

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

15455 Gleneagle Drive, Suite 230

Colorado Springs, CO 80921

Bus: 719.484.0911 Fax (HIPAA) 719.481.3456



Jake Shirk, President

Roger Lance, Vice- President
Dr. John Hildebrandt, Treasurer
Michael Smaldino, Secretary

Tom Tharnish, Director
Terri Hayes, Director
Jason Buckingham, Director

MEETING AGENDA

Meeting Date/Time: October 25, 2017, 6:30P

LOCATION: Station 1, 18650 Hwy 105, Monument, CO 80132

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approval of Agenda**
- V. Approval of Minutes**
 - i. Regular meeting – September 27, 2017
- VI. Financial Report**
- VII. Items not on the Agenda – Board/Citizen/Staff Comment**
(Individuals will be kept to a 3 min time limit)
- VIII. PUBLIC HEARING – Inclusion of Property**
 - a. 768 Forest View Way – Puskas and Rogers Property
 - b. Petition for Acceptance into District

RESOLUTION 2017-06 A RESOLUTION GRANTING A PETITION FOR INCLUSION OF REAL PROPERTY (PUSKAS and ROGERS PROPERTY) WITHIN THE DISTRICT
- IX. PUBLIC HEARING – Proposed 2017 Amended budget**
 - a. **RESOLUTION 2017-07 A RESOLUTION APPROVING THE 2017 AMENDED BUDGET**
- X. New Business**
 - a. SOP 307 – Purchasing SOG Update
MOTION: To approve the updated Purchasing Policy #307 as presented
 - b. December Board mtg date change
MOTION: To approve the changing of the Dec 6, 2017 Board meeting to Dec 13, 2017.
- XI. Old Business**
 - i. 2018 Proposed Budget
 - ii. Chief's Compensation
- XII. Chief's Report**

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Jason Buckingham, Director**XIII. Future Agenda Items****XIV. Adjournment****CALL VOLUME**

	<u>2016</u>	<u>2016 YTD</u>	<u>2017</u>	<u>2017 YTD</u>
Jan	207	207	170	170
Feb	205	412	185	355
Mar	224	636	212	567
Apr	168	804	217	784
May	189	993	217	1001
Jun	212	1205	196	1197
Jul	263	1468	216	1413
Aug	196	1664	195	1608
Sep	190	1854	183	1791
Oct	226	2080		
Nov	230	2310		
Dec	198	2508		

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MEETING MINUTES

Meeting Date/Time: September 27, 2017, 6:30P

LOCATION: Station 1, 18650 Hwy 105, Monument, CO 80132

- I. **Call to Order (6:30 pm)**
- II. **Pledge of Allegiance**
- III. **Roll Call- Present:** Hayes, Smaldino, Hildebrandt, Tharnish, Lance, Shirk
- IV. **Absent:** Buckingham, excused.
- V. **Approval of Agenda**
 - Agenda reviewed and approved with amended change of approving non-budgetary expense as a result of receiving the AFG grant for radios. (Smaldino: 6-0)
- VI. **Approval of Minutes**
 - Regular meeting – August 23, 2017. Minutes reviewed and approved. (Lance: 4-0, 2 abstained due to previous meeting absence).
- VII. **Financial Report**

Financial report reviewed and approved. (Smaldino: 6-0).
- VIII. **Items not on the Agenda – Board/Citizen/Staff Comment**

(Individuals will be kept to a 3min time limit)

 - a. Chief Shirk of Monument PD, announced grant received for police and fire for Narcan supplies and is working with DC Trost on donation of snowmobiles.
- IX. **Swearing In – Battalion Chief Jonathan Bradley**
- X. **New Business**
 - a. **MOTION to approve: non-budget expense of \$33,254 to provide 10% match for FEMA Assistance to Firefighter Grant.** (Hildebrandt: 6-0). Money to be used from Capital account.
 - b. 2017 Amended Budget
 - c. 2018 Proposed Budget
 - d. Chief Compensation- the Board agreed to “table” discussion until next meeting when Director Buckingham can be present.
- XI. **Old Business**
- XII. **Chief’s Report**

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- a. The Chief thanked Tri-Lakes Women's Club for the grant for CPR mannequins and Lieutenant Jon Bodinsky for writing the grant.
- b. The Fire Chief reported that Fire Marshal Jamey Bumgarner did a "great job with coordinating the two station open houses." Both station open house had over a hundred people in attendance. In addition, the Chief announced move to new administrative complex will be Nov 1st and that on October 16th, county ballots will be mailed out.
- c. J Martin gave update on October plans for fire safety talks.
- d. DC Trost reported:
 - * update on fleet and hiring. Hiring posting closed 9/29/17.
 - * thanks to "B" shift for their participation with both station open houses.
 - * 7 mutual aid calls in District 4
 - * thanked paramedics Jenny Catanach, Jay Bruchis, and Stephanie Solls for all her hard work with organizing EMS supplies.
 - * Mark December 1, 2017 date as academy graduation for three of our recruits.

XIII. Future Agenda Item

- Public Hearing- 2017 Amended Budget
- Public Hearing- Inclusion (768 Forest View Way)
- Fire Chief compensation

XIV. Adjournment

MOTION to adjourn. (Lance: 6-0, 7:55 pm).

Tri-Lakes Monument Fire Protection District

Treasurer's Report

September 30, 2017

September represents 75% of the year so when reading through the spreadsheets compare the % of budget to 75%.

1. Property Taxes received were \$4,444,746 (99.13%) of the budget with the budgeted revenue of \$4,483,738.
2. Specific Ownership Taxes received were \$435,001 (92.55%) of the budget with the budgeted revenue of \$470,000.
3. Ambulance Revenues were \$565,193 (70.65%) of the budget with budget revenue of \$800,000.
4. Total net Impact Fee collections including the builders' agreements are \$-53,109.

EXPENSES

Overtime (5513 and 5514) are 116.71% and 136.54% of YTD BUT overall wages are under budget by 3.5%.

Uniform expense (5556) and Training & Education (5600) are over YTD due to the academy and new hires.

Total expenses for the election (5125, 5131, and 5188), including the consultant are \$63,026 out of a budgeted \$65,000.

Overall operational expenses are 72.63% or 2.4% **UNDER** the YTD budget.

Tri-Lakes Monument Fire Protection District Profit & Loss Budget vs. Actual January through September 2017

Ordinary Income/Expense	Jan - Sep 17	Budget	\$ Over Budget	% of Budget
Income				
4100 • REVENUE - TAX RECEIPTS				
Total 4100 • REVENUE - TAX RECEIPTS	4,890,916.00	4,970,238.00	-79,322.00	98.4%
Total 4200 • REVENUE - OPERATING REVENUES	581,797.67	915,250.00	-333,452.33	63.57%
Total 4400 • REVENUE - INTEREST	6,319.77	8,000.00	-1,680.23	79.0%
Total 4500 • MISCELLANEOUS INCOME	-11,820.40	225,000.00	-236,820.40	-5.25%
Total Income	5,467,213.04	6,118,488.00	-651,274.96	89.36%
Gross Profit	5,467,213.04	6,118,488.00	-651,274.96	89.36%
Expense				
Total 5100 • ADMINISTRATION EXPENSES	438,518.02	495,356.00	-56,837.98	88.53%
Total 5200 • BUILDINGS EXPENSE	106,480.02	106,800.00	-319.98	99.7%
Total 5300 • COMMUNICATIONS EXPENSE	89,506.57	138,450.00	-48,943.43	64.65%
Total 5390 • FIRE PREVENTION	3,270.23	5,500.00	-2,229.77	59.46%
Total 5400 • VEHICLES EXPENSE	106,013.81	132,200.00	-26,186.19	80.19%
Total 5450 • OPERATIONAL EQUIPMENT EXP	97,838.12	135,450.00	-37,611.88	72.23%
Total 5500 • WAGES	2,551,163.75	3,567,793.00	-1,016,629.25	71.51%
Total 5540 • BENEFITS	634,199.93	957,323.00	-323,123.07	66.25%
Total 5560 • UNIFORMS EXPENSE	29,041.16	21,000.00	8,041.16	138.29%
Total 5600 • TRAINING & EDUCATION EXPENSE	38,139.87	51,900.00	-13,760.13	73.49%
Total 5700 • UTILITIES EXPENSE	37,168.98	51,700.00	-14,531.02	71.89%
Total 5900 • FINANCE - DEBT SERVICE	180,140.99	272,944.00	-92,803.01	66.0%
Total Expense	4,311,481.45	5,936,416.00	-1,624,934.55	72.63%
		Goal		75.00%

Tri-Lakes Monument Fire Protection District
Profit & Loss Budget vs. Actual
January through September 2017

	Jan - Sep 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · REVENUE - TAX RECEIPTS				
4110 · Revenue-Property Taxes				
4111 · Property Taxes	4,444,745.82	4,483,738.00	-38,992.18	99.13%
4112 · Tax Refund Sta2 Septic	-326.37	0.00	-326.37	100.0%
Total 4110 · Revenue-Property Taxes	4,444,419.45	4,483,738.00	-39,318.55	99.12%
4120 · Revenue - Specific Ownership Tx	435,001.06	470,000.00	-34,998.94	92.55%
4150 · Revenue - Other Tax Revenue	2,910.49	9,000.00	-6,089.51	32.34%
4160 · Assessment Fees (Palmer Lake)	8,585.00	7,500.00	1,085.00	114.47%
Total 4100 · REVENUE - TAX RECEIPTS	4,890,916.00	4,970,238.00	-79,322.00	98.4%
4200 · REVENUE - OPERATING REVENUES				
4212 · Ambulance Fee Refunds	-11,968.11	0.00	-11,968.11	100.0%
4211 · Ambulance Fees	577,160.79	800,000.00	-222,839.21	72.15%
4560 · Revenue - Wildland Deployment	15,602.49	100,000.00	-84,397.51	15.6%
4230 · Revenue - CPR Fees	0.00	250.00	-250.00	0.0%
4250 · Revenue-Inspection/Plan Review	1,002.50	15,000.00	-13,997.50	6.68%
Total 4200 · REVENUE - OPERATING REVENUE	581,797.67	915,250.00	-333,452.33	63.57%
4400 · REVENUE - INTEREST	6,319.77	8,000.00	-1,680.23	79.0%
4500 · MISCELLANEOUS INCOME				
4510 · Revenue - Misc Donations	50.00	0.00	50.00	100.0%
4520 · Revenue - Misc Income	16,758.00	0.00	16,758.00	100.0%
4525 · Revenue - Misc. Grants	24,480.60	0.00	24,480.60	100.0%
4530 · Revenue - Impact Fees	-53,109.00	225,000.00	-278,109.00	-23.6%
Total 4500 · MISCELLANEOUS INCOME	-11,820.40	225,000.00	-236,820.40	-5.25%
Total Income	5,467,213.04	6,118,488.00	-651,274.96	89.36%
Gross Profit	5,467,213.04	6,118,488.00	-651,274.96	89.36%
Expense				
5100 · ADMINISTRATION EXPENSES				
5140 · Director's Training	0.00	250.00	-250.00	0.0%
5168 · Promotional Processes	2,500.00	5,000.00	-2,500.00	50.0%
5147 · Cobra	520.92	0.00	520.92	100.0%
5105 · Accounting	25,842.03	38,500.00	-12,657.97	67.12%
5107 · Auditing Expenses	8,695.00	10,000.00	-1,305.00	86.95%
5110 · Ambulance Collection Fee Exp	36,672.29	39,600.00	-2,927.71	92.61%
5115 · Bank Charges & Credit Card Fees	557.38	7,500.00	-6,942.62	7.43%
5120 · Books, Subscriptions & Dues	5,012.72	5,000.00	12.72	100.25%
5125 · Consultants Expense	0.00	20,000.00	-20,000.00	0.0%
5130 · Copies, Postage & Shipping Exp	1,323.93	2,800.00	-1,476.07	47.28%
5131 · Election Materials	14,957.12	5,000.00	9,957.12	299.14%
5135 · Cty Treasurer's Fees @ 1.5% Exp	66,701.70	67,256.00	-554.30	99.18%

	Jan - Sep 17	Budget	\$ Over Budget	% of Budget
5145 · General Expense	1,519.19	5,500.00	-3,980.81	27.62%
5150 · Legal Fees Expense	16,476.00	15,000.00	1,476.00	109.84%
5155 · General Liability Insurance Exp	32,571.75	40,000.00	-7,428.25	81.43%
5160 · Admin Maintenance Contracts	3,215.00	4,000.00	-785.00	80.38%
5165 · Office Supplies Expense	1,976.52	5,000.00	-3,023.48	39.53%
5166 · Office Equipment/Furniture	3,441.72	5,000.00	-1,558.28	68.83%
5185 · Travel Expenses	1,946.41	1,250.00	696.41	155.71%
5188 · Election	48,069.33	40,000.00	8,069.33	120.17%
5190 · Workman's Comp Exp	130,224.36	150,000.00	-19,775.64	86.82%
5191 · Morale & Welfare Expense	808.37	7,500.00	-6,691.63	10.78%
5192 · Medical Exams / Services	15,952.00	15,000.00	952.00	106.35%
5193 · Heart Benefit	4,075.00	0.00	4,075.00	100.0%
5194 · Recruiting/Hiring	3,849.17	2,000.00	1,849.17	192.46%
5195 · New Hire Exams	10,734.16	2,700.00	8,034.16	397.56%
5196 · Public Relations	875.95	1,500.00	-624.05	58.4%
Total 5100 · ADMINISTRATION EXPENSES	438,518.02	495,356.00	-56,837.98	88.53%
5200 · BUILDINGS EXPENSE				
5210 · Repairs & Maintenance Expense	74,114.32	65,000.00	9,114.32	114.02%
5220 · Supplies Expense	7,076.84	10,800.00	-3,723.16	65.53%
5230 · Admin Bldg Lease	11,036.43	31,000.00	-19,963.57	35.6%
5231 · Admin Lease CAMS	14,252.43	0.00	14,252.43	100.0%
Total 5200 · BUILDINGS EXPENSE	106,480.02	106,800.00	-319.98	99.7%
5300 · COMMUNICATIONS EXPENSE				
5310 · Cable Expense	1,027.70	1,500.00	-472.30	68.51%
5315 · Telephone Expense	6,983.82	9,250.00	-2,266.18	75.5%
5320 · Cellular Expense	11,818.64	16,000.00	-4,181.36	73.87%
5330 · Information Technology Exp	7,040.51	10,000.00	-2,959.49	70.41%
5331 · IT Contracts	30,411.41	40,000.00	-9,588.59	76.03%
5335 · Internet Connectivity	20,793.19	35,000.00	-14,206.81	59.41%
5340 · Pager Service Contract	1,584.58	2,000.00	-415.42	79.23%
5341 · Maintenance Contract 800 Mhrtz	0.00	4,300.00	-4,300.00	0.0%
5360 · Radio License 800 Expense	5,040.00	10,400.00	-5,360.00	48.46%
5370 · Communication Repair & Mtce Exp	4,806.72	10,000.00	-5,193.28	48.07%
Total 5300 · COMMUNICATIONS EXPENSE	89,506.57	138,450.00	-48,943.43	64.65%
5390 · FIRE PREVENTION				
5391 · Personnel Training - Fire Prev	726.90	2,000.00	-1,273.10	36.35%
5392 · Fire Prevention Supplies	2,210.69	2,500.00	-289.31	88.43%
5394 · Fire Prevention Equip	332.64	1,000.00	-667.36	33.26%
Total 5390 · FIRE PREVENTION	3,270.23	5,500.00	-2,229.77	59.46%
5400 · VEHICLES EXPENSE				
5440 · Bench Stock	86.81	0.00	86.81	100.0%
5410 · Firefighting Vehicles Expense				
5414 · Pump Testing	0.00	1,500.00	-1,500.00	0.0%
5411 · Firefighting Fuel Expense	13,916.53	20,000.00	-6,083.47	69.58%

	Jan - Sep 17	Budget	\$ Over Budget	% of Budget
5412 · Firefighting Repairs & Maint.	57,048.10	60,000.00	-2,951.90	95.08%
5413 · Ladder Testing	1,281.00	1,300.00	-19.00	98.54%
Total 5410 · Firefighting Vehicles Expense	72,245.63	82,800.00	-10,554.37	87.25%
5420 · Medical Vehicles Expense				
5421 · Medical Fuel	9,687.66	14,400.00	-4,712.34	67.28%
5422 · Medical Repairs & Maintenance	8,051.23	15,000.00	-6,948.77	53.68%
Total 5420 · Medical Vehicles Expense	17,738.89	29,400.00	-11,661.11	60.34%
5430 · Admin Vehicles Expense				
5431 · Fuel	8,427.56	10,000.00	-1,572.44	84.28%
5432 · Repairs & Maintenance	7,514.92	10,000.00	-2,485.08	75.15%
Total 5430 · Admin Vehicles Expense	15,942.48	20,000.00	-4,057.52	79.71%
Total 5400 · VEHICLES EXPENSE	106,013.81	132,200.00	-26,186.19	80.19%
5450 · OPERATIONAL EQUIPMENT EXP				
5460 · Firefighting Equipment Expense				
5468.1 · PPE New Hire	1,506.78	0.00	1,506.78	100.0%
5461 · Equipment Repairs & Maintenance	3,883.23	9,000.00	-5,116.77	43.15%
5462 · SCBA Repair Expense	2,981.44	8,000.00	-5,018.56	37.27%
5463 · Firefighting Supplies Expense	1,557.45	3,000.00	-1,442.55	51.92%
5464 · Hazmat Equipment Expense	0.00	2,000.00	-2,000.00	0.0%
5465 · TEMS (Tactical Emerg Med Svc	0.00	0.00	0.00	0.0%
5467 · Wildland Fire Supplies	0.00	2,500.00	-2,500.00	0.0%
5468 · PPE	20,068.51	12,000.00	8,068.51	167.24%
5469 · PPE Maintenance & Repair	1,445.00	1,000.00	445.00	144.5%
5460 · Firefighting Equipment Expense	1,181.73	25,000.00	-23,818.27	4.73%
Total 5460 · Firefighting Equipment Expense	32,624.14	62,500.00	-29,875.86	52.2%
5470 · Medical Equipment				
5471 · EMS Equipment Repairs & Maintenance	0.00	1,000.00	-1,000.00	0.0%
5472 · EMS Maintenance Contracts	9,063.72	9,200.00	-136.28	98.52%
5473 · Medical Supplies Expense	50,582.23	62,000.00	-11,417.77	81.58%
5474 · Medical Equipment	1,868.03	0.00	1,868.03	100.0%
5475 · Community CPR/First Aid	3,700.00	750.00	2,950.00	493.33%
Total 5470 · Medical Equipment	65,213.98	72,950.00	-7,736.02	89.4%
Total 5450 · OPERATIONAL EQUIPMENT EXP	97,838.12	135,450.00	-37,611.88	72.23%
5500 · WAGES				
5539 · Payroll Expenses	1,089.13	0.00	1,089.13	100.0%
5506 · Banked Vacation/Sick Expense	10,225.47	0.00	10,225.47	100.0%
5507 · Administration Personnel (FT)	230,834.44	333,053.00	-102,218.56	69.31%
5508 · Operations Personnel (FT)	1,738,769.81	2,587,769.00	-848,999.19	67.19%
5509 · Firefighters - Parttime	0.00	10,000.00	-10,000.00	0.0%
5513 · Overtime (Shift)	478,495.35	410,000.00	68,495.35	116.71%
5514 · Overtime (Other)	47,788.75	35,000.00	12,788.75	136.54%
5515 · Overtime (Training/EMS)	0.00	30,000.00	-30,000.00	0.0%
5518 · Wildland Deployment Pay	0.00	50,000.00	-50,000.00	0.0%
5516 · Overtime(Wildland Backfill)	0.00	50,000.00	-50,000.00	0.0%

	Jan - Sep 17	Budget	\$ Over Budget	% of Budget
5530 · FICA Tax	0.00	620.00	-620.00	0.0%
5531 · Medicare Tax	36,316.49	50,834.00	-14,517.51	71.44%
5535 · Unemployment Expense	7,644.31	10,517.00	-2,872.69	72.69%
Total 5500 · WAGES	2,551,163.75	3,567,793.00	-1,016,629.25	71.51%
5540 · BENEFITS				
5541 · Health Insurance Expense	414,674.22	610,000.00	-195,325.78	67.98%
5542 · Dental Insurance Expense	6,629.31	14,500.00	-7,870.69	45.72%
5543 · Vision Insurance Expense	0.00	0.00	0.00	0.0%
5544 · Death & Disability Insurance	52,685.80	91,152.00	-38,466.20	57.8%
5546 · Pension Expense	159,210.27	231,371.00	-72,160.73	68.81%
5547 · Insurance - Accident & Sickness	0.00	2,000.00	-2,000.00	0.0%
5548 · Blanket Accident	0.00	3,500.00	-3,500.00	0.0%
5549 · Employee Assistance Program	0.00	2,800.00	-2,800.00	0.0%
5550 · Flex Spending Payments & Fees	1,000.33	2,000.00	-999.67	50.02%
Total 5540 · BENEFITS	634,199.93	957,323.00	-323,123.07	66.25%
5560 · UNIFORMS EXPENSE				
5564 · Uniforms - New Hire/Promotions	14,171.26	3,000.00	11,171.26	472.38%
5561 · Uniforms - Paid Staff	14,869.90	18,000.00	-3,130.10	82.61%
Total 5560 · UNIFORMS EXPENSE	29,041.16	21,000.00	8,041.16	138.29%
5600 · TRAINING & EDUCATION EXPENSE				
5610 · Firefighting Training	27,066.13	35,400.00	-8,333.87	76.46%
5620 · Medical Training	4,020.85	13,000.00	-8,979.15	30.93%
5650 · Admin/Other Training	3,248.67	2,000.00	1,248.67	162.43%
5651 · Health and Wellness	3,804.22	1,500.00	2,304.22	253.62%
Total 5600 · TRAINING & EDUCATION EXPENSE	38,139.87	51,900.00	-13,760.13	73.49%
5700 · UTILITIES EXPENSE				
5710 · Electricity Expense	18,730.45	21,500.00	-2,769.55	87.12%
5720 · Heating/Gas Expense	12,315.35	21,200.00	-8,884.65	58.09%
5730 · Water & Sewer Expense	4,387.18	6,200.00	-1,812.82	70.76%
5740 · Trash Collection	1,736.00	2,800.00	-1,064.00	62.0%
Total 5700 · UTILITIES EXPENSE	37,168.98	51,700.00	-14,531.02	71.89%
5900 · FINANCE - DEBT SERVICE				
5922 · Lease Princ Brush Truck 0680	0.00	21,415.00	-21,415.00	0.0%
5923 · Lease Princ BC Truck 0684	10,520.13	11,846.00	-1,325.87	88.81%
5901 · Lease Princ 2009 Ladder 0679	0.00	71,387.00	-71,387.00	0.0%
5905 · Lease Princ 2004 Pumper 0713	21,450.54	23,945.00	-2,494.46	89.58%
5910 · Lease Princ Station 1 0719	125,806.92	144,351.00	-18,544.08	87.15%
5950 · Interest Expense	22,363.40	0.00	22,363.40	100.0%
Total 5900 · FINANCE - DEBT SERVICE	180,140.99	272,944.00	-92,803.01	66.0%
Total Expense	4,311,481.45	5,936,416.00	-1,624,934.55	72.63%
Net Ordinary Income	1,155,731.59	182,072.00	973,659.59	634.77%
Other Income/Expense				
Other Expense				
6000 · CAPITAL IMPROVEMENT FUND				

	Jan - Sep 17	Budget	\$ Over Budget	% of Budget
6020 · Buildings Capital Outlay	4,060.93	85,000.00	-80,939.07	4.78%
Total 6000 · CAPITAL IMPROVEMENT FUND	4,060.93	85,000.00	-80,939.07	4.78%
Total Other Expense	4,060.93	85,000.00	-80,939.07	4.78%

Tri-Lakes Monument Fire Protection District
Profit & Loss Prev Year Comparison
January through September 2017

	Jan - Sep 17	Jan - Sep 16	\$ Change
Ordinary Income/Expense			
Income			
4100 · REVENUE - TAX RECEIPTS			
4110 · Revenue-Property Taxes			
4111 · Property Taxes	4,444,745.82	4,350,750.98	93,994.84
4112 · Tax Refund Sta2 Septic	-326.37	-326.37	0.00
Total 4110 · Revenue-Property Taxes	4,444,419.45	4,350,424.61	93,994.84
4120 · Revenue - Specific Ownership Tx	435,001.06	368,144.53	66,856.53
4150 · Revenue - Other Tax Revenue	2,910.49	5,910.52	-3,000.03
4160 · Assessment Fees (Palmer Lake)	8,585.00	6,025.00	2,560.00
Total 4100 · REVENUE - TAX RECEIPTS	4,890,916.00	4,730,504.66	160,411.34
4200 · REVENUE - OPERATING REVENUES			
4215 · Contractual Adjustmts	0.00	-39.99	39.99
4212 · Ambulance Fee Refunds	-11,968.11	-774.89	-11,193.22
4211 · Ambulance Fees	577,160.79	586,682.14	-9,521.35
4560 · Revenue - Wildland Deployment	15,602.49	28,075.63	-12,473.14
4230 · Revenue - CPR Fees	0.00	185.00	-185.00
4250 · Revenue-Inspection/Plan Review	1,002.50	12,506.00	-11,503.50
Total 4200 · REVENUE - OPERATING REVENUES	581,797.67	626,633.89	-44,836.22
4400 · REVENUE - INTEREST	6,319.77	6,373.62	-53.85
4500 · MISCELLANEOUS INCOME			
4510 · Revenue - Misc Donations	50.00	75.00	-25.00
4520 · Revenue - Misc Income	16,758.00	225.28	16,532.72
4525 · Revenue - Misc. Grants	24,480.60	175,285.07	-150,804.47
4530 · Revenue - Impact Fees	-53,109.00	0.00	-53,109.00
4550 · Revenue - Insurance Recoveries	0.00	11,469.55	-11,469.55
Total 4500 · MISCELLANEOUS INCOME	-11,820.40	187,054.90	-198,875.30
Total Income	5,467,213.04	5,550,567.07	-83,354.03
Gross Profit	5,467,213.04	5,550,567.07	-83,354.03
Expense			
5100 · ADMINISTRATION EXPENSES			
5168 · Promotional Processes	2,500.00	0.00	2,500.00
5147 · Cobra	520.92	-228.75	749.67
5146 · Fees/Penalties	0.00	164.43	-164.43
5105 · Accounting	25,842.03	13,170.49	12,671.54
5107 · Auditing Expenses	8,695.00	8,712.82	-17.82
5110 · Ambulance Collection Fee Exp	36,672.29	41,745.68	-5,073.39
5115 · Bank Charges & Credit Card Fees	557.38	12,291.62	-11,734.24
5120 · Books, Subscriptions & Dues	5,012.72	4,836.34	176.38
5125 · Consultants Expense	0.00	10,000.00	-10,000.00
5130 · Copies, Postage & Shipping Exp	1,323.93	1,669.57	-345.64

	Jan - Sep 17	Jan - Sep 16	\$ Change
5131 · Election Materials	14,957.12	13,770.74	1,186.38
5135 · Cty Treasurer's Fees @ 1.5% Exp	66,701.70	65,602.92	1,098.78
5145 · General Expense	1,519.19	1,590.37	-71.18
5150 · Legal Fees Expense	16,476.00	11,176.95	5,299.05
5155 · General Liability Insurance Exp	32,571.75	23,518.52	9,053.23
5160 · Admin Maintenance Contracts	3,215.00	2,017.74	1,197.26
5165 · Office Supplies Expense	1,976.52	2,468.46	-491.94
5166 · Office Equipment/Furniture	3,441.72	0.00	3,441.72
5185 · Travel Expenses	1,946.41	2,079.50	-133.09
5188 · Election	48,069.33	31,185.97	16,883.36
5190 · Workman's Comp Exp	130,224.36	147,660.06	-17,435.70
5191 · Morale & Welfare Expense	808.37	2,053.70	-1,245.33
5192 · Medical Exams / Services	15,952.00	707.00	15,245.00
5193 · Heart Benefit	4,075.00	0.00	4,075.00
5194 · Recruiting/Hiring	3,849.17	2,249.78	1,599.39
5195 · New Hire Exams	10,734.16	2,888.00	7,846.16
5196 · Public Relations	875.95	1,299.76	-423.81
5198 · Wildland Deployment Expense	0.00	127.31	-127.31
Total 5100 · ADMINISTRATION EXPENSES	438,518.02	402,758.98	35,759.04
5200 · BUILDINGS EXPENSE			
5210 · Repairs & Maintenance Expense	74,114.32	32,787.32	41,327.00
5220 · Supplies Expense	7,076.84	8,918.70	-1,841.86
5230 · Admin Bldg Lease	11,036.43	10,766.77	269.66
5231 · Admin Lease CAMS	14,252.43	13,366.03	886.40
Total 5200 · BUILDINGS EXPENSE	106,480.02	65,838.82	40,641.20
5300 · COMMUNICATIONS EXPENSE			
5310 · Cable Expense	1,027.70	1,049.04	-21.34
5315 · Telephone Expense	6,983.82	6,977.03	6.79
5320 · Cellular Expense	11,818.64	11,285.67	532.97
5330 · Information Technology Exp	7,040.51	3,256.19	3,784.32
5331 · IT Contracts	30,411.41	26,175.42	4,235.99
5335 · Internet Connectivity	20,793.19	20,358.55	434.64
5340 · Pager Service Contract	1,584.58	1,812.80	-228.22
5341 · Maintenance Contract 800 Mhrtz	0.00	5,040.00	-5,040.00
5360 · Radio License 800 Expense	5,040.00	0.00	5,040.00
5370 · Communication Repair & Mtce Exp	4,806.72	98.10	4,708.62
Total 5300 · COMMUNICATIONS EXPENSE	89,506.57	76,052.80	13,453.77
5390 · FIRE PREVENTION			
5391 · Personnel Training - Fire Prev	726.90	120.38	606.52
5392 · Fire Prevention Supplies	2,210.69	1,549.11	661.58
5394 · Fire Prevention Equip	332.64	1,124.15	-791.51
Total 5390 · FIRE PREVENTION	3,270.23	2,793.64	476.59
5400 · VEHICLES EXPENSE			
5440 · Bench Stock	86.81	1,861.57	-1,774.76

	Jan - Sep 17	Jan - Sep 16	\$ Change
5410 · Firefighting Vehicles Expense			
5411 · Firefighting Fuel Expense	13,916.53	12,591.72	1,324.81
5412 · Firefighting Repairs & Maint.	57,048.10	48,095.84	8,952.26
5413 · Ladder Testing	1,281.00	1,231.00	50.00
Total 5410 · Firefighting Vehicles Expense	72,245.63	61,918.56	10,327.07
5420 · Medical Vehicles Expense			
5421 · Medical Fuel	9,687.66	10,125.00	-437.34
5422 · Medical Repairs & Maintenance	8,051.23	5,753.45	2,297.78
Total 5420 · Medical Vehicles Expense	17,738.89	15,878.45	1,860.44
5430 · Admin Vehicles Expense			
5431 · Fuel	8,427.56	7,553.64	873.92
5432 · Repairs & Maintenance	7,514.92	7,437.70	77.22
Total 5430 · Admin Vehicles Expense	15,942.48	14,991.34	951.14
Total 5400 · VEHICLES EXPENSE	106,013.81	94,649.92	11,363.89
5450 · OPERATIONAL EQUIPMENT EXP			
5460 · Firefighting Equipment Expense			
5468.1 · PPE New Hire	1,506.78	0.00	1,506.78
5461 · Equipment Repairs & Maintenance	3,883.23	3,162.14	721.09
5462 · SCBA Repair Expense	2,981.44	9,599.43	-6,617.99
5463 · Firefighting Supplies Expense	1,557.45	10,129.28	-8,571.83
5464 · Hazmat Equipment Expense	0.00	965.71	-965.71
5465 · TEMS (Tactical Emerg Med Svc)	0.00	191.45	-191.45
5467 · Wildland Fire Supplies	0.00	858.13	-858.13
5468 · PPE	20,068.51	9,298.31	10,770.20
5469 · PPE Maintenance & Repair	1,445.00	0.00	1,445.00
5460 · Firefighting Equipment Expense - Other	1,181.73	0.00	1,181.73
Total 5460 · Firefighting Equipment Expense	32,624.14	34,204.45	-1,580.31
5470 · Medical Equipment			
5472 · EMS Maintenance Contracts	9,063.72	4,959.60	4,104.12
5473 · Medical Supplies Expense	50,582.23	35,831.14	14,751.09
5474 · Medical Equipment	1,868.03	0.00	1,868.03
5475 · Community CPR/First Aid	3,700.00	649.93	3,050.07
Total 5470 · Medical Equipment	65,213.98	41,440.67	23,773.31
Total 5450 · OPERATIONAL EQUIPMENT EXP	97,838.12	75,645.12	22,193.00
5500 · WAGES			
5539 · Payroll Expenses	1,089.13	349.74	739.39
5506 · Banked Vacation/Sick Expense	10,225.47	11,928.95	-1,703.48
5507 · Administration Personnel (FT)	230,834.44	244,730.97	-13,896.53
5508 · Operations Personnel (FT)	1,738,769.81	1,647,937.91	90,831.90
5509 · Firefighters - Parttime	0.00	3,991.00	-3,991.00
5513 · Overtime (Shift)	478,495.35	408,526.66	69,968.69
5514 · Overtime (Other)	47,788.75	25,719.89	22,068.86
5518 · Wildland Deployment Pay	0.00	7,994.54	-7,994.54
5516 · Overtime(Wildland Backfill)	0.00	4,115.52	-4,115.52

	Jan - Sep 17	Jan - Sep 16	\$ Change
5530 · FICA Tax	0.00	2,227.79	-2,227.79
5531 · Medicare Tax	36,316.49	33,886.18	2,430.31
5535 · Unemployment Expense	7,644.31	7,171.55	472.76
Total 5500 · WAGES	2,551,163.75	2,398,580.70	152,583.05
5540 · BENEFITS			
5551 · Supplemental Insurance	0.00	-109.45	109.45
5541 · Health Insurance Expense	414,674.22	319,204.67	95,469.55
5542 · Dental Insurance Expense	6,629.31	8,128.57	-1,499.26
5543 · Vision Insurance Expense	0.00	21.40	-21.40
5544 · Death & Disability Insurance	52,685.80	47,198.62	5,487.18
5546 · Pension Expense	159,210.27	151,128.23	8,082.04
5549 · Employee Assistance Program	0.00	2,700.00	-2,700.00
5550 · Flex Spending Payments & Fees	1,000.33	-788.87	1,789.20
Total 5540 · BENEFITS	634,199.93	527,483.17	106,716.76
5560 · UNIFORMS EXPENSE			
5564 · Uniforms - New Hire/Promotions	14,171.26	0.00	14,171.26
5561 · Uniforms - Paid Staff	14,869.90	10,636.83	4,233.07
Total 5560 · UNIFORMS EXPENSE	29,041.16	10,636.83	18,404.33
5600 · TRAINING & EDUCATION EXPENSE			
5610 · Firefighting Training	27,066.13	9,774.86	17,291.27
5620 · Medical Training	4,020.85	1,695.00	2,325.85
5650 · Admin/Other Training	3,248.67	2,276.71	971.96
5651 · Health and Wellness	3,804.22	796.12	3,008.10
Total 5600 · TRAINING & EDUCATION EXPENSE	38,139.87	14,542.69	23,597.18
5700 · UTILITIES EXPENSE			
5710 · Electricity Expense	18,730.45	17,360.95	1,369.50
5720 · Heating/Gas Expense	12,315.35	12,567.13	-251.78
5730 · Water & Sewer Expense	4,387.18	4,952.39	-565.21
5740 · Trash Collection	1,736.00	2,023.00	-287.00
Total 5700 · UTILITIES EXPENSE	37,168.98	36,903.47	265.51
5900 · FINANCE - DEBT SERVICE			
5923 · Lease Princ BC Truck 0684	10,520.13	0.00	10,520.13
5905 · Lease Princ 2004 Pumper 0713	21,450.54	24,993.83	-3,543.29
5910 · Lease Princ Station 1 0719	125,806.92	111,620.18	14,186.74
5950 · Interest Expense	22,363.40	41,265.25	-18,901.85
Total 5900 · FINANCE - DEBT SERVICE	180,140.99	177,879.26	2,261.73
Total Expense	4,311,481.45	3,883,765.40	427,716.05
Net Ordinary Income	1,155,731.59	1,666,801.67	-511,070.08
Other Income/Expense			
Other Expense			
6000 · CAPITAL IMPROVEMENT FUND			
6020 · Buildings Capital Outlay	4,060.93	136,603.72	-132,542.79
6030 · Vehicle Capital Outlay			
6033 · Fire Vehicle Capital Outlay	0.00	41,437.50	-41,437.50

	Jan - Sep 17	Jan - Sep 16	\$ Change
6031 · Medical Vehicle Capital Outlay	0.00	413,929.22	-413,929.22
Total 6030 · Vehicle Capital Outlay	0.00	455,366.72	-455,366.72
6040 · Equipment Capital Outlay			
6043 · Medical Equipmnt Capital Outlay	0.00	780.00	-780.00
Total 6040 · Equipment Capital Outlay	0.00	780.00	-780.00
Total 6000 · CAPITAL IMPROVEMENT FUND	4,060.93	592,750.44	-588,689.51
Total Other Expense	4,060.93	592,750.44	-588,689.51

Tri-Lakes Monument Fire Protection District

Bank Balances

As of September 30, 2017

	<u>Sep 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
1014 · Public Funds- Peoples...27	203,080.07
1010 · Ops/General Fund Peoples ...88	2,568,340.70
1011 · FSA- Peoples ...69	10,438.80
1012 · Impact Fee - Peoples ...51	434,524.61
1013 · Capital- Peoples ...77	236,676.78
1040 · Emergency Reserve - FNB ..05	213,299.85
Total Checking/Savings	<u>3,666,360.81</u>

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

15455 Gleneagle Drive, Suite 230

Colorado Springs, CO 80921

Bus: (719) 484-0911 Fax (719) 481-3456



Christopher Truty, Fire Chief

MEMO

TO: BOARD OF DIRECTORS

FROM: CHIEF TRUTY

DATE: OCTOBER 10, 2017

RE: PROPERTY INCLUSION

Attached you will find a petition for inclusion into the TLMFPD. The address for the inclusion is 768 Forest View Way.

This address is part of the Forest View Estates subdivision near the Mount Herman area. A lot map as well as the petition is attached.

The inclusion process starts with the formal petition which is included, a notice of public hearing which was in the Tri-Lakes Tribune the week of October 18, the two Board actions (Public Hearing and Resolution Approval) that will be taken at the Board meeting followed by, and assuming Board approval, court filings. The District's attorney has provided the steps for inclusion as well as the necessary documents for the inclusion process to the resident. The property resident will be present at the Board meeting.

I'm recommending approval of the inclusion of the forementioned property into the Tri-Lakes Monument FPD.

Respectfully submitted,

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
15455 Gleneagle Drive, Suite 230
Colorado Springs, CO 80921
(719) 484-0911



Roger Lance, Vice- President
Dr. John Hildebrandt, Treasurer
Michael Smaldino, Secretary

Jacob Shirk, President

Thomas Tharnish, Director
Terri Hayes, Director
Jason Buckingham, Director

RESOLUTION NO. 2017-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT, COLORADO, GRANTING A PETITION FOR INCLUSION OF REAL PROPERTY (PUSKAS AND ROGERS) WITHIN THE DISTRICT

WHEREAS, the Tri-Lakes Monument Fire Protection District ("District") is a validly organized special district formed pursuant to Title 32 of the Colorado Revised Statutes to provide fire protection and related services within its service area located in northern El Paso County, Colorado; and

WHEREAS, the District has received a petition attached hereto as Exhibit A ("Petition") to include within the District a certain tract of real property described as:

Lot 9, Forest View Estates IV, County of El Paso, State of Colorado
Also known as 768 Forest View Way, Monument CO 80132

("Property") abutting or in close proximity to the District and that is currently not served by any special district formed to provide fire protection and related services; and

WHEREAS, the Petition was filed by the owners of 100% of the Property, which property is capable of being served with facilities of the District; and

WHEREAS, a public meeting was held on the date of the adoption of this Resolution as set forth below following publication of notice of the filing of the Petition and other information as required by Section 32-1-401(1), C.R.S.; and

WHEREAS, the Board of Directors of the District has determined that it is in the best interest of the residents within the District's service area and of the petitioners to include the Property within the boundaries of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tri-Lakes Monument Fire Protection District, as follows:

1. The Board of Directors hereby finds it is in the best interest of the District to grant the Petition in whole without conditions, hereby grants the Petition in whole without conditions, shall make an order to that effect and shall file the same with the clerk of the District Court.

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

15455 Gleneagle Drive, Suite 230

Colorado Springs, CO 80921

(719) 484-0911



Jacob Shirk, President

Roger Lance, Vice- President
Dr. John Hildebrandt, Treasurer
Michael Smaldino, Secretary

Thomas Tharnish, Director
Terri Hayes, Director
Jason Buckingham, Director

2. The Board of Directors hereby orders that this Resolution and other required documents be filed with the District Court for an order including the Property within the District.
3. Authorizes the Chief, in consultation with the attorney for the District, to take such other action as may be required to effect the purposes of this Resolution.

ADOPTED following public hearing by a vote of ____ in favor and ____ against, and ____ abstaining, this ____ day of _____, 2017.

By: _____

Jake Shirk, President

ATTEST:

By: _____

Secretary

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

15455 Gleneagle Drive, Suite 230

Colorado Springs, CO 80921

(719) 484-0911



Jacob Shirk, President

Roger Lance, Vice- President
Dr. John Hildebrandt, Treasurer
Michael Smaldino, Secretary

Thomas Tharnish, Director
Terri Hayes, Director
Jason Buckingham, Director

EXHIBIT A

Puskas and Rogers Petition

PETITION FOR INCLUSION

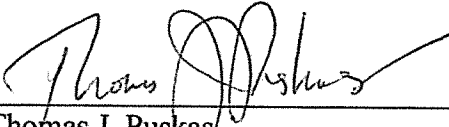
TO: BOARD OF DIRECTORS
TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

RE: INCLUSION OF PROPERTY INTO THE BOUNDARIES OF THE DISTRICT


COME NOW Thomas J. Puskas, Frances Jena Rogers and James F. Rogers, ("Petitioners"), as the fee owners of 100 percent of the real property more particularly described in **Exhibit 1** attached hereto (the "Property"), in accordance with Section 32-1-401, C.R.S, and petition the Board of Directors of the Tri-Lakes Monument Fire Protection District (the "District"), to adopt a resolution consenting to the inclusion of the Property into the boundaries of the District.

In submitting this Petition, the Petitioners agree to reimburse the District for all reasonable costs related to processing this requested inclusion, including but not limited to: (1) reimbursing the District for the cost of publishing notice of the public hearing on this requested inclusion, which notice is required to be published in accordance with § 32-1-401, C.R.S.; and (2) reimbursing the District for the cost of recording the order of inclusion (entered by the El Paso County District Court) in the real property records of El Paso County, Colorado, as required by § 32-1-105, C.R.S., unless those administrative costs are waived by the District.

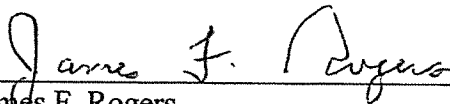
IN WITNESS WHEREOF, the Petitioners have duly executed this Petition for Inclusion on the date set forth below.



Thomas J. Puskas
Date: 20 Sep, 2017



Frances Jena Rogers
Date: 9/20, 2017



James F. Rogers
Date: Sept. 12, 2017

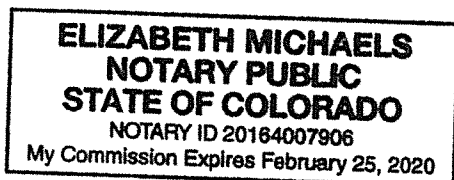
STATE OF COLORADO)

COUNTY OF EL PASO) ss.

The foregoing Petition for Inclusion was acknowledged before me this 20 day of SEPTEMBER, 2017, by Thomas J. Puskas

Witness my hand and official seal.

My commission expires: 25 FEB 2020



Elizabeth Michaels
Notary Public

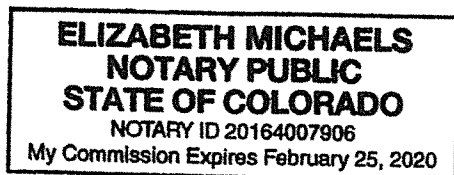
STATE OF COLORADO)

COUNTY OF EL PASO) ss.

The foregoing Petition for Inclusion was acknowledged before me this 20 day of SEPTEMBER, 2017, by Frances Jena Rogers.

Witness my hand and official seal.

My commission expires: 25 FEB 2020



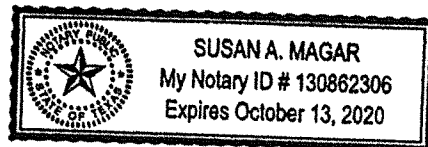
Elizabeth Michaels
Notary Public

STATE OF Texas)
COUNTY OF Denton) ss.

The foregoing Petition for Inclusion was acknowledged before me this 12th day of Sept.,
2017, by James F. Rogers

Witness my hand and official seal.

My commission expires: 10/13/17 ²⁰²⁰





Notary Public

Petitioners' address:
768 Forest View Way
Monument CO 80132

EXHIBIT 1

PROPERTY DESCRIPTION:

Lot 9, Forest View Estates IV, County of El Paso, State of Colorado

Also known as 768 Forest View Way, Monument CO 80132

El Paso County Assessor's Office

768 FOREST VIEW WAY

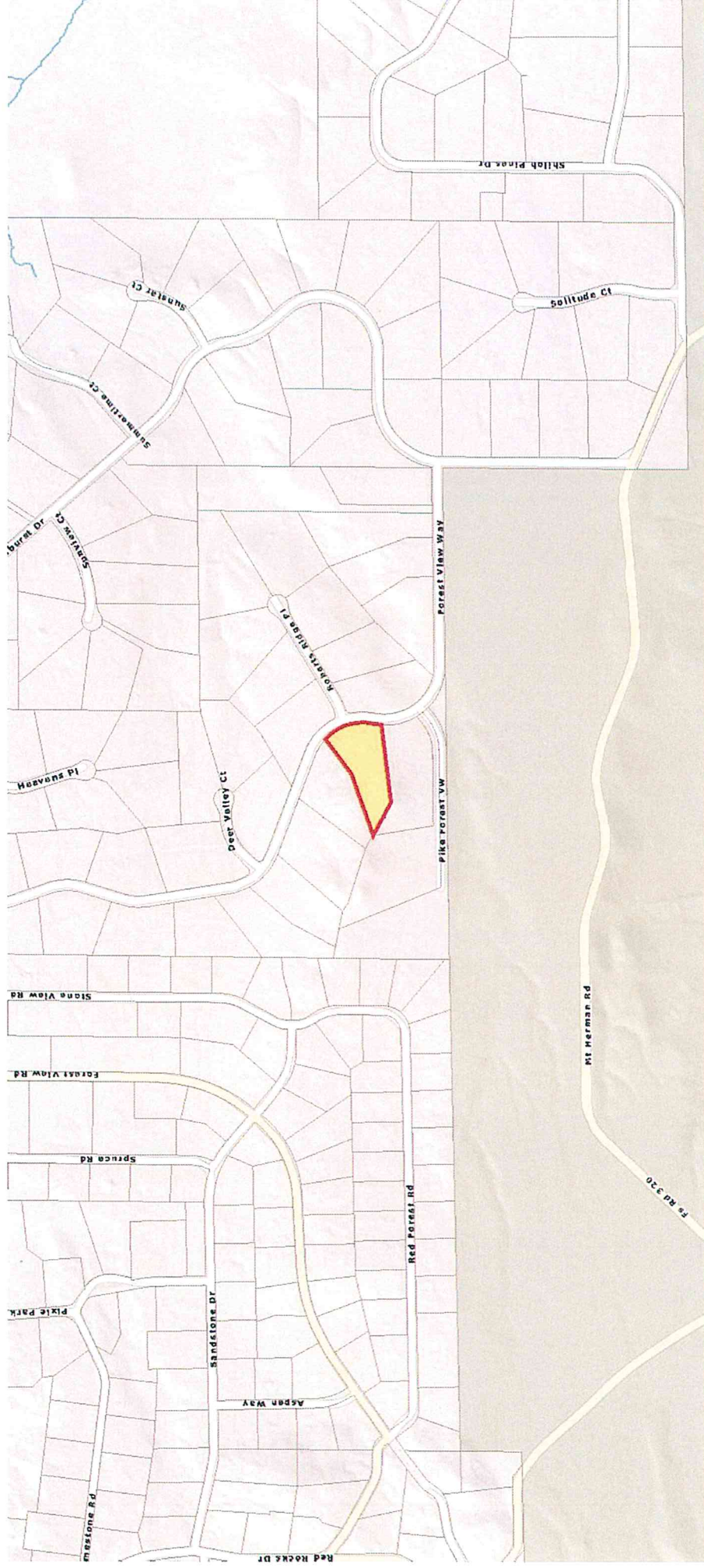
SCHEDULE: 7116204009

OWNER: PUSKAS THOMAS J

ROGERS FRANCES JENA



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TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

15455 Gleneagle Drive, Suite 230

Colorado Springs, CO 80921

Bus: (719) 484-0911 Fax (719) 481-3456



Christopher Truty, Fire Chief

MEMO

TO: BOARD OF DIRECTORS

FROM: CHIEF TRUTY

DATE: OCTOBER 19, 2017

RE: 2018 PROPOSED BUDGET

Attached you will find the next version of the 2018 Proposed Budget. A few changes have been made to the original version. The changes include

- Based on an updated quote, reducing projected healthcare costs from \$700,000 to \$650,000
- Increasing Personal Protective Equipment from \$15,000 (Pass) and \$12,000 (No Pass) to \$20,000 for both options. This will account for new gear for 7 new hires.
- Restoring Medical Exams to \$20,000 (No Pass)
- Increasing Overtime-Shift by \$30,000 (Pass) and \$20,000 (No Pass) to cover instructor costs for new firefighter academy.
- Increasing Overtime-Training (Pass) by \$15,000 to \$25,000
- Increasing Overtime-Training (No Pass) by \$2,000 to \$7,000
- Increasing Health & Wellness (5651) from \$1,500 to \$2,500
- Increasing EMS Community Outreach (5475) from \$750 to \$2,000 (Pass)
- Adding \$10,000 to Capital Improvement – Bldg Capital Outlay (6020) for a replacement generator at Station 2

Total Expense changes in proposed budget are \$10,409 (No Pass) and \$13,087 (Pass). No changes in revenues were made.

In addition, assuming no additional debt is added and there are no plans to at the moment, balances on our remaining debt at the end of 2017 will be as follows:

- Station 1 \$539,275 (exp. 2021)
- Truck 2231 \$202,747 (exp. 2020)
- Eng 2212 \$68,005 (exp. 2020)
- Brush 2241 \$41,102 (exp. 2019)
- IC 2202 \$33,643 (exp. 2020)

TOTAL DEBT BALANCE \$884,772

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

15455 Gleneagle Drive, Suite 230

Colorado Springs, CO 80921

Bus: (719) 484-0911 Fax (719) 481-3456



Christopher Truty, Fire Chief

Total fund expenses then go from \$6,250,178 to \$6,260,587 (No Pass) and \$8,854,258 to \$8,867,345 (Pass).

Respectfully submitted,

2018

DRAFT

**Tri-Lakes Monument
Fire Protection District**

**Annual Budget
10/20/2017**

Approved By:

Board of Directors

Tri Lakes-Monument Fire Protection District



10/20/2017

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

2018 BUDGET

REVENUE		Actual 2016	Budget 2017	Amend 2017	Projected 2017	Budget - Pass 2018	Budget - No Pass 2018
4100	410000 · REVENUE - TAX RECEIPTS						
4110	410100 · REVENUE-Property Taxes						
4111	410102 · Property Taxes	4,381,584	4,483,738	4,483,738	4,483,738	7,557,787	4,801,909
4112	410109 · Tax Refund Sta2 Septic	-326	0	0	-326	-350	-350
4110	Total 410000 · REVENUE-Property Taxes	4,381,258	4,483,738	4,483,738	4,483,412	7,557,437	4,801,559
4120	410200 · Specific Ownership Tx	509,282	470,000	470,000	525,000	510,000	510,000
4150	410300 · Other Tax REVENUE	6,956	9,000	9,000	3,000	4,000	4,000
4160	410400 · Assessment Fees (Palmer Lake)	8,550	7,500	7,500	10,000	10,000	10,000
4100	Total 410000 · REVENUE - TAX RECEIPTS	4,906,046	4,970,238	4,970,238	5,021,412	8,081,437	5,325,559
4200	420000 · REVENUE - OPERATING REVENUE						
4211	420100 · Ambulance Fees/Ambulance Rev	854,902	800,000	800,000	800,000	800,000	800,000
4212	420300 · Ambulance Rev Refunds	-2,615	0	0	-3,000	-2,500	-2,500
4205	420500 · Suppression/Spec Ops Rev						
4250	420700 · Inspection/Plan Review/Fire Prevention Rev	14,589	15,000	15,000	5,000	10,000	10,000
4209	420900 · Community Services (CPR)	225	250	250	250	250	250
4215	421100 · Contractual Adjustmts	-40	0	0	0	0	0
4299	429900 · Other Rev	0	0	0	0	0	0
4560	490500 · Wildland Deployment	23,806	100,000	16,000	16,000	110,000	110,000
4200	Total 420000 · REVENUE - OPERATING REVENUE	890,866	915,250	831,250	818,250	917,750	917,750
4400	Total 440000 · REVENUE - INTEREST	9,573	8,000	8,000	8,000	7,000	7,000
4000	4000-4400 * REVENUE - TOTAL GENERAL	5,806,486	5,893,488	5,809,488	5,847,662	9,006,187	6,250,309
4500	490000 · MISCELLANEOUS REVENUE						
4510	490100 · Donations	1,075	0	0	20,500	0	0
4525	490300 · Grants	175,285	0	0	336,129	0	0
4530	490700 · Impact Fees	6,216	225,000	-50,000	-50,000	75,000	75,000
3450	490900 · Insurance Recoveries	10,965	0	0	0	0	0
4520	499900 · Misc Revenue	8,692	0	0	0	0	0
4500	Total 490000 · REVENUE - MISCELLANEOUS	202,234	225,000	-50,000	306,629	75,000	75,000
Total REVENUE		6,008,719	6,118,488	5,759,488	6,154,291	9,081,187	6,325,309

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

2018 BUDGET

EXPENSE		Actual 2016	Budget 2017	Amend 2017	Projected 2017	Budget - Pass 2018	Budget - No Pass 2018
	Expenses - Operations						
5100	5100/510000 · ADMINISTRATION EXPENSES						
5105	510100 · Accounting	23,044	38,500	38,500	38,500	40,200	40,200
5107	510300 · Auditing Expenses	8,713	10,000	10,000	8,695	9,700	9,700
5110	510500 · Ambulance Collection Fee Exp	53,269	39,600	39,600	48,000	48,000	48,000
5115	510700 · Bank Charges & Credit Card Fees	12,426	7,500	7,500	1,000	1,000	1,000
5146	510900 · Penalties Fees	164	0	0	0	100	100
5135	511100 · Cty Treasurer's Fees @ 1.5% Exp	66,070	67,256	67,256	67,251	113,362	72,023
5120	511300 · Books, Subscriptions & Dues	5,091	5,000	5,000	5,000	6,000	5,000
5125	511500 · Consultants	10,000	20,000	20,000	35,000	25,000	0
5130	511700 · Copies, Postage & Shipping Exp	2,307	2,800	2,800	2,000	2,800	2,800
5147	511900 · Cobra	-38	0	0	785	912	912
5150	512100 · Legal	21,519	15,000	15,000	18,000	16,000	15,000
5155	512300 · General Liability Insurance Exp	31,298	40,000	40,000	40,000	42,000	42,000
5190	512500 · Workman's Comp Exp	163,320	150,000	150,000	135,000	172,000	172,000
5160	512700 · Admin Maintenance Contracts	2,589	4,000	4,000	4,400	5,000	5,000
5165	512900 · Office Supplies Expense	3,625	5,000	5,000	5,000	5,000	5,000
5166	513100 · Office Equipment/Furniture	0	5,000	5,000	5,000	7,500	2,500
5192	513300 · Medical Exams / Services	2,207	15,000	15,000	15,000	20,000	20,000
5195	513500 · New Hire Exams	7,257	2,700	2,700	3,000	5,000	5,000
5168	513700 · Promotional Processes	0	5,000	5,000	4,000	4,000	2,500
5194	513900 · Recruiting/Hiring	5,436	2,000	2,000	4,000	3,000	3,000
5191	514100 · Morale & Welfare Expense	3,186	7,500	7,500	5,000	9,000	5,000
5196	514300 · Public Relations	1,469	1,500	1,500	1,500	2,000	1,500
5188	514500 · Election	31,186	40,000	40,000	25,000	25,000	60,000
5131	NA · Election Materials	13,771	5,000	5,000	10,000	NA	NA
5145	519900 · General Expense	1,638	5,500	5,500	2,000	2,000	2,000
5100	Total 510000 · ADMINISTRATION EXPENSES	469,546	493,856	493,856	483,131	564,574	520,235
5200	520000 · BUILDINGS EXPENSE						
5210	520100 · Repairs & Maint	39,016	65,000	65,000	65,000	68,300	63,300
5220	520300 · Supplies Expense	11,602	10,800	10,800	9,000	10,000	10,000
5230	520400 · Admin Bldg Lease	14,210	31,000	31,000	14,656	35,525	35,525
5231	520500 · Admin Lease CAMS	17,297	0	0	19,922	10,003	10,003
5200	Total 520000 · BUILDINGS EXPENSE	82,126	106,800	106,800	108,578	123,828	118,828

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

2018 BUDGET

	Actual 2016	Budget 2017	Amend 2017	Projected 2017	Budget - Pass 2018	Budget - No Pass 2018
53000 · COMMUNICATIONS EXPENSE						
530100 · Telephone	9,302	9,250	9,250	9,250	9,500	9,500
530300 · Cable	1,358	1,500	1,500	1,500	2,500	1,500
530500 · Cellular	16,895	16,000	16,000	16,000	16,000	16,000
530700 · Pagers	2,235	2,000	2,000	2,000	2,200	2,200
530900 · Internet	27,196	35,000	35,000	30,000	40,000	30,000
531100 · Information Technology	5,643	10,000	10,000	10,000	25,000	15,000
531300 · IT Contracts	36,676	40,000	40,000	40,000	40,000	40,000
531500 · Maintenance Contract 800 Mhrtz/Radios Maint	5,040	4,300	4,300	4,300	5,000	5,000
531700 · Radio License 800 Expense/Radios Subscriptio	10,911	10,400	10,400	10,400	12,335	12,335
531900 · Communication Repair & Maint	220	10,000	10,000	10,000	4,000	4,000
532100 · Dispatch Services	0	0	0	0	75,000	0
Total 530000 · COMMUNICATIONS EXPENSE	115,477	138,450	138,450	133,450	231,535	135,535
540000 · FIRE PREVENTION						
540100 · Personnel Training - Fire Prev/FPB Training	120	2,000	2,000	1,500	3,000	2,000
540300 · Fire Prevention Supplies/FPB Supplies	1,937	2,500	2,500	1,500	5,000	2,000
540500 · Fire Prevention Equip/FPB Equip	1,124	1,000	1,000	1,000	2,000	1,000
549900 · FIRE PREVENTION - Other/FPB Other	0	0	0	0	0	0
Total 540000 · FIRE PREVENTION	3,182	5,500	5,500	4,000	10,000	5,000
550000 · VEHICLES EXPENSE						
550200 · Firefighting Vehicles Expense/Suppression Vehicles Expense						
550201 · Firefighting Fuel Expense/Suppression Fu	16,746	20,000	20,000	20,000	22,000	20,000
550203 · Firefighting Repairs & Maint./Suppression	55,300	60,000	60,000	60,000	60,000	60,000
550205 · Ladder Testing	1,231	1,300	1,300	1,300	1,300	1,300
550207 · Pump Testing	0	1,500	1,500	1,500	1,500	1,500
550299 · Firefighting Vehicles Expense - Other/Sup	0	0	0	0	0	0
Total 550200 · Firefighting Vehicles Expense/Suppres	73,278	82,800	82,800	82,800	84,800	82,800
550500 · Medical Vehicles Expense						
550501 · Medical Fuel	13,300	14,400	14,400	14,400	16,000	16,000
550503 · Medical Repairs & Maint	8,328	15,000	15,000	15,000	15,000	15,000
550599 · Medical Vehicles Expense - Other						
Total 550500 · Medical Vehicles Expense	21,627	29,400	29,400	29,400	31,000	31,000
550700 · Admin Vehicles Expense						
550701 · Admin Fuel	9,526	10,000	10,000	10,000	12,500	12,500
550703 · Admin Repairs & Maint	9,844	10,000	10,000	10,000	10,000	10,000
550799 · Admin Vehicles Expense- Other				0	0	0
Total 550700 · Admin Vehicles Expense	19,370	20,000	20,000	20,000	22,500	22,500

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

2018 BUDGET

		Actual 2016	Budget 2017	Amend 2017	Projected 2017	Budget - Pass 2018	Budget - No Pass 2018
5509	550900 · Specialty Vehicles Expense						
	550901 · Specialty Fuel				0	250	250
	550903 · Specialty Repairs & Maint				0	1,000	1,000
	550999 · Specialty Vehicles Expense - Other				0	0	0
	Total 550900 · Specialty Vehicles Expense	0	0	0	0	1,250	1,250
5440	551100 · Bench Stock	1,870	0	0	500	500	500
5400	Total 550000 · VEHICLES EXPENSE	116,145	132,200	132,200	132,700	140,050	138,050

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

2018 BUDGET

		Actual 2016	Budget 2017	Amend 2017	Projected 2017	Budget - Pass 2018	Budget - No Pass 2018
5450	560000 · OPERATIONAL EQUIPMENT EXP						
5460	560100 · Firefighting Equipment Expense/Suppression Equipment Expense						
5461	560103 · Equipment Repairs & Maintenance/SCBA	3,278	9,000	9,000	9,000	10,000	9,000
5462	560105 · SCBA Repair Expense/SCBA Repair & M	11,030	8,000	8,000	7,500	10,000	8,000
5468	560107 · PPE Equipment	9,298	12,000	12,000	40,000	20,000	20,000
5469	560109 · PPE Repairs & Maint	0	1,000	1,000	1,500	1,000	1,000
560111	560111 · Wildland Firefighting Equipment						
5467	560113 · Wildland Fire Supplies	858	2,500	2,500	500	2,500	2,500
5198	NA · Wildland Deployment Expense	127	0	0	0	10,000	10,000
	560115 · Equipment Repairs & Maint						
5463	560117 · Firefighting Supplies	15,052	3,000	3,000	2,000	5,000	3,000
	560121 · Special Operations Equipment						
	560123 · Special Operations Supplies						
5464	NA · Hazmat Equipment Expense	966	2,000	2,000	0	NA	NA
5465	NA · TEMS (Tactical Emerg Med Svc)	191	0	0	0	NA	NA
5460	560199 · Firefighting Equipment Expense	101	25,000	25,000	0	20,000	20,000
5460	Total 5460 · Firefighting Equipment Expense/Suppres	40,902	62,500	62,500	60,500	78,500	73,500
5470	560300 · Medical Equipment						
	560302 · EMS Equipment	0	0	0	0	8,000	2,000
5471	560303 · EMS Equipment Repairs & Maint	0	1,000	1,000	1,000	2,000	2,000
5472	560307 · EMS Maintenance Contracts	4,960	9,200	9,200	9,200	9,200	9,200
5473	560309 · EMS Supplies Expense	49,968	62,000	62,000	62,000	63,860	62,860
5470	Total 5470 · Medical Equipment	54,927	72,200	72,200	72,200	83,060	76,060
5560	560600 · Uniforms Expense						
5564	560603 · Uniforms - New Hire/Promotions	386	3,000	3,000	10,000	3,000	3,000
5561	560605 · Uniforms - Paid Staff	17,982	18,000	18,000	18,000	22,000	22,000
5563	560607 · Uniforms - Damaged / NonRepair	0	0	0	0	0	0
5560	560699 · Uniforms Expense - Other	-454	0	0	0	0	0
5560	Total 560600 · Uniforms Expense	17,914	21,000	21,000	28,000	25,000	25,000
5500	Total 560000 · OPERATIONAL EQUIPMENT EXP	113,743	155,700	155,700	160,700	186,560	174,560

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

2018 BUDGET

	Actual 2016	Budget 2017	Amend 2017	Projected 2017	Budget - Pass 2018	Budget - No Pass 2018
5500 570000 · WAGES						
5539 570100 · Payroll Expenses	350	0	0	1,200	2,500	2,500
5506 570200 · Banked Vacation/Sick Expense	-18,879	0	0	0	28,000	28,000
5507 570300 · Administration Personnel (FT)	346,201	333,053	360,553	325,000	545,260	446,374
5508 570400 · Operations Personnel (FT)	2,266,327	2,587,769	2,507,769	2,500,000	3,294,495	2,739,977
5520 NA · Finance/Accounting	-32	0	0	0	NA	NA
5509 NA · Firefighters - Parttime	4,927	10,000	0	0	NA	NA
570700 · Overtime						
5513 570700 · Overtime (Shift)	580,203	410,000	525,000	525,000	455,000	348,000
5514 570705 · Overtime (Other)	38,147	35,000	57,000	57,000	65,000	34,446
5515 570707 · Overtime (Training/EMS)	0	30,000	0	0	25,000	7,000
5516 570709 · Overtime (Wildland Backfill)	4,116	50,000	0	0	50,000	50,000
Total 570700 · Overtime	622,465	525,000	582,000	582,000	595,000	439,446
5518 571700 · Wildland Deployment Pay	7,995	50,000	0	0	50,000	50,000
5530 573100 · FICA Tax	3,378	620	620	0	0	0
5531 573200 · Medicare Tax	47,536	50,834	50,834	58,239	65,477	53,667
5535 573300 · Unemployment Expense	12,396	10,517	10,517	9,750	17,939	14,703
5500 579900 · WAGES - Other	0	0	0	0	0	0
Total 570000 · WAGES	3,292,663	3,567,793	3,512,293	3,476,189	4,598,671	3,774,667
5540 580000 · BENEFITS						
5541 580200 · Health Insurance Expense	497,451	610,000	600,000	600,000	650,000	650,000
5542 580300 · Dental Insurance Expense	10,275	14,500	14,500	10,000	11,000	11,000
5543 580400 · Vision Insurance Expense	21	0	0	0	0	0
5544 580500 · FPPA Death & Disability Insurance	64,648	91,152	91,152	73,450	99,834	82,845
5551 580600 · Supplemental Insurance	-109	0	0	0	0	0
5547 580700 · Insurance - Accident & Sickness	1,891	2,000	2,000	3,472	3,700	3,700
5548 580800 · Blanket Accident (???)	3,472	3,500	3,500	0	*	*
5546 581100 · Pensions	205,948	231,371	203,871	225,000	307,180	254,908
5193 582200 · Heart Benefit/ Cardiac/Cancer Benefit	0	0	0	0	9,000	9,000
5549 583100 · Employee Assistance Program	5,481	2,800	2,800	2,781	2,865	2,865
5550 584300 · Flex Spending Payments & Fees	1,236	2,000	2,000	2,000	2,400	2,400
Total 580000 · BENEFITS	790,313	957,323	919,823	916,703	1,085,979	1,016,718

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

2018 BUDGET

		Actual 2016	Budget 2017	Amend 2017	Projected 2017	Budget - Pass 2018	Budget - No Pass 2018
55600	610000 · TRAINING & EDUCATION EXPENSE						
5610	610100 · Firefighting Training	12,550	35,400	35,400	35,000	35,000	25,000
5620	610200 · Medical Training	1,710	13,000	6,000	6,000	15,000	10,000
5650	610300 · Admin/Other Training	2,766	2,000	2,000	3,500	3,500	2,500
5140	510400 · Director's Training	0	250	250	0	250	250
5651	610500 · Health and Wellness	796	1,500	1,500	4,000	2,500	2,500
5475	610600 · EMS Community Outreach	857	750	750	3,500	2,000	750
5185	610800 · Travel/Lodging	3,611	1,250	1,250	1,800	3,000	1,500
5600	619900 · Training & Education Expense - Other	0	0	0	0	0	0
5600	Total 610000 · TRAINING & EDUCATION EXPENSE	22,291	54,150	47,150	53,800	61,250	42,500
5700	620000 · UTILITIES EXPENSE						
5710	620100 · Electricity Expense	23,888	21,500	21,500	21,500	21,500	21,500
5720	620200 · Heating/Gas Expense	16,958	21,200	21,200	21,000	21,200	21,200
5730	620300 · Water & Sewer Expense	7,007	6,200	6,200	6,200	6,000	6,000
5740	620700 · Trash Collection	2,457	2,800	2,800	2,800	2,800	2,800
5700	Total 620000 · UTILITIES EXPENSE	50,311	51,700	51,700	51,500	51,500	51,500
5900	630000 · FINANCE - DEBT SERVICE						
5922	630100 · Lease Princ Brush Truck 0680	21,415	21,415	21,415	19,720	20,270	20,270
5923	630200 · Lease Princ BC Truck 0684	11,846	11,846	11,846	10,510	10,910	10,910
5901	630300 · Lease Princ 2009 Ladder 0679	71,387	71,387	71,387	63,951	65,734	65,734
5905	630400 · Lease Princ 2004 Pumper 0713	23,945	23,945	23,945	21,451	22,050	22,050
5910	630500 · Lease Princ Station 1 0719	152,885	144,351	144,351	125,807	129,350	129,350
5950	634100 · Interest Expense	0	0	0	31,510	24,680	24,680
5900	Total 630000 · FINANCE - DEBT SERVICE	281,478	272,944	272,944	272,949	272,994	272,994
	Total Expenses - Operations	5,337,274	5,936,416	5,836,416	5,793,701	7,326,941	6,250,587

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

2018 BUDGET

	Expenses - Other	Actual 2016	Budget 2017	Amend 2017	Projected 2017	Budget - Pass 2018	Budget - No Pass 2018
6000	900000 · CAPITAL IMPROVEMENT FUND						
6020	Total 900100 · Buildings Capital Outlay	136,604	85,000	35,000	35,000	410,000	10,000
6030	900300 · Vehicle Capital Outlay						
6033	900303 · Fire Vehicle Capital Outlay	41,438	0	0	0	100,000	0
6031	900305 · Medical Vehicle Capital Outlay	413,929	0	0	0	110,000	0
	900307 · Admin Vehicle Capital Outlay					150,000	
	900309 · Spec Vehicle Capital Outlay						
6030	Total 900300 · Vehicle Capital Outlay	455,367	0	0	0	360,000	0
6040	900600 · Equipment Capital Outlay						
6041	900602 · Communications Capital Outlay	0	0	0	365,798	23,142	0
	900609 · Suppression Equipment Capital Outlay					175,000	0
6043	900603 · Medical Equipmnt Capital Outlay	780	0	0	0	37,080	0
6040	Total 900600 · Equipment Capital Outlay	780	0	0	365,798	235,222	0
6000	Total 900000 · CAPITAL IMPROVEMENT FUND	592,750	85,000	35,000	400,798	1,005,222	10,000
	910000 · REPLACEMENT FUND						
6030	910300 · Vehicle Replacement Outlay	0	0	0	0	245,000	0
	910400 · Equipment Replacement Outlay	0	0	0	0	190,786	
	910500 · Communications Replacement Outlay	0	0	0	0	71,396	
	Total NA/910000 · REPLACEMENT FUNDS	0	0	0	0	507,182	0
	TABOR EMERGENCY RESERVE	0	0	0	0	28,000	
	Total Expenses - Other	592,750	85,000	35,000	400,798	1,540,404	10,000
TOTAL EXPENSE		5,930,024	6,021,416	5,871,416	6,194,499	8,867,345	6,260,587

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT
BUDGET FUND BALANCES
2018

	Actual	Approved	Amended	Projected	Budget Pass	Budget No Pass
	2016	2017	2017	2017	2018	2018
OPERATING FUND BALANCE						
Beginning Balance	857,065	1,353,069	1,275,446	1,275,446	1,289,738	1,289,738
Revenues	5,913,683	5,893,488	5,809,488	6,183,791	9,006,187	6,250,309
Expenses	(5,495,302)	(5,936,416)	(5,836,416)	(5,793,701)	(7,326,941)	(6,250,587)
Transfer In	-	25,000	25,000	25,000	-	-
Transfer Out	-	(85,000)	(35,000)	(400,798)	(1,540,404)	(10,000)
Ending Balance	1,275,446	1,250,141	1,238,518	1,289,738	1,428,581	1,279,460
CAPITAL IMPROVEMENT FUND BALANCE						
Beginning Balance	469,237	255,687	236,560	236,560	204,192	204,192
Revenues	88,118	-	-	-	-	-
Expenses	(320,794)	(85,000)	(35,000)	(400,798)	(1,005,222)	(10,000)
Transfer In	-	85,000	35,000	368,430	1,267,404	10,000
Transfer Out	-	-	-	-	-	-
Ending Balance	236,560	255,687	236,560	204,192	466,374	204,192
IMPACT FEE FUND BALANCE						
Beginning Balance	798,507	675,547	690,794	690,794	640,794	640,794
Revenues	6,216	225,000	(50,000)	100,000	75,000	75,000
Expenses	(113,929)	0	0	(150,000)	0	0
Transfer In	0	0	0	0	0	0
Transfer Out	-	-	-	-	-	-
Ending Balance	690,794	900,547	640,794	640,794	715,794	715,794
EMERGENCY RESERVE FUND BALANCE						
Beginning Balance	212,248	207,902	212,951	212,951	188,651	188,651
Interest	703	-	-	700	650	650
Expenses	-	-	-	-	-	-
Transfer In	-	-	-	-	28,000	-
Transfer Out	-	(25,000)	(25,000)	(25,000)	-	-
Ending Balance	212,951	182,902	187,951	188,651	217,301	189,301
VEHICLE REPLACEMENT FUND BALANCE						
Beginning Balance	-	-	-	-	-	-
Interest	-	-	-	-	-	-
Expenses	-	-	-	-	-	-
Transfer In	-	-	-	-	245,000	-
Transfer Out	-	-	-	-	-	-
Ending Balance	-	-	-	-	245,000	-

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

15455 Gleneagle Drive, Suite 230

Colorado Springs, CO 80921

Bus: (719) 484-0911 Fax (719) 481-3456



Christopher Truty, Fire Chief

MEMO

TO: BOARD OF DIRECTORS

FROM: CHIEF TRUTY

DATE: OCTOBER 10, 2017

RE: UPDATED 307 - PURCHASING POLICY

Attached you will find an updated Purchasing Policy #307 that includes a few related to purchase authorizations and online payments. The following authorization changes are being proposed in the attached:

- Changes the use of the purchase order log from purchases that exceed \$100 to exceeding \$500 and includes the authorizing officer of the PO.
- Allows Battalion Chiefs to authorize purchases of line-items not under their responsibility for up to \$500 provided they have verbal approval of the responsible line-item party. This is a change from Battalion Chiefs only having permission to approve non-responsible line-item purchases of \$250 or less.
- The Deputy Chief shall not only approve expenditures between \$500 and \$1,000 but now review all operational purchases less than \$1,000.
- All online payments need to be approved by the Fire Chief prior to approval.

In addition, we are proposing to replace the \$2,500 double signature requirement with a monthly report to the Board Treasurer of all expenses that exceed \$2,500. With the incorporation of online payments that now improve payment speed and security, how to enforce the second signature requirement becomes a procedural challenge so instead we are proposing, for accountability, to report the Board Treasurer all payments over \$2,500

Lastly, we have eliminated the use of petty cash. All reimbursements shall be in the form of a check.

Respectfully submitted,

Purchasing

307.1 PURPOSE AND SCOPE

As allowed in the District Bylaws, to establish the authorizations necessary to make and approve purchases on behalf of the District. This policy applies to all members of the Tri-Lakes Monument FPD.

307.2 POLICY

All purchases require that the appropriate funds are budgeted and sufficient funds are available at the time of purchase. Use of non-budgeted funds can only be approved by the Board President or Fire Chief.

All employees making purchases are encouraged to charge to an approved vendor account or if unavailable, a department credit card. The use of credit cards should be minimized and only used when a vendor is unwilling or unable to invoice the District for products and services.

All purchases must have an accompanying receipt with purchaser's initials, invoice, or proof of purchase and a purchase order number if applicable, that is forwarded to the Office Administrator. Submissions must identify which budget line item is to be debited for the expense.

All charges to capital expense accounts must be approved by the Fire Chief.

The Fire Chief may impose a spending freeze on all discretionary purchasing if it is determined to be in the best interest of the District.

All applicable purchase processes shall conform with CRS 32-1-18, Public Improvements - Special District Contracts.

AUTHORIZATIONS

No employee or any person shall make purchases or commit District funds without authorization. Purchase authorizations may be made by the following individuals:

- Any firefighter making any purchase needs to obtain officer authorization in accordance with below guidelines.
- Any officer or executive staff member may authorize necessary purchases on behalf of the District in amounts less than \$100.00.
- All purchases higher than \$500.00 must be entered into the purchase order log identifying the source of the available funds and the authorizing officer.
- Any battalion chief or above may authorize necessary purchases on behalf of the district in amounts less than \$500. A battalion chief shall receive verbal authorization from line item managers for line item purchases not under his management.
- The Deputy Fire Chief shall approve all expenditures in excess of \$500 up to \$1,000 and review all operational purchases less than \$1,000.
- The Fire Chief or Board President shall approve all expenditures in excess of \$1,000.

Tri-Lakes Monument Fire Protection District

TLMFPD Policy Manual

Purchasing

REIMBURSEMENTS

- Should an employee request a reimbursement for less than \$100.00, they are required to submit a reimbursement form along with the receipt to the office administrator.
- The District will issue all reimbursements in the form of a check..
- All reimbursement requests must be approved by a battalion chief.
- No employee reimbursement shall be made without a receipt without permission of the Deputy Fire Chief.

PAYMENTS

Individuals authorized to sign checks include the Board President, Vice-President, Treasurer, Fire Chief or individuals authorized by the Fire Chief to sign checks in his or a board member's absence.

All online invoiced payments must be approved by the Fire Chief prior to payment.

All checks/payments issued by the District for over \$2,500 shall be reported monthly to the District's treasurer for review.

CONFLICT OF INTEREST

No employee or elected official will participate directly or indirectly in a procurement when:

- the employee or board member knows that the employee or any member of the employee's immediate family has a financial interest to the procurement;
- when a business or organization in which the employee or board member, or any member of the employee's immediate family, has a financial interest pertaining to the procurement;
- when any other person, business or organization with whom the employee or board member or any member of the employee's or board member's immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement.

Upon discovery of an actual or potential conflict of interest, an employee shall promptly file a written statement of disqualification and shall withdraw from any further participation in the transaction involved. Failure to do so could result in disciplinary action.

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

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Colorado Springs, CO 80921

Bus: (719) 484-0911 Fax (719) 481-3456



Christopher Truty, Fire Chief

MEMO

TO: BOARD OF DIRECTORS

FROM: CHIEF TRUTY

DATE: OCTOBER 19, 2017

RE: 2017 AMENDED BUDGET

Attached you will find the final version of the 2017 Amended budget. Suggested changes from last month's Board meeting were included in this final version. The changes include

- \$7,000 of additional funds were added to the OT (Other) account(#5514) to allow for additional training time.
- Employee Healthcare (#5541) was (#5546) was reduced from \$610,000 to \$600,000.
- Formula amount for FPPA Pension was changed from \$216,371 to \$228,618.
- Formula amount for FPPA Death and Disability (#5544) was changed from \$89,251 to \$89,433
- Medical Training (#5620) was changed from a \$10,000 reduction to a \$7,000 reduction, so the new line item is \$6,000.

All total, general fund expenses then go from \$5,836,414 to \$5,848,842 or an increase of \$12,428. This means the total funds change for the budget will go from a decrease in the balance of \$111,428 to \$124,354.

Respectfully submitted,

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

15455 Gleneagle Drive, Suite 230

Colorado Springs, CO 80921

(719) 484-0911



Jake Shirk, President

Roger Lance, Vice- President
Dr. John Hildebrandt, Treasurer
Michael Smaldino, Secretary

Bill Ingram, Director
Larry Smith, Director
Tom Tharnish, Director

RESOLUTION 2017-7

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING AN AMENDED BUDGET FOR THE TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2017, AND ENDING ON THE LAST DAY OF DECEMBER, 2017

WHEREAS, the Board of Directors of the Tri-Lakes Monument Fire Protection District has appointed Christopher Truty, Fire Chief to prepare and submit a proposed budget to said governing body at the proper time and;

WHEREAS, Christopher Truty, Fire Chief has submitted a proposed amended budget to this governing body on October 25, 2017, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed amended budget was open for inspection by the public at a designated place, a public hearing was held on October 25, 2017, and interested taxpayers were given the opportunity to file or register any objections to said proposed amended 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 amended budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS of the TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT:

Section 1. That the amended budget as submitted and summarized by fund, hereby is approved and adopted as the budget of the Tri-Lakes Monument Fire Protection District for the year stated above.

Section 2. That the amended budget hereby approved and adopted shall be signed by the Board Treasurer and made a part of the public record of the District.

ADOPTED, this 25th day of October, 2017

Attest: _____ TLMFPD Board Treasurer

Witness: _____ TLMFPD Board Secretary



2017

AMENDED (Proposed)

Tri-Lakes Monument
Fire Protection District

Annual Budget
10/25/2017

Approved By:

Board of Directors

Tri Lakes-Monument Fire Protection District

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT
2017 BUDGET (AMENDED)

2017 BUDGET SUMMARY



Category	2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended
REVENUES					
Taxes	4,565,565	4,855,493	4,897,496	4,962,738	4,962,738
Fees	535,352	774,120	875,651	822,750	822,750
Grants	0	175,000	175,285	0	0
Other	194,495	102,100	54,071	108,000	24,000
Total Operating Revenue	5,295,412	5,906,713	6,002,503	5,893,488	5,809,488
Impact Fees	239,988	0	6,216	225,000	(50,000)
Total Revenue	5,535,400	5,906,713	6,008,719	6,118,488	5,759,488
EXPENSES					
Administration	348,352	508,557	473,032	495,356	495,356
Building	85,566	92,800	82,125	106,800	106,800
Communications	139,101	127,300	115,476	138,450	138,450
Fire Prevention	4,815	4,500	3,181	5,500	5,500
Vehicles	147,648	129,000	116,145	132,200	132,200
Fire Fighting Equip	39,561	42,750	40,774	62,500	62,500
EMS	62,562	72,550	55,785	72,950	72,950
Wages	3,114,052	3,258,083	3,292,665	3,567,792	3,501,692
Benefits	816,507	899,281	790,314	957,322	942,850
Uniforms	28,716	21,000	17,914	21,000	21,000
Training and Education	18,041	26,000	17,822	51,900	44,900
Utilities	51,527	58,700	50,310	51,700	51,700
Debt Service	382,496	281,478	281,478	272,944	272,944
Total Gen Fund Expenses	5,238,944	5,521,999	5,337,021	5,936,414	5,848,842
Capital Improvements	70,283	425,000	320,794	85,000	35,000
Impact Fee Expenses	0	117,500	113,929	0	0
Emergency Funds	0	0	0	0	0
Total Expenses	5,309,227	6,064,499	5,771,744	6,021,414	5,883,842
STATUSES					
Operating	(44,700)	(44,700)	490,197	(17,926)	(14,354)
Capital Improvement	(183,838)	(183,838)	(232,590)	(85,000)	(35,000)
Impact Fee	250,000	250,000	(117,500)	225,000	(50,000)
Emergency Reserve	0	0	0	(25,000)	(25,000)
Total Funds Change	21,462	21,462	140,107	97,074	(124,354)

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT
2017 BUDGET (AMENDED)

OPERATING FUND REVENUE



Acct	Source	2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended
REVENUES						
4110	Property Tax	4,097,498	4,420,493	4,381,258	4,483,738	4,483,738
4120	Specific Ownership Tax	463,445	435,000	509,282	470,000	470,000
4150	Other Tax Revenue	4,622	0	6,956	9,000	9,000
4160	Assessment Fees (Palmer Lake)	10,000	12,120	8,550	7,500	7,500
4210	Ambulance Revenue	511,944	750,000	852,287	800,000	800,000
4230	CPR Class Fees	125	0	225	250	250
4250	Fire Inspection Revenue	13,283	12,000	14,589	15,000	15,000
4400	Bank/Investment Interest	2,256	2,100	9,573	8,000	8,000
4510	Miscellaneous Donations	175	0	1,075	0	0
4520	Miscellaneous Revenue	3,125	0	19,617	0	0
4560	Wildland Deployment Revenue	188,939	100,000	23,806	100,000	16,000
4525	Grants	0	175,000	175,285	0	0
	Operating Revenue	5,295,412	5,906,713	6,002,503	5,893,488	5,809,488
4530	Impact Fees*	239,988	0	6,216	225,000	(50,000)
	Total Revenue	5,535,400	5,906,713	6,008,719	6,118,488	5,759,488

OPERATING FUND EXPENSES



Acct	Description	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended
5100	ADMINISTRATION					
5105	Accounting	1,401	20,000	23,044	38,500	38,500
5107	Auditing	8,200	9,000	8,713	10,000	10,000
5110	Ambulance Collection Fee (4.95%)	28,993	57,500	53,269	39,600	39,600
5115	Bank Charge	8,099	13,000	12,426	7,500	7,500
5120	Books, Dues, Subscriptions	5,066	6,000	5,091	5,000	5,000
5125	Consultants Expense	0	15,000	10,000	20,000	20,000
5130	Copies, Postage, Shipping	1,673	3,000	2,307	2,800	2,800
5131	Election material management	0	10,000	13,771	5,000	5,000
5135	County Treasurer's Fee (1.5%)	61,471	66,307	66,070	67,256	67,256
	Directors Training	0	0	0	250	250
5145	General Expense - Admin	8,183	2,250	1,638	5,500	5,500
5150	Legal Fees	10,297	14,000	21,519	15,000	15,000
5155	General Liability Ins. (McNeil)	35,875	35,000	31,298	40,000	40,000
5160	Maintenance Contracts - Admin.	3,386	4,000	2,589	4,000	4,000
5165	Office Supplies	4,338	5,000	3,625	5,000	5,000
5166	Office Equipment/Furniture	10,472	1,000	0	5,000	5,000
5168	Promotional Processes		0	0	5,000	5,000
5185	Travel	1,276	1,000	3,611	1,250	1,250
5188	Elections	0	40,000	31,186	40,000	40,000
5190	Worker's Compensation	145,348	185,000	163,320	150,000	150,000
5191	Morale and Welfare	1,075	4,000	3,186	7,500	7,500
5192	Medical Exams / Services	3,970	12,000	2,207	15,000	15,000
5193	Heart Benefit	0	0	0	0	0
5194	Recruiting / Hiring	0	2,500	5,436	2,000	2,000
5195	New Hire Medical Exams	0	1,500	7,257	2,700	2,700
5196	Public Relations	564	1,500	1,469	1,500	1,500
5198	Wildland Deployments	8,665				
	ADMIN TOTAL	348,352	508,557	473,032	495,356	495,356

OPERATING FUND EXPENSES



Acct	Description	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended
5200	BUILDINGS					
	Repair and Maintenance	48,789	53,500	39,016	65,000	65,000
	Supplies	10,877	10,900	11,602	10,800	10,800
	Admin Office	25,900	28,400	31,507	31,000	31,000
	BUILDINGS TOTAL	85,566	92,800	82,125	106,800	106,800
5300	COMMUNICATIONS					
5310	Cable	1,293	1,300	1,358	1,500	1,500
5315	Telephone	8,004	8,500	9,302	9,250	9,250
5320	Cellular	19,599	20,000	16,895	16,000	16,000
5330	Information Technology	56,516	8,500	5,643	10,000	10,000
5331	IT Contracts	0	37,500	36,676	40,000	40,000
5335	Internet Connectivity	27,388	26,000	27,196	35,000	35,000
5340	Pager Service Contract	1,808	2,000	2,235	2,000	2,000
5341	Maintenance Contract 800 Mrtz	4,230	4,300	5,040	4,300	4,300
5360	Radio license 800 \$215.00 ea	11,880	9,700	10,911	10,400	10,400
5370	Repair and Maintenance	8,383	9,500	220	10,000	10,000
5380	Dispatch Services					
	COMMUNICATIONS TOTAL	139,101	127,300	115,476	138,450	138,450

OPERATING FUND EXPENSES



Acct	Description	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended
5390 FIRE PREVENTION						
5391	Personnel Training	1,316	2,000	120	2,000	2,000
5392	Fire Prevention Supplies	2,325	1,000	1,937	2,500	2,500
5393	Wildland Mitigation	0	750	0	0	0
5394	Fire Prevention Equip	1,174	750	1,124	1,000	1,000
5396	Misc. Grants	0	0	0	0	0
	FIRE PREVENTION TOTAL	4,815	4,500	3,181	5,500	5,500
5400 VEHICLES						
	FIRE					
5410	Other	2,472	0	0	0	0
5411	Fuel	20,670	22,000	16,746	20,000	20,000
5412	Repair and Maintenance	57,922	53,700	55,300	60,000	60,000
5413	Ladder Testing	0	1,300	1,231	1,300	1,300
5414	Pump Testing	0	1,500	0	1,500	1,500
5420	MEDICAL					
5421	Fuel	11,954	18,000	13,300	14,400	14,400
5422	Repair and Maintenance	34,083	15,000	8,328	15,000	15,000
5430	ADMINISTRATION					
5431	Fuel	7,609	10,000	9,526	10,000	10,000
5432	Repair and Maintenance	12,889	7,500	9,844	10,000	10,000
5433	Stock	49		1,870		
	VEHICLES TOTAL	147,648	129,000	116,145	132,200	132,200
5460 FIRE FIGHTING EQUIPMENT						
5460	Firefighting Equipment	0	0	101	25,000	25,000
5461	Repair and Maintenance	8,957	7,000	3,278	9,000	9,000
5462	SCBA Repair	7,277	7,000	11,030	8,000	8,000
5463	Fire Fighting Supplies	6,795	7,500	15,052	3,000	3,000
5464	Hazmat Supplies	585	1,500	966	2,000	2,000
5465	TEMS	330	750	191	0	0
5467	Wildland Supplies	2,852	3,000	858	2,500	2,500
5468	PPE New Purchase	12,765	15,000	9,298	12,000	12,000

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT
2017 BUDGET (AMENDED)

OPERATING FUND EXPENSES



Acct	Description	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended
5469	PPE Maintenance & Repair	0	1,000	0	1,000	1,000
	FIRE FIGHTING EQUIP. TOTAL	39,561	42,750	40,774	62,500	62,500

OPERATING FUND EXPENSES



Acct	Description	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended
5470 EMS						
5471	Repair and Maintenance	1,361	1,000	0	1,000	1,000
5472	Maintenance Contracts - EMS	7,547	7,800	4,960	9,200	9,200
5473	Medical Supply	53,589	60,000	49,968	62,000	62,000
5474	Medical Equipment	0	3,000	0	0	0
5475	Community CPR/First Aid	65	750	857	750	750
	MEDICAL TOTAL	62,562	72,550	55,785	72,950	72,950
5500 WAGES						
5507	Administration	370,386	343,787	346,201	333,053	360,553
5508	Operations (FT)	2,119,290	2,345,124	2,247,448	2,559,088	2,468,488
5512	Operations (PT)	5,610	20,000	4,927	10,000	0
5513	Operations (Shift)	435,476	330,000	580,203	410,000	525,000
5514	Overtime (Other)	36,318	35,000	38,147	35,000	57,000
	Overtime (Training/EMS Officer)	0	25,000	0	30,000	0
5519	Overtime (Wildland Backfill)	26,074		4,116	50,000	0
5517	Longevity				28,680	28,680
5518	Wildland Deployment Pay	64,040	100,000	7,995	50,000	0
5530	Payroll Tax 6.2% (FICA) (PT & Temp)	6,443	3,191	3,378	620	620
5531	Firefighter Medicare 1.45% (FF+ADM)	40,613	46,384	47,536	50,834	50,834
5535	Unemployment 0.3%	6,682	9,597	12,396	10,517	10,517
5539	Payroll Expenses	3,120		318		
	WAGES TOTAL	3,114,052	3,258,083	3,292,665	3,567,792	3,501,692

OPERATING FUND EXPENSES



Acct	Description	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended
5540	BENEFITS					
5541	Employee Health and Life	555,578	596,175	497,451	610,000	600,000
5542	Dental	8,215	10,766	10,275	14,500	14,500
5543	Vision	287	0	21	0	0
5544	FPPA Death and Disability 2.6%	57,593	69,432	64,648	91,151	89,433
5546	FPPA Pension Match 8.0%	194,360	213,636	205,948	231,371	228,618
5547	Accident and Sickness (Provider)	0	1,900	1,891	2,000	2,000
5548	Death and Dismemberment (Provider)	0	3,472	3,363	3,500	3,500
5549	Employee Assistance Program	2,500	2,500	5,481	2,800	2,800
5550	Flex Spending (Conexis)	-2,026	1,400	1,236	2,000	2,000
	BENEFITS TOTAL	816,507	899,281	790,314	957,322	942,850
5560	UNIFORMS					
5561	Staff	28,539	19,000	17,528	18,000	18,000
5563	Damaged/Repair	177		0		
5564	New Hire / Promotions	0	2,000	386	3,000	3,000
	UNIFORMS TOTAL	28,716	21,000	17,914	21,000	21,000
5600	TRAINING AND EDUCATION					
5600	Other	0	0	0	0	0
5610	Fire	15,378	15,000	12,550	35,400	35,400
5620	Medical	1,695	7,500	1,710	13,000	6,000
5650	Administration/Other	968	2,000	2,766	2,000	2,000
5651	Health & Wellness	0	1,500	796	1,500	1,500
5652	Tuition Reimbursement	0	0	0	0	0
	TRAINING / ED. TOTAL	18,041	26,000	17,822	51,900	44,900

OPERATING FUND EXPENSES



Acct	Description	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended
5700	UTILITIES					
5710	Electricity	22,125	21,600	23,888	21,500	21,500
5720	Gas	19,333	24,000	16,958	21,200	21,200
5730	Water/Sewer	6,857	9,500	7,007	6,200	6,200
5740	Trash Collection	3,212	3,600	2,457	2,800	2,800
	UTILITIES TOTAL	51,527	58,700	50,310	51,700	51,700
5900	DEBT SERVICE					
5910	Lease (Ladder Trk)	33,134	71,387	71,387	71,387	71,387
	Lease (Eng/Amb)	171,483	0	0	0	0
5911	Lease (B/C)	0	11,846	11,846	11,846	11,846
	Lease (Brush)	0	21,415	21,415	21,415	21,415
5912	Lease (E2)	24,994	23,945	23,945	23,945	23,945
5913	Lease (Station 1)	152,885	152,885	152,885	144,351	144,351
	DEBT SERVICE TOTAL	382,496	281,478	281,478	272,944	272,944
	TOTAL GEN FUND EXPENSES	5,238,944	5,521,999	5,337,021	5,936,414	5,848,842

TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT
2016 BUDGET (AMENDED)

CAPITAL IMPROVEMENT FUND



		2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended
Revenue						
	Beginning Fund Balance	494,820	469,237	469,237	236,647	236,647
	Revenue: Grant	0			0	0
	2014 Excess Funds	44,700	42,500	0	0	0
	Operations Fund Transfer	0	175,000	88,204	0	0
	Total Revenue	44,700	217,500	88,204	0	0
	Begin Balance	539,520	686,737	557,441	236,647	236,647
Expenses						
6131	Station 1	0	57,500	0	0	7,000
6132	Station 2	0	30,500	0	0	7,000
6133	Station 3	0	44,500	0	0	7,000
6134	Admin	0	0	112,800	85,000	14,000
6200	Communications	0	0	0	0	0
6300	Information Technology	0	0	0	0	0
6410	Vehicles - Admin	0	0	0	0	0
6420	Vehicles - Fire	34,158	0	0	0	0
6430	Vehicles - Medical	0	292,500	207,994	0	0
6510	Equipment - Fire	0	0	0	0	0
6520	Equipment - Medical	36,125	0	0	0	0
6600	Training	0	0	0	0	0
	Total Expenses	70,283	425,000	320,794	85,000	35,000
	Revenue & BFB less Expenses	469,237	261,737	236,647	151,647	201,647

IMPACT FEE FUND



<u>Source</u>		<u>2015 Actual</u>	<u>2016 Amended</u>	<u>2016 Actual</u>	<u>2017 Approved</u>	<u>2017 Amended</u>
Revenue						
	BEGINNING FUND BALANCE	532,098	793,047	772,086	675,547	664,373
	Revenues	239,988	0	6,216	225,000	175,000
	Fund Transfers	0	0	0	0	0
	Expenses	0	(117,500)	(113,929)	0	(225,000)
	End Balance	772,086	675,547	664,373	900,547	614,373

FUND BALANCES

OPERATING FUND BALANCE



	2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended
Beginning Balance	845,339	1,185,856	857,065	1,353,069	1,276,062
Revenues	5,295,412	5,906,713	5,914,299	5,893,488	5,809,488
Expenses	(5,238,986)	(5,522,000)	(5,495,302)	(5,936,414)	(5,848,842)
Transfer In		0	0	25,000	25,000
Transfer Out 2014 Excess	(44,700)	(42,500)	0	0	0
Fund Transfers	44,700	217,500	0	85,000	35,000
Revenues	0	0	88,204	0	0
Beginning Balance	494,820	463,187	469,237	255,687	236,647
	2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended

CAPITAL IMPROVEMENT FUND BALANCE

	2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended
Beginning Balance	494,820	463,187	469,237	255,687	236,647
Revenues	0	0	88,204	0	0
Fund Transfers	44,700	217,500	0	85,000	35,000
Expenses	(70,283)	(425,000)	(320,794)	(85,000)	(35,000)
Ending Balance	469,237	255,687	236,647	255,687	236,647
	2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended

IMPACT FEE FUND BALANCE

	2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended
Beginning Balance	532,098	793047	772,086	675,547	664,373
Revenues	239,988	0	6,216	225,000	175,000
Fund Transfers	0	0	0	0	0
Expenses	0	-117500	(113,929)	0	(225,000)
Ending Balance	772,086	675,547	664,373	900,547	614,373
	2015 Actual	2016 Amended	2016 Actual	2017 Approved	2017 Amended

EMERGENCY RESERVE FUND BALANCE

	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended
Beginning Balance	212,248	207,902	212,248	207,902	212,951
Fund Transfers	-	-	703	(25,000)	(25,000)
Expenses	-	-	-	-	-
Ending Balance	212,248	207,902	212,951	182,902	187,951
	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2017 Amended

VEHICLE REPLACEMENT FUND BALANCE

	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2018 Glimpse
Beginning Balance	0	0	0	0	0
Revenues	0	0	0	0	0
Fund Transfers	0	0	0	0	0
Expenses	0	0	0	0	0
Ending Balance	0	0	0	0	0
	2015 Actual	2016 Amended	2016 Actual	2017 Proposed	2018 Glimpse