 @ 4:30 p.m.

**RFFRA Update:**

I have begun the task of closing out 2024 for all 3 entities. The audit has been scheduled for May so I have a little bit more time to prepare this year. W-2's are almost complete and will be sent out both electronically and by mail this week.

RFFRA budget appears to be coming in under budget at 90% overall and 95% in operations. I am continuing to monitor our wildfire revenue as we still have \$363,748.35 outstanding. The billing has all been completed on my end, the delay is with the Colorado Division of Fire Prevention and Control. Many of the Districts have run into the same delay and everyone is hoping this is resolved as quickly as possible. Including the delayed wildfire revenue, the Authority collected an additional 12% of revenue over the budgeted numbers. The budgeted revenue was \$12,231,195, and the revenue collected was \$13,699,385 which adds an additional \$1,468,190 to the Authority revenue.

**CALL FOR NOMINATIONS**  
**(NOTICE BY PUBLICATION OF)**

**TO WHOM IT MAY CONCERN**, and, particularly, to the electors of the Snowmass- Wildcat Fire Protection District of Pitkin County(ies), Colorado.

**NOTICE IS HEREBY GIVEN** that an election will be held on the 6 day of May, 2025, between the hours of 7:00 a.m. and 7:00 p.m. At that time,   3   directors will be elected to serve 4-year terms

and        directors will be elected to serve 2-year\* terms. Eligible electors of the Snowmass- Wildcat Fire Protection District interested in serving on the board of directors may obtain a Self-Nomination and Acceptance form from the District Designated Election Official (DEO):

<u>Jennifer Thompson</u>	(Designated Election Official)
<u>5275 Owl Creek Road</u>	(DEO Address)
<u>Snowmass Village, CO 81615</u>	(DEO Address)
<u>(970)340-7040</u>	(DEO Telephone)
<u>jthompson@roaringforkfire.org</u>	(DEO email)

The Office of the DEO is open on the following days: Monday -Friday from 8:30 a.m. to 4:30 p.m.

The deadline to submit a Self-Nomination and Acceptance is close of business (4:30 P.M.) on **February 28, 2025** (not less than 67 days before the election).

Affidavit of Intent To Be A Write-In-Candidate forms must be submitted to the office of the designated election official by the close of business on Monday, March 3, 2025 (the sixty-fourth day before the election).

**NOTICE IS FURTHER GIVEN**, an application for an absentee ballot shall be filed with the designated election official no later than the close of business on Tuesday preceding the election, **April 29, 2025**.

  
Designated Election Official Signature

**SNOWMASS-WILDCAT FIRE PROTECTION DISTRICT**

**RESOLUTION NO. 2, SERIES OF 2025**

**A RESOLUTION CALLING FOR THE 2025 REGULAR DISTRICT ELECTION AND APPOINTING A DESIGNATED ELECTION OFFICIAL**

**WHEREAS**, the Snowmass-Wildcat Fire Protection District (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Article 1, C.R.S.; and

**WHEREAS**, the terms of office of Directors Elizabeth Striegler, Bethany Spitz, and Scott Arthur shall expire after their successors are elected at the regular special district election to be held on May 6, 2025 (the “**Election**”) and have taken office; and

**WHEREAS**, in accordance with the provisions of the Special District Act (the “**Act**”) and the Colorado Local Government Election Code (the “**Code**”) (the Act and the Code being referred to jointly as the “**Election Laws**”), the Election must be conducted to elect three (3) Directors to serve for a term of four (4) years.

**NOW, THEREFORE**, be it resolved by the Board of Directors of the Snowmass-Wildcat Fire Protection District in the County of Pitkin, State of Colorado that:

1. The regular election of the eligible electors of the District shall be held on May 6, 2025, between the hours of 7:00 a.m. and 7:00 p.m. pursuant to and in accordance with the Election Laws, and other applicable laws. At that time, three (3) Directors will be elected to serve a four-year term.
2. The Election shall be conducted as a mail ballot election in accordance with all relevant provisions of the Code. The Designated Election Official shall develop a Plan for conducting the mail ballot Election, which will be made available to the public. There shall be no election precinct or polling place. All mail ballots shall be returned to the Designated Election Official’s office.
3. The Designated Election Official may change the voting procedure from mail ballots to a polling place at the discretion of the Board of Directors. In the event that the voting procedure changes to a polling place, the Designated Election Official must follow all relevant provisions and notice requirements of the Election Laws.
4. The Board of Directors hereby designates Jennifer Thompson as the Designated Election Official for the conduct of the Election on behalf of the District and she is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Election Laws or other applicable laws. Among other matters, the Designated Election Official shall provide the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, printing of ballots, and direct that all other appropriate actions be accomplished.

5. Self-Nomination and Acceptance forms are available from the Designated Election Official at 1089 JW Drive, Carbondale, Colorado, or email [jthompson@roaringforkfire.org](mailto:jthompson@roaringforkfire.org). All candidates must file a Self-Nomination and Acceptance form with the Designated Election Official no earlier than January 1, 2025, nor later than the close of business on Friday, February 28, 2025.

6. If the only matter before the electors is the election of Directors of the District and if, at the close of business on March 4, 2025, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent no later than March 3, 2025, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code.

7. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

8. Any and all actions previously taken by the Designated Election Official, the Secretary of the Board of Directors, or any other persons acting on their behalf pursuant to the Election Laws or other applicable laws, are hereby ratified and confirmed.

9. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

10. The provisions of this Resolution shall take effect immediately.

ADOPTED this 21st day of January 2025.

SNOWMASS-WILDCAT FIRE PROTECTION DISTRICT

By \_\_\_\_\_  
Elizabeth Striegler, Chair

ATTEST:

By \_\_\_\_\_  
Jennifer Diamond, Board Secretary



**Snowmass-Wildcat Fire Protection District**  
**Profit & Loss**  
 January through December 2024

	Jan - Dec 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
31100 · General Property Taxes	5,403,846.28
31210 · Specific Ownership Taxes	147,969.97
36000 · Miscellaneous Income	3,027.90
36110 · Interest Income on Deposits	11,934.06
<b>Total Income</b>	5,566,778.21
<b>Gross Profit</b>	5,566,778.21
<b>Expense</b>	
<b>Outside Fees</b>	
42210 · County Treasurer's Fee	259,007.39
42213 · bank fees	758.00
42217 · Legal Fees	1,267.00
<b>Total Outside Fees</b>	261,032.39
<b>Professional Services &amp; Contracts</b>	
42216 · Auditing	9,900.00
42236 · Liability Insurance	3,389.00
<b>Total Professional Services &amp; Contracts</b>	13,289.00
<b>LABOR &amp; SUPPORT EXPENSE</b>	
<b>Labor</b>	
42211 · Salaries/Wages	3,800.00
42244 · Payroll Taxes/Medicare	290.70
42242 · Worker's Compensation Ins	10.00
<b>Total Labor</b>	4,100.70
<b>Total LABOR &amp; SUPPORT EXPENSE</b>	4,100.70
<b>TRANSFER TO OTHER FUNDS</b>	
49562 · Transfer RFFRA	5,271,588.60
<b>Total TRANSFER TO OTHER FUNDS</b>	5,271,588.60
<b>Total Expense</b>	5,550,010.69
<b>Net Ordinary Income</b>	16,767.52
<b>Other Income/Expense</b>	
<b>Other Income</b>	
36013 · Scholarship Income	5,600.00
<b>Total Other Income</b>	5,600.00
<b>Net Other Income</b>	5,600.00
<b>Net Income</b>	22,367.52