

# ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- November 24, 2025

## Agenda Item #4

**Agenda Title:**

Approval of Agenda

**Submitted by:**

Sandra Smith, 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 November 24, 2025 board meeting.

**Sandra Smith**            Yes    No

**Scott Dorman**            Yes    No

**Ryan Leahy**              Yes    No

**Jeff Robbins**              Yes    No

**Jon Smith**                Yes    No

**ESTES VALLEY FIRE PROTECTION DISTRICT  
BOARD MEETING**

November 24, 2025  
Monday, 4:00 PM

AGENDA

1. CALL TO ORDER – President Sandi Smith
2. PLEDGE OF ALLEGIANCE - Chief Jones
3. ROLL CALL- Sandi Smith
4. APPROVAL OF AGENDA

WORK SESSION (30 minutes)

- a. Update by Chief Jones re plan of action during interim service
- b. Discussion re organizational structure and Section 700 policies

FORMAL BOARD MEETING

1. PUBLIC COMMENT \* Public comment is limited to 2 minutes per person.
2. APPROVAL OF MINUTES: meeting minutes from October 27, 2025.
3. ITEMS OF BUSINESS
  - a. Financial Matters
    - i. Discussion/Action 2026 Budget – Budget Subcommittee
    - ii. Approval of paid bills – Ryan Leahy
  - b. Discussion/Action re: potential acting Division Chief of Operations
  - c. Discussion/Action re: creation of temporary, part-time Operations Manager position
  - d. Discussion/Action re permanent chief hiring process and search firm(s) – Chief Search Subcommittee
  - e. Discussion/Action re department organizational structure
  - f. Discussion/Action re Resolution 2025-04 concerning CORA Custodian designation
  - g. Discussion/Action re EAP subcommittee recommendations
4. REPORTS
  - a. Chief's Report
  - b. Support/Prevention Division
  - c. Operations & Training Division
  - d. Volunteer Captain Report
5. UNFINISHED OR OLD BUSINESS
  - a. Schedule COMA/CORA working session

6. NEW BUSINESS -- Sandra Smith to call for board members to state any new business.

7. ANNOUNCEMENTS

- a. NEXT REGULARLY SCHEDULED MEETING: Monday, December 8, 2025, at 4:30 p.m.

8. 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**

**PREVENT PREPARE PERFORM**

To: EVFPD Board of Directors

Fr: Warren Jones, Interim Fire Chief

Re: Materials for November 2025 work session

Date: November 21, 2025

The agenda for your work session includes two items.

1. A description of the projects that I've identified in my organizational assessment (including interviews of staff, board, volunteers and external stakeholders) in three categories. These are in addition to the day-to-day management and leadership functions of the interim fire chief role. You may wish to add or subtract to these lists or move items between lists. I will ask you to provide input on your priorities of the items within each list.

This list is attached in a table format showing the three categories.

- Actions that can be completed within the interim chief period in the remainder of 2025 and first half of 2026.
  - Actions that can be initiated within the interim chief period with completion by a permanent chief in the second half of 2026.
  - Issues which will require much policy work beyond the interim period.
2. The agenda includes an item under "Business" to consider changes to our organizational structure. During the work session I will describe my assessment of our current organizational structure. In general, our structure includes three major functions, (1) emergency response operations, (2) support and prevention, and (3) administration. These functions are common in full-service fire districts like ours of similar size, especially those that have significant wildfire risk reduction and mitigation programs. In our case our administrative function with two positions (Chief Staff and Administrative Assistant) is at the same level as the two direct service functions with a compensation level of the Chief of Staff, the same as the Division Chiefs of the other two functions. This seems to me inappropriate for an organization our size. We have hired a consultant to evaluate our administrative and business operations to determine if these operations are adequate, and the right mix of internal staff and contractors.

*Serving the Residents and Visitors of the Estes Valley with Superior Fire and Safety Services*

**901 N. SAINT VRAIN AVE. ESTES PARK CO 80517 970-577-0900 FAX 970-577-0923**

## Interim Fire Chief Projects 11-18-25

<b>Actions that can be completed within interim chief period</b>	<b>Actions initiated under interim chief with completion by permanent chief</b>	<b>Issues requiring much policy work beyond interim period requiring leadership of permanent chief</b>
<ul style="list-style-type: none"> <li>• Recruit and select permanent fire chief</li> <li>• Evaluate administrative and business operations and implement interim administrative and business plan</li> <li>• Develop and implement interim operations division management plan</li> <li>• Develop and adopt, in cooperation with board, a new district organizational structure</li> <li>• Evaluate wildfire risk reduction program</li> <li>• Develop and implement 2026 master training plan</li> <li>• Develop and implement first phase of officer training</li> <li>• Provide education on combination/volunteer fire department organization models</li> <li>• Reset culture with emphasis on service</li> </ul>	<ul style="list-style-type: none"> <li>• Implement modifications to the wildfire risk reduction program (1A) identified in the evaluation including performance measurements and integration with Gateway to the Rockies CWDG</li> <li>• Prepare for wildfire season, strengthen relationships with town, county and state</li> <li>• Plan fall fire academy and recruitment</li> <li>• Establish non-profit support program</li> <li>• Develop capital plan (some elements already exist but need updating)</li> <li>• Evaluate and update volunteer reimbursement, LOSAP and pension</li> </ul>	<ul style="list-style-type: none"> <li>• Develop and adopt an actionable strategic plan</li> <li>• Develop a long-term strategic financial plan and full self-funding (Mill levy increase or sales tax)</li> <li>• Improve utilization of Station 2</li> <li>• Expansion of Station 1</li> <li>• Expansion of training center</li> <li>• Office consolidation</li> </ul>

<ul style="list-style-type: none"><li>• Provide board support</li><li>• Address incomplete projects(dropped-through-the-cracks)</li><li>• Evaluate fire prevention program and staffing</li><li>• Implement community outreach (service clubs, media, etc)</li><li>• Re-establish PIO and social media program</li><li>• Produce 2025 annual report</li></ul>		
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# ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- November 24, 2025

## Agenda Item #2

**Agenda Title:**

Approval of Minutes

**Submitted by:**

Sandra Smith, President

**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 10/27/2025 board meeting at the 11/24/2025 board meeting.

**Sandra Smith**                      Yes    No

**Scott Dorman**                      Yes    No

**Ryan Leahy**                        Yes    No

**Jeff Robbins**                        Yes    No

**Jon Smith**                         Yes    No

# RECORD OF PROCEEDINGS

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## Meeting Minutes of the Estes Valley Fire Protection District

October 27, 2025, 4:30 p.m.

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

**Board:** Sandra Smith, Scott Dorman, Ryan Leahy via Zoom, Jon Smith, Jeff Robbins

**Staff:** Chief Jones, Interim Chief Stacey Sutherland, Chief Jon Landkamer, Captain Chris Thomas, Marinda Baxter, Logan Lasley, Alicia Paddock

**Also Attending:** Captain Rick Spear, Lt. Ron Bruchwalski, Lt. Nathan Meulener, Lt. Brad Harris, Michael Barnthouse, Brian Schaffer, Connor Brewer, Chance Ellis, Patti Brown, Kelly Brenner, and on Zoom: Lt. Platz, Ben Archer-Clowers, Dot Dorman, Marianne Baxter, Jeff Rogers, Amber Busche

**Absent:** all present

**Sandra Smith called the meeting to order at 4:35 p.m.**

**Interim Chief Warren Jones led the Pledge of Allegiance**

**Marinda Baxter performed roll call – All present**

### **APPROVAL OF AGENDA**

Moved by Jeff Robbins and seconded by Jon Smith to approve the agenda for the 10/27/25 meeting. Motion carried unanimously.

### **PUBLIC COMMENT**

None

### **APPROVAL OF MINUTES**

Moved by Scott Dorman and seconded by Jeff Robbins to approve the meeting minutes from the 10/20/2025 board meeting as written. Motion carried unanimously.

### **ITEMS OF BUSINESS**

#### **Financial Matters**

##### **Treasurer's Report**

Ben Archer-Clowes with JVG reviewed the September financial packet and bills paid for the Board. We are trending below budget in both revenue, which is tied to sales tax, and expenses. The budget committee will meet in mid-November.

Moved by Jeff Robbins and seconded by Jon Smith to approve the paid bills as presented. Motion carried unanimously.

##### **Permanent Chief Hiring Process**

Interim Chief Jones and two board members will focus on forming a sub-committee of the board that will include two board members, and potentially expand to include staff, volunteer captains, and/or community stakeholders. The sub-committee will review the job description for the new permanent chief, develop a process for identifying candidates, interviewing, and hiring the new chief, and implement that process once it is approved by the board.

Moved by Ryan Leahy and seconded by Jeff Robbins to appoint Scott Dorman and Jon Smith to the chief hiring subcommittee.

##### **Department Organizational Structure and Strategic Planning**

The board discussed the potential need for the department to be restructured before new hiring can take place to fill recently vacated open positions, which may no longer exist after the restructuring. The board asked Chief Jones to consider how the department may be restructured and to return to the board with a recommendation. The board also discussed the Strategic Planning process and noted that this may best be left to be handled once a permanent chief is hired. Chief Jones will review the current Strategic Plan and report back to the board on this issue. The organizational restructuring and the Strategic Plan issues will be dealt with separately. Chief Jones will report back to the board at the next meeting on November 24, 2025.

##### **Full Policy Review/Revision**

The District's personnel, administrative, and board policies, and bylaws require review and updates to comply with current statutes and the way the department and board operate. The board appointed a subcommittee of the board that will collaborate with the District's HR firm, CPS HR, and District attorney, on the redrafting process.

Moved by Jon Smith and seconded by Ryan Leahy to appoint Sandi Smith and Jeff Robbins to the subcommittee for review and revision of policies and bylaws. Chief Jones will also assist.

##### **Wildfire Resiliency Code Update**

Chief Landkamer provided an update on the recently signed legislation, SB23-166, which established a Code Board. In a prior working session of the board, Chief Landkamer presented the proposed code. Today's discussion centered on the decision regarding which map to use moving forward. The map provided by the state does not adequately account for hazards in denser residential areas. Therefore,

Chief Landkamer recommends using the Community Wildfire Protection Plan (CWPP) map, which treats all areas as having the same level of risk. Discussion was had regarding the map and whether it should be adopted now or later. The board concluded that it is best to adopt the map at this time. Moved by Jon Smith and seconded by Jeff Robbins to adopt the CWPP map to use for the Wildfire Resiliency Code.

## **REPORTS**

### **Administrative Division:**

- The library Storytime was this month and we had lots of kids and had a great time.
- We joined the Mit crew out at Fish Hatchery and did some work with them.
- A few of us were at the Colorado State Fire Chief's Leadership Conference last week.

### **Prevention Division:**

- Wildland Fire Risk Reduction Educator, Logan Lasley, has completed 193 home assessments & 16 neighborhood assessments YTD
- Logan Lasley has also presented at 10 HOA annual meetings this year.
- Our mitigation crew has completed work at the Fish Hatchery work site (COSWAP) and all that is left is for the Parks crew to chip the material.
- Team Rubicon was here October 2-5 to complete mitigation work on the top of Prospect Mountain around the critical communication infrastructure. The mitigation crew members and Lieutenant Shepard assisted in making this a very successful event with up to 35 volunteers from Team Rubicon.
- Interim Chief Sutherland is working on plan reviews, providing comments for multiple projects coming up, as well as attending as many regional Fire Marshal Association meetings with discussion of new legislation about fire codes in the State. (WRC, food trucks, ADUs, etc.)
- Interim Chief Sutherland is continuing inspections as needed, mostly on new construction and special events.
- Interim Chief Sutherland has organized and participated in multiple community events this month. Storytime, Chief's conference.
- DC Landkamer and Interim Chief Sutherland will be part of the TAC for the Town of Estes Park Development Code rewrite, looking to modify landscaping requirements and integrate the WRCB code. Focus group meetings are ongoing.
- DC Landkamer is working on finalizing agreements between all parties to get the CWDG project started. Working with Larimer County Sheriff's Department/Emergency Services to get work done on the CWDG project along the boundary with RMNP. They are open to committing to 20 acres of the work that requires hand work. Will be working on an RFP for the larger portion of the project next.
- DC Landkamer and WFRR Educator Lasley will be hosting the next BTHWP monthly meeting on November 19<sup>th</sup>. Logan will be presenting HIZ 101 for them to understand what we recommend to our community members.
- The Wildfire Ready Action Plan (WRAP) should be completed soon. BTHWP and CPAW are the lead partners is developing this document.
- DC Landkamer is participating in the Hazard Mitigation plan update that will be going on through Larimer County over the next year.
- DC Landkamer will be participating in an action group looking at implementing woody biomass disposal solutions in Larimer County. This is a project from the Woody Biomass Strategy Committee that has completed and presented their report.
- Interim Chief Sutherland, WFRR Lasley, and DC Landkamer attended the CEFC annual Leadership Challenge and had a good week of learning and networking.

### **Operations Division:**

- **Calls for service**  
2025 – 707  
2024 – 658  
  
INCREASE OF 49 CALLS  
This pace will put us around a 70-call increase from last year with projected total of 840 calls.
- **Significant calls**
- **Staffing**
  - **No Changes**
  - 53 total staff / 8 AUX
- **Projects**
  - Continuously evaluate operations in relation to Standard Operating Guidelines and overall operational effectiveness, with the goal of delivering services faster, smarter, and safer.
  - Continue to work on SOG and policies as it relates to Fire Gear Inspections Program (NFPA 1851), Respiratory Protection Program (NFPA

1500), and Passport tags as it relates to our Incident Accountability System (NFPA 1500).

- **Events**

**Training Division:**

- Completed Week 13 of Fire Academy (interior)
- Saturday was their first day of testing
- Academy Graduation is Nov. 8<sup>th</sup>. This will be both Fire Fighter 1 and Fire Fighter 2 academies.
- Dept training has focused on Scenario-based evolutions. Last week was live fire training which focused on coordinated vehicle fires.

- **Station & Apparatus:**

- Ground and aerial apparatus testing occurred in October, our 35' 2-section ladder was not able to be tested since it was bent. A new ladder is on order.
- Annual radio programming and maintenance happens tomorrow.

- **Misc.:**

- Future presentation items for the new Board's information:

- Open meetings laws compliance and board governance
- IA tax program for wildland fire mitigation
- WRCB and new statewide WUI code adoption and implementation
- Grant project information and update
- Larimer County Woody Biomass Strategy

### **UNFINISHED OR OLD BUSINESS**

The contract with interim Chief Warren has been finalized and is ready to be signed upon board approval. Motion by Scott Dorman and seconded by Ryan Leahy to allow President Sandi Smith to sign the agreement with Chief Jones.

### **NEW BUSINESS**

Board member Jon Smith reported that our drone requires new batteries, rendering it currently inoperable. Chief Jones has volunteered to address this issue.

President Sandi Smith emphasized the importance of board education regarding open meeting laws and the Colorado Open Records Act (CORA), as well as educating new board members about general governance issues. She suggested inviting a speaker from the SDA. Looking at early 2026 to schedule a working session.

The board would like to schedule a work session prior to our next regular meeting to discuss plans for our new interim Chief, Jones.

### **ANNOUNCEMENTS**

The next board meeting is scheduled for Monday, November 24, 2025, at 4:00 PM for a working session, followed by our regular board meeting at 4:30 PM.

Motion by Jon Smith, seconded by Jeff Robbins, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 6:07 PM.

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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."*

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# ESTES VALLEY FIRE PROTECTION DISTRICT

## Agenda Statement - November 24, 2025

### Agenda Item #3ai

**Agenda Title:**

2026 Budget

**Submitted by:**

Budget Sub-committee

**Background Information:**

N/A

**Attachments:**

\_\_\_\_ Agenda

\_\_\_\_ Minutes

\_\_\_\_ Report

\_\_\_\_ Resolution

\_\_\_\_ Contract

\_\_\_\_ Map

\_\_\_\_ Letter

X  Other

**Board Action Needed:**

A motion to (approve, deny, modify) the proposed 2026 Budget presented at the November 24th, 2025 meeting.

**Scott Dorman**                      Yes    No

**Jon Smith**                         Yes    No

**Jeff Robbins**                        Yes    No

**Sandra Smith**                      Yes    No

**Ryan Leahy**                        Yes    No

**Estes Valley Fire Protection District**  
**Draft - Budget Detail**  
**2026**

	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 YTD	2025 Annualized	FY 2025 Budget	FY 2026 DRAFT Budget	\$ VAR
<b>INCOME</b>									
<b>TAX REVENUES</b>									
1-41000 Property Tax	724,129	779,470	783,206	1,178,483	1,049,872	1,082,163	1,082,163	1,089,560	7,397
1-41010 Sales Tax	1,172,125	1,267,633	1,279,907	1,240,007	536,626	804,939	1,288,417	1,288,417	-
1-41011 Sales Tax - Ballot Issue 1A				234,914	208,642	312,963	393,847	393,847	-
1-41020 Specific Ownership	55,280	55,809	56,316	67,616	45,061	67,592	81,162	81,162	-
1-41100 Impact Fees	56,509	65,629	16,568	22,226	14,955	22,433	60,000	60,000	-
<b>Total TAX REVENUES</b>	<b>2,008,043</b>	<b>2,168,541</b>	<b>2,135,998</b>	<b>2,743,247</b>	<b>1,855,158</b>	<b>2,290,091</b>	<b>2,905,589</b>	<b>2,912,986</b>	<b>7,397</b>
<b>NON-TAX LEVY REVENUES</b>									
1-41030 Contributions & Donations	500	9,775	1,028			-		-	-
1-41040 Plan Reviews & Inspections	104,246	77,745	25,891	14,583	16,877	25,316	31,536	31,536	-
1-41050 Wildland Fire Reimburseme	13,837			2,571		-		-	-
1-41060 Miscellaneous Revenue		13,317	1,036	43,004	13,297	19,945	17,868	17,868	-
1-41080 Other Revenue	730	6,600	17,868	16,400		-		-	-
1-41110 Operational Permits				2,000		-	5,000	5,000	-
1-42000 Investment Income	2	842	6,401	8,919	6,017	9,026	37,022	60,000	22,978
1-42001 Investment Income - Prop T:	1,458	1,340				-		-	-
1-42002 Investment Income - Checki	536	9,713	30,621	33,069	16,715	25,073		-	-
1-42010 Grants	61,783	20,908	650	59,303	8,823	13,234	90,000	90,000	-
3-43000 Capital Lease Proceeds			81,344			-		-	-
4-42000 Volunteer Fire Pension Incoi	40,000	54,000	54,000	54,000		-		-	-
4-42002 Investment Income - Checki	4	10	20	95	115	172		-	-
4-42003 Investment Income - Savings VF		(133,753)			27,810	41,715		-	-
4-42005 Investment Income Realized	86,152		49,689	52,720		-		-	-
4-42006 Investment Income - Unreal	80,726		87,457	53,077		-		-	-
4-42030 State Participation Contr VF	36,000	36,000	48,600	48,600		-		-	-
Services			(100)	3,400	2,200	3,300		-	-
<b>Total NON-TAX LEVY REVENUES</b>	<b>425,973</b>	<b>96,496</b>	<b>404,506</b>	<b>391,739</b>	<b>91,854</b>	<b>137,781</b>	<b>181,426</b>	<b>204,404</b>	<b>22,978</b>
<b>Total INCOME</b>	<b>2,434,016</b>	<b>2,265,037</b>	<b>2,540,504</b>	<b>3,134,986</b>	<b>1,947,012</b>	<b>2,427,872</b>	<b>3,087,015</b>	<b>3,117,390</b>	<b>30,375</b>

**Estes Valley Fire Protection District**  
**Draft - Budget Detail**  
**2026**

		2021	2022	2023	2024	2025	2025	FY 2025	FY 2026	\$ VAR
		Actual	Actual	Actual	Actual	YTD	Annualized	Budget	DRAFT Budget	
<b>EXPENSES</b>										
<b>PERSONNEL EXPENSES</b>										
5010	Salaries & Wages	515,376	666,807	915,582	873,406	581,380	872,070	933,618	882,103	(51,515)
5020	Part Time Staff	-	14,578	-	-	-	-	-	-	-
5030	1A Salaries	-	-	-	-	53,354	80,031	184,898	204,842	19,944
5040	Overtime	-	-	-	-	-	-	2,159	1,854	(305)
5050	1A Overtime	-	-	-	-	-	-	2,874	2,317	(557)
5060	Call Credits	56,298	51,975	65,175	82,621	129	194	78,000	78,000	-
5070	Non-Travel Mileage Reimbursement	69	630	418	537	85	128	1,150	1,050	(100)
5100	Payroll Tax Expense	-	-	-	-	-	-	-	21,788	21,788
5200	Retirement Expense	235,313	238,255	241,296	246,419	70,546	105,819	99,000	258,189	159,189
5210	Medical Insurance	180,918	236,354	242,291	252,771	231,754	347,632	428,619	230,052	(198,567)
5220	Workers Comp	19,398	28,058	32,663	38,903	49,217	73,826	56,000	56,000	-
5230	EE Physicals/Wellness	3,310	3,724	3,513	4,428	2,496	3,745	6,720	6,720	-
5240	Recruitment & Retention	32,183	17,701	29,717	37,962	3,743	5,615	36,450	38,600	2,150
<b>Total PERSONNEL EXPENSES</b>		<b>1,042,866</b>	<b>1,258,083</b>	<b>1,530,654</b>	<b>1,537,046</b>	<b>992,705</b>	<b>1,489,058</b>	<b>1,829,488</b>	<b>1,781,513</b>	<b>(47,975)</b>
<b>BUILDING &amp; LAND</b>										
6010	Utilities	37,935	40,601	41,393	30,557	18,419	27,628	57,512	38,945	(18,567)
6020	Building Repair & Maint	29,600	22,246	18,018	23,843	15,830	23,744	51,935	25,967	(25,968)
6030	Station Supplies	6,251	5,773	5,149	6,746	3,461	5,191	9,550	1,300	(8,250)
6040	Lease Payments	30,200	97,875	115,781	55,876	6,912	10,369	20,000	-	(20,000)
8200	Office Rent	-	-	(201)	8,586	25,467	38,201	51,000	46,500	(4,500)
<b>Total BUILDING &amp; LAND</b>		<b>103,986</b>	<b>166,495</b>	<b>180,141</b>	<b>125,608</b>	<b>70,089</b>	<b>105,133</b>	<b>189,997</b>	<b>112,713</b>	<b>(77,284)</b>
<b>VEHICLES &amp; EQUIPMENT</b>										
6110	Fuel	-	-	-	-	-	-	-	20,000	20,000
6120	Vehicle Maintenance	49,450	52,546	89,535	77,167	81,622	122,434	100,088	100,829	741
6130	PPE	93,976	120,385	31,134	70,318	42,736	64,103	60,300	85,300	25,000
6140	Fire Tools & Equipment	54,024	29,030	31,900	6,501	20,726	31,089	29,200	29,200	-
6150	Equipment Maintenance	24,809	15,249	19,331	30,322	8,825	13,237	28,568	18,515	(10,053)
6160	EMS Supplies & Equipment	393	6,206	1,506	966	3,330	4,995	3,500	3,600	100
6170	Fuels Mitigation	-	5,000	-	-	-	-	10,000	-	(10,000)
6180	Apparatus Purchase	821,839	76,244	-	381,188	1,637	2,455	-	-	-
6190	Capital Equipment	14,681	175,608	3,971	28,036	52,486	78,729	-	-	-
<b>Total VEHICLES &amp; EQUIPMENT</b>		<b>1,059,171</b>	<b>480,267</b>	<b>177,377</b>	<b>594,496</b>	<b>211,361</b>	<b>317,042</b>	<b>231,656</b>	<b>257,444</b>	<b>25,788</b>

**Estes Valley Fire Protection District**  
**Draft - Budget Detail**  
**2026**

	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 YTD	2025 Annualized	FY 2025 Budget	FY 2026 DRAFT Budget	\$ VAR
<b>COMMUNICATIONS &amp; I.T.</b>									
6210 IT Support	23,655	25,303	44,626	31,135	20,098	30,146	38,325	40,000	1,675
6220 Hardware & Software	15,950	18,394	17,760	24,077	26,040	39,060	34,283	34,234	(49)
6230 Dispatch	20,674	21,599	21,490	24,464	16,500	24,751	26,753	33,000	6,247
6240 Radio Purchase & Maint	6,222	47,415	28,174	17,221	14,753	22,129	29,095	31,094	1,999
<b>Total COMMUNICATIONS &amp; I.T.</b>	<b>66,501</b>	<b>112,711</b>	<b>112,050</b>	<b>96,897</b>	<b>77,391</b>	<b>116,087</b>	<b>128,456</b>	<b>138,328</b>	<b>9,872</b>
<b>TRAVEL &amp; TRAINING</b>									
6310 Employee Training & Seminars	27,801	26,360	30,734	26,870	16,918	25,378	87,644	43,145	(44,499)
6320 Employee Training Tools & Supplies	4,153	9,339	7,031	4,223	8,761	13,142	37,342	14,342	(23,000)
6330 Travel & Meeting Expense	17,967	14,842	20,692	25,360	14,693	22,039	43,650	30,150	(13,500)
6340 Fire Prev & Pub Ed	10,787	22,406	42,417	32,504	21,528	32,292	75,576	62,221	(13,356)
6350 Community Outreach	129	-	50,310	50,600	50,000	75,000	51,000	51,000	-
<b>Total TRAVEL &amp; TRAINING</b>	<b>60,837</b>	<b>72,948</b>	<b>151,184</b>	<b>139,557</b>	<b>111,901</b>	<b>167,851</b>	<b>295,212</b>	<b>200,858</b>	<b>(94,354)</b>
<b>MANAGERIAL EXPENSES</b>									
7010 County Treasurer Fees	14,518	15,580	15,694	23,626	21,035	31,552	15,863	15,863	0
7020 Office Supplies	-	-	-	-	-	-	-	8,250	8,250
7030 Fees/Due/Subscriptions	11,565	10,855	12,889	21,911	15,560	23,340	19,880	27,088	7,208
7040 Professional Services	18,504	53,862	43,258	18,504	27,801	41,702	52,202	61,705	9,503
7050 Finance/Audit Expense	51,351	44,272	48,840	52,393	62,166	93,248	62,718	59,718	(3,001)
7060 Legal Expense	20,487	8,521	23,776	68,691	71,471	107,207	31,500	50,000	18,500
7070 Bank Charges & Fees	21,714	14,959	20,511	18,736	5,764	8,645	6,735	6,825	90
7080 Liability Insurance	20,930	29,151	37,834	38,329	48,468	72,702	48,500	50,000	1,500
7090 Elections	-	14,347	32,194	-	23,133	34,700	25,000	30,000	5,000
8000 Grant Expense	-	-	14,378	20,000	-	-	30,000	90,000	60,000
8100 Miscellaneous	123	1,430	-	774	-	-	5,000	5,000	-
<b>Total MANAGERIAL EXPENSES</b>	<b>159,192</b>	<b>192,976</b>	<b>249,374</b>	<b>262,964</b>	<b>275,398</b>	<b>413,097</b>	<b>297,398</b>	<b>404,449</b>	<b>107,051</b>

**Estes Valley Fire Protection District  
Draft - Budget Detail  
2026**

	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 YTD	2025 Annualized	FY 2025 Budget	FY 2026 DRAFT Budget	\$ VAR
<b>OTHER</b>									
Unapplied Cash Bill Payment Expense	8,167	(2,671)	(4,223)	5,155	(2,652)	(3,978)	-	-	-
Impact Fees							-	60,000	60,000
8000 Capital Outlay							-	-	-
59200 Capital Funding Reserve							114,808		(114,808)
<b>Total OTHER</b>	<b>8,167</b>	<b>(2,671)</b>	<b>(4,223)</b>	<b>5,155</b>	<b>(2,652)</b>	<b>(3,978)</b>	<b>114,808</b>	<b>60,000</b>	
<b>Total EXPENSES</b>	<b>2,500,720</b>	<b>2,280,810</b>	<b>2,396,557</b>	<b>2,761,724</b>	<b>1,736,193</b>	<b>2,604,290</b>	<b>3,087,015</b>	<b>2,955,305</b>	<b>(131,710)</b>
Gross Fund Balance- Surplus/(Deficit)	(66,703)	(15,774)	143,947	373,262	210,818	(176,418)	-	162,085	162,085

Estes Valley Fire Protection District  
 Draft - Employee Wages  
 2026

Name	Division	Position	Total 2026 Annual	2026 Rate	ERE Paid By District	TOTAL Paid By District
Jones, Warren	Admin	Fire Chief	169,455	81.47	60,849	230,304
Vacant	Admin	Chief of Staff	142,276	68.40	40,119	182,395
Vacant	Ops	Division Chief	130,203	62.60	49,764	179,967
Landkamer, Jon	Support Services	Division Chief	146,545	70.45	51,566	198,111
Thomas, Christopher	Ops	Trainer	96,062	46.18	48,583	144,645
Sutherland, Stacey	Prevention	Captain Fire Code Inspector	92,367	44.41	29,462	120,736
Vacant	Prevention	WFRR Lieutenant	75,920	36.50	26,896	102,816
Lasley, Logan	1a	WFRR Educator	62,400	30.00	24,344	84,996
Paddock, Alicia	1a	WFRR Mit Crew	53,993	25.96	23,085	76,199
Matthews, Xavier	1a	WFRR Mit Crew	53,993	25.96	23,085	76,199
Baxter, Marinda	Admin	Admin Assistant	68,328	32.85	26,652	94,980
Overtime			1,854		292	2,146
1A Overtime			2,317		365	2,682
Call Credits			78,000		5,967	83,967
			1,173,713		411,028	1,580,143

**ESTES VALLEY FIRE PROTECTION DISTRICT**

**Agenda Statement - November 24, 2025**

**Agenda Item #3aii**

**Agenda Title:**

Approval of Transactions

**Submitted by:**

**Ryan Leahy, Treasurer**

**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 November 24th, 2025 meeting.

**Scott Dorman**            Yes    No

**Jon Smith**             Yes    No

**Jeff Robbins**            Yes    No

**Sandra Smith**         Yes    No

**Ryan Leahy**            Yes    No



## Estes Valley Fire Protection District

### Monthly Financial Report

#### Monthly Financial Report – October 2025

Attached are the following for your information and review:

1. Balance Sheet as of October 31, 2025.
2. Balance Sheet – Volunteer Fire Pension Trust as of October 31, 2025.
3. Summary of reconciled cash balances on October 31, 2025.
4. Monthly Income Statement of Revenues and Expenditures, including budget to actual for October 2025. Summarized and detailed.
5. Year-to-date Income Statement of Revenues and Expenditures, including budget to actual through October 2025. Summarized and detailed.
6. Year-to-date Income Statement of Revenues and Expenditures, including budget to actual through October 2025 for sales tax 1a.
7. Monthly Disbursement Report.
8. 12-Month Cash Flow.

#### Key points:

- Total operating revenue for October was \$238,043 which was \$4,443 over budget.
  - Tax revenue for the month of October was \$222,751 which was \$4,270 over budget.
  - Non-Tax revenue for October was \$15,292 which was over budget \$173.
- Total expenses for October were \$310,699 which was over budget by \$28,825.
- Total revenue YTD is \$2,463,291 which was under budget by \$319,973.
- Total expenses YTD are \$2,187,625 which were under budget by \$266,067.

Please contact the Finance Director for any questions or concerns regarding this report.

Estes Valley Fire Protection District  
Balance Sheet  
October 31, 2025 and 2024

	<b>Unaudited Actual 10/31/2024</b>	<b>Unaudited Actual 10/31/2025</b>
<b>Assets</b>		
Cash		
Cash - Checking	\$ 137,844	\$ 70,109
Cash - Savings	682,991	1,357,302
Cash - CSAFE	630,771	659,831
Restricted Cash - Impact Fees	22,261	22,482
Total Cash	\$ 1,473,867	\$ 2,109,725
Other Assets		
Due from Larimer County	\$ 10,463	\$ 13,408
Property Taxes Receivable	8,884	17,921
Accounts Receivable	-	-
Sales Tax Receivable	280,526	68,638
Lease Deposit	2,800	2,800
Total Other Assets	\$ 302,673	\$ 102,767
<b>Total Assets</b>	<b>\$ 1,776,540</b>	<b>\$ 2,212,491</b>
<b>Liabilities</b>		
Current Liabilities		
Accounts Payable	\$ 52,089	\$ 62,054
Deferred Property Taxes	8,884	192,921
Accrued Payroll Liabilities	6,403	63,305
Total Current Liabilities	\$ 67,377	\$ 318,279
Total Liabilities	\$ 67,377	\$ 318,279
<b>Fund Equity</b>		
Restricted - TABOR Reserve	\$ 92,212	\$ 87,200
Restricted - Impact Fees	293,627	293,627
Committed for LOSAP	2,050	2,050
Committed for Contracts	65,503	65,503
Nonspendable	103,044	-
Unrestricted	1,152,727	1,445,832
Total Fund Equity	\$ 1,709,163	\$ 1,894,212
<b>Total Liabilities and Fund Equity</b>	<b>\$ 1,776,540</b>	<b>\$ 2,212,491</b>

Estes Valley Fire Protection District  
 Balance Sheet - Volunteer Fire Pension Trust  
 October 31, 2025 and 2024

	<b>Unaudited Actual 10/31/2024</b>	<b>Unaudited Actual 10/31/2025</b>
<b>Assets</b>		
Current Assets		
Cash - Checking	\$ 55,998	\$ 27,761
Investments	1,676,175	1,701,680
Total Current Assets	\$ 1,732,173	\$ 1,729,441
<b>Total Assets</b>	<b>\$ 1,732,173</b>	<b>\$ 1,729,441</b>
<b>Liabilities</b>		
Current Liabilities	\$ -	\$ -
Total Current Liabilities	\$ -	\$ -
Total Liabilities	\$ -	\$ -
<b>Fund Equity</b>		
Held In Trust For Pension	\$ 1,732,173	\$ 1,729,441
<b>Total Fund Equity</b>	<b>\$ 1,732,173</b>	<b>\$ 1,729,441</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 1,732,173</b>	<b>\$ 1,729,441</b>

**Estes Valley Fire Protection District**  
**Summary of Reconciled Cash Balances**

Period Ending  
10/31/25

	<b>BOC Operating</b>	<b>BOC Benefits</b>	<b>BOC Savings</b>	<b>BOC Impact Fees</b>	<b>CSAFE</b>
	<b>10/31/2025</b>	<b>10/31/2025</b>	<b>10/31/2025</b>	<b>10/31/2025</b>	<b>10/31/2025</b>
<b>Beginning Balance</b>	139,728.91	27,758.38	1,262,676.36	22,482.48	657,439.50
<b>Cleared Transactions</b>					
<b>Checks and Payments</b>	(211,125.45)	-	(132,593.30)	-	-
<b>Deposits and Credits</b>	142,925.96	2.36	227,618.59	-	2,391.84
<b>Total Cleared Transactions</b>	(68,199.49)	2.36	95,025.29	-	2,391.84
<b>Cleared Balance</b>	<b>71,529.42</b>	<b>27,760.74</b>	<b>1,357,701.65</b>	<b>22,482.48</b>	<b>659,831.34</b>
<b>Uncleared Transactions</b>					
<b>Checks and Payments</b>	(1,420.00)	-	(400.00)	-	-
<b>Deposits and Credits</b>	-	-	-	-	-
<b>Total Uncleared Transactions</b>	(1,420.00)	-	(400.00)	-	-
<b>Register Balance as of 10/31/25</b>	<b>70,109.42</b>	<b>27,760.74</b>	<b>1,357,301.65</b>	<b>22,482.48</b>	<b>659,831.34</b>

# Estes Valley Fire Protection District

## Monthly Budget vs. Actuals

October 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Tax Revenue	222,750.60	218,481.00	4,269.60	101.95 %
4100 Non Tax Levy Revenues	15,291.97	15,119.00	172.97	101.14 %
<b>Total Income</b>	<b>\$238,042.57</b>	<b>\$233,600.00</b>	<b>\$4,442.57</b>	<b>101.90 %</b>
GROSS PROFIT	<b>\$238,042.57</b>	<b>\$233,600.00</b>	<b>\$4,442.57</b>	<b>101.90 %</b>
Expenses				
5000 Personnel Costs	241,507.23	196,623.00	44,884.23	122.83 %
6000 Buildings & Land	2,880.06	9,916.00	-7,035.94	29.04 %
6100 Vehicles & Equipment	31,748.77	20,305.00	11,443.77	156.36 %
6200 Communications/IT	7,407.65	10,074.00	-2,666.35	73.53 %
6300 Meetings & Training	2,664.64	11,048.00	-8,383.36	24.12 %
7000 Managerial Expenses	24,490.68	33,908.00	-9,417.32	72.23 %
<b>Total Expenses</b>	<b>\$310,699.03</b>	<b>\$281,874.00</b>	<b>\$28,825.03</b>	<b>110.23 %</b>
NET OPERATING INCOME	<b>\$ -72,656.46</b>	<b>\$ -48,274.00</b>	<b>\$ -24,382.46</b>	<b>150.51 %</b>
NET INCOME	<b>\$ -72,656.46</b>	<b>\$ -48,274.00</b>	<b>\$ -24,382.46</b>	<b>150.51 %</b>

# Estes Valley Fire Protection District

## Monthly Budget vs. Actuals

October 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
4000 Tax Revenue				
1-41000 Property Tax	6,992.14	3,306.00	3,686.14	211.50 %
1-41010 Sales Tax	159,900.71	155,176.00	4,724.71	103.04 %
1-41011 Sales Tax - Ballot Issue 1A	51,287.31	47,602.00	3,685.31	107.74 %
1-41020 Specific Ownership	6,138.44	7,397.00	-1,258.56	82.99 %
1-41100 Impact Fees	-1,568.00	5,000.00	-6,568.00	-31.36 %
<b>Total 4000 Tax Revenue</b>	<b>222,750.60</b>	<b>218,481.00</b>	<b>4,269.60</b>	<b>101.95 %</b>
4100 Non Tax Levy Revenues				
1-41040 Plan Reviews & Inspections	-344.00	2,628.00	-2,972.00	-13.09 %
1-41060 Miscellaneous Revenue	12,715.96	1,489.00	11,226.96	853.99 %
1-41110 Operational Permits		417.00	-417.00	
1-42000 Investment Income	2,817.65	3,085.00	-267.35	91.33 %
1-42010 Grants		7,500.00	-7,500.00	
4-42002 Investment Income - Checking VF Services	2.36		2.36	
	100.00		100.00	
<b>Total 4100 Non Tax Levy Revenues</b>	<b>15,291.97</b>	<b>15,119.00</b>	<b>172.97</b>	<b>101.14 %</b>
<b>Total Income</b>	<b>\$238,042.57</b>	<b>\$233,600.00</b>	<b>\$4,442.57</b>	<b>101.90 %</b>
<b>GROSS PROFIT</b>	<b>\$238,042.57</b>	<b>\$233,600.00</b>	<b>\$4,442.57</b>	<b>101.90 %</b>
<b>Expenses</b>				
5000 Personnel Costs				
1-51180 Employee Incentives & Rewards	1,808.90	1,625.00	183.90	111.32 %
1-51185 Medical (Flu shots,Immun,CORE)		417.00	-417.00	
1-51186 Employee Vacation Payout		417.00	-417.00	
1-51210 Salaries Expense - Chief/Admin	95,239.02	43,753.00	51,486.02	217.67 %
1-51211 Payroll Expense - Chief/Admin	12,586.23	15,020.00	-2,433.77	83.80 %
1-51250 Staff Overtime - Chief/Admin		75.00	-75.00	
1-51270 Flex,Cobra Admin & Fees	42.80	460.00	-417.20	9.30 %
1-51290 Mileage Reimbursement		63.00	-63.00	
1-51330 W/C Claims		500.00	-500.00	

# Estes Valley Fire Protection District

## Monthly Budget vs. Actuals

October 2025

	TOTAL			% OF BUDGET
	ACTUAL	BUDGET	OVER BUDGET	
1-51350 Accident & Sickness/H&C		750.00	-750.00	
1-51370 MASA Benefit	686.00	917.00	-231.00	74.81 %
1-51910 Fire Pension Fund		4,500.00	-4,500.00	
1-51920 LOSAP Awards		3,750.00	-3,750.00	
1-51930 Full Time Employee Recognition		175.00	-175.00	
1-51940 Volunteer/Divers Employee Recog		750.00	-750.00	
1-51950 Wellness Reimbursement		560.00	-560.00	
1-51960 Cell Phone Reimbursement		960.00	-960.00	
1-52210 Salary - Fire Captain	18,278.63	9,878.00	8,400.63	185.04 %
1-52221 Payroll Expenses - Fire Captain	6,702.19	5,601.00	1,101.19	119.66 %
1-52250 Mileage Reimb. - Fire Captain		17.00	-17.00	
1-52310 Volunteer FF Call Reimbursement		6,500.00	-6,500.00	
1-52330 Shift Program Incentives		333.00	-333.00	
1-52800 Firefighter Recruitment	6.00	71.00	-65.00	8.45 %
1-53200 Salaries & Benefits - Training	4,090.77	923.00	3,167.77	443.20 %
1-53210 Salary - Training Captain	10,657.74	10,658.00	-0.26	100.00 %
1-53221 Payroll Expenses - Training Cap	6,120.16	5,738.00	382.16	106.66 %
1-54210 Salary - Prevention	27,316.65	18,127.00	9,189.65	150.70 %
1-54211 Salary - Support Services	16,416.45	16,417.00	-0.55	100.00 %
1-54221 Payroll Expenses - Prevention	7,120.71	6,547.00	573.71	108.76 %
1-54222 Payroll Expenses - Support Services	6,335.56	6,094.00	241.56	103.96 %
1-54250 Staff Overtime - Fire M/I		174.00	-174.00	
1-54290 Mileage Reimb - Prevention		8.00	-8.00	
1-54291 Mileage Reimb - Support Services		8.00	-8.00	
1-55210 Salary - Grants & 1A	18,904.80	21,334.00	-2,429.20	88.61 %
1-55221 Payroll Expenses - Grants & 1A	9,194.62	13,171.00	-3,976.38	69.81 %
1-55250 Staff Overtime - Grants & 1A		332.00	-332.00	
<b>Total 5000 Personnel Costs</b>	<b>241,507.23</b>	<b>196,623.00</b>	<b>44,884.23</b>	<b>122.83 %</b>
6000 Buildings & Land				
1-51610 General Maintenance	700.00		700.00	

# Estes Valley Fire Protection District

## Monthly Budget vs. Actuals

October 2025

	TOTAL			% OF BUDGET
	ACTUAL	BUDGET	OVER BUDGET	
1-51611 General Maint.		1,667.00	-1,667.00	
1-51612 Landscaping/Groundskeeping No.1		83.00	-83.00	
1-51613 Station Cleaning (Station 1)		1,500.00	-1,500.00	
1-51614 Snow Removal		306.00	-306.00	
1-51615 Sprinkler System/Backflow Prev.		155.00	-155.00	
1-51616 Furnace/AC		200.00	-200.00	
1-51617 Lighting		167.00	-167.00	
1-51618 Plumbing		83.00	-83.00	
1-51619 Sprinkler System Repairs		167.00	-167.00	
1-51632 Internet Services - Station 71	329.90	370.00	-40.10	89.16 %
1-51633 Fire Alarm Monitoring		44.00	-44.00	
1-51635 Natural Gas - Station 71		675.00	-675.00	
1-51636 Electrical Energy - Station 71	487.81	643.00	-155.19	75.86 %
1-51637 Water - Station 71	371.81	386.00	-14.19	96.32 %
1-51638 Sewer - Station 71		48.00	-48.00	
1-51639 Trash Disposal		162.00	-162.00	
1-51652 Internet Services - Training Site	87.95	83.00	4.95	105.96 %
1-51656 Electrical Energy - Training Site	154.40	322.00	-167.60	47.95 %
1-51658 Port a Potty Service	600.00	132.00	468.00	454.55 %
1-51659 Trash Disposal (Waste Mgmt)	57.50	177.00	-119.50	32.49 %
1-51670 Consumables	12.99	796.00	-783.01	1.63 %
1-52412 Cell Phone - Verizon	77.70	1,750.00	-1,672.30	4.44 %
<b>Total 6000 Buildings &amp; Land</b>	<b>2,880.06</b>	<b>9,916.00</b>	<b>-7,035.94</b>	<b>29.04 %</b>
6100 Vehicles & Equipment				
1-51620 Fire Extinguisher Maintennace		142.00	-142.00	
1-51800 Misc Equipment		500.00	-500.00	
1-52421 Base Maint, Fuel & DOT Inspect.	25,251.94	7,299.00	17,952.94	345.96 %
1-52422 Fire pump testing		234.00	-234.00	
1-52423 Aerial & Ground Ladder Test	2,402.75	188.00	2,214.75	1,278.06 %
1-52424 Hose Testing		433.00	-433.00	

# Estes Valley Fire Protection District

## Monthly Budget vs. Actuals

October 2025

	TOTAL			% OF BUDGET
	ACTUAL	BUDGET	OVER BUDGET	
1-52425 Extrication Tools - Maint		357.00	-357.00	
1-52426 Tires		625.00	-625.00	
1-52460 Equipment Maintenance		1,026.00	-1,026.00	
1-52510 Personal Protective Equipment	1,615.53	4,567.00	-2,951.47	35.37 %
1-52530 Other Equipment		1,250.00	-1,250.00	
1-52590 Dive Team Equipment		167.00	-167.00	
1-52600 Supplies - Consumable		292.00	-292.00	
1-54600 Prevention		1,000.00	-1,000.00	
1-54630 Inspection Equipment		100.00	-100.00	
1-55510 Personal Protective Equipment - Grants & 1A		458.00	-458.00	
1-55530 Other Equipment - Grants & 1A	2,435.75	417.00	2,018.75	584.11 %
1-55620 Fuels Mitigation - Grants & 1A		833.00	-833.00	
1-55999 Support Services Division Contingency		417.00	-417.00	
3-59310 Apparatus Purchase	42.80		42.80	
<b>Total 6100 Vehicles &amp; Equipment</b>	<b>31,748.77</b>	<b>20,305.00</b>	<b>11,443.77</b>	<b>156.36 %</b>
6200 Communications/IT				
1-51150 IT Services	3,659.20	3,194.00	465.20	114.56 %
1-51485 Website Hosting (Wix.)	350.00	350.00	0.00	100.00 %
1-51631 Phone System - Town of Estes	226.96	306.00	-79.04	74.17 %
1-51634 Copy Machine - maint contract		322.00	-322.00	
1-51700 Data Processing Equipment		833.00	-833.00	
1-52411 Dispatching Services	2,357.20	2,229.00	128.20	105.75 %
1-52441 Advanced Wireless - Radios		729.00	-729.00	
1-52444 Radio Maint - NCRCN		237.00	-237.00	
1-52520 Communications Equipment	814.29	1,458.00	-643.71	55.85 %
1-53790 Social Media Advertisements		83.00	-83.00	
1-55700 Computer Hardware - Grants & 1A		333.00	-333.00	
<b>Total 6200 Communications/IT</b>	<b>7,407.65</b>	<b>10,074.00</b>	<b>-2,666.35</b>	<b>73.53 %</b>
6300 Meetings & Training				
1-51641 General Maintenance - Training		1,000.00	-1,000.00	

# Estes Valley Fire Protection District

## Monthly Budget vs. Actuals

October 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-51970 Snack/Drink Fridge	614.06	417.00	197.06	147.26 %
1-52700 Catering/Spec Cicumstances		83.00	-83.00	
1-52710 Shift Meals		167.00	-167.00	
1-52720 Officers / Staff Meals	73.02	167.00	-93.98	43.72 %
1-53510 FDIC Instructors Conference		208.00	-208.00	
1-53520 Missouri Valley IAFC Conference	767.35	167.00	600.35	459.49 %
1-53530 CO State Chief's Conference	-94.74	667.00	-761.74	-14.20 %
1-53540 SDA Conference		375.00	-375.00	
1-53610 Fire Academy	339.99	250.00	89.99	136.00 %
1-53615 Fire Academy II		125.00	-125.00	
1-53620 Outside Instructors		417.00	-417.00	
1-53630 Consumables for Training		1,042.00	-1,042.00	
1-53640 Training Aids and Equipment		833.00	-833.00	
1-53710 Education/Tuition Reimb	750.00	167.00	583.00	449.10 %
1-53720 In-State training		333.00	-333.00	
1-53730 Out-of-State training		167.00	-167.00	
1-53740 National Fire Academy		56.00	-56.00	
1-53760 Administrative		250.00	-250.00	
1-53770 Recertifications & Ttesting	35.00	167.00	-132.00	20.96 %
1-53780 Explorer Post 911		83.00	-83.00	
1-53810 Educational Supplies	179.96	250.00	-70.04	71.98 %
1-53999 Training Division Contingencies		833.00	-833.00	
1-54260 Staff Meals - Prevention		83.00	-83.00	
1-54470 Community Risk Reduction		18.00	-18.00	
1-54510 District Fire Ed Materials		446.00	-446.00	
1-54520 Training - Public Education		250.00	-250.00	
1-54530 General Staff Education		50.00	-50.00	
1-54540 ICC Training and Certification		167.00	-167.00	
1-54550 Conferences - Pub Ed		167.00	-167.00	
1-54560 CPSE Certifications		31.00	-31.00	

# Estes Valley Fire Protection District

## Monthly Budget vs. Actuals

October 2025

	TOTAL			% OF BUDGET
	ACTUAL	BUDGET	OVER BUDGET	
1-54610 Code Books		112.00	-112.00	
1-54640 Investigation Equipment		42.00	-42.00	
1-54999 Prevention Division Contingency		1,250.00	-1,250.00	
1-55500 Education - Grants & 1A		208.00	-208.00	
<b>Total 6300 Meetings &amp; Training</b>	<b>2,664.64</b>	<b>11,048.00</b>	<b>-8,383.36</b>	<b>24.12 %</b>
7000 Managerial Expenses				
1-51010 Strategic Planning Legal		625.00	-625.00	
1-51020 Third Party Contractor	1,275.00	2,083.00	-808.00	61.21 %
1-51090 Grant Acceptance and Implementation		2,500.00	-2,500.00	
1-51110 Accounting	5,500.00	4,166.00	1,334.00	132.02 %
1-51111 1099/W-2		417.00	-417.00	
1-51112 Audits		643.00	-643.00	
1-51120 County Treasurer Fees	148.45	1,322.00	-1,173.55	11.23 %
1-51130 Elections		2,083.00	-2,083.00	
1-51140 Prof. Services Legal	11,603.00	2,625.00	8,978.00	442.02 %
1-51190 Publishing/Publication Fees		34.00	-34.00	
1-51199 Bank and Misc. fees	491.82	101.00	390.82	486.95 %
1-51285 Peer Support	1,542.00	1,619.00	-77.00	95.24 %
1-51320 Public Official Bonds		23.00	-23.00	
1-51400 Membership Dues/Subscription		625.00	-625.00	
1-51420 IFCA Annual Dues		30.00	-30.00	
1-51430 CO State Fire Cheifs Assoc Dues		80.00	-80.00	
1-51440 CO State Firefighter Assoc Dues		24.00	-24.00	
1-51480 Special District Membership		125.00	-125.00	
1-51490 SHRM Membership		20.00	-20.00	
1-51495 Productivity Applications		131.00	-131.00	
1-51605 Office Rental - Admin & Prevention	3,274.95	4,250.00	-975.05	77.06 %
1-51644 Copy Machine-Maint. Contract	449.62		449.62	
1-51900 Member Recognition	148.54	417.00	-268.46	35.62 %
1-51999 Contingency		417.00	-417.00	

# Estes Valley Fire Protection District

## Monthly Budget vs. Actuals

October 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-52427 Graphics		167.00	-167.00	
1-53410 TargetSolutions Dues		462.00	-462.00	
1-53420 Fire Training Officers Assoc.		19.00	-19.00	
1-54280 Contract Services - Prevention		4,167.00	-4,167.00	
1-54400 Member Dues/ Subscription	34.99	208.00	-173.01	16.82 %
1-54410 NFPA Membership		18.00	-18.00	
1-54420 NFPA Fire Code Subscrip Service		130.00	-130.00	
1-54450 Fire Marshalls Assoc.		9.00	-9.00	
1-54460 Int Assc of Arson Investigators		28.00	-28.00	
1-54480 mySidewalk NFPA Dashboard		131.00	-131.00	
1-55400 Member Dues/Subscriptions - Grants & 1A		42.00	-42.00	
1-55650 Community Partnerships & Project Execution - Grants & 1A		4,167.00	-4,167.00	
QuickBooks Payments Fees	22.31		22.31	
<b>Total 7000 Managerial Expenses</b>	<b>24,490.68</b>	<b>33,908.00</b>	<b>-9,417.32</b>	<b>72.23 %</b>
<b>Total Expenses</b>	<b>\$310,699.03</b>	<b>\$281,874.00</b>	<b>\$28,825.03</b>	<b>110.23 %</b>
NET OPERATING INCOME	<b>\$ -72,656.46</b>	<b>\$ -48,274.00</b>	<b>\$ -24,382.46</b>	<b>150.51 %</b>
NET INCOME	<b>\$ -72,656.46</b>	<b>\$ -48,274.00</b>	<b>\$ -24,382.46</b>	<b>150.51 %</b>

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Tax Revenue	2,342,912.27	2,632,074.00	-289,161.73	89.01 %
4100 Non Tax Levy Revenues	120,378.92	151,190.00	-30,811.08	79.62 %
<b>Total Income</b>	<b>\$2,463,291.19</b>	<b>\$2,783,264.00</b>	<b>\$ -319,972.81</b>	<b>88.50 %</b>
GROSS PROFIT	<b>\$2,463,291.19</b>	<b>\$2,783,264.00</b>	<b>\$ -319,972.81</b>	<b>88.50 %</b>
Expenses				
5000 Personnel Costs	1,360,162.77	1,552,661.00	-192,498.23	87.60 %
6000 Buildings & Land	44,675.87	99,160.00	-54,484.13	45.05 %
6100 Vehicles & Equipment	231,492.22	203,050.00	28,442.22	114.01 %
6200 Communications/IT	76,911.21	100,740.00	-23,828.79	76.35 %
6300 Meetings & Training	47,498.48	110,480.00	-62,981.52	42.99 %
7000 Managerial Expenses	426,884.23	387,601.00	39,283.23	110.13 %
<b>Total Expenses</b>	<b>\$2,187,624.78</b>	<b>\$2,453,692.00</b>	<b>\$ -266,067.22</b>	<b>89.16 %</b>
NET OPERATING INCOME	<b>\$275,666.41</b>	<b>\$329,572.00</b>	<b>\$ -53,905.59</b>	<b>83.64 %</b>
NET INCOME	<b>\$275,666.41</b>	<b>\$329,572.00</b>	<b>\$ -53,905.59</b>	<b>83.64 %</b>

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
4000 Tax Revenue				
1-41000 Property Tax	1,062,833.61	1,077,400.00	-14,566.39	98.65 %
1-41010 Sales Tax	882,873.45	1,099,623.00	-216,749.55	80.29 %
1-41011 Sales Tax - Ballot Issue 1A	318,676.90	336,133.00	-17,456.10	94.81 %
1-41020 Specific Ownership	57,192.48	68,918.00	-11,725.52	82.99 %
1-41100 Impact Fees	21,335.83	50,000.00	-28,664.17	42.67 %
<b>Total 4000 Tax Revenue</b>	<b>2,342,912.27</b>	<b>2,632,074.00</b>	<b>-289,161.73</b>	<b>89.01 %</b>
4100 Non Tax Levy Revenues				
1-41040 Plan Reviews & Inspections	21,787.00	26,280.00	-4,493.00	82.90 %
1-41060 Miscellaneous Revenue	28,227.04	14,890.00	13,337.04	189.57 %
1-41110 Operational Permits		4,170.00	-4,170.00	
1-42000 Investment Income	14,399.58	30,850.00	-16,450.42	46.68 %
1-42002 Investment Income - Checking	16,715.42		16,715.42	
1-42010 Grants	8,822.60	75,000.00	-66,177.40	11.76 %
4-42002 Investment Income - Checking VF	117.20		117.20	
4-42003 Investment Income - Savings VF	27,810.08		27,810.08	
Services	2,500.00		2,500.00	
<b>Total 4100 Non Tax Levy Revenues</b>	<b>120,378.92</b>	<b>151,190.00</b>	<b>-30,811.08</b>	<b>79.62 %</b>
<b>Total Income</b>	<b>\$2,463,291.19</b>	<b>\$2,783,264.00</b>	<b>\$ -319,972.81</b>	<b>88.50 %</b>
<b>GROSS PROFIT</b>	<b>\$2,463,291.19</b>	<b>\$2,783,264.00</b>	<b>\$ -319,972.81</b>	<b>88.50 %</b>
<b>Expenses</b>				
5000 Personnel Costs				
1-51180 Employee Incentives & Rewards	1,808.90	16,250.00	-14,441.10	11.13 %
1-51185 Medical (Flu shots,Immun,CORE)	2,485.97	4,170.00	-1,684.03	59.62 %
1-51186 Employee Vacation Payout		4,170.00	-4,170.00	
1-51210 Salaries Expense - Chief/Admin	387,392.48	320,858.00	66,534.48	120.74 %
1-51211 Payroll Expense - Chief/Admin	109,543.69	110,152.00	-608.31	99.45 %
1-51250 Staff Overtime - Chief/Admin		549.00	-549.00	
1-51270 Flex,Cobra Admin & Fees	42.80	4,600.00	-4,557.20	0.93 %

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-51290 Mileage Reimbursement	115.00	630.00	-515.00	18.25 %
1-51330 W/C Claims		5,000.00	-5,000.00	
1-51340 Workers' Compensation	49,217.00	50,000.00	-783.00	98.43 %
1-51350 Accident & Sickness/H&C	8,306.00	7,500.00	806.00	110.75 %
1-51370 MASA Benefit	5,838.00	9,170.00	-3,332.00	63.66 %
1-51910 Fire Pension Fund		45,000.00	-45,000.00	
1-51920 LOSAP Awards	32,375.00	37,500.00	-5,125.00	86.33 %
1-51930 Full Time Employee Recognition		1,750.00	-1,750.00	
1-51940 Volunteer/Divers Employee Recog		7,500.00	-7,500.00	
1-51950 Wellness Reimbursement	2,376.45	5,600.00	-3,223.55	42.44 %
1-51960 Cell Phone Reimbursement	3,830.28	9,600.00	-5,769.72	39.90 %
1-52200 Salaries & Benefits - Fire Capt	575.00		575.00	
1-52210 Salary - Fire Captain	70,404.49	72,444.00	-2,039.51	97.18 %
1-52221 Payroll Expenses - Fire Captain	24,632.26	41,082.00	-16,449.74	59.96 %
1-52240 Volunteer FF Call Reimb	129.18		129.18	
1-52250 Mileage Reimb. - Fire Captain	16.00	170.00	-154.00	9.41 %
1-52310 Volunteer FF Call Reimbursement		65,000.00	-65,000.00	
1-52330 Shift Program Incentives		3,330.00	-3,330.00	
1-52800 Firefighter Recruitment	335.67	710.00	-374.33	47.28 %
1-53200 Salaries & Benefits - Training	11,649.95	6,766.00	4,883.95	172.18 %
1-53210 Salary - Training Captain	78,156.76	78,156.00	0.76	100.00 %
1-53221 Payroll Expenses - Training Cap	43,477.29	42,076.00	1,401.29	103.33 %
1-54210 Salary - Prevention	134,104.25	132,934.00	1,170.25	100.88 %
1-54211 Salary - Support Services	124,936.39	120,386.00	4,550.39	103.78 %
1-54221 Payroll Expenses - Prevention	48,541.02	48,014.00	527.02	101.10 %
1-54222 Payroll Expenses - Support Services	45,353.41	44,684.00	669.41	101.50 %
1-54250 Staff Overtime - Fire M/I		1,276.00	-1,276.00	
1-54290 Mileage Reimb - Prevention		80.00	-80.00	
1-54291 Mileage Reimb - Support Services		80.00	-80.00	
1-55210 Salary - Grants & 1A	84,662.32	156,452.00	-71,789.68	54.11 %

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-55221 Payroll Expenses - Grants & 1A	40,363.96	96,590.00	-56,226.04	41.79 %
1-55250 Staff Overtime - Grants & 1A		2,432.00	-2,432.00	
1-55290 Mileage Reimb - Grants & 1A	322.00		322.00	
4-51000 Volunteer Fire Pension Expense	11,000.00		11,000.00	
4-57031 Retiree Benefit Pmts - VF	38,171.25		38,171.25	
<b>Total 5000 Personnel Costs</b>	<b>1,360,162.77</b>	<b>1,552,661.00</b>	<b>-192,498.23</b>	<b>87.60 %</b>
6000 Buildings & Land				
1-51600 Stations Maintenance	874.07		874.07	
1-51610 General Maintenance	13,857.97		13,857.97	
1-51611 General Maint.	895.55	16,670.00	-15,774.45	5.37 %
1-51612 Landscaping/Groundskeeping No.1		830.00	-830.00	
1-51613 Station Cleaning (Station 1)		15,000.00	-15,000.00	
1-51614 Snow Removal	700.00	3,060.00	-2,360.00	22.88 %
1-51615 Sprinkler System/Backflow Prev.	485.00	1,550.00	-1,065.00	31.29 %
1-51616 Furnace/AC		2,000.00	-2,000.00	
1-51617 Lighting		1,670.00	-1,670.00	
1-51618 Plumbing		830.00	-830.00	
1-51619 Sprinkler System Repairs		1,670.00	-1,670.00	
1-51632 Internet Services - Station 71	3,299.00	3,700.00	-401.00	89.16 %
1-51633 Fire Alarm Monitoring	315.00	440.00	-125.00	71.59 %
1-51635 Natural Gas - Station 71		6,750.00	-6,750.00	
1-51636 Electrical Energy - Station 71	1,520.60	6,430.00	-4,909.40	23.65 %
1-51637 Water - Station 71	1,445.12	3,860.00	-2,414.88	37.44 %
1-51638 Sewer - Station 71	148.50	480.00	-331.50	30.94 %
1-51639 Trash Disposal		1,620.00	-1,620.00	
1-51645 Natural Gas	2,633.24		2,633.24	
1-51646 Electrical Energy	2,584.13		2,584.13	
1-51647 Water	2,000.33		2,000.33	
1-51648 Sewer	297.00		297.00	
1-51649 Trash Disposal & Recycling	1,684.20		1,684.20	

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-51652 Internet Services - Training Site	879.50	830.00	49.50	105.96 %
1-51656 Electrical Energy - Training Site	2,147.76	3,220.00	-1,072.24	66.70 %
1-51658 Port a Potty Service	700.00	1,320.00	-620.00	53.03 %
1-51659 Trash Disposal (Waste Mgmt)	287.50	1,770.00	-1,482.50	16.24 %
1-51670 Consumables	3,920.78	7,960.00	-4,039.22	49.26 %
1-52412 Cell Phone - Verizon	1,946.80	17,500.00	-15,553.20	11.12 %
3-59410 Station 1	2,053.82	0.00	2,053.82	
<b>Total 6000 Buildings &amp; Land</b>	<b>44,675.87</b>	<b>99,160.00</b>	<b>-54,484.13</b>	<b>45.05 %</b>
6100 Vehicles & Equipment				
1-51620 Fire Extinguisher Maintennace	750.00	1,420.00	-670.00	52.82 %
1-51800 Misc Equipment	2,536.16	5,000.00	-2,463.84	50.72 %
1-52420 App & App Equip Maintenance	945.30		945.30	
1-52421 Base Maint, Fuel & DOT Inspect.	99,487.54	72,990.00	26,497.54	136.30 %
1-52422 Fire pump testing	2,930.00	2,340.00	590.00	125.21 %
1-52423 Aerial & Ground Ladder Test	2,569.59	1,880.00	689.59	136.68 %
1-52424 Hose Testing		4,330.00	-4,330.00	
1-52425 Extrication Tools - Maint	5,950.93	3,570.00	2,380.93	166.69 %
1-52426 Tires		6,250.00	-6,250.00	
1-52460 Equipment Maintenance	7,156.55	10,260.00	-3,103.45	69.75 %
1-52463 Fit Test SCBA & AED Maint	961.85		961.85	
1-52500 Equipment Acquistion	311.66		311.66	
1-52510 Personal Protective Equipment	21,065.00	45,670.00	-24,605.00	46.12 %
1-52530 Other Equipment	9,679.11	12,500.00	-2,820.89	77.43 %
1-52590 Dive Team Equipment	5,757.96	1,670.00	4,087.96	344.79 %
1-52600 Supplies - Consumable	3,316.11	2,920.00	396.11	113.57 %
1-53750 Dive Team	3,107.30		3,107.30	
1-54600 Prevention	219.50	10,000.00	-9,780.50	2.20 %
1-54630 Inspection Equipment	96.75	1,000.00	-903.25	9.68 %
1-55510 Personal Protective Equipment - Grants & 1A	1,370.67	4,580.00	-3,209.33	29.93 %
1-55530 Other Equipment - Grants & 1A	3,083.53	4,170.00	-1,086.47	73.95 %

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-55620 Fuels Mitigation - Grants & 1A		8,330.00	-8,330.00	
1-55999 Support Services Division Contingency	5,988.28	4,170.00	1,818.28	143.60 %
3-59310 Apparatus Purchase	1,722.58		1,722.58	
3-59320 Apparatus Equipment	6,676.22		6,676.22	
3-59340 Support Vehicle Equipment	45,809.63		45,809.63	
<b>Total 6100 Vehicles &amp; Equipment</b>	<b>231,492.22</b>	<b>203,050.00</b>	<b>28,442.22</b>	<b>114.01 %</b>
6200 Communications/IT				
1-51150 IT Services	28,687.43	31,940.00	-3,252.57	89.82 %
1-51485 Website Hosting (Wix.)	3,500.00	3,500.00	0.00	100.00 %
1-51631 Phone System - Town of Estes	2,264.39	3,060.00	-795.61	74.00 %
1-51634 Copy Machine - maint contract		3,220.00	-3,220.00	
1-51700 Data Processing Equipment	2,965.00	8,330.00	-5,365.00	35.59 %
1-52411 Dispatching Services	21,214.80	22,290.00	-1,075.20	95.18 %
1-52441 Advanced Wireless - Radios	8,583.00	7,290.00	1,293.00	117.74 %
1-52444 Radio Maint - NCRCN		2,370.00	-2,370.00	
1-52520 Communications Equipment	6,984.12	14,580.00	-7,595.88	47.90 %
1-53790 Social Media Advertisements		830.00	-830.00	
1-55700 Computer Hardware - Grants & 1A	2,712.47	3,330.00	-617.53	81.46 %
<b>Total 6200 Communications/IT</b>	<b>76,911.21</b>	<b>100,740.00</b>	<b>-23,828.79</b>	<b>76.35 %</b>
6300 Meetings & Training				
1-51500 Catering/Spec Circumstance	348.82	0.00	348.82	
1-51510 Family Dinners (Monthly)	1,786.47	0.00	1,786.47	
1-51520 Hosting Meetings	874.88	0.00	874.88	
1-51530 Department Banquet	3,895.25	0.00	3,895.25	
1-51641 General Maintenance - Training		10,000.00	-10,000.00	
1-51970 Snack/Drink Fridge	3,594.02	4,170.00	-575.98	86.19 %
1-52700 Catering/Spec Cicumstances	2,449.11	830.00	1,619.11	295.07 %
1-52710 Shift Meals		1,670.00	-1,670.00	
1-52720 Officers / Staff Meals	1,871.67	1,670.00	201.67	112.08 %
1-53500 Conferences	-75.00		-75.00	

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-53510 FDIC Instructors Conference	199.00	2,080.00	-1,881.00	9.57 %
1-53520 Missouri Valley IAFC Conference	1,597.46	1,670.00	-72.54	95.66 %
1-53530 CO State Chief's Conference	5,815.84	6,670.00	-854.16	87.19 %
1-53540 SDA Conference	2,575.91	3,750.00	-1,174.09	68.69 %
1-53610 Fire Academy	1,538.49	2,500.00	-961.51	61.54 %
1-53615 Fire Academy II		1,250.00	-1,250.00	
1-53620 Outside Instructors	1,000.00	4,170.00	-3,170.00	23.98 %
1-53630 Consumables for Training	1,177.79	10,420.00	-9,242.21	11.30 %
1-53640 Training Aids and Equipment		8,330.00	-8,330.00	
1-53710 Education/Tuition Reimb	2,861.62	1,670.00	1,191.62	171.35 %
1-53720 In-State training	2,001.45	3,330.00	-1,328.55	60.10 %
1-53730 Out-of-State training		1,670.00	-1,670.00	
1-53740 National Fire Academy		560.00	-560.00	
1-53760 Administrative	334.00	2,500.00	-2,166.00	13.36 %
1-53770 Recertifications & Ttesting	1,714.00	1,670.00	44.00	102.63 %
1-53780 Explorer Post 911		830.00	-830.00	
1-53800 Supplies	17.04		17.04	
1-53810 Educational Supplies	3,537.48	2,500.00	1,037.48	141.50 %
1-53999 Training Division Contingencies	4,640.54	8,330.00	-3,689.46	55.71 %
1-54260 Staff Meals - Prevention	539.64	830.00	-290.36	65.02 %
1-54470 Community Risk Reduction		180.00	-180.00	
1-54510 District Fire Ed Materials	2,021.40	4,460.00	-2,438.60	45.32 %
1-54520 Training - Public Education	161.72	2,500.00	-2,338.28	6.47 %
1-54530 General Staff Education		500.00	-500.00	
1-54540 ICC Training and Certification		1,670.00	-1,670.00	
1-54550 Conferences - Pub Ed		1,670.00	-1,670.00	
1-54560 CPSE Certifications		310.00	-310.00	
1-54610 Code Books	80.70	1,120.00	-1,039.30	7.21 %
1-54640 Investigation Equipment		420.00	-420.00	
1-54999 Prevention Division Contingency		12,500.00	-12,500.00	

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-55500 Education - Grants & 1A	939.18	2,080.00	-1,140.82	45.15 %
<b>Total 6300 Meetings &amp; Training</b>	<b>47,498.48</b>	<b>110,480.00</b>	<b>-62,981.52</b>	<b>42.99 %</b>
7000 Managerial Expenses				
1-51010 Strategic Planning Legal		6,250.00	-6,250.00	
1-51020 Third Party Contractor	19,557.50	20,830.00	-1,272.50	93.89 %
1-51090 Grant Acceptance and Implementation		25,000.00	-25,000.00	
1-51110 Accounting	54,973.95	41,660.00	13,313.95	131.96 %
1-51111 1099/W-2	1,960.00	4,170.00	-2,210.00	47.00 %
1-51112 Audits	7,500.00	6,430.00	1,070.00	116.64 %
1-51120 County Treasurer Fees	21,308.20	13,220.00	8,088.20	161.18 %
1-51130 Elections	23,133.26	20,830.00	2,303.26	111.06 %
1-51140 Prof. Services Legal	89,564.75	26,250.00	63,314.75	341.20 %
1-51190 Publishing/Publication Fees	622.01	340.00	282.01	182.94 %
1-51199 Bank and Misc. fees	3,407.21	1,010.00	2,397.21	337.35 %
1-51285 Peer Support	15,457.31	16,190.00	-732.69	95.47 %
1-51310 Property Insurance & Liability	48,468.25	48,500.00	-31.75	99.93 %
1-51320 Public Official Bonds		230.00	-230.00	
1-51400 Membership Dues/Subscription	919.80	6,250.00	-5,330.20	14.72 %
1-51420 IFCA Annual Dues		300.00	-300.00	
1-51430 CO State Fire Cheifs Assoc Dues	1,580.00	800.00	780.00	197.50 %
1-51440 CO State Firefighter Assoc Dues	250.00	240.00	10.00	104.17 %
1-51470 SAM Registration	35.00	21.00	14.00	166.67 %
1-51480 Special District Membership	1,237.50	1,250.00	-12.50	99.00 %
1-51490 SHRM Membership		200.00	-200.00	
1-51495 Productivity Applications	1,493.05	1,310.00	183.05	113.97 %
1-51605 Office Rental - Admin & Prevention	30,609.50	42,500.00	-11,890.50	72.02 %
1-51644 Copy Machine-Maint. Contract	4,774.47		4,774.47	
1-51900 Member Recognition	3,568.07	4,170.00	-601.93	85.57 %
1-51999 Contingency		4,170.00	-4,170.00	
1-52427 Graphics	5,877.85	1,670.00	4,207.85	351.97 %

# Estes Valley Fire Protection District

## YTD Budget vs. Actuals

January - October, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1-52446 lamresponding (Emergency Svcs Marketing Inc.))	7,272.50		7,272.50	
1-53400 Member Dues / Subscription	145.00		145.00	
1-53410 TargetSolutions Dues	5,961.80	4,620.00	1,341.80	129.04 %
1-53420 Fire Training Officers Assoc.		190.00	-190.00	
1-54280 Contract Services - Prevention	21,713.00	41,670.00	-19,957.00	52.11 %
1-54400 Member Dues/ Subscription	134.99	2,080.00	-1,945.01	6.49 %
1-54410 NFPA Membership		180.00	-180.00	
1-54420 NFPA Fire Code Subscrip Service		1,300.00	-1,300.00	
1-54440 ICC Membership	405.00		405.00	
1-54450 Fire Marshalls Assoc.		90.00	-90.00	
1-54460 Int Assc of Arson Investigators		280.00	-280.00	
1-54480 mySidewalk NFPA Dashboard	1,500.00	1,310.00	190.00	114.50 %
1-55400 Member Dues/Subscriptions - Grants & 1A	100.00	420.00	-320.00	23.81 %
1-55650 Community Partnerships & Project Execution - Grants & 1A	50,000.00	41,670.00	8,330.00	119.99 %
4-51075 Investment Fees - VF	3,158.87		3,158.87	
QuickBooks Payments Fees	195.39		195.39	
<b>Total 7000 Managerial Expenses</b>	<b>426,884.23</b>	<b>387,601.00</b>	<b>39,283.23</b>	<b>110.13 %</b>
<b>Total Expenses</b>	<b>\$2,187,624.78</b>	<b>\$2,453,692.00</b>	<b>\$ -266,067.22</b>	<b>89.16 %</b>
NET OPERATING INCOME	<b>\$275,666.41</b>	<b>\$329,572.00</b>	<b>\$ -53,905.59</b>	<b>83.64 %</b>
NET INCOME	<b>\$275,666.41</b>	<b>\$329,572.00</b>	<b>\$ -53,905.59</b>	<b>83.64 %</b>

# Profit and Loss by Class 1A

Estes Valley Fire Protection District  
January-October, 2025

Distribution account	Grants & 1A	Total
<b>Income</b>		
4000 Tax Revenue		
1-41011 Sales Tax - Ballot Issue 1A	318,676.90	318,676.90
<b>Total for 4000 Tax Revenue</b>	<b>318,676.90</b>	<b>\$318,676.90</b>
<b>Total for Income</b>	<b>318,676.90</b>	<b>\$318,676.90</b>
<b>Cost of Sales</b>		
<b>Gross Profit</b>	<b>318,676.90</b>	<b>\$318,676.90</b>
<b>Expenses</b>		
5000 Personnel Costs		
1-55210 Salary - Grants & 1A	84,521.92	84,521.92
1-55221 Payroll Expenses - Grants & 1A	40,307.25	40,307.25
1-55290 Mileage Reimb - Grants & 1A	322.00	322.00
<b>Total for 5000 Personnel Costs</b>	<b>125,151.17</b>	<b>\$125,151.17</b>
6100 Vehicles & Equipment		
1-52421 Base Maint, Fuel & DOT Inspect.	243.76	243.76
1-55510 Personal Protective Equipment - Grants & 1A	1,128.97	1,128.97
1-55530 Other Equipment - Grants & 1A	1,088.17	1,088.17
<b>Total for 6100 Vehicles &amp; Equipment</b>	<b>2,460.90</b>	<b>\$2,460.90</b>
6200 Communications/IT		
1-55700 Computer Hardware - Grants & 1A	2,712.47	2,712.47
<b>Total for 6200 Communications/IT</b>	<b>2,712.47</b>	<b>\$2,712.47</b>
6300 Meetings & Training		
1-55500 Education - Grants & 1A	939.18	939.18
<b>Total for 6300 Meetings &amp; Training</b>	<b>939.18</b>	<b>\$939.18</b>
7000 Managerial Expenses		
1-55400 Member Dues/Subscriptions - Grants & 1A	100.00	100.00
<b>Total for 7000 Managerial Expenses</b>	<b>100.00</b>	<b>\$100.00</b>
<b>Total for Expenses</b>	<b>131,363.72</b>	<b>\$131,363.72</b>

# Profit and Loss by Class 1A

Estes Valley Fire Protection District  
January-October, 2025

Distribution account	Grants & 1A	Total
<b>Net Operating Income</b>	<b>187,313.18</b>	<b>\$187,313.18</b>
Other Income		
Other Expenses		
<b>Net Other Income</b>		
<b>Net Income</b>	<b>187,313.18</b>	<b>\$187,313.18</b>

# Estes Valley Fire Protection District

## Monthly Disbursements

October 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>1-11010 Cash - Checking (8487)</b>							
10/07/2025	Check		Bill.com		1-51199 Managerial Expenses:Bank and Misc. fees	-122.15	-122.15
10/15/2025	Deposit				1-41040 Non Tax Levy Revenues:Plan Reviews & Inspections	105.00	-17.15
10/15/2025	Deposit				1-41060 Non Tax Levy Revenues:Miscellaneous Revenue	12,715.96	12,698.81
10/16/2025	Transfer				1-11020 Cash - Savings (1262)	90,000.00	102,698.81
10/20/2025	Check		Rocky Mountain Reserve		3-59310 Vehicles & Equipment:Apparatus Purchase	-42.80	102,656.01
10/20/2025	Check		Xcel Energy		1-51636 Buildings & Land:Electrical Energy - Station 71	-112.76	102,543.25
10/31/2025	Deposit				1-41040 Non Tax Levy Revenues:Plan Reviews & Inspections	105.00	102,648.25
10/31/2025	Transfer				1-11020 Cash - Savings (1262)	40,000.00	142,648.25
<b>Total for 1-11010 Cash - Checking (8487)</b>						<b>\$142,648.25</b>	
<b>1-11020 Cash - Savings (1262)</b>							
10/05/2025	Deposit		Primary Event Rentals	System-recorded deposit for QuickBooks Payments	12000 Undeposited Funds	100.00	100.00
10/05/2025	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Managerial Expenses:QuickBooks Payments Fees	-2.99	97.01
10/08/2025	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Managerial Expenses:QuickBooks Payments Fees	-7.36	89.65
10/08/2025	Deposit			System-recorded deposit for QuickBooks Payments	-Split-	246.00	335.65
10/16/2025	Transfer				1-11010 Cash - Checking (8487)	-90,000.00	-89,664.35
10/20/2025	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Managerial Expenses:QuickBooks Payments Fees	-2.99	-89,667.34
10/20/2025	Deposit		Tashi Gyamtso	System-recorded deposit for QuickBooks Payments	12000 Undeposited Funds	100.00	-89,567.34
10/24/2025	Deposit		Town of Estes PA EV Fire		1-41011 Tax Revenue:Sales Tax - Ballot Issue 1A	51,287.31	-38,280.03
10/24/2025	Deposit		Town of Estes PA EV Fire		1-41010 Tax Revenue:Sales Tax	159,900.71	121,620.68
10/26/2025	Deposit		Solar Designs	System-recorded deposit for QuickBooks Payments	12000 Undeposited Funds	100.00	121,720.68
10/26/2025	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Managerial Expenses:QuickBooks Payments Fees	-2.99	121,717.69
10/29/2025	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Managerial Expenses:QuickBooks Payments Fees	-5.98	121,711.71
10/29/2025	Deposit		Suburban Propane	System-recorded deposit for QuickBooks Payments	12000 Undeposited Funds	200.00	121,911.71
10/31/2025	Transfer				1-11010 Cash - Checking (8487)	-40,000.00	81,911.71
<b>Total for 1-11020 Cash - Savings (1262)</b>						<b>\$81,911.71</b>	
<b>1-11040 CSAFE - CORE</b>							
10/31/2025	Deposit				1-42000 Non Tax Levy Revenues:Investment Income	2,391.84	2,391.84
<b>Total for 1-11040 CSAFE - CORE</b>						<b>\$2,391.84</b>	
<b>1072 Bill.com Money Out Clearing</b>							
10/07/2025	Bill Payment		Vistabeam	Acct 23455 - Inv 10453148-- bill.com Check Number: 80158174	1-21000 Accounts Payable	-87.95	-87.95

# Estes Valley Fire Protection District

## Monthly Disbursements

October 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
	(Check)						
10/07/2025	Bill Payment (Check)		Fire Marshal Services	Acct EVFPD - Inv 8-2025-- bill.com Check Number: 80159309	1-21000 Accounts Payable	-3,175.00	-3,262.95
10/07/2025	Bill Payment (Check)		Crexendo Business Solutions	Acct 76298324 EVFPD - Inv 288535	1-21000 Accounts Payable	-226.96	-3,489.91
10/07/2025	Bill Payment (Check)		Skaggs Companies, Inc.	Inv 100 A e-13523 5	1-21000 Accounts Payable	-15.00	-3,504.91
10/07/2025	Bill Payment (Check)		Skaggs Companies, Inc.	Inv 100 A e-13831 1	1-21000 Accounts Payable	-96.00	-3,600.91
10/07/2025	Bill Payment (Check)		Connecting Point	Acct ESTVALFIR - Multiple invoices	1-21000 Accounts Payable	-879.39	-4,480.30
10/07/2025	Bill Payment (Check)		Skaggs Companies, Inc.	Inv 100 A 304803 1	1-21000 Accounts Payable	-42.00	-4,522.30
10/07/2025	Bill Payment (Check)		ACES	Acct EVFPD - Inv 1084-- bill.com Check Number: 80156972	1-21000 Accounts Payable	-2,930.00	-7,452.30
10/07/2025	Bill Payment (Check)		Superior Trash Company LLC	Acct Estes Valley Fire - Inv 16649	1-21000 Accounts Payable	-57.50	-7,509.80
10/07/2025	Bill Payment (Check)		Skaggs Companies, Inc.	Inv 100 A e-13815 1	1-21000 Accounts Payable	-96.00	-7,605.80
10/07/2025	Bill Payment (Check)		Streamline	Acct 5458EE7A-0002 - Inv 5458EE7a-0047-- bill.com Check Number: 801586	1-21000 Accounts Payable	-350.00	-7,955.80
10/07/2025	Bill Payment (Check)		Waste Management - Estes Park	Acct 33660-24008 - Inv 1425836-0561-3	1-21000 Accounts Payable	-205.31	-8,161.11
10/07/2025	Bill Payment (Check)		Park Supply	Acct E31 - Inv 2509-075093-- bill.com Check Number: 80157996	1-21000 Accounts Payable	-74.41	-8,235.52
10/07/2025	Bill Payment (Check)		CPS HR Consulting	Acct EstesValleyFire - Inv 0018032	1-21000 Accounts Payable	-1,312.50	-9,548.02
10/24/2025	Bill Payment (Check)		Next Level Auto Wash	Inv 638-- bill.com Check Number: 80251039	1-21000 Accounts Payable	-37.34	-9,585.36
10/24/2025	Bill Payment (Check)		Estes Park Sanitation District	Inv C05491 7/1/25-9/30-25-- bill.com Check Number: 80252218	1-21000 Accounts Payable	-148.50	-9,733.86
10/24/2025	Bill Payment (Check)		Connecting Point	Acct ESTVALFIR - Inv CW146594	1-21000 Accounts Payable	-2,779.81	-12,513.67
10/24/2025	Bill Payment (Check)		Kelly Brenner	Inv 374150	1-21000 Accounts Payable	-37.00	-12,550.67
10/24/2025	Bill Payment (Check)		Scott Dorman	Inv 2025 SDA-- bill.com Check Number: 80253632	1-21000 Accounts Payable	-135.38	-12,686.05
10/24/2025	Bill Payment (Check)		Verizon Wireless	Acct 642385035-00001 - Inv 6125035857	1-21000 Accounts Payable	-77.70	-12,763.75
10/24/2025	Bill Payment (Check)		Colorado Div of Fire Prevention & Control	Acct EVFPD - Inv 25-90262-- bill.com Check Number: 80252598	1-21000 Accounts Payable	-35.00	-12,798.75
10/24/2025	Bill Payment (Check)		Skaggs Companies, Inc.	Inv 100 A e-13201 2	1-21000 Accounts Payable	-105.00	-12,903.75

# Estes Valley Fire Protection District

## Monthly Disbursements

October 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/24/2025	Bill Payment (Check)		Town of Estes Park	Inv 7851-- bill.com Check Number: 80250976	1-21000 Accounts Payable	-6,960.70	-19,864.45
10/24/2025	Bill Payment (Check)		Michael Barnthouse	Inv 2025	1-21000 Accounts Payable	-42.00	-19,906.45
10/24/2025	Bill Payment (Check)		SKC - West Inc.	Acct Estes Valley Fire - Inv 0056274-IN	1-21000 Accounts Payable	-638.00	-20,544.45
10/24/2025	Bill Payment (Check)		Gabe Bruyere	Inv 114-8768121-1827412	1-21000 Accounts Payable	-97.52	-20,641.97
10/24/2025	Bill Payment (Check)		Air-O-Pure Portables	Acct EVFPD - Inv 236814-- bill.com Check Number: 80252755	1-21000 Accounts Payable	-600.00	-21,241.97
<b>Total for 1072 Bill.com Money Out Clearing</b>						<b>\$ -</b>	
						<b>21,241.97</b>	
4-11011 Cash - Checking (8495) VF							
10/31/2025	Deposit				4-42002 Non Tax Levy Revenues:Investment Income - Checking VF	2.36	2.36
<b>Total for 4-11011 Cash - Checking (8495) VF</b>						<b>\$2.36</b>	
12000 Undeposited Funds							
10/05/2025	Deposit		Primary Event Rentals	Paid via QuickBooks Payments: Payment ID 00439Q	1-11020 Cash - Savings (1262)	-100.00	-100.00
10/08/2025	Deposit			Paid via QuickBooks Payments: Payment ID 08703G	1-11020 Cash - Savings (1262)	-121.00	-221.00
10/08/2025	Deposit			Paid via QuickBooks Payments: Payment ID 208263	1-11020 Cash - Savings (1262)	-125.00	-346.00
10/20/2025	Deposit		Tashi Gyamtso	Paid via QuickBooks Payments: Payment ID 02401D	1-11020 Cash - Savings (1262)	-100.00	-446.00
10/26/2025	Deposit		Solar Designs	Paid via QuickBooks Payments: Payment ID 09505G	1-11020 Cash - Savings (1262)	-100.00	-546.00
10/29/2025	Deposit		Suburban Propane	Paid via QuickBooks Payments: Payment ID FVVFXP	1-11020 Cash - Savings (1262)	-200.00	-746.00
<b>Total for 12000 Undeposited Funds</b>						<b>\$ -746.00</b>	
1-21000 Accounts Payable							
10/07/2025	Bill Payment (Check)		ACES		1072 Bill.com Money Out Clearing	-2,930.00	-2,930.00
10/07/2025	Bill Payment (Check)		Waste Management - Estes Park		1072 Bill.com Money Out Clearing	-205.31	-3,135.31
10/07/2025	Bill Payment (Check)		Crexendo Business Solutions		1072 Bill.com Money Out Clearing	-226.96	-3,362.27
10/07/2025	Bill Payment (Check)		Skaggs Companies, Inc.		1072 Bill.com Money Out Clearing	-42.00	-3,404.27
10/07/2025	Bill Payment (Check)		Skaggs Companies, Inc.		1072 Bill.com Money Out Clearing	-96.00	-3,500.27
10/07/2025	Bill Payment (Check)		CPS HR Consulting		1072 Bill.com Money Out Clearing	-1,312.50	-4,812.77
10/07/2025	Bill Payment (Check)		Fire Marshal Services		1072 Bill.com Money Out Clearing	-3,175.00	-7,987.77
10/07/2025	Bill Payment (Check)		Skaggs Companies, Inc.		1072 Bill.com Money Out Clearing	-15.00	-8,002.77
10/07/2025	Bill Payment (Check)		Connecting Point		1072 Bill.com Money Out Clearing	-879.39	-8,882.16

# Estes Valley Fire Protection District

## Monthly Disbursements

October 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
	(Check)						
10/07/2025	Bill Payment		Vistabeam		1072 Bill.com Money Out Clearing	-87.95	-8,970.11
	(Check)						
10/07/2025	Bill Payment		Superior Trash Company LLC		1072 Bill.com Money Out Clearing	-57.50	-9,027.61
	(Check)						
10/07/2025	Bill Payment		Streamline		1072 Bill.com Money Out Clearing	-350.00	-9,377.61
	(Check)						
10/07/2025	Bill Payment		Park Supply		1072 Bill.com Money Out Clearing	-74.41	-9,452.02
	(Check)						
10/07/2025	Bill Payment		Skaggs Companies, Inc.		1072 Bill.com Money Out Clearing	-96.00	-9,548.02
	(Check)						
10/24/2025	Bill Payment		Michael Barnthouse		1072 Bill.com Money Out Clearing	-42.00	-9,590.02
	(Check)						
10/24/2025	Bill Payment		Gabe Bruyere		1072 Bill.com Money Out Clearing	-97.52	-9,687.54
	(Check)						
10/24/2025	Bill Payment		SKC - West Inc.		1072 Bill.com Money Out Clearing	-638.00	-10,325.54
	(Check)						
10/24/2025	Bill Payment		Town of Estes Park		1072 Bill.com Money Out Clearing	-6,960.70	-17,286.24
	(Check)						
10/24/2025	Bill Payment		Estes Park Sanitation District		1072 Bill.com Money Out Clearing	-148.50	-17,434.74
	(Check)						
10/24/2025	Bill Payment		Air-O-Pure Portables		1072 Bill.com Money Out Clearing	-600.00	-18,034.74
	(Check)						
10/24/2025	Bill Payment		Kelly Brenner		1072 Bill.com Money Out Clearing	-37.00	-18,071.74
	(Check)						
10/24/2025	Bill Payment		Connecting Point		1072 Bill.com Money Out Clearing	-2,779.81	-20,851.55
	(Check)						
10/24/2025	Bill Payment		Verizon Wireless		1072 Bill.com Money Out Clearing	-77.70	-20,929.25
	(Check)						
10/24/2025	Bill Payment		Scott Dorman		1072 Bill.com Money Out Clearing	-135.38	-21,064.63
	(Check)						
10/24/2025	Bill Payment		Skaggs Companies, Inc.		1072 Bill.com Money Out Clearing	-105.00	-21,169.63
	(Check)						
10/24/2025	Bill Payment		Colorado Div of Fire Prevention & Control		1072 Bill.com Money Out Clearing	-35.00	-21,204.63
	(Check)						
10/24/2025	Bill Payment		Next Level Auto Wash		1072 Bill.com Money Out Clearing	-37.34	-21,241.97
	(Check)						
<b>Total for 1-21000 Accounts Payable</b>						<b>\$ -</b>	
						<b>21,241.97</b>	
4000 Tax Revenue							
1-41010 Sales Tax							
10/24/2025	Deposit		Town of Estes PA EV Fire	Town of Estes PA 7% Allocate	1-11020 Cash - Savings (1262)	159,900.71	159,900.71

# Estes Valley Fire Protection District

## Monthly Disbursements

October 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>Total for 1-41010 Sales Tax</b>						<b>\$159,900.71</b>	
1-41011	Sales Tax - Ballot Issue 1A						
10/24/2025	Deposit		Town of Estes PA EV Fire	Town of Estes PA 1% EVFPD	1-11020 Cash - Savings (1262)	51,287.31	51,287.31
<b>Total for 1-41011 Sales Tax - Ballot Issue 1A</b>						<b>\$51,287.31</b>	
<b>Total for 4000 Tax Revenue</b>						<b>\$211,188.02</b>	
4100 Non Tax Levy Revenues							
1-41040 Plan Reviews & Inspections							
10/15/2025	Deposit				1-11010 Cash - Checking (8487)	105.00	105.00
10/31/2025	Deposit				1-11010 Cash - Checking (8487)	105.00	210.00
<b>Total for 1-41040 Plan Reviews &amp; Inspections</b>						<b>\$210.00</b>	
1-41060 Miscellaneous Revenue							
10/15/2025	Deposit			CWPP Implementation Project	1-11010 Cash - Checking (8487)	12,715.96	12,715.96
<b>Total for 1-41060 Miscellaneous Revenue</b>						<b>\$12,715.96</b>	
1-42000 Investment Income							
10/31/2025	Deposit			Interest	1-11040 CSAFE - CORE	2,391.84	2,391.84
<b>Total for 1-42000 Investment Income</b>						<b>\$2,391.84</b>	
4-42002 Investment Income - Checking VF							
10/31/2025	Deposit			Interest	4-11011 Cash - Checking (8495) VF	2.36	2.36
<b>Total for 4-42002 Investment Income - Checking VF</b>						<b>\$2.36</b>	
<b>Total for 4100 Non Tax Levy Revenues</b>						<b>\$15,320.16</b>	
6000 Buildings & Land							
1-51636 Electrical Energy - Station 71							
10/20/2025	Check		Xcel Energy	Monthly Billing	1-11010 Cash - Checking (8487)	112.76	112.76
<b>Total for 1-51636 Electrical Energy - Station 71</b>						<b>\$112.76</b>	
<b>Total for 6000 Buildings &amp; Land</b>						<b>\$112.76</b>	
6100 Vehicles & Equipment							
3-59310 Apparatus Purchase							
10/20/2025	Check		Rocky Mountain Reserve	Rocky Mountain Reserve OP Payment	1-11010 Cash - Checking (8487)	42.80	42.80
<b>Total for 3-59310 Apparatus Purchase</b>						<b>\$42.80</b>	
<b>Total for 6100 Vehicles &amp; Equipment</b>						<b>\$42.80</b>	
7000 Managerial Expenses							
1-51199 Bank and Misc. fees							
10/07/2025	Check		Bill.com	Monthly Billing	1-11010 Cash - Checking (8487)	122.15	122.15
<b>Total for 1-51199 Bank and Misc. fees</b>						<b>\$122.15</b>	
QuickBooks Payments Fees							
10/05/2025	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	1-11020 Cash - Savings (1262)	2.99	2.99
10/08/2025	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name:	1-11020 Cash - Savings (1262)	7.36	10.35

# Estes Valley Fire Protection District

## Monthly Disbursements

October 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
10/20/2025	Expense		QuickBooks Payments	DiscountRateFee, fee-type: Daily. System-recorded fee for QuickBooks Payments. Fee-name:	1-11020 Cash - Savings (1262)	2.99	13.34
10/26/2025	Expense		QuickBooks Payments	DiscountRateFee, fee-type: Daily. System-recorded fee for QuickBooks Payments. Fee-name:	1-11020 Cash - Savings (1262)	2.99	16.33
10/29/2025	Expense		QuickBooks Payments	DiscountRateFee, fee-type: Daily. System-recorded fee for QuickBooks Payments. Fee-name:	1-11020 Cash - Savings (1262)	5.98	22.31
<b>Total for QuickBooks Payments Fees</b>						<b>\$22.31</b>	
<b>Total for 7000 Managerial Expenses</b>						<b>\$144.46</b>	

# Estes Valley Fire Protection District



Fiscal Year Begins: Jan-25

## Twelve-Month Cash Flow

	Beginning	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Monthly Average	Overview
<b>Cash Summary</b>															
<b>Cash on Hand</b> (beginning of month)	1,523,833	1,523,833	1,358,570	1,300,636	1,510,496	1,669,305	1,740,920	1,855,231	1,973,627	2,045,686	2,084,792	2,109,725	2,035,279	1,767,342	
<b>Cash Available</b> (on hand + receipts, before cash out)	1,523,833	1,631,723	1,505,853	1,760,347	1,859,720	1,901,329	2,041,468	2,214,599	2,220,090	2,317,810	2,325,061	2,267,416	2,191,339	2,019,730	
<b>Cash Position</b> (end of month)	1,523,833	1,358,570	1,300,636	1,510,496	1,669,305	1,740,920	1,855,231	1,973,627	2,045,686	2,084,792	2,109,725	2,035,279	1,773,531	1,788,150	
<b>Cash Receipts</b>															
Tax Levy Revenue		97,060	143,574	432,546	155,667	222,294	292,010	345,199	241,881	262,532	224,205	137,572	135,943	224,207	
Non-Tax Levy Revenue		10,830	3,709	27,165	73,557	9,730	8,538	14,169	4,582	9,592	16,064	20,119	20,117	18,181	
Transfer in		0	0	0	120,000	0	0	0	0	0	0	0	0	10,000	
<b>Total Cash Receipts</b>		<b>107,890</b>	<b>147,283</b>	<b>459,711</b>	<b>349,224</b>	<b>232,024</b>	<b>300,548</b>	<b>359,368</b>	<b>246,463</b>	<b>272,124</b>	<b>240,269</b>	<b>157,691</b>	<b>156,060</b>	<b>252,388</b>	
<b>Cash Paid Out</b>															
Disbursements		273,153	205,217	249,851	190,415	160,409	186,237	240,972	174,404	233,018	215,336	232,137	417,808	231,580	
Transfer out		0	0	0	0	0	0	0	0	0	0	0	0	0	
Repayment of LOC		0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Total Cash Paid Out</b>		<b>273,153</b>	<b>205,217</b>	<b>249,851</b>	<b>190,415</b>	<b>160,409</b>	<b>186,237</b>	<b>240,972</b>	<b>174,404</b>	<b>233,018</b>	<b>215,336</b>	<b>232,137</b>	<b>417,808</b>	<b>231,580</b>	
		(Actual)	(Budget)	(Budget)											

# ESTES VALLEY FIRE PROTECTION DISTRICT

## Agenda Statement- November 24, 2025

### Agenda Item #3b

**Agenda Title:**

Acting Division Chief of Operations

**Submitted by:**

Sandra Smith, President

**Background Information:**

N/A

**Attachments:**

\_\_\_\_ Agenda

\_\_\_\_ Minutes

\_\_\_\_ Report

\_\_\_\_ Resolution

\_\_\_\_ Contract

\_\_\_\_ Map

\_\_\_\_ Letter

  X   Other

**Board Action Needed:**

A motion to (approve, deny, modify) \_\_\_\_\_ as the acting Division Chief of Operations for the November 24<sup>th</sup>, 2025 meeting.

**Sandra Smith**            Yes    No

**Scott Dorman**            Yes    No

**Ryan Leahy**              Yes    No

**Jeff Robbins**              Yes    No

**Jon Smith**                Yes    No

# ESTES VALLEY FIRE PROTECTION DISTRICT

## Agenda Statement- November 24, 2025

### Agenda Item #3c

**Agenda Title:**

Part-time Operations Manager

**Submitted by:**

Sandra Smith, President

**Background Information: N/**

A

**Attachments:**

\_\_\_\_Agenda

\_\_\_\_Minutes

\_\_\_\_Report

\_\_\_\_Resolution

\_\_\_\_Contract

\_\_\_\_Map

\_\_\_\_Letter

X Other

**Board Action Needed:**

A motion to (approve, deny, modify) the creation of a temporary, part-time Operations Manager for the November 24<sup>th</sup>, 2025 meeting.

**Sandra Smith**            Yes    No

**Scott Dorman**            Yes    No

**Ryan Leahy**              Yes    No

**Jeff Robbins**              Yes    No

**Jon Smith**                 Yes    No

# ESTES VALLEY FIRE PROTECTION DISTRICT

## Agenda Statement- November 24, 2025

### Agenda Item #3d

**Agenda Title:**

Permanent Chief Hiring Process  
and search firm(s)

**Submitted by:**

Sandra Smith, President

**Background Information:**

N/A

**Attachments:**

\_\_\_\_ Agenda

\_\_\_\_ Minutes

\_\_\_\_ Report

\_\_\_\_ Resolution

\_\_\_\_ Contract

\_\_\_\_ Map

\_\_\_\_ Letter

X  Other

**Board Action Needed:**

A motion to (approve, deny, modify) recommendations from the Chief hiring subcommittee regarding the hiring process and search firm(s) for the November 24<sup>th</sup>, 2025 meeting.

**Sandra Smith**                      Yes    No

**Scott Dorman**                      Yes    No

**Ryan Leahy**                        Yes    No

**Jeff Robbins**                        Yes    No

**Jon Smith**                          Yes    No

# ESTES VALLEY FIRE PROTECTION DISTRICT

## Agenda Statement- November 24, 2025

### Agenda Item #3e

**Agenda Title:**

Dept. Organizational Structure

**Submitted by:**

Sandra Smith, President

**Background Information:**

N/A

**Attachments:**

Agenda

Minutes

Report

Resolution

Contract

Map

Letter

Other

**Board Action Needed:**

A motion to (approve, deny, modify) the restructuring of the department organization for the November 24<sup>th</sup>, 2025 meeting.

**Sandra Smith**            Yes    No

**Scott Dorman**            Yes    No

**Ryan Leahy**              Yes    No

**Jeff Robbins**              Yes    No

**Jon Smith**                Yes    No

# ESTES VALLEY FIRE PROTECTION DISTRICT

## Agenda Statement- November 24, 2025

### Agenda Item #3f

**Agenda Title:**

CORA Custodian Resolution 2025-04

**Submitted by:**

Sandra Smith, President

**Background Information:**

N/A

**Attachments:**

Agenda

Minutes

Report

Resolution

Contract

Map

Letter

Other

**Board Action Needed:**

A motion to (approve, deny, modify) the Resolution 2025-04 for a CORA Custodian designation for the November 24<sup>th</sup>, 2025 meeting.

**Sandra Smith**                      Yes    No

**Scott Dorman**                      Yes    No

**Ryan Leahy**                        Yes    No

**Jeff Robbins**                        Yes    No

**Jon Smith**                         Yes    No

**ESTES VALLEY FIRE PROTECTION DISTRICT**

**RESOLUTION NO. 2025-04**

**DESIGNATING THE OFFICIAL CUSTODIAN OF RECORDS AND ADOPTING  
A POLICY ON RESPONDING TO OPEN RECORDS REQUESTS**

WHEREAS, pursuant to §32-1-1001(1)(h), C.R.S., the Board of Directors of the Estes Valley Fire Protection District (“District”) is responsible for the management, control and supervision of all of the business and affairs of the District; and

WHEREAS, pursuant to §32-1-1001(1)(i), C.R.S., the Board of Directors (“Board”) of the District has the authority to appoint an agent; and

WHEREAS, the Board has determined that it is appropriate to designate an official custodian of the District’s records for the protection of such records and in order to permit their inspection by persons entitled to examine and copy such records in an orderly fashion; and

WHEREAS, the Board of Directors of the District has determined that it is appropriate to adopt a policy on responding to open records requests; and

WHEREAS, the Board of Directors fully supports, and complies with, all Federal and State laws relating to the retention, protection and disclosure of District records including, but not limited to, the Colorado Open Records Act, Title 24, Article 72, Part 2, C.R.S. (“CORA”), the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), and the Privacy Rule promulgated by the U.S. Department of Health and Human Services which interprets and implements HIPAA; and

WHEREAS, it is the policy of the District that all public records shall be open for inspection by any person at reasonable times, except as otherwise provided by law; and

WHEREAS, public records are defined by CORA as all writings made or maintained by the District, regardless of the format or medium of the records, subject to certain exceptions and public records expressly include e-mail communications.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Estes Valley Fire Protection District that:

1. Official Custodian.

(a) The Fire Chief or Interim Fire Chief of the District is hereby designated as the Official Custodian responsible for the maintenance, care and keeping of all records of the District, except as provided herein.

(b) The Official Custodian shall have the authority to designate such agents as they shall determine appropriate to perform any and all acts necessary to enforce and execute the provisions of this Resolution.

2. Policy on Responding to Open Records Request. The following are general policies concerning the release of records:

(a) All public records of the District shall be open for inspection at the times designated herein, unless prohibited by the provisions of CORA or policies adopted by the Board of Directors in conformance with CORA.

(b) Every request to inspect and/or copy any District record (a "Records Request") shall be submitted to the District's Official Custodian in writing and be specific as to the information desired. If not submitted to the Official Custodian, any District employee or Board Member that receives the Records Request shall immediately send the Records Request to the Official Custodian. To assist the Official Custodian in responding to requests in a timely and complete manner, the Official Custodian may require records requests to be submitted on a form developed by the Official Custodian.

(c) If any question arises as to the propriety of fully complying with a Records Request, the Official Custodian shall immediately forward it to the District's legal counsel.

(d) The District's legal counsel shall determine the District's obligations under the applicable Federal and/or State law(s). If the District is permitted to make records available for inspection in whole or in part, the District's legal counsel will so notify the District's Official Custodian, who will assemble the disclosable requested documents for inspection and/or copying in accordance with applicable Federal or State law.

(e) If the District's legal counsel determines the District is not permitted by Federal or State law to make records available for inspection in whole or in part, legal counsel shall provide a written response to the party submitting the Records Request stating the legal basis upon which the Records Request in whole or in part is being denied.

(f) Following the denial of a request for record, upon receipt of the required written notice from the requesting individual that he or she will seek relief from the District Court, the Official Custodian will attempt to meet in-person or speak by

telephone with the requesting individual. District personnel are encouraged to utilize all means to attempt to resolve the dispute during this time period and will provide a written summary of the District's position at the end of that period to the requestor and to the District's Board of Directors. No phone or in-person conference is required if the written notice indicates that the requestor needs access to the record on an expedited basis.

(g) Pursuant to CORA, all records must be made available for inspection within three (3) working days from the Official Custodian's receipt of the request, unless extenuating circumstances exist. The deadline may be extended by seven (7) working days if extenuating circumstances exist and the requesting party is notified of the delay within three (3) working days of the Official Custodian's receipt of the request. The Official Custodian may set the time, which shall be during normal office hours, and the place for records to be inspected, and require that the Official Custodian or a delegated employee be present while the records are examined.

(h) Any public record that is stored in a digital format will be provided in a digital format. A public record stored in a digital format that is searchable will be provided in searchable format and a public record stored in sortable format will be provided in sortable format. A public record that is in a searchable or sortable format shall not be produced if:

(i) producing the record in the requested format would violate the terms of any copyright or licensing agreement between the District and a third party;

(ii) producing the record would result in the release of a third party's proprietary information; or

(iii) after making reasonable inquiries:

(1) it is not technologically or practically feasible to permanently remove information that the custodian is required or allowed to withhold within the requested format;

(2) it is not technically or practically feasible to provide a copy of the record in a searchable or sortable format; or

(3) the Official Custodian would be required to purchase software or create additional programming or functionality in its existing software to remove the information required or allowed to be withheld.

(iv) A public record stored in digital format shall be provided in digital format by electronic mail, unless the size prevents email transmission, in which case they shall be transmitted by another method, as agreed on by the requesting individual and the Official Custodian.

(v) Altering an existing digital public record, or excising fields of information that the Official Custodian is either required or permitted to withhold under this subsection, does not constitute the creation of a new public record under Section (2)(i)(iv) of this Resolution.

(i) The Custodian may charge the following fees (collectively, the “Fees”) for responding to a Records Request:

(i) Printouts, photographs, and copies, when requested, will be provided at a cost of twenty-five cents (\$0.25) per standard page, and at the actual costs of production for any non-standard page (the “Copying Fee”), except that no per-page fee will be charged for providing records in a digital or electronic format. A standard page shall mean an 8.5-inch by 11-inch black and white copy.

(ii) When it is impractical to make the copy, printout, or photograph of the requested record at the place where the record is kept, the Official Custodian may allow arrangements to be made for the copy, printout, or photograph to be made at other facilities and the cost of providing the requested records will be paid by the person making the request (the “Outside Copying Fee”).

(iii) If a copy, printout or photograph of a public record is necessary or requested to be provided in a format other than a standard page, the costs will be assessed at the actual cost of production (the “Production Fee”).

(iv) If data must be manipulated in order to generate a record in a form not otherwise used by the District, such data manipulation will be assessed at the actual costs to the District (the “Manipulation Fee”); however, the District is in no way obligated to generate a record that is not otherwise kept, made, or maintained by the District.

(v) The cost for transmitting the requested records will be charged at the actual cost of such delivery (the “Transmission Fee”). Transmission Fees will not be charged for transmitting any record via electronic mail, when requested.

(vi) When the location or existence of specific documents must be researched and the documents must be retrieved, sorted or reviewed for applicability to the request, and such process requires more than one (1) hour of staff time, the Custodian may charge a research and retrieval fee not to exceed forty-one dollars and thirty-seven cents (\$41.37) per hour, or the maximum amount allowed by the Executive Committee of the State Legislative Council, whichever is greater (the “Research and Retrieval Fee”).

(vii) If any requested records are protected by a privilege (for example, but not limited to, the work product or attorney-client privileges) the District may charge the actual costs of creating a privilege log identifying the privileged records

(the “Privilege Fee”). If legal assistance or review is necessary to create the privilege log, the Privilege Fee may include the actual costs for such legal assistance.

(j) The District may require a deposit of the estimated Fees prior to commencing work to produce the records. Payment of the deposit is required before the request is deemed complete so as to begin the time periods noted in subsection (g) of this section. Payment of the remainder of the Fees, including all actual costs exceeding the estimated amount, must be made prior to the time of inspection or release of the final work product or copies. All payments of Fees, including deposits, may be made via [cash, check, credit card, debit card, or electronic payment].

(k) No person shall be permitted to inspect or copy any records of the District if, in the opinion of the Official Custodian after consultation with the District’s legal counsel, such inspection or copying would come within the prohibition of one or more exemptions set forth in CORA.

(l) Except as required by Section 24-72-204(3.5)(g), C.R.S. and except when a requested record is confidential and accessible only on the basis that the requester is the person in interest, no form of identification shall be required to request or inspect public records.

3. Severability. 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.

4. Effective Date. This Resolution shall take effect and be enforced immediately upon its approval by the Board of Directors of the District.

The foregoing Resolution was approved and adopted this 24<sup>th</sup> day of November, 2025.

ESTES VALLEY FIRE PROTECTION  
DISTRICT

By: \_\_\_\_\_  
Sandra Smith, President

Attest:

\_\_\_\_\_  
Secretary

# ESTES VALLEY FIRE PROTECTION DISTRICT

## Agenda Statement- November 24, 2025

### Agenda Item #3g

**Agenda Title:**

EAP Subcommittee Recommendation

**Submitted by:**

Sandra Smith, President

**Background Information:**

N/A

**Attachments:**

Agenda

Minutes

Report

Resolution

Contract

Map

Letter

Other

**Board Action Needed:**

A motion to (approve, deny, modify) the recommendations made by EAP subcommittee for the November 24<sup>th</sup>, 2025 meeting.

**Sandra Smith**                      Yes    No

**Scott Dorman**                      Yes    No

**Ryan Leahy**                        Yes    No

**Jeff Robbins**                        Yes    No

**Jon Smith**                         Yes    No