

CRESTED BUTTE FIRE PROTECTION DISTRICT BOARD  
OF DIRECTORS REGULAR MEETING

Station 2

751 Gothic Road, Mt. Crested Butte, CO 81225

Tuesday December 12, 2023 5:15 PM

- 5:15 CALL REGULAR MEETING TO ORDER
1. Introduction of Guests
    - a. Todd Goulding – Goulding Development Advisors
    - b. Billy Harris & Chad Miller – BG + Co
  2. Review / Changes to Agenda
- 5:20 CONSENT AGENDA
1. Approval of minutes November 14, 2023 regular meeting
  2. Approval of Strategic Planning Worksession minutes
  3. Approval of monthly financial reports
- 5:25 OATH OF OFFICE AND BADGING CEREMONY
- 5:35 FIRE PREVENTION REPORT
1. Follow-Up Cowherd Public Comment
- 5:45 EMS & FIRE CHIEF REPORT
- 5:55 CHIEF EXECUTIVE REPORT
- 6:00 PUBLIC COMMENT
- 6:05 2024 BUDGET HEARING
- 6:15 OLD / UNFINISHED BUSINESS
1. Adopt 2024 Budget & Appropriation Resolutions
  2. Emergency Services Campus Update – Caffrey / Goulding
    - a. Project Update
- 6:30 NEW BUSINESS
1. Volunteer / Part-Time Reserve Program – Caffrey / Weisbaum
- 6:50 UNSCHEDULED BUSINESS AND BOARD MEMBER COMMENTS
- 6:55 ADJOURNMENT

Online Meeting Information

<https://zoom.us/j/9703495333?pwd=ZUINRFBCL253UzlxSGNhQ0laS29TQT09>

One Tap Mobile +16699009128,,9703495333# US (San Jose)

+1 312 626 6799 US (Chicago) - Meeting ID: 970 349 5333

Password: 5333

CRESTED BUTTE FIRE PROTECTION DISTRICT  
MINUTES OF STRATEGIC PLANNING  
WORK SESSION  
Chipeta Lodge – 304 S. Lena St., Ridgway, CO 81432  
Thursday, Friday & Saturday, November 9<sup>th</sup> & 11<sup>th</sup> 2023  
Approved:

**Thursday- November 9<sup>th</sup>, 2023**

Attendance

Board Members Present: Jack Dietrich, Chris McCann, Ken Lodovico, Tina Kempin, Eric Tunkey  
Staff Present: Sean Caffrey, Rob Weisbaum, Annie Tunkey, Jeff Duke, Ric Ems, Mike Reily  
Guests: Jeff Dyar- Far View Group

Meeting called to order at 1:00 PM

Jeff Dyar led board and staff members through a process whereby board and staff reviewed the progress made since the last strategic planning retreat in 2021 and identified the key strategic priorities for discussion at the current retreat. The previous Service Plan was reviewed in depth. No significant changes were made to the plan.

Meeting adjourned at 5:00 PM

**Friday- November 10<sup>th</sup>, 2023**

Attendance

Board Members Present: Jack Dietrich, Chris McCann, Ken Lodovico, Tina Kempin, Eric Tunkey  
Staff Present: Sean Caffrey, Rob Weisbaum, Jeff Duke, Annie Tunkey, Jeff Duke, Ric Ems, Mike Reily  
Guests: Jeff Dyar- Far View Group

Meeting called to order 8:30 AM

Jeff Dyar conducted a quick recap from the meeting on Thursday afternoon and began discussion of the strategic priorities, which were employee housing, staffing and the volunteer program, training and education, the CBFPD Fire Code, and finally the 2024 budget.

The board discussed all the priorities in depth with significant time spent on employee housing priorities and the volunteer program. The board was able to provide good direction to staff for moving forward in all areas. The budget will be discussed on Saturday morning.

Meeting adjourned at 4:30 PM

**Saturday- November 11<sup>th</sup>, 2023**

Attendance

Board Members Present: Jack Dietrich, Chris McCann, Tina Kempin, Eric Tunkey  
Board Members Excused: Ken Lodovico  
Staff Present: Sean Caffrey, Rob Weisbaum, Jeff Duke, Annie Tunkey, Jeff Duke, Ric Ems, Mike Reily  
Guests: Jeff Dyar- Far View Group

Meeting called to order 9:00 AM

Jeff Dyar conducted a quick recap from the meeting days Thursday and Friday and then CEO Caffrey presented the 2024 budget and vehicle replacement schedule.

Meeting adjourned at 12:00 PM

CRESTED BUTTE FIRE PROTECTION DISTRICT  
MINUTES OF REGULAR MEETING  
Mt. Crested Butte Fire Station 2  
Tuesday, November 14, 2023  
Approved \_\_\_\_\_

Attendance

Board Members Present: Chris McCann, Jack Dietrich, Tina Kempin, Eric Tunkey, Ken Lodovico  
Staff, Volunteers and Public: Sean Caffrey, Annie Tunkey, Rob Weisbaum, Joe Wonnacott, Ric Ems, Dale Hoots, Kent Cowherd  
Guests: Todd Goulding- Goulding Development Advisors: John Chmil- Lyons Gaddis PC; FCI, Brian Young &

Changes to Agenda

Meeting called to order at 5:15 pm by Board Chairman Chris McCann.  
There were no changes to the agenda.

Consent Agenda

Approval of minutes October 2023 Regular Meeting & October 2023 Special Meeting  
Approval of Monthly Financial Reports  
Motion to approve the consent agenda by Dietrich, seconded by Lodovico. Motion passes unanimously

EMS & Fire Chief Report

Chief Weisbaum presented his written report thanking the Homestead project for the availability to train on their structures. In staffing, Weisbaum introduced new full time member Brad Farson who started with CBFPD on 11/13/2023. Melvin Seyfried will be leaving the CBFPD and we will be hiring for his position. Randy Felix received his NEMSA Supervising Paramedic credential, Joe Mirza received is DOP credential, and Joe Blunn was recognized as the Critical Care Paramedic of the Year at the State EMS Conference. Congratulations to all! The apparatus committee is paring down the new aerial truck and a 5% increase in cost is expected in January 2024. The ambulance chaise has been delivered and we anticipate delivery of the completed ambulance in June 2024. Finally, Station 2 exterior painting is complete a big thank you to Assistant Chief Duke and Zach Springer. Call volume continues to track higher than last year with YTD calls up by 100.

Fire Prevention Report

Fire Marshal Ems presented his written report. Ems states some of the bigger projects slated for this year are on hold due to cost. Compliance issues continue to be a challenging but the team is working through various issues. The newly ordered wildland signs do not meet some HOA covenants. Fire prevention will be working with HOA's on approval, as these signs will be required by the county. Finally, road and bridge standards in the county will be changing and Fire Prevention will be involved in this process. Vice Chairman Lodovico asks if Mt. CB Water and Sanitation maintain the fire hydrants in Mt. Crested Butte. Ems responds in the affirmative.

Chief Executive Report

CEO Caffrey provided his written report in the packet along with a latest draft of the proposed 2024 Budget. Caffrey anticipates the budget hearing at the December meeting as special legislative session will occur Friday-Wednesday.

Public Comments

In public comments Kent Cowherd, local architect, joined the meeting via Zoom to speak about the "excessive plan review fees". Cowherd states residents are displeased with the new fee structure. Cowherd recommends a

change to fees based on location of the project; for example, established communities vs. outlying areas with dirt roads and no hydrants. Additionally, Cowherd suggests there could be a different way to measure the square footage of storage attic and enclosed porches. The spaces are currently included in the square foot measurement with the CBFPD. Board member Kempin thanks Kent for his time. CEO Caffrey states Kent's points are well taken and staff will review his suggestions.

### New Business

Annie Tunkey informed the board of upcoming changes to website accessibility, which are mandated by the State Legislature in HB21-1110. By July of 2024, special district websites must be WCAG compliant for people with disabilities. The 2024 budget reflects this upcoming compliance standard as accessibility standards will require the purchase of solutions to bring the website to WCAG standards.

### Old Business

CEO Caffrey presented the Larkspur lot closing Resolution 2023-11-1.

Motion to approve Resolution 2023-11-1 by McCann, seconded by Dietrich. Motion passes unanimously.

Todd Goulding presented the update on the emergency services campus. Construction documents will be issued at the end of January, the FGNP will occur in March, and site mobilization in April. The design team, FCI, Goulding, Caffrey, Weisbaum and Duke are meeting weekly to cover the details of the design. Board member Dietrich asks for clarification on how the cost worksheet ties into the project budget. Goulding clarified how FCI's numbers tie into his project budget.

### Unscheduled Business

No unscheduled business.

### Executive Session

Motion to enter executive session per §24-6-402(4)(e), C.R.S., for Determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations, and instructing negotiators by McCann, seconded by Lodovico. Motion passes unanimously. Board entered executive session at 6:32 pm.

Motion to exit executive session by McCann, Seconded by Lodovico. Motion passes unanimously.

Motion to enter executive §24-6-402(4)(b), C.R.S., Conferences with an attorney for the public entity to receive legal advice on specific legal questions regarding RFP process for bidding by McCann, seconded by Lodovico. Motion passes unanimously. Board entered executive session at 6:55 pm.

Motion to exit executive session and adjourn at 7:01 pm by McCann, seconded by Dietrich. Motion passes unanimously.

# Crested Butte Fire Protection District

## BUDGET VS. ACTUALS: CBFPD 2023 APPROVED - FY23 P&L

January - December 2023

	Actual	Budget	over Budget	Total % of Budget
<b>REVENUE</b>				
4000 Property Tax - General Fund	3,350,830.56	3,364,776.00	-13,945.44	99.59 %
4020 Specific Ownership Tax	165,642.05	130,000.00	35,642.05	127.42 %
4040 Intergovernmental Revenue	44,541.31	25,000.00	19,541.31	178.17 %
4100 Ambulance/ EMS Service Fees	322,446.56	300,000.00	22,446.56	107.48 %
4200 Plan Review Fees	377,896.50	125,000.00	252,896.50	302.32 %
4210 Training Fees	15,500.00		15,500.00	
4220 Special Event Fees	400.00		400.00	
4240 Rental Income	96,815.20	69,500.00	27,315.20	139.30 %
4300 Impact Fees	21,858.13	25,000.00	-3,141.87	87.43 %
4400 Interest Income	155,789.56	25,000.00	130,789.56	623.16 %
4500 Grant Proceeds		150,000.00	-150,000.00	
4600 Contributions / Donations	2,011.92		2,011.92	
4710 Sale of Assets	6,300.00	2,000.00	4,300.00	315.00 %
4720 Vendor Refunds	13,560.00		13,560.00	
Unapplied Cash Payment Income	-3,104.00		-3,104.00	
<b>Total Revenue</b>	<b>4,570,487.79</b>	<b>4,216,276.00</b>	<b>354,211.79</b>	<b>108.40 %</b>
<b>GROSS PROFIT</b>	<b>4,570,487.79</b>	<b>4,216,276.00</b>	<b>354,211.79</b>	<b>108.40 %</b>
<b>EXPENDITURES</b>				
5010 (A) Wages - Administration	160,630.40	176,000.00	-15,369.60	91.27 %
5020 (A) Wages - Fire Prevention	267,843.70	303,208.00	-35,364.30	88.34 %
5030 (A) Part-Time / Temp Salaries		4,800.00	-4,800.00	
5060 (A) Payroll Processing Fees	5,924.00	6,000.00	-76.00	98.73 %
5130 (A) Medicare Tax	5,430.73	7,018.00	-1,587.27	77.38 %
5140 (A) Social Security Tax	5,313.32	6,112.00	-798.68	86.93 %
5150 (A) FPPA Pension - ER	32,875.89	41,338.00	-8,462.11	79.53 %
5160 (A) FAMILI Premium - ER	1,731.13	2,178.00	-446.87	79.48 %
5200 (A) Health Benefits	71,300.15	95,193.00	-23,892.85	74.90 %

				Total
	Actual	Budget	over Budget	% of Budget
5210 (A) EAP Program Fees	843.50	3,500.00	-2,656.50	24.10 %
5260 (A) Workers Compensation Insurance	40,664.00	45,000.00	-4,336.00	90.36 %
5270 (A) Ski Pass Benefit	6,000.00	6,000.00	0.00	100.00 %
5290 (A) Health Reimbursement	101,691.52	92,700.00	8,991.52	109.70 %
5300 (A) Advertising	4,055.06	5,000.00	-944.94	81.10 %
5320 (A) Accounting and Audit Fees	6,420.45	8,000.00	-1,579.55	80.26 %
5330 (E) Ambulance Billing Fees	12,870.48	18,000.00	-5,129.52	71.50 %
5340 (A) Bank Charges	1,036.69	2,500.00	-1,463.31	41.47 %
5341 QB Credit Card/ACH Fees	3,721.53		3,721.53	
<b>Total 5340 (A) Bank Charges</b>	<b>4,758.22</b>	<b>2,500.00</b>	<b>2,258.22</b>	<b>190.33 %</b>
5360 (A) Board Expenses	6,992.70	11,000.00	-4,007.30	63.57 %
5365 (A) Board Stipends	6,100.00	7,000.00	-900.00	87.14 %
5370 (A) Debt Service - Lease Purchase	13,978.66	13,979.00	-0.34	100.00 %
5380 (A) Down Payment Assistance		1,500.00	-1,500.00	
5400 (A) Dues & Subscriptions	7,552.50	8,000.00	-447.50	94.41 %
5420 (A) Education & Training	9,241.24	18,000.00	-8,758.76	51.34 %
5440 (A) Elections	19,153.26	25,000.00	-5,846.74	76.61 %
5460 (A) Fire Prevention & Life Safety	7,482.46	15,000.00	-7,517.54	49.88 %
5500 (A) Insurance - General	34,717.00	35,000.00	-283.00	99.19 %
5520 (A) IT Services & Subscriptions	44,648.11	40,000.00	4,648.11	111.62 %
5540 (A) Legal & Professional	29,068.17	45,000.00	-15,931.83	64.60 %
5550 (A) Meals & Incentives	6,987.08	23,500.00	-16,512.92	29.73 %
5600 (A) Office Supplies & Equipment	13,288.55	18,000.00	-4,711.45	73.83 %
5620 (A) Postage & Shipping	736.85	3,000.00	-2,263.15	24.56 %
5640 (A) Rent	31,251.28	39,000.00	-7,748.72	80.13 %
5640.1 410 Cascadilla Unit A	21,600.00		21,600.00	
<b>Total 5640 (A) Rent</b>	<b>52,851.28</b>	<b>39,000.00</b>	<b>13,851.28</b>	<b>135.52 %</b>
5660 (A) Repairs - Buildings	33,694.08	40,000.00	-6,305.92	84.24 %
5670 (A) - Repairs - Rental Units	4,554.30	5,000.00	-445.70	91.09 %
5700 (A) Snow Removal	12,432.51	10,000.00	2,432.51	124.33 %
5720 (A) Telecom - Fixed	9,921.55	9,000.00	921.55	110.24 %
5760 (A) Travel	19,725.96	20,000.00	-274.04	98.63 %
5780 (A) Treasurer's Fee - GF	100,730.99	102,001.00	-1,270.01	98.75 %

			<b>Total</b>
	<b>Actual</b>	<b>Budget</b>	<b>over Budget</b>
			<b>% of Budget</b>
5810 (A) Utilities - Rental Units	4,065.52	3,000.00	1,065.52
5820 (A) Utilities	37,312.24	45,000.00	-7,687.76
5850 (A) Volunteer Pension Contribution	75,000.00	75,000.00	0.00
5900 (A) Miscellaneous-1		2,000.00	-2,000.00
6010 (O) Wages - Ops FT	1,309,480.34	1,487,218.00	-177,737.66
6020 (O) Wages - Ops PT	148,287.66	165,000.00	-16,712.34
6060 (O) Unscheduled Overtime	72,929.32	79,011.00	-6,081.68
6070 (O) Training Pay	3,860.00	7,500.00	-3,640.00
6080 (O) Special Event Pay	9,828.00	1,500.00	8,328.00
6090 (O) Volunteer Stipends	24,624.00	50,000.00	-25,376.00
6130 (O) Medicare Tax	20,939.03	25,828.00	-4,888.97
6140 (O) Social Security Tax	12,862.78	13,330.00	-467.22
6150 (O) FPPA Pension - ER	147,066.30	178,411.00	-31,344.70
6160 (O) FAML I Premium - ER	6,412.56	8,016.00	-1,603.44
6200 (O) Health Benefits	206,791.73	290,707.00	-83,915.27
6270 (O) Ski Pass Benefit	31,000.00	45,000.00	-14,000.00
6360 (O) Dispatch Fees	49,219.11	51,000.00	-1,780.89
6420 (O) Education & Training	41,925.11	50,000.00	-8,074.89
6440 (E) EMS Supplies	36,745.11	35,000.00	1,745.11
6450 (F) Firefighting Supplies	13,329.26	15,000.00	-1,670.74
6460 (O) Fuel	37,656.59	45,000.00	-7,343.41
6480 (O) Hazardous Waste Disposal		1,600.00	-1,600.00
6550 (O) Meals - Training	12,489.30	16,800.00	-4,310.70
6580 (E) Medical Direction	7,432.20	10,000.00	-2,567.80
6600 (O) Protective Equipment	50,837.20	30,000.00	20,837.20
6620 (O) Radio & Computer Equipment	9,165.00	20,000.00	-10,835.00
6640 (O) Repairs - Equipment	5,729.21	6,000.00	-270.79
6660 (O) Repairs - Vehicles	79,862.63	40,000.00	39,862.63
6670 (O) Responder Incentives	9,650.31	10,000.00	-349.69
6675 (O) Station Supplies	9,423.13	7,500.00	1,923.13
6680 (E) Service Contracts	19,776.22	12,700.00	7,076.22
6700 (O) Special Event Expenses	7,374.12		7,374.12
6720 (O) Telecom - Mobile	11,191.17	14,000.00	-2,808.83
6730 (O) Tools & Hardware	811.19	2,000.00	-1,188.81



	<b>Actual</b>	<b>Budget</b>	<b>over Budget</b>	<b>Total % of Budget</b>
6750 (O) Training Equipment & Supplies	8,616.50	8,000.00	616.50	107.71 %
6760 (O) Travel	18,964.67	20,000.00	-1,035.33	94.82 %
6800 (O) Uniforms	30,433.58	22,500.00	7,933.58	135.26 %
6820 (O) Wellness & Physicals	8,886.73	10,000.00	-1,113.27	88.87 %
6900 (O) Miscellaneous		2,000.00	-2,000.00	
<b>Total Expenditures</b>	<b>3,742,187.62</b>	<b>4,217,148.00</b>	<b>-474,960.38</b>	<b>88.74 %</b>
<b>NET OPERATING REVENUE</b>	<b>828,300.17</b>	<b>-872.00</b>	<b>829,172.17</b>	<b>-94,988.55 %</b>
<b>OTHER EXPENDITURES</b>				
8010 Capital Expenditures		472,500.00	-472,500.00	
<b>Total Other Expenditures</b>	<b>0.00</b>	<b>472,500.00</b>	<b>-472,500.00</b>	<b>0.00%</b>
<b>NET OTHER REVENUE</b>	<b>0.00</b>	<b>-472,500.00</b>	<b>472,500.00</b>	<b>0.00 %</b>
<b>NET REVENUE</b>	<b>\$828,300.17</b>	<b>\$ -473,372.00</b>	<b>\$1,301,672.17</b>	<b>-174.98 %</b>

# Crested Butte Fire Protection District

## Statement of Financial Position

As of November 30, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Operating Checking	74,156.45
1010 BOTW Money Market	69,239.47
1100 COLORTRUST - General Fund	3,008,438.67
1120 COLORTRUST - Debt Proceeds	0.00
1130 CSIP Operating	529,072.91
1200 Triplex Lease Purchase	0.00
<b>Total Bank Accounts</b>	<b>\$3,680,907.50</b>
Accounts Receivable	
1210 Accounts Receivable- Rent/Fees	24,346.58
1211 Mill Levy Property Tax Receivable	14,358.71
1250 Property Tax Receivable	0.00
2220 Prepaid Rent Revenue	0.00
<b>Total Accounts Receivable</b>	<b>\$38,705.29</b>
Other Current Assets	
1000.2 Payroll Posting	0.00
1000.3 Clearing Account	0.00
1150 Due from CBFPD Bond Fund	0.00
1255 Accounts Receivable - AUDIT	0.00
1260 Undeposited Funds	0.00
1300 Prepayments	57,321.41
<b>Total Other Current Assets</b>	<b>\$57,321.41</b>
<b>Total Current Assets</b>	<b>\$3,776,934.20</b>
Fixed Assets	
1500.1 306 Maroon Ave	0.00
1500.2 751 Gothic Road	0.00
1500.3 331 Teocalli Road	0.00
1500.4 104 Avion Dr	0.00
1500.5 819,821 & 823 Teocalli Ave.	0.00
1500.6 10 9th Street	0.00
1500.8 New Station 1 Campus	0.00
1510 Vehicles	0.00
1510.1 2019 Chevrolet Colorado D-1	0.00
1510.2 2019 Chevrolet Colorado D-2	0.00
1520 Capital Equipment	164,593.17
1520.2 Machinery & Equipment	0.00
<b>Total 1520 Capital Equipment</b>	<b>164,593.17</b>
1520.1 Machinery & Equipment	0.00
<b>Total Fixed Assets</b>	<b>\$164,593.17</b>

# Crested Butte Fire Protection District

## Statement of Financial Position

As of November 30, 2023

	TOTAL
Other Assets	
1600 Bond Fund Reimbursables	0.00
<b>Total Other Assets</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$3,941,527.37</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	0.00
<b>Total Accounts Payable</b>	<b>\$0.00</b>
Credit Cards	
1050.1 CBFPD Mastercard	14,958.03
<b>Total Credit Cards</b>	<b>\$14,958.03</b>
Other Current Liabilities	
2005 Accounts Payable- Audit	0.00
2140 Payroll Wages Payable	0.00
2150 Payroll Taxes Payable	0.00
2151 Federal Withholding Liability	0.00
2155 FICA / Medicare Payable	0.00
2160 State Withholding Liability	0.00
2170 FPPA Pension Payable	-140.45
2180 Garnishment Payable	0.00
2225 Prepaid Rent	3,104.00
2300 Cash Due Vol Pension Fund	0.00
<b>Total Other Current Liabilities</b>	<b>\$2,963.55</b>
<b>Total Current Liabilities</b>	<b>\$17,921.58</b>
Long-Term Liabilities	
2210 Deferred Property Tax	14,358.71
2500 Rental Unit Security Deposits	-200.00
2500.1 Triplex Lease - Purchase	-47,647.31
<b>Total Long-Term Liabilities</b>	<b>\$ -33,488.60</b>
<b>Total Liabilities</b>	<b>\$ -15,567.02</b>
Equity	
3000 Opening Balance Equity	0.00
3050 TABOR Reserve	124,000.00
3100 Operating Reserve	1,421,189.00
3150 Restricted for Spann Note Payable	0.00
3200 Major Incident Reserve	100,000.00
3250 Down Payment Assistance Fund	80,000.00
3300 Impact Fee (Capital) Reserve	389,815.38
3310 Mt. CB Impact Fee Reserve	0.00

# Crested Butte Fire Protection District

## Statement of Financial Position

As of November 30, 2023

	TOTAL
3320 CB Impact Fee Reserve	0.00
3330 County Impact Fee Reserve	0.00
3350 Committed Subs Years Budget	521,021.00
3400 Unrestricted Reserve	445,774.19
Net Revenue	875,294.82
<b>Total Equity</b>	<b>\$3,957,094.39</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$3,941,527.37</b>

# Crested Butte Fire Protection District

## Expenditures by Vendor Summary

November 2023

	TOTAL
1Password	143.64
ADP	466.05
AeroCare, USA	20.00
Al's Backhoe Service	1,000.00
Alerus	137.94
Alpine Lumber Co.	743.38
Amazon	540.99
Amazon Web Services	14.33
Ambulance Medical Billing	2,667.05
Apple	0.99
AT&T	735.67
ATMOS Energy	903.08
B.T. Hawley Builders	5,400.00
Bank of the West	157.76
Beth Shaner	500.00
Blue Beam	-1,200.00
BMO	1.00
Bound Tree Medical	188.97
CEBT	24,464.94
CenturyLink	212.26
Chipeta Hot Springs Resort	4,099.27
Chris McCann	300.00
City Market	135.00
Concur Solutions (christopherson Business Travel)	4.00
Crested Butte Ace Hardware	927.22
Crested Butte South Metro District	314.63
Embroidered Sportswear Company	60.00
Exxon Mobil	2,976.37
Fastenal	47.34
Fuel Generic	122.24
Gobin's, Inc.	99.69
Gunnison County Department of Health and Human Services	275.00
Gunnison County Electric Association	564.63
Gunnison Valley Family Physicians	250.00
Gunnison Valley Health	15.50
Guru Importer	10.00
Hampton Inn	115.00
Home Depot	131.91
Jack Dietrich	300.00
Jeffrey Dyar	5,000.00
Joe Mirza	500.00
Joe Wonnacott	250.00
Ken Lodovico	200.00
Kristina F Kempin	300.00
L.N. Curtis & Sons	28,007.00

# Crested Butte Fire Protection District

## Expenditures by Vendor Summary

November 2023

	TOTAL
Land Title	563.00
Life Assist	16.88
Lodging (Generic)	0.00
Lyons Gaddis	1,323.43
Marriott	430.91
Masterbuilder Merchantile	905.93
Mickman Brothers	171.00
Montrose Water Factory	273.50
Mountain Lyon Cafe	51.07
MSA the Safety Company	616.00
Mt. Crested Butte Water& Sanitation	115.49
National Assoc of EMS Physicians	2,010.00
National Volunteer Fire Council	21.00
NIMS Store	250.00
Peak Performance Imaging Solutions	195.00
Plains to Peaks RETAC	427.00
Prodigy EMS Inc.	175.00
Quality Health Network	155.50
QuickBooks Payments	297.99
Restaurant (Generic)	3,020.02
SatCom Global	115.00
Secret Stash	426.60
Shay Krier MD	475.00
SlingTV	55.00
Spectrum	237.54
Stanford Computer & Technical Services LLC	1,770.00
State Capitol Watch	50.00
Thai Chili	121.22
Town of Crested Butte	1,299.20
Town of Mt. Crested Butte.	2,800.00
UMR	1,751.54
Verathon, Inc	1,383.98
Verizon	200.23
Visionary Broadband	159.96
VRBO	1,104.96
W. Eric Tunkey	300.00
Wal-Mart	96.43
Waste Management	463.19
Not Specified	196,436.48
<b>TOTAL</b>	<b>\$302,367.90</b>

# Crested Butte Fire Protection District

## Transaction Report

November 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
11/03/2023	Journal Entry	0550		ADP - ER CO FAMILI	6130 (O) Medicare Tax	-Split-	39.15	39.15
11/03/2023	Journal Entry	0550		ADP - ER CO FAMILI	6140 (O) Social Security Tax	-Split-	167.40	206.55
11/03/2023	Journal Entry	0550		Regular Earnings	6090 (O) Volunteer Stipends	-Split-	2,700.00	2,906.55
11/03/2023	Journal Entry	0550		CO FAMILI - ER	6160 (O) FAMILI Premium - ER	-Split-	12.15	2,918.70
11/07/2023	Journal Entry	0551		Regular Earnings	5010 (A) Wages - Administration	-Split-	7,159.61	10,078.31
11/07/2023	Journal Entry	0551		Regular Earnings	6020 (O) Wages - Ops PT	-Split-	4,697.04	14,775.35
11/07/2023	Journal Entry	0551		CO FAMILI - ER	6160 (O) FAMILI Premium - ER	-Split-	239.60	15,014.95
11/07/2023	Journal Entry	0551		CO FAMILI - ER	5160 (A) FAMILI Premium - ER	-Split-	74.77	15,089.72
11/07/2023	Journal Entry	0551		Fire Prevention	5020 (A) Wages - Fire Prevention	-Split-	11,433.30	26,523.02
11/07/2023	Journal Entry	0551		Employer Medicare Tax	6130 (O) Medicare Tax	-Split-	772.02	27,295.04
11/07/2023	Journal Entry	0551		ER AD&D CORRECT	6150 (O) FPPA Pension - ER	-Split-	939.71	28,234.75
11/07/2023	Journal Entry	0551		ER PENSION CONT	6150 (O) FPPA Pension - ER	-Split-	5,251.29	33,486.04
11/07/2023	Journal Entry	0551		Employer Social Security Tax	6140 (O) Social Security Tax	-Split-	292.29	33,778.33
11/07/2023	Journal Entry	0551		OVERTIME UNSCH	6060 (O) Unscheduled Overtime	-Split-	144.90	33,923.23
11/07/2023	Journal Entry	0551		Training	6070 (O) Training Pay	-Split-	680.00	34,603.23
11/07/2023	Journal Entry	0551		Overtime Earnings	6020 (O) Wages - Ops PT	-Split-	17.25	34,620.48
11/07/2023	Journal Entry	0551		Overtime Earnings	6010 (O) Wages - Ops FT	-Split-	4,620.71	39,241.19
11/07/2023	Journal Entry	0551		Regular Earnings	6010 (O) Wages - Ops FT	-Split-	49,189.74	88,430.93
11/07/2023	Journal Entry	0551		SICK	6010 (O) Wages - Ops FT	-Split-	826.11	89,257.04
11/07/2023	Journal Entry	0551		VACATION	6010 (O) Wages - Ops FT	-Split-	640.23	89,897.27
11/07/2023	Journal Entry	0551		Voluntary Life Contribution	5200 (A) Health Benefits	-Split-	-60.57	89,836.70
11/07/2023	Journal Entry	0551		ER AD&D CORRECT	5150 (A) FPPA Pension - ER	-Split-	181.41	90,018.11
11/07/2023	Journal Entry	0551		ER PENSION CONT	5150 (A) FPPA Pension - ER	-Split-	1,358.59	91,376.70
11/07/2023	Journal Entry	0551		Employer Social Security Tax	5140 (A) Social Security Tax	-Split-	225.07	91,601.77
11/07/2023	Journal Entry	0551		Employer Medicare Tax	5130 (A) Medicare Tax	-Split-	240.93	91,842.70
11/08/2023	Journal Entry	0552			6080 (O) Special Event Pay	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			5130 (A) Medicare Tax	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			5010 (A) Wages - Administration	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			6020 (O) Wages - Ops PT	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			6150 (O) FPPA Pension - ER	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			5050 (A) Overtime	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			6130 (O) Medicare Tax	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			6140 (O) Social Security Tax	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			6010 (O) Wages - Ops FT	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			6030 (O) On-Call Pay	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			6070 (O) Training Pay	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			5140 (A) Social Security Tax	-Split-	0.00	91,842.70
11/08/2023	Journal Entry	0552			5030 (A) Part-Time / Temp Salaries	-Split-	0.00	91,842.70
11/08/2023	Expenditure	10933	Mountain Colors Paint	Station 2 Paint	5660 (A) Repairs - Buildings	1000 Operating Checking	2,123.98	93,966.68
11/08/2023	Journal Entry	0552			6060 (O) Unscheduled Overtime	-Split-	0.00	93,966.68
11/08/2023	Journal Entry	0552			5150 (A) FPPA Pension - ER	-Split-	0.00	93,966.68
11/10/2023	Deposit			EMT Class Book Refund	6750 (O) Training Equipment & Supplies	1010 BOTW Money Market	-427.71	93,538.97
11/10/2023	Journal Entry	0556			5780 (A) Treasurer's Fee - GF	-Split-	452.95	93,991.92
11/10/2023	Deposit			Spectrum Refund	5820 (A) Utilities	1010 BOTW Money Market	-0.36	93,991.56
11/17/2023	Check	36887	Joseph Blunn	EMSAC Lodging	6760 (O) Travel	1000 Operating Checking	197.40	94,188.96
11/22/2023	Journal Entry	0558			5030 (A) Part-Time / Temp Salaries	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			5050 (A) Overtime	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6080 (O) Special Event Pay	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			5010 (A) Wages - Administration	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			5130 (A) Medicare Tax	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			5140 (A) Social Security Tax	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			5150 (A) FPPA Pension - ER	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6010 (O) Wages - Ops FT	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6020 (O) Wages - Ops PT	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6070 (O) Training Pay	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6060 (O) Unscheduled Overtime	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6140 (O) Social Security Tax	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6150 (O) FPPA Pension - ER	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6130 (O) Medicare Tax	-Split-	0.00	94,188.96
11/22/2023	Journal Entry	0558			6030 (O) On-Call Pay	-Split-	0.00	94,188.96
11/27/2023	Journal Entry	0559		Regular Earnings	5010 (A) Wages - Administration	-Split-	7,430.63	101,619.59
11/27/2023	Journal Entry	0559		CO FAMILI - ER	6160 (O) FAMILI Premium - ER	-Split-	286.10	101,905.69
11/27/2023	Journal Entry	0559		HOLIDAY	5010 (A) Wages - Administration	-Split-	201.92	102,107.61
11/27/2023	Journal Entry	0559		Employer Medicare Tax	5130 (A) Medicare Tax	-Split-	250.19	102,357.80
11/27/2023	Journal Entry	0559		Employer Social Security Tax	5140 (A) Social Security Tax	-Split-	264.65	102,622.45
11/27/2023	Journal Entry	0559		ER PENSION CONT	5150 (A) FPPA Pension - ER	-Split-	1,419.25	104,041.70
11/27/2023	Journal Entry	0559		ER AD&D CORRECT	5150 (A) FPPA Pension - ER	-Split-	181.41	104,223.11
11/27/2023	Journal Entry	0559		Voluntary Life Contribution	5200 (A) Health Benefits	-Split-	-60.57	104,162.54

# Crested Butte Fire Protection District

## Transaction Report

November 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
11/27/2023	Journal Entry	0559		Overtime Earnings	5010 (A) Wages - Administration	-Split-	23.66	104,186.20
11/27/2023	Journal Entry	0559		CO FAMILI - ER	5160 (A) FAMILI Premium - ER	-Split-	77.65	104,263.85
11/27/2023	Journal Entry	0559		VACATION	6010 (O) Wages - Ops FT	-Split-	379.44	104,643.29
11/27/2023	Journal Entry	0559		SKI PASS	6010 (O) Wages - Ops FT	-Split-	1,000.00	105,643.29
11/27/2023	Journal Entry	0559		SICK	6010 (O) Wages - Ops FT	-Split-	1,747.59	107,390.88
11/27/2023	Journal Entry	0559		Regular Earnings	6010 (O) Wages - Ops FT	-Split-	51,176.68	158,567.56
11/27/2023	Journal Entry	0559		Overtime Earnings	6010 (O) Wages - Ops FT	-Split-	3,586.44	162,154.00
11/27/2023	Journal Entry	0559		HOLIDAY	6010 (O) Wages - Ops FT	-Split-	3,396.26	165,550.26
11/27/2023	Journal Entry	0559		Regular Earnings	6020 (O) Wages - Ops PT	-Split-	7,935.50	173,485.76
11/27/2023	Journal Entry	0559		Overtime Earnings	6020 (O) Wages - Ops PT	-Split-	747.75	174,233.51
11/27/2023	Journal Entry	0559		HOLIDAY	6020 (O) Wages - Ops PT	-Split-	240.00	174,473.51
11/27/2023	Journal Entry	0559		Training	6070 (O) Training Pay	-Split-	560.00	175,033.51
11/27/2023	Journal Entry	0559		OVERTIME UNSCH	6060 (O) Unscheduled Overtime	-Split-	1,067.16	176,100.67
11/27/2023	Journal Entry	0559		Employer Social Security Tax	6140 (O) Social Security Tax	-Split-	553.24	176,653.91
11/27/2023	Journal Entry	0559		ER PENSION CONT	6150 (O) FPPA Pension - ER	-Split-	5,727.21	182,381.12
11/27/2023	Journal Entry	0559		ER AD&D CORRECT	6150 (O) FPPA Pension - ER	-Split-	1,024.86	183,405.98
11/27/2023	Journal Entry	0559		Employer Medicare Tax	6130 (O) Medicare Tax	-Split-	921.88	184,327.86
11/27/2023	Journal Entry	0559		Fire Prevention	5020 (A) Wages - Fire Prevention	-Split-	11,575.20	195,903.06
11/29/2023	Check	36896	Joseph Blunn	Chief's Award 2023	6670 (O) Responder Incentives	1000 Operating Checking	500.00	196,403.06
11/30/2023	Expenditure			Pomona Brewing Company	5760 (A) Travel	1050.1 CBFPD Mastercard	33.42	196,436.48
<b>TOTAL</b>							<b>\$196,436.48</b>	



# Crested Butte Fire Protection District Capital Funds Project

## Balance Sheet

As of November 30, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Checking	2,035.29
1010 Money Market	16,670.35
1050 CSIP Investment Account - Bond Payment	212,915.15
1051 Colotrust Account- Multi-Year Land Purchase	1,912,031.79
1100 CSIP Investment Account - Proceeds	27,065,238.31
<b>Total Bank Accounts</b>	<b>\$29,208,890.89</b>
Accounts Receivable	
1211 Mill Levy Property Tax Receivable	7,437.02
<b>Total Accounts Receivable</b>	<b>\$7,437.02</b>
Other Current Assets	
1260 Capital Accrued Interest- CSIP	42,438.52
1520 Bond Cash with County Treasurer	0.00
2010 Due to CBFPD Operating Account	0.00
<b>Total Other Current Assets</b>	<b>\$42,438.52</b>
<b>Total Current Assets</b>	<b>\$29,258,766.43</b>
<b>TOTAL ASSETS</b>	<b>\$29,258,766.43</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Long-Term Liabilities	
2210 Deferred Property Tax	7,437.02
<b>Total Long-Term Liabilities</b>	<b>\$7,437.02</b>
<b>Total Liabilities</b>	<b>\$7,437.02</b>
Equity	
3100 Restricted for Debt Service	-2,605,747.00
3150 Restricted Spann Note Payable	2,605,747.00
Retained Earnings	29,567,999.61
Net Income	-316,670.20
<b>Total Equity</b>	<b>\$29,251,329.41</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$29,258,766.43</b>

# Crested Butte Fire Protection District Capital Funds Project

## Profit and Loss

January - November, 2023

	TOTAL
Income	
4010 Property Tax - Capital Fund	1,672,119.84
4020 Specific Ownership Tax	83,318.71
4100.2 Interest Income (Capital)	499,034.19
4100.3 Interest Income (Bond)	23,436.70
<b>Total Income</b>	<b>\$2,277,909.44</b>
GROSS PROFIT	<b>\$2,277,909.44</b>
Expenses	
5300 Land	349,266.33
5400 Soft Costs	515,004.72
5780 Treasure's Fee - CF	50,284.34
5790.2 Bank Charges (Capital)	289.25
5790.3 Bank Charges (Bond)	35.00
5795 Bond Interest	1,054,700.00
5798 Bond Principal	625,000.00
<b>Total Expenses</b>	<b>\$2,594,579.64</b>
NET OPERATING INCOME	<b>\$ -316,670.20</b>
NET INCOME	<b>\$ -316,670.20</b>

# Crested Butte Fire Protection District Capital Funds Project

## Expenses by Vendor Summary

January - November, 2023

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	TOTAL
Bio-Environs	1,080.00
Blythe Group + co	399,638.98
BOK Financial	1,679,700.00
Cesare, Inc.	2,307.18
Goulding Development Advisors	29,995.29
Gunnison County	4,165.00
Lyons Gaddis	7,249.27
Maureillo Planning Group, LLC	51,795.00
McDowell Engineering, LLC	6,780.00
Panterra Energy, LLC	11,964.00
Virgil & Lee Spann Ranches, Inc	349,266.33
Not Specified	50,638.59
<b>TOTAL</b>	<b>\$2,594,579.64</b>

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# Crested Butte Fire Protection District Capital Funds Project

## Transaction Report January - November, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
01/03/2023	Deposit		Bank of the West	Miscellaneous Fee Refund VALUED CUSTOMER MONTHLY SERVICE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	-25.00
01/03/2023	Expense		Bank of the West	Miscellaneous Fees PREVIOUS PERIOD ACTIVITY RESULTE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	0.00
01/03/2023	Expense		Bank of the West	Wire Fee Spann Payment Miscellaneous Fees OUTGOING DOMESTIC WIRE/REF # 230	5790.2 Bank Charges (Capital)	1000 Checking	35.00	35.00
01/20/2023	Expense		Bank of the West	Miscellaneous Fees NON ANALYZED CHARGES/MISCELLANE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	60.00
02/01/2023	Deposit		Bank of the West	Miscellaneous Fee Refund VALUED CUSTOMER MONTHLY SERVICE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	35.00
02/01/2023	Expense		Bank of the West	Miscellaneous Fees PREVIOUS PERIOD ACTIVITY RESULTE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	60.00
02/10/2023	Journal Entry	28			5780 Treasure's Fee - CF	-Split-	4,760.60	4,820.60
02/21/2023	Expense		Bank of the West	Miscellaneous Fees NON ANALYZED CHARGES/MISCELLANE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	4,845.60
03/01/2023	Deposit		Bank of the West	Miscellaneous Fee Refund VALUED CUSTOMER MONTHLY SERVICE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	4,820.60
03/01/2023	Expense		Bank of the West	Miscellaneous Fees PREVIOUS PERIOD ACTIVITY RESULTE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	4,845.60
03/14/2023	Journal Entry	30			5780 Treasure's Fee - CF	-Split-	14,833.89	19,679.49
03/20/2023	Expense		Bank of the West	Miscellaneous Fees NON ANALYZED CHARGES/MISCELLANE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	19,704.49
04/03/2023	Expense		Bank of the West	Miscellaneous Fees PREVIOUS PERIOD ACTIVITY RESULTE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	19,729.49
04/03/2023	Deposit		Bank of the West	Miscellaneous Fee Refund VALUED CUSTOMER MONTHLY SERVICE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	19,704.49
04/10/2023	Journal Entry	48			5780 Treasure's Fee - CF	-Split-	5,351.80	25,056.29
04/20/2023	Expense		Bank of the West	Miscellaneous Fees NON ANALYZED CHARGES/MISCELLANE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	25,081.29
05/01/2023	Expense		Bank of the West	Miscellaneous Fees PREVIOUS PERIOD ACTIVITY RESULTE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	25,106.29
05/01/2023	Deposit		Bank of the West	Miscellaneous Fee Refund VALUED CUSTOMER MONTHLY SERVICE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	25,081.29
05/10/2023	Journal Entry	53			5780 Treasure's Fee - CF	-Split-	11,263.86	36,345.15
05/11/2023	Expense		Bank of the West	Wire Fee	5790.3 Bank Charges (Bond)	1010 Money Market	35.00	36,380.15
05/22/2023	Expense		Bank of the West	Miscellaneous Fees NON ANALYZED CHARGES/MISCELLANE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	36,405.15
06/02/2023	Expense		Bank of the West	Miscellaneous Fees PREVIOUS PERIOD ACTIVITY RESULTE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	36,430.15
06/02/2023	Deposit		Bank of the West	Miscellaneous Fee Refund VALUED CUSTOMER MONTHLY SERVICE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	36,405.15
06/10/2023	Journal Entry	55			5780 Treasure's Fee - CF	-Split-	3,778.57	40,183.72
06/20/2023	Expense		Bank of the West	Miscellaneous Fees NON ANALYZED CHARGES/MISCELLANE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	40,208.72
07/03/2023	Deposit		Bank of the West	Miscellaneous Fee Refund VALUED CUSTOMER MONTHLY SERVICE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	40,183.72
07/03/2023	Expense		Bank of the West	Miscellaneous Fees PREVIOUS PERIOD ACTIVITY RESULTE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	40,208.72
07/11/2023	Journal Entry	59			5780 Treasure's Fee - CF	-Split-	7,687.37	47,896.09
07/20/2023	Expense		Bank of the West	Miscellaneous Fees NON ANALYZED CHARGES/MISCELLANE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	47,921.09
08/01/2023	Expense		Bank of the West	Miscellaneous Fees PREVIOUS PERIOD ACTIVITY RESULTE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	47,946.09
08/01/2023	Deposit		Bank of the West	Miscellaneous Fee Refund VALUED CUSTOMER MONTHLY SERVICE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	47,921.09

# Crested Butte Fire Protection District Capital Funds Project

## Transaction Report January - November, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
08/11/2023	Journal Entry	63			5780 Treasure's Fee - CF	-Split-	1,621.46	49,542.55
08/21/2023	Expense		Bank of the West	Miscellaneous Fees NON ANALYZED CHARGES/MISCELLANE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	49,567.55
09/01/2023	Deposit			MISCELLANEOUS FEE REFUND VALUED CUSTOMER MONTHLY SERVICE CHARGE REBATE	5790.2 Bank Charges (Capital)	1000 Checking	-25.00	49,542.55
09/01/2023	Expense			MISCELLANEOUS FEES PREVIOUS PERIOD ACTIVITY RESULTED IN MONTHLY SERVICE CHARGE	5790.2 Bank Charges (Capital)	1000 Checking	25.00	49,567.55
09/11/2023	Journal Entry	65			5780 Treasure's Fee - CF	-Split-	579.53	50,147.08
09/20/2023	Expense		Bank of the West	ACCOUNT ANALYSIS FEE ACCT ANALYSIS SERV CHG	5790.2 Bank Charges (Capital)	1000 Checking	25.00	50,172.08
10/10/2023	Journal Entry	67			5780 Treasure's Fee - CF	-Split-	181.15	50,353.23
10/30/2023	Expense		Bank of the West	ACH Fees ACCOUNT ANALYSIS FEE ACCT ANALYSIS SERV CHG	5790.2 Bank Charges (Capital)	1000 Checking	10.67	50,363.90
11/10/2023	Journal Entry	74			5780 Treasure's Fee - CF	-Split-	226.11	50,590.01
11/22/2023	Expense		Bank of the West	ACCOUNT ANALYSIS FEE ACCT ANALYSIS SERV CHG	5790.2 Bank Charges (Capital)	1000 Checking	18.58	50,608.59
11/30/2023	Expense			MISCELLANEOUS DEBIT SERVICE CHARGE	5400 Soft Costs	1010 Money Market	30.00	50,638.59
<b>TOTAL</b>							<b>\$50,638.59</b>	

CBFPD NEW STATION		iGMP Budget 10/23/23	Budget Revisions	Current Budget	Previously Billed to date	Draw No 29 October 2023	Cost to Date	Percent Complete	Cost to Complete	NOTES
<b>SOFT COSTS</b>										
12	Water/Sewer Fees	\$250,000		\$250,000	\$0		\$0	0%	\$250,000	Sewer Tap, Legal Water, FCI carries water
13	Gas Fees	\$50,000		\$50,000	\$0		\$0	0%	\$50,000	Atmos (pipe, boring, trench/backfill)
14	Electric Fees	\$150,000		\$150,000	\$0		\$0	0%	\$150,000	new 3-phase, 1-phase loop
15	Comcast/CenturyLink Connection Fees	\$15,000		\$15,000	\$0		\$0	0%	\$15,000	Visionary/Spectrum
16	ROW & CDOT fees	\$20,000		\$20,000	\$0		\$0	0%	\$20,000	CDOT
17	Bldg Permits & Fire Impact Fee	\$200,000		\$200,000	\$3,788		\$3,788	2%	\$196,212	County
18	Traffic Study	\$13,000		\$13,000	\$12,920		\$12,920	99%	\$80	McDowell Eng
19	Soils/Geotechnical/Geothermal	\$40,000		\$40,000	\$36,790	\$198.90	\$36,989	92%	\$3,011	Cesare/Panterra
20	Surveying	\$5,000		\$5,000	\$0		\$0	0%	\$5,000	JVA
21	Planning/Entitlements	\$85,000		\$85,000	\$83,461		\$83,461	98%	\$1,539	BG/TCA
22	Design (Arch, Struct, MEP)	\$1,600,000		\$1,600,000	\$932,247	\$19,798.00	\$952,045	60%	\$647,955	BG/TCA
22a	Modular Study	\$0		\$0	\$0		\$0	#DIV/0!	\$0	N/A
23	Civil Engineering	\$0		\$0	\$0		\$0	0%	\$0	JVA
24	Wetlands Consultant	\$15,000		\$15,000	\$1,680		\$1,680	11%	\$13,320	Bio-Environs
25	3rd Party Insp/Material Testing	\$100,000		\$100,000	\$0		\$0	0%	\$100,000	Cesare
26	Commissioning	\$50,000		\$50,000	\$0		\$0	0%	\$50,000	Typ testing, blower door
27	Monument Signage	\$0		\$0	\$0		\$0	0%	\$0	By FCI
28	IT/Low Voltage	\$400,000		\$400,000	\$0		\$0	0%	\$400,000	Access, control, cameras, cabling, etc
29	CMGC	\$20,000		\$20,000	\$20,000		\$20,000	100%	\$0	FCI
30	Project Mgmt	\$300,000		\$300,000	\$74,987	\$4,331.25	\$79,319	26%	\$220,681	GDA
31	Condo Map	\$25,000		\$25,000	\$0		\$0	0%	\$25,000	
32	Legal Costs	\$20,000		\$20,000	\$3,327		\$3,327	17%	\$16,673	
33	Financing Costs	\$0		\$0	\$0		\$0	0%	\$0	net of bond proceeds
34	Insurance/PP Bond	\$50,000		\$50,000	\$0		\$0	0%	\$50,000	1.20%
35	Reimburseables	\$92,900		\$92,900	\$3,813	\$172.16	\$3,986	4%	\$88,914	4%
36	Soft Cost Contingency	\$390,732		\$390,732	\$0		\$0	0%	\$390,732	8%
<b>Subtotal Soft Costs</b>		<b>\$3,891,632</b>	<b>\$0</b>	<b>\$3,891,632</b>	<b>\$1,173,014</b>	<b>\$24,500.31</b>	<b>\$1,197,514</b>	<b>31%</b>	<b>\$2,694,118</b>	
<b>HARD COSTS</b>										
37	Hard Construction Fire/EMS	\$17,251,755		\$17,251,755	\$0		\$0	0%	\$17,251,755	10/23/23 FCI iGMP Estimate
38	Hard Construction SAR	\$3,634,536		\$3,634,536	\$0		\$0	0%	\$3,634,536	10/23/23 FCI iGMP Estimate
	Temp Construction Utilities	\$45,000		\$45,000	\$0		\$0	0%	\$45,000	Elec/Water (temp gas by FCI)
39	SAR Climbing Wall	\$0		\$0	\$0		\$0	0%	\$0	Not Included
40	Sitework	\$2,918,423		\$2,918,423	\$0		\$0	0%	\$2,918,423	10/23/23 FCI iGMP Estimate
41	Housing	\$1,200,000		\$1,200,000	\$0		\$0	0%	\$1,200,000	Placeholder
42	Fitness Equipment	\$75,000		\$75,000	\$0		\$0	0%	\$75,000	By Owner
43	Electrical Car Charging Stations	\$25,000		\$25,000	\$0		\$0	0%	\$25,000	Placeholder
44	FF&E	\$300,000		\$300,000	\$0		\$0	0%	\$300,000	TBD
45	Window Coverings	\$35,000		\$35,000	\$0		\$0	0%	\$35,000	By Owner
46	OSE	\$125,000		\$125,000	\$0		\$0	0%	\$125,000	Operating Supplies & Equipment
47	Hard Contingency	\$2,304,874		\$2,304,874	\$0		\$0	0%	\$2,304,874	9.00%
<b>Subtotal Hard Costs</b>		<b>\$27,914,588</b>	<b>\$0</b>	<b>\$27,914,588</b>	<b>\$0</b>	<b>\$0.00</b>	<b>\$0</b>	<b>0%</b>	<b>\$27,914,588</b>	
<b>Total Soft &amp; Hard Costs</b>		<b>\$31,806,220</b>	<b>\$0</b>	<b>\$31,806,220</b>	<b>\$1,173,014</b>	<b>\$24,500.31</b>	<b>\$1,197,514</b>	<b>4%</b>	<b>\$30,608,706</b>	Does not include Spann Land Costs



Customer Service  
PO Box 11813  
Harrisburg, PA 17108-1813

## ACCOUNT STATEMENT

For the Month Ending

**November 30, 2023**

## Crested Butte Fire Protection District

### Client Management Team

#### Chris Blackwood

Managing Director  
950 17th Street, DN-CO-T8  
Denver, CO 80202  
720-955-2530  
blackwoodc@pfmam.com

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Cover/Disclosures  
Summary Statement  
Individual Accounts

### Accounts included in Statement

2210106001	Crested Butte Fire Protection District
2210106002	Operating Account Fund
2210106003	Bond Payment Fund

### Important Messages

CSIP will be closed on 12/25/2023 for Christmas Day.  
CSIP will be closed on 01/01/2024 for New Year's Day.

CRESTED BUTTE FIRE PROTECTION DISTRICT  
SEAN CAFFREY  
P.O. BOX 1009  
CRESTED BUTTE, CO 81224

**Online Access** [www.csipinvest.com](http://www.csipinvest.com)

**Customer Service** 1-855-274-7468



Important Disclosures

Important Disclosures

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**Proxy Voting** PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

**Questions About an Account** PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference.

**Account Control** PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

**Market Value** Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv or Bloomberg. For certain short-term investments or where prices are not available from generally recognized sources the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

**Amortized Cost** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

**Tax Reporting** Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

**Financial Situation** In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

**Callable Securities** Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

**Portfolio** The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

**Rating** Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Shares of some local government investment programs and TERM funds are marketed through representatives of PFMAM's affiliate, PFM Fund Distributors, Inc. which is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Hotline at 1-800-289-9999 or at the FINRA website address <https://www.finra.org/investors/investor-contacts>. A brochure describing the FINRA Regulation Public Disclosure Program is also available from FINRA upon request.

**Key Terms and Definitions**

**Dividends** on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

**Current Yield** is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally \$1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by

365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed. **Average maturity** represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

**Monthly distribution yield** represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

**YTM at Cost** The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

**YTM at Market** The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

**Managed Account** A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

**Unsettled Trade** A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFMAM within 60 days of receipt. If you have other concerns or questions regarding your account, or to request an updated copy of PFMAM's current disclosure statement, please contact a member of your client management team at PFMAM Service Operations at the address below.

PFM Asset Management LLC  
Attn: Service Operations  
213 Market Street  
Harrisburg, PA 17101

NOT FDIC INSURED      NO BANK GUARANTEE      MAY LOSE VALUE

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## Consolidated Summary Statement

## Account Statement

For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District

Portfolio Summary			
Portfolio Holdings	Cash Dividends and Income	Closing Market Value	Current Yield
CSIP LGIP	25,961.24	5,742,591.94	5.54 %
CSIP TERM	304,786.85	22,500,000.00	* N/A
<b>Total</b>	<b>\$330,748.09</b>	<b>\$28,242,591.94</b>	

\* Not Applicable

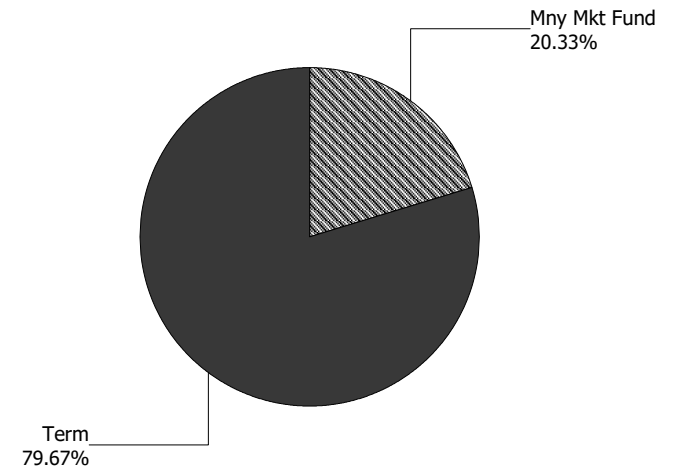
Investment Allocation		
Investment Type	Closing Market Value	Percent
Money Market Mutual Fund	5,742,591.94	20.33
Term Investment	22,500,000.00	79.67
<b>Total</b>	<b>\$28,242,591.94</b>	<b>100.00%</b>

### Maturity Distribution (Fixed Income Holdings)

Portfolio Holdings	Closing Market Value	Percent
Under 30 days	5,742,591.94	20.34
31 to 60 days	0.00	0.00
61 to 90 days	4,000,000.00	14.16
91 to 180 days	4,000,000.00	14.16
181 days to 1 year	14,500,000.00	51.34
1 to 2 years	0.00	0.00
2 to 3 years	0.00	0.00
3 to 4 years	0.00	0.00
4 to 5 years	0.00	0.00
Over 5 years	0.00	0.00
<b>Total</b>	<b>\$28,242,591.94</b>	<b>100.00%</b>

**Weighted Average Days to Maturity 168**

### Sector Allocation





**Account Statement**

For the Month Ending **November 30, 2023**

**Consolidated Summary Statement**

**Crested Butte Fire Protection District**

<b>Account Number</b>	<b>Account Name</b>	<b>Opening Market Value</b>	<b>Purchases / Deposits</b>	<b>Redemptions / Sales/ Maturities</b>	<b>Unsettled Trades</b>	<b>Change in Value</b>	<b>Closing Market Value</b>	<b>Cash Dividends and Income</b>
2210106001	Crested Butte Fire Protection District	27,170,207.07	8,326,036.41	(8,000,351.28)	0.00	0.00	27,495,892.20	326,036.41
2210106002	Operating Account Fund	529,072.91	2,408.29	0.00	0.00	0.00	531,481.20	2,408.29
2210106003	Bond Payment Fund	947,915.15	2,303.39	(735,000.00)	0.00	0.00	215,218.54	2,303.39
<b>Total</b>		<b>\$28,647,195.13</b>	<b>\$8,330,748.09</b>	<b>(\$8,735,351.28)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28,242,591.94</b>	<b>\$330,748.09</b>



## Account Statement - Transaction Summary

For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District - Crested Butte Fire Protection District - 2210106001

<b>CSIP LGIP</b>	
Opening Market Value	670,207.07
Purchases	6,326,036.41
Redemptions	(2,000,351.28)
Unsettled Trades	0.00
Change in Value	0.00

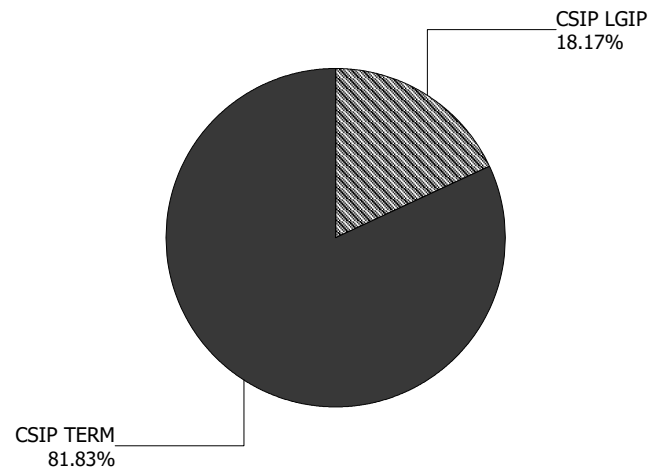
<b>Closing Market Value</b>	<b>\$4,995,892.20</b>
Cash Dividends and Income	21,249.56

<b>CSIP TERM</b>	
Opening Market Value	26,500,000.00
Purchases	2,000,000.00
Redemptions	(6,000,000.00)
Unsettled Trades	0.00
Change in Value	0.00

<b>Closing Market Value</b>	<b>\$22,500,000.00</b>
Cash Dividends and Income	304,786.85

<b>Asset Summary</b>		
	<b>November 30, 2023</b>	<b>October 31, 2023</b>
<b>CSIP LGIP</b>	4,995,892.20	670,207.07
<b>CSIP TERM</b>	22,500,000.00	26,500,000.00
<b>Total</b>	<b>\$27,495,892.20</b>	<b>\$27,170,207.07</b>

<b>Asset Allocation</b>	
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## Investment Holdings

For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District - Crested Butte Fire Protection District - 2210106001

Trade Date	Settlement Date	Security Description	Maturity Date	Rate	Investment Amount	Estimated Earnings	Est. Value at Maturity
<b>CSIP TERM</b>							
02/03/23	02/03/23	TERM - Colorado Statewide Investment Pool Term Dec 24	02/01/24	4.9900	2,000,000.00	82,300.82	2,099,253.15
02/13/23	02/13/23	TERM - Colorado Statewide Investment Pool Term Dec 24	02/13/24	5.0400	2,000,000.00	80,363.84	2,100,800.00
04/18/23	04/19/23	TERM - Colorado Statewide Investment Pool Term Dec 24	04/16/24	5.2400	2,000,000.00	64,712.57	2,103,940.98
05/22/23	05/23/23	TERM - Colorado Statewide Investment Pool Term Dec 24	05/20/24	5.2400	2,000,000.00	54,977.05	2,103,940.98
06/15/23	06/16/23	TERM - Colorado Statewide Investment Pool Term Dec 24	06/11/24	5.8200	3,500,000.00	93,501.64	3,700,917.21
07/18/23	07/19/23	TERM - Colorado Statewide Investment Pool Term Dec 24	07/17/24	5.8900	2,000,000.00	43,450.82	2,117,156.28
08/24/23	08/25/23	TERM - Colorado Statewide Investment Pool Term Dec 24	08/23/24	5.9000	3,000,000.00	47,393.44	3,176,032.79
09/21/23	09/22/23	TERM - Colorado Statewide Investment Pool Term Dec 24	09/20/24	5.8900	2,000,000.00	22,530.05	2,117,156.28
10/17/23	10/17/23	TERM - Colorado Statewide Investment Pool Term Dec 24	10/16/24	5.8900	2,000,000.00	14,483.61	2,117,478.14
11/08/23	11/09/23	TERM - Colorado Statewide Investment Pool Term Dec 24	11/06/24	5.7900	2,000,000.00	6,960.66	2,114,850.82
<b>Total</b>					<b>\$22,500,000.00</b>	<b>\$510,674.50</b>	<b>\$23,751,526.63</b>



## Managed Account Summary Statement

For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District - Crested Butte Fire Protection District - 2210106001 - (15231590)

Transaction Summary - Money Market		Transaction Summary - Managed Account		Account Total	
<b>Opening Market Value</b>	<b>\$670,207.07</b>	<b>Opening Market Value</b>	<b>\$0.00</b>	<b>Opening Market Value</b>	<b>\$670,207.07</b>
Purchases	6,326,036.41	Maturities/Calls	0.00		
Redemptions	(2,000,351.28)	Principal Dispositions	0.00		
		Principal Acquisitions	0.00		
		Unsettled Trades	0.00		
		Change in Current Value	0.00		
<b>Closing Market Value</b>	<b>\$4,995,892.20</b>	<b>Closing Market Value</b>	<b>\$0.00</b>	<b>Closing Market Value</b>	<b>\$4,995,892.20</b>
Dividend	21,249.56				

Earnings Reconciliation (Cash Basis) - Managed Account		Cash Balance	
Interest/Dividends/Coupons Received	0.00	<b>Closing Cash Balance</b>	<b>\$0.00</b>
Less Purchased Interest Related to Interest/Coupons	0.00		
Plus Net Realized Gains/Losses	0.00		
<b>Total Cash Basis Earnings</b>	<b>\$0.00</b>		

Earnings Reconciliation (Accrual Basis)		Managed Account	Total	Cash Transactions Summary- Managed Account	
Ending Amortized Value of Securities	0.00	0.00	4,995,892.20	Maturities/Calls	0.00
Ending Accrued Interest	0.00	0.00	0.00	Sale Proceeds	0.00
Plus Proceeds from Sales	0.00	0.00	2,000,351.28	Coupon/Interest/Dividend Income	0.00
Plus Proceeds of Maturities/Calls/Principal Payments	0.00	0.00	0.00	Principal Payments	0.00
Plus Coupons/Dividends Received	0.00	0.00	0.00	Security Purchases	0.00
Less Cost of New Purchases	0.00	0.00	(6,326,036.41)	Net Cash Contribution	0.00
Less Beginning Amortized Value of Securities	0.00	0.00	(670,207.07)	Reconciling Transactions	0.00
Less Beginning Accrued Interest	0.00	0.00	0.00		
Dividends	0.00	0.00	21,249.56		
<b>Total Accrual Basis Earnings</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,249.56</b>		



## Account Statement

For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District - Crested Butte Fire Protection District - 2210106001

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>CSIP LGIP</b>					
<b>Opening Balance</b>					<b>670,207.07</b>
11/03/23	11/03/23	Purchase - TERM Maturity	1.00	2,092,942.47	2,763,149.54
11/06/23	11/06/23	Purchase - TERM Maturity	1.00	4,211,844.38	6,974,993.92
11/09/23	11/09/23	Redemption - TERM Investment	1.00	(2,000,000.00)	4,974,993.92
11/24/23	11/24/23	IP Fees October 2023	1.00	(59.61)	4,974,934.31
11/24/23	11/24/23	U.S. Bank Fees September 2023	1.00	(291.67)	4,974,642.64
11/30/23	12/01/23	Accrual Income Div Reinvestment - Distributions	1.00	21,249.56	4,995,892.20
<b>Closing Balance</b>					<b>4,995,892.20</b>

	Month of November	Fiscal YTD January-November		
<b>Opening Balance</b>	670,207.07	2,345,229.22	<b>Closing Balance</b>	4,995,892.20
<b>Purchases</b>	6,326,036.41	27,661,720.40	<b>Average Monthly Balance</b>	4,667,450.05
<b>Redemptions (Excl. Checks)</b>	(2,000,351.28)	(25,011,057.42)	<b>Monthly Distribution Yield</b>	5.54%
<b>Check Disbursements</b>	0.00	0.00		
<b>Closing Balance</b>	<b>4,995,892.20</b>	<b>4,995,892.20</b>		
<b>Cash Dividends and Income</b>	21,249.56	96,586.41		



**Account Statement**

For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District - Crested Butte Fire Protection District - 2210106001

<b>Trade Date</b>	<b>Settlement Date</b>	<b>Transaction Description</b>	<b>Maturity Date</b>	<b>Stated Yield</b>	<b>Dollar Amount of Transaction</b>
<b>CSIP TERM</b>					
11/03/23	11/03/23	Redemption - TERM Maturity			(2,092,942.47)
11/06/23	11/06/23	Redemption - TERM Maturity			(4,211,844.38)
11/08/23	11/09/23	Purchase - TERM Investment	11/06/24	5.7900	2,000,000.00



## Account Statement - Transaction Summary

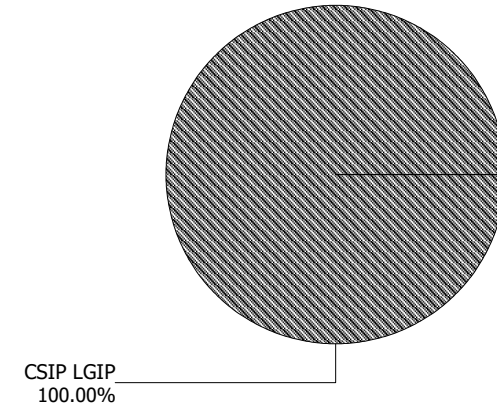
For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District - Operating Account Fund - 2210106002

CSIP LGIP	
Opening Market Value	529,072.91
Purchases	2,408.29
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$531,481.20</b>
Cash Dividends and Income	2,408.29

Asset Summary		
	November 30, 2023	October 31, 2023
<b>CSIP LGIP</b>	531,481.20	529,072.91
<b>Total</b>	<b>\$531,481.20</b>	<b>\$529,072.91</b>

### Asset Allocation







**Account Statement**

For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District - Operating Account Fund - 2210106002

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>CSIP LGIP</b>					
<b>Opening Balance</b>					<b>529,072.91</b>
11/30/23	12/01/23	Accrual Income Div Reinvestment - Distributions	1.00	2,408.29	531,481.20
<b>Closing Balance</b>					<b>531,481.20</b>

	Month of November	Fiscal YTD January-November
<b>Opening Balance</b>	529,072.91	323.60
<b>Purchases</b>	2,408.29	531,157.60
<b>Redemptions (Excl. Checks)</b>	0.00	0.00
<b>Check Disbursements</b>	0.00	0.00
<b>Closing Balance</b>	<b>531,481.20</b>	<b>531,481.20</b>
<b>Cash Dividends and Income</b>	2,408.29	4,177.70

<b>Closing Balance</b>	531,481.20
<b>Average Monthly Balance</b>	529,153.19
<b>Monthly Distribution Yield</b>	5.54%



## Account Statement - Transaction Summary

For the Month Ending **November 30, 2023**

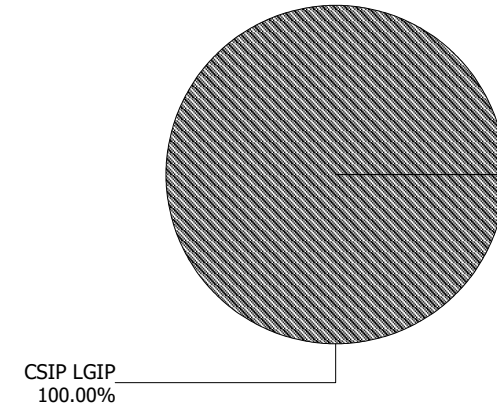
Crested Butte Fire Protection District - Bond Payment Fund - 2210106003

CSIP LGIP	
Opening Market Value	947,915.15
Purchases	2,303.39
Redemptions	(735,000.00)
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$215,218.54</b>
Cash Dividends and Income	2,303.39

Asset Summary		
	November 30, 2023	October 31, 2023
<b>CSIP LGIP</b>	215,218.54	947,915.15
<b>Total</b>	<b>\$215,218.54</b>	<b>\$947,915.15</b>

Asset Allocation	
CSIP LGIP	100.00%





## Account Statement

For the Month Ending **November 30, 2023**

Crested Butte Fire Protection District - Bond Payment Fund - 2210106003

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>CSIP LGIP</b>					
<b>Opening Balance</b>					<b>947,915.15</b>
11/13/23	11/13/23	Redemption - ACH Redemption	1.00	(735,000.00)	212,915.15
11/30/23	12/01/23	Accrual Income Div Reinvestment - Distributions	1.00	2,303.39	215,218.54
<b>Closing Balance</b>					<b>215,218.54</b>

	Month of November	Fiscal YTD January-November
<b>Opening Balance</b>	947,915.15	139,578.20
<b>Purchases</b>	2,303.39	1,286,832.89
<b>Redemptions (Excl. Checks)</b>	(735,000.00)	(1,211,192.55)
<b>Check Disbursements</b>	0.00	0.00
<b>Closing Balance</b>	<b>215,218.54</b>	<b>215,218.54</b>
<b>Cash Dividends and Income</b>	2,303.39	12,770.88

<b>Closing Balance</b>	215,218.54
<b>Average Monthly Balance</b>	506,991.93
<b>Monthly Distribution Yield</b>	5.54%



# CRESTED BUTTE FIRE PROTECTION DISTRICT

306 MAROON AVENUE  
P.O. BOX 1009  
CRESTED BUTTE, CO 81224  
(970) 349-5333 FAX: (970) 349-3420  
WEBSITE: WWW.CBFPD.ORG

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December 4, 2023

CBFPD Board of Directors (BOD)

RE: Fire Prevention Division work summary for November 2023

Dear Board of Directors,

The list below are some of the larger projects in the plan development and review stages:

**Major Projects:** (planning, fire requirements & pre application meetings) ON GOING

**Mount Crested Butte**

- Prospect II-on going
- North Village-on going
- Honey Rock Ridge
- CB Ridge (old Nevada Ridge)
- Bear Crossing

**Crested Butte**

- Academy Place Multifamily
- Mineral Point
- New Town WWTP
- Fire Campus
- 48 affordable housing units
- Clark's Market
- Bruhaus
- CBCS-new addition

**County**

- County Whetstone Housing (240 units)
- New subdivision at Cement Creek & Hwy, 135 (75 homes)
- changing commercial district in CBS to One-Way traffic
- Solar Farm on Hwy 135
- Clark commercial expansion-CBS

**Approved Plan Reviews/Letters:** completed in November- (10 total)

**Mount Crested Butte:**

- Crested Butte Way
- Anthracite x 2
- Elk Ave.

**Crested Butte:**

- Mineral Point Subdivision

**County:**

- Buckhorn
- Walking Deer
- Zeligaman St.

- Peeler Lane
- Squaw Gulch

**Inspections & Meetings:** 39

**Mount Crested Butte:**

5

**Crested Butte:**

22

**County:**

12

**Company Level Annual Life Safety Inspections:** 0 performed in the month of November

**Fire Prevention Division summary:**

1. There is a new restaurant, Yuki Hana, going into the old Margo's Philly building and the new Hideout is now open.
2. Clark's is scheduled to reopen on Monday, December 18<sup>th</sup>. Our team has been to a lot of pre inspection meetings to help facilitate a smoother process to ensure compliance by the 18<sup>th</sup>.
3. We have entered into conversations with Gunnison County Road & Bridge because they want to update their "road & bridge" standards.
4. I have an upcoming meeting with the building officials in Mount Crested Butte to better streamline our plan review process. This includes all phases of proposals, PUD's etc.
5. Mineral Point subdivision in Crested Butte has been approved.

**Updates & Enforcement issues:**

2. The Big Al's addition fire underground was installed without any prior plan submittal or approval by the State or CBFPD. There project and the fire suppression system is on hold until such time as they receive compliance from the State of Colorado.
1. The fire underground at 502 Whiterock Avenue has been installed and the State of Colorado will not sign off on it because the fire underground does not terminate in the fire riser room as per their plan approval. More to follow.

**Action request to the Board of Directors:**

-none as of this packet submittal

Reference WRWC Newsletter article about our new sign program.

[Western Regional Wildfire Council Newsletter](#)



2023 November EMS & Fire Chief  
Board Report

The 2023 EMT course is now complete and 14 students successfully completed their didactic portion of the class. I'm very thankful to Jordan Iraola for his help instructing the course over the last 3.5 months. I am also very thankful to other staff who helped. A shift participated often and their help was well received by the students and very appreciated.

There were 34 calls for service this month which brings our YTD call volume to 809.

As you have had the opportunity to review the brief slide show in the board packet this month and having discussion at our strategic meeting, I want to thank members of the volunteer squad & association, Chief Reily, and other members for providing valuable insight and perspective as it relates to the future of our organization.

Recently released by the Dallas morning news is a 6 part series on the challenges of pre-hospital care and managing the "bleeding out" patients. We (CBFPD & Gunnison Paramedics) we part of the series as our rural location sees many challenges with transport times and geographical location. The article is available upon request if you'd like.

We are doing great things in this county with our organizations and we are proud that we constantly set our standards to be high in the best interest of those we serve.

## **Personnel/Volunteers**

An official job offer has been made to Sean Slattery who accepted the position for Firefighter/EMT. He is starting on January 1<sup>st</sup>

Firefighter/AEMT Tara Sweitzer has successfully completed her 6 month probationary period and will be considered a full time permanent employee.

Congratulations.

Additions to the organization:

Brooke Hoppe (part time EMT)

Will Cauble (part time FF/EMT)

Kirby Clock (part time critical care paramedic)

Members removed from the roster:

Sasha Legere

Ryan McCudden

Nick Zuber



## **Training**

Fire: Live car fire evolutions

Fire: Lessons learned from the Lowline fire

EMS: Toxicology

## **Vehicles**

Nothing new to report on vehicles this month. We have a final bid package for the Aerial truck however we are awaiting another official proposal from Spartan. I've been advised to expect that by end of year or early January.

## **Maintenance**

Quick action was taken in the Mezzanine at Station 1 when it was decided it was a good decision to get rid of the pool table. Thanks to the crews and people who made it happen by disassembling it, moving out, and finding it a new home down in Gunnison. The workout space has opened up greatly and allows for more comfort during crew workout.



# MONTH IN REVIEW: November 2023

**911**

**34**  
**total incidents**  
**809 YTD**



**EMS calls**  
**11**  
73% transported  
27% non-transport



**Fire calls**  
**32**  
Fire - 0  
EMS assist - 12  
Service calls/false alarm - 20



**Avg. Chute time -**  
**01:35**  
**Avg. Response time -**  
**7:59**



**Calls by zone**  
**Town of CB - 10 Mt. CB - 17 CB South - 2 County - 5**

CRESTED BUTTE FIRE PROTECTION DISTRICT  
Chief Executive's Report

December 12, 2023

1. Consent Agenda

- a) November 14<sup>th</sup> Regular Meeting Minutes
- b) Strategic Planning Work Session Minutes
- c) Monthly Financial Reports

2. Chief Executive's Comments

As we end 2023 we continue to be react to late breaking changes with property tax rates following the special session of the Colorado Legislature that concluded just before Thanksgiving. Thankfully, the property tax reform bill that was signed into law affords fire protection, ambulance and health service districts 100% backfill for revenue that would otherwise be lost due to reductions in tax rates between 2023 and 2024. As such, we are basically working off of the assessed valuation numbers we received in August. The County Assessor will hopefully have final numbers for us his week, however it looks like we will be able to support our original budget plans for 2024 which are described below.

Crested Butte Mountain Resort also opened on schedule for the 2023 – 2024 ski season and we have begun to see EMS activity related to ski injuries and clinic transfers including at least one high profile cardiac arrest event. Our vehicle committee has also been doing great work finalizing their recommendations for a new quint-type aerial apparatus. We have one price quote from Rosenbauer in hand and are looking to see if another manufacturer can provide us with a quote for comparison purposes. It looks promising that Spartan / Smeal may come through on that.

As always, my thanks also go out to Veronica Jarolimek, Annie, Chief Weisbaum and Assistant Chief Duke for putting together an excellent annual banquet event at Elk Avenue Prime. Overall it appeared that everyone had a good time and we are in discussions to have the event there next year as well.

In the consent agenda this month we have added information on the status of the construction budget as requested. Information on Draw 29 is included in the packet. From a budget tracking perspective we are hoping to finish perhaps \$150,000 lower on expenses than anticipated and are currently expecting to be about \$400,000 ahead on revenues thanks to fire prevention fees, wildfire deployment and better than expected interest income. Expect a more complete summary of the year in January.

We will be holding our public hearing on the budget at this meeting. Notice of the budget hearing has been posted in the CB News for the last 2 weeks and I have received no public comments to date. We do expect our assessed valuation to increase from \$440M to approximately \$670M which is a 52% increase. We intend to use additional revenues to increase salaries an average of 7%, maintain our benefits package, add a part-time captain and a full-time fleet and facilities assistant. Additionally, we will be adding a housing stipend for all full-time employees, allocating \$600K to support the emergency services campus project and purchasing a new ambulance, utility vehicle and cardiac monitor. Despite all of these investments, we are projecting a decrease in our overall tax rate from 11.445 mills to 10.445 mills to reduce the overall impact to our taxpayers.

Following the budget hearing the board can adopt Resolutions 2023-12-1 and 2023-12-2 which adopts the 2024 budget and authorizes the 2024 appropriations respectively. A draft of the mill levy certification is also attached, however, we will not have final valuation numbers from the County Assessor until 1/3/24 so we will not finalize this resolution until 1/9/24 for submission by the revised deadline on 1/10/24.

By the time of our meeting the closing on the Larkspur lots will have occurred on 12/11/23. We were able to repurpose some capital funds from 2023 to cover this purchase and have work underway on a

CRESTED BUTTE FIRE PROTECTION DISTRICT  
Chief Executive's Report

request for qualifications document for a modular duplex. More to come on that in early 2024.

Todd Goulding will update the group on the latest activity with the emergency services campus. Significant activity is continuing to finalize construction documents and dial in timelines for long lead time items. Particular items of interest lately have been a confirmation of potential geothermal costs (it's still too much), discussion of ADA requirements, preliminary layouts of the fitness room, discussion of obtaining a County waiver for the snowmelt system, and verification of kitchen appliances. Work on placement of solar panels, flagpoles, and the historic bell have also been discussed.

In new business this month we will be following on changes to the volunteer program initially discussed at the strategic planning session. The updates will re-orient our approach to focus more towards a part-time reserve program with equivalent goals and standards. While we have a number of objectives, one of the most important is preserving our 100+ year history of community members serving their neighbors. Chief Weisbaum and I will be walking through the program proposal with some overview slides. We have also uploaded a draft program manual to the packet. I am grateful to Assistant Chief Reily and Lieutenant Jarolimek for their help as we put the manual together as well as to Katie Harper, Evan Sandstrom and Tara Sweitzer from the Volunteer Squad and Association who have provided preliminary feedback. I look forward to additional feedback and discussion as we present the program publicly.

There are no executive sessions scheduled for this month. I am waiting to finalize the annual review for Fire Marshal Ems, however that will likely be presented in January as an executive session item.

3. Action Items

- a) Approve consent agenda
- b) Hold Public Hearing for 2024 Budget
- c) Adopt Resolution 2023-12-1 (2024 Budget)
- d) Adopt Resolution 2023-12-2 (2024 Appropriation)
- e) Review and Comment on Updates to Volunteer / Part-Time Reserve Program

**Mill Levy Calculation Worksheet**

	<b>2024</b>		<b>2023</b>	
Assessed Valuation	\$676,386,080		\$440,762,790	
	<u>Tax Revenue</u>	<u>Mill Levy</u>	<u>Tax Revenue</u>	<u>Mill Levy</u>
Maximum General Fund Levy	\$3,570,642	5.279	\$2,326,787	5.279
<u>Allowed TABOR Base</u>	N/A	N/A	\$1,240,652	2.815
<u>Ballot Authorizations:</u>				
1998 Ballot Authorization	541,109	0.800	352,610	0.800
2002 Ballot Authorization	338,193	0.500	220,381	0.500
2017 Ballot Authorization	<u>2,367,351</u>	<u>3.500</u>	<u>1,542,670</u>	<u>3.500</u>
<b><u>Maximum General Fund</u></b>	<b>6,817,295</b>	<b>10.079</b>	<b>4,442,448</b>	<b>10.079</b>
<b><u>Temporary Tax Credit</u></b>	<b>(\$1,446,113)</b>	<b>(2.138)</b>	<b>(\$1,086,040)</b>	<b>(2.464)</b>
<b>Effective General Fund Levy</b>	<b>5,371,182</b>	<b>7.941</b>	<b>3,356,409</b>	<b>7.615</b>
<b>Bond Fund</b>	<b>1,679,700</b>	<b>2.483</b>	<b>1,679,700</b>	<b>3.811</b>
<b>Total Mill Levy</b>	<b>\$7,050,882</b>	<b>10.424</b>	<b>\$5,036,109</b>	<b>11.426</b>
<b>Abatements</b>	<b>14,149</b>	<b>0.021</b>	<b>8,462</b>	<b>0.019</b>
<b>TOTAL LEVY</b>	<b>\$ 7,065,031  </b>	<b>10.445</b>	<b>\$ 5,044,571  </b>	<b>11.445</b>

**CRESTED BUTTE FIRE PROTECTION DISTRICT**

Budget 2024

	ACTUAL <u>2022</u>	BUDGET <u>2023</u>	ESTIMATED <u>2023</u>	BUDGET <u>2024</u>
<b>Beginning Fund Balance</b>	\$ 2,242,433	\$ 3,097,629	\$ 3,097,629	\$ 3,089,074
<b>Revenue</b>				
General Property Tax	\$ 3,261,678	\$ 3,364,776	\$ 3,364,776	\$ 5,385,331
Specific Ownership Tax	\$ 211,653	\$ 130,000	\$ 178,000	\$ 130,000
Intergovernmental Revenue	\$ 41,840	\$ 25,000	\$ 44,541	\$ 25,000
EMS Service Fees	\$ 386,073	\$ 300,000	\$ 340,000	\$ 325,000
Plan Review / Inspection Fees	\$ 464,592	\$ 125,000	\$ 377,896	\$ 150,000
Training Fees	\$ 1,750	\$ -	\$ 15,500	\$ -
Special Event Fees	\$ 80,279	\$ -	\$ 68,000	\$ -
Rental Income	\$ 73,006	\$ 69,500	\$ 99,040	\$ 124,800
Impact Fees	\$ 37,095	\$ 25,000	\$ 21,858	\$ 25,000
Interest Income	\$ 61,567	\$ 25,000	\$ 169,759	\$ 50,000
Grants	\$ -	\$ 150,000	\$ -	\$ 300,000
Contributions & Donations	\$ 1,000	\$ -	\$ 2,012	\$ -
Sale of Assets	\$ -	\$ 2,000	\$ 6,300	\$ 2,000
Debt Proceeds	\$ 125,875			
Vendor Refunds	\$ -	\$ -	\$ 13,560	\$ -
Miscellaneous	\$ 20	\$ -	\$ -	\$ -
<b>Total Operating Revenue</b>	\$ 4,746,427	\$ 4,216,276	\$ 4,701,242	\$ 6,517,131
<b>Total Available Revenue</b>	\$ 6,988,860	\$ 7,313,905	\$ 7,798,871	\$ 9,606,205
<b>Expenditures</b>				
General Services	\$ 1,248,958	\$ 1,436,528	\$ 1,436,528	\$ 1,733,154
Operations	\$ 2,436,050	\$ 2,780,621	\$ 2,780,621	\$ 3,436,951
<b>Subtotal Operating Expenditures</b>	\$ 3,685,008	\$ 4,217,149	\$ 4,217,149	\$ 5,170,105
<b>Revenue Above Operating Expenditures</b>	\$ 1,061,419	\$ (873)	\$ 484,093	\$ 1,347,026
Capital Purchases	\$ 154,659	\$ 472,500	\$ 445,000	\$ 1,056,000
<b>Total Capital Expenditures</b>	\$ 154,659	\$ 472,500	\$ 445,000	\$ 1,056,000
Multi-Year & Lease Purchase Principal	\$ 193,129	\$ 47,648	\$ 47,648	\$ 47,648
<b>Total Debt Principal</b>	\$ 193,129	\$ 47,648	\$ 47,648	\$ 47,648
<b>Total Annual Expenditures</b>	\$ 4,032,796	\$ 4,737,297	\$ 4,709,797	\$ 6,273,753
<b>Reserves</b>				
TABOR Reserve (3%)	\$ 118,193	\$ 142,119	\$ 142,119	\$ 188,213
Operating Reserve (30%)	\$ 1,063,740	\$ 1,421,189	\$ 1,421,189	\$ 1,882,126
Impact Fee Reserve	\$ 389,815	\$ 426,910	\$ 426,910	\$ 448,768
Additional Capital Reserve		\$ 200,000	\$ 200,000	\$ 500,000
Down Payment Assistance Fund	\$ 80,000	\$ 180,000	\$ 120,000	\$ 180,000
Major Incident Contingency	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Restricted Reserve (Land Purchases)	\$ 400,000	\$ -	\$ -	\$ -
Unrestricted Reserve	\$ 945,881	\$ 106,390	\$ 678,856	\$ 33,345
<b>Ending Fund Balance</b>	\$ 3,097,629	\$ 2,576,608	\$ 3,089,074	\$ 3,332,452

**General Obligation Bond Fund**

General Obligation Bonds

Date Executed		1/15/2022
Maturity Date		1/15/2047
Amount Financed	\$	25,950,000
Bond Premium	\$	4,000,000
Total Funds Available	\$	<hr/> 29,950,000
Principal Balance as of Jan 1	\$	23,925,000
Principal - Current year	\$	650,000
Interest - Current Year	\$	1,029,700
Total Current Year	\$	<hr/> 1,679,700
Principal Balance as of Dec 31	\$	23,275,000

**Capital Project Bond Expenditures**

Budget 2024

**Proceeds**

PFM Managed Assets Acct	\$	24,750,000	
Capital Projects Checking	\$	100,000	
Interest	\$	1,300,000	
Spann Purchase Reserve	\$	1,820,938	
<b>Total Proceeds Available</b>	<b>\$</b>	<b>26,150,000</b>	Excludes Reserve

Land Acquisition	\$	208,149	
Soft Costs	\$	1,050,000	
Hard Construction Costs	\$	12,865,000	
<b>Total Capital Expenditures</b>	<b>\$</b>	<b>14,123,149</b>	

**Item Detail**

**Land Acquisition**

Spann Parcels 2024 Payments	\$	208,149	
<b>Subtotal Buildings &amp; Land</b>	<b>\$</b>	<b>208,149</b>	

**Soft Costs**

Various	\$	1,050,000	
<b>Subtotal Soft Costs</b>	<b>\$</b>	<b>1,050,000</b>	

**Hard Construction Costs**

Sitework / Fire HQ / SAR	\$	11,500,000	
Housing & Other Construction	\$	1,365,000	
<b>Subtotal Hard Construction Costs</b>	<b>\$</b>	<b>12,865,000</b>	

**Remaining Balance** \$ **12,235,000**

**Remaining Balance Land Reserve** \$ **1,612,789**



**Schedule A - General Services / Administration Expenditures**

	<u>Budget 2023</u>	<u>Budget 2024</u>	<u>Comments</u>
Salaries - Administration	\$ 176,000	\$ 200,400	
Salaries - Fire Prevention	\$ 303,208	\$ 345,740	
Salary - Temporary Employees	\$ 4,800	\$ 6,900	
Payroll Processing Fees	\$ 6,000	\$ 6,000	
Housing Stipend	\$ -	\$ 29,900	
Medicare Tax	\$ 7,018	\$ 8,019	
Social Security Tax	\$ 6,112	\$ 6,186	Temporary & PT Employees
Colorado FAMLII Premium	\$ 2,178	\$ 2,489	
Retirement Contributions - Employer	\$ 41,338	\$ 50,123	
Health Insurance & Related Benefits	\$ 95,193	\$ 96,730	
EAP Program Fees	\$ 3,500	\$ 3,500	
Workers Compensation	\$ 45,000	\$ 45,000	
Ski Pass Benefit - Employee	\$ 6,000	\$ 6,000	
Health Reimbursement	\$ 92,700	\$ 131,435	35% of Health Ins Premiums
Advertising	\$ 5,000	\$ 5,000	
Accounting & Audit Services	\$ 8,000	\$ 8,000	
Ambulance Billing Fees	\$ 18,000	\$ 19,500	6% of Collected EMS Billing
Bank Charges	\$ 2,500	\$ 5,000	Increased Credit Card Payments
Board Expenses	\$ 11,000	\$ 4,000	No Off Site Year
Board Stipends	\$ 7,000	\$ 7,000	Meeting Stipends
Debt Service	\$ 13,979	\$ 12,876	Triplex
Down Payment Assistance Fund	\$ 1,500	\$ 1,500	Service Fee
Dues and Subscriptions	\$ 8,000	\$ 8,000	
Education & Training - Admin	\$ 18,000	\$ 15,000	
Elections	\$ 25,000	\$ -	No Election for 2024
Fire Prevention & Life Safety	\$ 15,000	\$ 15,000	Major Project Plan Reviews
Insurance - General	\$ 35,000	\$ 45,000	New Vehicles and Buildings
IT Services	\$ 40,000	\$ 60,000	Web Site Accesibility
Legal and Professional	\$ 45,000	\$ 50,000	Add'l Ambulance Billing Audit Svc
Meals & Incentives	\$ 23,500	\$ 26,000	Increased banquet costs
Office Supplies & Equipment	\$ 18,000	\$ 16,000	Includes computer upgrades
Postage & Shipping	\$ 3,000	\$ 3,000	
Rent	\$ 39,000	\$ 112,896	See Schedule F - Rent
Repairs - Building	\$ 40,000	\$ 40,000	
Repairs - Rental Units	\$ 5,000	\$ 5,000	
Snow Removal	\$ 10,000	\$ 12,000	
Telephone	\$ 9,000	\$ 10,000	Landlines - VOIP System
Travel	\$ 20,000	\$ 22,500	Increased Travel Costs
Treasurer's Fees	\$ 102,001	\$ 165,460	3% of tax collections
Utilities - Rental Units	\$ 3,000	\$ 4,000	
Utilities	\$ 45,000	\$ 45,000	
Volunteer Pension Contribution	\$ 75,000	\$ 75,000	
Miscellaneous	\$ 2,000	\$ 2,000	
<b>Total General Services &amp; Admin</b>	<b>\$ 1,436,527</b>	<b>\$ 1,733,154</b>	

**Schedule B - Operations Expenditures**

	<u>Budget 2023</u>	<u>Budget 2024</u>	<u>Comments</u>
Salary - EMS & Fire Chief	\$ 123,120	\$ 131,760	
Salary - Logistics Chief	\$ 86,848	\$ 93,380	
Salary - Captains	\$ 250,130	\$ 315,149	4 Positions
Salary - Lieutenants	\$ 223,200	\$ 158,000	2 Positions
Salary - Paramedic / Firefighters	\$ 383,100	\$ 531,070	6 Positions
Salary - Engineers	\$ -	\$ 243,000	3 Positions
Salary - Firefighter / EMTs	\$ 420,820	\$ 294,000	4 Positions
Salary - Maintenance	\$ -	\$ 54,375	1 Position
Salary - Part-Time	\$ 165,000	\$ 170,500	
Salary - Unscheduled Overtime	\$ 79,011	\$ 88,515	
Training Pay	\$ 7,500	\$ 5,000	Instructor Expenses
Special Event Pay	\$ 1,500	\$ 1,500	
Volunteer Stipends	\$ 50,000	\$ 40,000	
Housing Stipend	\$ -	\$ 68,900	
Medicare Tax	\$ 25,828	\$ 30,881	
Social Security Tax	\$ 13,330	\$ 13,671	
Colorado FAMLPI Premium	\$ 8,016	\$ 9,584	
Retirement Contributions - Employer	\$ 178,411	\$ 226,697	
Health Insurance & Related Benefits	\$ 290,707	\$ 355,169	
Ski Pass Benefit - Employee	\$ 25,000	\$ 30,000	30 Total
Ski Pass Benefit - Volunteers	\$ 20,000	\$ 20,000	20 Total
Dispatch Fees	\$ 51,000	\$ 56,000	
Education & Training	\$ 50,000	\$ 50,000	
EMS Supplies	\$ 35,000	\$ 40,000	
Firefighting Supplies	\$ 15,000	\$ 25,000	
Fuel	\$ 45,000	\$ 45,000	
Hazardous Waste Disposal	\$ 1,600	\$ 2,000	
Meals - Training	\$ 16,800	\$ 16,800	
Medical Direction	\$ 10,000	\$ 10,000	
Protective Equipment	\$ 30,000	\$ 50,000	
Radio & Mobile Computer Equipment	\$ 20,000	\$ 85,000	Additional Radios
Repairs - Equipment	\$ 6,000	\$ 6,000	
Repairs - Vehicles	\$ 40,000	\$ 40,000	
Responder Incentives	\$ 10,000	\$ 10,000	
Station Supplies	\$ 7,500	\$ 9,000	
Service Contracts	\$ 12,700	\$ 18,000	
Telephone - Mobile	\$ 14,000	\$ 14,000	
Tools & Hardware	\$ 2,000	\$ 2,000	
Training Equipment & Supplies	\$ 8,000	\$ 8,000	
Travel	\$ 20,000	\$ 25,000	Increased Travel Costs
Uniforms	\$ 22,500	\$ 30,000	Increased Quantities
Vaccines - Physicals - Wellness	\$ 10,000	\$ 12,000	
Miscellaneous	\$ 2,000	\$ 2,000	
	<b>\$ 2,780,621</b>	<b>\$ 3,436,951</b>	

**Schedule C - Capital Expenditures**

Budget 2023

Buildings & Land	\$ 600,000
Vehicles	\$ 320,000
Capital Medical Equipment	\$ 36,000
Capital Fire Equipment	\$ -
Capital Equipment (Other)	\$ 100,000
<b>Total Capital Expenditures</b>	<b>\$ 1,056,000</b>

**Item Detail**

Capital Purchases have a value of >\$5,000

**Buildings & Land**

Transfer to Capital Project Fund	\$ 600,000
Housing purchase	\$ -
Subtotal Buildings & Land	\$ 600,000

**Vehicles**

New Ambulances	\$ 235,000
New Utility Vehicle	\$ 85,000
Subtotal Vehicles	\$ 320,000

**Capital Medical Equipment**

LifePak 15	\$ 36,000
Subtotal Medical Equipment	\$ 36,000

**Capital Fire Equipment**

N/A	\$ -
Subtotal Fire Equipment	\$ -

**Capital Equipment - Other**

Satellite Communications Grant	\$ 100,000
Subtotal Equipment - Other	\$ 100,000

**Schedule D - Reserve**

Budget 2023 Comments

Annual Expenditures	\$	6,273,753
TABOR Reserve (3%)	\$	188,213
Operating Reserve (30%)	\$	1,882,126
Impact Fee Reserve*	\$	448,768
Additional Capital Reserve	\$	500,000
Down Payment Assistance Fund	\$	180,000
Major Incident Contingency	\$	100,000
Restricted Reserve (Land Purchase)	\$	-
Unrestricted Reserve	\$	33,345
	\$	-
<b>Total Reserve</b>	<b>\$</b>	<b>3,332,452</b>

**Schedule E - Lease Purchase**

Triplex Lease Purchase

Date Executed	10/22/2020
Maturity Date	3/20/2034
Interest Rate	2.30%

Amount Financed	\$ 730,000.00
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Principal Balance as of Jan 1	\$ 588,824.09
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Principal - Current year	\$ 48,750.00
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Interest - Current Year	\$ 12,876.47
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Total Current Year	\$ 61,626.47
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Principal Balance as of Dec 31	\$ 540,074.09
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**Schedule F - Rent Income and Expenditures**

<u>Rental Income</u>		<u>Monthly</u>	<u>Annual (Assumes 10 Months)</u>
819 Teocalli (Triplex 2 Bedroom)	\$	1,470	\$ 14,700
821 Teocalli (Triplex 1 Bedroom)	\$	1,120	\$ 11,200
823 Teocalli (Triplex 3 Bedroom)	\$	2,020	\$ 20,200
10 Ninth St (2 Bedroom)	\$	1,470	\$ 14,700
410 Cascadilla Unit A (3 Bedroom)	\$	2,100	\$ 21,000
65 Paradise Rd (3 Bedroom)	\$	2,200	\$ 22,000
<u>105 Ouray Unit B (3 Bedroom)</u>	<u>\$</u>	<u>2,100</u>	<u>\$ 21,000</u>
<b>Total Rental Income</b>	<b>\$</b>	<b>12,480</b>	<b>\$ 124,800</b>

<u>Rent Expense</u>		<u>Monthly</u>	<u>Annual</u>
308 Third Street Offices	\$	1,558	\$ 18,696
410 Cascadilla Unit A	\$	2,500	\$ 30,000
65 Paradise Rd	\$	2,800	\$ 33,600
105 Ouray Unit B	\$	2,550	\$ 30,600
<b>Total Rent Expense</b>	<b>\$</b>	<b>9,408</b>	<b>\$ 112,896</b>

**Salary Schedule**

**2024**

Full-Time	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
Firefighter / EMT	\$ 57,960	\$ 63,480	\$ 69,000	\$ 74,520	\$ 80,040
AEMT / Firefighter	\$ 63,000	\$ 69,000	\$ 75,000	\$ 81,000	\$ 87,000
Engineer	\$ 63,000	\$ 69,000	\$ 75,000	\$ 81,000	\$ 87,000
Paramedic / Exterior FF	\$ 66,360	\$ 72,680	\$ 79,000	\$ 85,320	\$ 91,640
Paramedic / Firefighter	\$ 69,720	\$ 76,360	\$ 83,000	\$ 89,640	\$ 96,280
Fire Lieutenant	\$ 66,360	\$ 72,680	\$ 79,000	\$ 82,950	\$ 91,640
EMS Lieutenant / Exterior FF	\$ 69,720	\$ 76,360	\$ 83,000	\$ 87,150	\$ 96,280
EMS Lieutenant	\$ 71,400	\$ 78,200	\$ 85,000	\$ 89,250	\$ 98,600
Captain	\$ 72,240	\$ 79,120	\$ 86,000	\$ 90,300	\$ 99,760
			\$ -		
Fire Inspector	\$ 60,900	\$ 66,700	\$ 72,500	\$ 78,300	\$ 84,100
Deputy Fire Marshal	\$ 71,400	\$ 78,200	\$ 85,000	\$ 91,800	\$ 98,600
Fire Marshal	\$ 85,260	\$ 93,380	\$ 101,500	\$ 109,620	\$ 117,740
			\$ -		
Chief I	\$ 85,260	\$ 93,380	\$ 101,500	\$ 109,620	\$ 117,740
Chief II	\$ 102,480	\$ 112,240	\$ 122,000	\$ 131,760	\$ 141,520
			\$ -		
Fleet & Facilities Manager	\$ 60,900	\$ 66,700	\$ 72,500	\$ 78,300	\$ 84,100
Executive Assistant	\$ 63,000	\$ 69,000	\$ 75,000	\$ 81,000	\$ 87,000
Chief Executive Officer	\$ 109,200	\$ 119,600	\$ 130,000	\$ 140,400	\$ 150,800

Part-Time	Grade 1	Grade 2	Grade 3
EMT	\$ 19.00	\$ 21.00	\$ 23.00
Firefighter	\$ 19.00	\$ 21.00	\$ 23.00
AEMT	\$ 22.00	\$ 24.00	\$ 26.00
Firefighter / EMT	\$ 24.00	\$ 26.00	\$ 28.00
Engineer	\$ 25.00	\$ 27.00	\$ 29.00
Paramedic (Single Role)	\$ 28.00	\$ 30.00	\$ 32.00
Paramedic Firefighter	\$ 32.00	\$ 34.00	\$ 36.00
Captain	\$ 33.00	\$ 35.00	\$ 37.00

RFFR Survey Comparables 2023			Current Rate	% Change
50th Percentile	% of Statwide	Title		
\$ 69,271	99.6%	Firefighter / EMT	\$ 67,000	2.90%
\$ 74,785	100.3%	Firefighter / EMT-I	\$ 69,500	7.33%
			\$ 69,500	7.33%
\$ 82,884	95.3%	Firefighter / Paramedic	\$ 72,500	8.23%
\$ 82,884	100.1%	Firefighter / Paramedic	\$ 75,700	8.80%
\$ 95,374	82.8%	Lieutenant	\$ 72,500	8.23%
			\$ 75,700	8.80%
			\$ 78,300	7.88%
\$ 98,767	87.1%	Captain	\$ 81,500	5.23%
\$ 78,155	92.8%	Fire Inspector	\$ 68,800	5.10%
\$ 100,096	84.9%	Asst Fire Marshal	\$ 78,300	7.88%
\$ 118,014	86.0%	Fire Marshal	\$ 96,200	5.22%
\$ 117,973	86.0%	Fire Battalion Chief	\$ 94,400	7.00%
\$ 138,453	88.1%	Deputy Chief	\$ 114,000	6.56%
\$ 86,661	83.7%	Fleet Supervisor		
\$ 72,747	103.1%	Executive Admin	\$ 65,625	12.50%
\$ 165,456	78.6%	Fire Chief	\$ 123,500	5.00%

7.12%

### ***Employee Insurance Rates***

Deductible (Single)	\$ 5,000.00	\$585
HRA Estimate (Single)	\$ 4,500.00	
Out of Pocket (Single)	\$ 500.00	

#### Monthly Rates

	<u>Health</u>	<u>Dental</u>	<u>Vision</u>
Employee Only	\$ 585.00	\$ 40.00	\$ 7.00
Employee + Spouse	\$ 1,288.00	\$ 82.00	\$ 13.00
Employee + Child	\$ 1,226.00	\$102.00	\$ 14.00
Employee + Children	\$ 1,226.00	\$102.00	\$ 14.00
Family	\$ 1,460.00	\$138.00	\$ 24.00



Appropriation

General Fund

Operating Expenditures	\$	6,273,753
Emergency TABOR Reserve	\$	188,213
Additional Reserves	\$	3,144,239

Capital Projects Fund

Capital Projects	\$	13,915,000
Multi-Year Land Purchase	\$	208,149

Bond Fund

Bond Principal and Interest	\$	1,679,700
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\$ 21,868,453

\$ 3,332,452

**Revenue**

General Property Tax	\$	3,364,776
Specific Ownership Tax	\$	130,000
Intergovernmental Revenue		44,541
EMS Service Fees	\$	350,000
Plan Review / Inspection Fees	\$	340,000
Training Fees	\$	15,500
Special Event Fees	\$	70,000
Rental Income	\$	90,000
Impact Fees	\$	25,000
Interest Income	\$	115,000
Grants	\$	-
Contributions & Donations	\$	2,000
Sale of Assets	\$	6,300
Debt Proceeds		
Vendor Refunds	\$	13,560
Miscellaneous	\$	-
<b>Total Operating Revenue</b>	<b>\$</b>	<b>4,566,677</b>

Property Tax	\$	3,494,776
EMS Fees	\$	394,541
Prevention Fees	\$	365,000
Interest	\$	115,000
Rental Income	\$	90,000
Other	\$	107,360
Total	\$	4,566,677

Salaries	\$	2,219,437
Benefits	\$	840,331
Admin	\$	647,480
Operations	\$	499,100
Capital	\$	445,000
Total		4651348

**RESOLUTION 2023-12-1  
TO ADOPT 2024 BUDGET**

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND  
AND ADOPTING A BUDGET FOR THE CRESTED BUTTE FIRE PROTECTION  
DISTRICT, GUNNISON COUNTY, COLORADO, FOR CALENDAR YEAR 2024

WHEREAS, the Board of Directors of the Crested Butte Fire Protection District has appointed Sean Caffrey, Chief Executive Officer, to prepare and submit a proposed budget of said governing body at the proper time, and;

WHEREAS, Sean Caffrey, Chief Executive Officer, has submitted a proposed budget to this governing body on September 12, 2023, for its consideration, and;

WHEREAS, upon due and proper notice, published in accordance with law, said proposed budget was open for inspection by the public at the Crested Butte Fire Station, 306 Maroon Avenue, Crested Butte, Colorado, a public hearing was held on December 12, 2023, and interested taxpayers were given opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CRESTED BUTTE FIRE PROTECTION DISTRICT, GUNNISON COUNTY, COLORADO:

1. That the estimated expenditures and revenues for each fund are as follows in the attached budget.
2. That the budget as submitted, amended, and hereinabove summarized by fund, hereby is approved as the budget of the Crested Butte Fire Protection District for the year stated above.
3. That the budget hereby approved and adopted shall be signed by Chris McCann, Chairman, and Eric Tunkey, Secretary, and made part of the public records of the Crested Butte Fire Protection District.

ADOPTED, this 12th day of December, 2023.

CRESTED BUTTE FIRE PROTECTION DISTRICT

By: \_\_\_\_\_  
Chris McCann, Chairman

SEAL:

Attest: \_\_\_\_\_  
W. Eric Tunkey, Secretary

**RESOLUTION 2023 -12 - 2  
TO APPROPRIATE SUMS OF MONEY**

A RESOLUTION SUMMARIZING SUMS OF MONEY TO THE VARIOUS FUNDS, IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE CRESTED BUTTE FIRE PROTECTION DISTRICT, GUNNISON COUNTY, COLORADO, FOR THE 2024 BUDGET YEAR.

WHEREAS, the Board of Directors of the Crested Butte Fire Protection District has adopted the annual budget in accordance with Local Government Budget Law on December 12, 2023, and;

WHEREAS, the Crested Butte Fire Protection District has made provisions therein for revenues in the amount equal to or greater than the proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CRESTED BUTTE FIRE PROTECTION DISTRICT, GUNNISON COUNTY, COLORADO:

That the following sums of money are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated:

General Fund

General Fund Annual Expenditures:	\$6,273,753
Emergency TABOR Reserves:	\$188,213
Other Reserves:	\$3,144,239

Capital Projects Fund

Capital Projects:	\$13,915,000
Multi-Year Land Purchase:	\$208,149

Bond Fund

Principal & Interest	\$1,679,700
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ADOPTED, this 12th day of December, 2023.

CRESTED BUTTE FIRE PROTECTION DISTRICT

SEAL:

By: \_\_\_\_\_  
Chris McCann, Chairman

Attest: \_\_\_\_\_  
W. Eric Tunkey, Secretary

## RESOLUTION NO. 2023-12-3 TO SET MILL LEVIES

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE CRESTED BUTTE FIRE PROTECTION DISTRICT, GUNNISON COUNTY, COLORADO, FOR THE 2024 BUDGET YEAR.

WHEREAS, the Board of Directors of the Crested Butte Fire Protection District has adopted the annual budget in accordance with Local Government Budget Law on December 12, 2023, and;

WHEREAS, the amount of money necessary to balance the budget for the General Fund is \$5,371,182, and;

WHEREAS, the amount of money necessary to balance the budget for the Bond Fund is \$1,679,700, and;

WHEREAS, the amount of money necessary to recover abatements is \$14,149 and;

WHEREAS, the 2023 valuation for assessment of the Crested Butte Fire Protection District as certified by the Gunnison County Assessor is \$676,386,080.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CRESTED BUTTE FIRE PROTECTION DISTRICT, GUNNISON COUNTY, COLORADO:

1. That for the purposes of meeting all expenditures within the General Fund of the Crested Butte Fire Protection District during the 2024 budget year, there is hereby levied a tax of 10.079 mills, offset by a temporary tax credit of 2.138 mills resulting in a net effective mill levy of 7.941 mills, upon each dollar of the total valuation for assessment of all taxable property within the District for the tax year 2023.

2. That for the purposes of meeting all expenditures within the Bond Fund of the Crested Butte Fire Protection District during the 2024 budget year, there is hereby levied a tax of 2.483 mills, upon each dollar of the total valuation for assessment of all taxable property within the District for the tax year 2023.

3. That for the purposes of recovering abatements during the 2024 budget year, there is hereby levied a tax of 0.021 mills upon each dollar of the total valuation for assessment of all taxable property within the District for the tax year 2023.


3. That the Treasurer is hereby authorized and directed to immediately certify to the County Commissioners of Gunnison County, Colorado, the mill levies set for the Crested Butte Fire Protection District as hereinabove determined and set.

(Signatures Next page)

ADOPTED, this 12th day of December, 2023.

\_\_\_\_\_  
Chris McCann, Chairman

Attest: \_\_\_\_\_  
Eric Tunkey, Secretary



# Volunteer & Part-Time Reserve Program Outline

Robert Weisbaum – EMS & Fire Chief  
Sean Caffrey – CEO & Commissioner

December 12, 2023



# Program Goals



- Maintain 140 Year Tradition of Community Members Serving their Neighbors
- Maintain a Reliable and Effective Reserve Force
- Ensure Members are Well-Trained and Can Operate Safely
- Encourage Teamwork, Integration and Camaraderie
- Discourage Marginal Participation
- Improve Recruiting
- Validate Commitment Before Hiring
- Provide Reasonable Remuneration for Service Recognizing our High Cost of Living
- Provide a Pathway for Career Development



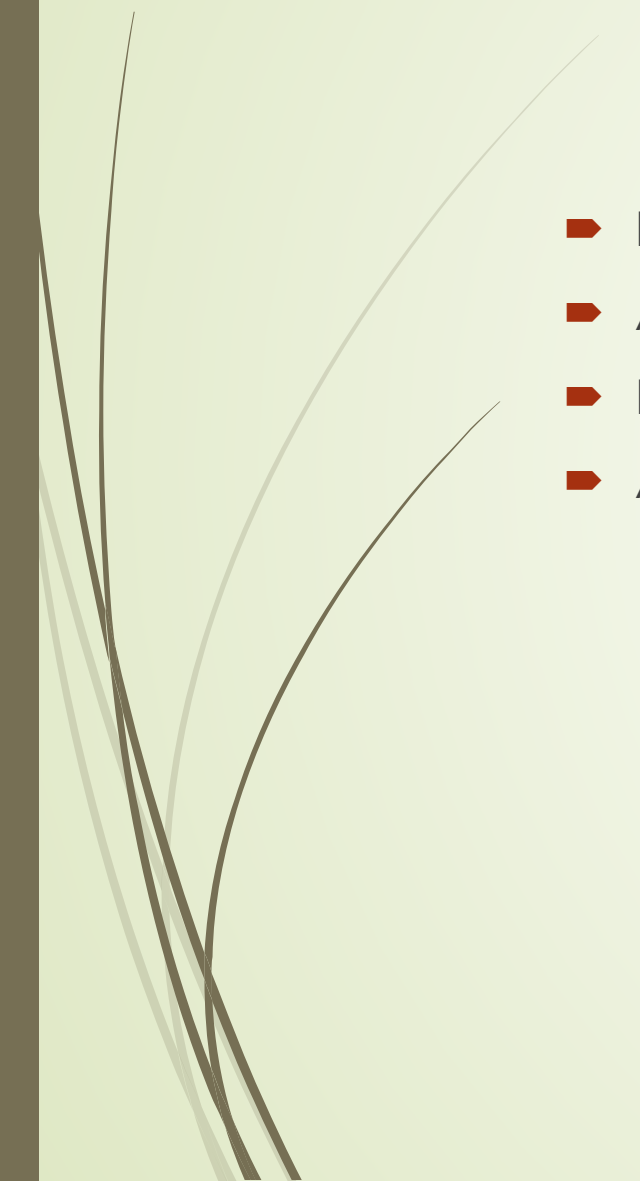


# Current Conditions

- ▶ 14 Volunteers / 17 Part-Timers / 22 Full-Timers
- ▶ Majority of Full-Time & Part-Time Staff have previous volunteer service
- ▶ Majority of Members are Committed, Skilled, Active and Dedicated
- ▶ All-Call and Off-Duty Response is Unreliable
- ▶ Levels of Training and Team Integration Varies
- ▶ Recruiting has Yielded Limited Results
- ▶ Training Demands Continue to Increase
- ▶ Ability to Deliver Training is Limited
- ▶ Station Space to House On-Duty Personnel is Limited
- ▶ Variability between Part-Time and Volunteer Program Requirements



# Proposed Approach

- ▶ Establish a Single Reserve Program for Part-Time Staff & Volunteers
  - ▶ Allow Volunteer Members to Continue Service Indefinitely
  - ▶ Recruit New Members into Part-Time Reserve Program
  - ▶ Apply Common Requirements
- 



# Common Requirements

- ▶ Required Prerequisites (Must Have One)
  - ▶ Colorado Emergency Medical Technician (or higher level)
  - ▶ NWCG Wildland Firefighter Type 2
  - ▶ Colorado Firefighter I
- ▶ Common Onboarding / Field Training Program
- ▶ National Guard (ish) Activity Requirements
  - ▶ 24 Hours of Shifts Per Month (Averaged)
  - ▶ 50% of Shifts Must Be Daytime
  - ▶ 1 or 2 Refreshers (3 Day Weekends) Per Year
- ▶ Most Training On-Duty, Online or During Refreshers



# Major Changes

- Recruiting Shifts to Part-Time Program
- New Recruits Must Have a Certification Before Eligible
- Most Participants Shift to Employee Status Over Time
- Thursday Night Trainings Eliminated
- Night Shift Only Participation Reduced
- Training and Team Development Focused on Day Shifts
- Volunteer Squad & Association Changes

## **SECTION 4 – VOLUNTEER AND PART-TIME RESERVE MANUAL**

### **401. OVERVIEW**

The Crested Butte area has a long and distinguished history of volunteer firefighters serving our community dating back to the 1880s. This tradition of community service continued through the formation of the District in 1973 and expanded to include EMS providers beginning 1975. As of 2023 it has become clear that the District continues to benefit from the participation of dedicated and well-trained community members in partnership with our full-time response force. As of 2024 the District will continue to maintain an active reserve force, however, volunteer membership will be replaced over time with paid part-time reserve members. This change will maintain the community service aspects of our volunteer history, while recognizing the need to better compensate individuals wishing to serve the community in our high-cost resort community. An employment relationship will also allow the District to better determine and execute eligibility, training and participation standards in order to ensure the delivery of safe, integrated and high-quality emergency services as standards evolve.

Active volunteer members will be welcome to continue their service up to their 10-year volunteer pension eligibility date, however, new members as of 2024 will be hired into the updated part-time reserve program. All members, both volunteer and paid in the reserve program moving forward will be collectively referred to as reserve members. Reserve program standards will be substantially equivalent regardless of employment classification.

The District recognizes that volunteer members are generously lending their free time to the organization. Volunteer members recognize they are expected to meet certain requirements upon joining and on an ongoing basis. Volunteer members further recognize that volunteering for the District is a community service and/or humanitarian activity that does not create an employment relationship and that volunteer service is provided to the District without any expectation of compensation or benefits. Active volunteer members, however, may apply for employment as part-time reserve members at any time.

### **402. COMPOSITION OF THE RESERVE FORCE**

Reserve members may serve in the following capacities:

- Operational Reserve Member – Fire
- Operational Reserve Member – EMS
- Operational Reserve Member – Fire & EMS
- Support Volunteer

The District will strive to maintain an operational reserve force of up to 40 individuals of which up to 25 may be trained and equipped as firefighters. Up to 15 additional operational members may serve as EMS-only members.

#### **403. SUPPORT VOLUNTEERS**

Support volunteers may include individuals with specific skills that are complementary to District operations or administration who are not directly involved in emergency response. Support volunteers may be appointed at the discretion of District management at any time.

#### **404. ELIGIBILITY**

- Reserve members must be at least 18 years of age, have a high school diploma or equivalent.
- Reserve members must hold one of the following current certifications to be eligible for employment or continued volunteer service:
  - NWCG Basic Wildland Firefighter Type 2
  - Colorado Division of Fire Prevention & Control Firefighter I
  - Colorado EMS Provider Certification or License
- All reserve members are in a position of substantial public trust and will be subject to a criminal background check and lack a criminal record suitable for a member of a public safety organization as determined by the District.
- Reserve members must have a valid Colorado driver's license and meet driving record and insurability standards as determined by the District and/or the District's insurance carrier.
- Operational Reserve Members must reside in, or live within a reasonable distance of, the Fire District. Individuals that reside outside of the District boundaries will be considered for new or ongoing membership on a case-by-case basis based on distance, qualifications and/or experience.
- Operational reserve members are required to complete a baseline physical assessment, receive all required vaccinations, and have medical clearance from a primary care provider to participate in emergency response activities.

#### **405. RECRUITMENT**

The District will recruit for new reserve members on an annual basis. Interested individuals may fill out an application for membership at any time for the next annual recruitment. Members will be selected as new recruits based on positions available, eligibility, residency, qualifications, previous experience, and an interview. Applicants may be rejected for any non-discriminatory reason. If no positions are available, qualified applicants may be offered an opportunity to be placed on a waiting list for the following year's recruitment cycle. New reserve members will be paid at the Recruit / Probationary pay grade.

#### **406. TRAINING PHASES**

Training of operational reserve members will consist of the following phases:

- Phase 1: Classroom training
- Phase 2: Completion of the Red Book (Firefighting) or Blue Book (EMS) task books in a classroom or training shift setting
- Phase 3: At least 10 supervised training shifts with daily observation reports (DORs).

Applicants must successfully complete each phase with a summary evaluation before proceeding to the next phase or graduating to active reserve status.

#### **407. LEVELS OF OPERATIONAL RESERVE MEMBERSHIP / RANK**

The reserve rank structure is designed to address and recognize the knowledge, skills experience and training of reserve members. To accomplish this, a tiered rank structure is used to allow reserve members with the skills, accomplishments, and desire to move up in the organization, to do so.

Candidate – an interested individual in the reserve member application process

Recruit – an individual selected for reserve membership undergoing phase 1 or 2 of the initial training process. Recruits may only participate in training activities and daytime training shifts only. Daytime training shifts will be from 0900 – 1800.

- Helmet – Black with Orange "P"
- Collar Device – None
- Badge – Recruit Badge

Probationary - reserve member who has completed phases 1 & 2 of the training program and is cleared to sign up for regular shifts and respond to all-calls. Probationary reserve members will be subject to daily evaluation reports (Phase 3).

- Helmet – Black with Orange "P"

- Collar Device – None
- Badge – Recruit Badge

Active Volunteer or Reserve Member – A reserve member who has successfully completed all 3 phases of the training program, has served for at least 6 months, has met the ongoing training and attendance requirements, and has been approved for active service by the EMS and Fire Chief

- Helmet – Black with Black Shield
- Collar Device – Firefighter Scramble or Star of Life
- Badge – Standard Silver

Senior Volunteer or Reserve Member – An Active Volunteer with 10 or more years of active volunteer service.

- Helmet – Black with Yellow Shield
- Collar Device – Firefighter Scramble or Star of Life
- Badge – Standard Silver with Senior Volunteer Designation

Reserve Lieutenant – An active volunteer or reserve member who has met the qualifications as a Fire and/or EMS Lieutenant as specified by the District and who has been appointed to that rank by the EMS and Fire Chief.

- Helmet – Red with Black Shield
- Collar Device – 1 Bugle or EMS Lieutenant Bars
- Badge – Standard Silver with Lieutenant Designation

Chief of Reserves – An active reserve member appointed to lead the CBFPD Reserve force by the EMS and Fire Chief with the rank of Assistant Chief and reporting to the EMS and Fire Chief.

- Helmet – White with White Shield
- Collar Device – 3 Crossed Bugles
- Badge – Gold with Assistant Chief Designation

#### **408. CHAIN OF COMMAND**

Recruit and Probationary members will be supervised by the Reserve Coordinator

Reserve Active, Senior and Lieutenant members will be assigned to a Captain as their direct supervisor. The Reserve Coordinator and Chief of Reserves may also serve as additional points of contact for reserve members.



Reserve members should work directly with their Captain on any issues or concerns. If communication with the immediate supervisor is not feasible, issues or concerns should be directed to the Chief of Reserves.

#### **409. REQUIRED CERTIFICATIONS**

All operational reserve members must maintain a current CPR certification.

Members serving as operational Reserve Members – EMS or Fire & EMS must also maintain a current Colorado EMS Provider certification or license.

Members serving as operational Reserve Members – Fire must maintain one of the following:

- NWCG Firefighter Type 2 qualification or higher or
- Colorado Firefighter I certification or higher

#### **410. TRAINING REQUIREMENTS**

All operational Reserve Members must complete a minimum of 36 hours of training per year. Regular fire training will be conducted during regular day shifts in conjunction with on-duty personnel. Additionally, EMS qualified members will be provided access to online distributive education at their convenience. Alternate arrangements to satisfy training requirements may be approved by the EMS and Fire for members who are actively serving with other fire and/or EMS organizations.

All reserve members will be required to attend either the spring firefighter refresher or the fall EMS refresher that will be held over 3 days and will provide at least 20 hours of required training. The District will cover pay and expenses as needed for attendance at refresher training. Reserve members unable attend annual refreshers are subject to termination from the reserve program unless excused by the EMS & Fire Chief. If excused, members will be required to make up the annual refresher content through alternate means approved by the EMS & Fire Chief. Reserve Members - Fire & EMS must attend both annual refreshers.

#### **411. SHIFT DESCRIPTIONS**

Participation in shifts is a major component of reserve participation in addition to refresher training and all-call response. Shift types are as follows:

- **Daytime Duty Shift:** Where the member reports to a station and participates as a regular member of the duty crew generally between 0800 – 1800.

- **Nighttime Duty Shift:** Where the member reports to a station for an overnight shift at the station along with the duty crew generally between 1800 – 0800.

Note that shift times are approximate and do not preclude alternate shift times or partial shifts. A “Shift” however must be at least 10 hours in duration to qualify for volunteer stipend tracking purposes.

#### **412. SHIFT REQUIREMENTS**

Reserve members are required to participate in at least 288 hours of shifts annually which equates to twenty-four (24) 12-hour shifts per year or two shifts per month on average.

Of the 288 required hours, at least 144 hours must be during daytime duty shifts in conjunction with the full-time staff.

Operational volunteers who meet the required certification, training and shift requirements for active status in a calendar year will receive a pension credit.

#### **413. ALL-CALL RESPONSE**

Response to all-call requests is an essential function of all responders at CBFPD.

Reserve members are required to respond to all-call requests whenever possible, however, there is no specific requirement beyond “as many as possible.”

Reserve members may be asked to complete surveys documenting why they were unable to respond to an all-call request in order to help the District better understand and improve all-call responses.

#### **414. FAILURE TO MEET REQUIREMENTS**

Volunteer members who fail to meet eligibility, training and/or shift requirements may be immediately removed from the reserve program. Reasonable efforts may be made to improve performance and participation for up to 1 year at the District's discretion.

#### **415. SQUAD & ASSOCIATION PARTICIPATION**

Reserve members are considered members of the CB Fire and EMS Volunteer Squad & Association. The Volunteer Squad & Association raises funds throughout the year for the Fallen Firefighter Fund, which was established to assist reserve and regular staff members and/or their families in a time of injury or illness. The Crested Butte Fire & EMS Volunteer Squad & Association also facilitates cooperation between the CBFPD and its reserve members. Annual requirements for the Squad & Association include:

- Attend at least two events per year to include agenda-based meetings and/or social events. Meetings are generally held on months with a 5th Thursday.
- Assist with the 4th of July Pancake Breakfast, the Squad & Associations largest fundraiser of the year. Day-of help is preferred; however, help before and after the event can also be substituted.

#### **416. UNIFORMS AND EQUIPMENT**

Reserve members may be issued uniforms and equipment commensurate with their responsibilities. Reserve members shall comply with uniform and grooming requirements when working scheduled shifts. Reserve members are expected to maintain their uniforms and equipment in a serviceable condition and to report to their supervisor any items needing repair or replacement. All issued uniforms and equipment remain property of the District and must be returned upon request or the member may be held responsible for the replacement cost.

#### **417. BENEFITS AND PROMOTION**

Part-Time Reserve members will be compensated in accordance with District policies.

The District will maintain a stipend schedule to reward volunteer participation and to offset expenses. Stipends will be subject to withholding taxes as required by law.

The District may also provide a recreation benefit, tuition reimbursement or other benefits for reserve members as funding allows.

#### **418. WORKER'S COMPENSATION**

Any member injured while performing his/her duties while serving the district is entitled to worker's compensation benefits. Additional benefits may be available from the Crested Butte Fire and EMS Squad if needed.

#### **419. PERSONAL, INJURY, MEDICAL, AND FAMILY LEAVE OF ABSENCE**

Reserve members may request a leave of absence for a period of more than 90 but less than 365 days. Members on leave are asked to submit written request to the District for approval indicating the circumstances and anticipated dates of leave. Members an approved leave will not be removed during the course of an approved leave regardless of activity level.

#### **420. RETURN FROM INJURY**

A medical clearance will be required before a member can return from injury or medical leave.

#### **421. ADMINISTRATIVE LEAVE**

Reserve members may be placed on administrative leave during the investigation of alleged improper act(s) that may result in formal disciplinary action when the retention of the member on an active duty status may be detrimental to the interests of the District, his or her fellow members, or the general public. The determination of the duration of the leave, will be at the discretion of the Chief Executive Officer.

#### **422. DISCIPLINE**

All reserve members are subject applicable rules, policies and standards and may be disciplined, suspended or removed from membership.

#### **423. SEPARATION**

Reserve members may resign at any time for any reason. Correspondingly, the District may dismiss a reserve member at any time for any reason. Reserve members must return issued equipment upon resignation or termination including, but not limited to pagers, protective equipment, badges, uniform items and vehicle placards.

## **APPENDIX – VOLUNTEER STIPEND AND BENEFITS SCHEDULE**

### Regular Stipends

All Call Response Stipend (up to 4 hours) - \$100

Extended Response Stipend (4 – 24 hours) - \$200

Scheduled Event or Standby - \$50

### Monthly Stipends

2 Scheduled Shifts and attendance at 2 hours of training - \$200

4 Scheduled Shifts and attendance at 2 hours of training - \$300

### Refresher Stipend

Attendance at 16 hours or more of refresher training - \$500

### Annual Ski Pass / Recreation Benefit

An annual recreation benefit will be issued in August or September for all operational reserve members who qualified for active status in the previous calendar year. The benefit amount will be determined as part of the District budget.

### Tuition Benefit

Reserve members who after 1 year of active status who successfully complete any of the following courses are eligible for tuition reimbursement in accordance with the following schedule:

- Emergency Medical Technician
  - 100% upon successful completion of NREMT certification
- EMT – IV Therapy
  - 100% upon successful completion of clinical rotations
- Advanced EMT (AEMT)
  - 50% upon successful completion of NREMT certification
  - 25% after year 1 of active status as an AEMT
  - 25% after year 2 of active status as an AEMT
- Paramedic
  - 25% may be requested for enrollment,
  - 25% after year 1 of active status as a paramedic
  - 50% after year 2 of active status as a paramedic

## Out of District Fire and EMS Trainings

Reserve members may request to attend conferences such as EMSAC, FDIC, EMS World, FRI, etc. or other out-of-district training events. If approved registration fees, travel, lodging and meals will be reimbursed in accordance with District policy. Reference Article 3: Section 15: Education, testing, and travel.

Tuition and or training shall be requested in writing to the EMS & Fire Chief requesting reimbursement or scholarship awards. Reimbursements may be drawn from the Gunnison Valley Health Foundation Scholarship fund or District training funds so long as funds are available. Requests will be evaluated on a case-by-case basis.

Notes:

1. Courses and estimated fees must be approved in advance by the EMS & Fire Chief or Designee
2. Copies of tuition invoices and receipts for books must be submitted to qualify for a tax-free Internal Revenue Service "Educational Assistance" fringe benefit
3. Total reimbursements for any member for any combination of qualifying coursework may not exceed \$12,000.

## Payment of Benefits

Stipend and benefit payments are subject to withholding taxes per I.R.S. guidelines and are only available to current volunteers or part-time reserve members who maintain active status. Reserve members who are on leave or who have resigned from the reserve program at the time of payment are not eligible to receive any payments.