



**ESTES VALLEY FIRE
PROTECTION DISTRICT**

**2015 BUDGET
December 10, 2014**

Mission Statements

“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.”

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ESTES VALLEY FIRE PROTECTION DISTRICT

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

To: the Citizens of the Estes Valley
From: Fire Chief Scott Dorman

Dear Citizens:

Thankfully, in 2014 the Estes Valley Fire Protection District was not affected by any major floods or wildland fires. However, our call volume continues to increase creating new challenges. The firefighters have increased their ranks by adding some new volunteers bringing the number of volunteers to highest in years. We have also started a new program called the Fire Auxiliary Support Team or FAST. This program is designed to allow citizens who would like to assist the Fire Department in certain support areas to do so without becoming certified firefighters. These duties may include traffic control, packing fire hose, exterior firefighting, refilling air packs, or operating fire engines as a reserve engineer to name a few. This would allow the firefighters to focus on the more skilled tasks involved in firefighting.

Last year we accepted Front Range Fire Apparatus' bid for a new Wildland Urban Interface (WUI) fire engine. We received the WUI engine earlier this year and paid the balance in cash to continue the Boards' commitment not to have debt. The new engine is designated as Engine 31. The first number indicates the type of engine "type 3" which is a WUI engine, and the second numeric is the engine number for that type.

We also found during our responses to the devastating flooding of 2013, that we needed an all-terrain vehicle. It was determined that we needed a vehicle that could be used for various types of calls. With the help of funds from the volunteer fire organization we purchased a UTV and trailer. This unit can be used for fire and rescue calls in the wilderness areas. It can carry up to 5 personnel has 75 gallons of water with a 75 GPM pump and fire hose.

The cascade system on our rescue squad, which supplies air for the refilling the air packs the firefighters wear on scene, was upgraded. This upgrade included new hoses and 6000 psi air bottles mounted on our rescue squad.

After many years of service to the Fire Department and the Fire District our WUI Educational Coordinator Sue Pinkham stepped down from her position to take on new challenges in her life. We thank Sue for her excellent work and dedication over the years to help reduce the risks from wildland fires in our area. After many months of searching we hired Michael Lapore as our new WUI Educational Coordinator. Michael has hit the ground running and will be expanding on the groundwork that Sue put into place.



ESTES VALLEY FIRE PROTECTION DISTRICT

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

The Fire Board adopted a Strategic Plan this year that will help to establish a blueprint for the District to follow for years to come.

Our accomplishments this year were made possible because of the dedication of the Board members, staff, and firefighters to the safety of our citizens and our community. I take great pride in the willingness of our staff and volunteers to make personal sacrifices to fulfill our mission and uphold the trust our citizens have placed in this organization.

Serving as your Chief over the last 17 years, has brought many varied experiences and challenges. We still have many challenges ahead both as a community and as a Fire District and I am confident that working together we will handle whatever comes along.

You will see in the budget that we have allocated some funds towards capital purchases in 2015. These include improving our training facility to better prepare our firefighters in performing their jobs. Additionally, we will be replacing our aging tanker truck. This truck carries water to areas that are not protected by a hydrant system. The existing truck is 27 years old and the steel tank is rusting out. We have sent request for proposals out to a few vendors and we will select a vendor in January. We hope to have delivery of the new truck by the summer of 2015.

In closing, it is a great honor to be the Fire Chief for such a wonderful community and organization.

Sincerely,

Scott Dorman, Fire Chief
Estes Valley Fire Protection District



CliftonLarsonAllen

CliftonLarsonAllen LLP
www.cliftonlarsonallen.com

Accountant's Compilation Report

Board of Directors
Estes Valley Fire Protection District
Larimer County, Colorado

We have compiled the accompanying forecasted budget of revenues, expenditures and fund balances of the Estes Valley Fire Protection District for the General Fund, Capital Reserve Fund and Pension Fund for the year ending December 31, 2015, including the forecasted estimate of comparative information for the year ending December 31, 2014, in accordance with attestation standards established by the American Institute of Certified Public Accountants. A compilation is limited to presenting, in the form of a forecast, information that is the representation of management and does not include evaluation of the support for the assumptions underlying the forecast. We have not audited or reviewed the forecast and, accordingly, do not express an opinion or any other form of assurance about whether the accompanying budget of revenues, expenditures and fund balances or assumptions are in accordance with accounting principles generally accepted in the United States of America. Furthermore, there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

Management is responsible for the preparation and fair presentation of the forecast in accordance with accounting principles generally accepted in the United States of America, and for designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the forecast.

The actual historical information for the year 2013 is presented for comparative purposes only. Such information is taken from the audit report of the District for the year ended December 31, 2013 as prepared by Dazzio & Plutt LLC, dated April 18, 2014, wherein an unmodified opinion was expressed.

Management has elected to omit the summary of significant accounting policies required by the guidelines for presentation of a forecast established by the American Institute of Certified Public Accountants. If the omitted disclosures were included in the forecast, they might influence the user's conclusions about the District's results of operations for the forecasted periods. Accordingly, this forecast is not designed for those who are not informed about such matters.

We are not independent with respect to the Estes Valley Fire Protection District.

CliftonLarsonAllen LLP

Greenwood Village, Colorado
December 10, 2014

**ESTES VALLEY FIRE PROTECTION DISTRICT
SUMMARY
FORECASTED 2015 BUDGET AS ADOPTED
WITH 2013 ACTUAL AND 2014 ESTIMATED
For the Years Ended and Ending December 31,**

12/10/2014

	ACTUAL 2013	ESTIMATED 2014	ADOPTED 2015
BEGINNING FUND BALANCES	\$ 1,189,584	\$ 1,311,733	\$ 1,564,193
REVENUES			
1 Property taxes	577,555	549,540	535,273
2 Specific ownership taxes	42,871	46,061	37,470
3 Net investment income	447	120	500
4 Reimbursed expenditures	35,442	24,008	350
5 Other income	9,686	6,700	1,000
6 Sales tax- Town of Estes Park	529,543	570,500	588,000
7 Grants- Federal, State, And Local	1,900	-	235,668
8 Contributions and donations	17,786	26,610	1,000
9 Property tax penalties/ interest	2,399	1,575	2,400
10 Wildland fire reimbursement	-	-	5,000
11 Plan reviews and inspections income	4,245	4,500	4,000
Total revenues	<u>1,221,874</u>	<u>1,229,614</u>	<u>1,410,661</u>
TRANSFERS IN	<u>315,136</u>	<u>150,000</u>	<u>200,000</u>
Total funds available	<u>2,726,594</u>	<u>2,691,347</u>	<u>3,174,854</u>
EXPENDITURES			
12 General and administration			
13 Capital outlay	-	16,243	-
14 Contingency	-	-	50,000
15 Employee benefits	129,562	137,883	188,746
16 Firefighter recruitment	-	4,000	4,000
17 Flood expenses	3,561	5,000	-
18 Fuels mitigation	3,845	8,080	9,000
19 Grant funded purchases	-	-	247,440
20 Insurance	13,351	15,286	15,296
21 Job performance expenses	41,294	62,094	74,649
22 LOSAP awards	5,300	-	25,000
23 Materials and supplies	14,124	20,795	26,660
24 Pension expense	80,000	54,010	80,000
25 Personnel services/ salaries	290,589	298,028	299,625
26 Professional services/ fees	99,762	123,387	122,289
27 Publication fees	50	600	600
28 Repair and maintenance	84,631	118,765	109,860
29 Utilities	17,578	18,983	20,142
30 Volunteer fire department expense	30,000	30,000	30,000
31 Capital projects			
32 Capital outlay	286,078	64,000	450,000
Total expenditures	<u>1,099,725</u>	<u>977,154</u>	<u>1,753,307</u>
TRANSFERS OUT	<u>315,136</u>	<u>150,000</u>	<u>200,000</u>
Total expenditures and transfers out requiring appropriation	<u>1,414,861</u>	<u>1,127,154</u>	<u>1,953,307</u>
ENDING FUND BALANCES	<u>\$ 1,311,733</u>	<u>\$ 1,564,193</u>	<u>\$ 1,221,547</u>
EMERGENCY RESERVE	\$ 35,300	\$ 35,400	\$ 35,300
LOSAP	81,071	112,975	119,975
OPERATING RESERVE	-	375,000	375,000
UNDESIGNATED	560,217	312,438	212,642
CONTRACT COMMITMENT	113,548	116,380	116,380
CAPITAL PROJECTS	500,000	612,000	362,250
TOTAL RESERVE	<u>\$ 1,290,136</u>	<u>\$ 1,564,193</u>	<u>\$ 1,221,547</u>

This financial information should be read only in connection with the accompanying accountant's compilation report and summary of significant assumptions.

**ESTES VALLEY FIRE PROTECTION DISTRICT
PROPERTY TAX SUMMARY INFORMATION
For the Years Ended and Ending December 31,**

12/10/2014

	ACTUAL 2013	ESTIMATED 2014	ADOPTED 2015
ASSESSED VALUATION - LARIMER			
Residential	\$ 181,974,170	\$ 172,282,820	\$ 170,811,400
Commercial	84,289,690	83,374,130	77,331,590
Industrial	859,840	422,850	398,900
Agricultural	93,570	93,120	93,120
Vacant Land	29,398,170	26,294,170	25,780,510
State Assessed	122,750	82,700	83,600
Certified Assessed Value	<u>\$ 296,738,190</u>	<u>\$ 282,549,790</u>	<u>\$ 274,499,120</u>
MILL LEVY			
GENERAL FUND	1.950	1.950	1.950
Total Mill Levy	<u>1.950</u>	<u>1.950</u>	<u>1.950</u>
PROPERTY TAXES			
GENERAL FUND	\$ 578,639	\$ 550,972	\$ 535,273
Levied property taxes	578,639	550,972	535,273
Adjustments to actual/rounding	308	-	-
Refund and abatements	(1,392)	(1,432)	-
Budgeted Property Taxes	<u>\$ 577,555</u>	<u>\$ 549,540</u>	<u>\$ 535,273</u>
BUDGETED PROPERTY TAXES			
GENERAL FUND	\$ 577,555	\$ 549,540	\$ 535,273
	<u>\$ 577,555</u>	<u>\$ 549,540</u>	<u>\$ 535,273</u>

This financial information should be read only in connection with the accompanying accountant's compilation report and summary of significant assumptions.

**ESTES VALLEY FIRE PROTECTION DISTRICT
GENERAL FUND
FORECASTED 2015 BUDGET AS ADOPTED
WITH 2013 ACTUAL AND 2014 ESTIMATED
For the Years Ended and Ending December 31,**

12/10/2014

	ACTUAL 2013	ESTIMATED 2014	ADOPTED 2015
BEGINNING FUND BALANCES	\$ 721,227	\$ 811,733	\$ 952,193
REVENUES			
1 Property taxes	577,555	549,540	535,273
2 Specific ownership taxes	42,871	46,061	37,470
3 Net investment income	88	120	250
4 Reimbursed expenditures	35,442	24,008	350
5 Other income	9,686	6,700	1,000
6 Sales tax- Town of Estes Park	529,543	570,500	588,000
7 Grants- Federal, State, And Local	1,900	-	235,668
8 Contributions and donations	15,560	610	1,000
9 Property tax penalties/ interest	2,399	1,575	2,400
10 Wildland fire reimbursement	-	-	5,000
11 Plan reviews and inspections income	4,245	4,500	4,000
Total revenues	<u>1,219,289</u>	<u>1,203,614</u>	<u>1,410,411</u>
Total funds available	<u>1,940,516</u>	<u>2,015,347</u>	<u>2,362,604</u>
EXPENDITURES			
General and administration			
12 Capital outlay	-	16,243	-
13 Contingency	-	-	50,000
14 Employee benefits	129,562	137,883	188,746
15 Firefighter recruitment	-	4,000	4,000
16 Flood expenses	3,561	5,000	-
17 Fuels mitigation	3,845	8,080	9,000
18 Grant funded purchases	-	-	247,440
19 Insurance	13,351	15,286	15,296
20 Job performance expenses	41,294	62,094	74,649
21 LOSAP awards	5,300	-	25,000
22 Materials and supplies	14,124	20,795	26,660
23 Pension expense	80,000	54,010	80,000
24 Personnel services/ salaries	290,589	298,028	299,625
25 Professional services/ fees	99,762	123,387	122,289
26 Publication fees	50	600	600
27 Repair and maintenance	84,631	118,765	109,860
28 Utilities	17,578	18,983	20,142
29 Volunteer fire department expense	30,000	30,000	30,000
Total expenditures	<u>813,647</u>	<u>913,154</u>	<u>1,303,307</u>
TRANSFERS OUT			
CAPITAL RESERVE FUND	315,136	150,000	200,000
Total transfers out	<u>315,136</u>	<u>150,000</u>	<u>200,000</u>
Total expenditures and transfers out requiring appropriation	<u>1,128,783</u>	<u>1,063,154</u>	<u>1,503,307</u>
ENDING FUND BALANCES	<u>\$ 811,733</u>	<u>\$ 952,193</u>	<u>\$ 859,297</u>
EMERGENCY RESERVE	\$ 35,300	\$ 35,400	\$ 35,300
LOSAP	81,071	112,975	119,975
OPERATING RESERVE	-	375,000	375,000
UNDESIGNATED	560,217	312,438	212,642
CONTRACT COMMITMENT	113,548	116,380	116,380
TOTAL RESERVE	<u>\$ 790,136</u>	<u>\$ 952,193</u>	<u>\$ 859,297</u>

This financial information should be read only in connection with the accompanying accountant's
compilation report and summary of significant assumptions.

**ESTES VALLEY FIRE PROTECTION DISTRICT
CAPITAL RESERVE FUND
FORECASTED 2015 BUDGET AS ADOPTED
WITH 2013 ACTUAL AND 2014 ESTIMATED
For the Years Ended and Ending December 31,**

12/10/2014

	ACTUAL 2013	ESTIMATED 2014	ADOPTED 2015
BEGINNING FUND BALANCES	\$ 468,357	\$ 500,000	\$ 612,000
REVENUES			
1 Net investment income	359	-	250
2 Contributions and donations	2,226	26,000	-
Total revenues	<u>2,585</u>	<u>26,000</u>	<u>250</u>
TRANSFERS IN			
GENERAL FUND	315,136	150,000	200,000
Total transfers in	<u>315,136</u>	<u>150,000</u>	<u>200,000</u>
Total funds available	<u>786,078</u>	<u>676,000</u>	<u>812,250</u>
EXPENDITURES			
Capital projects			
3 Capital outlay	286,078	64,000	450,000
Total expenditures	<u>286,078</u>	<u>64,000</u>	<u>450,000</u>
Total expenditures and transfers out requiring appropriation	<u>286,078</u>	<u>64,000</u>	<u>450,000</u>
ENDING FUND BALANCES	<u>\$ 500,000</u>	<u>\$ 612,000</u>	<u>\$ 362,250</u>
CAPITAL PROJECTS	<u>\$ 500,000</u>	<u>\$ 612,000</u>	<u>\$ 362,250</u>
TOTAL RESERVE	<u>\$ 500,000</u>	<u>\$ 612,000</u>	<u>\$ 362,250</u>

This financial information should be read only in connection with the accompanying accountant's compilation report and summary of significant assumptions.

**ESTES VALLEY FIRE PROTECTION DISTRICT
PENSION FUND
FORECASTED 2015 BUDGET AS ADOPTED
WITH 2013 ACTUAL AND 2014 ESTIMATED
For the Years Ended and Ending December 31,**

12/10/2014

	ACTUAL 2013	ESTIMATED 2014	ADOPTED 2015
BEGINNING FUND BALANCES	\$ 1,498,720	\$ 1,597,468	\$ 1,586,813
REVENUES			
1 Net investment income	123,697	37,073	100,000
2 EVFPD contribution	80,000	54,010	80,000
3 State participation contribution	48,605	48,605	48,605
Total revenues	<u>252,302</u>	<u>139,688</u>	<u>228,605</u>
Total funds available	<u>1,751,022</u>	<u>1,737,156</u>	<u>1,815,418</u>
EXPENDITURES			
Pension Fund			
4 Actuarial study	4,786	349	5,000
5 Audit	2,226	960	1,000
6 Contingency	-	-	2,200
7 Investment fees	15,278	14,975	16,000
8 Miscellaneous	1,085	1,952	5,000
9 Retiree benefit payments	129,379	131,507	135,000
10 Retiree death benefits	800	600	800
Total expenditures	<u>153,554</u>	<u>150,343</u>	<u>165,000</u>
Total expenditures and transfers out requiring appropriation	<u>153,554</u>	<u>150,343</u>	<u>165,000</u>
ENDING FUND BALANCES	<u>\$ 1,597,468</u>	<u>\$ 1,586,813</u>	<u>\$ 1,650,418</u>

This financial information should be read only in connection with the accompanying accountant's compilation report and summary of significant assumptions.

**ESTES VALLEY FIRE PROTECTION DISTRICT
2015 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Services Provided

The Estes Valley Fire Protection District (District), a quasi-municipal corporation and political subdivision of the State of Colorado, was organized by order and decree of the District Court for Larimer County on November 17, 2009 and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District was established to provide fire protection services, fire suppression, and rescue services in the Town of Estes Park (Town) and surrounding areas of unincorporated Larimer County. Prior to the organization of the District, fire protection services were provided by the Town.

The District follows the Governmental Accounting Standards Board (GASB) accounting pronouncements which provide guidance for determining which governmental activities, organizations and functions should be included within the financial reporting entity. GASB pronouncements set forth the financial accountability of a governmental organization's elected governing body as the basic criterion for including a possible component governmental organization in a primary government's legal entity. Financial accountability includes, but is not limited to, appointment of a voting majority of the organization's governing body, ability to impose its will on the organization, a potential for the organization to provide specific financial benefits or burdens and fiscal dependency.

The District is not financially accountable for any other organization, including a volunteer organization, Estes Park Volunteer Fire Department, which provides services for the District, but is not under the control of the District's Board of Directors. The District is not a component unit of any other primary governmental entity, including the Town of Estes Park.

The District also budgets for the Volunteer Pension Fund, a fiduciary fund, which is used to account for assets held by the District in the capacity of trustee for its volunteer firefighter's pension plan.

The District prepares its budget on the modified accrual basis of accounting.

Revenues

Property Taxes

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the Larimer County (County) Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

**ESTES VALLEY FIRE PROTECTION DISTRICT
2015 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Revenues – (continued)

The calculation of the taxes levied is displayed on page 8 of the Budget at the adopted mill levy of 1.950 mills.

Specific Ownership Taxes

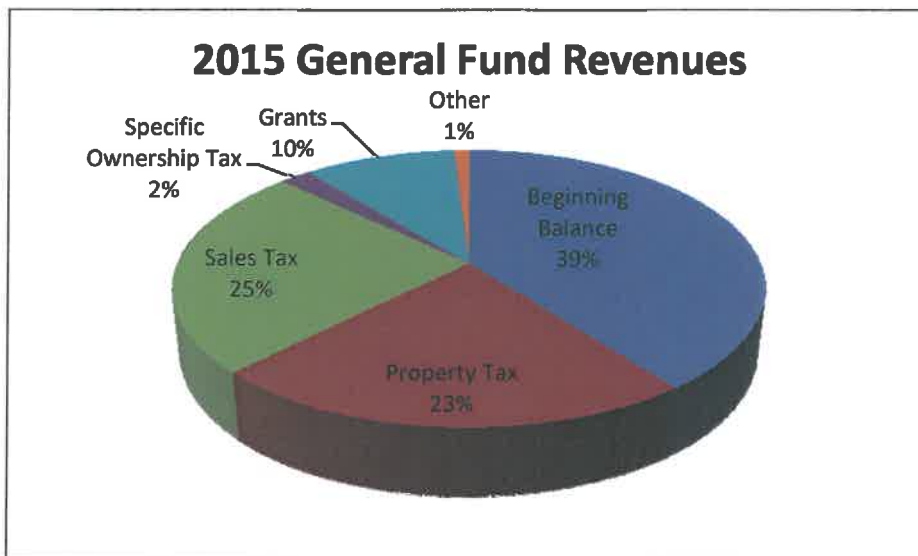
Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The forecast assumes that the District's share will be equal to approximately 7% of the property taxes collected by the General Fund.

Agreement with Town of Estes Park – Sales Taxes

Based on a sales tax sharing agreement between the Town of Estes Park and the District, the Town of Estes Park will remit to the District 7% of the Sales Tax collected by the Town.

Net Investment Income

Interest earned on the District's available funds has been estimated using an average interest rate of approximately 0.15%.

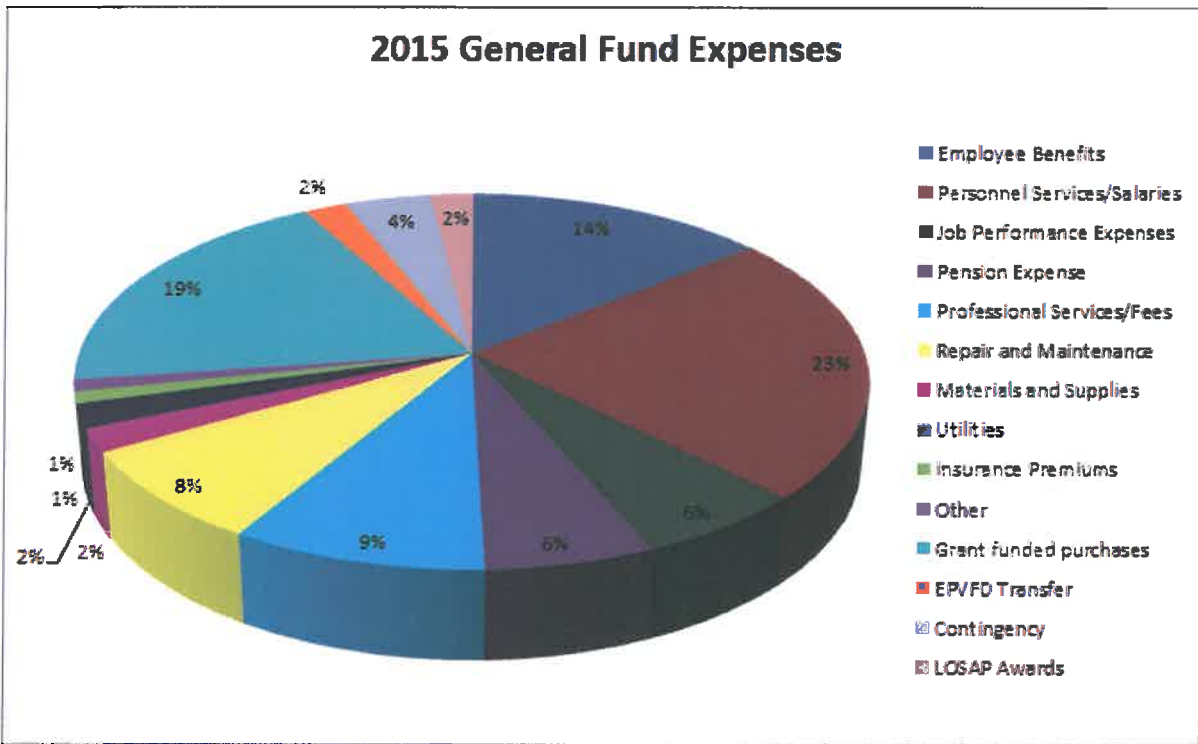


**ESTES VALLEY FIRE PROTECTION DISTRICT
2015 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Expenditures

General and Administrative Expenses

These expenditures are based upon prior and current year's expenditures and certain equipment purchases, repairs and maintenance as suggested by the District's Fire Chief, subject to the approval of the Board.



Capital Outlay

The District anticipates the purchase of a Tender and construction of a training facility in 2015 as displayed on page 10.

Reserves

Emergency Reserve

The District has provided for an emergency reserve equal to at least 3% of fiscal year spending for 2015 as defined under TABOR. Such emergency reserve is an integral part of Ending Fund Balance.

**ESTES VALLEY FIRE PROTECTION DISTRICT
2015 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Reserves - (continued)

LOSAP Reserve

The District has provided for a reserve to fund future payments under the Length of Service Awards Program.

Capital Projects Reserve

The District has also provided for a capital project reserve for future capital projects and vehicle replacement.

Debt and Leases

The District has no outstanding debt nor any capital or operating leases.

This information is an integral part of the accompanying forecasted budget.

Board of Directors

The Board of Directors of the Estes Valley Fire Protection District are currently as follows:

Frank Theis, President
Mark Igel, Vice President
Doug Klink, Treasurer
Mike Kearney, Board member (appointed)
Mike Richardson, Board member (appointed as of January 8, 2014)

Due to a recent vacancy the Board will appoint the Secretary of the Board of Directors at the January 28, 2015 meeting.

The following are the current district employees:

FIRE CHIEF
Scott Dorman

TRAINING CAPTAIN
Derek Rosenquist

FIRE MARSHAL
Marc Robinson

ADMINISTRATIVE ASSISTANT
Vacant- TBD

WILDLAND URBAN INTERFACE EDUCATIONAL COORDINATOR
Michael LePore

Estes Valley Fire Protection District Organizational Chart- 2015

