

ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- July 31, 2024

Agenda Item #4

Agenda Title:

Approval of Agenda

Submitted by:

Ryan Bross, President

Background Information:

N/A

Attachments:

Agenda

Minutes

Report

Resolution

Contract

Map

Letter

Other

Board Action Needed:

A motion to (approve, deny, modify) the Agenda for the July 31, 2024 board meeting.

Ryan Bross Yes No

Brian Tseng Yes No

Mike Lewelling Yes No

Dave Hamrick Yes No

Chris Buser Yes No

ESTES VALLEY FIRE PROTECTION DISTRICT BOARD MEETING

July 31, 2024
Wednesday, 4:30 PM

AGENDA

1. CALL TO ORDER- President Ryan Bross
2. PLEDGE OF ALLEGIANCE- Assistant Chief Capo
3. ROLL CALL- Erika Goetz
4. APPROVAL OF AGENDA
5. CONFLICT OF INTEREST DISCLOSURES
6. PUBLIC COMMENT * Public comment is limited to 5 minutes per person.
7. APPROVAL OF MINUTES: meeting minutes from 6/26/2024
8. Presentations – None
9. REPORTS
 - a. Chief's Report
 - b. Volunteer Captain Report
 - c. Treasurer's Report
10. OLD BUSINESS
 - a. Strategic Plan
11. POLICY UPDATES
12. NEW BUSINESS
 - a. Executive Session “Section 24-6-402(4)(b) C.R.S. for purposes of consulting with our attorney on personnel matters including resignation of Fire Chief and Appointing an Interim
 - b. Approval of 2023 Audit
 - c. Resolution 2024-04 to Designate a Fire Chief During Interim Period
 - d. Identify Who Has Authority to Make Changes to Bank Credit Card Authorized Users
13. BOARD COMMENT

NEXT REGULARLY SCHEDULED MEETING: August 14th and 28th
14. ADJOURNMENT

The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner.”

“The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District.”

ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- July 31, 2024

Agenda Item #7

Agenda Title:

Approval of Minutes

Submitted by:

Dave Hamrick, Secretary

Background Information:

N/A

Attachments:

____ Agenda

X Minutes

____ Report

____ Resolution

____ Contract

____ Map

____ Letter

____ Other

Board Action Needed:

A motion to (approve, deny, modify) the minutes from the 6/26/24 board meeting at the 7/31/24 board meeting.

Ryan Bross Yes No

Brian Tseng Yes No

Mike Lewelling Yes No

Dave Hamrick Yes No

Chris Buser Yes No

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

June 26, 2024 4:30 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: Dave Hamrick, Brian Tseng, Ryan Bross, Mike Lewelling

Staff: Chief Rick Lasky, Asst. Chief Jon Landkamer; Asst. Chief Paul Capo; Chief of Staff Erika Goetz, Lt. Stacy Sutherland

Also Attending: Lt. Ron Bruchwalski, Captain Rick Spear, Joan Hooper, Patti Brown, Robert Foster, Steve Dazzio

Absent: None

President Ryan Bross called the meeting to order at 4:30 p.m.

Chief Lasky led the Pledge of Allegiance

Erika Goetz performed roll call – all present

APPROVAL OF AGENDA

Moved by Dave Hamrick and seconded by Mike Lewelling to approve the agenda moving new business items up to 7.5. Motion carried unanimously.

CONFLICT OF INTEREST

None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Moved by Ryan Bross and seconded by Dave Hamrick to approve the meeting minutes from the 5/22/24 board meeting as written. Motion carried unanimously.

NEW BUSINESS –

Approval of CO Special Districts P&L Repayment Agreement

Chief of Staff Goetz brought this to the board, it's an annual requirement to receive the subsidized pricing from the POOL for the Heart & Cancer Trust.

Motion by Ryan Bross, seconded by Mike Lewelling to approve the repayment agreement. Motion carried unanimously.

Letters of Interest in Vacant Board Seat

The board is grateful to have two interested candidates.

Brian Tseng gave a brief overview of Christopher Buser. Robert Foster was in attendance and gave a brief overview of his background to the board. Discussion took place.

Motion by Ryan Bross, seconded by Dave Hamrick to appoint Christopher Buser to the vacant position. Motion carried unanimously.

PRESENTATIONS

2023 Audit – Steve Dazzio

Steve Dazzio presented the 2023 audit to the board. The MD&A letter has not been fully reviewed yet but will be provided to the board prior to final acceptance of the audit at the July 24th meeting. It was a clean audit ending with us being \$97,323 positive net change in fund balance. Operationally we are in good shape and are 2:1 assets to liabilities.

REPORTS

Administrative Division:

4th of July – Board to cook

Rooftop Rodeo Parade July 8th

SDA Conf. Sept 10-12th in Keystone Any board members interested in attending?

PIO/Social Media team is getting off the ground! Led by Heather Bradley

Prevention Division:

- CWDG Grant matching funds have been approved by TOEP Trustees, \$175,000
- Very busy with inspections including picking up some WUI/HIZ inspections, thanks to Stacey
- Interviewed on Tuesday for WUI Lieutenant
- Will soon be posting the WUI Educator position – FR-WRM grant

- RECORD OF PROCEEDINGS

- Chief Landkamer presented to EVWC Board on the plans for 1A WUI Mitigation Program
- Working with the Com Dev Director (Steve) on WUI mitigation plans being required for new construction, and BOA update along with Town Attorney Kramer

Operations Division:

2024 – 334

2023 – 257 77 difference

52 FF's – 47 vol. (1 app today) -2 are in Task Book [2 more than last month]

+ 8 Aux. = **55 Volunteers** (7 done with task book)

All members in Yellow Helmet, all that fit Black Gear

Brought on 5 new SW I's & Advanced 2- SWII

CALLS – Since last board meeting = 97 calls

Notable

SAR- 4 (One ROPE)

SW – 3

Veh. Fire – 1

Wildland Fire – 2 (2nd alarm)

1- Man vs Machine

MA - 2

Training Division:

Currently Swiftwater

Eagle Rock Wildland

May – Agg Int Search, Tomorrow Unc. Ground Ladders

8 task books ff's + Aux.

1- DE Type I eng.

Station & Apparatus:

- Annual DOT inspections/service has been completed
- Fleet is down one mechanic, Bailey has left
- Staff 71 in process
- HME/Ahrens Fox Type 6 is locked in with an October delivery at this point

Chief Lasky

Thanked Captain Spear as IC on the Hell Canyon Fire.

Attended an SDA workshop

Drone program is 2/3 ready!

We will be hosting a PIO class in August and a grant writing workshop in September.

Sadie Morgan will be leading the Explorer program moving forward.

Auxiliary team is excited to get working on projects.

Volunteer Captain Report – There are a lot of good people doing good things! Thank you to Lt. Bruchwalski for Battalion 71 coverage. Laura Shepard, Megan Platz, Dylan Wallace, Lt. Harrison, Kelly Brenner for always working out, running calls and being available. I know I'm missing people, but a lot of people are putting in great effort and it's good to see. Captain Spear also wants to thank all partner agencies who came to the Hell Canyon Fire including Pinewood Springs FD, LCSO, LCSO OEM, and USFS.

Treasurer's Report – Reviewed May's 2024 balance sheet(s) including, but not limited to governmental fund and schedule of capital assets, statement of revenues, expenditures, and changes in fund balance for general operations, operating reserve. Moved by Ryan Bross and seconded by Dave Hamrick to approve transactions listed in the Treasurer's report. Motion carried unanimously.

OLD BUSINESS

Strategic Plan –

- Response Times
- Wildland Urban Interface Mitigation Program
- Public Education
- PIO program

POLICY UPDATES

None.

BOARD COMMENT

Brian Tseng thanked Chief Lasky on his 3 months with the department.

- **RECORD OF PROCEEDINGS**

The next board meeting will be on Wednesday, July 24th. The July 10th meeting will be cancelled.

Motion by Ryan Bross, seconded by Dave Hamrick to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:56 p.m.

David Hamrick, Secretary

The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner."

"The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District."

ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- July 31, 2024

Agenda Item #9-C

Agenda Title:

Approval of Transactions

Submitted by:

Brian Tseng, Vice-President

Background Information:

Financial status report for the EVFPD as provided by the Treasurer.

Attachments:

____ Agenda

____ Minutes

X Report

____ Resolution

____ Contract

____ Map

____ Letter

____ Other

Board Action Needed:

A motion to approve the transactions as listed on the Treasurer's report provided at the July 31st, 2024 meeting.

Ryan Bross Yes No

Brian Tseng Yes No

Mike Lewelling Yes No

Dave Hamrick Yes No

Chris Buser Yes No

Process Date	Vendor	Invoice Number	Amount
6/27/2024	Carrot-Top Industries	INV131261	-855.24
6/27/2024	CEBT Payments	2024-07	-12947.38
6/27/2024	Colorado Special District P&LP	24WC-52011-28	-1253
6/27/2024	Frontier Communications Corp	36812081	-210.09
6/27/2024	MES Municipal Emergency Services	IN2074010	-1577.74
6/27/2024	PT Properties LLC	16	-4600
6/27/2024	Safeway	433084-060424	-19.07
6/27/2024	Town of Estes Park	7604	-4591.78
6/27/2024	Trailblazer Broadband	101354	-429.85
			-26484.15
7/1/2024	Air-O-Pure Portables	222091	-400
7/1/2024	Town of Estes Park	7605	-6465.89
7/1/2024	Town of Estes Park Utilities	Multiple	-861.83
			-7727.72
7/2/2024	Anaconda Networks, Inc.	8553	-3304
7/2/2024	Hobert Office Services, Ltd.	5432	-285
7/2/2024	Jeff Rogers	2024 boot	-574
7/2/2024	Mountain View Commercial Cleaning	13904	-700
7/2/2024	Streamline	5458EE7A-0032	-249
7/2/2024	Superior Trash Company LLC	9502	-50
7/2/2024	Vistabeam	1394939	-87.95
			-5249.95
7/3/2024	AT&T Mobility	287291418343X	-202.69
7/3/2024	Frontier Communications Corp	36845341	-222.21
			-424.9
7/9/2024	Colorado Div of Fire Prevention & Control	24-75489	-140
7/9/2024	Crexendo Business Solutions	184378	-225.63
7/9/2024	Deer Ridge Inc.	504643	-390.99
7/9/2024	Eso Solutions Inc.	ESO-144209	-2228
7/9/2024	Estes Park Rent All	1-575169	-61
7/9/2024	Estes Park Sanitation District	C05491 4.1.24-6	-138
7/9/2024	Fire Marshal Services	14-2024 June	-1600
7/9/2024	NAPA Auto Parts	381693	-6.49
7/9/2024	PT Properties LLC	4/24-6/24	-1430.28
7/9/2024	The Bread Baroness LLC	2601	-132.46
7/9/2024	The Supply Cache	328667A	-1906.82
7/9/2024	Waste Management - Estes Park	1405272-0561-5	-156.97
			-8416.64
7/15/2024	Ace Hardware	276512	-13.04
7/15/2024	Bank of Colorado - Landkamer	Jun-24	-63.81
7/15/2024	Bank of Colorado - Lasky	Jun-24	-110.61
7/15/2024	Bank of Colorado-Capo	Jun-24	-589.7
7/15/2024	Bank of Colorado-Goetz	Jun-24	-7471.28

7/15/2024 CEGR Law	Jun-24	-602
7/15/2024 City of Fort Collins	631320	-2160
7/15/2024 Colorado Div of Fire Prevention & Control	24-75696	-80
7/15/2024 Complete Wireless Technologies	65903	-8032.5
7/15/2024 Jon Landkamer	2024 Q2 cell	-120
7/15/2024 Michael Capo	2024 Q2	-250
7/15/2024 NAPA Auto Parts	383155	-43.47
7/15/2024 Next Level Auto Wash	384	-119.59
7/15/2024 Paul M Capo	2024 Q2 Wellne:	-60
7/15/2024 Stacey Sutherland	2024 Q2 Cell	-120
7/15/2024 The Supply Cache	329072	-439.8
7/15/2024 Valley Fire Extinguisher Inc.	162148	-544
7/15/2024 Verizon Wireless	9968110834	-81.36
		-20901.16
7/16/2024 Dr. Teresa A Richards	Jun-24	-1542
7/16/2024 MASA Global	1880866	-616
7/16/2024 Ronald Bruchwalski	FAA Reimbursen	-5
		-2163
7/18/2024 Air-O-Pure Portables	222835	-200
7/18/2024 Colorado Div of Fire Prevention & Control	24-75830	-30
7/18/2024 Jon Landkamer	2024 Clothing	-74.66
7/18/2024 Pinnacle Consulting Group INC	26491	-3506.65
7/18/2024 The Supply Cache	328667B	-182.9
		-75361.73



Management Financial Statements

BOARD OF DIRECTORS
ESTES VALLEY FIRE PROTECTION DISTRICT

We have prepared the accompanying management financial statements for the periods ending as of December 31, 2023 and June 30, 2024.

These financial statements are designed for management purposes and are intended for those who are knowledgeable about these matters. We have not audited, reviewed or compiled the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America. Substantially all the disclosures required by accounting principles generally accepted in the United States of America have been omitted. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the financial position and results of operations.

A handwritten signature in black ink that reads "Tracie L. Kaminski". The signature is written in a cursive, flowing style.

Pinnacle Consulting Group, Inc.
July 25, 2024

Offices Located in Loveland and Denver

Main office located at 550 W. Eisenhower Blvd., Loveland, CO 80537
(970)669-3611 (303)333-4380
www.PCGI.com

Serving our clients and community through excellent dependable service.

ESTES VALLEY FIRE PROTECTION DISTRICT							
BALANCE SHEET							
December 31, 2023 and June 30, 2024							
		Unaudited	Unaudited				
		Actual	Actual				
		12/31/2023	6/30/2024				
Assets							
Current Assets							
Cash - Checking	\$	188,453	\$	198,061			
Cash - Savings		447,865		734,703			
Cash - CSAFE		602,836		619,603			
Restricted Cash - Impact Fees		22,086		22,204			
Due from Larimer County		3,652		223,432			
Property Taxes Receivable		1,079,941		56,171			
Prepaid Expense		37,468		-			
Accounts Receivable		32,151		48,906			
Sales Tax Receivable		142,625		98,302			
Lease Deposit		2,800		2,800			
Total Current Assets	\$	2,559,878	\$	2,004,182			
Total Assets	\$	2,559,878	\$	2,004,181			
Liabilities							
Current Liabilities							
Accounts Payable	\$	31,827	\$	14,047			
Deferred Property Taxes		1,079,941		56,171			
Accrued Payroll Liabilities		29,005		8,195			
Total Current Liabilities	\$	1,140,773	\$	78,412			
Total Liabilities	\$	1,140,773	\$	78,412			
Fund Equity							
Restricted - TABOR Reserve	\$	69,987	\$	69,987			
Restricted - Impact Fees		252,935		277,205			
Committed for LOSAP		2,050		2,050			
Committed for Contracts		65,503		65,503			
Nonspendable		37,468		-			
Unrestricted		991,162		1,511,024			
Total Fund Equity	\$	1,419,105	\$	1,925,768			
Total Liabilities and Fund Equity	\$	2,559,878	\$	2,004,181			
		=		=			

ESTES VALLEY FIRE PROTECTION DISTRICT						
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS						
GENERAL FUND						
	(a)	(b)	(c)	(d)	(b-d)	(e)
	2023	2024	2024	Actual	Budget	%
	Unaudited	Adopted	Projected	Through	Remaining	Budget
	Actual	Budget	Budget	6/30/2024	6/30/2024	Remaining
Revenues						
Sales Tax - Town of Estes Park	\$ 1,279,907	\$ 1,323,852	\$ 1,323,852	\$ 343,812	\$ 980,040	74%
Property Taxes	783,206	1,079,941	1,079,941	1,125,985	(46,045)	0%
Specific Ownership Tax	56,316	80,996	80,996	32,892	48,103	59%
Grants	650	90,000	90,000		90,000	100%
Contributions & Donations	1,028					0%
Plan Reviews & Inspections	31,535	40,000	40,000	16,948	23,052	58%
Operational Permits		70,000	70,000		70,000	100%
Impact Fees	42,975	100,000	100,000	24,270	75,730	76%
Investment Income	37,022	20,000	35,573	17,787	2,213	11%
Miscellaneous Revenue	1,036	60,000	60,000	13,503	46,497	77%
Training Division	17,868	25,000	25,000	200	24,800	99%
Capital Lease Proceeds	81,344	-	-	-	-	0%
Total Revenues	\$ 2,332,889	\$ 2,889,788	\$ 2,905,361	\$ 1,575,396	\$ 1,314,392	45%
Expenditures						
Overhead & Administration	\$ 998,457	\$ 1,064,777	\$ 1,064,777	\$ 502,950	\$ 561,827	53%
Operations & Training	639,627	516,186	566,833	303,719	212,467	41%
Support Services	28,575	497,969	497,969	109,969	388,000	78%
Prevention	444,920	419,838	419,838	152,093	267,745	64%
Capital	123,988	50,000	50,000	-	50,000	100%
Total Operating Expenditures	\$ 2,235,567	\$ 2,548,770	\$ 2,599,417	\$ 1,068,732	\$ 1,480,038	58%
Revenues over/(under) Expenditures	\$ 97,321	\$ 341,018	\$ 305,945	\$ 506,664		
Beginning Fund Balance	1,321,784	1,413,555	1,419,105	1,419,105		
Ending Fund Balance	\$ 1,419,105	\$ 1,754,573	\$ 1,725,050	\$ 1,925,769		
Components of Ending Fund Balance						
Restricted - TABOR	\$ 69,987	\$ 86,694	\$ 69,987	\$ 69,987		
Restricted - Impact Fees	252,935	81,328	81,328	277,205		
Committed - LOSAP	2,050	2,050	2,050	2,050		
Committed - Contracts	65,503	65,503	65,503	65,503		
Reserved - Operations	500,000	600,000	600,000	600,000		
Reserved - Capital	37,366	269,530	269,530	37,366		
Non-Spendable	37,468					
Unrestricted	453,796	649,468	636,652	873,658		
	\$ 1,419,105	\$ 1,754,573	\$ 1,725,050	\$ 1,925,769		
					Target Percentage:	50%

ESTES VALLEY FIRE PROTECTION DISTRICT						
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS - DETAIL						
	(a)	(b)	(c)	(d)	(b-d)	(e)
	2023	2024	2024	Actual	Budget	%
	Unaudited	Adopted	Projected	Through	Remaining	Budget
	Actual	Budget	Budget	6/30/2024	6/30/2024	Remaining
Overhead & Administration						
Strategic Planning Implementation	\$ 39,492	\$ 37,500	\$ 37,500	\$ -	\$ 37,500	100%
Professional Services/Fees	196,267	163,737	163,737	89,241	74,496	45%
Salaries and Benefits	480,435	475,596	475,596	196,229	279,367	59%
Insurance	76,607	103,532	103,532	89,247	14,285	14%
Membership Dues & Subscription	10,197	12,833	12,833	7,293	5,540	43%
Catering/Special Circumstance	12,056	18,650	18,650	11,683	6,967	37%
Utilities	65,402	100,090	100,090	67,287	32,802	33%
Data Processing Equipment	4,583	10,000	10,000	939	9,061	91%
Miscellaneous Equipment	2,000	6,000	6,000	737	5,263	88%
Member Benefits	111,420	131,840	131,840	40,294	91,546	69%
Contingencies	-	5,000	5,000	-	5,000	100%
Total Overhead & Admin Expenditures	\$ 998,457	\$ 1,064,777	\$ 1,064,777	\$ 502,950	\$ 561,827	53%
Operations & Training						
Salaries and Benefits	\$ 392,863	\$ 332,682	\$ 332,682	\$ 170,952	\$ 161,730	49%
Volunteer & Shift Program	150,969	70,000	70,000	70,565	(565)	0%
Dispatching & Communications	79,770	24,353	75,000	51,606	(27,253)	0%
Supplies - Consumables	1,506	3,350	3,350	796	2,554	76%
Catering/Special Circumstances	4,282	5,000	5,000	3,976	1,024	20%
Firefighter Recruitment	319	850	850	244	606	71%
Member Dues/Subscription	-	5,781	5,781	-	5,781	100%
Conferences	-	16,000	16,000	-	16,000	100%
Internal Training	-	29,500	29,500	-	29,500	100%
External Training	8,420	15,670	15,670	2,869	12,801	82%
Supplies	1,497	3,000	3,000	2,711	289	10%
Contingencies	-	10,000	10,000	-	10,000	100%
Total Operations & Training Expenditures	\$ 639,627	\$ 516,186	\$ 566,833	\$ 303,719	\$ 212,466	41%
Support Services						
Salaries and Benefits	\$ -	\$ 189,227	\$ 189,227	\$ 98,528	\$ 90,699	48%
Facilities Maintenance	5,774	94,373	94,373	5,962	88,411	94%
Equipment Maintenance	8,378	107,069	107,069	565	106,504	99%
Equipment Acquisition	14,423	102,300	102,300	4,915	97,385	95%
Contingencies	-	5,000	5,000	-	5,000	100%
Total Support Services Expenditures	\$ 28,575	\$ 497,969	\$ 497,969	\$ 109,969	\$ 388,000	78%
Prevention						
Salaries and Benefits	\$ 377,883	\$ 327,915	\$ 327,915	\$ 99,364	\$ 228,551	70%
Member Dues/Subscription	4,912	5,550	5,550	4,248	1,303	23%
Education	10,859	13,330	13,330	1,678	11,652	87%
Prevention	50,365	63,042	63,042	46,804	16,238	26%
Contingencies	900	10,000	10,000	-	10,000	100%
Total Prevention Expenditures	\$ 444,920	\$ 419,838	\$ 419,838	\$ 152,093	\$ 267,745	64%
Capital						
Fleet Capital Expense	\$ 81,344	\$ -	\$ -	\$ -	\$ -	0%
Lease Purchase Repayment	28,000	-	-	-	-	0%
Buildings & Grounds Capital Expense	14,644	50,000	50,000	-	50,000	100%
Total Capital Expenditures	\$ 123,988	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	100%
Total Expenditures	\$ 2,235,567	\$ 2,548,770	\$ 2,599,417	\$ 1,068,732	\$ 1,480,038	58%

ESTES VALLEY FIRE PROTECTION DISTRICT						
BALANCE SHEET						
December 31, 2023 and June 30, 2024						
VOLUNTEER FIRE PENSION TRUST						
	Unaudited	Unaudited				
	Actual	Actual				
	12/31/2023	6/30/2024				
Assets						
Current Assets						
Cash - Checking	\$ 17,628	\$ 107,696				
Investments	1,636,936	1,508,682				
Prepaid Expense	13,174	15,874				
Total Current Assets	\$ 1,667,738	\$ 1,632,252				
Total Assets	\$ 1,667,738	\$ 1,632,252				
Liabilities						
Current Liabilities						
Total Current Liabilities	\$ -	\$ -				
Total Liabilities	\$ -	\$ -				
Fund Equity						
Held in Trust for Pension	\$ 1,667,738	\$ 1,632,251				
Total Fund Equity	\$ 1,667,738	\$ 1,632,251				
Total Liabilities and Fund Equity	\$ 1,667,738	\$ 1,632,251				
	=	=				

ESTES VALLEY FIRE PROTECTION DISTRICT						
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS						
VOLUNTEER FIRE PENSION TRUST						
	(a)	(b)	(c)	(d)	(b-d)	(e)
	2023	2024	2024	Actual	Budget	%
	Unaudited	Adopted	Projected	Through	Remaining	Budget
	Actual	Budget	Budget	6/30/2024	6/30/2024	Remaining
Revenues						
Investment Income (loss)	\$ 137,167	\$ 90,000	\$ 90,000	\$ 50,640	\$ 39,360	44%
EVFPD Contribution	54,000	54,000	54,000	-	54,000	100%
State Participation Contribution	48,600	48,605	48,605	-	48,605	100%
Total Revenues	\$ 239,767	\$ 192,605	\$ 192,605	\$ 50,640	\$ 141,965	74%
Expenditures						
Actuarial Study	\$ 10,000	\$ 1,200	\$ -	\$ -	\$ 1,200	100%
Audit	-	2,500	2,500	-	2,500	100%
Investment Fees	12,156	5,000	9,276	6,184	(1,184)	0%
Miscellaneous	-	5,000	-	-	5,000	100%
Retiree benefit Payments	155,015	163,500	163,500	79,943	83,558	51%
Retiree Death Benefit	-	900	100	-	900	100%
Contingency	-	2,700	-	-	2,700	100%
Total Operating Expenditures	\$ 177,170	\$ 180,800	\$ 175,376	\$ 86,127	\$ 94,673	52%
Revenues over/(under) Expenditures	\$ 62,596	\$ 11,805	\$ 17,229	\$ (35,487)		
Beginning Fund Balance	1,605,142	1,603,708	1,667,738	1,667,738		
Ending Fund Balance	\$ 1,667,738	\$ 1,615,513	\$ 1,684,967	\$ 1,632,251		

**Estes Valley Fire Protection District
Sales Tax Reconciliation
2024**

	Current Year			Prior Year		
	2024 Sales Tax Revenue	% of Total Sales Tax Received		2023 Sales Tax Revenue	% of Total Sales Tax Received	
		Monthly	Y-T-D		Monthly	Y-T-D
January	\$ 56,277.13	4.25%	4.25%	\$ 61,726.77	4.82%	4.82%
February	52,004.82	3.93%	8.18%	56,886.83	4.44%	9.27%
March	67,683.28	5.11%	13.29%	79,912.14	6.24%	15.51%
April	69,544.72	5.25%	18.55%	64,936.48	5.07%	20.58%
May	98,301.77	7.43%	25.97%	106,542.24	8.32%	28.91%
June		0.00%	25.97%	153,758.71	12.01%	40.92%
July		0.00%	25.97%	185,468.50	14.49%	55.41%
August		0.00%	25.97%	153,417.25	11.99%	67.40%
September		0.00%	25.97%	157,405.78	12.30%	79.70%
October		0.00%	25.97%	117,227.74	9.16%	88.86%
November		0.00%	25.97%	70,240.17	5.49%	94.34%
December		0.00%	25.97%	72,384.79	5.66%	100.00%
	\$ 343,811.72	25.97%	25.97%	\$ 1,279,907.40	100.00%	100.00%

Sales Tax Budgeted	Sales Tax Collected	% Collected to Amount Budgeted
--------------------	---------------------	--------------------------------

Sales Tax

General Fund \$ 1,323,852.00 \$ 343,811.72 25.97%

**Estes Valley Fire Protection District
Property Taxes Reconciliation
2024**

Operating Mill	2.069	100.00%
Total Mill	2.069	100.00%

Current Year										
	Property Taxes		Fire District Impact Fees	Specific Ownership Tax	Interest	Treasurer's Fees	Net Amount Received	% of Total Current Property Taxes Received to Taxes Levied		
	Current	Delinquent						Monthly	Y-T-D	
January	\$ 9,716.71	\$ 304.56	\$ 795.76	\$ 5,770.31	\$ -	\$ (200.48)	\$ 16,386.86	0.93%	0.93%	
February	334,057.14	(22.45)	-	5,335.69	(0.19)	(6,681.33)	332,688.86	30.93%	31.86%	
March	146,024.73	(14.56)	-	5,838.51	12.61	(2,920.68)	148,940.61	13.52%	45.38%	
April	239,815.06	99,862.90	-	5,396.26	16.36	(6,797.11)	338,293.47	31.45%	76.83%	
May	73,680.25	1.46	1,591.52	5,450.67	245.43	(1,479.06)	79,490.27	6.82%	83.66%	
June	222,640.73	(81.07)	-	5,100.63	228.00	(4,456.31)	223,431.98	20.61%	104.26%	
July	-	-	-	-	-	-	-	0.00%	104.26%	
August	-	-	-	-	-	-	-	0.00%	104.26%	
September	-	-	-	-	-	-	-	0.00%	104.26%	
October	-	-	-	-	-	-	-	0.00%	104.26%	
November	-	-	-	-	-	-	-	0.00%	104.26%	
December	-	-	-	-	-	-	-	0.00%	104.26%	
	\$ 1,025,934.62	\$ 100,050.84	\$ 2,387.28	\$ 32,892.07	\$ 502.21	\$ (22,534.97)	\$ 1,139,232.05	104.26%	104.26%	

EXECUTIVE SESSION 7/31/2024

MOTION:

“I move that we go into an executive session pursuant to Section 24-6-402(4)(b) C.R.S. for purposes of consulting with our attorney on personnel matters including resignation of fire chief and appointing an interim.”

ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- July 31, 2023

Agenda Item #12-B

Agenda Title:

Approval of the 2023 Audit

Submitted by:

Brian Tseng, Treasurer

Background Information:

Approve 2023 audit.

Attachments:

____ Agenda

____ Minutes

X Report

____ Resolution

____ Contract

____ Map

____ Letter

____ Other

Board Action Needed:

A motion to (approve, deny, modify) the 2023 audit as submitted by Steve Dazzio at the July 31, 2024 meeting.

Ryan Bross Yes No

Brian Tseng Yes No

Mike Lewelling Yes No

Dave Hamrick Yes No

Chris Buser Yes No

ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- July 31, 2024

Agenda Item #12-C

Agenda Title:

Resolution 2024-04 to Designate a
Fire Chief During Interim Period

Submitted by:

President Ryan Bross

Background Information:

Attachments:

Agenda

Minutes

Report

Resolution

Contract

Map

Letter

Other

Board Action Needed:

A motion to approve resolution 2024-04 to designate _____ as Interim
Fire Chief at the July 31st, 2024 meeting.

Ryan Bross Yes No

Brian Tseng Yes No

Mike Lewelling Yes No

Dave Hamrick Yes No

Chris Buser Yes No

ESTES VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2024-04

A RESOLUTION DESIGNATING FIRE CHIEF DURING INTERIM PERIOD

WHEREAS, the Estes Valley Fire Protection District ("District") is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, C.R.S.; and

WHEREAS, the District Board of Directors ("Board") has the authority pursuant to Section 32-1-1001(l)(h), C.R.S., to manage, control and supervise all of the business and affairs of the District, including to appoint, hire and retain agents and employees to carry out the functions of the District; and

WHEREAS, pursuant to Section 32-1-1002, C.R.S., the District operates under the control of a fire chief and the Board has a duty to designate the individual who shall serve in the role of Fire Chief during the interim period of time necessary to search for and retain an individual to serve the role of Fire Chief on a permanent basis; and

WHEREAS, the Board determines that it is necessary and appropriate for the Board to designate and delegate this authority to _____ for all purposes. Further, _____ has the authority to act on behalf of the District for all acts authorized to the Fire Chief, under the supervision of the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Estes Valley Fire Protection District, Larimer County, Colorado as follows:

1. _____ is designated as 'Fire Chief during the interim period needed for the Board of Directors to interview and select the most qualified applicant to serve the District as Fire Chief on a permanent basis. The Fire Chief shall have the authority to act as Chief for all purposes authorized pursuant to Section 32-1-1002, C.R.S., and any other law, to execute documents on behalf of the District, to authorize and carry out District business and for District expenditures that have been properly budgeted and funds appropriated sufficient to make all required payments on any such contracts. Additional duties may also be assigned to assistant chiefs of the District during the interim time necessary to hire a Fire Chief on a permanent basis.

2. If any part, section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions. This Resolution shall be interpreted and enforced broadly to effectuate its intent.

3. This Resolution shall take effect and be enforced immediately upon its approval by the District Board.

ADOPTED this 31st day of July, 2024.

ESTES VALLEY FIRE PROTECTION
DISTRICT

Ryan Bross, President

Attest:

Dave Hamrick, Secretary

ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- July 31st, 2024

Agenda Item #12-D

Agenda Title:

Authorization to Update Credit
Card Users

Submitted by:

President Ryan Bross

Background Information:

Identify Who Has Authority to Make Changes to Bank Credit Card Authorized Users

Attachments:

____ Agenda

____ Minutes

____ Report

____ Resolution

____ Contract

____ Map

____ Letter

 X Other

Board Action Needed:

A motion to approve Erika Goetz & Jon Landkamer to be able to make changes to credit card authorized users at the July 31st, 2024 meeting.

Ryan Bross Yes No

Brian Tseng Yes No

Mike Lewelling Yes No

Dave Hamrick Yes No

Chris Buser Yes No