



SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT Board of Directors' Meeting

2019 Nov 07 @ 6:00 P.M.

1) Introduction of Visitors

Pamela English

2) Attendees:

Board members present:

Denny Gibeson- Chair
Sean English – Treasurer
Gary Kaszynski
Mike Parrish
Gene Wagner
(Mike Brandt - Secretary to the Board)

Excused Board Member:

Department members present

Chief Eugene Farmer
Gordon Scott

3) Call to Order:

Meeting called to order at 06:00 PM by Board Chair Denny Gibeson.

4) Approval of Agenda:

Mr. Wagner moved to approve the agenda as published, second by Mr. English; motion carried.

5) Approval of Minutes

Motion to approve the minutes from the 2019.10.02 meeting by Mr. Gibeson, second by Mr. English; motion carried.

6) Director's Chief's and Committee Reports

a. Treasurer's Report

Treasurer's report is available at www.guffeyfire.net

No extraordinary items to report this month.

The following requests for payment have been received and require Board approval. Mr. Gibeson moves to approve these 7 items, totaling \$33,509.55, second by Mr. Wagner; motion carried.

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.

Payment to:	Amount:	For:
VISA	\$2,714.40	Chief's card
Cardio Partners	\$7,685.00	AEDs (grant money)
Toussaint & Coaty	\$10,614.48	Election
US Treasury	\$2,857.56	Payroll tax deposit
Sean English	\$3,799.92	iPad reimbursement
Boundtree Medical	\$593.77	Medical supplies
Road & Bridge	\$744.42	Fuel
Pikes Peak Community College	\$4,500.00	AEMT classes (50% paid by grant)

Grant reimbursement for matching fund items will be submitted (\$5,542.48). Must submit pictures of the equipment with the request showing serial numbers.

b. Regulatory Matters

At December Board Meeting the following to occur:

1. Resolution to Approve Budget
2. Resolution to Set Mill Levies
3. Resolution to Appropriate Fund
4. Resolution for Supplemental Budget (if needed)

No later than December 15th, submit "Certification of Mill Levies" as well as items from December board meeting, to DOLA/DLG, County Clerk & Recorder, County Assessor, County Treasurer and Board of County Commissioners.

The notice of budget hearing was submitted and the Budget hearing is scheduled for tonight.

c. Chief's Report

Incident responses

	Month	Year to Date
Traffic Accidents	3	22
Medical	14	132
Wildfires	0	3
Smoke Reports	1	11
Structure Fire	0	1
Mutual Aid	0	8
Other	2	22
Total Calls	20	199

Water usage: kitchen: 4688 gal.; Maintenance & Training 1438 gal.; fire suppression 0 gal.

Summary

1. Equipment status.
 - a. RTV 9-1 is being used for training and now has a trailer.
 - b. Bumper Med 9-3
 - c. Med 9-1 battery issue.
 - d. Med 9-3 isn't running.
2. Personnel status: 21 on roster, 17 are active. One EMT IV join the department.

3. Training

- a. 2 in EMT school
- b. CPR classes
- c. AEMT class start on the 21st
- d. 1 complete CPR training class.
- e. 2 complete "stop the bleed" class

4. Grants update, iPads in service, waiting cot install, 4 AEDs ready to issue/install.

Department will supply AEDs to businesses once they have completed contracts with the department. Grants for 2020 – will submit grant request for a heart monitor. May have to submit request beginning December 15th for FY2021 grants.

5. Water storage update – everything is complete except for gravel on the new roadway.

Remaining money in the grant is planned to be used for extending a line toward town and adding a hydrant as near to town as possible.

6. Fuel storage tanks – still need to pick up one tank and will need a containment for it.

7. Health Fair update – turnout was lower than expected. Plan to hold it bi-annually in the future rather than every year.

8. Medical Director update – same director has been retained at a new facility and few changes are expected.

9. Used antennas that extend up to 60 feet are available. As they are extendable they can improve the range available. Mr. Gibeson move to authorize funds up to \$600 to purchase the used towers, second by Mr. Parrish, motion carried.

d. Auxiliary Report – The auxiliary supplied a trailer for the RTV.

7) New Business

Election results for Ballot item 6A – appears to have passed 362-356; the ballot certification due date is Nov 14th. Thanks to all who helped get the word out and took part in the discussions.

Proposed 2020 Budget hearing – Budgets based on the existing 7.86 mill rate and the proposed 12.27 mill rate (from the recent ballot) were reviewed. All numbers are identical between the 2 mill rates except for property maintenance (was \$4,120 changes to \$117,377) and capital improvement. Planned equipment acquisition for 2021 and 2022 will come from the capital improvement plan.

The Budget has been available for review as required. No inquiries have been made at the department nor any requests to review the budget. The hearing notice was published, as required, in the Flume.

The budget will be reviewed once again with final tax mill numbers at the December meeting and will then be voted on for acceptance and submission by the Board.

8) Old Business

CIP Discussion – once the ballot is certified a plan with prioritization will be completed for the coming years based on review done to date and with input from the Chief.

Refiling of 2019 Budget – revision for 2019 is needed to account for expenditures. Mr. Gibeson moved to accept the 2019 budget revision, second by Mr. Wagner, motion carried. Mr.

Gibeson read the Resolution [[Attachment 1](#)]. Mr. Gibeson moved to approve the resolution, second by Mr. Parrish, motion carried.

9) Public Input

None

10) Adjourn meeting: Meeting adjourned at **8:25** p.m. by Chairman Gibeson.



Southern Park County Fire Protection District

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Southern Park County Fire Protection District

Resolution to Adopt **2019 REVISED** Budget
(Pursuant to 29-1-108, C.R.S.)

A RESOLUTION SUMMARIZING THE EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A REVISED BUDGET FOR THE **SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**, COLORADO, FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY 2019 AND ENDING THE LAST DAY OF DECEMBER 2019.

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 3, 2018 for its consideration, and **REVISED** said budget November 7, 2019

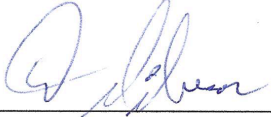
WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves / fund balances so that the budget remains in balance as required by law.

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 7th day of November, A.D. 2019.



Denny Gibeson, Board Chair



Sean English, Treasurer

SPCFPD Board Meeting Minutes 2019.11.07
Attachment 2: Proposed Budget



The Southern Park County Fire Protection District
Proposed Budget (revised)
 GENERAL FUND, CAPITAL RESERVE FUND AND CAPITAL IMPROVEMENT FUND
 For Public Review

GENERAL FUND	Actual	Projected	Revised
	Prior Year	Current Year	Budget
	2018	2019	2019
Beginning GENERAL FUND balance at Jan 1:	195,691	251,483	261,823
Income / Revenue			
District Income			
District Tax Collected	212,177	226,593	266,516
Interest Income	5,805	2,750	7,678
Program and Service Income	41,400	17,004	102,823
Total District Income	259,383	246,347	377,018
Total Income	259,383	246,347	377,018
Total Available Funds	455,074	497,830	638,841
Expenditures / Expenses			
Payroll Expenses	68,014	75,698	82,820
Total Payroll Expenses	68,014	75,698	82,820
Services, Supplies & Equipment			
Materials, Supplies & Equipment	20,502	46,790	52,894
Contract Services	10,330	8,460	35,714
Training and Education	12,297	14,000	11,709
Administrative Expenses	29,086	31,525	41,909
Dues, Memberships & Licenses	1,408	1,200	458
Total Services, Supplies & Equipment	73,623	101,975	142,685
Building & Fleet Services			
Property Maintenance	19,596	4,000	53,717
Utilities	12,046	12,823	12,844
Fleet Maintenance	49,730	41,510	58,319
Total Building Serv & Fleet Maint	81,372	58,333	124,880
Total Expense	223,009	236,007	350,385
TABOR Restricted	6,690	7,080	10,512
Total increase (decrease) to GENERAL FUND	36,374	10,340	26,633
Moved (to) or from Capital Reserve Fund	-	-	(65,000)
Moved (to) or from Capital Improvement Fund	-	-	(26,633)
Ending GENERAL FUND Balance at Dec. 31	232,065	261,823	196,823
CAPITAL RESERVE FUND	Actual	Projected	Proposed
	Prior Year	Current Year	Budget
	2018	2019	2019
Beginning CAPITAL RESERVE FUND balance on Jan. 1	59,800	71,800	71,800
Moved (to) or from GENERAL FUND	12,000	65,000	65,000
Moved (to) or from CAPITAL RESERVE FUND	-	-	-
Moved (to) or from CAPITAL IMPROVEMENT FUND	-	(65,000)	(65,000)
Increases: Capital grants and Apparatus Donations	-	-	-
Decreases: Capital outlays (includes grants/donations)	-	-	-
Total increase (decrease) to CAPITAL RESERVE FUND	12,000	-	-
Ending CAPITAL RESERVE FUND balance at Dec. 31	71,800	71,800	71,800
TOTAL BOTH FUNDS:	303,865	333,623	268,623
CAPITAL IMPROVEMENT FUND	Actual	Projected	Proposed
	Prior Year	Current Year	Budget
	2018	2019	2019
Beginning CAPITAL IMPROVEMENT FUND balance on Jan. 1	-	-	-
Moved (to) or from GENERAL FUND	-	-	26,633
Moved (to) or from CAPITAL RESERVE FUND	-	65,000	65,000
Increases: Capital grants and Apparatus Donations	-	-	-
Decreases: Capital outlays (includes grants/donations)	-	-	-
Total increase (decrease) to CAPITAL IMPROVEMENT FUND	-	-	26,633
Ending CAPITAL RESERVE FUND balance at Dec. 31	-	65,000	91,633
TOTAL ALL FUNDS:	303,865	398,623	360,256

(Totals may not sum exactly due to rounding)