



DEER MOUNTAIN FIRE PROTECTION DISTRICT REGULAR BOARD MEETING MINUTES

6181 COUNTY ROAD 28, COTOPAXI, CO 81223
June 21, 2023, at 6:00 PM

CALL TO ORDER: The meeting was called to order by Rose Abel at 6:00 PM.

DIRECTORS PRESENT: Rose Abel and Nancy Mickelson

PRAYER: Led by Rick Cleveland

PLEDGE of ALLEGIANCE: Led by Rose Abel

CHANGES TO THE AGENDA: None

MINUTES: Approval of May 17, 2023 Meeting Minutes

- Motion to approve the May regular board meeting minutes was waived as the directors had not yet reviewed the minutes.

TREASURER'S REPORT: N. Mickelson (*see attachments*)

- Treasurer's report

Checking account balance as of 5-1-2023	\$ 808,689.75
Month of May deposits	\$ 54,400.86
Income plus beginning balance	\$ 863,090.61
Expenses to date	\$ 30,211.50
Total checking account funds	\$ 832,879.11
Emergency Reserves	\$ 62,429.82
Capital Improvements	\$ 56,839.27
Engine Debit Account	\$ 6,655.78
Total funds available (5-31-2023)	\$ 958,803.98
- June 1-21, 2023 Bill's Paid Report

Checking account balance as of 6-1-2023	\$ 832,879.11
Total Income income	\$ 22,910.98
Total income plus beginning balance	\$ 855,790.09
Total expenses to date	\$ 6,483.84
Current checkbook balance 6-20-2023	\$ 849,306.25

Motion by N. Mickelson to pass the May Treasurer's and Bills Paid Reports.
Second by R. Abel - Discussion: None - Vote: Unanimous, motion carried.

PUBLIC INPUT: None

CHAIRMAN'S REPORT: None

VICE-CHAIRMAN'S REPORT: None

COMMUNICATIONS REPORT: A motion was made by N. Mickelson to approve Laurie McKay as Wildland Fire Billing Administrator. R. Abel 2nd the motion and the vote was unanimously approved with no discussion.

STATION REPORTS: FIRE & EMS: R. Cleveland

#	<u>Description</u>	#	<u>Description</u>
21	Total EMS calls	3	Fire calls
1	Smoke Investigations	73	Hours of Fire training

OLD OR UNFINISHED BUSINESS: None

NEW BUSINESS: Jerry St. John submitted the invoice for concrete pad work to the rear fire hall building. The costs were included in the budget. A motion was made by R. Abel to approve the payment of the invoice for the work completed. N. Mickelson 2nd the motion and the vote was unanimously approved. No discussion.

ANNOUNCEMENTS: The next board meeting is July 19th at 6:00 PM.

ADJOURNMENT: Motion by R. Abel to adjourn the meeting. - Second by N. Mickelson - Discussion: None
Vote: Unanimous, motion carried. Meeting adjourned a 6:20 PM

Respectfully submitted,

DEER MOUNTAIN FIRE PROTECTION DISTRICT

May 2023 Treasurer's Report for the June 21, 2023 District Board Meeting

**THE BANK
OF
SAN JUANS
CHECKING
ACCOUNT**

Beginning May 1st checkbook balance Bank of San Juans	\$808,689.75
Deposits this month	
County Deposit for prior month	\$54,114.36
Medical Insurance Payments	\$100.00
State Medicare / Medicaid	
Miscellaneous Income - Insurance Refunds	\$186.51
Patient Payments	
Total Month Income	\$54,400.87
Total Income plus beginning balance	\$863,090.62

The Bank of San Juans Chk #s:

Number	Date	Name	Description	Amount
6836	02/15/2023	Sherry Hastings	February Director Fee	100.00
6857	03/15/2023	Sherry Hastings	March Director Fee	100.00
6856	03/15/2023	Gretchen Abel	March Director Fee	100.00
6897	04/19/2023	Lanny Merriam, CPA	Accounting Services	800.00
6892	04/19/2023	Sherry Hastings	April Director Fees	200.00
6891	04/19/2023	Gretchen Abel	April Director Fee	100.00
6898	04/19/2023	Fremont EMS Council	Medical Services	100.00
6885	04/19/2023	Autozone	Engine 412 Fuel Tank	60.46
Debit	05/02/2023	Century Link	Telephone	316.19
Debit	05/04/2023	Answer Right Communications	Communications	98.00
Debit	05/08/2023	Intuit	Payroll Processing Fee	20.00
Withdraw	05/09/2023	QuickBooks	Payroll	4,219.42
Withdraw	05/10/2023	U.S. Treasury	Payroll Tax Deposit	1,143.52
Withdraw	05/10/2023	Colorado Dept. of Revenue	Payroll Tax Deposit	476.00
Debit	05/11/2023	ShopWiscomm	Radio Batteries	1,134.48
Debit	05/11/2023	U.S. Post Office	Radio Warranty Postage	11.75
6911	05/17/2023	Auto Nation	Truck Repair	2,770.42
6926	05/17/2023	Community First National Bank	Building	2,149.60
6925	05/17/2023	Community First National Bank	2019 Type 3 Engine	2,107.20
6905	05/17/2023	Pinnacle	Workers Compensation Insurance	2,024.00
6922	05/17/2023	Norup Gas	Propane	663.42
6923	05/17/2023	Sangre de Cristo Electric	Electric Utility	513.41
6919	05/17/2023	Knecht Home Center	Building Maintenance	481.92
6913	05/17/2023	Rocky Mountain Fire Extinguisher	Fire Fighting Equipment Maintenance	324.00
6909	05/17/2023	Anita Gregg	Director Fee & Website Maintenance	200.00
6924	05/17/2023	First Net	Communications	183.15
6918	05/17/2023	Heiman Fire Equipment	Fire Fighting Equipment Maintenance	149.95
6907	05/17/2023	Rose Abel	Director Fee	100.00
6906	05/17/2023	Gretchen Abel	Director Fee	100.00
6908	05/17/2023	Suzanne Burks	Director Fee	100.00
6921	05/17/2023	AT&T Mobility	Communications	90.32
6914	05/17/2023	Business Options	Medical Billing	72.93
6915	05/17/2023	Prairie Mountain Media	Election Expense	19.36
6917	05/17/2023	Bound Tree Medical	Medical Supplies	15.58
Debit	05/22/2023	U.S. Post Office	Postage Expense	88.20
Withdraw	05/23/2023	QuickBooks	Payroll	4,416.12
Debit	05/23/2023	Pinnacle	Workers Compensation Insurance	749.00
Withdraw	05/24/2023	U.S. Treasury	Payroll Tax Deposit	1,214.48
Debit	05/25/2023	Grasshopper	Communications	32.34
Withdraw	05/31/2023	QuickBooks	Payroll	2,097.35
Withdraw	05/31/2023	Century Link	Telephone	316.19
Withdraw	05/31/2023	QuickBooks	Payroll Processing Fee	1.75
Withdraw	05/31/2023	David Nowlan	Asst to Fire Chief Services	250.00

Total Expenses to Date \$30,211.51

TOTAL CHECKING ACCOUNT FUNDS** \$832,879.11

Other Bank Account Balances:

Emergency Reserves Bank of San Juans	\$62,429.82
Capital Improvements Bank of San Juans	\$56,839.27
Engine Debit Account Bank of San Juans	\$6,655.76

Total Funds 5/31/23 **\$958,803.98**

**Deer Mountain Fire Protection District
Bills Paid**

Type	Num	Date	Name	June 1 - 21, 2023	Account	Original Amount
Liability Check		06/06/2023	QuickBooks Payroll Service		QuickBooks Payroll Service	-4,643.58
			Alex Whitney		1201.27	
			Cade Smith		1346.03	
			Howard Dixon		804.03	
			Jerry St. John		1292.25	
Check	W/D	06/04/2023	Answer Right Telecommunications		Dispatcher Fees and expenses	-99.00
Check	6927	06/21/2023	Community First National Bank			-2,107.20
			2019 Type 3 Engine Principal		1,854.86	
			2019 Type 3 Engine Interest		252.34	
Check	6928	06/21/2023	Community First National Bank			-2,149.60
			Bldg Interest		513.12	
			Bldg Principal		1,636.48	
Check	6929	06/21/2023	Lenny Merriam, CPA		Accounting	-800.00
Check	6930	06/21/2023	Norup Gas, Inc.		Propane Station #1	-119.88
Check	6931	06/21/2023	Sangre de Cristo Electric		Electricity	-405.61
			Electricity Station #1		356.46	
			Electricity Station #2		49.15	
Check	6932	06/21/2023	Bearcom		Radio Repairs	-1,076.25
Check	6933	06/21/2023	Business Options		Medical Billing	-21.60
Check	6934	06/21/2023	Acorn Petroleum, Inc		Fuel Station #1	-1,777.22
Check	6935	06/21/2023	Heiman Fire Equipment		Equipment Purchases	-120.37
Check	6936	06/21/2023	Selective		Liability Insurance	-2,497.00
Check	6937	06/21/2023	Deer Mountain Fire Protection District		See below	-2,572.75
			Building Maintenance		19.98	
			Nat'l Fire Expenses		229.93	
			Building Repairs		223.00	
			Building Maintenance		2,099.84	
Check	6938	06/21/2023	Gretchen Abel		Director, Sec. Fees	-100.00
Check	6939	06/21/2023	Rose M. Abel		Director, Sec. Fees	-100.00
Check	6940	06/21/2023	Nancy Mickelson		Director, Sec. Fees	-100.00
Check	6941	06/21/2023	Anita L. Gregg			-200.00
			Director, Sec. Fees		100.00	
			Website Expenses		100.00	
Check	6942	06/21/2023	Fremont Co EMS Council		Medical Expenses	-100.00
Check	6943	06/21/2023	First Net		Communications Sta #1	-183.15
Check	6944	06/21/2023	AT&T Mobility		Fire District Communications	-21.69
Check	6945	06/21/2023	Medline Industries, Inc.		Medical Supplies	-1,405.96
Check	6946	06/21/2023	Medline Industries, Inc.		Medical Supplies	-431.08
Check	6947	06/21/2023	LifeMed Safety, Inc.		Equipment Maintenance	-600.00
						-21,631.94

Deer Mountain Fire Protection District Profit & Loss Budget Performance

May 2023

	May 23	Budget	Jan - May 23	YTD Budget	Annual Budget
Income					
Personal Property Exemption	450.02		450.02		
Nat'l Fire Reserves for Payroll	0.00	15,833.33	0.00	79,166.65	190,000.00
Nat'l Fire Reserve for Lease	0.00	4,273.91	0.00	21,369.55	51,287.00
Medical Income					
Medicare/Medicaid Payments	0.00	333.33	0.00	1,666.65	4,000.00
Insurance Payments	300.00	1,583.33	1,281.53	7,916.65	19,000.00
Patient payments	0.00	583.33	195.91	2,916.65	7,000.00
Total Medical Income	<u>300.00</u>	<u>2,499.99</u>	<u>1,477.44</u>	<u>12,499.95</u>	<u>30,000.00</u>
Contributions, Donations, Hall Rn	0.00		550.00		
Fremont County Tax					
Current & Delinq. Interest	4.75	34.83	23.44	174.15	418.00
Current & Delinq. tax	51,891.98	19,367.41	180,789.20	96,837.05	232,409.00
Specific Ownership ABCDF	3,324.49	1,811.58	10,398.78	9,057.90	21,739.00
Total Fremont County Tax	<u>55,221.22</u>	<u>21,213.82</u>	<u>191,191.42</u>	<u>106,069.10</u>	<u>254,566.00</u>
Misc. Inc. & Ins. Claims etc.	3,814.98		26,033.80		
Total Income	<u>59,786.22</u>	<u>43,821.05</u>	<u>219,702.68</u>	<u>219,105.25</u>	<u>525,853.00</u>
Gross Profit	<u>59,786.22</u>	<u>43,821.05</u>	<u>219,702.68</u>	<u>219,105.25</u>	<u>525,853.00</u>
Expense					
2019 Type 3 Engine					
2019 Type 3 Engine Principal	1,848.47	1,809.92	9,178.96	9,049.60	21,719.00
2019 Type 3 Engine Interest	258.73	356.75	1,357.04	1,783.75	4,281.00
Total 2019 Type 3 Engine	<u>2,107.20</u>	<u>2,166.67</u>	<u>10,536.00</u>	<u>10,833.35</u>	<u>26,000.00</u>
Building Lease					
Bldg Interest	517.81	365.00	2,635.69	1,825.00	4,380.00
Bldg Principal	1,631.79	1,742.25	8,112.31	8,711.25	20,907.00
Total Building Lease	<u>2,149.60</u>	<u>2,107.25</u>	<u>10,748.00</u>	<u>10,536.25</u>	<u>25,287.00</u>
Reserved Funds					
2019 Type 3 Engine - next year	0.00	2,107.25	0.00	10,536.25	25,287.00
Station 1 Bldg Lease	0.00	2,166.66	0.00	10,833.30	26,000.00
Reserved for Next Years Payroll	0.00	15,833.33	0.00	79,166.65	190,000.00
Total Reserved Funds	<u>0.00</u>	<u>20,107.24</u>	<u>0.00</u>	<u>100,536.20</u>	<u>241,287.00</u>
Payroll					
Fire Mgmt Pay Chief Asst NFIRS	0.00	2,500.00	1,000.00	12,500.00	30,000.00
Payroll Other	0.00	16.66	0.00	83.30	200.00
Payroll Wages	10,622.60	12,083.33	66,723.16	60,416.65	145,000.00
Payroll Taxes	833.75	1,233.33	5,227.20	6,166.65	14,800.00
Payroll - Other	0.00		15.00		
Total Payroll	<u>11,456.35</u>	<u>15,833.32</u>	<u>72,965.36</u>	<u>79,166.60</u>	<u>190,000.00</u>
Nat'l Fire Expenses					
County Treasurers Fees	0.00	183.16	3,844.59	915.80	2,198.00
Director, Sec. Fees	1,556.88	791.66	5,423.73	3,958.30	9,500.00
	400.00	641.66	1,900.00	3,208.30	7,700.00
Medical Expenses					
Communications Other	0.00		248.27		
Medical Vehicle Expenses	0.00	83.33	0.00	416.65	1,000.00
Medical Supplies	15.58	958.33	4,839.00	4,791.65	11,500.00
Medical Training	0.00	333.33	140.00	1,666.65	4,000.00
Medical Billing	72.93	333.33	209.72	1,666.65	4,000.00
Medical Expenses - Other	100.00		1,492.36		
Total Medical Expenses	<u>188.51</u>	<u>1,708.32</u>	<u>6,929.35</u>	<u>8,541.60</u>	<u>20,500.00</u>
Administrative, & Tel. Expense					
Office Equipment	0.00	58.33	0.00	291.65	700.00
Background Checks	0.00	33.33	0.00	166.65	400.00
Website Expenses	100.00	100.00	500.00	500.00	1,200.00
Dues & Subscription	1,685.00	416.66	1,735.00	2,083.30	5,000.00
Miscellaneous	0.00		10.00		
Office supplies					
Postage	99.95	166.66	110.70	833.30	2,000.00
Office supplies - Other	0.00	25.00	0.00	125.00	300.00
Total Office supplies	<u>99.95</u>	<u>191.66</u>	<u>110.70</u>	<u>958.30</u>	<u>2,300.00</u>
Phone expense	722.70	583.33	1,978.29	2,916.65	7,000.00
Total Administrative, & Tel. Expense	<u>2,607.65</u>	<u>1,383.31</u>	<u>4,333.99</u>	<u>6,916.55</u>	<u>16,600.00</u>
Insurance					
Liability Insurance	-31.51	4,166.66	16,122.00	20,833.30	50,000.00
Workman's Compensation	2,618.00	1,083.33	5,614.00	5,416.65	13,000.00
Total Insurance	<u>2,586.49</u>	<u>5,249.99</u>	<u>21,736.00</u>	<u>26,249.95</u>	<u>63,000.00</u>

10:34 AM

06/19/23

Cash Basis

**Deer Mountain Fire Protection District
Profit & Loss Budget Performance
May 2023**

	May 23	Budget	Jan - May 23	YTD Budget	Annual Budget
Professional Fees					
Accounting	800.00	1,633.33	4,000.00	8,166.65	19,600.00
Election Expense	19.36	1,833.33	19.36	9,166.65	22,000.00
Legal Fees	0.00	833.33	847.11	4,166.65	10,000.00
Professional Fees - Other	0.00		26.40		
Total Professional Fees	819.36	4,299.99	4,892.87	21,499.95	51,600.00
Fire District Communications					
Communications Sta #1					
Radio Batteries	1,134.48	8.33	1,134.48	41.65	100.00
Radio Repairs	0.00	25.00	464.39	125.00	300.00
Radios	0.00	41.66	239.39	208.30	500.00
Communications Sta #1 - Other	183.15	41.66	228.15	208.30	500.00
Total Communications Sta #1	1,317.63	116.65	2,066.41	583.25	1,400.00
Communications Dispatch					
Dispatcher Fees and expenses	131.34	716.66	4,698.72	3,583.30	8,600.00
Total Communications Dispatch	131.34	716.66	4,698.72	3,583.30	8,600.00
Total Fire District Communications	1,448.97	833.31	6,765.13	4,166.55	10,000.00
Station, Bldgs, Grounds					
Building Repairs	0.00	333.33	0.00	1,666.65	4,000.00
Janitorial					
Supplies	0.00	41.66	0.00	208.30	500.00
Janitorial - Other	0.00	75.00	486.00	375.00	900.00
Total Janitorial	0.00	116.66	486.00	583.30	1,400.00
Building Maintenance	481.92	291.66	1,576.79	1,458.30	3,500.00
Utilities					
Station #1					
Electricity	464.13	666.66	2,327.93	3,333.30	8,000.00
Propane	663.42	750.00	4,862.56	3,750.00	9,000.00
Station #1 - Other	0.00	58.33	0.00	291.65	700.00
Total Station #1	1,127.55	1,474.99	7,190.49	7,374.95	17,700.00
Station #2					
Electricity	49.28	66.66	253.95	333.30	800.00
Propane	0.00	58.33	0.00	291.65	700.00
Total Station #2	49.28	124.99	253.95	624.95	1,500.00
Total Utilities	1,176.83	1,599.98	7,444.44	7,999.90	19,200.00
Total Station, Bldgs, Grounds	1,658.75	2,341.63	9,507.23	11,708.15	28,100.00
Fire Fighting supply					
Apparel	-32,544.00	833.33	886.29	4,166.65	10,000.00
Equipment					
Equipment Purchases	0.00	41.66	0.00	208.30	500.00
Equipment Maintenance	473.95	41.66	617.89	208.30	500.00
Total Equipment	473.95	83.32	617.89	416.60	1,000.00
Small supplies	0.00	125.00	272.97	625.00	1,500.00
Total Fire Fighting supply	-32,070.05	1,041.65	1,777.15	5,208.25	12,500.00
Fire Prevention	0.00		1,338.04		
Fire Training					
Training Expenses	0.00	708.33	0.00	3,541.65	8,500.00
Total Fire Training	0.00	708.33	0.00	3,541.65	8,500.00
Vehicles Expenses					
Truck Repairs					
Repair	2,770.42	833.33	12,253.30	4,166.65	10,000.00
Maintenance	60.46	583.33	3,374.89	2,916.65	7,000.00
Total Truck Repairs	2,830.88	1,416.66	15,628.19	7,083.30	17,000.00
Licenses and Registrations	0.00		250.00		
Fuel					
Station #1	0.00	1,250.00	3,945.56	6,250.00	15,000.00
Station #2	0.00	125.00	0.00	625.00	1,500.00
Fuel - Other	0.00	125.00	0.00	625.00	1,500.00
Total Fuel	0.00	1,500.00	3,945.56	7,500.00	18,000.00
Vehicle Supplies & Equipment	0.00	83.33	0.00	416.65	1,000.00
Total Vehicles Expenses	2,830.88	2,999.99	19,823.75	14,999.95	36,000.00
Total Expense	-2,259.41	62,397.48	182,521.19	311,967.40	748,772.00
Net Income	62,045.63	-18,576.43	37,181.49	-92,882.15	-222,819.00