

FREDERICK-FIRESTONE FIRE PROTECTION DISTRICT



2020 DISTRICT BUDGET

FIRE CHIEF – JEREMY A. YOUNG, MS, EFO, CFO

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**FREDERICK-FIRESTONE
FIRE PROTECTION
DISTRICT**
*Leading Together,
By Serving Together*



**Office of the Fire Chief
Budget Message**
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This is the 2020 Budget for the Frederick-Firestone Fire Protection District (“the District”). The budget was prepared by the Fire Chief and Executive Staff of the District and is based on the modified accrual basis of accounting. The initial 2020 Draft Budget was presented to the Board of Directors on October 14, 2019 with public hearings and subsequent adoption by the Board of Directors on November 12, 2019 and December 9, 2019.

District Background

The District is a quasi-municipal corporation and a political subdivision of the State of Colorado. The District is located in Southwest Weld County, in the State of Colorado, and provides all-hazards emergency services to the Town of Frederick, the Town of Firestone, and portions of unincorporated Weld County. These services are provided through Intergovernmental Agreements (IGAs) with both the Towns of Frederick and Firestone that assisted in the formation of the Frederick-Firestone Fire Protection District as the sole all-hazards emergency services provider to the corporate limits of both towns. These IGAs were established in 2003 and require the District to align its boundaries with the Towns’ whenever the Towns’ boundaries expand through annexations. The District was created in 1975 by order and decree of the District Court in Weld County, Colorado. The District’s jurisdiction consists of approximately 36 square miles of Southwest Weld County. The population served by the District is approximately 35,314 residents. The District is governed by an elected Board of Directors and operated by full-time paid Executive and Administrative Staff, Paramedics, EMTs, and Firefighters.

The District provides fire suppression, fire prevention, public education, technical rescue, water & ice rescue, hazardous materials response, oil and gas emergency response, community risk-reduction, emergency management and preparedness, and advanced life support (ALS) emergency medical transport services within its boundaries. The District also provides these services outside its boundaries pursuant to numerous mutual aid and automatic aid agreements with other fire protection districts and municipal fire departments. Pursuant to these agreements, each emergency service agency pledges to assist the others when necessary in providing additional fire, rescue, and emergency medical equipment and personnel for the purpose of delivering firefighting, specialized rescue, and emergency medical care, and medical transport within the jurisdiction of the other emergency service agency.

These services are provided through four (4) fire stations, each having bays for housing vehicles and living areas for the District’s Paramedics, EMTs and Firefighters. In addition, the District’s Administration is located at 8426 Kosmerl Place in Frederick. Its main purpose is for housing all administrative personnel, training, public education and includes the Carbon Valley Emergency Operations Center.

The District currently owns five (5) Type I Engines, one (1) Aerial Apparatus, one (1) Heavy Rescue, two (2) Type VI Engines, one (1) Water Tender, four (4) ALS Transport Ambulances, and ten (10) additional support vehicles. Over the past three (3) years, the District has responded to an average of more than 2,400 calls annually and impacted over 19,000 citizens each year. The District has seen an approximate six (6) percent increase in service demands each year for the last five (5) years.

District Assessed Values

The following table, based on the 2019 Final Assessed Valuation (For 2020 Collections) displays the specific classes of real and personal property within the District:

Class	2018 Final AV	2019 Final AV	% of AV	\$ Change	Percentage Change	Budget \$ Change
Vacant Land	\$10,554,890	\$18,662,840	2.47%	\$8,107,950	76.82%	\$112,701
Residential	\$215,783,200	\$260,481,020	34.48%	\$44,697,820	20.71%	\$621,300
Commercial	\$96,967,270	\$125,422,320	16.60%	\$28,455,050	29.35%	\$395,525
Industrial	\$29,992,070	\$44,584,690	5.90%	\$14,592,620	48.65%	\$202,837
Agricultural	\$2,370,740	\$1,988,800	0.26%	(\$381,940)	-16.11%	(\$5,309)
Minerals	\$1,058,600	\$826,220	0.11%	(\$232,380)	-21.95%	(\$3,230)
Oil & Gas	\$167,743,710	\$266,172,450	35.23%	\$98,428,740	58.68%	\$1,368,159
State Assessed	\$31,512,280	\$37,382,140	4.95%	\$5,869,860	18.63%	\$81,591
Exempt Property	\$34,550,860	\$39,408,080	N/A	\$4,857,220	14.06%	\$67,515
Total Value	\$555,982,760.00	\$755,520,480.00	100.00%	\$199,537,720.00	35.89%	\$2,773,574.31

2020 District Budget Explanation

The certified Mill Levy for the calendar year of 2020 is 13.900 mills for all general operating purposes, which represents the 2019 voter authorized level. An additional 0.404 mills is levied for debt service for General Obligation Bonds approved by voters in 2002 and refinanced by the District in 2011 in order to save tax payers money. Both Frederick and Firestone's Urban Renewal Authorities (FURAs) are active with the District in which the District allows portions of their tax appropriations to pass through to both Towns in order to enhance growth into the area. The pass through of funding is from the District's mill levy and the funds collected by the FURAs are in several Tax Increment Financing (TIF) areas.

Based on a Net Assessed Valuation of \$755,520,480, which includes the FURA TIF areas' valuation of \$25,929,166, the total property tax and TIF pass through revenue for the District in 2020 is anticipated to be \$10,436,105 for both General and Bond mills. An additional \$1,100,360 in revenue is anticipated from other revenue sources including Specific Ownership and fees for services rendered. The main increases in revenue for 2020 is in correlation with the approval of the 2.54 mill levy increase by voters in November of 2019 and an increase in assessed valuation provided by Weld County as 2019 was a reassessment year within the county.

Noteworthy Projects in 2020

In addition to funding normal operations required to maintain current service delivery levels, the 2020 Budget reflects the following notable projects to maintain and enhance emergency services provided to our citizens and visitors.

Staffing & Personnel:

- Due to continuing increases in community development in both residential and commercial, emergency service demands continue to increase workloads on existing line and administrative staff. Compounding the growth in service demands, assessed valuations of property remain volatile due to oil & gas fluctuations, errors in production reporting by oil and gas companies and the Gallagher Amendment which continues to ratchet down the residential assessment rate state wide. With the passing of the mill levy increase of 2.54 mills by the District's voters in November of 2019, the District will be able to fully address these service and personnel gaps the District has been facing for numerous years. For 2020 the District will implement the following Staffing Plan enhancements:
 - ✓ In order to begin to address the three (3) person fire companies, which is an industry description of a minimum of three (3) firefighters on each firefighting apparatus (engine or ladder truck). NFPA 1710 states for full staffing of firefighters, each fire apparatus should have a total of four (4) personnel on each apparatus. The District has operated with two (2) person engines for over a decade and now we are in the process of correcting this service gap. The District will be hiring a minimum of twelve (12) firefighters certified as an emergency medical technician and/or paramedic in 2020. This will be the first step in increasing our staff to provide safer and more efficient services to the public and for our personnel.
 - ✓ In order to begin to address the overflow and backlog of work within the Planning Section which conducts all Community Risk Reduction programs including life-safety and fire code enforcement, construction and post-construction inspections the District will be hiring a full time Fire Prevention Specialist in 2020. The Fire Prevention Specialist will assist with and conduct all high-hazard inspections, restaurant inspections, and industrial inspections including hemp extraction sites which are becoming more prevalent within our community. The overall mission is to reduce risk and ensure all citizens remain safe in our community while ensuring all businesses and contractors operate under current building, fire and life-safety codes. This position will report to the Assistant Chief of Planning.
 - ✓ In order to begin to address the overflow and backlog of work within daily operations of more than sixty (60) full time staff, five (5) District buildings and a fleet of more than twenty (20) apparatus the District will implement a Support Services Specialist position in 2020. This position will support all sections within the organization and will be coordinating and maintaining all components such as supplies, uniforms, personal protective clothing and equipment, fleet maintenance, facility maintenance, computer and information technology equipment, District asset and inventory management and overall support functions of the District. This position will directly report to the Assistant Chief of Planning.

Fleet & Equipment:

- The District will purchase a new Water Tender in 2020. The new Tender will replace the District's 1988 Water Tender and will include all the new safety features required by the National Fire Protection Agency for the safety of our personnel and community. The District is also looking at ways to integrate multiple mission compatible components into our apparatus moving forward into the future.
- The District will be developing specifications in 2020 to request for proposal (RFP) to replace the District's 2004 Heavy Rescue and replace the 2003 Ladder Truck which both are slated for replacement in 2021. The District has been and will continue to monitor the data, review industry standards, coordinate with the Insurance Service Office to ensure proper standards are met now and into the future life-span of these apparatuses.
- The District will be replacing all of its expired rescue equipment that has met its life expectancy in 2020. This equipment is utilized on all rescue emergencies from traffic accidents to technical rescues, such as a trench collapse or building collapse. This equipment will be housed throughout the District to ensure proper location and staffing are satisfactory to meet the needs of our customers at any given time.
- The District will be outfitting all front-line apparatus and positions with ballistic personnel protective equipment to include ballistic vests and helmets. The District trains with the Town's Police Departments and other local law enforcement agencies on civil unrest, school and large assembly active shooters and many other unfortunate events our community could face. With this equipment being provided, District personnel can now move forward into an active shooter event to complete extraction of citizens for safety and medical care of those wounded along with local law enforcement.

Facilities:

- The District will complete a partial remodel of the living quarters of Fire Station 1. This remodel will enhance the living area to include the fitness room, offices and training room of Station 1. Station 1 is the oldest fire station in the District and is almost 45 years old and in need to be brought up to current life-safety standards.

General Obligation Bonds (Debt Service).

- The District will continue paying down the 2003 General Obligation Bonds in 2020 with two (2) interest payments and one (1) principal payment. The total of the payments will be \$318,950, and the remaining outstanding debt at the end of 2020 will be \$600,000 down from the original \$4,045,000 in 2003. The Bond Fund mill levy will be .404 in 2020 to account for the increase in property tax revenue and make the 2020 minimum debt payment. The District is on schedule to pay the general obligation bonds off in 2021, a year and half earlier than required.

Districts Reserves Explanation:

- The District's Reserves were established to provide for three (3) main purposes:
 1. To provide for emergency funding of unanticipated expenses resulting from natural or manmade emergencies, unanticipated revenue shortages, additional expenses not anticipated with approved projects;
 2. To provide for capital planning and life-cycle replacement through an annual contribution for fleet, capital equipment, and facilities purchasing;
 3. To provide for a holding account for unanticipated bond revenues collected in above bond expenses in order to eliminate the Bond Mill Levy 1.5 years earlier than the expiration of the Bond.
- All reserves are maintained in either a ColoTrust Account (Plus or Prime), Checking Account, or Savings Account. All funds in the ColoTrust Account or any investment account must be maintained, secured and invested only in investments specifically authorized by Federal and State standards.

District Reserves in 2020:

1. Operational Contingency Reserve. This is established in a ColoTrust Prime account to allow for funding flexibility during short periods of economic downturns and to provide for funding of unforeseen expenses that occur during a fiscal budget year. The District targets to retain 25% of its operating budget in Restricted Reserve. This is accomplished through two (2) accounts; the restricted TABOR Reserve and the restricted Operating Contingency Reserve. The TABOR Reserve is 3% of the target and the Operating Contingency Reserve targets the remaining 22%. Each year the District adds general funds to the reserves which has increased the funding level above the 25% target. The projected 2020 year-end balance of this reserve will be \$2,045,369. The total Restricted Cash Reserves for year-end 2020 is projected to be 35% of the overall Operating Budget, or 10% over targeted levels.
2. TABOR Reserve. The District is required by Article X, Section 20 of the Colorado Constitution (TABOR) to hold 3% of its operating budget in an emergency reserve. These funds can only be accessed in times of a declared emergency and only for certain restricted purchases. The used funds are required to be repaid in the following budget year. The projected 2020 year-end balance of this reserve will be \$278,914.
3. Bond & Debt Service Reserve. The Debt Service Schedule displays the Bond principal, interest, and fee payments from 2003 to maturity in 2023. This reserve was created to eliminate the Bond Mill Levy 1.5+ years earlier than the Bond maturity in 2023. The projected 2020 year-end balance of this reserve will be \$320,250.
4. Equipment Reserve. The Equipment Reserve is utilized for fleet and capital equipment assets at the end of their life-cycle or additions as the District continues to grow and service demands increase. This schedule is adjusted annually for projected inflationary and material increases. The projected 2020 year-end balance of this reserve will be \$1,983,302.

5. Facilities Reserve. The Facility Reserve is utilized each year for any needed maintenance or renovation projects at existing facilities meeting the capital expenditure threshold, furnishings or major construction, such as new fire stations and the potential acquisition of land for future District facilities. The projected 2020 year-end balance of this reserve will be \$2,283,650.

Financial information provided includes all sources of revenue and expenditures as well as beginning and ending fund balances. This budget is implemented by the District's Board of Directors to guide priorities and planning for the delivery of all-hazard emergency services and community risk-reduction to the citizens of Frederick, Firestone, and portions of unincorporated Weld County, Colorado.

This budget may be amended for unforeseen circumstances or unanticipated revenues or expenses. The District complies with all State of Colorado Revised Statutes applicable to Title 32 Special Districts, including requiring a yearly independent financial audit, and all audits are available upon request and are located on the District's website. All audits comply with the most current and relevant Government Accounting Standards Board (GASB) requirements.

For further information or questions, please do not hesitate to contact the District's Administrative Office at your convenience at 303-833-2742.

Respectfully in Service,

A handwritten signature in blue ink, appearing to read "Jeremy A. Young", with a large, stylized flourish underneath.

Jeremy A. Young, MS, EFO, CFO
Fire Chief

2020 District Budget

GENERAL FUND

	Actual	Actual	Budgeted	1st 9	Proposed
	2017	2018	2019	Months	Budget
	2017	2018	2019	2019	2020
REVENUE					
<u>Tax Revenue</u>					
Property Tax	4,987,770	5,938,253	6,093,445	5,685,082	10,127,688
Property Tax - TIF Pass Through	64,435	99,359	77,272	110,425	183,533
Property Tax - Bond	306,512	362,439	322,288	300,806	295,087
Property Tax - Bond - TIF Pass Through	4,315	6,640	6,248	7,849	10,661
Specific Ownership Tax	<u>416,918</u>	<u>492,576</u>	<u>245,346</u>	<u>327,529</u>	<u>450,000</u>
Total Tax Revenue	5,779,950	6,899,267	6,744,599	6,431,690	11,066,969
<u>Charges for Services</u>					
Ambulance Fees	560,401	556,955	485,432	397,872	550,000
Inspection Fees	87,259	66,726	65,000	91,575	100,000
Administrative Fees	<u>426</u>	<u>1,038</u>	<u>360</u>	<u>210</u>	<u>360</u>
Total Charges for Services	648,086	624,719	550,792	489,656	650,360
<u>Intergovernmental</u>					
Grants	0	106,311	0	0	0
State Pension Contributions	9,003	9,003	0	0	9,003
DOLA Heart Trust	-	8,750	0	0	8,750
CO EMS Medicaid Supplemental	<u>0</u>	<u>0</u>	<u>0</u>	<u>182,452</u>	<u>0</u>
Total Intergovernmental	9,003	124,064	0	182,452	17,753
<u>Earnings on Investments</u>					
Earnings - ColoTrust & Bank	70,914	139,313	120,000	101,232	120,000
Property Tax Interest	<u>3,440</u>	<u>13,728</u>	<u>10,291</u>	<u>2,808</u>	<u>7,500</u>
Total Earnings on Investments	74,354	153,041	130,291	104,040	127,500
<u>Other Revenue</u>					
Fuel Sales Tax Refunds	5,232	2,936	0	0	0
Donations	0	50	1,824	1,754	0
Sales of Assets	0	0	1,040	1,000	0
Cost Sharing Contributions (EMC)	0	0	113,162	108,802	111,280

Deployment Recompence	-	111,121	0	0	0
Rental Revenue	-	15,962	11,237	10,804	11,970
Oil & Gas Royalties / Dividends	-	11,904	4,014	3,859	2,100
Insurance Proceeds	-	72,500	0	0	0
Miscellaneous Revenue	<u>3,923</u>	<u>43,922</u>	<u>14,835</u>		<u>300</u>
Total Other Revenue	9,155	258,395	146,112	126,219	125,650

Total Current Revenue	6,520,548	8,059,486	7,571,794	7,151,605	11,988,232
Beginning Fund Balance	<u>6,709,738</u>	<u>6,843,276</u>	<u>6,227,067</u>	<u>6,086,019</u>	<u>5,912,632</u>
TOTAL FUNDS AVAILABLE	13,230,28	14,902,762	13,798,861	13,237,625	17,900,864
TOTAL EXPENDITURES	<u>6,387,010</u>	<u>8,816,743</u>	<u>8,235,977</u>	<u>5,183,201</u>	<u>10,373,035</u>
Accounting Adjustments					
Year End Fund Balance	6,843,276	6,086,019	5,562,884	8,054,424	7,527,829

GENERAL FUND

	Actual	Actual	Budgeted	1st 9	Proposed
EXPENDITURE	2017	2018	2019	Months	Budget
				2019	2020
PERSONNEL					
Salaries	3,030,231	3,412,942	3,894,110	2,687,802	5,119,650
Unscheduled Overtime	136,353	135,131	186,636	78,339	194,281
Vacation Pay	92,111	149,271	173,508	96,177	76,182
Sick Leave Pay	0	0	0	0	98,714
Holiday Stipends	81,293	121,790	129,003	1,255	127,364
Longevity Stipends	0	0	0	0	17,500
Officer Paramedic Stipends	0	0	0	0	9,000
Director Stipend	4,736	4,144	5,550	2,960	5,500
Reserve Stipend	4,987	2,159	11,375	1,288	11,375
Employee Wellness Stipend	0	0	0	0	2,750
Personnel Cost Share	0	0	0	0	30,000
Temporary Services	1,434	0	3,500	0	0
Employee Life Insurance	9,706	9,611	7,582	4,947	8,406
Colo Heart & Circulatory Trust	250	125	16,700	16,375	10,445
Colo Firefighter Cancer Trust	0	0	0	0	15,628
FPPA Long Term Disability Insurance	49,157	33,365	42,062	36,700	98,688
Short Term Disability Insurance	0	0	0	0	11,624
Employee Assistance Programs	4,082	5,358	8,385	4,028	11,350
Employee Health & Dental Insurance	304,164	337,950	418,604	307,086	667,000

FPPA Employee Pension	232,017	278,820	308,861	211,241	394,754
FICA	50,104	57,777	57,307	42,786	77,848
Worker's Compensation	85,408	72,218	93,827	60,730	111,226
Unemployment Insurance Tax	10,071	11,555	12,152	5,835	15,359
Employee Physicals	11,574	10,104	23,850	13,410	0
New Hire Investigations	<u>531</u>	<u>310</u>	<u>1,800</u>	<u>539</u>	<u>0</u>
Personnel Subtotal	<u>4,108,209</u>	<u>4,642,630</u>	<u>5,394,812</u>	<u>3,571,498</u>	<u>7,114,644</u>
<i>Professional Services</i>					
Electricity	31,217	28,151	37,200	20,502	38,140
Water & Sewer / Wastewater	8,428	9,040	16,588	8,278	17,167
Gas	8,294	9,543	13,950	9,717	14,826
Trash	4,873	5,776	7,220	5,562	7,527
Telecom Service	25,846	29,103	26,868	25,913	29,462
Cellular & Data Services	15,173	18,714	21,249	13,920	20,361
Cable & Satellite	216	0	0	0	1,534
Membership & Dues	5,275	8,897	10,671	6,755	10,552
Subscriptions	1,904	322	350	156	565
Fees & Tolls	7,883	7,865	12,946	5,791	19,347
Facilities & Grounds - B & E	9,521	12,720	17,349	9,883	16,870
Facilities & Grounds - Station 1	15,677	11,430	16,630	13,876	16,960
Facilities & Grounds - Station 2	11,294	9,033	15,435	8,042	14,440
Facilities & Grounds - Station 3	11,813	10,456	13,220	6,669	13,808
Facilities & Grounds - Station 4	4,756	4,173	12,675	8,609	15,155
Elections	77	68,553	149,870	73,141	96,115
Public Notifications	234	218	2,230	191	1,000
Printing Services	6,449	5,454	14,769	5,139	22,255
Equipment Leases & Service	90,687	99,806	157,433	138,745	206,374
Property & Liability Insurance	66,815	41,219	44,752	45,498	54,835
Legal Council	56,039	13,287	18,000	18,785	18,400
Retainer	11,932	11,869	12,400	8,008	13,200
Property	17,114	12,853	24,750	1,287	30,250
Employment	15,901	5,115	12,900	1,239	15,900
Fire Engineering Services	10,920	0	30,000	410	20,000
Ambulance Billing Services	27,355	25,170	27,400	20,047	30,690
Accreditation Services	0	0	0	0	20,450
Weld County Treasurer's Fees	79,394	94,729	98,488	89,683	130,981
Volunteer Pension Fund Contribution	19,006	19,006	10,003	0	19,006
Audit	10,011	10,372	9,700	10,632	10,950

Abatement	7,415	2,864	12,000	10,871	19,000
Employee Recruitment & Retention Services	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>66,515</u>
Professional Services Total	<u>581,519</u>	<u>575,738</u>	<u>847,046</u>	<u>567,349</u>	<u>1,012,635</u>

Frederick-Firestone Fire Protection District

GENERAL FUND

	Actual	Actual	Budgeted	1st 9	Proposed
EXPENDITURE	2017	2018	2019	Months	Budget
	2017	2018	2019	2019	2020
<i>Supplies & Materials</i>					
IT Incidentals	525	16,584	22,235	18,649	14,030
Software Programs & Support	440	7,908	10,885	7,521	88,761
Communications Equipment Maintenance	5,318	10,795	9,632	828	7,060
Uniforms	32,223	35,073	47,965	27,480	70,902
Protective Equipment	62,901	63,108	73,859	41,569	126,743
Specialized Equipment	20,303	20,975	19,686	21,103	44,247
Office Supplies	4,440	5,148	7,361	4,162	9,821
Postage & Shipping	1,954	2,417	500	172	540
Station Expendables	8,919	9,254	12,738	11,279	15,080
Medical Supplies	49,713	55,695	52,700	33,247	54,500
Food / Meeting Supplies	<u>13,667</u>	<u>16,003</u>	<u>19,055</u>	<u>6,802</u>	<u>11,085</u>
Supplies & Materials Subtotal	<u>200,403</u>	<u>242,961</u>	<u>276,616</u>	<u>172,812</u>	<u>442,769</u>
<i>Education & Travel</i>					
Training & Certifications	28,616	28,827	37,309	16,858	47,322
Training Center & Props	2,235	3,215	4,500	2,054	15,345
Books & Publications	173	1,300	1,516	569	2,965
Education Reimbursement	5,670	8,463	48,700	13,049	62,500
Public Education	5,078	7,087	10,765	7,968	16,640
Fire Prevention Books / Materials	3,069	4,044	7,370	2,319	3,985
Travel & Subsistence	12,998	11,429	19,000	9,886	32,684
Board of Directors Donations	<u>575</u>	<u>500</u>	<u>2,000</u>	<u>500</u>	<u>2,000</u>
Education & Travel Total	<u>58,414</u>	<u>64,865</u>	<u>131,160</u>	<u>53,203</u>	<u>183,441</u>
<i>Equipment Maintenance</i>					
Heavy Vehicle Maintenance	59,346	109,514	64,325	30,641	63,780
Ladder Service / Testing	1,721	2,164	5,200	2,064	5,055
Pump Testing	1,326	2,444	2,600	0	2,600
Light Vehicle Maintenance	6,084	9,578	13,280	5,095	13,285
Machinery / Equipment Maintenance	14,167	12,906	19,475	6,955	19,985
Vehicle Modifications / Installations	19,834	2,953	3,600	3,020	30,200

Tires	14,519	10,829	22,575	7,831	28,930
Fuel	49,717	56,772	53,200	31,817	58,110
Lubricants / Fluids / Chemicals	<u>951</u>	<u>1,744</u>	<u>2,400</u>	<u>1,197</u>	<u>2,750</u>
Equipment Maintenance Total	167,665	208,904	186,655	88,620	224,695

Facilities Maintenance / Upgrades/Misc.

Relocate Training Modules - Station 4	0	0	10,000	0	0
Strip & Re-seal Bay Floor - Station 2	<u>0</u>	<u>0</u>	<u>1,500</u>	<u>0</u>	<u>0</u>
Facilities Maint. / Upgrades Total	0	0	11,500	0	0

Capital Outlay

Equipment

Rescue Equipment	-	0	0	0	97,000
Radio Equipment	-	151,412	0	0	26,800
Fire Equipment	-	111,197	9,000	6,842	12,000
EMS Equipment	-	0	6,000	51,723	6,000
Staff Vehicles	-	0	85,000	77,848	90,000
Water Tender	-	0	250,000	59,819	181,182
Admin / Station Furnishings	-	56,107	16,700	10,489	44,800
IT Hardware / Equipment / Software	-	15,788	6,000	5,781	34,469
Ambulance	-	0	225,000	0	0
Type VI Engine	-	75,000	80,000	81,112	0
Apparatus Rebuild	-	32,750	0	0	0

Facilities

Admin / Station Re-Models	-	0	19,700	19,003	74,650
District Outbuildings	-	0	0	0	9,000
Station 2 Sanitary Sewer & Tap	-	0	29,000	0	65,000
B & E & Station 2 - Concrete Work	-	22,594	0	0	0
Station 4 Emergency Generator	-	29,717	0	0	0
Station 4 Construction / Contingency	-	2,268,418	340,000	398,708	0
Station 5 Design	-	<u>0</u>	<u>0</u>	<u>0</u>	<u>435,000</u>
Capital Outlay Total	960,962	2,762,983	1,066,400	711,325	1,075,901

Debt Service

Bond Payment - Principal	260,000	275,000	285,000	0	290,000
Bond Payment - Interest	<u>49,838</u>	<u>43,662</u>	<u>36,788</u>	<u>18,394</u>	<u>28,950</u>
Debt Service Total	309,838	318,662	321,788	18,394	318,950

TOTAL EXPENDITURES	6,387,010	8,816,743	8,235,977	5,183,201	10,373,035
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2020 Associated Legal Documents

RESOLUTION 2019-011 SUMMARIZING EXPENDITURES AND REVENUES, AND ADOPTING A BUDGET FOR THE FREDERICK-FIRESTONE FIRE PROTECTION DISTRICT, FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2020 AND ENDING ON THE LAST DAY OF DECEMBER, 2020.

Whereas, the board of directors of the Frederick-Firestone Fire Protection District has appointed Jeremy A. Young, District Fire Chief, as the District's Budget Officer and directed the Budget Officer to prepare and submit a proposed budget to said governing body at the proper time, and;

Whereas, Jeremy A. Young, District Fire Chief, has submitted a proposed budget to this governing body on October 14, 2019, for its consideration, and;

Whereas, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, and a public hearing was held on November 12, 2019 and December 9, 2019 at 7:00 p.m. and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

Whereas, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves or fund balances so that the budget remains in the balance as required by law.

Now therefore, be it resolved by the Board of Directors of the Frederick-Firestone Fire Protection District in the County of Weld, of the State of Colorado that:

Section 1. The budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Frederick-Firestone Fire Protection District for the year stated above.

Section 2. The budget hereby approved and adopted shall be signed by the board of directors, and made a part of the public records of the Frederick-Firestone Fire Protection District.

Adopted this 9th Day of December, 2019, by the Board of Directors of the Frederick-Firestone Fire Protection District.

RESOLUTION 2019-12 LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2020 TO HELP DEFRAY THE COST OF ADMINISTRATION AND OPERATIONS OF THE FREDERICK-FIRESTONE FIRE PROTECTION DISTRICT, IN THE STATE OF COLORADO, FOR THE 2020 FISCAL YEAR.

Whereas, the Board of Directors of the Frederick-Firestone Fire Protection District adopted the budget for the 2020 Fiscal Year in accordance with the local government budget law on December 9, 2019; and,

Whereas, the amount of money necessary to balance the 2020 Budget for administration and general operating purposes from property tax revenue is \$10,141,319; and,

Whereas, the amount of money necessary to balance the 2020 Budget for voter-approved bonds and interest from property tax revenue is \$294,786; and,

Whereas, the amount of money necessary to balance the 2020 Budget for abatement incurred in 2019 revenue is \$371,362; and,

Whereas, the net 2019 Certification of Assessed Valuation for the Frederick-Firestone Fire Protection District, as certified by the Weld County Assessor, is \$729,591,314.

Now therefore, be it resolved by the Board of Directors of the Frederick-Firestone Fire Protection District in the County of Weld, in the State of Colorado that:

Section 1. For the purpose of meeting all administrative and general operating expenses of the Frederick-Firestone Fire Protection District during the 2020 Fiscal Year, there is hereby levied a tax of 13.90 mills upon each dollar of the total valuation for assessment of all taxable property within the District for Fiscal Year 2020. The mill levy represents the voter approved 13.90 mills established in 2019.

Section 2. For the purpose of meeting all general obligations bonds and interest expenses of the Frederick-Firestone Fire Protection District during the 2020 Fiscal Year, there is hereby levied a tax of .404 mills upon each dollar of the total valuation for assessment of all taxable property within the District for Fiscal Year 2020. This represents a temporary reduction of 1.596 mills from voter authorized levels of 2.00 mills in 2020 for the purpose of meeting minimum debt service payment requirements.

Section 3. For the purpose of meeting all administrative and operating expenses of the Frederick-Firestone Fire Protection District during the 2020 Fiscal Year, there is hereby levied a refund abatement of .509 mills upon a selected amount of abatement the District incurred during Fiscal Year 2019. This represents a one-year temporary abatement mill for Fiscal Year 2020.

Section 4. That the Board of Director is hereby authorized and directed to immediately certify to the Board of County Commissioners of Weld County, Colorado, the Mill Levies for the Frederick-Firestone Fire Protection District as herein about determined and set based upon the final December certification of valuation and abatement from the Weld County Assessor in order to comply with any applicable revenue and other budgetary limits.

**RESOLUTION 2019-13 APPROPRIATING SUMS OF MONEY IN THE AMOUNTS
AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE FREDERICK-
FIRESTONE FIRE PROTECTION DISTRICT, IN THE STATE OF COLORADO, FOR
THE 2020 FISCAL YEAR.**

Whereas, in accordance with the requirements of the Local Government Budget Law of Colorado set forth in Part 1, Article 1, Title 29 of the Colorado Revised Statutes, the Board of Directors has adopted the annual budget for Fiscal Year 2020 on December 9, 2019; and,

Whereas, the Board of Director has made provisions therein for revenue in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and,

Whereas, it is not only required by law, but also necessary to appropriate the revenues and reserves provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the administration and operation of the Frederick-Firestone Fire Protection District.

Now therefore, be it resolved by the Board of Directors of the Frederick-Firestone Fire Protection District in the County of Weld, in the State of Colorado that:

Section 1. The following sums of money are hereby appropriated from the revenues of the general fund to expenditures for the purposes stated:

2020 GENERAL FUND EXPENDITURES

○ Human Resources:	\$7,114,644
○ Operational Expenses:	\$1,012,635
○ Supplies and Materials:	\$ 442,769
○ Training, Education and Travel:	\$ 183,441
○ Equipment / Fleet Maintenance:	\$ 224,695
○ Capital Outlay:	\$1,075,901
○ Debt Service:	<u>\$ 318,950</u>
TOTAL:	<u>\$10,373,035</u>

2020 RESERVES – YEAR END

○ TABOR Reserve:	\$278,914
○ Operating Contingency:	\$2,045,369
○ Capital Equipment Reserve:	\$1,983,302
○ Capital Facilities Reserve:	\$2,283,650
○ Debt Service Reserve:	<u>\$ 320,250</u>
TOTAL RESERVE:	<u>\$6,911,485</u>

Adopted this 9th Day of December, 2019, by the Board of Directors of the Frederick-Firestone Fire Protection District.

RESOLUTION 2019-014 APPROVING AND ADOPTING THE 2020 CODE ENFORCEMENT, AMBULANCE SERVICE, AND ADMINISTRATIVE SERVICE FEE SCHEDULES OF THE FREDERICK-FIRESTONE FIRE PROTECTION DISTRICT.

Whereas, the Frederick-Firestone Fire Protection District (the District) is a Quasi-Municipal Corporation and Political Subdivision of the State of Colorado, formed pursuant to C.R.S. §32-1-101, *ET SEQ.* (The Special District Act) to provide, among other services emergency medical and transport services (Collectively, Ambulance Services) and Code Enforcement and Community Risk Reduction services to the citizens within its jurisdiction, and to individuals passing through its jurisdiction.

Whereas, pursuant to C.R.S. §32-1-1002(1)(E)(II) and C.R.S. §24-72-205, the Board of District Board of Directors is authorized to fix, and from time to time increase or decrease, fees and charges for services including: requested or mandated inspection to determine compliance with the applicable Fire Code, Ambulance Services, and fees for the processing of records requests, copies, and other administrative processing services; and,

Whereas, the District's Fire Chief and Executive Staff have developed a proposed Schedule of Fees for Code Enforcement and inspection-related activities associated with general construction/development, automatic fire suppression systems, automatic and/or manual fire alarm systems, kitchen protection/suppression systems, hemp extraction systems and hazardous materials (the "Code Enforcement Fee Schedule:). The Code Enforcement Fee Schedule would be effective January 1, 2020. A copy of the proposed 2020 Code Enforcement Fee Schedule is attached to this resolution as Exhibit A; and,

Whereas, the District's Fire Chief and Executive Staff have developed a proposed Schedule of Fees for Ambulance Services, including but not limited to: transport mileage; basic life support (BLS) emergency transport; BLS non-emergency transport; BLS helicopter assist; Advanced Life Support (ALS) transport; ALS non-emergency transport; ALS helicopter assist; ALS-2 transport; treatment and no transport; stand-by events, and draws of bodily fluids and substances for law enforcement. A copy of the proposed 2020 Ambulance Service Fee Schedule is attached to this resolution as Exhibit B; and,

Whereas, the District's Fire Chief and Executive Staff have developed a proposed schedule of fees for Administrative Services, including, copy fees and returned checks fees. A copy of the proposed 2020 Administrative Fee Schedule is attached to this resolution as Exhibit C; and,

Whereas, the Board of Directors finds that the proposed fees and charges are intended to defray property taxes and cover the significant cost and expenses incurred by the District in providing said service; and,

Whereas, The Board of Directors has reviewed the attached 2020 Code Enforcement/Permit Fee Schedule, 2020 Ambulance Services Fee Schedule, and the 2020 Administrative Fee Schedule and has determined that the proposed fees are necessary, reasonable, and appropriate. Now therefore, be it resolved by the Board of Directors of the Frederick-Firestone Fire Protection District in the County of Weld, in the State of Colorado that:

Section 1. The 2020 Code Enforcement/Permit Fee Schedule attached to this resolution as Exhibit A, is hereby approved and adopted, effective January 1, 2020; and,

Section 2. The 2020 Ambulance Fee Schedule attached to this resolution as Exhibit B, is hereby approved and adopted, effective January 1, 2020; and,

Section 3. The 2020 Administrative Fee Schedule attached to this resolution as Exhibit C, is hereby approved and adopted, effective January 1, 2020.

Adopted this 9th Day of December, 2019, by the Board of Directors of the Frederick-Firestone Fire Protection District.

EXHIBIT A
2020 Code Enforcement / Permit Fee Schedule

Building/Site Square Footage	Plan Review	Sprinkler System Review	Alarm System Review	Kitchen System Review	Hazardous Material Process Review	Fireworks Display/ Retail Permit Fee	Additional Service Hourly Rate
0-2,500	\$629.00	\$304.00	\$304.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
2,501-5,000	\$629.00	\$304.00	\$304.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
5,001-7,500	\$629.00	\$304.00	\$304.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
7,501-10,000	\$629.00	\$304.00	\$304.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
10,001-20,000	\$634.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
20,001-30,000	\$742.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
30,001-40,000	\$851.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
40,001-50,000	\$961.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
50,001-60,000	\$1,072.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
60,001-70,000	\$1,182.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
70,001-80,000	\$1,291.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
80,001-90,000	\$1,401.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
90,001-100,000	\$1,490.00	\$824.00	\$824.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
100,001-200,000	\$1,949.00	\$1,319.00	\$1,319.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
200,001-300,000	\$2,060.00	\$1,432.00	\$1,432.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
300,001-400,000	\$2,169.00	\$1,540.00	\$1,540.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
400,001-500,000	\$2,280.00	\$1,648.00	\$1,648.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
500,001-600,000	\$2,389.00	\$1,757.00	\$1,757.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
600,001-700,000	\$2,498.00	\$1,870.00	\$1,870.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
700,001-800,000	\$2,608.00	\$1,978.00	\$1,978.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
800,001-900,000	\$2,719.00	\$2,087.00	\$2,087.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
900,001-1,000,000	\$2,828.00	\$2,196.00	\$2,196.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour
1,000,001+	\$2,937.00	\$2,308.00	\$2,308.00	\$330.00	\$459.00	\$268.00	\$83.00 / Hour

- ❖ The Plan Review Fee set forth above is for the initial review of construction documents submitted in support of an application for a construction permit, and where appropriate, a site inspection. The Plan Review Fee is based on the overall development square footage.
- ❖ Fire Alarm and Fire Sprinkler Plan Review Fees will be calculated according to the building square footage.
- ❖ Residential Development Reviews – Residential developments will be billed a review fee of \$300.00 for each filing.
- ❖ Gas and oil well sites will be billed at \$500.00 per well.
- ❖ Family Child Care Homes will be assessed an initial review fee of \$83.00.

- ❖ Additional inspections, based on failed initial inspections, shall be calculated at the rate of \$83.00 an hour.

EXHIBIT B
2020 Ambulance Fee Schedule

Service Type	Resident	Non-Resident
Loaded Mile	\$10.00	\$10.00
BLS Emergency Transport	\$600.00	\$1,100.00
BLS Non-Emergency Transport	\$600.00	\$1,100.00
BLS Helicopter Assist	\$150.00	\$300.00
ALS Emergency Transport	\$1,000.00	\$1,500.00
ALS Non-Emergency Transport	\$1,000.00	\$1,500.00
ALS Helicopter Assist	\$150.00	\$300.00
ALS-2 Transport	\$1,250.00	\$1,750.00
Treatment/No Transport	\$150.00	\$300.00
No Treatment/No Transport	\$0.00	\$0.00
Stand-By Event (Hourly, per Crew)	\$123.38	\$123.38
Police Blood Draw	\$33.20	\$33.20

EXHIBIT C
2020 Administrative Services Fee Schedule

Records Release	
All Records	
Digital Media Hardware	Actual Hardware Cost
Returned check fee	\$20.00
Research and Retrieval	\$33.58 / per hour
Data manipulation	\$33.58 / per hour
Postage	Actual Cost
HIPPA / Medical Records	
Electronic – Flat Fee	\$6.50
Paper Copies	Actual Labor Cost
All Other Records	
Pages 1 +	\$0.25 / per page
Training	
Classroom	\$50.00 / Half Day
Mobile Training Center	\$50.00 / Half Day
Safety Officer	\$55.00 / per hour
Cleaning Fee	\$200.00 / occurrence
Security Deposit	\$200.00

**RESOLUTION 2019-015 AUTHORIZING THE FIRE CHIEF TO SUBMIT, AND
AUTHORIZE SUBMISSION OF APPLICATIONS FOR LOCAL, STATE, FEDERAL,
AND PRIVATE GRANTS AS APPLICABLE FOR FREDERICK-FIRESTONE FIRE
PROTECTION DISTRICT.**

Whereas, the Frederick-Firestone Fire Protection District ("*District*") is a political subdivision of the State, organized pursuant to the Colorado Special District Act, C.R.S. § 32-1-101, *et seq.*, to provide fire suppression, fire prevention, and public education, emergency medical, rescue, ambulance, and hazardous materials services (collectively, "*Emergency Services*") to the citizens and property within its jurisdiction;

Whereas, pursuant to C.R.S. §32-1-1001(1)(h), the District Board of Directors ("*Board*") is charged with the duty of managing, controlling and supervising all of the business and affairs of the District, including the use of District funds;

Whereas, from time to time, the Fire Chief or Chief Staff may identify local, state, federal, or private grant opportunities that, if awarded to the District, will provide financial, operational, or other assistance that will help the District provide safer, higher quality, and more efficient and cost-effective Emergency Services;

Whereas, the grant application process is often time consuming, and requires the District to provide extensive information and adhere to numerous technical requirements in order to meet eligibility requirements for the respective grant;

Whereas, from time to time, the Fire Chief or Chief Staff may identify a grant opportunity that would benefit the District, but that has an application deadline before the next regularly scheduled Board meeting, and that therefore does not allow the Fire Chief or Chief Staff to seek Board approval to apply for the respective grant; and,

Whereas, the Board desires to help facilitate the timely application for local, state, federal, and private grants that the Fire Chief reasonably believes will benefit the District, by authorizing the Fire Chief and the Fire Chief's designee(s) to apply for grants in accordance with the guidelines set forth in this Resolution.

Now therefore, be it resolved by the Board of Directors of the Frederick-Firestone Fire Protection District that:

1. The Fire Chief, and the Fire Chief's designee(s), is authorized to apply for any local, state, federal, or private grant opportunity that the Fire Chief reasonably determines will benefit the District or the individuals the District serves, subject to the limitations and requirements set forth in this Resolution.

2. The Fire Chief shall not, without Board approval, submit or authorize submission of a grant application that, if the grant is awarded, requires the District to (i) provide "matching funds" equal to more than 50% of the grant money awarded to the District, or (ii) pay more than 50% of the cost of personnel, equipment, apparatus, or other items awarded to the District. Notwithstanding the foregoing, the Fire Chief shall not, without Board approval, submit or authorize submission of a grant application that, if the grant is awarded, would require the District to expend more than \$100,000.

3. The Fire Chief shall not, without Board approval, submit or authorize submission of a grant application that cannot be withdrawn from consideration.

4. The Fire Chief shall provide the Board with written notification of any grant application the Fire Chief submits or authorizes for submission at least seven calendar days prior to the next regularly scheduled Board meeting occurring after the grant application is submitted. The Board may, by affirmative majority vote, direct the Fire Chief to withdraw any grant application submitted without prior Board approval that the Board determines, in its sole discretion, is not in the best interests of the District.

Adopted this 9th day of December, 2019, by the Board of Directors of Frederick-Firestone Fire Protection District.

- ❖ Clyde A. Walb III – Board President
- ❖ Edward G. Weimer – Board Vice-President
- ❖ David W. Stout – Board Treasurer
- ❖ Christopher Vigil – Board Secretary
- ❖ Tracy A. McElvaney – Board Asst. Secretary

