

**Minutes of the Regular Meeting of the Board of Directors of the  
Sunshine Fire Protection District  
July 12, 2022**

Call to Order

The meeting was held

The meeting was called to order at 7:33 PM and a quorum was established.

Attendance

Board Members Present: Jean Gatza, Cathy Shoenfeld, Dan Fischer, Dick Smith, John Bauer

Others: Assistant Chief Henry Ballard

Absent: Chief Michael Schmitt

Approval of Minutes

- Minutes from the June Board meeting were reviewed.

MOTION: To approve Board Minutes. Motion was seconded and carried unanimously.

Treasurer's Report

- Treasurer's report was reviewed.

Discussion included:

- Board reviewed the checks, credit card charges, profit & loss budget vs actual and balance sheet.
- Large credit card charges were for 4505 equipment purchases.
- There was first direct deposit to contract firefighter
- Legal fees were for property inclusion to SFPD.
- This was the first month that we benefitted from the 10% income for the contract service salaries.
- Will discuss with auditor at next audit how to do depreciation for equipment and buildings.
- The Application for Exemption from Audit states that the application form is for local governments with either revenues or expenditures more than \$100,000 but no more than \$750,000. We may be in that category this year. Expect to be close because of the new truck purchase. How to budget for the additional pass-through revenue for/from the "Jeffco fire-fighters" for the next budget? Presumably having these additional transactions won't change our ability to get an audit exemption, but having that in our budget is somewhat misleading. Are there options? The revenue for the dept will need to be included, but the salaries that are passing through aren't really district revenue or expense. Other districts appear to ignore the contract services expenses and income in their budget, but is that is the correct thing to do? SDA dues are based on our budget so it is not advantageous for us to include those in the budget.

MOTION: to approve the treasurer's report was made, seconded and carried unanimously.

Fire Chief's Report – see attached

- New Truck Update: Freightliner and Meritor are going back and forth on how to correct a driveshaft angle issue. That is the cause of damage to the transfer case and possibly, transmission. They have to fix the cause first before proceeding to the transfer case. They know the transfer case was damaged by the vibration, and the Chief requested that the transmission be checked again. The Rosenbauer mechanic that supports us agrees that there is a chance that the transmission took damage as well. The Chief communicated to Freightliner and Meritor that we will not accept a rebuilt transfer case without a significant warranty. Rosenbauer is involved again to mediate between Freightliner, Meritor (axle and driveshaft manufacturer) and us. There is no estimate as to how long it will take to get the truck back, at this point.
- New Junior Firefighter: Malachi Brooks has joined the department as a Junior Firefighter. He is 16 and while not living in district came highly recommended.

### **Other Business**

- The new fire truck community event went well. We had 55 attendees. The fire extinguisher training was productive and went well. Several families expressed interest in joining the mural project. It was decided to wait until that fall when school was back in session to proceed with that project.
- Fall Community Fest. Tentative possible dates are Oct 15 or 22. We will be looking for volunteers for assembling a committee to organize the event. Cathy will host a planning event on July 25 at 7:00 pm. Need to address what we want to accomplish at the Community Fest. How to fund raise?
- 501c3 research update. Jean reached out to other fire districts about how they have set up 501c3 non-profit account. The cost is ~\$290 for a filing fee. This would require a separate board to run the non-profit. There could be legal fees as well. Question whether this might set up competing fund-raising efforts and perhaps limit the flexibility of the board.

The meeting was adjourned at 8:50 PM

Attest: Richard Smith  
Richard Smith, Secretary



Sunshine Fire Protection District  
311 County Rd 83  
Boulder, CO 80302  
[www.sunshine-fpd.org](http://www.sunshine-fpd.org)

---

### Chief Report - Board Meeting 07/12/2022

- 1. New Truck Update:** We received an update today. Freightliner and Meritor are going back and forth on how to correct a driveshaft angle issue. That is the cause of damage to the transercase and possibly, transmission. They have to fix the cause first before proceeding to the t-case. They know the t-case was damaged by the vibration, and I requested that the transmission be checked again. The Rosenbauer mechanic that supports us agrees that there is a chance that the transmission took damage as well. I did signal to Freightliner and Meritor that we will not accept a rebuilt transercase without a significant warranty. Rosenbauer is involved again to mediate between Freightliner, Meritor (axle and driveshaft manufacturer) and us. There is no estimate as to how long it will take to get the truck back, at this point.
- 2. New Junior Firefighter:** Malachi Brooks has joined the department as a Junior Firefighter. He is 16 and while not living in district came highly recommended.

## Calls

<b>Problem</b>	<b>Incident Number</b>	<b>Date/Time</b>
RETECR-Rescue No Amb Access	BCFD220611-007000	6/11/2022 09:48:16 AM
INACCR-Injury or Rollover	BCFD220616-007248	6/16/2022 04:51:33 PM
EMSR-Medical Call	BCFD220704-008051	7/4/2022 12:32:02 PM
RETECR-Rescue No Amb Access	BCFD220704-008052	7/4/2022 12:32:02 PM
FIASSR-Fire Assist	BCFD220608-006868	6/8/2022 09:43:12 AM
zAbdominalPain/Problem (AN/EN)	BCFD220610-006974	6/10/2022 08:12:02 PM
zTraumatic Injury (AE/EE)	BCFD220611-007005	6/11/2022 12:26:07 PM

INACCR-Injury or Rollover	BCFD220613-007124	6/13/2022 05:20:18 PM
zSick (AN)	BCFD220614-007143	6/14/2022 03:42:06 AM
zBreathing Problem (AE/EE)	BCFD220617-007298	6/17/2022 06:48:11 PM
RETECR-Rescue No Amb Access	BCFD220618-007326	6/18/2022 09:41:08 AM
EMSR-Medical Call	BCFD220622-007515	6/22/2022 06:28:23 PM
zTraumatic Injury (AN)	BCFD220625-007635	6/25/2022 03:22:48 PM
FIASSR-Fire Assist	BCFD220703-007972	7/3/2022 10:27:47 AM
FIINFR-Fire Information	BCFD220704-008046	7/4/2022 10:46:24 AM
FISMOR-Smoke Report	BCFD220707-008168	7/7/2022 06:51:16 AM
FICAMR-Illeg/Unattend Campfire	BCFD220710-008339	7/10/2022 01:39:23 PM
FIASSR-Fire Assist	BCFD220710-008340	7/10/2022 02:19:17 PM
zUnknown Problem (AN/EN)	BCFD220611-006997	6/11/2022 09:09:19 AM
zFall (AE/EE)	BCFD220611-007019	6/11/2022 04:25:49 PM
FICONR-Controlled Burn	BCFD220612-007055	6/12/2022 08:37:57 AM
UNACCR-Unknown Injury Accident	BCFD220707-008167	7/7/2022 03:55:10 AM
EMSR-Medical Call	BCFD220709-008269	7/9/2022 10:21:53 AM
FICAMR-Illeg/Unattend Campfire	BCFD220709-008307	7/9/2022 09:04:57 PM
FICAMR-Illeg/Unattend Campfire	BCFD220709-008314	7/9/2022 10:11:14 PM
FICONR-Controlled Burn	BCFD220710-008326	7/10/2022 08:58:26 AM
FIINFR-Fire Information	BCFD220618-007347	6/18/2022 04:35:31 PM