

# **Elk Creek Fire Protection District Board of Directors**

## **Regular Meeting Agenda**

**Thursday, June 27th 18:00hr**

**In person and Via Zoom**

**(located on ECFPD website)**

- I. Call to order
- II. Pledge of Allegiance
- III. Moment of Silence for Fallen Responders
- IV. Roll call of Board members
- V. Additions or Deletions to, and Approval of the Agenda
- VI. Public Comment Period
- VII. Review and Approval of May, 2024 Regular Meeting Minutes
- VIII. Financial Matters
- IX. Chief Ware Report
- X. Old Business
  1. Strategic Planning
  2. Fire Chief Contract
- XI. New Business
  1. Executive Session under 24-6-402(4)(f), C.R.S., to discuss a personnel matter regarding the Fire Chief's performance and compensation
- XII. Adjournment

**RECORD OF MINUTES  
Elk Creek Fire Protection District  
Special Session Board Meeting  
May 13, 2024, In person and via Zoom**

1. Call to Order at 7:06 PM

1. The special meeting of the Board of Directors of Elk Creek Fire Protection District (ECFPD) was called to order by President Greg Pixley at 6:00 p.m. on Monday, May 13, 2024. The meeting was held in both physical attendance and via Zoom virtual meeting pursuant to statutory notice.

2. In physical attendance were President Greg Pixley, Treasurer Woods, Secretary Melissa Baker and Director Chuck Newby. Also attending in the Board Room were Chief Jacob Ware and District Attorney John Chmil. Vice President Dominique Devaney participated via zoom.

2. Agenda

The agenda was reviewed by all Board members in attendance. President Pixley changed the order of the agenda so the first item on the agenda was to discuss a personnel matter regarding the review of the Fire Chief and possible contract for the Fire Chief.

3. Executive Session

Treasurer Sharon Woods made a motion to move into Executive Session pursuant to Sec. 24-6-402(4)(f), C.R.S. to discuss a personnel matter regarding the review of the Fire Chief and possible contract for the Fire Chief; and pursuant to Sec. 24-6-402(4)(b), C.R.S., for legal advice regarding the same, the motion was seconded by Secretary Melissa Baker. The motion passed unanimously.

Adjourn 9:14p

Back in Session 9:22p

3. Executive Session

Motion was made by Secretary Melissa Baker to move into executive session pursuant to Sec. 24-6-402(4)(b), C.R.S., to confer with the District's legal counsel on specific legal questions regarding public comment and the related District

policy. The motion was seconded by Treasurer Sharon Woods. The motion passed unanimously.

Adjourn Special Meeting at 10:16p

### Special Meeting

Secretary Melissa Baker made a motion to approve the public comment policy discussed during executive session to be implemented at the May Board Meeting seconded by Sharon Woods. The motion passed unanimously.

4. There being no further business to come before the Board at this time the meeting a motion was made by Treasurer Sharon Woods and seconded by Director Newby to adjourn at 10:18 p.m. Motion passed unanimously.

Respectfully submitted,

\_\_\_\_\_  
Greg Pixley – President

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Dominique Devaney – Vice President

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Sharon Woods – Treasurer

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Melissa Baker - Secretary

\_\_\_\_\_  
Charles Newby - Director

**RECORD OF MINUTES**  
**Elk Creek Fire Protection District**  
**Regular Board Meeting**  
**May 23, 2024, In person and via Zoom**

1. Call to Order at 6:00PM

1. The regular monthly meeting of the Board of Directors of Elk Creek Fire Protection District (ECFPD) was called to order by President Greg Pixley at 6:00 p.m. on Thursday, May 23, 2024. The meeting was held in both physical attendance and via Zoom virtual meeting pursuant to statutory notice.

2. Pledge of Allegiance

3. A Moment of Silence for Fallen Responders

4. In physical attendance were President Greg Pixley, Treasurer Woods, Secretary Melissa Baker and Director Chuck Newby. Also attending in the Board Room were Chief Jacob Ware and District Attorney John Chmil. Vice President Dominique Devaney joined via zoom.

5. Agenda

The agenda was reviewed by all Board members in attendance. Treasurer Sharon Woods made a motion to approve to agenda as presented, the motion was seconded by Secretary Melissa Baker. The motion passed unanimously.

6. Review of Public Comment Policy

Public Comment Session

Citizens shared an interest in a new category of firefighter that would focus on spot fires and be outdoor enthusiasts, support for the new public comment policy, increased transparency on the website for the financial reports and contracts, appreciation for the board, concern over process matters from the last board meeting and support for sharing the cost of the consolidation campaign with the public.

Citizens who provide public comment include Neil Whitehead III, Paul Olson and Phillip Koch.

7. Minutes of the April Board Meeting

A Motion was made to accept the minutes as written by Treasurer Sharon Woods. The motion was seconded by Secretary Melissa Baker. The motion passes unanimously.

4. Financial Matters

A motion to approve the District's April expenses was made by Treasurer Sharon Woods and seconded by Secretary Melissa Baker. The motion was approved unanimously. Information on the monthly financial activities of the district is contained within the Treasurer's Report and is on file with the District.

5. Chiefs Report

Chief Ware shared that over the past month members of the Wildland Division worked with Jeffco Road and Bridge to clear trees and mitigate hazards due to several large wind events causing down power lines.

An update on Impact fees and the Nexxus Study was reviewed. The Chief shared House Bill 24-194 passed allowing the District to collect impact fees rather than running through the County. The exact implementation of this new policy is currently being reviewed.

There was discussion about whether impact fees can be adjusted based on type of construction techniques that might decrease the development's impact on the District. The Chief shared that the impact to the District is more about adding people rather than building construction. The Building Code and Appendix Z at the County addresses home hardening.

Chief Ware also gave an update on call volume, average response time, incident summary, training, and prevention. Information on the full report is contained within the Chiefs Report and is on file with the district.

8. Old Business

1. The Board is working to get an in-person Special session set up to discuss the Chief's contract. We are still working with legal and hope to have the contract ready by June.
2. We are still working with the Board to have a strategic planning session with the Board and the consultant is hoping to have a rough draft by the first week of June. The Board is working to have an in-person meeting in June with the consultant.
3. Director Chuck Newby requested that his report on the cost of consolidation be located on the website. Director Chuck Newby made a motion to have the report

put on the website, Vice President Dominique Devaney seconded the motion. There was discussion on the motion.

Director Chuck Newby voted for the motion. Treasurer Sharon Woods, Vice President Dominique Devaney and Secretary Melissa Baker voted against the motion. The motion failed.

9. New Business

1. Sale of Fire Engine – Vice President Dominique Devaney made a motion to surplus the 1998 Smell Engine. Treasurer Sharon Woods seconded the motion. There was discussion on the motion. The motion passed unanimously.

11. There being no further business to come before the Board at this time the meeting a motion was made by Treasurer Sharon Woods and seconded by Secretary Melissa Baker adjourn at 7:10 p.m. Motion passed unanimously.

Respectfully submitted,

\_\_\_\_\_  
Greg Pixley – President

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Dominique Devaney – Vice President

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Sharon Woods – Treasurer

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Melissa Baker – Secretary

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Charles Newby - Director

ELK CREEK FIRE PROTECTION DISTRICT

Income Statement

For the Five Months Ending May 31, 2024

	Current Month Actual	Year to Date Actual	Yearly Budget	Percentage	
<b>Revenues</b>					
104000	Property Tax Revenue - Jeffco	590,536	2,376,661	4,054,100	58.62
104010	Property Tax Revenue -Parkco	98,880	301,551	491,265	61.38
104020	Refunds/Abatements - Jeffco	82,016	82,016	0	0.00
104030	Refunds/Abatements- Parkco	48,282	48,282	0	0.00
104040	Delinquent Taxes	-1,689	-1,474	-10,000	14.74
104100	Specific Own. Taxes - Jeffco	21,231	103,939	230,000	45.19
104110	Specific Own. Taxes - Parkco	3,702	17,791	45,000	39.53
104200	Interest Income Jeffco	-77	-203	2,000	(10.15)
104210	Interest Income Parkco	0	0	500	0.00
104220	Interest Income Investments	32,457	142,914	367,000	38.94
104300	Ambulance Billings	225	238,327	595,000	40.05
104310	Ambulance Billings-MCR/MCD Adj	0	-93,465	-200,000	46.73
104430	Permits - Inspection Fees	0	1,356	10,000	13.56
104440	Home Assessments	1,444	1,640	7,000	23.43
104450	Donations	0	4,056	8,000	50.70
104460	Lease Revenue	2,643	38,701	60,000	64.50
104480	Revenue from Surplus Equipment	0	2,146	0	0.00
104488	Grant Award - Fire	0	18,305	0	0.00
104489	Grant Award-State Fire Safety	0	12,572	0	0.00
104700	CRRF Reimbursement	0	32,817	1,341,650	2.45
104710	Fuels Crew Reimbursement	0	41,437	0	0.00
104740	Prevention Crew Reimbursement	0	14,517	0	0.00
104750	Maintenance Crew Reimbursement	0	22,312	0	0.00
104850	Mitigation Grants	0	33,000	0	0.00
	<b>Total Revenues</b>	<b>879,651</b>	<b>3,439,198</b>	<b>7,001,515</b>	<b>49.12</b>

Expenses - Administration

106000	Wages - Admin	29,409	142,101	286,721	49.56
106010	Overtime - Admin	417	4,857	6,000	80.96
106020	Unemployment Insurance	14	196	250	78.40
106030	FICA and Medicare	712	4,090	20,000	20.45
106040	FPPA ER Contributions	2,772	10,936	18,000	60.75
106060	Employee Benefits ER Paid	5,158	28,622	56,564	50.60
106075	Employee Bonus	0	0	68,250	0.00
106100	Bank Service Charges	30	150	1,000	14.96
106120	Postage/Box Rental-Admin	0	528	500	105.65
106130	Publications/Legal Notices/Adv	0	0	5,550	0.00
106140	Printing/Stationary, Forms	0	0	1,000	0.00
106160	Office Supplies & Expense	348	3,655	10,000	36.55
106165	Office Furniture	0	380	3,500	10.86
106170	Office Equipment-Rental	178	908	4,000	22.69
106190	General Meeting Expenses	-98	321	0	0.00
106200	Uncollectible Accounts	0	20,871	50,000	41.74
106230	Ambulance Billing Services	793	4,197	8,000	52.47

ELK CREEK FIRE PROTECTION DISTRICT

Income Statement

For the Five Months Ending May 31, 2024

		Current Month	Year to Date	Yearly	Percentage
		Actual	Actual	Budget	
106300	Public Relations-Admin	0	150	500	30.00
106305	Awards/Recognition	0	2,172	2,000	108.61
106330	Treasurer's Fees-JeffCo	10,062	36,827	50,000	73.65
106340	Treasurer's Fees-ParkCo	2,621	8,701	12,000	72.51
106400	Legal Services	0	8,606	60,000	14.34
106410	Accounting Services	0	0	15,000	0.00
106420	Auditing	0	0	15,000	0.00
106430	Computer Services	4,098	12,941	40,000	32.35
106480	Repairs and Maint-Office Equip	0	15	500	3.08
106490	Computer Equipment	0	3,878	15,000	25.85
106495	Software Expense	2,000	20,445	70,000	29.21
106500	Conferences/Serminars-Admin	0	80	100	80.00
106524	Human Resources	698	7,427	55,000	13.50
106560	Membership/Regist/Subscr	225	2,494	5,000	49.89
106720	Insurance-Liability	0	68	85,000	0.08
106730	Insurance-Workers Comp	0	1,000	60,000	1.67
116080	Directors' Fees	0	0	8,800	0.00
116310	Election Expenses	0	10,139	20,000	50.69
116450	Consultant Services	0	12,000	44,000	27.27
116500	Seminars and Conferences	0	0	3,000	0.00
	<b>Total Expenses - Administration</b>	<b>59,438</b>	<b>348,756</b>	<b>1,100,235</b>	<b>31.70</b>
Expenses - Fire					
236000	Salaries and Wages-FR	31,837	167,299	364,936	45.84
236010	Overtime - Fire/Rescue	7,402	24,244	57,355	42.27
236020	Unemployment Ins - FR	20	267	200	133.59
236030	FICA - Medicare FR	780	3,016	6,000	50.27
236040	FPPA ER Contrib - FR	3,659	16,540	30,000	55.13
236050	Vol Pension-Fire	0	0	10,000	0.00
236060	Employees Benefits ER Paid	10,661	60,755	90,000	67.51
236090	Pension Contribution-Fire	0	0	1,000	0.00
236200	Medical Exam - Fire	930	1,905	28,000	6.80
236305	Vol Incentive - Fire	0	0	10,000	0.00
236310	Honor Guard	1,400	4,998	10,000	49.98
236320	Cadet Academy	0	0	10,000	0.00
236495	Software	0	97	2,500	3.88
236505	Clothing and Uniforms - FR	467	8,308	30,000	27.69
236515	PPE	0	25,811	40,000	64.53
236520	Materials/Supplies	4	223	6,600	3.37
236525	Radio Equipment	15,933	27,707	38,000	72.91
236530	Fire Equipment	7,590	14,877	35,000	42.50
236560	Membership/Regist/Subscr	0	200	1,000	20.00
236820	Fuel - Diesel Fire	1,049	4,426	12,000	36.88
236821	Fuel - Gas Fire	546	2,789	6,500	42.91
	<b>Total Expenses - Fire</b>	<b>82,279</b>	<b>363,463</b>	<b>789,091</b>	<b>46.06</b>



ELK CREEK FIRE PROTECTION DISTRICT

Income Statement

For the Five Months Ending May 31, 2024

	Current Month Actual	Year to Date Actual	Yearly Budget	Percentage	
Expenses - Training					
306000	Wages - Training	9,492	44,890	122,345	36.69
306010	Overtime - Training	2,047	3,138	18,681	16.80
306020	Unemployment Insurance-TR	0	48	50	95.20
306030	FICA and Medicare-TR	179	719	1,700	42.31
306040	FPPA ER Contribution-TR	949	4,263	9,000	47.36
306060	Employee Benefits ER Paid-TR	2,621	14,735	27,000	54.57
306200	Medical Exams-Health & Safety	0	160	10,000	1.60
306510	Rookie Academy	0	2,837	6,000	47.29
306523	Facility Fees	0	0	100	0.00
306550	Training-Instructor Fees	0	30	30,000	0.10
336220	Travel	499	7,791	8,000	97.39
336550	Individual Classes/Conferences	390	34,272	35,000	97.92
336560	Training Equipment/Supplies	0	1,084	10,000	10.84
336570	Training Subscriptions	0	341	2,600	13.12
336580	FF/EMS Certifications	0	753	5,000	15.06
336590	Training Manuals	0	584	4,000	14.60
	<b>Total Expenses - Training</b>	<b>16,177</b>	<b>115,645</b>	<b>289,476</b>	<b>39.95</b>
Expenses - Prevention					
226000	Wages - Prevention	14,992	66,681	95,647	69.72
226010	Overtime - Prevention	0	987	600	164.51
226020	Unemployment Insurance-Prev	6	95	137	69.48
226030	FICA and Medicare-Prev	221	986	5,000	19.72
226040	FPPA ER Contributions-Prev	1,408	6,358	10,400	61.14
226060	Employee Benefits ER Paid-Prev	1,238	6,575	10,200	64.46
226300	Public Relations	0	0	100	0.00
226500	Conferences and Seminars	0	0	50	0.00
226520	Materials and Supplies	0	0	100	0.00
226525	Contract Plan Reviews	0	0	500	0.00
226550	CPR/Event Instructor Fees	0	0	200	0.00
226560	Membership/Regist/Subscr	0	3,228	1,500	215.20
226565	Uniforms Prevention	0	0	1,900	0.00
226570	Software/Tech Prevention	0	0	10,000	0.00
226575	Home Assesment Program	0	0	1,000	0.00
226580	Training Prevention	0	0	2,000	0.00
226585	Prevention PPE	0	0	1,000	0.00
226590	Communication Prevention	0	500	5,000	10.00
	<b>Total Expenses - Prevention</b>	<b>17,864</b>	<b>85,411</b>	<b>145,334</b>	<b>58.77</b>
Expenses - EMS					
206000	Wages - Emergency Services	47,756	250,949	547,404	45.84
206010	Overtime - Emergency Services	11,104	36,366	89,432	40.66
206020	Unemployment - EMS	30	401	400	100.19

ELK CREEK FIRE PROTECTION DISTRICT

Income Statement

For the Five Months Ending May 31, 2024

		Current Month	Year to Date	Yearly	Percentage
		Actual	Actual	Budget	
206030	FICA and Medicare - EMS	1,169	4,524	9,500	47.62
206040	FPPA ER Contributions - EMS	5,489	24,810	46,000	53.93
206060	Employee Benefits ER Paid- EMS	15,992	90,664	150,000	60.44
206090	Pension Contribution-Volunteer	0	0	15,000	0.00
206200	Medical Exams	0	47,014	42,000	111.94
206210	Fitness Equipment	36	36	750	4.77
206220	Fitness Program	0	0	2,000	0.00
206230	Dispatch	0	25,465	45,000	56.59
206305	Vol Incentive-EMS	0	0	15,000	0.00
206490	Computer Equipment	0	0	1,000	0.00
206495	Software Expense	0	0	12,500	0.00
206505	Clothing and Uniforms-EMS	348	10,611	19,000	55.85
206520	Materials and Supplies EMS	6	986	15,000	6.57
206560	Membership/Regist/Subscr	0	575	4,000	14.37
206580	Technical Rescue	0	76	5,000	1.52
206820	Fuel - Diesel	1,531	6,501	22,500	28.89
206821	Fuel - Gas	776	4,011	10,000	40.11
506200	Immunizations	0	0	500	0.00
506470	Ambulance Licensing Fees	0	0	1,000	0.00
506560	Membership/Regist/Subscr-EMS	0	2,180	1,550	140.65
506575	EMS Supplies	2,689	23,006	45,000	51.12
	<b>Total Expenses - EMS</b>	<b>86,925</b>	<b>528,172</b>	<b>1,099,536</b>	<b>48.04</b>
<b>Expenses - Wildland/Suppression</b>					
190000	Wages-Wildland Cpt	8,000	38,921	124,431	31.28
190010	Overtime-Wildland Cpt	1,800	1,800	11,000	16.36
190020	Unemploy Ins-Wildland Cpt	0	48	60	79.33
190030	Medicare-Wildland Cpt	145	602	1,800	33.45
190040	FPPA ER Contr-Wildland Cpt	867	3,861	8,000	48.26
190060	Emp Bene ER-Wildland Cpt	3,246	18,625	34,000	54.78
190101	Grant Expenditures-CWPC	0	4,545	0	0.00
190500	Wildland Supplies	0	1,180	35,000	3.37
190501	Wildland/Suppression Equipment	0	11,413	15,500	73.64
190503	Repairs/Maint Equip Wild/Sup	801	6,362	12,000	53.02
190504	Wildland/Suppression PPE	0	245	4,000	6.13
190505	Training Supp & Exp-Wildland	0	0	5,000	0.00
190506	Conferences/Seminars-Wildland	0	0	1,300	0.00
190507	Clothing/Uniforms Wildland/Sup	0	4,022	3,500	114.90
190508	Training Wildland/Suppression	608	3,311	15,000	22.07
190509	Membership/Regist/Subscr	0	409	2,000	20.47
190605	Grant Expend-Fire	0	3,672	0	0.00
190620	Supply/Materials - Suppression	0	24	3,500	0.69
190630	Communication Wildland/Supp	0	0	2,000	0.00
190640	Software/Tech Wildland/Supp	26	5,774	23,000	25.11
191000	Wages-Suppression	37,819	112,755	344,347	32.74
191010	Overtime-Suppression	124	328	5,279	6.20

ELK CREEK FIRE PROTECTION DISTRICT

Income Statement

For the Five Months Ending May 31, 2024

		Current Month Actual	Year to Date Actual	Yearly Budget	Percentage
191020	Unemployment-Suppression	70	239	500	47.88
191030	FICA Medicare-Suppression	1,592	3,204	27,500	11.65
191040	FPPA ER Contr-Suppression	2,684	10,185	20,000	50.93
191060	Emp Bene ER-Suppression	6,808	38,009	75,000	50.68
	<b>Total Expenses - Wildland/Suppression</b>	<b>64,590</b>	<b>269,534</b>	<b>773,717</b>	<b>34.84</b>
<b>Expenses - Fuels Crew</b>					
192000	Wages-Fuels Crew	11,660	38,925	0	0.00
192010	Overtime-Fuels Crew	249	373	0	0.00
192020	Unemployment-Fuels Crew	21	76	0	0.00
192030	FICA Medicare-Fuels Crew	716	1,116	0	0.00
192040	FPPA ER Contr-Fuels Crew	553	3,082	0	0.00
192060	Emp Bene ER-Fuels Crew	2,404	16,001	0	0.00
192070	PPE/Gear Fuels	0	2,633	1,500	175.50
192080	Uniforms Fuels	0	895	1,550	57.77
192090	Saw Parts/Tools/Oil Fuels	0	1,748	1,250	139.82
192100	Saw Purchase Fuels	0	0	1,500	0.00
192110	Communications Fuels	0	0	1,000	0.00
192120	Tech/Software Fuels	0	267	9,000	2.97
192130	Training Fuels	0	0	4,000	0.00
	<b>Total Expenses - Fuels Crew</b>	<b>15,603</b>	<b>65,116</b>	<b>19,800</b>	<b>328.87</b>
<b>Expenses - CRRF</b>					
216000	Salaries and Wages - CRRF	23,390	34,071	501,204	6.80
216010	Overtime - CRRF	26,605	33,414	425,000	7.86
216220	Travel - CRRF	0	7,217	20,000	36.09
216250	Fuel - CRRF	0	345	19,024	1.82
216260	Miscellaneous - CRRF	0	3,479	115,000	3.03
	<b>Total Expenses - CRRF</b>	<b>49,995</b>	<b>78,527</b>	<b>1,080,228</b>	<b>7.27</b>
<b>Expenses - Maintenance</b>					
606000	Wages - Maintenance	11,876	59,781	73,517	81.32
606010	Overtime - Maintenance	500	1,692	6,450	26.24
606020	Unemployment Insurance	7	95	90	105.78
606030	FICA and Medicare	177	880	1,700	51.79
606040	FPPA ER Contribution	1,225	5,831	12,000	48.59
606060	Employee Benefits ER Paid	3,889	22,871	42,500	53.81
606080	Shared Expense - Maintenance	0	-890	15,000	(5.94)
606810	Maintenance/Repair	285	15,539	15,000	103.59
606830	Maintenance/Repair Ambulance	0	3,894	22,000	17.70
606831	Maintenance/Repair Fire	31	4,813	45,000	10.70
606840	SCBA Parts and repair	0	237	5,000	4.75
606845	SCBA Maintenance	0	0	15,000	0.00
606855	Hose/Ladder Testing	0	0	5,000	0.00

ELK CREEK FIRE PROTECTION DISTRICT

Income Statement

For the Five Months Ending May 31, 2024

		Current Month	Year to Date	Yearly	Percentage
		Actual	Actual	Budget	
606860	Tires-Ambulance	0	0	3,500	0.00
606861	Tires-Fire Apparatus	0	950	20,000	4.75
606862	Tires-Wildland	0	1,984	2,000	99.18
606880	Outside Repairs - EMS App	0	1,536	10,000	15.36
606881	Outside Repairs - Fire App	0	1,625	20,000	8.13
606887	Outside Repairs - Wildland App	0	2,428	10,000	24.28
606888	Tools and Equipment Maint	165	7,049	21,500	32.79
606889	Software	0	50	3,500	1.43
606890	Towing	0	0	3,000	0.00
606891	Uniforms/Rags	124	124	4,000	3.10
606892	PPE	0	0	500	0.00
	<b>Total Expenses - Maintenance</b>	<b>18,279</b>	<b>130,489</b>	<b>356,257</b>	<b>36.63</b>
<b>Expenses - Fire Stations</b>					
606601	Telephone-Station 1	430	8,291	8,000	103.64
606602	Telephone-Station 2	170	858	3,000	28.60
606603	Telephone-Station 3	86	443	1,000	44.32
606604	Telephone-Station 4	83	429	1,000	42.87
606605	Telephone - Cellular	98	566	15,000	3.77
606882	Outside Repairs - EMS Equip	0	0	2,620	0.00
606883	Outside Repairs - Fire Equip	0	0	1,500	0.00
606885	Outside Repairs Comm Equip	0	0	1,000	0.00
606886	Outside Repairs - Wildland Equ	0	0	500	0.00
606911	Alarm Service-Station 1	0	600	840	71.43
606912	Alarm Service-Station 2	0	0	840	0.00
606913	Alarm Service-Station 3	0	0	840	0.00
606914	Alarm Service-Station 4	0	0	840	0.00
606921	Disposal Services	343	1,578	4,500	35.07
606922	Disposal Service-Station 2	241	1,158	3,000	38.60
606931	Electricity-Station 1	827	5,839	15,000	38.92
606932	Electricity-Station 2	131	986	3,500	28.17
606933	Electricity-Station 3	699	5,352	10,000	53.52
606934	Electricity-Station 4	161	917	2,500	36.68
606941	Natural Gas-Station 1	1,861	7,787	16,000	48.67
606942	Natural Gas-Station 2	447	2,954	5,000	59.08
606943	Natural Gas-Station 3	0	0	3,000	0.00
606944	Natural Gas-Station 4	268	948	2,000	47.39
606951	Building Maintenance-Station 1	230	7,338	30,000	24.46
606952	Building Maintenance-Station 2	0	1,147	7,000	16.39
606953	Building Maintenance-Station 3	0	34	3,000	1.12
606954	Building Maintenance-Station 4	0	0	2,000	0.00
606961	Grounds Maintenance-Station 1	0	0	200	0.00
606962	Grounds Maintenance-Station 2	0	0	1,000	0.00
606971	Generator Mtnce-Station 1	0	1,500	750	200.00
606973	Generator Mtnce-Station 3	0	2,742	750	365.60
606974	Generator Mtnce-Station 4	0	0	750	0.00

ELK CREEK FIRE PROTECTION DISTRICT

Income Statement

For the Five Months Ending May 31, 2024

	Current Month Actual	Year to Date Actual	Yearly Budget	Percentage
Total Expenses - Fire Stations	6,073	51,467	146,930	35.03
Expenses - Leases/Capital				
608326 Capital - EMS	0	152,507	300,000	50.84
608336 Capital - Fire	0	624	20,000	3.12
608605 Capital - Wildland/Prevention	0	7,377	85,000	8.68
608606 Capital - Facilities	-2,813	-1,637	165,000	(0.99)
Total Expenses - Leases/Capital	-2,813	158,871	570,000	27.87
Total Expenses	414,410	2,195,451	6,370,604	34.46
Net Income	465,242	1,243,747	630,911	197.14

ELK CREEK FIRE PROTECTION DISTRICT

Account Reconciliation

As of May 31, 2024

101050 - Paypal

Bank Statement Date: May 31, 2024

Filter Criteria includes: Report is printed in D

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Beginning GL Balance	673.16
Add: Cash Receipts	1,444.30
Less: Cash Disbursements	
Add (Less) Other	<u>(173.16)</u>
Ending GL Balance	<u><u>1,944.30</u></u>
Ending Bank Balance	1,944.30
Add back deposits in transit	<u>                    </u>
Total deposits in transit	
(Less) outstanding checks	<u>                    </u>
Total outstanding checks	
Add (Less) Other	<u>                    </u>
Total other	
Unreconciled difference	<u>                    0.00</u>
Ending GL Balance	<u><u>1,944.30</u></u>

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ELK CREEK FIRE PROTECTION DISTRICT

Account Reconciliation

As of May 31, 2024

101020 - UMB - Operating

Bank Statement Date: May 31, 2024

Filter Criteria includes: Report is pri

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Beginning GL Balance		442,109.05
Add: Cash Receipts		42,583.03
Less: Cash Disbursements		(184,634.01)
Add (Less) Other		<u>75,165.09</u>
Ending GL Balance		<u><u>375,223.16</u></u>
Ending Bank Balance		441,911.69
Add back deposits in transit		<hr/>
Total deposits in transit		
(Less) outstanding checks		
	Jun 8, 2023	(175.00)
	Jun 8, 2023	(150.00)
	Oct 25, 2023	(1,401.00)
	Nov 20, 2023	(100.00)
	Jan 16, 2024	(207.00)
	Apr 24, 2024	(72.67)
	May 8, 2024	(1,200.00)
	May 8, 2024	(9.92)
	May 23, 2024	(390.00)
	May 23, 2024	(1,191.00)
	May 23, 2024	<u>(150.00)</u>
Total outstanding checks		(5,046.59)
Add (Less) Other		
	May 31, 2024	(49,066.05)
	May 31, 2024	(15,368.18)

ELK CREEK FIRE PROTECTION DISTRICT

Account Reconciliation

As of May 31, 2024

101020 - UMB - Operating

Bank Statement Date: May 31, 2024

Filter Criteria includes: Report is pri

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	May 31, 2024	<u>2,792.24</u>
Total other		(61,641.99)
Unreconciled difference		<u>0.05</u>
Ending GL Balance		<u><u>375,223.16</u></u>

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# Fire Department Monthly Status Report

## June 27, 2024

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### MESSAGE FROM THE CHIEF

The month of May had firefighters hustling with several working structure fires. Both fires were handled by C shift. Lt. Hartley did an excellent job on both fires keeping the losses to a minimum on both structures.

Wildland fire season is starting slowly across the west, and we were able to help cover the Buffalo Creek Ranger District for a week as well as some prescribed fire work with our federal partners.

We are working diligently on the strategic plan for Elk Creek FPD. All the operational divisions had work sessions during the month of May and will be incorporated into the plan. There was also a public meeting that had some residents give feedback to the department. The final plan should be delivered to board at the July board meeting.

The apparatus committee is in the final design phase of the new engine and the order should be placed by July.

Jacob N. Ware  
Fire Chief

## **OPERATIONS (May)**

- Volunteer firefighters had 136 hours of staffing at Station 1.
- Elk Creek Averaged 3.1 members per call.
- 22% of the calls overlapped (28 Calls)
- Average Response Time 9:36

<b>May - Emergency Incidents</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
1. Fire	3	0	5
2. Emergency Medical Services (EMS) & Rescue	71	66	71
3. Hazardous Condition (No Fire)	9	3	14
3. Service Call	13	11	10
4. Good Intent Call	18	13	16
5. False Alarm and False Call	5	9	12
6. Special Incident	4	0	
	121	102	129

<b>May- Additional Emergency Incidents</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Automatic/Mutual Aid Emergency Responses provided to the Elk Creek by other Agencies	4	6	10

<b>May Ambulance Transports</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	32	38	46

## **TRAINING**

- Firefighters participated in Rescue Task Force training with Jefferson County Deputies and other law enforcement agencies.

## **FIRE PREVENTION**

- 8 inspections
- 18 Letters, County Referrals, and Insurance requests
- 2 Plan Reviews
- Started Elevation Celebration Planning adding an MCI plan and the cadets running a combat challenge course as a demonstration and recruitment tool.
- Cause of the bonanza fire was stain rags not stored or disposed of properly