

**MINUTES OF THE REGULAR MEETING OF THE
RATTLESNAKE FIRE PROTECTION DISTRICT
July 22, 2024**

The regular meeting of the Rattlesnake Fire Protection District Board of Directors was held on July 22, 2024, at Rattlesnake Fire Training Center, 46220 Coal Creek Drive, Parker, Colorado. at 7:00 p.m.

Attendance

Directors in attendance were:

- John Bonner
- Linda Krausert
- Rob Royal
- Jim White

Absent:

- Levi Longmore – excused

Also in attendance:

- Mary Pat O’Halloran – Finance Manager – telephonically
- Robert Tibbals – Attorney
- Cass Kilduff – Chief
- Lloyd Standard – Assistant Chief
- Aaron Craigie – Division Chief
- Aaron Lutter – Fleet Manager
- Kyle Monroe – EMT/Firefighter
- Jacob Allen – EMT/Firefighter
- Conner Zeray – Paramedic
- Derrick Miller – EMT/Firefighter
- Neil Schilling – Auditor – left meeting at 7:25 p.m.

At 7:00 p.m. the regular meeting of the Rattlesnake Fire Board was called to order by Mr. White.

Minutes

The minutes from the June 24, 2024 regular meeting were reviewed. After a brief discussion Mr. Royal made a motion to approve the minutes as presented. Ms. Krausert seconded the motion and all approved.

Bills

Ms. O’Halloran reviewed the invoices for approval and the financial activity since the last meeting with the Board. The check run totaled \$21,573.88 which included \$9,800.00 to Schilling & Company Inc. for the 2023 audit. After a brief discussion. Mr. Royal made a motion to approve and pay the invoices as presented. Mr. Bonner seconded the motion and all approved.

The financials for July 2024 were presented and reviewed. Upon consensus, the Board accepted the Financial Reports as presented.

2023 Audit

Ms. O’Halloran introduced the District’s auditor Neil Schilling from Schilling & Company. Mr. Schilling reported the Schilling & Company performed the 2023 audit. Mr. Schilling reviewed the 2023 Financial Statements stating that an unmodified opinion would be issued which indicates that the financials are presented fairly and in accordance with generally accepted accounting principles. There was a restatement of the fund balance from December 31, 2022 to record changing from a cash basis to a modified accrual basis for emergency medical services, accrual for vacation and capture the deferred outflow/inflows related to pensions.

After a brief discussion Mr. Bonner made a motion to accept the audit report and Financial Statements for 2023, to execute all appropriate documents associated with the audit and to authorize the filing of the Financial Statement for 2023 with the State Auditor. Mr. Royal seconded the motion and all approved.

The Board thanked Mr. Schilling and he excused himself from the meeting at 7:25 p.m.

Chief's Report

Chief Kilduff reported that there are 45 people on the roster. All equipment is in service and there are no issues on water availability. There have been 47 calls since the last meeting for a total of 251 calls for 2024. There has been a 23.5% increase in calls from this time last year to date.

On-going station maintenance is taking place at all stations - mowing, weed spraying and weed eating.

Fire training for remainder of the year is completed and preparations for the 2025 Firefighter I Academy is underway.

Mr. White discussed the possibility that an Energy Impact Grant for modifications to Station 252 with a 50/50 match may be available. After a brief discussion it was the consensus of the Board to pursue the grant.

Assistant Chief Standard reported that an application with the Colorado Division of Fire Prevention and Control for the personal protective equipment grant has been submitted for 25 sets of wildland gear. This grant covers 100% of the cost.

Site Reviews

No updates.

Fleet Services

Preventative maintenance completed on RSF101, RSF106, RSF507 and RSF201 along with various issues on each apparatus. RSF204 brakes, fan and fuel filter and batteries replaces on RSF508. Outside work was performed for Elizabeth Fire, Kiowa Fire, Simila Fire and Back Woods.

Operational Education

Division Chief Craigie discussed and showed the new ADA compliant website and discussed what is required to make documents compliant. Division Chief Cragie requested to send complex documents such as the audit to a professional company that charges \$6.50 per page and is anticipating once completed the document can be utilized as a template going forward. After a brief discussion it was the consensus of the Board to have Division Chief Cragie engage in the resources needed.

Attorney's Report

Mr. Tibbals stated that he would be issuing a clean audit representation letter.

ECCA Report

Mr. White reported that the Elbert Tower took a lightning hit destroying all equipment and will be accessing damages and repair options tomorrow. The impact is only operational for the Elbert County Road and Bridge department.

Public Comments

No public were present.

Old Business

- ADA Compliance – Discussed above
- Impact Fee Study – BBC to attend August meeting

New Business

- Initiatives #50 and #108 – Mr. Tibbals reported that two initiatives are being proposed as amendments to the Colorado constitution to limit property tax revenue and further reduce property tax assessment rates. Mr. White discussed whether the Board wanted to formal oppose the initiatives. After a brief discussion it was the consensus of the Board to instruct Mr. Tibbals to draft a resolution in opposition for further discussion at the next meeting.

Adjournment

The next regular meeting will be August 26, 2024 at 7:00 p.m. at the Training Center.

Mr. Royal made a motion to adjourn. Mr. Bonner seconded the motion and all approved. Meeting was adjourned at 7:53 p.m.