

RED FEATHER LAKES FIRE PROTECTION DISTRICT  
BOARD MEETING – rflvfd.org  
TUESDAY, APRIL 14, 2026, at 6 PM, HYBRID MEETING  
AGENDA

**Meeting Called to Order:** 6:03 pm

**Roll Call/Introductions: Present:** Dan Defibaugh, President; Caryn Hughes, Treasury; Brenda Lewis, Director, Nancy Kay, Secretary

**Absent with notice:** Darla Moxon, Vice-President

**Present:** Brenden (Bobby) Hill, RFL Fire Chief; Gerry Wagner, FF & President of the Firehouse Supporters (501c3); Mark Zigray Sr.

**Review/Approve of Minutes:**

Caryn made a motion to approve the Minutes of March 10, 2026, Brenda 2<sup>nd</sup> the motion, all approved.

**Financial Report:**

Caryn went over the Financial Reports with us.

We have \$176,277.61 in our checking account and \$100,923.66 in our savings account, for a total of \$277,201.27.

Our income for the month of March was \$107,673.20. This was from taxes, interest earned and AirLink memberships.

Our expenses for March.

Administration: \$9,488.01 from Insurance, fees, volunteer incentives, Board expenses, Station and Grounds-repair & maintenance and Utilities and General Supplies.

Operating expenses: \$3,900.07 from vehicles, and communications.

Capital Outlay: \$7,617.19 for vehicles.

The total expense for March was \$ 20,333.27. Our Net Income for March was \$87,339.93.

Nancy made a motion to accept the Financial Report as received, Brenda 2<sup>nd</sup> the motion, all approved.

**Chief's Report:**

We ran eleven (11) medical calls in March, no fire calls; for the year so far 29 calls.

For our training we did water supply. We did the training with Crystal Lakes Fire Department; we had a good turnout. Our goal as always is to get on scene and get water on the fires, to keep fires small.

The Forest Service, last year they were not calling us on campfires left unattended and not completely out. The Forest Service (FS) were checking these out. Bobby says we can respond faster than the FS.

Bobby asked if they would call us this summer, he is still waiting for a reply.

Medic Units- Our new 2024 Ambulance was a hassle for Caryn to get it registered; Elite Ambulance was hard to communicate with to get the information to finish registering the ambulance here. We are getting closer to getting the new ambulance in-service; our next big hurdle is to get the ambulance registered with the State. Hopefully, by the end of the week, Bobby should have an answer of when the State can send someone up to RFL to do an inspection of the ambulance. We also are having to write 17 policies for the ambulance, such as, how do we re-stock the ambulance, who drives the ambulance, who does the maintenance on the ambulance, who cleans the ambulance, Katie is writing this up. We have always had policies, but we must write a detailed description for the state. The ambulance previously was licensed through the county, now we are licensed through the state, they require more information. Bobby thinks we have purchased all the big, main things, but thinks we will notice a few small items we need.

The old med-1 unit- We still plan to move the old med unit up to Crystal Lakes and run it out of there. Bobby apologized to the Board that he couldn't explain the MOU (Memorandum of Understanding) to us, before our Attorney was contacted by Crystal Lakes (CL) Fire Department's Attorney to write up the MOU. Bobby explained to us that the MOU with CL FD is basically a handshake deal that is done on paper. So neither side has any true responsibilities, it just basically says, we agree we are going to put the ambulance there (CL FD) and RFL is going to maintain it, it will be insured by RFL, CL FD members could be driving it, it is not a permanent thing, so we can pull the medic unit at anytime without breaching our automatic aid agreement we already have with CL FD and our ambulance transport agreement that we already have with CL FD. Basically, we are just doing a handshake deal, and both sides can part ways without affecting any other agreement that we already have in place. Bobby (RFL FPD Fire Chief) and CL FD Chief Clark both wrote the MOU and they both agreed with it and then CL FD sent it to their Attorney, who sent it to our Attorney, who contacted our Board of Directors.

Fred Barlow is our PIO (Public Information Officer) He has posted twice on Nextdoor Neighborhood about what the RFL Fire Department is doing. Nancy saw the two posts and thought they were done very well. We have three active and one undecided Cadets on the Fire Department. One Cadet will turn 18 yrs old, this month and will become an active fire fighter.

### **Supporter's Report:**

Gerry Wagner, President of the Firehouse Supporters our 501c3; gave the board a report of the Supporter's business for the month of March.

We started off the month of March with \$111,263.62, we had \$16,234.70 in PayPal, for a total of \$127,498.32. We brought in check donations of \$1915.00, PayPal brought in \$66.69 and we have been paid for Fire Day (Labor Day Weekend, Saturday 2026) booths \$265.00. Our income for March was \$2,246.69. We spent \$934.76 for equipment for the new Med-1 and \$769.99 to Bound-tree for supplies for the new Med-1, we also purchased two new outdoor USA flags for this summer for \$108.88. Our total expenses are \$1,813.63, we had an ending balance in March of \$127,931.38.

I have not got together with REA as far as running tests on the generator, but Gerry feels comfortable that the generator will produce the necessary power that PV REA would ask for, for powering the Microgrid, even on a cold day. Gerry had called Tony F. but hadn't heard back from him.

Gerry thinks Katie has done well outfitting the new ambulance. At this time we have a loaner stair chair, until they have one they can sell us. Gerry's thought to Katie, why don't we just buy the loaner? It's already here. But, we were told it is a loaner. Gerry thinks Katie has everything that meets the State's requirements for an ambulance.

### **OLD BUSINESS**

#### **Generator/Microgrid**

See Supporter's Report

#### **New Ambulance - Titling**

Caryn did this, she said 'it was a thorn in her side' but finally it has a title. When we went through the County, license plates were not required, but now we must register our vehicles through the State and so need license plates. We don't need license plates for the old Medic unit going to CL FD because it won't be running on any highways. This too may change sometime in the future.

## **AirMedCare**

Caryn said there was a bit of confusion on what forms to fill out, but that has been straightened out. She sent in twelve forms this past month and paid \$900.00 using the Board credit card.

## **Website- .gov**

Michael Bichler, a RFL FPD Fire Fighter & EMT is our Webmaster & IT Tech, he has been working on our rflvfd.org website and will eventually change it over to rflvfdco.gov website. He couldn't be here but sent us an email of what he has been working on. The .gov is going to take some more learning about DNS servers and addresses. The .gov website will not raise our Streamline costs or cost us more to have both websites as we transition.

Michael has begun to write grants for our fire department. He has a couple other grants in the works.

## **NEW BUSINESS**

### **Attorney MOU with Crystal Lakes FD**

See the Chief's Report

MOU (Memorandum of Understanding- It is a formal, typically non-binding agreement between two or more parties that outlines a planned partnership, collaboration, or mutual understanding. It acts as an "agreement to agree," laying out common goals, roles, and intentions. [googled definition NK.]

The board of directors all agreed we are fine with our Attorney writing up the MOU with Crystal Lakes Fire Department, to move the old medic unit up to Crystal Lakes FD for them to use. Nancy will email our Attorney to let him know the Board's decision.

### **Resolution 2026-2**

In the March Minutes, The Resolution to adopt the Wildfire Resiliency Code (WRC) and defer enforcement to the Division of Fire Prevention and Control (DFPC), which we voted into effect. The DFPC is a State organization, in the March board meeting, both Bobby (working with other volunteer Fire Chiefs) & Michael Bichler (is on the Board for the WRC) said the county the fire district is in does the permits and would also do the enforcement of the building codes. The Resolution itself does not mention the County's involvement. Nancy emailed our Attorney about adding county to the resolution, but he said the wording was good as it was. When we voted this Resolution into effect at the board meeting, Caryn did say in the motion we would defer enforcement to Larimer County and the State of Colorado.

## **Reginal SDA Workshops**

The 2026 SDA (Special District Association) Annual Regional Workshops will be held in June.

### **Change email- Director**

We must set up an email for Mark and remove Brenda. Michael will have to help us with this.

## **OPEN BOARD DISCUSSION**

### **Public Comment (limit to 3 minutes)**

Dan started with, accepting Brenda's resignation to the Board. Thanking her for serving.

Then swearing Mark Zigray Sr. on to the Board of Directors and administer the Oath of Office. Mark must read the Oath out loud.

Bobby asked the Board of Directors if he can sell the old Brush 2 truck. It is the green truck with the red cab that has been sitting outside the RFL fire station for a few years. Bobby will ask Ryan Zigray to clean it up and get pictures of the truck and do a silent auction over Memorial Day Weekend as we did with the last two vehicles we sold.

Nancy brought up, transferring money from our checking account to our savings account. Caryn will take care of this.

**MEETING ADJOURNED** Caryn made a motion to adjourn the meeting at 7:18 pm, Nancy 2<sup>nd</sup> the motion, all agreed.