

Carbondale & Rural Fire Protection District  
Meeting of the Board of Directors  
March 14, 2018  
5:30 p.m.

Agenda

- A. Call to order & roll call
- B. Consent Agenda
  - 1. Approve Previous Minutes
  - 2. Current Bills & Balances
- C. Persons Present Not on the Agenda
- D. Staff Reports
  - 1. Chief's Report, Rob Goodwin
  - 2. Other
- E. Financial Report
  - 1. Other
- F. Old Business
  - 1. 2018 May Election Update, Jenny Cutright
  - 2. Verizon Site at Aspen Glen Update, Rob Goodwin & Bill Gavette
  - 3. Ambulance Purchase Update, Rob Goodwin
  - 4. Other
- G. New Business
  - 1. Personnel Policy Update, Rob Goodwin
  - 2. Board Retreat
  - 3. Other
- H. Adjourn

## **CARBONDALE & RURAL FIRE PROTECTION DISTRICT**

### **MINUTES OF THE MEETING**

### **BOARD OF DIRECTORS**

### **CARBONDALE FIRE HEADQUARTERS**

**JANUARY 10, 2018**

The Board of Directors of the Carbondale & Rural Fire Protection District met for their regular meeting on January 10, 2018 at the Carbondale Fire Headquarters/Training Building.

President Gene Schilling called the meeting to order at 5:30 p.m. Directors present were Mike Kennedy, Michael Hassig and Gretchen Stock Bell. Director Tom Adgate attended via telephone. Also present were Ron Leach, Jenny Cutright, Rob Goodwin, Bill Gavette, Frank Nadell, Will Grandbois, Allan Ingram, Jake Spaulding, Garrett Kennedy and Mike Gandolfo.

### **CONSENT AGENDA**

The items on the consent agenda were:

- Approve the Minutes of December 13, 2017 Regular Meeting
- Approve Current Bills and Balances  
Approve Resolution 2018-001, A Resolution of the Board of Directors of the Carbondale & Rural Fire Protection District Establishing the Public Places for Posting Notice to Comply with the Provisions of C.R.S. 24-6-402 and 32-1-903(2)

**MOTION:** made to approve the consent agenda as noted. It carried and passed unanimously.

### **CONSIDERATION OF A SEPARATION AND RELEASE AGREEMENT FOR CHIEF RON LEACH**

Gene Schilling asked the board if there were questions or comments on the proposed separation agreement. Michael Hassig thanked Gene Schilling for negotiating and Ron Leach for everything he has done for the fire district. Michael Hassig questioned where the funds for the agreement would be accounted from. Gene Schilling noted that he believes the budget will be able to handle expense, but if not, a supplemental budget will be needed at the end of the year and the funds will come out of reserves.

Michael Hassig questioned the process for selecting a new fire chief. Gene Schilling said that it could be discussed at the next regular Board of Directors meeting.

**MOTION:** made to approve the Separation and Release Agreement for Chief Ron Leach. It carried and passed unanimously. Gene Schilling thanked Ron Leach for his many years of service to the community and the innumerable good things he has done over his career.

Gene Schilling said that if Ron Leach accepts the Separation and Release Agreement, an interim chief will need to be appointed. Eric Gross noted that there is a seven-day period after the agreement is signed, that Ron Leach can revoke his signature. Gene Schilling said that the Board of Directors can move forward on the assumption that the agreement will not be revoked. Discussion regarding appointing an acting chief upon completion on the agreement followed. Mike Kennedy questioned the requirements for hiring an executive.

He also requested a special meeting shortly after the agreement is signed. Gene Schilling said that he would like to appoint an acting chief for the interim. Discussion followed.

**MOTION:** made to appoint Rob Goodwin to the position of acting chief once the agreement has been executed and the time period expires. It carried and passed unanimously.

**MOTION:** made to increase Rob Goodwin's pay by \$1500 per month to compensate him for the additional duties once he acting chief, until a permanent chief is hired. It carried and passed unanimously.

Eric Gross said that he would prepare a memo for the Board of Directors regarding the hiring process and procedures. General discussion regarding hiring procedures followed.

*Director Tom Adgate left the meeting at 5:44 p.m.*

The Board of Directors recessed to the Pension Meeting at 5:45 p.m. without a motion.

The Board of Directors reconvened the regular meeting at 6:06 p.m. without a motion.

#### **PERSONS PRESENT NOT ON THE AGENDA**

There were no comments from the public.

#### **FINANCIAL REPORT**

End of the Year Ambulance Write Offs Jenny Cutright presented the 2017 annual ambulance write off list, according to the ambulance billing police. She said the amounts are uncollectable, totaling \$22,643.92

**MOTION:** made to write off the attached list as noted. It carried and passed unanimously.

#### **OLD BUSINESS**

Ambulance Purchase Update Rob Goodwin said the staff is still looking at ambulances. He said he has specs and is scheduling demo ambulances to come to the station over the next few weeks so crews can look at each type of ambulance that is being considered. He said after that he expects to get firm bids and make a recommendation to the Board of Directors. Further discussion regarding different types of chassis and ambulances followed.

#### **NEW BUSINESS**

Board of Directors Pay Gene Schilling said that the Board of Directors monthly pay was reduced due to the financial issues the district faced. General discussion followed.

**MOTION:** made to approve Resolution 2018-002, A Resolution of the Board of Directors of the Carbondale & Rural Fire Protection District Setting Board of Directors' Compensation. General discussion regarding followed. It carried and passed unanimously.

Appoint Designated Election Official

MOTION: made to approve Resolution 2018-003, A Resolution Appointing a Designated Election Official and Authorizing Designated Election Official to Cancel Election. It carried and passed unanimously.

Discussion regarding May election type Jenny Cutright said that the Board of Directors needs to determine if the May 8, 2018 election will be a mail ballot or polling place election. Discussion followed. It was decided to hold a mail ballot election. The Board of Directors also directed the Designated Election Official to place ads in local papers regarding the call for nominations.

MOTION: made to adjourn the Board of Directors meeting at 6:20 p.m. It carried and passed unanimously.

Respectfully submitted,

---

Jenny Cutright, Recording Secretary

---

Gene Schilling, President

# **CARBONDALE & RURAL FIRE PROTECTION DISTRICT**

## **MINUTES OF THE MEETING**

## **BOARD OF DIRECTORS**

### **CARBONDALE FIRE HEADQUARTERS**

**FEBRUARY 26, 2018**

The Board of Directors of the Carbondale & Rural Fire Protection District met for a special meeting on February 26, 2018 at the Carbondale Fire Headquarters/Training Building.

Vice-President Mike Kennedy called the meeting to order at 5:34 p.m. Directors present were Michael Hassig, Tom Adgate and Gretchen Stock Bell. Also present were Rob Goodwin, Jenny Cutright, Eric Gross, Frank Nadell, Ashley Buss, Mike Wagner, Cory Close, Paul Luttrell and Jake Spaulding. President Gene Schilling was absent.

#### **CONSIDERATION OF AN EMPLOYMENT CONTRACT WITH CHIEF GOODWIN**

Eric Gross said there is a draft contract in the packet. He added discussions with Gene Schilling and Rob Goodwin created the 1-year contract as directed. He said that the salary needs to be determined. He added that Gene Schilling requested the salary amount be discussed by the Board of Directors.

Rob Goodwin said that he has current salaries from the other local fire districts. He said that \$125,000 is the midpoint of what other area fire chiefs are earning. Tom Adgate said that he doesn't feel paying a new person the same amount as the old chief is appropriate. He suggested \$120,000. General discussion regarding the contract followed. Further discussion regarding the wages and budget followed.

Further discussion regarding replacing Rob Goodwin's position as deputy chief followed. Rob Goodwin said that he does plan to hire a deputy chief and there would be promotion up the line as many times as needed, but most likely, a new line firefighter would need to be hired.

Mike Kennedy said that he is not comfortable with starting at Ron Leach's current salary. He said that if Ron Leach's salary was too low or too high is a different discussion. He noted that the district offers some of the best benefits in the valley, but the board needs to stay on top of salary surveys and pay competitive wages. Further discussion regarding the salary followed.

**MOTION:** made to approve the Employment Contract with Chief Goodwin for 1 year at \$120,000.  
4-0

#### **GENERAL DISCUSSION REGARDING INPUT AND DIRECTION WITH THE FIRE CHIEF**

Rob Goodwin said that he is aware there are things the Board of Directors would like to address or policies that need to be implemented. He said that he would like to know the board's thoughts and share his immediate plans.

Rob Goodwin reviewed the vision statement that he wrote. He said that if there isn't a vision, the organization will not move forward. He distributed the vision statement and asked the Board of Directors to review it. He said that he would like to discuss it again and see if the board supports that vision. General discussion regarding the vision statement followed.

Rob Goodwin said that he plans to meet with the entire staff monthly to communicate as a group. He said that he also wants to work on succession planning and professional development for the staff.

Rob Goodwin said that he would like to schedule a board retreat in March. He would like to have the opportunity to have a free-form discussion about some larger picture items. He said that he would like direction from the board and would like to take some time to building this relationship. General discussion followed.

Tom Adgate said that he has talked with many people at the fire department. He said that they are excited about Rob Goodwin as a leader and as a person. Mike Kennedy said that he likes the idea of monthly meetings with the staff.

Rob Goodwin said the other big project he has been working on are job descriptions. He said the only one that is official is the fire chiefs. He added that people need to know what is expected of them.

General discussion regarding board retreats, ICS training and long-term planning followed. No action was taken.

Rob Goodwin thanked the Board of Directors. He said that he is very excited. He said that he would like to be able to finish his career at Carbondale & Rural Fire Protection District.

MOTION: made to adjourn the Board of Directors meeting at 6:13 p.m. It carried and passed unanimously.

Respectfully submitted,

---

Jenny Cutright, Recording Secretary

---

Mike Kennedy, Vice-President



## **Board of Directors Report**

Bill Gavette, Deputy Chief

March 2018

### **Completed Plan/Code Reviews**

- 689 Main Street, rezoning, Town of Carbondale
- 48 Calicotte Ranch Road, fire sprinkler system, Garfield County
- Tall Fello Lemoncello, fire safety review, Garfield County
- 706 Handy Drive, solar installation, Pitkin County
- Alvin R Arlian Trust, land use, Pitkin County
- Thompson Park Subdivision, major site review, Town of Carbondale
- 415 N 8<sup>th</sup> Street, redevelopment, Town of Carbondale
- Redstone 2016 LLC, land use, Pitkin County
- Schloesser, kitchen facility, Gunnison County

### **Pending/On-going Plan/Code Reviews**

- Gianinetti Ranch, Community Barn and Cabins, Garfield County
- 167 Garfield - Administrative Site Plan Review, Town of Carbondale
- CMC Spring Valley Facility Expansion, Garfield County
- Redstone Castle, fire alarm system, revision, Pitkin County

### **Inspections**

- 2401 Panorama Drive, fire sprinkler rough-in, Garfield County

### **Other Projects**

- Basalt FD, mutual aid paging
- International Code Council (ICC), annual training conference, Denver
- New fire records management system implementation
- Verizon site proposal
- 800 MHz radio programming
- Paging system modification & pager programming

**Carbondale & Rural Fire Protection District**

300 Meadowood Drive • Carbondale, CO 81623 • 970-963-2491 Fax 970-963-0569

# **Board of Directors Training Program Report**

**March 2018**

## **February Training:**

- February 19<sup>th</sup>, Patient Assessment Adult and Pediatric by Buss.
- February 21<sup>st</sup>, Rescue Knots and Equipment by Nadell and Gavette
- February 26<sup>th</sup>, QA/QI with Dr. Stahl
- February 28<sup>th</sup>, Rope Rescue Rigging by Nadell and Gavette

## **February Highlights:**

- CRFPD instructors delivered an AHA Basic Life Support Course to CMC EMT students.
- One member completed a Pediatric Advanced Life Support course.

## **Certification Management:**

- I assisted one member in the renewal of his Colorado Paramedic certification.
- I assisted one member in the renewal of his National Registry Paramedic certification.
- I assisted one member in the renewal of his National Registry EMT certification.
- All training records, EMS continuing education credits and Firefighter Job Performance requirements (JPRs) records are up to date through the end of the month.

## **Training Hour Totals:**

- 19 individual trainings were conducted throughout the month of February.
- 35 members completed 313 man hours of training in February.

Respectfully submitted,

Deputy Chief/ Training Officer Frank Nadell



# February 2018 Maintenance report

- Work with Rosenbauer L81 basket Diagnostics. 3 days.
- Replace apt. 81 Dish washer.
- Replace apt. 81 Range.
- Replace apt. 81 Faucet and hose lines.
- Get paint supplies and patching material for new tenant.
- Replace all broken hooks in bunker room.
- Mouse decontamination on A80. Walls opened up for ventilation.
- Mouse nest removed from engine compartment.
- Disinfect all cabinets and gear contaminated with mouse droppings.
- Oil change U81 (new ford).
- Training with operation staff on driving in winter conditions in Rescue 81
- Training with Volunteers on On-spots, Jake brakes, 4x4 controls.
- Training with Staff and Volunteers on ladder operation with placement of truck for proper reach.
- Replace tail gate handle.
- A82 to PDA for suspension work.
- Gear inventory.
- Give chores and monitor community service person.
- Cover calls in extreme weather conditions per Captain's Request.
- Plow all district stations.
- Training with staff ff2 JPR's
- Weekly Generator inspection.
- St 84 inspection.
- St 84 apparatus inspection. Fill low tires on ladder 84 to proper psi.
- St82 inspection. Mouse problem. Tenants have been informed to go through gear and remove food. Also to clean bays.
- End of report.



## **Board of Directors Report**

Pablo Herr- FF/EMT, Public Fire Educator

February 2018

### **Prevention/outreach/education-**

- Senior Housing Lunch
- Public Fire Education Crystal River Elementary - K.Berry (think like an ember)
- Public Fire Education Crystal River Elementary Wildland Fire Demonstration (Sopris Sun)
- AHA BLS CPR Instruction 18 CMC EMT B Students
- Station Tour EMZY 5 Pre-School Students

### **Inspections**

- Women's Recovery Center
- Panorama SFR sprinkler rough in

### **Pre- Plans**

- Fleisher Building

### **RESPONSE**

- Support Daily EMS/Fire response, transport, patient care/RMS Reports

### **Other**

- Pitkin Wildfire Meeting
- Promotional Products order for Glen X Career Day

**Carbondale & Rural Fire Protection District**  
**[www.carbondalefire.org](http://www.carbondalefire.org)**

300 Meadowood Drive • Carbondale, CO 81623 • 970-963-2491 Fax 970-963-0569

February 28, 2018

Interest Rate

**General Fund**

|                          |                      |       |
|--------------------------|----------------------|-------|
| Alpine Checking          | 357,053.04           | 0.00% |
| Alpine Money Market Fund | 153,014.30           | 0.01% |
| <b>TOTAL</b>             | <b>\$ 510,067.34</b> |       |

**Capital Projects Fund #1**

|                               |                        |       |
|-------------------------------|------------------------|-------|
| Alpine Checking               | 25,811.46              | 0.00% |
| Alpine Money Market Fund      | 884,307.35             | 0.01% |
| Alpine Impact Fee Fund        | 62,564.27              | 0.01% |
| Alpine Loan Fund Money Market | 434,200.44             | 0.01% |
| <b>TOTAL</b>                  | <b>\$ 1,406,883.52</b> |       |

**Bond Fund**

|       |               |       |
|-------|---------------|-------|
| Csafe | \$ 123,536.59 | 1.51% |
|-------|---------------|-------|

**Pension Fund**

|      |                |
|------|----------------|
| FPPA | \$2,374,761.43 |
|------|----------------|

**Ambulance Billing Report - February 2018**

|                                   |              |
|-----------------------------------|--------------|
| Cash Collected on Accounts        | \$ 16,682.93 |
| New Accounts Billed               | \$ 21,107.20 |
| Medicare Assignments (Write-Offs) | \$ 5,348.40  |
| Medicaid Write-Offs               | \$ 6,294.49  |
| Other Write-Offs                  | \$ 1,590.84  |
| Amount Sent to Collections        | \$ 4,009.34  |

**Aging Report**

|                  |                   |                   |                    |
|------------------|-------------------|-------------------|--------------------|
| <u>0-30 Days</u> | <u>31-60 Days</u> | <u>61-90 Days</u> | <u>&gt;90 Days</u> |
| \$29,941.20      | \$11,479.74       | \$4,227.94        | \$38,046.24        |

## Checks Issued Between Board Meetings

### General Fund

|                                   |             |                                |         |
|-----------------------------------|-------------|--------------------------------|---------|
| Payroll                           | \$38,460.79 | Payroll                        | 2/23/18 |
| Internal Revenue Service          | \$7,585.15  | Federal Withholding            | 2/23/18 |
| Colorado Department of Revenue    | \$2,247.00  | State Withholding              | 2/23/18 |
| Fire & Police Pension Association | \$16,100.24 | Pension/457/Death & Disability | 2/23/18 |
| Payroll                           | \$38,308.58 | Payroll                        | 3/9/18  |
| Internal Revenue Service          | \$7,786.59  | Federal Withholding            | 3/9/18  |
| Colorado Department of Revenue    | \$2,256.00  | State Withholding              | 3/9/18  |
| Fire & Police Pension Association | \$16,299.37 | Pension/457/Death & Disability | 3/9/18  |

### Capital Projects Fund

none

### Miscellaneous Income

#### General Fund

\$14.00 record research

### Capital Projects Fund

none

**Carbondale & Rural Fire Protection Dist**

AP Check Register (Current by Bank)

Check Date: 3/14/2018

| Check No.                                       | Date     | Status | Vendor ID | Payee Name                      | Amount      |
|---|----------|--------|-----------|---------------------------------|-------------|
| <b>BANK ID: ALPINC - ALPINE BANK - CHECKING</b> |          |        |           |                                 | <b>1122</b> |
| 36688   | 03/14/18 | P      | ACE       | Ace Hardware                    | \$160.90    |
| 36689   | 03/14/18 | P      | ACME      | Acme Alarm Company              | \$330.00    |
| 36690   | 03/14/18 | P      | AIRGAS    | Airgas USA, LLC                 | \$106.11    |
| 36691   | 03/14/18 | P      | ALLTEM    | All Temp Services, Inc.         | \$1,076.58  |
| 36692   | 03/14/18 | P      | ABUSS     | Ashley Buss                     | \$79.99     |
| 36693   | 03/14/18 | P      | CEDAR     | Cedar Networks                  | \$350.00    |
| 36694   | 03/14/18 | P      | CENEX     | Cenex Fleet Fueling             | \$1,385.66  |
| 36695   | 03/14/18 | P      | CENTUR    | CenturyLink                     | \$187.16    |
| 36696   | 03/14/18 | P      | CENTUB    | CenturyLink Business Services   | \$60.55     |
| 36697   | 03/14/18 | P      | COFIRE    | Colorado Division of Fire Prev  | \$100.00    |
| 36698   | 03/14/18 | P      | CMNM      | Colorado Mountain News Media    | \$272.39    |
| 36699   | 03/14/18 | P      | CRFR      | Colorado River Fire/Rescue      | \$2,000.00  |
| 36700   | 03/14/18 | P      | COMCAS    | Comcast Cable                   | \$45.48     |
| 36701   | 03/14/18 | P      | COMCAI    | Comcast Internet                | \$111.10    |
| 36702   | 03/14/18 | P      | CUOFCO    | Credit Union of Colorado        | \$5,711.12  |
| 36703   | 03/14/18 | P      | CRYECH    | Crystal Valley Echo             | \$95.00     |
| 36704   | 03/14/18 | P      | CYMA      | Cyma Systems, Inc.              | \$836.46    |
| 36705   | 03/14/18 | P      | BLM       | DOI/BLM                         | \$180.09    |
| 36706   | 03/14/18 | P      | FINANC    | Financial Forms & Supplies, Inc | \$253.81    |
| 36707   | 03/14/18 | P      | FOOTST    | FootSteps Marketing             | \$975.00    |
| 36708   | 03/14/18 | P      | GKENNE    | Garrett Kennedy                 | \$185.73    |
| 36709   | 03/14/18 | P      | GRAING    | Grainger Inc.                   | \$243.75    |
| 36710   | 03/14/18 | P      | HOLY      | Holy Cross Energy               | \$328.40    |
| 36711   | 03/14/18 | P      | JEN       | Jennifer Cutright               | \$250.40    |
| 36712   | 03/14/18 | P      | CITYMA    | Kroger - King Soopers Customer  | \$279.94    |
| 36713   | 03/14/18 | P      | LIFEAS    | Life-Assist, Inc.               | \$2,101.58  |
| 36714   | 03/14/18 | P      | LOWES     | Lowe's                          | \$701.51    |
| 36715   | 03/14/18 | P      | MWATER    | Marble Water Company            | \$65.00     |
| 36716   | 03/14/18 | P      | MAXFIR    | Max Fire Apparatus, Inc.        | \$265.69    |
| 36717   | 03/14/18 | P      | METLIF    | MetLife - Group Benefits        | \$3,458.18  |
| 36718   | 03/14/18 | P      | MOPEST    | Mountain Pest Control, Inc.     | \$278.00    |
| 36719   | 03/14/18 | P      | MTNWAS    | Mountain Waste & Recycling      | \$439.68    |
| 36720   | 03/14/18 | P      | NAPA      | Napa Auto Parts, Inc.           | \$279.77    |
| 36721   | 03/14/18 | P      | PAULLU    | Paul Luttrell                   | \$180.00    |
| 36722   | 03/14/18 | P      | PINNAC    | Pinnacol Assurance              | \$4,710.00  |
| 36723   | 03/14/18 | P      | PITCLE    | Pitkin County Clerk & Recorder  | \$41.64     |
| 36724   | 03/14/18 | P      | QDS       | QDS Communications, Inc.        | \$2,990.19  |
| 36725   | 03/14/18 | P      | REDSAN    | Redstone Water & Sanitation Di  | \$354.00    |
| 36726   | 03/14/18 | P      | COOP      | Roaring Fork Valley Co-Op       | \$3,702.30  |
| 36727   | 03/14/18 | P      | SOPSUN    | Sopris Sun                      | \$113.58    |
| 36728   | 03/14/18 | P      | SPECIN    | Specialty Incentives            | \$984.15    |
| 36729   | 03/14/18 | P      | STERIC    | Stericycle, Inc.                | \$731.14    |
| 36730   | 03/14/18 | P      | KEYPEO    | The Key People Co, Inc.         | \$395.00    |
| 36731   | 03/14/18 | P      | PAINT     | The Paint Store, Inc            | \$382.41    |
| 36732   | 03/14/18 | P      | THYSSE    | Thyssenkrupp Elevator Corp.     | \$505.00    |
| 36733   | 03/14/18 | P      | TITLEC    | Title Company of the Rockies    | \$125.00    |
| 36734   | 03/14/18 | P      | TOWNWA    | Town of Carbondale              | \$300.11    |
| 36735   | 03/14/18 | P      | TRAILH    | Trailhead Technologies, Inc.    | \$944.10    |
| 36736   | 03/14/18 | P      | TRITEC    | Tritech Emergency Medical Syst  | \$2,556.17  |
| 36737   | 03/14/18 | P      | VERIZO    | Verizon Wireless                | \$585.36    |
| 36738   | 03/14/18 | P      | VFIS      | VFIS                            | \$11,515.00 |
| 36739   | 03/14/18 | P      | VIP       | VIP Trash Removal               | \$135.00    |
| 36740   | 03/14/18 | P      | WESTHE    | Western Slope Health Care Grou  | \$33,350.84 |
| 36741   | 03/14/18 | P      | XCEL      | Xcel Energy                     | \$1,165.18  |

**BANK ALPINC REGISTER TOTAL: \$88,961.20**

\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Void Date ) ; "A" - Application; "E" - EFT

\*\* Denotes broken check sequence.

**Capital Projects Fund #1**  
AP Check Register (Current by Bank)

Check Date: 3/14/2018

| <u>Check No.</u>                                | <u>Date</u> | <u>Status</u> | <u>Vendor ID</u> | <u>Payee Name</u> | <u>Amount</u>   |
|---|-------------|---------------|------------------|-------------------|-----------------|
| <b>BANK ID: ALPINE - ALPINE BANK - CHECKING</b> |             |               |                  |                   | <b>1140</b>     |
| 4735  | 03/14/18    | P             | XEROX            | Xerox Corporation | \$544.13        |
| <b>BANK ALPINE REGISTER TOTAL:</b>              |             |               |                  |                   | <b>\$544.13</b> |
| <b>GRAND TOTAL :</b>                            |             |               |                  |                   | <b>\$544.13</b> |

\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Void Date ) ; "A" - Application ; "E" - EFT  
\*\* Denotes broken check sequence.

## Carbondale & Rural Fire Protection Dist

### Income Statement

(Original Budget to Actual Comparison)

For the period of 2/1/2018 Through 2/28/2018

|                                     | Current Period      |               |                   |              | Year To Date          |                         |                         |                |
|-------------------------------------|---------------------|---------------|-------------------|--------------|-----------------------|-------------------------|-------------------------|----------------|
|                                     | Actual              | Budget        | Variance          | %            | Actual                | Budget                  | Variance                | %              |
| <b><u>Cost of Goods Sold</u></b>    |                     |               |                   |              |                       |                         |                         |                |
| Property Tax                        | \$0.00              | \$0.00        | \$0.00            | 0.0 %        | \$(200,245.72)        | \$(2,748,839.00)        | \$(2,548,593.28)        | (92.7)%        |
| Specific Ownership Tax              | 0.00                | 0.00          | 0.00              | 0.0          | (23,068.65)           | (150,000.00)            | (126,931.35)            | (84.6)         |
| Interest/Penalties                  | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | (5,500.00)              | (5,500.00)              | (100.0)        |
| Delinquent Tax                      | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | (1,000.00)              | (1,000.00)              | (100.0)        |
| Abated Tax                          | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | (1,912.00)              | (1,912.00)              | (100.0)        |
| Ambulance Revenues                  | (7,119.20)          | 0.00          | 7,119.20          | 0.0          | (25,286.42)           | (225,000.00)            | (199,713.58)            | (88.8)         |
| Interest Income                     | 0.00                | 0.00          | 0.00              | 0.0          | (3.43)                | 0.00                    | 3.43                    | 0.0            |
| Earnings on Investments             | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | (100.00)                | (100.00)                | (100.0)        |
| Building Rentals                    | (1,000.00)          | 0.00          | 1,000.00          | 0.0          | (1,500.00)            | (12,000.00)             | (10,500.00)             | (87.5)         |
| Training Income                     | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | (500.00)                | (500.00)                | (100.0)        |
| Wildfire Contracts                  | 0.00                | 0.00          | 0.00              | 0.0          | (12,357.42)           | (10,000.00)             | 2,357.42                | 23.6           |
| Special Event Contracts             | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | (7,000.00)              | (7,000.00)              | (100.0)        |
| Miscellaneous Income                | (14.00)             | 0.00          | 14.00             | 0.0          | (28.00)               | (4,000.00)              | (3,972.00)              | (99.3)         |
| <b>Total Cost of Goods Sold</b>     | <b>\$(8,133.20)</b> | <b>\$0.00</b> | <b>\$8,133.20</b> | <b>0.0 %</b> | <b>\$(262,489.64)</b> | <b>\$(3,165,851.00)</b> | <b>\$(2,903,361.36)</b> | <b>(91.7)%</b> |
| <b>Gross Profit</b>                 | <b>\$8,133.20</b>   | <b>\$0.00</b> | <b>\$8,133.20</b> |              | <b>\$262,489.64</b>   | <b>\$3,165,851.00</b>   | <b>\$(2,903,361.36)</b> | <b>(91.7)%</b> |
| <b><u>Operating Expenses</u></b>    |                     |               |                   |              |                       |                         |                         |                |
| Wages                               | \$259,962.29        | \$0.00        | \$(259,962.29)    | 0.0 %        | \$389,306.63          | \$1,609,632.00          | \$1,220,325.37          | 75.8 %         |
| Wildfire Wages, CRRF                | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | 5,000.00                | 5,000.00                | 100.0          |
| Wages - Seasonal Staffing           | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | 65,000.00               | 65,000.00               | 100.0          |
| Special Event Wages                 | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | 5,000.00                | 5,000.00                | 100.0          |
| Health Benefits                     | 34,222.99           | 0.00          | (34,222.99)       | 0.0          | 71,846.04             | 431,348.00              | 359,501.96              | 83.3           |
| Pension Benefits                    | 10,619.11           | 0.00          | (10,619.11)       | 0.0          | 22,031.13             | 145,016.00              | 122,984.87              | 84.8           |
| 457 Contributions, District portion | 938.77              | 0.00          | (938.77)          | 0.0          | 1,968.44              | 12,894.00               | 10,925.56               | 84.7           |
| Workers Comp                        | 0.00                | 0.00          | 0.00              | 0.0          | 12,325.00             | 56,528.00               | 44,203.00               | 78.2           |
| Volunteer Incentive                 | 0.00                | 0.00          | 0.00              | 0.0          | 1,045.00              | 27,000.00               | 25,955.00               | 96.1           |
| Medicare/FICA Tax                   | 3,769.42            | 0.00          | (3,769.42)        | 0.0          | 5,644.90              | 28,457.00               | 22,812.10               | 80.2           |
| Unemployment Insurance              | 0.00                | 0.00          | 0.00              | 0.0          | 1,104.21              | 5,000.00                | 3,895.79                | 77.9           |
| Death & Disability Policy - FPPA    | 3,057.83            | 0.00          | (3,057.83)        | 0.0          | 6,231.14              | 40,355.00               | 34,123.86               | 84.6           |
| Board Members Pay                   | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | 8,000.00                | 8,000.00                | 100.0          |
| Insurance                           | 0.00                | 0.00          | 0.00              | 0.0          | 20,725.00             | 55,476.00               | 34,751.00               | 62.6           |
| Treasurer Fees                      | 0.00                | 0.00          | 0.00              | 0.0          | 4,423.35              | 65,457.00               | 61,033.65               | 93.2           |
| Abated Tax                          | 0.00                | 0.00          | 0.00              | 0.0          | 2,545.94              | 2,056.00                | (489.94)                | (23.8)         |
| Administration Supplies/Expenses    | 3,254.89            | 0.00          | (3,254.89)        | 0.0          | 5,880.23              | 13,000.00               | 7,119.77                | 54.8           |
| Accounting                          | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | 13,250.00               | 13,250.00               | 100.0          |
| Legal Fees                          | 2,890.00            | 0.00          | (2,890.00)        | 0.0          | 2,890.00              | 25,000.00               | 22,110.00               | 88.4           |
| Dues & Subscriptions                | 0.00                | 0.00          | 0.00              | 0.0          | 2,204.50              | 6,673.00                | 4,468.50                | 67.0           |
| Administration Fuel                 | 1,149.32            | 0.00          | (1,149.32)        | 0.0          | 2,204.16              | 11,110.00               | 8,905.84                | 80.2           |
| Freight & Postage                   | 1,027.62            | 0.00          | (1,027.62)        | 0.0          | 1,132.21              | 1,208.00                | 75.79                   | 6.3            |
| Computer Supplies                   | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | 1,871.00                | 1,871.00                | 100.0          |
| Fire/EMS Prevention                 | 0.00                | 0.00          | 0.00              | 0.0          | 0.00                  | 1,028.00                | 1,028.00                | 100.0          |
| Meetings                            | 233.35              | 0.00          | (233.35)          | 0.0          | 248.51                | 2,056.00                | 1,807.49                | 87.9           |

## Carbondale & Rural Fire Protection Dist

### Income Statement

(Original Budget to Actual Comparison)

For the period of 2/1/2018 Through 2/28/2018

|                                   | Current Period        |               |                       |              | Year To Date          |                       |                       |                 |
|-----------------------------------|-----------------------|---------------|-----------------------|--------------|-----------------------|-----------------------|-----------------------|-----------------|
|                                   | Actual                | Budget        | Variance              | %            | Actual                | Budget                | Variance              | %               |
| Volunteer Dinner Program          | 1,010.70              | 0.00          | (1,010.70)            | 0.0          | 1,010.70              | 10,000.00             | 8,989.30              | 89.9            |
| Election Expense                  | 638.07                | 0.00          | (638.07)              | 0.0          | 8,189.83              | 15,000.00             | 6,810.17              | 45.4            |
| Emergency Management              | 0.00                  | 0.00          | 0.00                  | 0.0          | 2,000.00              | 1,028.00              | (972.00)              | (94.6)          |
| Master Plan                       | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 2,056.00              | 2,056.00              | 100.0           |
| Public Outreach                   | 1,959.15              | 0.00          | (1,959.15)            | 0.0          | 2,934.15              | 18,508.00             | 15,573.85             | 84.1            |
| Firefighting Expenses/Supplies    | 671.48                | 0.00          | (671.48)              | 0.0          | 671.48                | 30,840.00             | 30,168.52             | 97.8            |
| Firefighting Fuel                 | 152.95                | 0.00          | (152.95)              | 0.0          | 376.41                | 3,619.00              | 3,242.59              | 89.6            |
| Incident Resources                | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 1,028.00              | 1,028.00              | 100.0           |
| Incident Food                     | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 1,028.00              | 1,028.00              | 100.0           |
| Wildfire Expenses, CRRF           | (352.95)              | 0.00          | 352.95                | 0.0          | (687.35)              | 2,114.00              | 2,801.35              | 132.5           |
| Medical Expenses/Supplies         | 1,186.63              | 0.00          | (1,186.63)            | 0.0          | 6,541.45              | 39,064.00             | 32,522.55             | 83.3            |
| Infection Control Program         | 254.00                | 0.00          | (254.00)              | 0.0          | 254.00                | 1,028.00              | 774.00                | 75.3            |
| Medical Fuel                      | 386.56                | 0.00          | (386.56)              | 0.0          | 865.24                | 4,024.00              | 3,158.76              | 78.5            |
| Physician Advisor                 | 0.00                  | 0.00          | 0.00                  | 0.0          | 3,500.00              | 3,500.00              | 0.00                  | 0.0             |
| Telephone Service                 | 1,047.43              | 0.00          | (1,047.43)            | 0.0          | 2,219.26              | 13,306.00             | 11,086.74             | 83.3            |
| Cell Phones/Pagers                | 213.23                | 0.00          | (213.23)              | 0.0          | 422.24                | 2,876.00              | 2,453.76              | 85.3            |
| Communications Supplies/Expenses  | 2,990.19              | 0.00          | (2,990.19)            | 0.0          | 3,253.69              | 9,252.00              | 5,998.31              | 64.8            |
| Communications Center             | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 10,000.00             | 10,000.00             | 100.0           |
| Training - Firefighting           | 2,644.09              | 0.00          | (2,644.09)            | 0.0          | 2,674.09              | 20,000.00             | 17,325.91             | 86.6            |
| Training - Medical                | 4,327.23              | 0.00          | (4,327.23)            | 0.0          | 4,788.38              | 1,000.00              | (3,788.38)            | (378.8)         |
| Paramedic Program                 | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 10,000.00             | 10,000.00             | 100.0           |
| EMT Tuitions                      | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 3,000.00              | 3,000.00              | 100.0           |
| Training - Administration         | 2,285.12              | 0.00          | (2,285.12)            | 0.0          | 3,430.50              | 5,000.00              | 1,569.50              | 31.4            |
| Food - Training                   | 215.64                | 0.00          | (215.64)              | 0.0          | 382.05                | 3,000.00              | 2,617.95              | 87.3            |
| Vehicle Repairs                   | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 20,000.00             | 20,000.00             | 100.0           |
| Vehicle Supplies, Parts, Tires    | 507.77                | 0.00          | (507.77)              | 0.0          | 2,003.64              | 23,588.00             | 21,584.36             | 91.5            |
| Equipment Testing                 | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 15,420.00             | 15,420.00             | 100.0           |
| Communications Equipment Repairs  | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 2,056.00              | 2,056.00              | 100.0           |
| Maintenance Contracts             | 3,392.63              | 0.00          | (3,392.63)            | 0.0          | 4,022.63              | 25,322.00             | 21,299.37             | 84.1            |
| Computer Repairs & Service        | 944.10                | 0.00          | (944.10)              | 0.0          | 4,660.90              | 14,430.00             | 9,769.10              | 67.7            |
| Portable Equipment Repairs        | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 206.00                | 206.00                | 100.0           |
| Building Utilities                | 8,580.49              | 0.00          | (8,580.49)            | 0.0          | 15,346.46             | 56,847.00             | 41,500.54             | 73.0            |
| Building Maintenance & Repairs    | 2,038.58              | 0.00          | (2,038.58)            | 0.0          | 3,691.54              | 22,666.00             | 18,974.46             | 83.7            |
| Building Supplies                 | 2,040.76              | 0.00          | (2,040.76)            | 0.0          | 2,914.66              | 14,683.00             | 11,768.34             | 80.1            |
| Miscellaneous Expenses            | 0.00                  | 0.00          | 0.00                  | 0.0          | 3,463.99              | 0.00                  | (3,463.99)            | 0.0             |
| Transfer to Capital Projects Fund | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 100,000.00            | 100,000.00            | 100.0           |
| Emergency Reserves                | 0.00                  | 0.00          | 0.00                  | 0.0          | 0.00                  | 92,000.00             | 92,000.00             | 100.0           |
| <b>Total Operating Expenses</b>   | <b>\$358,259.44</b>   | <b>\$0.00</b> | <b>\$(358,259.44)</b> | <b>0.0 %</b> | <b>\$632,686.33</b>   | <b>\$3,234,904.00</b> | <b>\$2,602,217.67</b> | <b>80.4 %</b>   |
| Net Income (Loss)                 | <b>\$(350,126.24)</b> | <b>\$0.00</b> | <b>\$(350,126.24)</b> | <b>0.0 %</b> | <b>\$(370,196.69)</b> | <b>\$(69,053.00)</b>  | <b>\$(301,143.69)</b> | <b>(436.1)%</b> |