



ROARING FORK FIRE RESCUE AUTHORITY

Authority Meeting: 1/20/2026

Call to Order: 9:00 a.m.

Roll Call: President Van Walraven, Vice President Heivly, Treasurer Striegler, Board Member Duroux, Board Member Young, Chief Thompson, Fire Marshal Mele, Fire Marshal Stott, Secretary Diamond, HR Director Thomas, Finance Director Thompson, Facilities Director Klein, Deputy Chief of Operations Cornelius, IT Director Johnson, Division Chief of EMS Luttrell, Colin McAweeney, Gabriel Wiggins, Attorney Cole (Lifesize)

Approval of Minutes: Treasurer Striegler motioned to accept the minutes from 12/2/2025. Board Member Arthur seconded the motion. There was no discussion; all were in favor, none opposed, of accepting the minutes.

-Treasurer Striegler motioned to pass Resolution One Designating a Location to Post Notice for Meetings. Vice President Arthur seconded the motion. There was no discussion; all Board Members favored passing this resolution, and none opposed

Attorney Report: Attorney Cole reviewed the timeline for the tax question to be on the ballot and advised that it could be moved to May 2027 if November isn't feasible. Attorney Cole reminds the Board that if it passes in November, funds could be available in January 2027, with collections starting in March 2027. Attorney Cole is drafting the question, ensuring it clearly states how the money will be used. Chief Thompson informed the Board that, in years past, a fact-based newsletter was sent out to recap and reinforce our message. Chief Thompson said there's interest in reaching out to unions and volunteers to support the effort, as long as department computers aren't used; individuals can still help spread the message, and our Attorney will guide us.

-Attorney Cole said over the last few weeks, he has been working on Tischler Bise contacts and a uniform rental agreement.



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Chief Report: Chief Thompson introduced Collin and Gabriel from Tischler Bise to discuss the sales tax question that will soon go on the election ballot. Collin told the Board that the Sales and Use Tax enable fire districts to levy a uniform sales tax and requires voter approval to fund both capital and operational expenditures. Collin said this team will review current sales tax and RTA collections, assess potential additional revenue (including online purchases), analyze income inflows, review exempt products, and work with the state Department of Revenue to extract information. Collin told the Board they will develop low-, medium-, and high-revenue estimates and compare projected revenues to expenditures, showing how funds could be spent. Currently, five districts collect sales tax, with rates varying by area.

-Collin told the Board that in 6–8 weeks, Tischler Bise will deliver revenue projections and scenarios, help prepare for the Board’s adoption process, and outline next steps. Collin advised that they will recommend a tax rate and assist with public education and outreach if the Board proceeds. Election timing was discussed, with the most cost-effective option being the general election in fall 2026; alternatively, a special mail-in election could occur in May 2027. Discussion

-Chief Thompson advised that the master plan will prioritize funding needs, including additional staffing (two positions per shift), SCBA equipment, a ladder truck for 35-foot buildings, wildfire mitigation programming, and replacement of capital assets. Chief Thompson advised that apparatus purchases and public education would likely occur over 4–5 years. Chief Thompson said legal guidance will determine what can and cannot be communicated publicly, and Tischler Bise will present findings in person at an Authority Board Meeting.

Station 42 Construction Update

-Chief Thompson told the Board that the Station 42 project remains within the approved budget and is approximately two weeks behind schedule. Chief Thompson advised that the new addition has been dried in and is fully heated. Chief Thompson went on to say that excavation work is ongoing, with favorable weather conditions continuing.



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-Chief Thompson advised that the installation of the dry well is currently underway. Chief Thompson said this work was originally scheduled for the spring but is being completed earlier to maintain project momentum.

-Chief Thompson told the Board that the vehicle maintenance building has received a temporary Certificate of Occupancy. Chief Thompson told the Board to notify the Chief to coordinate and schedule a walkthrough if desired.

-Chief Thompson told the Board that a surveyor will complete the subdivision for the dispatch portion of the facility. Chief Thompson went on to say that upon completion, an estimate of costs will be provided for the dispatch entity, which has indicated its intent to own the space rather than lease it.

-Chief Thompson said project financing will be supported through a Certificate of Participation, with \$5 million in Pitkin County funding applied toward repayment of the note.

-Chief Thompson requested Board approval to donate a 2014 Chevrolet Tahoe (116,000 miles) to the Wildfire Collaborative, which is currently conducting residential wildfire home assessments. Chief Thompson said the donation will provide operational support and reduce costs by eliminating the need for the Collaborative to purchase a replacement vehicle.

-Motion by Board Member Arthur to donate the surplus vehicle to the Wildfire Collaborative. Vice President Heivly seconds the motion. Motion approved unanimously (all in favor, none opposed)

Finance Report: Finance Director Thompson informed the Board that the W2's has been sent out. Finance Director Thompson said 2025 has closed out on the personnel side. Finance Director Thompson said she is working on closing out all the other accounts. Finance Director Thompson said the audit is scheduled for the second week of March, and they are usually here for half a day.

-Finance Director Thompson reviewed the wildfire funds with the Board, saying we brought in \$720,000, of which \$365,000 is from the prior year. Finance



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Director Thompson said for 2025, we brought in \$405,000. Finance Director Thompson informed the Board that we pay staff from the operations line items and that we are under budget, so the \$405,000 is total revenue. Finance Director Thompson clarified that any revenue from wildfires is above and beyond what we need for our existing budget.

-Finance Director Thompson said we received all the tax money for 2025.

-Finance Director Thompson said we are under budget at 94%, with no budget violations this year.

HR Report: HR Director Thomas told the Board that next month, she will include a turnover report.

-HR Director Thomas made a job offer for Division Chief of Training, anticipating onboarding late Jan, early Feb.

-HR Director Thomas said we will be posting for temp seasonal wildfire interviews at the end of Feb, with one returning for his third year.

Fire Marshal Report: Fire Marshal Stott informed the Board that next month she will be working on documentation for the Colorado Wildfire Resiliency Code, which is due April 1st.

-Fire Marshal Stott reviewed the mapping colors and requirements with the new Code. Fire Marshal Stott will suggest adding an amendment to the code that says anything in an area that is not mapped is class two, and a homeowner can appeal to be class one. Fire Marshal Stott advised that she will review this in more detail at the next Authority meeting.

-Fire Marshal Stott advises Pitkin County is in line to adopt the code in March. Fire Marshal Stott said she has reached out to Eagle and Basalt and is awaiting their responses.

-Fire Marshal Mele told the Board that the Snowmass Village Town Council has a



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firm draft and is ready to discuss the Colorado Wildfire Resiliency Code at the Town Council meeting tonight. Fire Marshal Mele informed the Board that the Town Council intends to enforce the new and major renovation requirements for homes to comply with the Colorado code. Fire Marshal Mele says the Town Council wants to include more of the existing structures. Fire Marshal Mele says they may still require a wildfire inspection for something like a water heater permit; the Wildfire Collaborative would provide documentation and voluntary education vs enforcement. Fire Marshal Mele says it's a clear separation for enforcing codes. Discussion

Deputy Chief Cornelius Report: Deputy Chief Cornelius reported 201 volunteer hours in December. Deputy Chief Cornelius advised that we are working on volunteer recruitment for fall 2026 to increase our membership. Deputy Chief Cornelius said it was a slow month in December, with 221 calls, 96 EMS-related, down 24% compared to December 2024, when there were 270 calls, 211 EMS-related, down 2% for the year.

-Deputy Chief Cornelius gave the Board an update on paramedic education, telling them that Terrence is still in Denver. Deputy Chief Cornelius said Zach, Michael, and Ryland are in the CMC program. Deputy Chief Cornelius said they are continuing their clinical rotations before starting field internships.

-Deputy Chief Cornelius informed the Board that the new records management system went live in January. Deputy Chief Cornelius said we are successfully submitting NARIS data and Nemesis data. Deputy Chief Cornelius said they took out the 2025 inferred data to the state for the last time.

-Deputy Chief Cornelius said the CAD project has been narrowed down to two finalists. Deputy Chief Cornelius advised that the user group will meet tomorrow to finalize the choice. Deputy Chief Cornelius said our new records management system has a CAD feed.

-Deputy Chief Cornelius told the Board that a new professional services agreement with Dr. Livengood for 2026 has been signed. Deputy Chief Cornelius reminds the Board that this allows Dr. Livengood to provide direction and clinical oversight



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services for the Authority.

-Deputy Chief Cornelius told the Board they had the final inspection on the Iturri Mini Pumper on December 17, some issues were identified and have yet to be resolved, so we are waiting on a delivery date.

-Deputy Chief Cornelius said the final inspection on the tender will take place on the 27th.

-Deputy Chief Cornelius tells the Board that we have formalized the firefighter-paramedic FTO positions. Deputy Chief Cornelius said, " Congratulations to Ryan Lee, Rachel Thomas, and Crae Watkins". Deputy Chief Cornelius said that now that this is formally established, we will continue to move forward with some strategic planning initiatives focused on career progression.

-Deputy Chief Cornelius said our new Division Chief of Training will start at the end of January or early December. Deputy Chief Cornelius said a conditional job offer was made to Jennifer Taylor.

-Financial Relief: Deputy Chief Cornelius reviewed a letter of financial hardship. Deputy Chief Cornelius advised that, per our policy, the individual does not qualify, as they exceed 500% of the Federal Poverty Guideline, so they are appealing the cost to the Board. Discussion: The Board does not support covering this cost.

Facilities Report:

Facilities Director Klein informed the Board that all leases have been signed. Facilities Director Klein said there has been no feedback on the lease rates, but residents would like to meet with Facilities Director Klein to go over the checklist.

Master plan: Nothing more to add

Public Comments: None



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Board Member Comments: Board Member Young asked if there was any update on the ISO report? Chief Thompson advised that he is still waiting for the results.

Staff Comments: Chief Thompson reminds the Board of the Annual Dinner on Saturday at the Roaring Fork Club.

-Chief Thompson thanks the Board for our annual gift of the jackets.

Old Business: None

New Business: None

Adjournment: Board Member Arthur motioned to adjourn the meeting, and Board Member Duroux seconded the motion. All Board Members favored ending the meeting; none opposed.

To view in its entirety: <https://youtu.be/zvsfXCM9j1U>