

Southern Park County  
 Fire Protection District  
 SPCFPD Board of Directors  
 P.O. Box 11  
 Guffey, CO 80820-0011  
 (719) 689-9479  
[www.guffeyfire.net](http://www.guffeyfire.net)



Kenneth C. Thomas, Board Chair  
 Mike Brandt, Secretary/Treasurer  
 Elaine Campbell, Director  
 Mike Parrish, Director  
 Mike Smith, Director

**SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**  
**Regular Board of Directors Meeting**  
 2023 Dec 07 @ 6:00 P.M.

**1) Introduction of Visitors**

John Capaci  
 Victoria Capaci

**2) Attendees:**

**Board members present:**

Ken Thomas  
 Mike Brandt  
 Elaine Campbell  
 Mike Parrish

**Excused Board Member:**

Mike Smith

**Department members present**

Chief Aric Stahly  
 Barry Picker  
 John German  
 Ric Scheffel

**3) Call to Order:**

Meeting called to order at 6:01 PM by Board Chair Ken Thomas.

**4) Approval of Agenda:**

Mr. Thomas moved to approve the agenda as published, second by Mr. Parrish; motion carried.

**5) Approval of Minutes**

Motion to approve the minutes from the 2023.11.05 meeting by Mr. Thomas, second by Mr. Brandt; motion carried.

**6) Director's Chief's and Committee Reports**

a. Auxiliary Report

Nothing to report

b. Regulatory matters

Final certificate of valuation received. We have some leeway on timing for Resolutions to Appropriate Sums of Money and to Set Mill Levies.

Dec. 10 <sup>th</sup>	Jan 3	Assessors' changes in assessed valuation
Dec. 15	Jan 10	Deadline for certification of mill levy to county commissioners. Local governments levying property tax must adopt their budgets before certifying the levy to the county.

S.P.C.F.P.D. Mission Statement:

The Mission of the Southern Park County Fire Protection District is to provide fire protection and emergency rescue operations within its 240 square mile district boundaries; encourage fire and human caused disaster prevention through community education; ensure the existence of a properly trained team of primarily volunteer firefighters who are able to, and motivated to, respond professionally and work safely; acquire and maintain the necessary equipment; and provide mutual aid to neighboring fire and emergency services departments, as requested.

SPCFPD Board Meeting Minutes 2023.12.07

Dec. 22	Jan 17	Deadline for county commissioners to levy taxes and to certify the levies to the assessor.
Dec 31	Jan 10	Local governments not levying a property tax must adopt the budget on or before this date; governing body must enact a resolution or ordinance to appropriate funds for the ensuing fiscal year. If the budget is not adopted and appropriations have not been made, then 90 percent of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re-appropriated for the budget year.
Jan 10	Jan 24	Deadline for assessor to deliver tax warrant to county treasurer
Jan 31	Jan 31	Deadline for assessor to deliver tax warrant to county treasurer

c. Chief's Report

Incident responses

Month Year to Date

Traffic Accidents	1	22
Medical	8	64
Wildfires	0	5
Smoke Reports	1	12
Structure Fire	1	3
Mutual Aid	0	15
Other	1	12
Total Calls	12	133

Water usage:

- Fire Station total: 793 gallons
- K&B: 593 gallons
- Training and Maintenance: 200 gallons
- Suppression: 0 gallons
- Road & Bridge: 709 gallons
- Community Center: 181 gallons

Summary:

**1) Equipment status**

- a) Engine 9-2 is currently at Dirk's- \$3200+ worth of repairs accomplished to include Steering pump replacement, valve cover leak fixed, differential service, wiper/washer fluid reservoir, pump and sprayers installed.
- b) Engine 9-3 leaking oil is not the issue we once thought. Brand new steering tire was installed also; there was a nail causing a slow leak for the last month.
- c) Driver door on Engine 9-3 was repaired. Works well now and safe for firefighters.
- d) Rear compartment door on Squad 9-2 was repaired. Latch had been failing regularly.
- e) Added F-500 encapsulating agent to our toolbox; tested product during training and it does what it is supposed to do; we intend to continue testing in future training sessions.

**2) CIP Projects**

- a) Snow guard railing has been installed here at Station 1. Bill was ~ \$1250.
- b) Extrication equipment has been installed in Squad 9-2, which is now a rescue truck. Crew trained on new equipment Tuesday evening. I ordered an app for my phone that details danger points of various vehicles.
- c) Camera installation at station 1 begins this weekend.
- d) Garage door guy coming to fix the remote and exterior control panel. December 15 is appt day.
- e) Noticed we need to fix weatherstripping around several bay doors at station 1.

**3) Personnel Status**

- a) 21 Active members
- b) 6 Reserve members
- c) January Fire Academy in Cripple Creek. 4 volunteers have applied. Need bunker gear for 1 XL firefighter; will ask Auxiliary for funding.

**4) Events**

- a) No events currently for the month of December.

**d. Treasurer’s Report:**

Treasurer’s report is available at [www.guffeyfire.net](http://www.guffeyfire.net)

No extraordinary items to report this month.

The following requests for payment have been received and require Board approval. Mr. Brandt moves to approve this one item, totaling \$3,274.90, second by Mr. Thomas; motion carried.

Payment to:	Amount:	For:
Dirks	3,274.90	Engine 9-2 repair

**7) Old Business**

Presentation on ADA and website compliance.

Budget review – plan for setting mill rate or proceeding with budget as is.

Adjourn to Budget Hearing

**8) Adjourn from meeting to Budget Hearing at 6:46**

Resolution 2023-12-01 Resolution to set mill levies (see attachment 1) Mr. Brandt moved to approve, second by Mr. Thomas, motion carried.

Resolution 2023-12-02 – Resolution to adopt 2024 budget (see attachment 2) Mr. Thomas moved to approve, second by Mr. Brandt, motion carried.

Resolution 2023-12-03 – Resolution to Appropriate Sums of Money (see attachment 3) Mr. Thomas moved to approve, second by Mr. Brandt, motion carried.

2024 Budget Message (see attachment 5) - Mr. Thomas moved to approve, second by Mr. Brandt, motion carried.

Budget is available on <http://guffeyfire.net>

Adjourned from budget hearing to BOD meeting.

**9) New Business**

B. Picker:

- New rules for ambulance licensing, licenses to be issued beginning July 1, 2023. Licenses will be valid for 2 years. Inspections will be scheduled after the program begins.
- The CREATE grant requested for AEMT school. Will send 2 people to the school (B. Picker and J. Taylor)
- Medical Director is now requesting compensation for medical direction.
- Updates/discussion on a potential Care Car. Grant opens in December and must be completed by mid-February.

2023 meeting schedule – see attachment 4

**10) Public Input**

Is there a mutual aid agreement between 4-Mile and SPCFPD? Yes – it was completed mid-November.

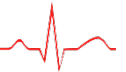
**11) Adjourn meeting:** Meeting adjourned at 8:17 p.m. by Board Chair Thomas.

Attachment 1: Resolution 2023-12-01 – Resolution to Set Mill Levies



# Southern Park County Fire Protection District

P.O. Box 11 – Guffey, CO 80820 – Tel: (719) 689-9479  
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## Resolution to Set Mill Levies

Resolution 2023-12-01

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR **2024** TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT, COLORADO FOR THE **2024** BUDGET YEAR.

**WHEREAS**, the Board of Directors of the Southern Park County Fire Protection District, has adopted the annual budget in accordance with the Local Government Budget Law on December 7, 2023, and:

**WHEREAS**, the amount of money necessary to balance to budget for the general operating purposes from property taxes of \$619,868 and:

**WHEREAS**, the 2024 valuation for assessment for the Southern Park County Fire Protection District as certified by the County Assessor is \$50,518,997.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT OF COLORADO:

Section 1. That for the purpose of meeting all general operating expenses of the Southern Park County Fire Protection District during the 2024 budget year, there is hereby levied a tax of 12.270 mills upon each dollar of the total valuation for assessment of all taxable property within the Southern Park County Fire Protection District for the year 2024.

Section 2. That the Treasurer is hereby authorized and directed to immediately certify to the County Commissioners of Park County Colorado, the mill levies for the Southern Park County Fire Protection District as hereinabove determined and set, or be authorized and directed to certify to the County Commissioners of Park County, Colorado, the mill levies for the Southern Park County Fire Protection District as hereinabove determined and set, but as recalculated as needed upon receipt of the final (November) certification and valuation from the county assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED, this 7<sup>th</sup> day of December, A.D. 2023.

\_\_\_\_\_/s/\_\_\_\_\_

Kenneth C. Thomas, Board Chair

\_\_\_\_\_/s/\_\_\_\_\_

Michael Brandt, Treasurer

Attachment 2: Resolution 2023-12-02



# Southern Park County Fire Protection District

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## Resolution to Adopt 2024 Budget

(Pursuant to 29-1-108, C.R.S.) - Resolution 2023-12-02

A RESOLUTION SUMMARIZING THE EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE **SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**, COLORADO, FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY 2024 AND ENDING THE LAST DAY OF DECEMBER 2024.

**WHEREAS**, the Board of Directors of the Southern Park County Fire Protection District has appointed a Budget Committee consisting of the Board Chair, Treasurer and Chief, to prepare and submit a proposed budget to said governing body at the proper time, and;

**WHEREAS**, the Budget Committee has submitted a proposed budget to this governing body on October 05, 2023, 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, a public hearing was held on December 07, 2023, 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 / fund balances so that the budget remains in balance as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE **SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**, COLORADO:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Southern Park County Fire Protection District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by the Board Chair and Treasurer of the District and made a part of the public record of the **Southern Park County Fire Protection District**, Park County, Colorado.

ADOPTED, this 7<sup>th</sup> day of December, A.D. 2023

\_\_\_\_\_/s/\_\_\_\_\_  
Kenneth C. Thomas, Board Chair

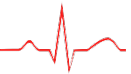
\_\_\_\_\_/s/\_\_\_\_\_  
Michael Brandt, Treasurer

**Attachment 3:** Resolution 2023-12-03



# Southern Park County Fire Protection District

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## Resolution to Appropriate Sums of Money

Resolution 2023-12-03

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, AND THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE **SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**, COLORADO, FOR THE 2024 BUDGET YEAR.

WHEREAS, the Southern Park County Fire Protection District has adopted the annual budget in accordance with the local Government Budget Law, on December 7, 2023, and;

WHEREAS, the Southern Park County Fire Protection District has made provision therein for revenues including monies from the reserves (fund balances) in an amount equal to or greater than the total proposed expenditures as set forth in said budget so that the budget remains in balance, as required by law, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE **SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue from each fund for the purposes stated

FUND	Purpose	Amount
General Fund	Administration and Operations:	\$815,884
TABOR & Reserve Fund	TABOR reserve and emergency reserve	0
Capital Improvements	Capital Improvement	0
Allocated project savings (capital & expense)	Assigned CIP projects	\$196,500
	<b>TOTAL</b>	<b>\$1,012,384</b>

ADOPTED, this 7<sup>th</sup> day of December, A.D. 2023

\_\_\_\_\_/s/\_\_\_\_\_  
Kenneth C. Thomas, Board Chair

\_\_\_\_\_/s/\_\_\_\_\_  
Mike Brandt, Treasurer

**Attachment 4:** Meeting Schedule 2024



## Southern Park County Fire Protection District

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### Southern Park County Fire Protection District

PO Box 11- Guffey, CO 80820 – tel: (719) 689-9479 – fax: (719) 689-9483

[www.guffeyfire.net](http://www.guffeyfire.net)

### Schedule of Regular 2024 Board Meetings

Southern Park County Fire Station #1 – 1745 County Road 102, Guffey CO

6:00 P.M.

#### First Thursday of each month

(\*Exceptions 2<sup>nd</sup> Thursday of the month)

January 11, 2024\*

February 8, 2024\*

March 7, 2024

April 4, 2024

May 9, 2024\*

June 6, 2024

July 11, 2024\*

August 8, 2024\*

September 5, 2024

October 3, 2024

November 7, 2024

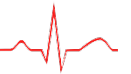
December 5, 2024

**Attachment 5:** Budget Message



# Southern Park County Fire Protection District

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## 2024 Budget Message

(January 1, 2024 through December 31, 2024)

### **Important Features of the Budget**

The Budget is presented in a format that is in compliance with budget law. Revenues are generated from general property taxes, specific ownership taxes, donations, grants, service income and interest income. Expenses are categorized under administration, county treasurer fees, firefighting and medical supplies, repairs and maintenance, training, utilities, vehicle fuel, and capital outlays. The District is subject to TABOR and restricts a portion of its reserves to comply with TABOR. Forecast property tax income budgeted for 2024 is \$199,292 more than than the amount received in 2023.

The Board implemented Medical Billing which provided an additional income. Any income (while limited) realized from this source will be used to assist in financing any needs identified by the Department.

Additional funds have been allocated to medical supplies, accounting services, and vehicle repair. We have an older fleet of vehicles which require more attention.

Capital funds are allocated for completing the purchase of an upgraded ambulance and replacements for a tender and structure engine. The last two years have seen replacement roofing and paint at stations 2 and 3 in addition to the water storage system at Station 1.

### **Budgetary Rules of Accounting**

The budget is prepared on a cash basis of accounting. Revenues are recorded in the accounts when they are received, and expenses are recorded when cash is distributed.

### **The District**

The District is a political subdivision established pursuant to the Colorado Revised Statutes, as amended. The District, located in Park County, Colorado, currently provides the following services: Firefighting, Fire Prevention, Emergency Medical and Rescue services.

\_\_\_\_\_/s/\_\_\_\_\_  
Ken Thomas, Board Chair

\_\_\_\_\_/s/\_\_\_\_\_  
Mike Brandt, Treasurer