Join Zoom Meeting

https://zoom.us/j/93130358315?pwd=VEM4WHg1d1krTWxYeW40TSt5b2dKQT09

Meeting ID: 931 3035 8315

Passcode: 780757

One tap mobile
+13462487799,,93130358315#,,,,*780757# US (Houston)
+16699009128,,93130358315#,,,,*780757# US (San Jose)

Dial by your location
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington D.C) Meeting ID: 931 3035 8315
Passcode: 780757
Find your local number: https://zoom.us/u/acAE5KTfTQ

DRAFT

ELIZABETH FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA
February 09, 2021 at 7:00 pm

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment
5. Additions/Deletions to Agenda
6. Approval of Minutes
   - Discussion and possible approval of Meeting Minutes from January 12, 2021
7. Financial Matters
   - Ratify the bills
     - Discussion and possible approval
8. Staff Report
9. Legal Report
10. Old Business
11. New Business
12. Adjournment

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ELIZABETH FIRE PROTECTION DISTRICT

Held: Tuesday, January 12, 2021, 7:00 p.m.
Held via webinar

Attendance

The regular meeting of the Board of Directors of the Elizabeth Fire Protection District ("District") was called and held in accordance with the laws of the State of Colorado.

The following Directors were in attendance:
Rick Young, Board President
Scott Christensen, Board Vice President
Wayne Austgen, Board Secretary
Mike Graeff, Board Director (Arrived late)
Don Means, Board Director

Also present were:

Fire Chief Steck
Division Chief Gerczynski
Interim Division Chief Mackall
Sarah Fischer, Director of Finance and HR
Maria Cannata, Secretary to the Board
Michelle Ferguson, District Legal Counsel

Call to Order

Director Young called to order the regular meeting of the Board of Directors of the Elizabeth Fire Protection District at 7:14 p.m.

Pledge of Allegiance

Director Austgen led the flag salute.

Public Comment

Director Young opened the meeting for public comment.

There was no public comment.

RECORD OF PROCEEDINGS

Addition/Deletions to Agenda	Director Young asked if there were any changes to the agenda. No changes were identified.
Approval of Minutes	The Board reviewed the draft minutes from the December 08, 2020, regular Board meeting. Director Young called for a motion to approve the December 08, 2020 minutes, as presented. Director Austgen made the motion. Director Means seconded the motion. The motion passed unanimously.
Financial Matters	
• Ratify the bills	Director Young stated everyone has the financials and asked if there were any questions. There were no questions. Director Young called for a motion to ratify the payment of the bills. Director Austgen made the motion. Director Means seconded the motion. The motion passed unanimously.
Staff Report	Chief Steck gave an overview of the staff report. He stated that warranty work was done on the 271 engines. He also informed the Board that Rattlesnake Fire Protection District's mechanic has resigned, who had been assisting the District with maintenance of its vehicles. Chief Steck plans to look for other options Chief Steck updated the Board on some finance issues and stated that the District collected a large number of impact fees. The Elbert County Assessor will not be assessing houses that were built in July 2020 until the tax year beginning January 2021. Finally, he stated that the District's 2021 Fire Academy has a waiting list. Division Chief Gerczynski gave an overview of current development in the Town of Elizabeth.
Legal Report	Attorney Ferguson stated that she did not have anything to add to the Board's report in the Board packet. She gave an overview of the report.

There were no questions for Attorney Ferguson.

Old Business

There was no Old Business on the Agenda for discussion or action.

New Business

- Resolution #21-01-01 2021 Pension Budget

While the District's Budget approved in December included expenditures for the Pension Fund, the Pension Fund has not yet adopted a 2021 budget. Director of Finance and HR Sarah Fischer gave an overview for the Pension budget.

Director Young called for a motion to approve Resolution #21-01-01, a Resolution Approving the 2021 Pension Budget. Motion made by Director Means. Seconded by Director Christensen. The motion passed unanimously.

- Resolution #21-01-02 Designation posting/meeting location

Secretary to the Board Cannata informed the Board there will need to be a motion to approve the designation of the regular Board meetings and the posting locations for agendas and Notices of Special meetings. She said Resolution #21-01-02 identifies that the Board will be posting all Board meeting notices on the District's website.

Director Young called for a motion to approve Resolution #21-01-02 designation of posting and meeting location. Director Means made the motion. Director Christensen seconded the motion. The motion passed unanimously.

- Duty Description

Chief Steck reviewed of the four new duty descriptions that were in the Board packet, which outline additional duties for the Chiefs positions.

Director Young made a motion to adopt all the duty descriptions. Director Austgen made the motion. Director Means seconded the motion. The motion passed unanimously.

- Contract with Action Care

Chief Steck gave an overview of the contract with Action Care and funding agreements. The contract was extended until January 31, 2021. Chief Steck asked the Board for ratification to finalize, and possibly extend further through February if needed.

Director Young called for a motion to ratify the Action Care Ambulance contract. Director Austgen made the motion. Director Means seconded the motion. The motion passed unanimously.

Adjournment

There being no further business to come before the Board, Director Christensen moved to adjourn; Director Means seconded, and the vote was unanimously carried. The meeting adjourned at 8:04 p.m.

Meeting Schedule

The next regular Board meeting is scheduled for February 09, 2021, at 7:00 p.m. at 155 West Kiowa Ave, Elizabeth, Colorado.

_____ Date: February 09, 2021
Rick Young, President

_____ Date: February 09, 2021
Wayne Austgen, Secretary

Elizabeth Fire Protection District
General Fund Balance Sheet
As of January 31, 2021

	Jan 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1.10100 · BOK Financial Operating	58,343.44
1.10150 · BOK Financial Payroll	3,217.99
1.10200 · Community Bank of Colorado	41,837.73
1.10300 · Wells Fargo	-153.60
1.10400 · Colorado Trust General Account	858,061.02
1.10600 · CSafe Fund General Account	7,084.85
1.10700 · Colorado Trust Scholarship Fund	546.42
1.10950 · Claim on Pooled Cash	-1,040.00
Total Checking/Savings	967,897.85
Accounts Receivable	
1.11600 · Accounts Receivable	8,151.00
Total Accounts Receivable	8,151.00
Other Current Assets	
1.12500 · Petty Cash Fund	100.00
1.18400 · Prepaid Expenses	22,210.15
Total Other Current Assets	22,310.15
Total Current Assets	998,359.00
Fixed Assets	
1.15100 · Fixed Asset Land	1,614,052.51
1.15200 · Fixed Asset Equipment	176,482.08
1.15300 · Fixed Asset Vehicle	1,619,889.97
Total Fixed Assets	3,410,424.56
Other Assets	
1.13000 · Property Tax Receivable	2,420,533.00
1.13600 · Transport Fees Receivable	263,368.66
1.13700 · Allowance for Doubtful Debt	-185,082.02
Total Other Assets	2,498,819.64
TOTAL ASSETS	**6,907,603.20**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1.20000 · *Accounts Payable	-0.10
Total Accounts Payable	-0.10
Other Current Liabilities	
1.20200 · Accounts Payable	29.14
1.21000 · Deferred Property Tax Revenue	2,420,533.00
1.21100 · Federal Payroll Tax	-3.12
1.21200 · State Payroll Tax	6,611.00
1.21400 · Colorado Unemployment	176.36
1.22100 · AFLAC	951.53
1.22200 · AFLAC - Pre-Tax	712.14
1.23000 · Deferred Grant Revenue	6,500.00
Total Other Current Liabilities	2,435,510.05
Total Current Liabilities	2,435,509.95
Total Liabilities	2,435,509.95
Equity	
1.30300 · Investment in Fixed Asset	3,410,424.56
1.31100 · Unapplied Fund Balance	826,302.18

Elizabeth Fire Protection District
General Fund Balance Sheet
As of January 31, 2021

	Jan 31, 21
32000 · Unrestricted Net Assets	450,068.55
Net Income	-214,702.04
Total Equity	4,472,093.25
TOTAL LIABILITIES & EQUITY	6,907,603.20

Elizabeth Fire Protection District
Income Statement General Fund
January 2021

	Jan 21
Income	
1.40300 · Transport Revenue	23,813.24
1.40400 · Permit Fees	1,488.00
1.40500 · Developer Contributions	9,452.00
1.41100 · Interest Revenue	96.80
1.41200 · Other Miscellaneous Income	46,829.00
Total Income	81,679.04
Gross Profit	81,679.04
Expense	
1.50000 · Administration	222,541.26
1.51000 · Professional Services	2,225.55
1.53000 · Facilities	5,263.98
1.54000 · Equipment Maintenance and Testi	11,764.81
1.55000 · Fire Prevention/Investigations	565.50
1.56000 · Communications	677.27
1.57000 · Technology	6,093.57
1.58000 · Operations	1,165.89
1.80901 · Disaster Relief Account	46,083.25
Total Expense	296,381.08
Net Income	**-214,702.04**

Elizabeth Fire Protection District
General Fund Comparison Budget
January 2021

	Jan 21	Budget	$ Over Budget	% of Budget
Income				
1.40100 · General Fund Property Tax Reven	0.00	2,420,533.00	(2,420,533.00)	0.0%
1.40200 · S.O.T. Revenue	0.00	450,000.00	(450,000.00)	0.0%
1.40300 · Transport Revenue	23,813.24	345,000.00	(321,186.76)	6.9%
1.40400 · Permit Fees	1,488.00	15,000.00	(13,512.00)	9.9%
1.40500 · Developer Contributions	9,452.00	30,000.00	(20,548.00)	31.5%
1.40600 · CPR Income	0.00	1,600.00	(1,600.00)	0.0%
1.40700 · CFFHC Benefit Trust	0.00	2,600.00	(2,600.00)	0.0%
1.40900 · Deployment Income	0.00	70,000.00	(70,000.00)	0.0%
1.41000 · Sale of Capital Assets	0.00	5,000.00	(5,000.00)	0.0%
1.41100 · Interest Revenue	96.80	12,000.00	(11,903.20)	0.8%
1.41200 · Other Miscellaneous Income	46,829.00	120,000.00	(73,171.00)	39.0%
1.49000 · Transfer In From Other Funds	0.00	75,000.00	(75,000.00)	0.0%
Total Income	81,679.04	3,546,733.00	(3,465,053.96)	2.3%
Gross Profit	81,679.04	3,546,733.00	(3,465,053.96)	2.3%
Expense				
1.50000 · Administration	222,541.26	2,997,951.60	(2,775,410.34)	7.4%
1.51000 · Professional Services	2,225.55	169,615.99	(167,390.44)	1.3%
1.52000 · Apparatus	0.00	72,500.00	(72,500.00)	0.0%
1.53000 · Facilities	5,263.98	196,933.00	(191,669.02)	2.7%
1.54000 · Equipment Maintenance and Testi	11,764.81	36,200.00	(24,435.19)	32.5%
1.55000 · Fire Prevention/Investigations	565.50	22,800.00	(22,234.50)	2.5%
1.56000 · Communications	677.27	15,000.00	(14,322.73)	4.5%
1.57000 · Technology	6,093.57	53,700.00	(47,606.43)	11.3%
1.58000 · Operations	1,165.89	173,550.00	(172,384.11)	0.7%
1.80300 · Grant Expense	0.00	0.00	0.00	0.0%
1.80900 · Contingency	0.00	10,000.00	(10,000.00)	0.0%
1.80901 · Disaster Relief Account	46,083.25			
Total Expense	296,381.08	3,748,250.59	(3,451,869.51)	7.9%
Net Income	**(214,702.04)**	**(201,517.59)**	**(13,184.45)**	**106.5%**

Elizabeth Fire Protection District
Capital Mill Comparison Budget
January 2021

	Jan 21	Budget	$ Over Budget	% of Budget
Income				
2.40100 · Capital Improvement Tax Revenue	0.00	405,005.00	(405,005.00)	0.0%
2.40800 · Grant Income Cap Mil	0.00	450,000.00	(450,000.00)	0.0%
2.41100 · Interest Revenue-CMF	15.48	2,000.00	(1,984.52)	0.8%
Total Income	15.48	857,005.00	(856,989.52)	0.0%
Gross Profit	15.48	857,005.00	(856,989.52)	0.0%
Expense				
2.49000 · Grant Equipment	0.00	500,000.00	(500,000.00)	0.0%
2.55000 · County Treasurer Fee-CMF	0.00	12,150.15	(12,150.15)	0.0%
2.60000 · Capital Mil Transfer Out	0.00	49,000.00	(49,000.00)	0.0%
2.80010 · PPE Capital Expense	0.00	25,000.00	(25,000.00)	0.0%
2.80013 · Equipment Capital Expense	0.00	45,000.00	(45,000.00)	0.0%
2.80014 · Station 271 Capital Expense	0.00	20,000.00	(20,000.00)	0.0%
2.80016 · Station 273 Capital Expense	0.00	20,000.00	(20,000.00)	0.0%
2.80017 · General Facilities Capital Exp	0.00	20,000.00	(20,000.00)	0.0%
2.80018 · Joint Facility Capital Expense	30,000.00	29,000.00	1,000.00	103.4%
2.80201 · PNC Lease Principal	0.00	136,007.00	(136,007.00)	0.0%
2.80220 · PNC Lease Interest	0.00	4,059.00	(4,059.00)	0.0%
Total Expense	30,000.00	860,216.15	(830,216.15)	3.5%
Net Income	**(29,984.52)**	**(3,211.15)**	**(26,773.37)**	**933.8%**

Elizabeth Fire Protection District
Impact Fee Funds Comparison Budget
January 2021

	Jan 21	Budget	$ Over Budget	% of Budget
Income				
3.40100 · Zone 1 Income	0.00	15,000.00	(15,000.00)	0.0%
3.41100 · Interest	0.06	115.00	(114.94)	0.1%
4.40200 · Zone 2 Income	0.00	2,452.00	(2,452.00)	0.0%
4.41100 · Interest Impact fee Zone 2	0.05	6.00	(5.95)	0.8%
5.40300 · Zone 3 Income	0.00	5,000.00	(5,000.00)	0.0%
5.41100 · Interest Impact Fee Zone 3	0.06	125.00	(124.94)	0.0%
Total Income	0.17	22,698.00	(22,697.83)	0.0%
Gross Profit	0.17	22,698.00	(22,697.83)	0.0%
Expense				
3.60000 · Zone 1 Transfer Out	0.00	15,115.00	(15,115.00)	0.0%
4.00002 · Zone 2 Expense	0.00	2,452.00	(2,452.00)	0.0%
5.00003 · Zone 3 Expense	0.00	5,125.00	(5,125.00)	0.0%
Total Expense	0.00	22,692.00	(22,692.00)	0.0%
Net Income	**0.17**	**6.00**	**(5.83)**	**2.8%**

Elizabeth Fire Protection District
Infrastructure Fee Fund Comparison Budget
January 2021

	Jan 21	Budget	$ Over Budget	% of Budget
Income				
6.40100 · Infrastructure Fee Income	0.00	4,160.00	(4,160.00)	0.0%
6.41100 · Interest Revenue IF	2.09	125.00	(122.91)	1.7%
Total Income	2.09	4,285.00	(4,282.91)	0.0%
Gross Profit	2.09	4,285.00	(4,282.91)	0.0%
Expense				
6.80017 · Infrastructure Facilities Exp	0.00	15,000.00	(15,000.00)	0.0%
Total Expense	0.00	15,000.00	(15,000.00)	0.0%
Net Income	**2.09**	**(10,715.00)**	**10,717.09**	**(0.0)%**

Elizabeth Fire Protection District
Check Register
January 2021

Num	Date	Name	Account	Paid Amount	Original Am...
	01/14/2021	**QuickBooks Pay...**	**1.10150 · BOK Financial Payroll**		**-61,337.62**
		QuickBooks Payr...	2110 · Direct Deposit Liabilities	-61,337.62	61,337.62
TOTAL				-61,337.62	61,337.62
	01/28/2021	**QuickBooks Pay...**	**1.10150 · BOK Financial Payroll**		**-58,404.84**
		QuickBooks Payr...	2110 · Direct Deposit Liabilities	-58,404.84	58,404.84
TOTAL				-58,404.84	58,404.84
	01/31/2021		**1.10100 · BOK Financial Operating**		**-414.54**
			1.50102 · Bank Fees	-414.54	414.54
TOTAL				-414.54	414.54
	01/31/2021		**1.10150 · BOK Financial Payroll**		**-2.60**
			1.50102 · Bank Fees	-2.60	2.60
TOTAL				-2.60	2.60
ACH0106	**01/06/2021**	**Kriz Consulting**	**1.10100 · BOK Financial Operating**		**-2,225.55**
			1.51106 · EMS Billing	-2,225.55	2,225.55
TOTAL				-2,225.55	2,225.55
ACH0107	**01/04/2021**	**HUMANA**	**1.10100 · BOK Financial Operating**		**-255.40**
			1.50407 · Life Insurance	-255.40	255.40
TOTAL				-255.40	255.40
ACH0108	**01/11/2021**	**SAMBA**	**1.10100 · BOK Financial Operating**		**-150.90**
			1.50501 · Driving Record Checks	-150.90	150.90
TOTAL				-150.90	150.90
ACH0110	**01/19/2021**	**Dell**	**1.10100 · BOK Financial Operating**		**-2,430.92**
			1.57110 · I.T. Equipment/Upgrades	-2,430.92	2,430.92
TOTAL				-2,430.92	2,430.92
ACH0111	**01/26/2021**	**HUMANA**	**1.10100 · BOK Financial Operating**		**-255.40**
			1.50407 · Life Insurance	-255.40	255.40
TOTAL				-255.40	255.40
ACH01151	**01/15/2021**	**United States Tr...**	**1.10150 · BOK Financial Payroll**		**-10,513.76**
			1.21100 · Federal Payroll Tax	-6,847.00	6,847.00
			1.21100 · Federal Payroll Tax	-663.22	663.22
			1.21100 · Federal Payroll Tax	-663.22	663.22
			1.21100 · Federal Payroll Tax	-1,170.16	1,170.16

Elizabeth Fire Protection District
Check Register
January 2021

Num	Date	Name	Account	Paid Amount	Original Am...
			1.21100 · Federal Payroll Tax	-1,170.16	1,170.16
TOTAL				-10,513.76	10,513.76
ACH01152	**01/15/2021**	**ICMA**	**1.10150 · BOK Financial Payroll**		**-2,169.83**
			1.21500 · ICMA 457	-1,212.60	1,212.60
			1.21700 · ICMA EE Loan Payment	-52.53	52.53
			1.21600 · ICMA Pension	-452.35	452.35
			1.21600 · ICMA Pension	-452.35	452.35
TOTAL				-2,169.83	2,169.83
ACH01153	**01/15/2021**	**FPPA**	**1.10150 · BOK Financial Payroll**		**-14,159.25**
			1.21800 · FPPA Pension Cont	-5,794.96	5,794.96
			1.21800 · FPPA Pension Cont	-5,794.96	5,794.96
			1.21800 · FPPA Pension Cont	-739.15	739.15
			1.21900 · FPPA 457	-874.52	874.52
			1.21800 · FPPA Pension Cont	-955.66	955.66
TOTAL				-14,159.25	14,159.25
ACH01154	**01/29/2021**	**United States Tr...**	**1.10150 · BOK Financial Payroll**		**-10,042.66**
			1.21100 · Federal Payroll Tax	-6,654.00	6,654.00
			1.21100 · Federal Payroll Tax	-536.43	536.43
			1.21100 · Federal Payroll Tax	-536.43	536.43
			1.21100 · Federal Payroll Tax	-1,157.90	1,157.90
			1.21100 · Federal Payroll Tax	-1,157.90	1,157.90
TOTAL				-10,042.66	10,042.66
ACH01155	**01/29/2021**	**FPPA**	**1.10150 · BOK Financial Payroll**		**-14,461.82**
			1.21800 · FPPA Pension Cont	-5,924.63	5,924.63
			1.21800 · FPPA Pension Cont	-5,924.63	5,924.63
			1.21800 · FPPA Pension Cont	-782.38	782.38
			1.21900 · FPPA 457	-874.52	874.52
			1.21800 · FPPA Pension Cont	-955.66	955.66
TOTAL				-14,461.82	14,461.82
ACH01156	**01/29/2021**	**ICMA**	**1.10150 · BOK Financial Payroll**		**-2,342.90**
			1.21500 · ICMA 457	-1,385.67	1,385.67
			1.21700 · ICMA EE Loan Payment	-52.53	52.53
			1.21600 · ICMA Pension	-452.35	452.35
			1.21600 · ICMA Pension	-452.35	452.35
TOTAL				-2,342.90	2,342.90
ACH1206	**01/01/2021**	**Public Sector H...**	**1.10100 · BOK Financial Operating**		**-29,658.80**
			1.50403 · Health Insurance	-29,658.80	29,658.80
TOTAL				-29,658.80	29,658.80
ACH1242	**01/11/2021**	**COTREA**	**1.10150 · BOK Financial Payroll**		**-1,507.29**
			1.50214 · Payroll Tax	-1,358.06	1,358.06
			1.21400 · Colorado Unemployment	-149.23	149.23

Elizabeth Fire Protection District
Check Register
January 2021

Num	Date	Name	Account	Paid Amount	Original Am...
TOTAL				-1,507.29	1,507.29
25408	**01/08/2021**	**TRIPLE C**	**1.10100 · BOK Financial Operating**		**-1,069.00**
204043	06/30/2020		2.80013 · Equipment Capital Expense	-931.00	931.00
204236	09/09/2020		1.56107 · Communications Equipment/Upgrad	-138.00	138.00
TOTAL				-1,069.00	1,069.00
25409	**01/08/2021**	**Agfinity**	**1.10100 · BOK Financial Operating**		**-714.73**
I53766	01/08/2021		1.58701 · Fuel	-714.73	714.73
TOTAL				-714.73	714.73
25410	**01/08/2021**	**Black Hills**	**1.10100 · BOK Financial Operating**		**-477.16**
0654784...	01/08/2021		1.53103 · 271 Gas	-236.34	236.34
7272235...	01/08/2021		1.53803 · Admin Natural Gas	-85.73	85.73
7708368...	01/08/2021		1.53203 · 272 Gas	-155.09	155.09
TOTAL				-477.16	477.16
25411	**01/08/2021**	**Boundtree**	**1.10100 · BOK Financial Operating**		**-2,199.03**
83899560	12/31/2020		1.58202 · EMS Supplies	-9.15	9.15
83899561	12/31/2020		1.58202 · EMS Supplies	-202.88	202.88
83894048	12/31/2020		1.58202 · EMS Supplies	-427.40	427.40
83892270	12/31/2020		1.58202 · EMS Supplies	-1,559.60	1,559.60
TOTAL				-2,199.03	2,199.03
25413	**01/08/2021**	**CC ADMIN**	**1.10100 · BOK Financial Operating**		**-241.12**
8497202...	01/08/2021		1.53805 · Admin Internet	-241.12	241.12
TOTAL				-241.12	241.12
25414	**01/08/2021**	**CC Station 271 I...**	**1.10100 · BOK Financial Operating**		**-250.29**
8497202...	01/08/2021		1.53105 · 271 Internet	-250.29	250.29
TOTAL				-250.29	250.29
25415	**01/08/2021**	**CC Station 273 ...**	**1.10100 · BOK Financial Operating**		**-14.98**
8497202...	01/08/2021		1.53306 · 273 Cable	-14.98	14.98
TOTAL				-14.98	14.98
25416	**01/08/2021**	**CC Station 273 I...**	**1.10100 · BOK Financial Operating**		**-242.46**
8497202...	01/08/2021		1.53305 · 273 Internet	-242.46	242.46
TOTAL				-242.46	242.46
25417	**01/08/2021**	**CDPC**	**1.10100 · BOK Financial Operating**		**-40.00**
21-39080	01/08/2021		1.58108 · Firefighter Cert. Testing	-40.00	40.00
TOTAL				-40.00	40.00

Elizabeth Fire Protection District
Check Register
January 2021

Num	Date	Name	Account	Paid Amount	Original Am...
25418	**01/08/2021**	**Centura Health**	**1.10100 · BOK Financial Operating**		**-398.00**
700002235	12/31/2020		1.80901 · Disaster Relief Account	-398.00	398.00
TOTAL				-398.00	398.00
25419	**01/08/2021**	**Century Link**	**1.10100 · BOK Financial Operating**		**-137.80**
3036465...	12/31/2020		1.53204 · 272 Phone	-137.80	137.80
TOTAL				-137.80	137.80
25420	**01/08/2021**	**IREA**	**1.10100 · BOK Financial Operating**		**-1,299.31**
23608400	01/08/2021		1.53302 · 273 Electric	-515.27	515.27
71184002	01/08/2021		1.53102 · 271 Electric	-455.94	455.94
95602299	01/08/2021		1.53802 · Admin Electrict	-118.35	118.35
73157800	01/08/2021		1.53202 · 272 Electric	-209.75	209.75
TOTAL				-1,299.31	1,299.31
25421	**01/08/2021**	**NAPA**	**1.10100 · BOK Financial Operating**		**-23.22**
12928	12/31/2020		1.54201 · Firefighting Equip. Maintenance	-23.22	23.22
TOTAL				-23.22	23.22
25422	**01/08/2021**	**Skaggs**	**1.10100 · BOK Financial Operating**		**-1,220.00**
100_A_4...	12/31/2020		1.58302 · Class B Uniforms	-1,220.00	1,220.00
TOTAL				-1,220.00	1,220.00
25423	**01/08/2021**	**Sprint**	**1.10100 · BOK Financial Operating**		**-675.08**
8576992...	12/31/2020		1.56106 · Cell Phone Expense	-675.08	675.08
TOTAL				-675.08	675.08
25424	**01/08/2021**	**True Value**	**1.10100 · BOK Financial Operating**		**-234.39**
1718	12/31/2020		1.53110 · 271 Grounds	-40.45	40.45
			1.53904 · Quartermaster Supplies	-14.99	14.99
			1.53111 · 271 Maintenance/Repairs	-4.84	4.84
			1.53111 · 271 Maintenance/Repairs	-5.49	5.49
			2.80014 · Station 271 Capital Expense	-20.76	20.76
			2.80014 · Station 271 Capital Expense	-6.99	6.99
			1.53811 · Admin Equipment/Upgrades	-33.46	33.46
			1.53111 · 271 Maintenance/Repairs	-53.94	53.94
			1.58501 · Operations Equipment/Upgrades	-34.48	34.48
			1.53904 · Quartermaster Supplies	-18.99	18.99
TOTAL				-234.39	234.39
25425	**01/08/2021**	**TWNELZ**	**1.10100 · BOK Financial Operating**		**-573.72**
61.01	12/31/2020		1.53107 · 271 Water/Sewer	-395.96	395.96
2000.03	12/31/2020		1.53812 · Admin Building Water/Sewer	-177.76	177.76
TOTAL				-573.72	573.72

Elizabeth Fire Protection District
Check Register
January 2021

Num	Date	Name	Account	Paid Amount	Original Am...
25426	**01/08/2021**	**WEX**	**1.10100 · BOK Financial Operating**		**-499.70**
69392604	12/31/2020		1.58701 · Fuel	-499.70	499.70
TOTAL				-499.70	499.70
25427	**01/12/2021**	**BVB General Co...**	**1.10100 · BOK Financial Operating**		**-65.50**
			1.55102 · Fire Prevention Supplies	-65.50	65.50
TOTAL				-65.50	65.50
25429	**01/19/2021**	**Action Care**	**1.10100 · BOK Financial Operating**		**-46,500.00**
2021	01/19/2021		1.80901 · Disaster Relief Account	-46,500.00	46,500.00
TOTAL				-46,500.00	46,500.00
25430	**01/19/2021**	**Airgas**	**1.10100 · BOK Financial Operating**		**-70.92**
9976540...	12/31/2020		1.58202 · EMS Supplies	-70.92	70.92
TOTAL				-70.92	70.92
25431	**01/19/2021**	**Allcopy**	**1.10100 · BOK Financial Operating**		**-404.76**
28449469	01/19/2021		1.57109 · Copier	-404.76	404.76
TOTAL				-404.76	404.76
25432	**01/19/2021**	**Colorado State ...**	**1.10100 · BOK Financial Operating**		**-825.00**
5046	01/19/2021		1.50106 · Dues	-825.00	825.00
TOTAL				-825.00	825.00
25433	**01/19/2021**	**Comcast Station...**	**1.10100 · BOK Financial Operating**		**-865.65**
114597452	01/19/2021		1.53104 · 271 Phone	-250.44	250.44
			1.53804 · Admin Phone	-427.47	427.47
			1.53304 · 273 Phone	-187.74	187.74
TOTAL				-865.65	865.65
25434	**01/19/2021**	**CURTIS**	**1.10100 · BOK Financial Operating**		**-2,295.00**
INV453343	12/31/2020		1.54106 · Hurst Tools Testing/Maintenance	-2,295.00	2,295.00
TOTAL				-2,295.00	2,295.00
25435	**01/19/2021**	**Denhard, Craig**	**1.10100 · BOK Financial Operating**		**-500.00**
CDI 21-01	01/19/2021		1.55102 · Fire Prevention Supplies	-250.00	250.00
CDI 21-002	01/19/2021		1.55102 · Fire Prevention Supplies	-250.00	250.00
TOTAL				-500.00	500.00
25436	**01/19/2021**	**ELDORA**	**1.10100 · BOK Financial Operating**		**-207.40**
131339	12/31/2020		1.53109 · 271 Drinking Water	-146.40	146.40
131340	12/31/2020		1.53308 · 273 Drinking Water	-61.00	61.00

Elizabeth Fire Protection District
Check Register
January 2021

Num	Date	Name	Account	Paid Amount	Original Am...
TOTAL				-207.40	207.40
25437	**01/19/2021**	**HBS**	**1.10100 · BOK Financial Operating**		**-81.20**
FR204875	12/31/2020		1.53108 · 271 Trash	-36.20	36.20
			1.53207 · 272 Trash	-20.00	20.00
			1.53307 · 273 Trash	-25.00	25.00
TOTAL				-81.20	81.20
25438	**01/19/2021**	**Heathone**	**1.10100 · BOK Financial Operating**		**-960.00**
CO1184-...	12/31/2020		1.50503 · Drug Testing/DOT	-960.00	960.00
TOTAL				-960.00	960.00
25439	**01/19/2021**	**IMAGE**	**1.10100 · BOK Financial Operating**		**-251.04**
126079	01/19/2021		1.57104 · Records Management Imagetrend	-251.04	251.04
TOTAL				-251.04	251.04
25440	**01/19/2021**	**METLIFE**	**1.10100 · BOK Financial Operating**		**-3,359.90**
TS05348...	01/19/2021		1.50404 · Dental Insurance	-1,980.26	1,980.26
			1.50405 · Vision Insurance	-319.69	319.69
			1.50414 · Short/Long Term Disability	-1,059.95	1,059.95
TOTAL				-3,359.90	3,359.90
25441	**01/19/2021**	**PAHS/Onpoint U...**	**1.10100 · BOK Financial Operating**		**-525.00**
783k9821	12/31/2020		1.80901 · Disaster Relief Account	-525.00	525.00
TOTAL				-525.00	525.00
25442	**01/19/2021**	**ROGGEN**	**1.10100 · BOK Financial Operating**		**-1,619.24**
29-5294	12/31/2020		1.53303 · 273 Gas	-1,619.24	1,619.24
TOTAL				-1,619.24	1,619.24
25443	**01/19/2021**	**RSFPD**	**1.10100 · BOK Financial Operating**		**-31,602.00**
2020123...	12/31/2020		1.53402 · 274 Shared Utility Costs	-36.00	36.00
2021-1	01/19/2021		1.53402 · 274 Shared Utility Costs	-1,566.00	1,566.00
2021-2	01/19/2021		2.80018 · Joint Facility Capital Expense	-30,000.00	30,000.00
TOTAL				-31,602.00	31,602.00
25444	**01/19/2021**	**Skaggs**	**1.10100 · BOK Financial Operating**		**-113.79**
100_A_4...	12/31/2020		1.58303 · Hardware and Patches	-113.79	113.79
TOTAL				-113.79	113.79
25445	**01/19/2021**	**Tmobile**	**1.10100 · BOK Financial Operating**		**-3,964.48**
971816856	12/31/2020		1.56106 · Cell Phone Expense	-3,964.48	3,964.48
TOTAL				-3,964.48	3,964.48

Elizabeth Fire Protection District
Check Register
January 2021

Num	Date	Name	Account	Paid Amount	Original Am...
25447	**01/26/2021**	**Airgas**	**1.10100 · BOK Financial Operating**		**-257.95**
9108983...	01/26/2021		1.58202 · EMS Supplies	-257.95	257.95
TOTAL				-257.95	257.95
25448	**01/26/2021**	**Boundtree**	**1.10100 · BOK Financial Operating**		**-153.21**
83922169	01/26/2021		1.58202 · EMS Supplies	-33.27	33.27
83922170	01/26/2021		1.58202 · EMS Supplies	-79.96	79.96
83922171	01/26/2021		1.58202 · EMS Supplies	-39.98	39.98
TOTAL				-153.21	153.21
25449	**01/26/2021**	**Direct**	**1.10100 · BOK Financial Operating**		**-69.90**
136802	01/26/2021		1.53205 · 272 Internet	-69.90	69.90
TOTAL				-69.90	69.90
25450	**01/26/2021**	**ECFCA**	**1.10100 · BOK Financial Operating**		**-140.00**
2021	01/26/2021		1.50106 · Dues	-140.00	140.00
TOTAL				-140.00	140.00
25451	**01/26/2021**	**Fitness Machine**	**1.10100 · BOK Financial Operating**		**-255.61**
2117-1	01/26/2021		1.54301 · Maintenance Equipment Repairs	-255.61	255.61
TOTAL				-255.61	255.61
25452	**01/26/2021**	**IREA**	**1.10100 · BOK Financial Operating**		**-237.11**
73157800	01/26/2021		1.53202 · 272 Electric	-237.11	237.11
TOTAL				-237.11	237.11
25453	**01/26/2021**	**METLIFE**	**1.10100 · BOK Financial Operating**		**-3,235.56**
TS05348...	01/26/2021		1.50404 · Dental Insurance	-1,850.89	1,850.89
			1.50405 · Vision Insurance	-324.72	324.72
			1.50414 · Short/Long Term Disability	-1,059.95	1,059.95
TOTAL				-3,235.56	3,235.56
25454	**01/26/2021**	**Profile EA**	**1.10100 · BOK Financial Operating**		**-38.30**
11333	01/26/2021		1.50402 · Wellness/EAP Program	-38.30	38.30
TOTAL				-38.30	38.30
25455	**01/26/2021**	**REP SERVICE**	**1.10100 · BOK Financial Operating**		**-3,006.85**
4439	01/26/2021		1.57110 · I.T. Equipment/Upgrades	-3,006.85	3,006.85
TOTAL				-3,006.85	3,006.85
25456	**01/26/2021**	**SDA**	**1.10100 · BOK Financial Operating**		**-1,237.50**

Elizabeth Fire Protection District
Check Register
January 2021

Num	Date	Name	Account	Paid Amount	Original Am...
2021	01/26/2021		1.50106 · Dues	-1,237.50	1,237.50
TOTAL				-1,237.50	1,237.50
25457	**01/26/2021**	**Sprint**	**1.10100 · BOK Financial Operating**		**-677.27**
8576992...	01/26/2021		1.56106 · Cell Phone Expense	-677.27	677.27
TOTAL				-677.27	677.27
25458	**01/26/2021**	**STRYKER**	**1.10100 · BOK Financial Operating**		**-11,509.20**
3254851M	01/26/2021		1.54401 · EMS Div Maintenance/Repairs	-7,011.00	7,011.00
3254578M	01/26/2021		1.54401 · EMS Div Maintenance/Repairs	-4,498.20	4,498.20
TOTAL				-11,509.20	11,509.20

Elizabeth Fire Protection District
Cash Flow Forecast
February 28, 2021

	Colotrust General	Community Bank	BOK
Beginning Balance 2/1/2021	858,061.02	41,837.00	61,561.43
Tax Revenue 1/2021	60,000.00		
Transfer to Capital Mil for Taxes	(5,000.00)		
	913,061.02	41,837.00	61,561.43
Forecasted Expenses			
Estimated Payroll			(160,000.00)
Estimated Accounts Payable			(60,000.00)
Transfer Needed	(200,000.00)		200,000.00
Forecasted Ending Balance	713,061.02	41,837.00	41,561.43

ELIZABETH FIRE PROTECTION DISTRICT

146 N. Elbert St. / PO Box 441
Elizabeth, CO 80107

STAFF REPORT
February 9th, 2021

Crews capitalized on the nice weather to train on low angle rescue techniques this month.

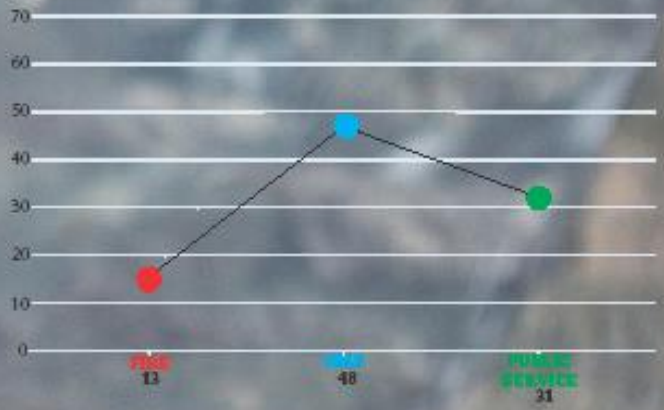
ELIZABETH FIRE PROTECTION DISTRICT

January 2021

Staffing

Command/Admin Staff	5
Career-full time	21
Career-part time	10
Support Servces	1
Water Ops	3
Probation	4
Candidate	14
Applicant	5
Reserve Hours Total	840

2021



Mutual Aid

Response Time 7.35min

Correspondence:

This month's correspondence was dedicated to Paramedic Tommy Gamboa. He had a busy weekend but did some great things for our community. These examples are the exact reason that I am so proud to be working with our crews and staff.

January 26th, 2021

From: [redacted]
1300 S
Elizab

To: Chief T. J. Stock
Elizabeth Fire Station 271
155 West Kiowa Avenue
Elizabeth, Colorado 80107

Dear Chief Steck;

We would like to commend some personnel under your command for their exemplary actions taken during an emergency at our home.

On January 6th, 2021, my wife, Nina, and I were in our home, when she began to have chest pains. The pain increased to her neck and left arm areas, so I contacted the 911 service. The operator assured me that help was on the way and continued to ask questions about my wife's condition.

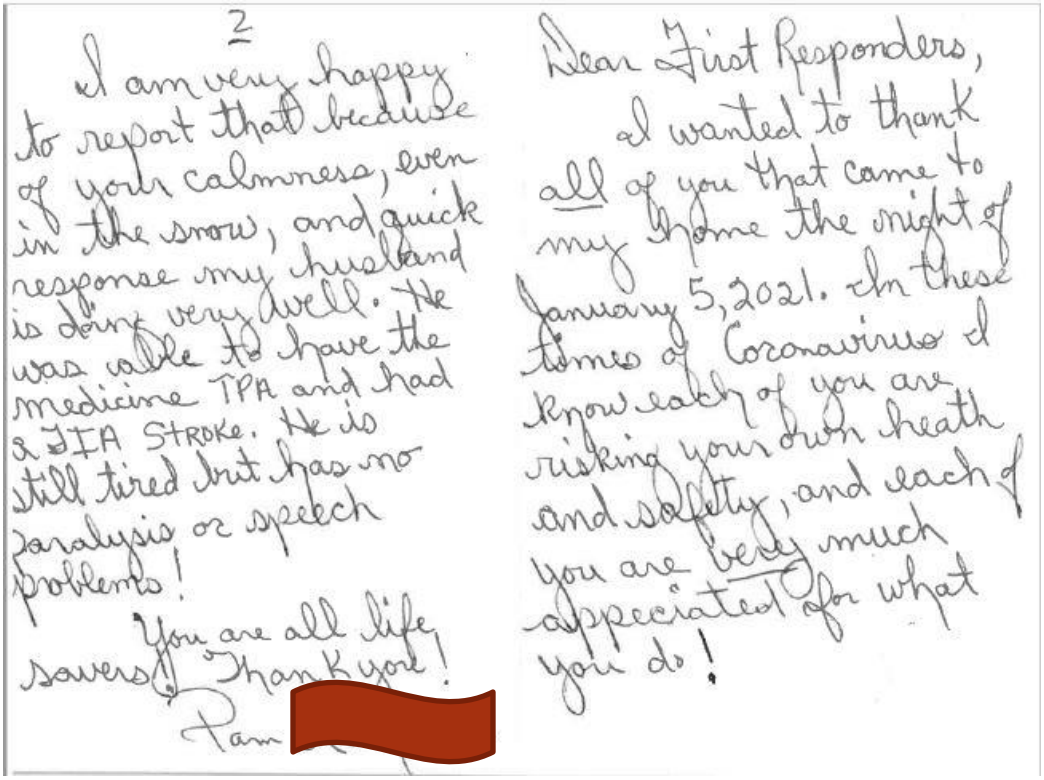
Paramedics and Fire crew arrived quickly and were at my wife's side in no time. Paramedic Tommy Gambia, assessed my wife's condition and with a calm tone explained each and every action he was taking. Not only did Tommy assess correctly what was going on, but we are certain his correct call on what to do, saved her life.

Nina was loaded into the ambulance quickly and with the utmost care. The ambulance was off to the closest and best hospital for her condition, all while Tommy continued to monitor my wife's condition, called ahead to the hospital and gave my wife two pain-free IV sticks. Later at the hospital, the ICU nurse said that normally they would pull the IVs administered by the paramedics, but not in this case as they were so well done.

At the hospital, emergency care givers were waiting and took over to continue emergency treatment. We have been told by the emergency room doctor, that this was not a typical heart-attack, where the artery actually tore from the heart muscle.

Thank you just doesn't seem enough to pass on to your personnel who were out here that morning, but please pass along our gratitude to each of them and forward a copy of this letter to each and every one of their personnel folders.

Sincerely,



2

I am very happy to report that because of your calmness, even in the snow, and quick response my husband is doing very well. He was able to have the medicine TPA and had a TIA Stroke. He is still tired but has no paralysis or speech problems!

You are all life savers! Thank you!

Pam [redacted]

Dear First Responders,

I wanted to thank all of you that came to my home the night of January 5, 2021. In these times of Coronavirus I know each of you are risking your own heath and safety, and each of you are very much appreciated for what you do!

Staffing Analysis:

We are falling into a groove with our new assignments and additional full-time staffing. Our numbers of reserves that are off probation continues to be low, but we have an incredible group of applicants and candidates that are on the fast track for qualification. Out academy is scheduled to start in the spring which will bring an additional 15 or so onto the shifts. Overall, our daily staffing is higher than it has ever been, and we continue to prioritize the staffing of Station 272.

Call Analysis;

We are on call #103 as of the report date which is an average of 3.11 calls per day. We are on pace to finish at 1136 calls. Slightly slower than normal and we will take it for now. We continue to see around 30 building permits pulled per month in our district. As our population continues to increase, we will obviously expect a slight increase in calls for 2021.

Administration:

Facilities –

- Station 271 – We are doing some minor electrical improvements at 271 and planning to upgrade the training structure to a more useable state so we can remove the larger vent prop in the back of the property.

- Administration – We have all found our groove at admin and the flow is much better. We are planning to begin the budgeted landscape upgrades this month. This project includes replacing the ugly rock wall on the highway side with a more stable CMU wall with rock face. We will also have sod, sprinkler system, zero scaping and some erosion control installed. I was able to meet with the neighbors and discuss our plans and they were all excited. We were able to get a $6,000 discount doing this project in February.

Strategic Planning –
As part of their new appointments, the Lieutenants and Battalion Chiefs have been tasked with updating the SWOC and short-term goals of the department for our strategic plan. Those have been completed and we are now working to prioritize them for the final draft.

The Apparatus Committee has provided a replacement schedule and Sarah has developed her financial outlook based on the expenditure and revenue projections.

Next, we will attack the long-term goals and objectives so that we can start seeing further into the future.

COVID Response –
We continue to be at Green in our COOP plan, that means we do not have any positive cases internally currently. We haven't had a positive case internally for over 2 months.

We currently have over 80% of our staff in the vaccine process. Many of us are already through our second vaccination. We are relaxing some of the more restrictive requirements for members that are 7-14 days past their second vax.

The Admin building is bustling again as we have all come back to the office full time. Its good to have the band back together again. One of the Blues Brothers stunt drivers was John Wayne's son.

The Action Care Ambulance contract terminated on January 31st. The district was compensated for the amount of the contract plus a few administrative dollars, so there was no financial impact to us. They were helpful in helping the staffing issues for two months.

Sarah has done an amazing job tracking costs for relief reimbursement. Overall, our response has impacted our financial health very little with the assistance from state and federal funds.

ELCO Fire Chiefs –
We have decided to meet in person in February due to some pressing issues. We need to clarify and finalize our intent with the new burn restrictions and also make final decisions on our joint AFG grant application. The joint grant will replace our SCBA's with 40 new packs and 80 new bottles.

Centura Physician Services -
We continue to enjoy our partnership with Centura for Physician services. We have however retained the budget line item in case we get any surprises. Dr. Apfelbaum has assured us that no matter what happens in the future, he will not leave us hanging.

Rattlesnake Fleet –
Rattlesnake did indeed lose their mechanic this month. Jeff has been working hard to find alternatives and I think we are in good shape since the majority of our repairs and PM's were done before Jarret left. We will use local repair facilities for lighter duty vehicles such as command and brush trucks.

Division Chief of Administration and Prevention/Fire Marshal:

Prevention

- The Sheriff has lowered the burn restrictions to Stage I. This allows recreational fires without permit.
- All information has been submitted to the ISO reviewer. The review is completed and at corporate. We should receive emails in the next month about our review.
- Due to our current low COVID numbers we are planning on in person business inspections this year. Erin is working on updating the business information and hope to start the program on April 1st for inspections due by October 1st.
- We received a complaint from Subway about an exit door that was not operational. I issued a corrective order notice. They have fixed the door and the corrective order notice was closed out.
- There has been some business that did not turn in a self-inspection form but have life safety systems like sprinklers, hood, ect. I have issued violation notices to all those businesses. They have completed their annual maintenance on those systems.

Public Education (Erin Loeks)

- I had the opportunity to teach cooking safety classes last week virtually through the zoom platform and the meeting owl. Although in person is much better, we were still able to provide some cooking safety education to the high school.
- We are continuing to read to the preschool via the zoom platform.

- We taught extinguisher training to the all the schools facility crew and teachers at Singing Hills Elementary. We will be doing the same training for Middle School teachers in February.
- I will be talking to the schools to see if I can start in person education since I have had my 2nd COVID vaccine shot. They may be more comfortable with me in the schools.

Pre-Application Meetings

Elite rattlesnake

Pre- Application Meetings

Occupant Name	Occupant Task Notes	Occupant Task Start Date Time
Pre-Application Meeting	Diamond Ridge Project - Split 50 acres into 4 lots on CR 150	01/07/2021 09:54:07
Pre-Application Meeting	The 1897 House would like to expand the small building in the back and build a new 2 story building for coffee shop and business offices.	01/14/2021 13:00:00
Pre-Application Meeting	The Abraham property would like to rezone from RC to CMU which would allow for residential on the property.	01/19/2021 13:00:00
Pre-Application Meeting	Mountain Heart Woodworking Special Use Review	01/21/2021 09:32:52
Pre-Application Meeting	A new laundromat in the Sweet Alphas space at Countryside Village	01/28/2021 13:00:00

Training Battalion

Lt. Regan and I are adjusting to our new roles and working together to maintain cohesiveness on our shift. Lt. Regan is doing a great job and he asks a lot of good questions. He presents good ideas and is making positive adjustments to the shift based on his leadership style.

Shift trainings in January were focused on the basics of ropes and knots, then progressed into z-rig refresher and low angle rescue. We don't use our rope rescue equipment very often and it was good to get our hands back into the bags and refamiliarize ourselves. I liked the progression from basic knot tying to strapping the dummy to a backboard for low angle rescues. I've had positive feedback from the Command Staff and I hope to continue with positive and progressive trainings. We were lucky to have Father Brad watch our low angle training on Tuesday. The STO's are doing a great job with getting these shift trainings together and putting them into motion. They are also very busy with getting ready for the Spring Academy.

The Spring FFI Academy planning is in full swing. The STO's have the schedule in place and other than some small adjustments, it looks ready to put into place. We will be starting the Academy on May 1 and it is scheduled to be done at the end of July. I'm working with Maria to get attire ordered and I've sent the contracts to all of the recruits to look over and to sign when they are ready. I'm in contact with the recruits on a weekly basis and they are all excited to be involved. I'm also in weekly contact with Chief Lamansky and Chief Ogborn from Kiowa Fire regarding their live fire training facility. They have graciously offered to let us use the facility as often as possible. We are talking about giving a yearly contribution to cover costs (drywall, OSB, propane, etc), or possibly paying for materials that we use or degrade during our use. This yearly cost will most likely be less than the cost for a day of use of the South Metro facility. I'm going to

help get some concrete pads poured starting this week. They are hoping to have the facility up and running by April 1. They have created a great facility and they have a lot of room to grow the site. We are very lucky to have a great relationship with them and I hope we can begin to train together in the near future.

I am in contact with Occupational Medicine of the Rockies for an endorsement of our EPAT. If we choose them, they will come out to Station 271 and watch one of our members go through the EPAT. They will recommend changes/adjustments or give us the thumbs up. It is a bit pricey but we are exploring options. There will be significant changes to the EPAT this year. I want to focus on fire ground movements and agility rather than who can finish the fastest. We should be able to have everyone done with the EPAT during the month of April.

EMS Battalion

Elizabeth Fire has been able to partner with multiple outlets to offer our members the option to receive the COVID-19 vaccine. While this vaccine was not mandated by the agency, many of our members have taken advantage of these opportunities to receive it. Currently, as of March 1st 82% of Elizabeth Fire will be fully vaccinated against COVID-19. This is a huge step in the right direction and will allow the agency to re-evaluate our PPE requirements and protective measures that have been in place for the past months. I am knocking on wood as I type this, but Elizabeth Fire has not had an internal positive case for over two months. The State is currently in the process of re-evaluating the "COVID Dial" and the metrics that define the levels of restrictions. Once that is released, I anticipate our policies will also reflect those changes. Keeping our people safe is always our top priority.

EMS-Training Officer Dillenbeck has completed the curriculum for an in-house initial IV approval course. This program will be submitted to the State for approval and we are looking to hold our first IV course sometime mid-year. This program will be a significant benefit to our newer members who have recently completed EMT school. He has also revamped our EMT attend sign-off requirements that will help speed up the ambulance clearance process and ensure our members are better prepared to attend on medical calls.

EMS call volume has been down in January which trends with the past years, I don't know why that is, but it has been a nice break with the massive number of interdepartmental projects we have going on right now.

Operations Battalion

Its been a busy month so far with plenty going on. Goals have been established and work has begun to start fulfilling these goals. Here's a brief synopsis of current projects.

-As I told everyone in our last staff meeting, this is an exciting time of year for everyone with the start of our testing process for the 2021 hiring list. The applicants will be ranked based on the testing and pulled for part time and full time positions as the need arises throughout the year. Applications and Letters of Intent are due by February 12, the written test will be the last week of February, oral boards the first week of March and a

projected start date of the list on April 1. As of now we have 4 applicants with more expected.

-We currently have two new reserve candidates that will be moving forward to the candidate ride along portion of their evaluation period. We also have one new Water Ops candidate that should begin training this month. I have set a goal of having five new members in this capacity and we are moving in that direction.

-We have entered a new era in Elizabeth Fire and Battalion Chiefs have now been added to most of the fire type calls on our response plans. There are still a few call types that have response plans that need to be modified to add BC's but these will take a little more input than the others. This will be an ongoing project for a while. I am also working on adding back up's for all apparatus, changing station run orders based on new staffing levels of adjoining districts, and ensuring we have second and third alarms for all appropriate call types. I am also working with mapping to create an additional quadrant in the district. This will allow us to change our response plans to the new Independence Subdivision to reflect the hydrant system.

-I met with Chief Kilduff from Rattlesnake Fire last week to discuss some Tender operations and his fleet maintenance program. He is still in a 90-day evaluation period to see if they want to continue this program. They are still capable of performing preventive maintenance on smaller apparatus such as Brush Trucks and Medics, but I am hopeful that they decide to continue the larger apparatus repairs. Until that time, I have our Tenders scheduled for PM's and some small repairs with H & E Equipment. These will start the week of February 8.

-Lastly for now, myself and another instructor will be travelling to the Laramie County Fire District on the 20th to instruct that department on their Tracked Rescue Vehicle. I'm looking forward to this opportunity to share some of our experiences with our program and hopefully they have a little snow for us to play in. We will be using their snowcat and ours will remain in service here if needed.

-Looking forward a bit to next month I would expect to hear a bit about our hiring list process and the big project starting will be our SOP review and rewrites.

Director of Finance and HR:

The month of January is used to finish up 2020 financials. W2's were sent out in the middle of January.

We were able to bring on 2 full time firefighters and 1 full time paramedic. We also hired 1 part time paramedic. Within the month of January, we have about 3 part time employees that are needing to take some time off either for injury or studying for paramedic school or another fire academy. With this information we will be sending out a job posting for part time firefighters. We will also create a hiring list from this process to be used for the next year.

We did put on 5 new candidates in the month. We are changing our application and interview process for new reserves. The process will be that we accept applications for a couple of months and then interview once a quarter.

The Battalion Chiefs and Lieutenants are now in place and are working well together.

EMS collection for January was $23,813.24. Paid our 3rd party billed $2,225.55 in January for December collections.

Impact Fees

Zone 1	$35,786.37
Zone 2	$3,678.00
Zone 3	$12,286.05
Gift Agreement	$87,500

Apparatus –

Engine 271 is back in service with a rebuilt motor. Jeff has issued a policy directive for staff to try and prevent the issue from occurring again but it may be out of our control.

CURRENT PROJECT LIST

Project List

Project Name	Project Description	Occupant Full Address	Permit Name	Permit Type	Project Status
Project Number: 20-0001					
Bonnie Blue Event Venue	New Wedding Venue Building in Rattlesnake Fire District	, CO	Bonnie Blues Fire Sprinkler	Automatic Fire Extinguishing System Construction Permit	Plan Review/Permit Approved
Bonnie Blue Event Venue	New Wedding Venue Building in Rattlesnake Fire District	, CO	Fire Alarm	Fire Alarm and Detection Systems and Related Equipment Construction Permit	Plan Review/Permit Approved
Bonnie Blue Event Venue	New Wedding Venue Building in Rattlesnake Fire District	, CO	Bonnie Blue Hood Suppression System	Commerical Kitchen Hood Automatic Fire-Extinguishing System	Plan Review/Permit Approved
Project Number: 20-0011					
Legacy Village Subdivision	226 New single Family Homes	, CO	Final Plat Plan Review		Plan Review/Permit Approved
Legacy Village Subdivision	226 New single Family Homes	, CO	Preliminary Plat Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0014					
Dairy Queen	New Building	783 Crossroads Circle, Elizabeth 80107	Dairy Queen Site Plan Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Dairy Queen	New Building	783 Crossroads Circle, Elizabeth 80107	Dairy Queen Building Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20--0014					
Country Side Village Site Plan	New layout for existing strip mall	796 East KIOWA Avenue 80107	Countryside Village Site Plan	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Country Side Village Site Plan	New layout for existing strip mall	796 East KIOWA Avenue 80107	Countryside Village Site Plan	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0016					
The Gabriel Foundation	Change their existing SUR	80107	Gabriel Foundation Special Use Review	General Plan Review (No Permit Issued)	Plan Review/Permit Denied
Project Number: 20-0018					
Double Beam Ranch	New hay storage building	37652 CR 13, elizabeth 80107	Double Beam Ranch Building Plan Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0019					
Smith Rezone and Minor Development	Create one additional lot from 30 acres	80107	Smith Rezone and Minor Development	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0022					
Forgath Rezone	Rezone 1 30 into 3 lots on CR 5	80107	Forgath Rezone	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0023					
Hammervold Residence Accessory Dwelling Unit	Add an additional dwelling unit to the existing house CR 21	80107	Hammervold Residence	Automatic Fire Extinguishing System Construction Permit	Plan Review/Permit Approved
Hammervold Residence Accessory Dwelling Unit	Add an additional dwelling unit to the existing house CR 21	80107	Hammervold ADU Special Use Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0026					
Miller Ranch	193 lots on 970 acres - CR 154 and CR 21	80107	Miller Ranch Filing 3 (FP - 20-0053)		Plan Review/Permit Approved
Miller Ranch	193 lots on 970 acres - CR 154 and CR 21	80107	Miller Ranch Filing 2 Final Plat)FP-20-0052)	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0027					
Independance Subdivision	New Subdivision with 932 homes	80107	Homstead Site Plan	General Plan Review (No Permit Issued)	Plan Review/Permit

Project Name	Project Description	Occupant Full Address	Permit Name	Permit Type	Project Status
					Approved
Independance Subdivision	New Subdivision with 932 homes	80107	Independence Water Review	Fire Hydrant System Approval	Plan Review/Permit Approved
Project Number: 20-0032					
Car Wash Expansion	Add an automated car wash	712 East KIOWA Avenue 80107	Car Wash Expansion Site Plan Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Car Wash Expansion	Add an automated car wash	712 East KIOWA Avenue 80107	Car Wash Building Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0034					
Ed Taylor Rezone and Minor Development	Split one lot into 2 - Singing Hills Road	80107	Ed Taylor Minor Development	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0035					
38315 Signal Ridge 13D Sprinkler System	Install a 13D system in residence	38315 Signal Ridge Trail, Elizabeth	38315 Signal Ridge Trail 13D Fire Suppression System	Automatic Fire Extinguishing System Construction Permit	Plan Review/Permit Approved
Project Number: 20-0036					
Healing Pines Recovery Center	Alcohol Recovery Center	5550 CR 124, Elizabeth 80107	Healing Pines 13D Automatic Sprinkler System	Automatic Fire Extinguishing System Construction Permit	Inspections Approved
Healing Pines Recovery Center	Alcohol Recovery Center	5550 CR 124, Elizabeth 80107	Healing Pines Fire Alarm Review	Fire Alarm and Detection Systems and Related Equipment Construction Permit	Inspections Approved
Project Number: 20-0040					
Goose Creek Business Park	Commercial business park on Singing Hills Road		Goose Creek Business Park Site Plan Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0041					
Porter Rezone	Split 10 acres from 55 acres on Singing Hills Road	80107	312.00	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0042					
Ricci Rezone and Minor Development	Split 35 acres into 3 lots south of Elizabeth	80107	Ricci Rezone and Minor Development Plan Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0043					
Holly Acres	Site plan	5403 HWY 86 80107	Holly Acres Variance Review	General Plan Review (No Permit Issued)	Plan Review/Permit Denied
Holly Acres	Site plan	5403 HWY 86 80107	Holly Acres Site development Plan	General Plan Review (No Permit Issued)	Plan Review/Permit Denied
Project Number: 20-0044					
37715 Wild Horse Trail 13D Sprinkler System	Install a 13D fire sprinkler system	37715 Wildhorse Trail, Town of Elizabeth, CO 80107	37715 Wild Horse Trail 13D Fire Sprinkler System	Automatic Fire Extinguishing System Construction Permit	Plan Review/Permit Approved
Project Number: 20-0045					
Elizabeth West	950 Homes on 425.9 Acres in the Town of Elizabeth	80107	Elizabeth West Rezone	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0046					
ELA Storage Site Plan Modification	Remove storage buildings for more outside parking	41105 County Road 13 80107	ELA Site Plan Modification		Plan Review/Permit Approved
Project Number: 20-0047					
Herring Major Varience	Variance for existing barn to close to lot line	80107	Herring Major Variance Review	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0048					
Bathroom Remodel	Remodel the bathrooms by the arena	4189 HWY 86 80107	Casey Jones Park Bathroom Remodel	General Plan Review (No Permit Issued)	Plan Review/Permit Approved

Project Name	Project Description	Occupant Full Address	Permit Name	Permit Type	Project Status
Project Number: 20-0050					
Britt Residence 13D Sprinkler System	Install a 13D Residential Sprinkler System+	1800 CR 118, Elizabeth	Britt 13D Fire Sprinkler System	Automatic Fire Extinguishing System Construction Permit	Plan Review/Permit Approved
Project Number: 20-0051					
Elizabeth 44	Construct 1 28 unit 3-story apartment building and 14-3 story townhomes		Elizabeth 44 Site Plan	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0052					
SAC Wireless Tower	Install a 76 foot tower on CR 29 and 154	80107	SAC Sireless Tower for AT&T	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 20-0053					
Kaufman 13D Sprinkler System	Install a 13D sprinkler System	900 CR 146, Elizabeth	Kaufman 13D Fire Suppression System	Automatic Fire Extinguishing System Construction Permit	Plan Review/Permit Approved
Project Number: 21-0001					
Pine View Church Tenant Finish	New church in Countryside Village Town of Elizabeth	796 East KIOWA Avenue 80107	Pine Valley Church Tenant Finish		Plan Review/Permit Approved
Project Number: 21-0002					
Breglio PUD	PUD-CR 166 and Delbert RD	80107	PUD Amendment		Open
Inta Juice Tenant finish	New Juice business in Country Side Village, Elizabeth	796 East KIOWA Avenue 80107	Inta Juice tenant finish	General Plan Review (No Permit Issued)	Plan Review/Permit Approved
Project Number: 21-0003					
Millbrook Equestrian	SUR-Millbrook Equestrian-Blue Bell Trail	80107	SUR-Millbrook Equestrian		Open
Project Number: 21-0004					
Promised Land	Rezone & Minor Development-41527 CR17-21, Elizabeth	80107	Promised Land Rezone & Minor Development		Open
Project Number: 21-0005					
Potestio Brother's Equipment; John Deere Dealership	Expand the existing building	7993 CHERRYWOOD 80107	Potestio Brothers Equipment; John Deere Dealership		Open
Project Number: 21-0006					
Swift Creek rezone and minor development	CR13 and 166	80107	Swift Creek-rezone and minor development		Open

Report Criteria

Project Status: Does Not Contain completed