



Oak Creek Fire Protection District Board Meeting Minutes Nov 11th 2025

Call to order 6:35 pm

A meeting of Oak Creek Fire Protection District was held at 131 E Main Street Oak Creek CO on Nov 11, 2025

Attendees

Attendees included David Park, President; Skyler McKinley, Vice President; Mike Roach, Secretary - in person;

Eric Kimsey, Treasurer - Via Zoom

Members not in attendance

Members not in attendance included: - Dwayne Osadchuk, Member

Community Input

None

Agenda Modification Consideration

None

Approval of minutes

The minutes of the following meetings were reviewed and approved:

Oct 14th, 2025

2026 Budget Presentation

- The proposed budget was presented, and an overview was given by David Park and Skyler McKinley. Some of the points made were the fact that the District is a Property Tax driven entity and that the Impact Fees and Wildland Division are in place to supplement those revenues so the District can maintain and grow as the District is growing in population. All three are needed to meet the needs of the District. The Budget is a framework for the

District to move forward in the upcoming year. The Board did thank staff and the Members of the Board for their participation in the creation of the budget, and this has made the process smooth and easier to understand. The Budget was approved as presented unanimously. The Certification of Valuation by the County is not final yet so the Mil Levy and the Appropriation of Funds could not be voted on as those numbers are not available yet. This will occur at the December Board meeting.

Financial Review

- Karrie Littman presented the Board with the current Financial Statements including details of revenues and expenses and status of deployment revenues received and yet to be received. The payments from the Fire Billing Service have not paid and the AR is still growing, over \$900,000, so this is making the cash flow difficult. Cash Flow forecast show that if they being to pay, the District will be fine, tight but okay. The Board had a few more questions, and they were answered. The Board approved the financials.
- Ambulance Funding- The grant for the \$118,000 of matching funds has been approved and that money will help pay down the note at the YVCF. If cash flow does not allow paying off the bridge loan, the District will pursue a loan from the Municipal Asset Management, this firm has leased several times to the district in the past. Another option is to ask YVCF to extend the bridge loan until the time that the Fire Billing revenues are paid.
- Application of Escrow Funds: Karrie explained that there is some escrow money available from the lease of the 5 trucks in 2023 and recommended applying this to the final payment of said truck lease. The board discussed this, and a motion was made and passed unanimously to do so.

New Fire Chief Recruitment

The Board discussed in length the aspects of the recruitment process of the new chief. Now that the budget is in place and a salary is placed for the position, and the job description is complete. The consensus was to start an aggressive campaign locally within Routt and Northwest Colorado and then branch into the entire state. Advertising will begin in the northwest region and Denver metro areas. Skyler would be contacting the SDA and the State Fire Chief Assoc for guidance/review and posting. Kenyon suggested Colorado Division of Fire Prevention and have them post it. The Board also relayed that the staff in their interaction with members of the fire community can share the opportunity. Selling the County and District will enhance the opportunity. Mayor Dobbins was present and agreed to share in the tools and experience that the Town has just gone through while hiring a Police Chief. The Board also presented to the staff that their input would be appreciated and if wanted, could be kept confidential. The Board has developed

a good relationship with the staff and appreciates the input. And if the right candidate is not found through these means, the Board will reach out to a recruiting firm to assist.

A Big Thank You was given to Kenyon Shepard for stepping up as the Interim Fire Chief during this time.

Chief's Report

- **Crew & Calls:** Interim Fire Chief Shepard reported that the call volume was down by 10% with no big calls this month. The crew has moved into the new house in Oak Creek so the 24-7 in town presences is still intact. A refund of security deposit is expected on the prior apartment.
- The new Lucas Devices are in service in both 812 & 822. Very happy with this acquisition.
- Met with West Rountt and Steamboat Fire in discussing a joint venture academy. This is exciting for the District because there are a couple of staff members that could take advantage of this and be trained and ready to be brought on board. Outside academies are very expensive along with travel expenses.
- The Dispatch is revamping the Auto Aid procedures to make it more efficient with Steamboat. This would be call type driven so there is ways to go but it is in progress. If works we would like to reach out to Yampa Fire for the same type of Mutual Aid.
- **Mitigation & Deployments:** The crews have been finishing up on a local contract on 20 Mile and Pastime Ranch. And work at SPOA is ongoing.
- **Surplus Equipment Sales-** They have not had any hits on the crew carrier and David Parks suggested getting seat covers and posting new pictures. Kenyon suggested lowering the price to \$20,000 and the Board agreed. There was no update on the auctioning of the man camp.

Director's Highs & Lows

- David Park said the High for the Directors was that the YVCF did indeed have their meeting at the Francios Brothers Pizza and the staff brought down the new Ambulance to give tours and answer any questions.

Next Meeting

- Dec 9th 2025 Regular Meeting

Adjournment

7:35 pm

President- David Park

Date of approval