

MINUTES OF THE REGULAR MEETING OF THE  
RATTLESNAKE FIRE PROTECTION DISTRICT  
July 28, 2025

The regular meeting of the Rattlesnake Fire Protection District Board of Directors was held on July 28, 2025, at Rattlesnake Fire Training Center, 46220 Coal Creek Drive, Parker, Colorado. at 7:00 p.m.

**Attendance**

**Directors in attendance were:**

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

**Absent:**

- none

**Also in attendance:**

- Mary Pat O'Halloran – Finance Manager - telephonically
- Robert Tibbals – Attorney
- Cass Kilduff – Chief
- Lloyd Standard – Assistant Chief
- Aaron Craigie – Division Chief
- Neil Schilling – auditor – telephonically – left meeting at 7:14 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 23, 2025 regular meeting were reviewed. After a brief discussion Mr. Royal made a motion to approve the minutes as presented. Mr. Bonner seconded the motion and all approved.

**2024 Audit**

Ms. O'Halloran introduced the District's auditor Neil Schilling from Schilling & Company. Mr. Schilling reported that Schilling and Company performed the 2024 audit stating that an unmodified opinion would be issued which indicates that the financials are presented fairly and in accordance with generally accepted accounting principles. After the presentation there was a brief discussion then Mr. Bonner made a motion to accept the audit report and Financial Statements as presented for 2024 and to authorize the execution of all appropriate documents associated with the audit and to authorize the filing of the 2024 Audited Financial Statement with the State Auditor Ms. Krausert seconded the motion and all approved.

The Board thanked Mr. Schilling and he excused himself from the meeting at 7:14 p.m.

**Bills**

Ms. O'Halloran reviewed the invoices for approval and the financial activity since the last meeting with the Board. The check run totaled \$60,599.10 which included \$32,346.39 to Capital Reman for the motor for Engine 251, \$7,600.00 to Residential Concrete Work for the concrete repair at the Training Center and \$8,700.00 to Schilling and Company for the 2024 audit.

Chief Steck discussed the additional amount over the approved amount of \$25,000.00 to Capital Reman indicating that a portion of the \$32,346.39 would be refunded upon receipt of the existing motor. After a brief discussion Mr. Bonner made a motion to increase the approval from \$25,000 to \$33,000 for the equipment purchase for Engine 251. Ms. Krausert seconded the motion and all approved.

After a brief discussion. Mr. Bonner made a motion to approve and pay the invoices as presented. Ms. Krausert seconded the motion and all approved.

The financials for July 2025 were presented and reviewed. Upon consensus, the Board accepted the Financial Reports as presented.

### **Chief's Report**

Chief Kilduff reported that there are 53 people on the roster. All equipment is in service and there are no issues on water availability. There have been 64 calls since the last meeting for a total of 344 calls in 2025.

Firefighter 1 Academy will conclude on August 16, 2025.

Station 253 remodel plans and permit manuals are complete.

Station maintenance is on-going.

### **Site Reviews**

No updates.

### **Fleet Services**

Preventative maintenance completed on RSF506 and RSF201 replacement handle along with working on RSF101 engine replacement. Outside work was performed for Kiowa Fire and Elizabeth Fire.

### **Operational Education**

Tour of concrete work on Training Center to be conducted after the meeting.

### **Attorney's Report**

Mr. Tibbals reported that he provided a clean legal representation letter to the auditor and re-presented the Capital Asset Policy Resolution. The Resolution approved required some word changes to comply with GASB changing fair market cost to historical or acquisition cost and the Resolution number was corrected from 25-03 to 25-04. After a brief discussion Mr. Bonner made a motion to adopt the changes to Resolution 25-04 Capital Asset Policy. Ms. Krausert seconded the motion and all approved.

### **ECCA Report**

Mr. White reported that ECCA is continuing to work on the encryption radio project and that Elbert County Commissioners approved a \$78,000 contribution to assist with the costs.

### **Public Comments**

None.

### **Old Business**

None.

### **New Business**

- Budget Committee – Mr. White appointed Chief Kilduff, Ms. O'Halloran, Mr. Bonner and himself to the 2026 budget committee

### **Adjournment**

The next regular meeting will be August 25, 2025 at 7:00 p.m. at the Training Center.

Mr. Royal made a motion to adjourn. Ms. Krausert seconded the motion and all approved. Meeting was adjourned at 7:50 p.m.

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ATTEST

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SIGNED