

# ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- April 24, 2024

## Agenda Item #4

**Agenda Title:**

Approval of Agenda

**Submitted by:**

Ryan Bross, President

**Background Information:**

N/A

**Attachments:**

Agenda

Minutes

Report

Resolution

Contract

Map

Letter

Other

**Board Action Needed:**

A motion to (approve, deny, modify) the Agenda for the April 24, 2024 board meeting.

**Ryan Bross**                      Yes    No

**Brian Tseng**                      Yes    No

**Mike Lewelling**                      Yes    No

**Dave Hamrick**                      Yes    No

**Jon Hodde**                      Yes    No

# ESTES VALLEY FIRE PROTECTION DISTRICT BOARD MEETING

April 24, 2024  
Wednesday, 4:30 PM

## AGENDA

1. CALL TO ORDER- President Ryan Bross
2. PLEDGE OF ALLEGIANCE- Chief Lasky
3. ROLL CALL- Erika Goetz
4. APPROVAL OF AGENDA
5. CONFLICT OF INTEREST DISCLOSURES
6. PUBLIC COMMENT \* Public comment is limited to 5 minutes per person.
7. APPROVAL OF MINUTES: meeting minutes from 3/27/2024
8. Presentations – none
9. REPORTS
  - a. Chief's Report
  - b. Volunteer Captain Report
  - c. Treasurer's Report
10. OLD BUSINESS
  - a. Strategic Plan
11. POLICY UPDATES
12. NEW BUSINESS
  - a. Elect Treasurer
  - b. Signers for Bank of Colorado Accounts
  - c. Purchase of Light Package Staff 74
  - d. Purchase of Staff 71
13. BOARD COMMENT

NEXT REGULARLY SCHEDULED MEETING: May 8<sup>th</sup> and May 22<sup>nd</sup>
14. ADJOURNMENT

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

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

# ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- April 24, 2024

## Agenda Item #7

**Agenda Title:**

Approval of Minutes

**Submitted by:**

Dave Hamrick, Secretary

**Background Information:**

N/A

**Attachments:**

\_\_\_\_ Agenda

X  Minutes

\_\_\_\_ Report

\_\_\_\_ Resolution

\_\_\_\_ Contract

\_\_\_\_ Map

\_\_\_\_ Letter

\_\_\_\_ Other

**Board Action Needed:**

A motion to (approve, deny, modify) the minutes from the 3/27/24 board meeting at the 4/24/24 board meeting.

**Ryan Bross**                      Yes    No

**Brian Tseng**                      Yes    No

**Mike Lewelling**                      Yes    No

**Dave Hamrick**                      Yes    No

**Jon Hodde**                      Yes    No

# RECORD OF PROCEEDINGS

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**Meeting Minutes of the Estes Valley Fire Protection District**  
**March 27, 2024 4:30 p.m.**  
**Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

**Board:** Jon Hodde, Dave Hamrick, Brian Tseng, Ryan Bross

**Staff:** Chief Rick Lasky, Div.Chief Jon Landkamer; Chief of Staff Erika Goetz

**Also Attending:** Lt. Ron Bruchwalski; Mark Igel, Joan Hooper, and Chris via ZOOM

**Absent:** Jon Hodde

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

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

**Chief Lasky led the Pledge of Allegiance**

**Erika Goetz performed roll call – Jon Hodde absent excused**

## **APPROVAL OF AGENDA**

Moved by Ryan Bross and seconded by Brian Tseng to approve the agenda with the addition of item 12b letter of support for Estes Park Public Safety Campus. Motion carried unanimously.

## **CONFLICT OF INTEREST**

None

## **PUBLIC COMMENT**

None

## **APPROVAL OF MINUTES**

Moved by Brian Tseng and seconded by Dave Hamrick to approve the meeting minutes from the 2/28/24 board meeting as written. Motion carried unanimously.

## **PRESENTATIONS**

None

## **REPORTS**

### **Administrative Division:**

Onboarding Chief Lasky; Badge pinning and swearing in will be done at family dinner on 4/2

Information gathering has started for transition to FirstDue

Appreciation Dinner 5/3 RSVP top Marinda

CORE Testing set for 5/10

### **Prevention Division:**

- Wesley - Project planning for Wildland Fire Mitigation programs, starting to get more requests for WUI inspections
- Stacey – FDGD, working on presentation for BOR, Safety Fair lead May 11<sup>th</sup>, business inspections focusing on food trucks and restaurants

### **Operations Division:**

2024 = 148

2023 = 91     Difference - 57

3- New FF's Connor Brewer & Hanna Igel, Matt White

Bastian Chile FF Santiago, Chile all volunteer

### **Training Division:**

Wildland March has wrapped up, Hamrick presented

Instructor I classroom wrapped up, written test is upcoming

# RECORD OF PROCEEDINGS

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HOT tomorrow, FF survival

April – driver training

## **Station & Apparatus:**

- E71 had a part failure that took it out of being able to pump. Fleet ordered the parts and fixed it quickly once the part was in
- Still working with Cummins, Allison, Freightliner, Front Range Fire on power issue for E723 and T72

## **Misc.:**

- Landkamer attended the EPPD awards ceremony

## **Volunteer Captain Report – not present/no report**

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

## **OLD BUSINESS**

Chief Recruitment Process – Chief Lasky is here and working. This item will be removed from future agendas.

## **POLICY UPDATES**

None.

## **NEW BUSINESS –**

### **Letter of Interest to Fill Board Vacancy**

A letter of interest was submitted to the board from Mike Lewelling to fill the board vacancy. The board voiced support for Mike and discussed his background as FMO with RMNP. Motion by Ryan Bross, seconded by Dave Hamrick to accept this letter of interest from Mike Lewelling and to appoint him to fill the vacancy. President Bross to reach out to Mike Lewelling.

### **Letter of Support for the Estes Park Public Safety Campus**

Division Chief Landkamer presented to the board a letter of support for an Estes Park Public Safety Campus. The Town of Estes Park is pursuing a congressionally directed spending grant that is due this Friday. This is very early stages and only conceptual at this time. The board discussed and asked questions of Chief Landkamer. The board agreed that this is worth supporting and signed the letter of support.

## **BOARD COMMENT**

The board welcomed Chief Lasky and his wife to Estes.

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

Motion by Brian Tseng, seconded by Dave Hamrick to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 5:05 p.m.

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David Hamrick, Secretary

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

# ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- April 24, 2024

## Agenda Item #9-C

**Agenda Title:**

Approval of Transactions

**Submitted by:**

Brian Tseng, Vice-President

**Background Information:**

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

**Attachments:**

\_\_\_\_ Agenda

\_\_\_\_ Minutes

X  Report

\_\_\_\_ Resolution

\_\_\_\_ Contract

\_\_\_\_ Map

\_\_\_\_ Letter

\_\_\_\_ Other

**Board Action Needed:**

A motion to approve the transactions as listed on the Treasurer's report provided at the April 24th, 2024 meeting.

**Ryan Bross**                      Yes    No

**Brian Tseng**                      Yes    No

**Mike Lewelling**                      Yes    No

**Dave Hamrick**                      Yes    No

**Jon Hodde**                      Yes    No

Process Date	Vendor	Invoice Number	Payment Method	Amount
3/26/2024	Colorado Div of Fire Prevention	&24-72686	BILL Check	-30
3/26/2024	Hobert Office Services, Ltd.	5143	BILL EFT	-130
3/26/2024	Mountain View Commercial Clean	13774	BILL Check	-700
3/26/2024	PT Properties LLC	13	BILL EFT	-4600
3/26/2024	Trailblazer Broadband	90624	BILL Check	-429.85
				-5889.85
3/27/2024	Safeway	808278-022724-09	Vendor Direct Virtual Card	-18.03
3/27/2024	Witmer Public Safety Group Inc.	INV433477	Vendor Direct Virtual Card	-263.8
				-281.83
4/2/2024	AT&T Mobility	287291418343X03282024	Vendor Direct Virtual Card	-202.75
4/2/2024	CEBT Payments	2024-04	BILL EFT	-12752.91
4/2/2024	CEGR Law	Feb-24	BILL Check	-2752
4/2/2024	Colorado Div of Fire Prevention	&24-72817	BILL Check	-30
4/2/2024	Deer Ridge Inc.	504632	BILL Check	-379.17
4/2/2024	Dr. Teresa A Richards	Mar-24	BILL EFT	-1542
4/2/2024	Encore Uniforms & Apparel	11590	BILL EFT	-1130.5
4/2/2024	Enviropest	2489536	Vendor Direct Virtual Card	-91
4/2/2024	Fire Marshal Services	15-2024	BILL Check	-3050
4/2/2024	Frontier Communications Corp	Multiple	BILL Check	-513.75
4/2/2024	Jon Landkamer	Q1 2024 cell	BILL EFT	-120
4/2/2024	Marinda Baxter	2024 Q1 Wellness	BILL EFT	-60
4/2/2024	Park Supply	2402-292319	Vendor Direct Virtual Card	-68.75
4/2/2024	Rick Lasky	Uniform Reimburse	BILL EFT	-77.94
4/2/2024	Stacey Sutherland	2024	BILL EFT	-120
4/2/2024	Streamline	5458EE7A-0029	BILL Check	-249
4/2/2024	The Supply Cache	322655B	Vendor Direct Virtual Card	-199.95
4/2/2024	Town of Estes Park Utilities	Multiple	BILL Check	-1027.92
4/2/2024	Trevor Igel	Inst. Prep 9	BILL EFT	-14.66
4/2/2024	Vistabeam	1371127	BILL Check	-87.95
4/2/2024	Wesley Keller	Q1 2024 cell	BILL EFT	-120
				-24590.25
4/9/2024	Air-O-Pure Portables	219457	BILL Check	-400
4/9/2024	Brad Harris	2024 April dinner	BILL Check	-31.73
4/9/2024	Collins Control & Electrical Inc.	14364	BILL Check	-815
4/9/2024	Complete Wireless Technologies	105362	Vendor Direct Virtual Card	-172.5
4/9/2024	Connecting Point	CW141771	BILL EFT	-450
4/9/2024	Crexendo Business Solutions	164607	Vendor Direct Virtual Card	-224.57
4/9/2024	Estes Park Lumber Company	231992	BILL Check	-524.77
4/9/2024	Mark Igel	2024 April Dinner	BILL Check	-134.74
4/9/2024	MES Municipal Emergency Services	IN2030114	Vendor Direct Virtual Card	-15.36
4/9/2024	Michael Capo	2024 Q1 EMT	BILL Check	-250
4/9/2024	NAPA Auto Parts	375789	BILL Check	-92.95
4/9/2024	Next Level Auto Wash	309	BILL Check	-50.27

Process Date	Vendor	Invoice Number	Payment Method	Amount
4/9/2024	Paul M Capo	2024 Q1 Wellness	BILL EFT	-60
4/9/2024	Pinnacle Consulting Group INC	26023	BILL EFT	-3507.29
4/9/2024	Rick Lasky	Moving	BILL EFT	-495.79
4/9/2024	Sadie Morgan	2024 4/2 dinner	BILL Check	-410
4/9/2024	Waste Management - Estes Park	1401657-0561-1	Vendor Direct Virtual Card	-158.49
4/9/2024	Witmer Public Safety Group Inc.	INV446392	BILL Check	-56.29
				-7849.75
4/10/2024	Connecting Point	CW141682	BILL EFT	-2510.76
				-2510.76
4/16/2024	Town of Estes Park	7556	BILL Check	-2038.7
				-2038.7
4/18/2024	Bank of Colorado - Landkamer	Mar-24	BILL Check	-325
4/18/2024	Bank of Colorado-Capo	Mar-24	BILL Check	-478.89
4/18/2024	Bank of Colorado-Goetz	Mar-24	BILL Check	-1080.64
4/18/2024	CEGR Law	Mar-24	BILL Check	-1720
4/18/2024	CO Division Fire Prevention & Co	24-73142	BILL Check	-300
4/18/2024	Cornerstone Engineering & Surve	2024 Q1 utilities	BILL EFT	-942.07
4/18/2024	Enviropest	2489537	Vendor Direct Virtual Card	-91
4/18/2024	Hobert Office Services, Ltd.	5171	BILL EFT	-229.5
4/18/2024	J&S Excavating	847	BILL Check	-700
4/18/2024	Kelly Brenner	2024 clothing	BILL EFT	-176.92
4/18/2024	Rocky Mountain Reserve	900449	BILL EFT	-42.8
4/18/2024	SKC - West Inc.	59540	Vendor Direct Virtual Card	-1208
4/18/2024	The Supply Cache	296821D	BILL EFT	-36
4/18/2024	Town of Estes Park	Multiple	BILL Check	-9825.63
4/18/2024	Verizon	9960669962	Vendor Direct Virtual Card	-101.36
				-60418.95





## Management Financial Statements

BOARD OF DIRECTORS  
ESTES VALLEY FIRE PROTECTION DISTRICT

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

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

Pinnacle Consulting Group, Inc.  
April 19, 2024

### Offices Located in Loveland and Denver

Main office located at 550 W. Eisenhower Blvd., Loveland, CO 80537

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<b>ESTES VALLEY FIRE PROTECTION DISTRICT</b>						
<b>BALANCE SHEET</b>						
<b>December 31, 2023 and March 31, 2024</b>						
		<b>Unaudited</b>	<b>Unaudited</b>			
		<b>Actual</b>	<b>Actual</b>			
		<b>12/31/2023</b>	<b>3/31/2024</b>			
<b>Assets</b>						
<b>Current Assets</b>						
Cash - Checking	\$	255,517	\$	191,074		
Cash - Savings		394,596		540,649		
Cash - CSAFE		603,325		611,727		
Restricted Cash - Impact Fees		22,086		22,149		
Due from Larimer County		3,652		148,941		
Property Taxes Receivable		1,079,941		589,875		
Prepaid Expense		84,509		94,871		
Accounts Receivable		32,151		39,034		
Sales Tax Receivable		142,625		52,005		
Total Current Assets	\$	2,618,402	\$	2,290,323		
<b>Total Assets</b>	<b>\$</b>	<b>2,618,401</b>	<b>\$</b>	<b>2,290,323</b>		
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Accounts Payable	\$	94,584	\$	35,968		
Deferred Property Taxes		1,079,941		589,875		
Accrued Payroll Liabilities		11,969		6,948		
Total Current Liabilities	\$	1,186,494	\$	632,790		
<b>Total Liabilities</b>	<b>\$</b>	<b>1,186,494</b>	<b>\$</b>	<b>632,790</b>		
<b>Fund Equity</b>						
Restricted - TABOR Reserve	\$	67,875	\$	67,875		
Restricted - Impact Fees		252,935		262,538		
Committed for LOSAP		2,050		2,050		
Committed for Contracts		65,503		65,503		
Nonspendable		84,509		94,871		
Unrestricted		959,034		1,164,696		
<b>Total Fund Equity</b>	<b>\$</b>	<b>1,431,907</b>	<b>\$</b>	<b>1,657,533</b>		
<b>Total Liabilities and Fund Equity</b>	<b>\$</b>	<b>2,618,401</b>	<b>\$</b>	<b>2,290,323</b>		
		=		=		

ESTES VALLEY FIRE PROTECTION DISTRICT						
STATEMENT OF REVENUES & EXPENDITURES WITH BUDGETS						
GENERAL FUND						
	(a)	(b)	(c)	(d)	(b-d)	(e)
	2023	2024	2024	Actual	Budget	%
	Unaudited	Adopted	Projected	Through	Remaining	Budget
	Actual	Budget	Budget	3/31/2024	3/31/2024	Remaining
<b>Revenues</b>						
Sales Tax - Town of Estes Park	\$ 1,279,907	\$ 1,323,852	\$ 1,323,852	\$ 108,282	\$ 1,215,570	92%
Property Taxes	780,889	1,079,941	1,079,941	490,066	589,875	55%
Specific Ownership Tax	56,316	80,996	80,996	16,945	64,051	79%
Grants	650	90,000	90,000	-	90,000	100%
Contributions & Donations	1,028	-	-	-	-	0%
Plan Reviews & Inspections	34,803	40,000	40,000	7,542	32,458	81%
Operational Permits	-	70,000	70,000	-	70,000	100%
Impact Fees	52,708	100,000	100,000	9,602	90,398	90%
Investment Income	32,264	20,000	20,000	8,678	11,322	57%
Miscellaneous Revenue	6,082	60,000	60,000	11,069	48,931	82%
Training Division	17,868	25,000	25,000	200	24,800	99%
<b>Total Revenues</b>	<b>\$ 2,262,516</b>	<b>\$ 2,889,788</b>	<b>\$ 2,889,788</b>	<b>\$ 652,383</b>	<b>\$ 2,237,405</b>	<b>77%</b>
<b>Expenditures</b>						
Overhead & Administration	\$ 1,023,801	\$ 1,064,777	\$ 1,064,777	\$ 192,790	\$ 871,987	82%
Operations & Training	639,980	516,186	516,186	118,217	397,969	77%
Support Services	374,166	497,969	497,969	44,351	453,618	91%
Prevention	99,803	419,838	419,838	71,399	348,439	83%
Capital	14,644	50,000	50,000	-	50,000	100%
<b>Total Operating Expenditures</b>	<b>\$ 2,152,393</b>	<b>\$ 2,548,770</b>	<b>\$ 2,548,770</b>	<b>\$ 426,757</b>	<b>\$ 2,122,013</b>	<b>83%</b>
<b>Revenues over/(under) Expenditures</b>	<b>\$ 110,123</b>	<b>\$ 341,018</b>	<b>\$ 341,019</b>	<b>\$ 225,627</b>		
<b>Beginning Fund Balance</b>	<b>1,321,784</b>	<b>1,413,555</b>	<b>1,431,907</b>	<b>1,431,907</b>		
<b>Ending Fund Balance</b>	<b>\$ 1,431,907</b>	<b>\$ 1,754,573</b>	<b>\$ 1,772,926</b>	<b>\$ 1,657,533</b>		
<b>Components of Ending Fund Balance</b>						
Restricted - TABOR	\$ 67,875	\$ 86,694	\$ 67,875	\$ 67,875		
Restricted - Impact Fees	252,935	81,328	81,328	262,538		
Committed - LOSAP	2,050	2,050	2,050	2,050		
Committed - Contracts	65,503	65,503	65,503	65,503		
Reserved - Operations	500,000	600,000	600,000	600,000		
Reserved - Capital	37,366	269,530	269,530	37,366		
Non-Spendable	115,370	-	-	94,871		
Unrestricted	390,807	649,468	686,639	527,330		
	<b>\$ 1,431,907</b>	<b>\$ 1,754,573</b>	<b>\$ 1,772,926</b>	<b>\$ 1,657,533</b>		
					<b>Target Percentage:</b>	<b>75%</b>

<b>ESTES VALLEY FIRE PROTECTION DISTRICT</b>						
<b>STATEMENT OF REVENUES &amp; EXPENDITURES WITH BUDGETS - DETAIL</b>						
	(a)	(b)	(c)	(d)	(b-d)	(e)
	2023	2024	2024	Actual	Budget	%
	Unaudited	Adopted	Projected	Through	Remaining	Budget
	Actual	Budget	Budget	3/31/2024	3/31/2024	Remaining
<b>Overhead &amp; Administration</b>						
Strategic Planning Implementation	\$ 46,947	\$ 37,500	\$ 37,500	\$ -	\$ 37,500	100%
Professional Services/Fees	175,438	163,737	163,737	50,606	113,131	69%
Salaries and Benefits	476,393	475,596	475,596	64,639	410,957	86%
Insurance	76,134	103,532	103,532	1,564	101,968	98%
Membership Dues & Subscription	10,197	12,833	12,833	4,308	8,525	66%
Catering/Special Circumstance	12,056	18,650	18,650	5,676	12,974	70%
Utilities	95,805	100,090	100,090	27,743	72,347	72%
Data Processing Equipment	4,583	10,000	10,000	853	9,147	91%
Miscellaneous Equipment	2,000	6,000	6,000	630	5,370	90%
Member Benefits	124,248	131,840	131,840	36,771	95,069	72%
Contingencies	-	5,000	5,000	-	5,000	100%
Total Overhead & Admin Expenditures	\$ 1,023,801	\$ 1,064,777	\$ 1,064,777	\$ 192,790	\$ 871,987	82%
<b>Operations &amp; Training</b>						
Salaries and Benefits	\$ 392,371	\$ 332,682	\$ 332,682	\$ 80,921	\$ 251,760	76%
Volunteer & Shift Program	150,969	70,000	70,000	24,237	45,763	65%
Dispatching & Communications	79,755	24,353	24,353	6,479	17,874	73%
Supplies - Consumables	1,506	3,350	3,350	456	2,894	86%
Catering/Special Circumstances	4,282	5,000	5,000	1,155	3,845	77%
Firefighter Recruitment	319	850	850	146	704	83%
Member Dues/Subscription	-	5,781	5,781	-	5,781	100%
Conferences	-	16,000	16,000	-	16,000	100%
Internal Training	-	29,500	29,500	-	29,500	100%
External Training	9,280	15,670	15,670	2,319	13,351	85%
Supplies	1,497	3,000	3,000	2,503	497	17%
Contingencies	-	10,000	10,000	-	10,000	100%
Total Operations & Training Expenditures	\$ 639,980	\$ 516,186	\$ 516,186	\$ 118,217	\$ 397,969	77%
<b>Support Services</b>						
Salaries and Benefits	\$ 345,590	\$ 189,227	\$ 189,227	\$ 43,017	\$ 146,210	77%
Facilities Maintenance	5,774	94,373	94,373	-	94,373	100%
Equipment Maintenance	8,378	107,069	107,069	565	106,504	99%
Equipment Acquisition	14,423	102,300	102,300	769	101,531	99%
Contingencies	-	5,000	5,000	-	5,000	100%
Total Support Services Expenditures	\$ 374,166	\$ 497,969	\$ 497,969	\$ 44,351	\$ 453,618	91%
<b>Prevention</b>						
Salaries and Benefits	\$ 32,766	\$ 327,915	\$ 327,915	\$ 54,097	\$ 273,818	84%
Member Dues/Subscription	4,912	5,550	5,550	1,878	3,673	66%
Education	10,859	13,330	13,330	620	12,710	95%
Prevention	50,365	63,042	63,042	14,804	48,238	77%
Contingencies	900	10,000	10,000	-	10,000	100%
Total Prevention Expenditures	\$ 99,803	\$ 419,838	\$ 419,838	\$ 71,399	\$ 348,439	83%
<b>Capital</b>						
Buildings & Grounds Capital Expense	\$ 14,644	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	100%
Total Capital Expenditures	\$ 14,644	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	100%
<b>Total Expenditures</b>	<b>\$ 2,152,393</b>	<b>\$ 2,548,770</b>	<b>\$ 2,548,770</b>	<b>\$ 426,757</b>	<b>\$ 2,122,013</b>	<b>83%</b>

<b>ESTES VALLEY FIRE PROTECTION DISTRICT</b>						
<b>BALANCE SHEET</b>						
December 31, 2023 and March 31, 2024						
<b>VOLUNTEER FIRE PENSION TRUST</b>						
		<b>Unaudited</b>	<b>Unaudited</b>			
		<b>Actual</b>	<b>Actual</b>			
		<b>12/31/2023</b>	<b>3/31/2024</b>			
<b>Assets</b>						
Current Assets						
Cash - Checking	\$	4,707	\$	165,872		
Investments		1,585,828		1,423,232		
Prepaid Expense		13,174		13,174		
Total Current Assets	\$	1,603,709	\$	1,602,278		
<b>Total Assets</b>	<b>\$</b>	<b>1,603,709</b>	<b>\$</b>	<b>1,602,278</b>		
<b>Liabilities</b>						
Current Liabilities						
Total Current Liabilities	\$	-	\$	-		
<b>Total Liabilities</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>		
<b>Fund Equity</b>						
Held in Trust for Pension	\$	1,603,709	\$	1,602,278		
<b>Total Fund Equity</b>	<b>\$</b>	<b>1,603,709</b>	<b>\$</b>	<b>1,602,278</b>		
<b>Total Liabilities and Fund Equity</b>	<b>\$</b>	<b>1,603,709</b>	<b>\$</b>	<b>1,602,278</b>		
		=		=		

<b>ESTES VALLEY FIRE PROTECTION DISTRICT</b>						
<b>STATEMENT OF REVENUES &amp; EXPENDITURES WITH BUDGETS</b>						
<b>VOLUNTEER FIRE PENSION TRUST</b>						
	(a)	(b)	(c)	(d)	(b-d)	(e)
	2023	2024	2023	Actual	Budget	%
	Unaudited	Adopted	Projected	Through	Remaining	Budget
	Actual	Budget	Budget	3/31/2024	3/31/2024	Remaining
<b>Revenues</b>						
Investment Income (loss)	\$ 64,028	\$ 90,000	\$ 42,123	\$ 42,123	\$ 47,877	53%
EVFPD Contribution	54,000	54,000	54,000	-	54,000	100%
State Participation Contribution	48,600	48,605	-	-	48,605	100%
<b>Total Revenues</b>	<b>\$ 166,628</b>	<b>\$ 192,605</b>	<b>\$ 96,123</b>	<b>\$ 42,123</b>	<b>\$ 150,482</b>	<b>78%</b>
<b>Expenditures</b>						
Actuarial Study	\$ 10,000	\$ 1,200	\$ -	\$ -	\$ 1,200	100%
Audit	-	2,500	-	-	2,500	100%
Investment Fees	3,047	5,000	3,132	3,132	1,868	37%
Miscellaneous	-	5,000	-	-	5,000	100%
Retiree benefit Payments	155,014	163,500	163,500	40,421	123,079	75%
Retiree Death Benefit	-	900	100	-	900	100%
Contingency	-	2,700	-	-	2,700	100%
<b>Total Operating Expenditures</b>	<b>\$ 168,061</b>	<b>\$ 180,800</b>	<b>\$ 166,732</b>	<b>\$ 43,553</b>	<b>\$ 137,247</b>	<b>76%</b>
<b>Revenues over/(under) Expenditures</b>	<b>\$ (1,433)</b>	<b>\$ 11,805</b>	<b>\$ (70,609)</b>	<b>\$ (1,431)</b>		
<b>Beginning Fund Balance</b>	<b>1,605,142</b>	<b>1,603,708</b>	<b>1,603,709</b>	<b>1,603,709</b>		
<b>Ending Fund Balance</b>	<b>\$ 1,603,709</b>	<b>\$ 1,615,513</b>	<b>\$ 1,533,099</b>	<b>\$ 1,602,278</b>		

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

	Current Year			Prior Year		
	2024 Sales Tax Revenue	% of Total Sales Tax Received		2023 Sales Tax Revenue	% of Total Sales Tax Received	
		Monthly	Y-T-D		Monthly	Y-T-D
January	\$ 56,277.13	4.25%	4.25%	\$ 61,726.77	4.82%	4.82%
February	52,004.82	3.93%	8.18%	56,886.83	4.44%	9.27%
March		0.00%	8.18%	79,912.14	6.24%	15.51%
April		0.00%	8.18%	64,936.48	5.07%	20.58%
May		0.00%	8.18%	106,542.24	8.32%	28.91%
June		0.00%	8.18%	153,758.71	12.01%	40.92%
July		0.00%	8.18%	185,468.50	14.49%	55.41%
August		0.00%	8.18%	153,417.25	11.99%	67.40%
September		0.00%	8.18%	157,405.78	12.30%	79.70%
October		0.00%	8.18%	117,227.74	9.16%	88.86%
November		0.00%	8.18%	70,240.17	5.49%	94.34%
December		0.00%	8.18%	72,384.79	5.66%	100.00%
	\$ 108,281.95	8.18%	8.18%	\$ 1,279,907.40	100.00%	100.00%

Sales Tax Budgeted	Sales Tax Collected	% Collected to Amount Budgeted
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**Sales Tax**

General Fund                      \$ 1,323,852.00    \$ 108,281.95                      8.18%

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

Operating Mill	2.069	100.00%
<b>Total Mill</b>	<b>2.069</b>	<b>100.00%</b>

Current Year									
	Property Taxes		Fire District Impact Fees	Specific Ownership Tax	Interest	Treasurer's Fees	Net Amount Received	% of Total Current Property Taxes Received to Taxes Levied	
	Current	Delinquent						Monthly	Y-T-D
January	\$ 9,716.71	\$ 304.56	\$ 795.76	\$ 5,770.31	\$ -	\$ (200.48)	\$ 16,386.86	0.93%	0.93%
February	334,057.14	(22.45)	-	5,335.69	(0.19)	(6,681.33)	332,688.86	30.93%	31.86%
March	146,024.73	(14.56)	-	5,838.51	12.61	(2,920.68)	148,940.61	13.52%	45.38%
April	-	-	-	-	-	-	-	0.00%	45.38%
May	-	-	-	-	-	-	-	0.00%	45.38%
June	-	-	-	-	-	-	-	0.00%	45.38%
July	-	-	-	-	-	-	-	0.00%	45.38%
August	-	-	-	-	-	-	-	0.00%	45.38%
September	-	-	-	-	-	-	-	0.00%	45.38%
October	-	-	-	-	-	-	-	0.00%	45.38%
November	-	-	-	-	-	-	-	0.00%	45.38%
December	-	-	-	-	-	-	-	0.00%	45.38%
	<b>\$ 489,798.58</b>	<b>\$ 267.55</b>	<b>\$ 795.76</b>	<b>\$ 16,944.51</b>	<b>\$ 12.42</b>	<b>\$ (9,802.49)</b>	<b>\$ 498,016.33</b>	<b>45.38%</b>	<b>45.38%</b>



**ESTES VALLEY FIRE PROTECTION DISTRICT**

**Agenda Statement- April 24, 2024**

**Agenda Item #12-a**

**Agenda Title:**

Election of Treasurer

**Submitted by:**

**Ryan Bross, President**

**Background Information:**

N/A

**Attachments:**

\_\_\_ Agenda

\_\_\_ Minutes

\_\_\_ Report

\_\_\_ Resolution

\_\_\_ Contract

\_\_\_ Map

\_\_\_ Letter

X Other

**Board Action Needed:**

A motion to elect a treasurer at the April 24<sup>th</sup>, 2024 Board Meeting.

M\_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Treasurer \_\_\_\_\_

**Ryan Bross**                      Yes    No

**Brian Tseng**                      Yes    No

**Mike Lewelling**                      Yes    No

**Dave Hamrick**                      Yes    No

**Jon Hodde**                      Yes    No

# ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- April 24, 2024

## Agenda Item #12-b

**Agenda Title:**

Change to Bank Signers

**Submitted by:**

President Ryan Bross

**Background Information:**

**Attachments:**

Agenda

Minutes

Report

Resolution

Contract

Map

Letter

Other

**Board Action Needed:**

A motion to approve adding Chief Rick Lasky as a signer on district bank accounts at the April 24, 2024 meeting.

**Ryan Bross**                      Yes    No

**Brian Tseng**                      Yes    No

**Mike Lewelling**                      Yes    No

**Dave Hamrick**                      Yes    No

**Jon Hodde**                      Yes    No

# ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- April 24, 2024

## Agenda Item #12-c

**Agenda Title:**

Board Approval for Purchase  
Light Package for Staff 74

**Submitted by:**

Chief Lasky & Asst. Chief Landkamer

**Background Information:**

**Attachments:**

Agenda

Minutes

Report

Resolution

Contract

Map

Letter

Other

**Board Action Needed:**

I **approve/deny** EVFPD Assistant Chief of Support Services request to approve the purchase of the enhanced emergency lighting package for Staff 74 (2020 Toyota Tacoma) from Recreational Electrical Inc. in the amount of \$16,997.00 as stated at the at the April 24, 2024 meeting.

**Ryan Bross**                      Yes    No

**Brian Tseng**                      Yes    No

**Mike Lewelling**                      Yes    No

**Dave Hamrick**                      Yes    No

**Jon Hodde**                      Yes    No



**ESTES VALLEY FIRE PROTECTION DISTRICT**  
**PREVENT PREPARE PERFORM**

## Memo

**Date:** April 9, 2024

**To:** Ryan Bross, Board President  
Board of Directors

**From:** Jon Landkamer, Assistant Chief of Support Services  
Rick Lasky, Fire Chief

**RE:** Emergency Lighting for Staff 74

---

**Objective:** Installation of emergency lighting on Staff 74 (2020 Toyota Tacoma) to improve visibility for emergency response increasing the safety of using this vehicle for Battalion 71 duty.

**Present Situation:** Staff 74 is currently being used by Division Chief Landkamer for all his duties including emergency response in his Division Chief role. The existing emergency lighting is minimal and makes it difficult to get through traffic in a safe and timely manner. Adding the proposed lighting package will increase the safety and effectiveness of this vehicle while responding to emergencies.

**Proposal:** Hire Recreational Electrical Inc. to install the emergency lighting system, as proposed in the attached quote, that will be similar to the other Chief vehicles. Total cost of parts and labor for this project of \$16,997.00.

**Advantages:** There are several advantages to this proposal as listed below.

- Increased safety and visibility of this vehicle for safer emergency response.
- Decreased response times due to the increased visibility of this vehicle during emergency response.
- Preemption device included for the new street lights installed with the DEL

**Disadvantages:** There are some disadvantages to this proposal as listed below.

- This proposal was not specifically budgeted this year.

**Staff Recommendation:** Approve the request to install the improved lighting package to Staff 73 using our preferred vendor of Recreational Electrical Inc.

**Sample Motion:** I **approve/deny** EVFPD Assistant Chief of Support Services request to approve the purchase of the enhanced emergency lighting package for Staff 74 (2020 Toyota Tacoma) from Recreational Electrical Inc. in the amount of \$16,997.00.

**Attachments:** Quote #12289 from Recreational Electrical Inc.

*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**



Quote Number: 12289

**QUOTE**

Page: 1 of 2

<p><b>Quote To:</b>          Jon Landkamer          Estes Valley Fire Protection District          901 North Saint Vrain Ave          Estes Park CO 80517          USA</p> <p>Phone: 19705770900      Fax:          jlandkamer@estesvalleyfire.org</p>	<p><b>Date:</b> 2/29/2024</p> <p><b>Expires:</b> 3/30/2024</p> <p><b>Reference:</b></p> <p><b>Sales Person:</b> DREW MASSEY</p> <p><b>Fax:</b></p>
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*ESTES VALLEY FIRE - 2020 TACOMA*

*NO CUSTOMER SUPPLIED EQUIPMENT (RADIO, LAPTOP, PACSET)*

*ENGINEERING REQUIRED FOR BRACKET KIT AND HARNESS KIT FOR THIS TRUCK*  
*- ESTIMATED 15 HOURS*

*FRONT*  
*(2) MPS62U-RW - GRILL LIGHTS*  
*(2) MPS62U-RW - FRONT FENDER LIGHTS*  
*EGIS TIMER AND BREAKER IN ENGINE BAY*  
*SIREN SPEAKER*

*EXTERIOR CAB*  
*ALLEGIANT 45" LIGHTBAR*  
*- WITH OPTICOM*  
*WHELEN TRACERS - RUNNING BOARD LIGHTS*

*REAR*  
*(2) 416900X-RW - HIDE-A-WAYS*  
*(2) MPS62U-RW - REAR FENDER LIGHTS*  
*FENIEX QUANTUM REAR STICK - 6 HEAD*  
*- MOUNTED INSIDE TOPPER LID*

*INTERIOR*  
*CAB MOUNTED PDC FOR ELECTRONICS*  
*PF200H - HANDHELD SIREN CONTROLLER*

Line	Part	Rev	Expected Qty	Unit Price	Ext. Price
1	VB- ESTES VALLY FIRE_TACOMA ESTES VALLEY FIRE LIGHTING/SIREN PACKAGE - QUANTITY BREAKS -	Drawing	1.00EA	16,997.00	16,997.00

USD



Quote Number: 12289

**QUOTE**

Page: 2 of 2

Quantity	Unit Price
1.00 EA	16,997.00 /1

Lines Total	16,997.00
Total Taxes	0.00
Line Miscellaneous Charges	0.00
Quote Miscellaneous Charges	0.00
<b>Quote Total</b>	<b>16,997.00</b>

APPROVED 3.1.2024

A handwritten signature in blue ink, appearing to read 'Jon Landkamer', is written over a horizontal line.

JON LANDKAMER  
DIVISION CHIEF OF  
SUPPORT SERVICES

*Thank you for your business!  
We look forward to working with you.*

# ESTES VALLEY FIRE PROTECTION DISTRICT

Agenda Statement- April 24, 2024

## Agenda Item #12-d

**Agenda Title:**

Board Approval for Purchase  
of Staff 71

**Submitted by:**

Chief Lasky & Asst. Chief Landkamer

**Background Information:**

**Attachments:**

\_\_\_ Agenda

\_\_\_ Minutes

\_\_\_ Report

\_\_\_ Resolution

\_\_\_ Contract

\_\_\_ Map

\_\_\_ Letter

\_X\_ Other

**Board Action Needed:**

I move to **approve/deny** EVFPD Assistant Chief of Support Services request to purchase a Ford F150 Supercrew pickup, and the accessories and equipment necessary for full operation, not to exceed \$120,000, for use as a primary response vehicle issued to Assistant Chief Capo as stated at the at the April 24, 2024 meeting.

**Ryan Bross**                      Yes    No

**Brian Tseng**                      Yes    No

**Mike Lewelling**                      Yes    No

**Dave Hamrick**                      Yes    No

**Jon Hodde**                      Yes    No



**ESTES VALLEY FIRE PROTECTION DISTRICT**  
**PREVENT PREPARE PERFORM**

## Memo

**Date:** April 19, 2024

**To:** Ryan Bross, Board President  
Board of Directors

**From:** Rick Lasky, Fire Chief  
Paul Capo, Assistant Chief of Operations and Training  
Jon Landkamer, Assistant Chief of Support Services

**RE:** Purchase of Staff 71

---

**Objective:** Purchase of an additional Chief primary response vehicle to improve coverage and response times and be able to dedicate the existing Staff 72 to volunteer response as Battalion 71 when a volunteer officer is on duty.

**Present Situation:** Staff 72 is currently being used by Assistant Chief Capo for all his duties including emergency response in his Assistant Chief role. This vehicle is switched with volunteer Battalion duties on a regular basis which means personal gear is taken in and out frequently.

**Proposal:** Purchase an additional Chief primary response vehicle that would be dedicated to Assistant Chief Capo and used as a take-home vehicle. Take-home vehicles for the sworn Chiefs allow them to respond anytime of the day or night, from work or home, decreasing response times in serious emergencies requiring a Chief response. We are currently pricing out a Ford F150, Supercrew pickup, utilizing the Town of Estes Park fleet buying power. This purchase does not include the lighting/radio package, the topper, the pullout bed storage, or the extra equipment needed to fully outfit this vehicle. Estimated cost of additional equipment to be \$30,000 to \$45,000. Future requests for funding will be made once a vehicle is approved and the additional items can be specified and quoted.

**Advantages:** There are several advantages to this proposal as listed below.

- Increased safety and visibility of this vehicle throughout our community.
- Visibility and safety is significantly increased as compared to the limited lights and sirens on personal vehicles, for safe and effective emergency response.
- Decreased response times due to the increased visibility of this vehicle during emergency response.
- Preemption device included for the new streetlights installed with the DEL.
- Begin to standardize the fleet by utilizing the Town of Estes Park purchase power and the Fleet preference of Ford trucks.

*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**





## ESTES VALLEY FIRE PROTECTION DISTRICT

PREVENT PREPARE PERFORM

**Disadvantages:** There are some disadvantages to this proposal as listed below.

- This proposal was not specifically budgeted for this year.

**Staff Recommendation:** Approve the request to purchase a Ford F150, Supercrew not-to-exceed \$75,000.

**Sample Motion:** I move to **approve/deny** EVFPD Assistant Chief of Support Services request to purchase a Ford F150 Supercrew pickup, not to exceed \$75,000, for use as a primary response vehicle issued to Assistant Chief Capo.

**Optional Motion:** I move to **approve/deny** EVFPD Assistant Chief of Support Services request to purchase a Ford F150 Supercrew pickup, and the accessories and equipment necessary for full operation, not to exceed \$120,000, for use as a primary response vehicle issued to Assistant Chief Capo.

**Attachments:** Quote(s)