



Wellington Fire Protection District REGULAR BOARD MEETING AGENDA

The **Regular Board Meeting** of the Wellington Fire Protection District will be called to at **4:00 pm** on **April 12, 2023**. The meeting will be held at **Station 16** located at 8130 3rd St, Wellington, CO 80549. Please contact our administrative office for any attendance accommodations. **Zoom Meeting information is listed below.**

Pledge of Allegiance

Roll Call

Additions/Deletions to the Agenda

Conflicts of Interest

Correspondence

- Letter from Colorado Division of Fire Prevention & Control – 2022-2023 Colorado Firefighter Safety and Disease Prevention Grant Notification
- Thank You card & donations from family and friends of Charles Lee Eckhardt

Public Comment

Any property owner, business owner, or resident of the District that would like to comment on items not listed on the agenda may be restricted to a 3-minute limit per person.

Guests or Presentations

Consent Agenda

- Regular Board Meeting Minutes for March 8, 2023

Chief's Report

District Business

1. **Monthly Financial Report**
 - i. **Balance Sheet**
 - ii. **Reconciled Cash Balances**
 - iii. **Profit & Loss Report**
 - iv. **Income & Expense by Month**
 - v. **Monthly Disbursements**
 - vi. **Twelve-Month Cash Flow Report**

Present RESOLUTION 2023-01 A RESOLUTION RESCINDING THE DECLARATION OF A LOCAL DISASTER EMERGENCY PURSUANT TO § 24-33.5-709, C.R.S.



Wellington Fire Protection District

2. **Public Hearing** for RESOLUTION 2023-01
3. **Disposition** for RESOLUTION 2023-01

4. **Discussion/Possible Action: Revised WFPD Board By-laws**
5. **Discussion Item: Town of Wellington Zoning Map Update**

6. **Discussion: Update on Employee Handbook Revision**

7. **Discussion Item: Update on Board Election Process**

Other

Calendar Items

District Board Election – May 2, 2023

Regular Board Meeting – May 10, 2023

Rescheduled June Pension & Regular Board Meetings – June 21, 2023

Next Board Meeting – May 10, 2023, at Station 16

Adjournment

Zoom Meeting Information

Wellington Fire Protection District is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/84563487269?pwd=RUhLRmsrcWNCYk5ObC8zT2RiRVNjdz09>

Meeting ID: 845 6348 7269

Passcode: 572490

One tap mobile

+17209289299,,84563487269#,,,,*572490# US (Denver)

+13017158592,,84563487269#,,,,*572490# US (Washington DC)

Dial by your location

Station 16
8130 3rd Street
Wellington, CO 80549



Station 17
106 W County Road 66
Fort Collins, CO 80524

Wellington Fire Protection District

+1 720 928 9299 US (Denver)

+1 301 715 8592 US (Washington DC)

Meeting ID: 845 6348 7269

Passcode: 572490

Find your local number: <https://us02web.zoom.us/j/84563487269>

Agenda Posted to www.wfpd.org & at 8130 3rd St by Michael Patterson on 4/7/2023 @ 11:30 AM



COLORADO

Division of Fire Prevention & Control District

Department of Public Safety

690 Kipling Street, Suite 2000
Lakewood, CO 80215

March 20, 2023

Wellington Fire Protection District
8130 3rd Street
Wellington, CO. 80549

Subject: 2022-23 Colorado Firefighter Safety and Disease Prevention Grant Notification

Dear **Fire Chief Michael Patterson:**

Thank you for submitting your grant application for a local Firefighter Safety and Disease Prevention Grant established in 2014 by Senate Bill (SB 14-046) Section 24-33.5-1203.5, C.R.S., (and * CCR 1507-34 & 1.2) known as the Firefighter Safety and Disease Prevention (FFSDPG) Grant.

The 2022-23 FFSDP Grant requests exceeded available funding allocated by the State. The Colorado Division of Fire Prevention and Control (DFPC) received 115 applications for funding, in excess of \$2.1 million dollars. A competitive review process of empaneled peer reviewers scored and ranked each application based upon pre-determined criteria. Unfortunately, we are unable to fund every project. We regret to inform you that your application did not rank high enough for funding during this grant cycle.

We will inform you of our next grant cycle and hope you will consider submitting an application in the future.

Thank you, again, for taking the time to apply.

Sincerely,

Mike Morgan

Director

Colorado Division of Fire Prevention & Control



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Fisherman's Prayer

*I pray that I may live to fish
Until my dying day.
And when it comes to my last cast,
I then most humbly pray:
When in the Lord's great landing net
And peacefully asleep
That in His mercy I be judged
Big enough to keep.*

By: Unknown

In Loving Memory of Charles Lee Eckhardt

*Born
April 23rd, 1937
Colorado*

*Entered Into Rest
January 5th, 2023
Colorado*

*Celebration of Life
Thursday, January 12th, 2023 at 2:00 pm
Vessey Funeral Service
8760 6th Street
Wellington, Colorado*

*Officiant
Pastor Gibb Green*



*The family of Charles welcomes you to leave memories at
www.VesseyFuneralService.com*

Charles Lee Eckhardt, April 23, 1937 – January 5, 2023

Charles Eckhardt, age 85, of Wellington, Colorado passed away on Thursday, January 5, 2023 at Poudre Valley Hospital in Fort Collins. Charles was born April 23, 1937, in Greeley to Charlie and Katheryn Eckhardt.

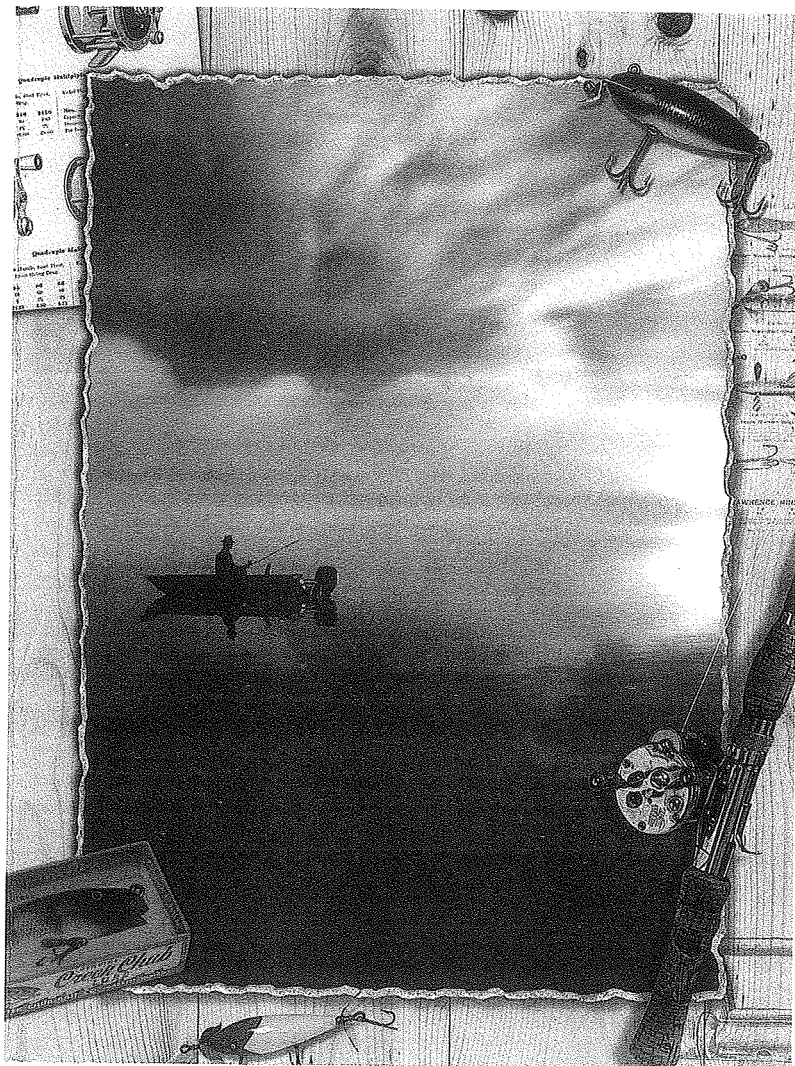
After graduation from Ault High School, Charles enlisted in the U.S. Navy and served as a machinist on the USS Hornet aircraft carrier. He was proud to be a U.S. Veteran and held many fond memories of the 39 months that he was aboard the ship.

On February 26, 1961, Charles married Cecilia Miller. Together they raised their three children and farmed for 40 years in the Ault area. After retiring from farming in 2001, they moved to Wellington.

Charles was an avid fisherman. One of the highlights of his retirement was to be able to fish the surrounding Wellington area lakes year-round. Whether through the frozen ice in the middle of the lake, from shore sitting on his bucket, or trolling in the boat, he was always the one catching the most fish!

Above all, Charles loved his family and was always proud of them. He had a special place in his heart for his grandkids and great grandkids, lighting up when they would visit. He even carried their pictures in his wallet so he could show them off to people he knew. We will miss his quiet wisdom and many stories.

Charles is survived by his wife, Cecilia Eckhardt, daughters Susan Halbach (Pat), Cheryl Thompson (Mike), and son John Eckhardt. He is also survived by five grandchildren, Jacob and Sarah Thompson, Katie, Emily and Lindsay Halbach, and two great grandchildren, Madoc and Charlotte McConnell. He was preceded in death by his parents, Charlie and Katheryn Eckhardt, brother, Larry Eckhardt and sister, Patricia Fisher.





Wellington Fire Protection District REGULAR BOARD MEETING MINUTES

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at approximately 4:32 PM, on **March 8, 2023**, at **Station 16** located at 8130 3rd St, Wellington, CO 80549

Pledge of Allegiance

Roll Call- DIRECTORS PRESENT – MEYERS, GAITER, SARNO, PETTIT
DIRECTOR'S ABSENT – Pierson – M/S PETTIT /GAITER to accept DIRECTOR PIERSON'S absence.
Voice votes unanimous; motion approved.

Additions/Deletions to the Agenda – M/S PETTIT / MEYERS add #7 New District Business for reconsideration of Director Sarno's absence from March 1st Special Meeting. *Voice votes unanimous; motion approved.*

M/S GAITER / PETTIT move #2 and #3 to follow #7 end of District Business so public has the option to stay if desired. Voice votes unanimous; motion approved.

Conflicts of Interest - None

Correspondence- None

Public Comment - None

Any member or resident of the District that would like to comment on items not listed on the agenda may be restricted to a 3-minute limit per person.

Guests or Presentations - None

Consent Agenda

- Regular Board Meeting Minutes for February 8, 2023
- Special Board Meeting Minutes for March 1, 2023

M/S PETTIT/GAITER to APPROVE the Consent Agenda. Voice votes unanimous; motion approved.

Chief's Report

- *Two new FFs started this week. Did one week of onboard training. FF Sykes and FF Barnes. Two additional FF's start on Monday for a two-week in-house academy. Getting us to full staff.*
- *Working on DFPC Firefighter Safety and Disease Prevention Grant – up to \$20k available for single request – Looking to fund NFPA 1582 Baseline Physical Screening with Vaccinations for all full-time personnel. We received just under 20k.*
- *Meeting tomorrow with Town Staff and Captain Pettit with ISO Inspector. Last done in 2016.*
- *Continued working with DEO to monitor election process and notifications.*



Wellington Fire Protection District

- *Focusing on financials, anticipating tax dump on the 10th.*
- *Continuing to work with JVG to get ready for audit. Anticipated late April to early May.*
- *Working through position evaluations. 40k for personnel costs for admin help. Ensuring funding for P/T limited term for General Support Specialist. Budgeting 20k and seeing what applicants we can get and anticipate a couple days a week to help with administrations.*
- *Evaluating our one administrative LT and elevating from LT to Captain with additional responsibilities and more pay. This helps when the Chief is gone to have two Captains, additional help for Captain Pettit. Ensuring proper budgeting and not pursuing something we cannot afford. Budgeted 40k for this position and holding off to see if it all works and how the P/T position goes.*

District Business

- 1. Monthly Financial Report**
 - i. Balance Sheet**
 - ii. Reconciled Cash Balances**
 - iii. Profit & Loss Report**
 - iv. Income & Expense by Month**
 - v. Monthly Disbursements**
 - vi. Twelve-Month Cash Flow Report**

Gabe Buldra from JVG presented the financial report and answered questions. Staff also answered questions regarding financial reporting and timing of expenditures being reflected in December 2022, January 2023, and February 2023 reports. Additional discussion was had on the following topics:

- *Discussion on Financial Reporting Time Periods.*
- *Expenditure Code Changes.*
- *Larimer County Impact Fees.*
- *Audit prep, timing, and cleanup*
- *How to report end of year / 13th month reporting*

M/S PETTIT /GAITER to ACCEPT the Monthly Financial Report as presented. Voice votes unanimous; motion approved.

4. Discussion Item: WFPD Board By-laws

Staff provided Board examples of other Fire District Board's Bylaws for discussion on the areas that were brought up at the previous meeting. Board and Staff discussed the other examples relative to our possible changes.



Wellington Fire Protection District

The final edited version will be presented to Board for discussion and possible action at the April board meeting.

5. Discussion Item: Employee Handbook Revision

Board members discussed various sections proposed changes to the Employee Handbook as suggested by Employers Council. The Board agreed upon multiple areas of suggested changes and that a paired down red-line revised version would be brought back to the Board for additional review in April Board Meeting.

PTO Language / Verbiage – PTO January 1, 2024, go to accrual rate adjustment. Looking into Holiday accrual rate adjustment.

Finalized version for review next board meeting.

6. Discussion Item: Update on Board Election Process

24th self-nomination period closed.

DEO – scheduled and held random ballot name placement draw via zoom. Updated the website and offered the option for candidates to submit bio and photo. Sample ballot put together by DEO and sent out to legal counsel.

Continue to plan for May 2nd Polling Place election at Wellington Station 16. Ballots to be counted on site.

7. Reconsideration of Director Sarno's Absence from March 1, 2023, Special Meeting

M/S PETTIT / MEYERS to reconsider Director Sarno's unexcused absence from the Special Meeting on March 1, 2023, and change from unexcused to excused. Discussion: It was determined that Director Sarno didn't receive notice of the Special Meeting which was scheduled during a meeting where he had an excused absence. Voice votes unanimous; motion approved.

Executive Session

- 2. Executive Session pursuant to §24-6- 402(4)(e), C.R.S for specific contract negotiations about pay, benefits, etc., for the Fire Chief contract pursuant to §24-6- 402(4)(e), C.R.S.*



Wellington Fire Protection District

M/S PETTIT / GAITER to exit the Regular Meeting for Executive Session pursuant to §24-6- 402(4)(e), C.R.S for specific contract negotiations about pay, benefits, etc., for the Fire Chief contract pursuant to §24-6- 402(4)(e), C.R.S. at 5:52pm. Voice votes unanimous; motion approved.

Board members present and Chief Patterson moved into Executive Session.

M/S PETTIT / GAITER to adjourn the Executive Session and return to the Regular Board meeting at 6:18pm. Voice votes unanimous; motion approved.

3. Discussion / Possible Action: Fire Chief Contract Approval

M/S PETTIT / MEYERS to accept as negotiated in executive session the revised employment contract for the Fire Chief. Voice votes unanimous; motion approved.

Other – *Director Pettit thanks FFs for input on Fire Chief performance evaluation.*

Calendar Items – *Consider moving the June 14th meeting to June 21st.*

M/S PETTIT / GAITER to change June 14th Pension and Regular Board meetings to June 21st and in addition update all public postings of the date change. Voice votes unanimous; motion approved.

Next Board Meeting – **April 12th, 2023, at Station 16 at 4pm**

Director Meyers reported to the Board that he will be missing the May 10th meeting.

Adjournment

M/S PETTIT/MEYER to ADJOURN the meeting at approximately 6:24 PM. Voice votes unanimous; motion approved.



Wellington Fire Protection District

Monthly Financial Report

Monthly Financial Report – March 2023

Attached are the following for your information and review:

1. Balance Sheet as of March 31, 2023.
2. Summary of reconciled cash balances on March 31, 2023.
3. Income Statement of Revenues and Expenditures for March 2023, including budget to actual and year-to-date balances.
4. Fixed assets additions and disposals for FY 23
5. March 2023 Check Detail Report.
6. 12-Month Cash Flow.

Key points:

- Revenue for the month of March is \$1,127,076, which is over budget by \$63,372.
 - Tax Revenue is over budget by \$55,090, which is driven by collection for the month.
 - Non Tax Levy Revenue is over budget by \$8,282, driven by Workers Compensation annual audit adjustment.
- Expenses for the month of March are \$221,066 which is \$22,467 under budget.
 - Personnel Expenses are under budget by \$9,209 driven by lower salaries and wages and associated benefits costs.
 - Vehicles & Equipment Expenses are under budget by \$4,881, driven by lower vehicle maintenance costs than anticipated.
- YTD Revenues are \$1,226,807, which are over budget by \$38,717.
 - Tax Revenue is under budget by \$26,474, driven by YTD collection.
 - Non Tax Levy Revenue is over budget by \$12,243, driven by Service Fee Revenues and Workers Compensation annual audit adjustment.
- YTD Expenses are \$598,603, which are under budget by \$92,569.
 - Personnel Expenses are under budget by \$32,980.
 - Managerial Expense are under budget by \$21,539.
 - Vehicles & Equipment are under budget by \$17,901.

Please contact the Finance Director for any questions or concerns regarding this report.

Wellington Fire Protection District
Balance Sheet Prev Year Comparison
As of March 31, 2023

	Mar 31, 23	Mar 31, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
CASH-CAPITAL FUND			
107.400 · Town Impact Fees-PW-3768	18,909.03	65,844.85	-46,935.82
107.500 · County Impact Fees-PW-3818	22,042.28	22,003.07	39.21
107.600 · FNBO Town Impact Fees - 9432	200,000.00	200,000.00	0.00
Total CASH-CAPITAL FUND	240,951.31	287,847.92	-46,896.61
CASH - GENERAL FUND			
107.000 · Operating - Points West - 5485	151,637.84	174,801.17	-23,163.33
107.200 · Money Market - Points West 3800	592,257.43	528,835.93	63,421.50
Total CASH - GENERAL FUND	743,895.27	703,637.10	40,258.17
Total Checking/Savings	984,846.58	991,485.02	-6,638.44
Other Current Assets			
OTHER CURRENT ASSETS			
120.000 · Property Tax Receivable	3,034,451.00	3,034,451.00	0.00
Total OTHER CURRENT ASSETS	3,034,451.00	3,034,451.00	0.00
1-140.0 · Prepaid Expense	37,167.68	28,554.00	8,613.68
1270 · Net Pension Asset	565,608.00	565,608.00	0.00
1275 · Deferred Outflows - Pension	1,048,031.00	1,048,031.00	0.00
Total Other Current Assets	4,685,257.68	4,676,644.00	8,613.68
Total Current Assets	5,670,104.26	5,668,129.02	1,975.24
Other Assets			
FIXED ASSETS			
150.100 · Land	729,490.00	729,490.00	0.00
150.200 · Buildings and Improvements	2,841,483.00	2,841,483.00	0.00
150.300 · Fire Equipment	3,066,072.00	3,066,072.00	0.00
150.900 · Accumulated Depreciation	-3,084,612.00	-3,084,612.00	0.00
Total FIXED ASSETS	3,552,433.00	3,552,433.00	0.00
Total Other Assets	3,552,433.00	3,552,433.00	0.00
TOTAL ASSETS	9,222,537.26	9,220,562.02	1,975.24
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
ACCOUNTS PAYABLE	78,473.85	79,230.91	-757.06
Total Accounts Payable	78,473.85	79,230.91	-757.06
Other Current Liabilities			
Payroll Liabilities			
2100 · Payroll Liabilities	62,491.80	67,803.35	-5,311.55
2105 · 457 Plan Payable	0.00	145.64	-145.64
2120 · Colorado Unemployment	2,505.35	2,966.37	-461.02
2130 · FPPA Employer Share	0.00	414.19	-414.19
2140 · FPPA Employee Share	0.00	436.92	-436.92
2160 · Health And Dental (Pre-Tax)	-9,611.47	-6,980.14	-2,631.33
2170 · End Leave Payout	90,298.60	92,316.44	-2,017.84
Payroll Liabilities - Other	0.00	11,843.69	-11,843.69
Total Payroll Liabilities	145,684.28	168,946.46	-23,262.18
2022 · FNBO - Line Of Credit	0.00	455,027.00	-455,027.00
2023 · SH of Colorado - Hwy 1	72,924.00	142,424.00	-69,500.00
2024 · Larimer Cty Impact Fees for Hwy	386,280.00	386,280.00	0.00
2111 · Direct Deposit Liabilities	0.00	-32,387.69	32,387.69
220.100 · Deferred Property Tax Revenue	3,034,451.00	3,034,451.00	0.00
2250 · Accrued Interest Payable	6,981.00	6,981.00	0.00
2270 · Net Pension Liab	873,465.00	873,465.00	0.00

Wellington Fire Protection District
Balance Sheet Prev Year Comparison
As of March 31, 2023

	Mar 31, 23	Mar 31, 22	\$ Change
2275 · Deferred Inflows - Pension	1,464,399.00	1,464,399.00	0.00
Total Other Current Liabilities	5,984,184.28	6,499,585.77	-515,401.49
Total Current Liabilities	6,062,658.13	6,578,816.68	-516,158.55
Long Term Liabilities			
8.24700 · Loan Payable			
2350 · Bunker Gear Loan	44,764.69	66,207.23	-21,442.54
2360 · Station Alerting System Loan	47,546.25	70,158.62	-22,612.37
2370 · Fire Truck Refurb	36,689.79	72,158.06	-35,468.27
Total 8.24700 · Loan Payable	129,000.73	208,523.91	-79,523.18
Total Long Term Liabilities	129,000.73	208,523.91	-79,523.18
Total Liabilities	6,191,658.86	6,787,340.59	-595,681.73
Equity			
EQUITY			
300.050 · Reserved Cont.	42,360.00	42,360.00	0.00
300.100 · Fund Balance - Undesignated	1,314,455.00	1,314,455.00	0.00
300.150 · Reserved For Capital Outlay	1,316,815.00	1,316,815.00	0.00
300.200 · Fund Balance - Restricted	1,398,769.00	1,398,769.00	0.00
300.300 · Investment in Fixed Assets	2,883,430.00	2,883,430.00	0.00
Total EQUITY	6,955,829.00	6,955,829.00	0.00
1.399.9 · RETAINED EARNINGS	-4,553,155.22	-4,951,418.74	398,263.52
Net Income	628,204.62	428,811.17	199,393.45
Total Equity	3,030,878.40	2,433,221.43	597,656.97
TOTAL LIABILITIES & EQUITY	9,222,537.26	9,220,562.02	1,975.24

Wellington Fire Protection District
Summary of Reconciled Cash Balances
 Period Ending 03/31/23

	Points West Operating - 5485 3/31/2023	Points West Money Market - 3800 3/31/2023	Points West Town Impact Fees - 3768 3/31/2023	Points West County Impact Fees - 3818 3/31/2023	FNBO Town Impact Fees - 9432 3/31/2023
Beginning Balance	36,532.54	814.29	18,900.20	22,031.99	200,000.00
Cleared Transactions					
Checks and Payments	(447,895.58)	(500,008.00)			(2,200.94)
Deposits and Credits	588,816.00	1,091,451.14	8.83	10.29	2,200.94
Total Cleared Transactions	140,920.42	591,443.14	8.83	10.29	-
Cleared Balance	177,452.96	592,257.43	18,909.03	22,042.28	200,000.00
Uncleared Transactions					
Checks and Payments	(25,815.12)		-	-	-
Deposits and Credits		-		-	-
Total Uncleared Transactions	(25,815.12)	-	-	-	-
Register Balance as of 03/31/23	151,637.84	592,257.43	18,909.03	22,042.28	200,000.00

Wellington Fire Protection District
Profit & Loss Budget Performance
March 2023

	Mar 23	Budget	\$ Over Budget	Jan - Mar 23	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
Tax Levy Revenue	1,113,360.35	1,058,269.87	55,090.48	1,198,266.46	1,171,792.83	26,473.63	3,262,815.01
Non Tax Levy Revenue	13,716.00	5,434.00	8,282.00	28,541.00	16,298.00	12,243.00	215,200.00
Total Income	1,127,076.35	1,063,703.87	63,372.48	1,226,807.46	1,188,090.83	38,716.63	3,478,015.01
Gross Profit	1,127,076.35	1,063,703.87	63,372.48	1,226,807.46	1,188,090.83	38,716.63	3,478,015.01
Expense							
Personnel Costs	169,056.79	178,266.00	-9,209.21	501,808.16	534,788.00	-32,979.84	2,359,636.00
Buildings & Land	5,228.69	6,034.00	-805.31	13,962.74	18,094.00	-4,131.26	72,400.00
Vehicles & Equipment	5,054.78	9,936.00	-4,881.22	11,912.94	29,814.00	-17,901.06	119,247.00
Communication & IT	1,503.42	4,509.00	-3,005.58	7,191.34	13,536.00	-6,344.66	54,117.00
Travel & Training & Oper Supp	2,399.83	4,182.00	-1,782.17	5,489.83	12,546.00	-7,056.17	65,182.00
Managerial Expenses	37,622.78	39,455.00	-1,832.22	57,391.36	78,930.00	-21,538.64	254,165.00
Fire Prevention	200.00	318.00	-118.00	846.47	961.00	-114.53	3,823.00
Capital Outlay	0.00	833.00	-833.00	0.00	2,503.00	-2,503.00	10,000.00
Contingencies	0.00	0.00	0.00	0.00	0.00	0.00	154,873.00
Total Expense	221,066.29	243,533.00	-22,466.71	598,602.84	691,172.00	-92,569.16	3,093,443.00
Net Ordinary Income	906,010.06	820,170.87	85,839.19	628,204.62	496,918.83	131,285.79	384,572.01
Net Income	906,010.06	820,170.87	85,839.19	628,204.62	496,918.83	131,285.79	384,572.01

Wellington Fire Protection District
Profit & Loss Budget Performance
March 2023

	Mar 23	Budget	\$ Over Budget	Jan - Mar 23	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
Tax Levy Revenue							
4010 · PROPERTY TAXES	1,094,516.32	1,041,701.87	52,814.45	1,145,109.06	1,124,446.83	20,662.23	3,062,694.01
4013 · Tax Rebate Payment	0.00	-1,189.00	1,189.00	0.00	-3,568.00	3,568.00	-14,269.00
4011 · DELQ TAX & INTEREST	193.85		262.88	262.88			
4012 · SPECIFIC OWNERSHIP	18,650.18	17,757.00	893.18	52,894.52	50,914.00	1,980.52	214,390.00
Total Tax Levy Revenue	1,113,360.35	1,058,269.87	55,090.48	1,198,266.46	1,171,792.83	26,473.63	3,262,815.01
Non Tax Levy Revenue							
4014 · WILDLAND FIREFIGHTING	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
4016 · SERVICE FEES	410.00	1,167.00	-757.00	15,235.00	3,501.00	11,734.00	14,000.00
4017 · MISCELLANEOUS	13,206.00	417.00	12,789.00	13,206.00	1,247.00	11,959.00	5,000.00
4018 · DONATIONS	100.00	2,083.00	-1,983.00	100.00	6,253.00	-6,153.00	25,000.00
4019 · GRANTS	0.00	1,767.00	-1,767.00	0.00	5,297.00	-5,297.00	21,200.00
Total Non Tax Levy Revenue	13,716.00	5,434.00	8,282.00	28,541.00	16,298.00	12,243.00	215,200.00
Total Income	1,127,076.35	1,063,703.87	63,372.48	1,226,807.46	1,188,090.83	38,716.63	3,478,015.01
Gross Profit	1,127,076.35	1,063,703.87	63,372.48	1,226,807.46	1,188,090.83	38,716.63	3,478,015.01
Expense							
Personnel Costs							
5010 · Salaries and Wages	117,176.27	121,822.00	-4,645.73	342,576.75	365,469.00	-22,892.25	1,577,416.00
5030 · Overtime	16,070.79	8,750.00	7,320.79	47,073.12	26,250.00	20,823.12	105,000.00
5020 · Wildland Salaries	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00
5025 · District Board Compensation	800.00	1,000.00	-200.00	1,600.00	3,000.00	-1,400.00	12,000.00
5040 · Vacation Pay/Sick Pay	0.00	1,667.00	-1,667.00	1,279.18	4,997.00	-3,717.82	20,000.00
5060 · Volunteer & Reserve Pay	200.00	598.00	-398.00	750.00	1,794.00	-1,044.00	7,176.00
5110 · Employer Taxes	3,063.00	3,984.00	-921.00	7,971.66	11,951.00	-3,979.34	47,807.00
5120 · Workers Compensation	6,886.32	5,002.00	1,884.32	24,498.00	15,003.00	9,495.00	60,021.00
5210 · Health, Dental & Visions Ins	7,897.75	11,617.00	-3,719.25	24,314.98	34,847.00	-10,532.02	139,400.00
5220 · Other Employee Benefits	0.00	3,125.00	-3,125.00	0.00	9,374.00	-9,374.00	37,499.00
5230 · FPPA Expense	14,296.00	15,715.00	-1,419.00	42,114.55	47,147.00	-5,032.45	203,487.00
5240 · 457 Expense	2,479.30	4,057.00	-1,577.70	7,128.51	12,171.00	-5,042.49	48,684.00
5260 · Uniform Expense	107.35	750.00	-642.65	2,217.23	2,250.00	-32.77	9,000.00
5270 · Awards & Recognition	80.01	179.00	-98.99	284.18	535.00	-250.82	2,146.00
Total Personnel Costs	169,056.79	178,266.00	-9,209.21	501,808.16	534,788.00	-32,979.84	2,359,636.00

Buildings & Land

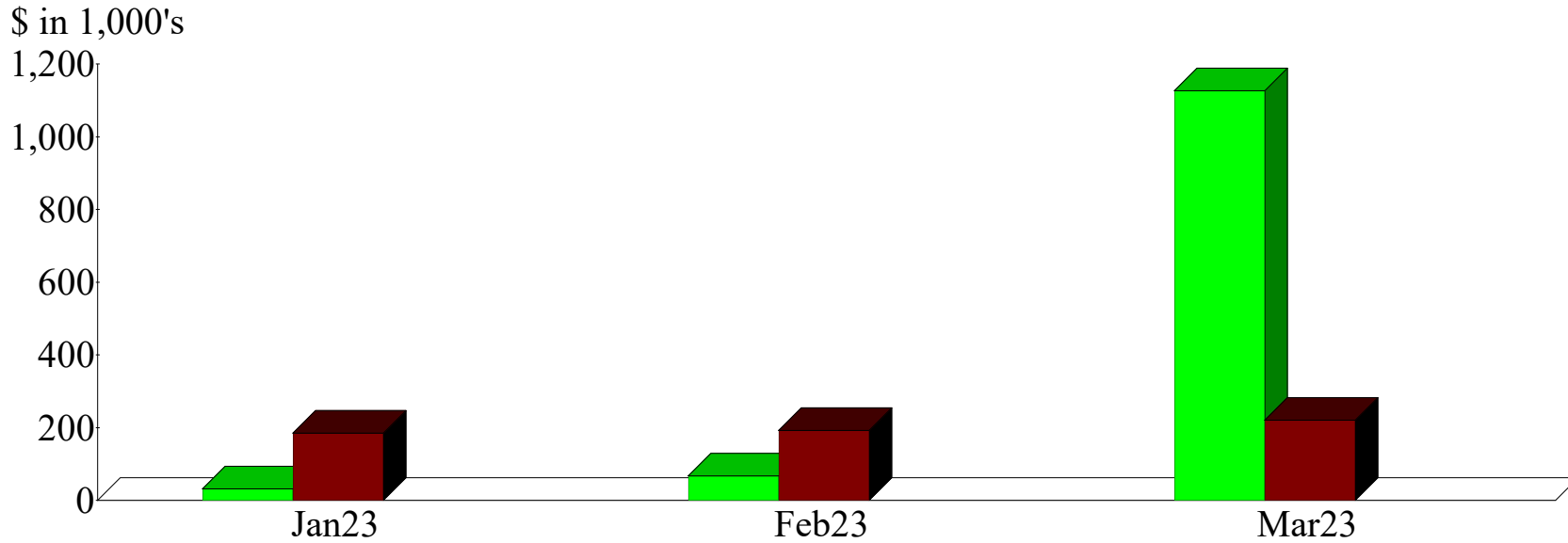
Wellington Fire Protection District
Profit & Loss Budget Performance
March 2023

	<u>Mar 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jan - Mar 23</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
6010 · Utilities	4,970.26	3,950.00	1,020.26	12,929.49	11,850.00	1,079.49	47,400.00
6020 · Station Supplies	236.45	417.00	-180.55	684.36	1,247.00	-562.64	5,000.00
6030 · Building Repairs & Maintenance	21.98	1,667.00	-1,645.02	348.89	4,997.00	-4,648.11	20,000.00
Total Buildings & Land	<u>5,228.69</u>	<u>6,034.00</u>	<u>-805.31</u>	<u>13,962.74</u>	<u>18,094.00</u>	<u>-4,131.26</u>	<u>72,400.00</u>
Vehicles & Equipment							
6110 · Firefighting Equipment	719.76	500.00	219.76	719.76	1,500.00	-780.24	6,000.00
6120 · Fuel Expense	842.10	2,250.00	-1,407.90	3,637.41	6,750.00	-3,112.59	27,000.00
6130 · EMS Supplies	714.01	500.00	214.01	872.21	1,500.00	-627.79	6,000.00
6140 · Vehicles Repairs & Maintenance	396.26	5,418.00	-5,021.74	783.84	16,260.00	-15,476.16	65,022.00
6150 · EMS & Firefighting Equip Maint	1,180.61	417.00	763.61	1,180.61	1,247.00	-66.39	5,000.00
6160 · Small Equipment	0.00	18.00	-18.00	0.00	54.00	-54.00	225.00
6170 · PPE	1,202.04	833.00	369.04	4,719.11	2,503.00	2,216.11	10,000.00
Total Vehicles & Equipment	<u>5,054.78</u>	<u>9,936.00</u>	<u>-4,881.22</u>	<u>11,912.94</u>	<u>29,814.00</u>	<u>-17,901.06</u>	<u>119,247.00</u>
Communication & IT							
6210 · I.T. Expenses	1,503.42	2,971.00	-1,467.58	6,089.06	8,915.00	-2,825.94	35,654.00
6220 · Radio Maintenance	0.00	208.00	-208.00	0.00	628.00	-628.00	2,500.00
6230 · Dispatch	0.00	1,205.00	-1,205.00	1,102.28	3,618.00	-2,515.72	14,463.00
6240 · Computer Equip & Maintenance	0.00	125.00	-125.00	0.00	375.00	-375.00	1,500.00
Total Communication & IT	<u>1,503.42</u>	<u>4,509.00</u>	<u>-3,005.58</u>	<u>7,191.34</u>	<u>13,536.00</u>	<u>-6,344.66</u>	<u>54,117.00</u>
Travel & Training & Oper Supp							
6310 · Health & Safety	1,500.00	2,333.00	-833.00	4,500.00	7,003.00	-2,503.00	28,000.00
6320 · Wildland Travel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
6330 · Training & Seminars	799.83	1,250.00	-450.17	889.83	3,750.00	-2,860.17	15,000.00
6340 · Medical Training	100.00	557.00	-457.00	100.00	1,671.00	-1,571.00	6,682.00
6350 · Firefighter Rehab	0.00	42.00	-42.00	0.00	122.00	-122.00	500.00
Total Travel & Training & Oper Supp	<u>2,399.83</u>	<u>4,182.00</u>	<u>-1,782.17</u>	<u>5,489.83</u>	<u>12,546.00</u>	<u>-7,056.17</u>	<u>65,182.00</u>
Managerial Expenses							
7010 · Office Supplies	149.49	158.00	-8.51	217.78	468.00	-250.22	1,890.00
7015 · Postage & Printing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7020 · Accounting & Finance	5,000.00	5,000.00	0.00	16,500.00	16,500.00	0.00	90,000.00
7025 · Legal Expenses	268.20	833.00	-564.80	480.20	2,503.00	-2,022.80	10,000.00
7030 · Professional Fees	2,183.98	625.00	1,558.98	3,704.98	1,875.00	1,829.98	7,500.00

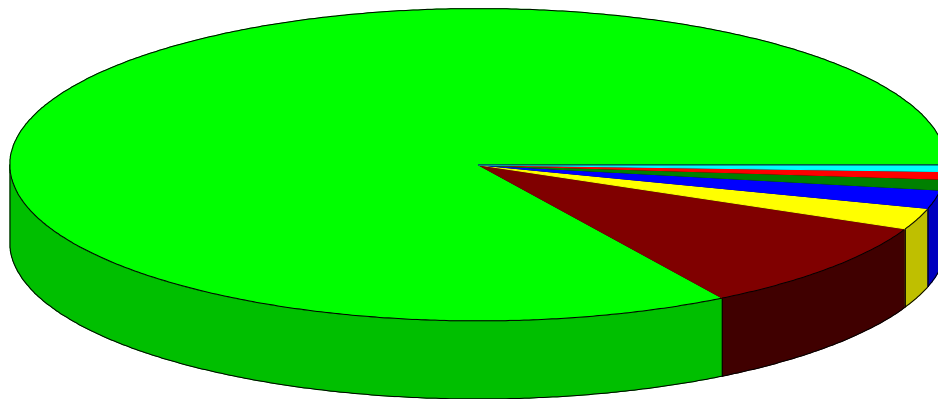
Wellington Fire Protection District
Profit & Loss Budget Performance
March 2023

	Mar 23	Budget	\$ Over Budget	Jan - Mar 23	YTD Budget	\$ Over Budget	Annual Budget
7040 · Leases	551.14	167.00	384.14	551.14	497.00	54.14	2,000.00
7050 · Fees/Dues/Subscriptions	452.38	747.00	-294.62	1,596.66	2,237.00	-640.34	8,960.00
7060 · Payroll Processing Fees	646.54	650.00	-3.46	2,261.17	1,950.00	311.17	7,800.00
7070 · County Treasurer Fees	21,890.09	22,000.00	-109.91	22,902.19	32,876.00	-9,973.81	66,256.00
7080 · Bank Service Charges	8.00	23.00	-15.00	16.00	75.00	-59.00	282.00
7100 · Insurance Expenses	0.00	2,750.00	-2,750.00	0.00	8,250.00	-8,250.00	33,000.00
7110 · District Board Expenses	0.00	208.00	-208.00	0.00	628.00	-628.00	2,500.00
7120 · Elections Costs	458.00	1,167.00	-709.00	720.86	3,497.00	-2,776.14	14,000.00
7130 · Grant Expenses	0.00	267.00	-267.00	0.00	797.00	-797.00	3,200.00
7140 · Interest Expense	6,014.96	4,860.00	1,154.96	8,440.38	6,777.00	1,663.38	6,777.00
Total Managerial Expenses	37,622.78	39,455.00	-1,832.22	57,391.36	78,930.00	-21,538.64	254,165.00
Fire Prevention							
6401 · Public Education	0.00	83.00	-83.00	0.00	253.00	-253.00	1,000.00
6402 · Supplies-Enforcement	200.00	235.00	-35.00	846.47	708.00	138.47	2,823.00
Total Fire Prevention	200.00	318.00	-118.00	846.47	961.00	-114.53	3,823.00
Capital Outlay							
7945 · C/O - Communicaiton Equipment	0.00	833.00	-833.00	0.00	2,503.00	-2,503.00	10,000.00
Total Capital Outlay	0.00	833.00	-833.00	0.00	2,503.00	-2,503.00	10,000.00
Contingencies							
8002 · Contingencies (Funding Reserve)	0.00	0.00	0.00	0.00	0.00	0.00	48,997.00
8003 · Volunteer Pension Contribution	0.00	0.00	0.00	0.00	0.00	0.00	105,876.00
Total Contingencies	0.00	0.00	0.00	0.00	0.00	0.00	154,873.00
Total Expense	221,066.29	243,533.00	-22,466.71	598,602.84	691,172.00	-92,569.16	3,093,443.00
Net Ordinary Income	906,010.06	820,170.87	85,839.19	628,204.62	496,918.83	131,285.79	384,572.01
Net Income	906,010.06	820,170.87	85,839.19	628,204.62	496,918.83	131,285.79	384,572.01

Income and Expense by Month January through March 2023



Expense Summary January through March 2023



Personnel Costs	83.83%
Managerial Expenses	9.59
Buildings & Land	2.33
Vehicles & Equipment	1.99
Communication & IT	1.20
Travel & Training & Oper Supp	0.92
Fire Prevention	0.14
Total	\$598,602.84

By Account

Wellington Fire Protection District

Fixed Assets Additions and Disposals FY2023

Recorded in fixed asset accounts:

Account Number	Account name	Date	Addition/(Disposal) Amount	Description of Asset
		TOTALS	\$0.00	

Prepared

4/9/2023 James Vincent Group, Finance Director

Wellington Fire Protection District Monthly Disbursements As of March 31, 2023

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
CASH-CAPITAL FUND									240,932.19
107.400 · Town Impact Fees-PW-3768									18,900.20
Deposit	03/17/2023			Interest	X	4011 · DEL...	8.83		18,909.03
Total 107.400 · Town Impact Fees-PW-3768							8.83	0.00	18,909.03
107.500 · County Impact Fees-PW-3818									22,031.99
Deposit	03/20/2023			Interest	X	4011 · DEL...	10.29		22,042.28
Total 107.500 · County Impact Fees-PW-3818							10.29	0.00	22,042.28
107.600 · FNBO Town Impact Fees - 9432									200,000.00
Total 107.600 · FNBO Town Impact Fees - 9432									200,000.00
Total CASH-CAPITAL FUND							19.12	0.00	240,951.31
CASH - GENERAL FUND									84,822.99
107.000 · Operating - Points West - 5485									40,770.99
Bill Pmt -Check	03/01/2023	Bill.c...	Xcel Energy	Gas for Sta...	X	ACCOUNTS...		1,490.10	39,280.89
Check	03/02/2023	EFT	Intuit	monthly fee...	X	6210 · I.T. E...		20.00	39,260.89
General Journal	03/06/2023	2022...		BILL 03/06/...	X	1072 · Bill.c...		690.78	38,570.11
Transfer	03/06/2023			Funds Tran...	X	2022 · FNB...	75,000.00		113,570.11
Deposit	03/07/2023			Deposit	X	-SPLIT-	510.00		114,080.11
General Journal	03/07/2023	2022...		BILL 03/07/...	X	1071 · Bill.c...	100.00		114,180.11
Check	03/08/2023	EFT	Bill.com	Bill.com Mo...	X	6210 · I.T. E...		158.70	114,021.41
Bill Pmt -Check	03/09/2023	N/A	Standard Insura...	# 0016775...	X	ACCOUNTS...		920.54	113,100.87
Bill Pmt -Check	03/10/2023	EFT	Poudre Valley R...	# 8894001...	X	ACCOUNTS...		197.51	112,903.36
Check	03/10/2023	EFT	Family Support ...	Confirm #7...	X	2100 · Payr...		85.84	112,817.52
General Journal	03/10/2023	2022...		PPE 03.04...	X	-SPLIT-		44,459.38	68,358.14
General Journal	03/10/2023	2022...		PPE 03.04...	X	107.000 · O...		11,315.49	57,042.65
Transfer	03/10/2023			Funds Tran...	X	107.200 · M...	500,000.00		557,042.65
Bill Pmt -Check	03/13/2023	EFT	Pinnacol Assura...	# 21192486	X	ACCOUNTS...		12,453.35	544,589.30
Bill Pmt -Check	03/13/2023	N/A	Northern Colora...	# 410.13_0...	X	ACCOUNTS...		46.60	544,542.70
Bill Pmt -Check	03/13/2023	N/A	Northern Colora...	# 173.01_0...	X	ACCOUNTS...		46.69	544,496.01
Bill Pmt -Check	03/13/2023	N/A	Northern Colora...	# 408.10_0...	X	ACCOUNTS...		46.69	544,449.32
Bill Pmt -Check	03/13/2023	N/A	Northern Colora...	# 409.11_0...	X	ACCOUNTS...		46.69	544,402.63
Check	03/13/2023	CC0...	First National Ba...		X	-SPLIT-		226,155.67	318,246.96
Deposit	03/13/2023			Deposit	X	-SPLIT-	0.00		318,246.96
Check	03/14/2023	EFT	Fire And Police ...		X	-SPLIT-		16,192.57	302,054.39
Bill Pmt -Check	03/15/2023	EFT	Senergy Petrole...	# 922904	X	ACCOUNTS...		1,004.22	301,050.17
Bill Pmt -Check	03/15/2023	EFT	AFLAC	# 836879	X	ACCOUNTS...		261.14	300,789.03
Bill Pmt -Check	03/15/2023	EFT	BankCard Center	# 0839_2.23	X	ACCOUNTS...		1,829.52	298,959.51
Bill Pmt -Check	03/15/2023	EFT	Senergy Petrole...	# 923750	X	ACCOUNTS...		26.73	298,932.78
Bill Pmt -Check	03/16/2023	N/A	Century Link	# 9768028...	X	ACCOUNTS...		173.16	298,759.62
General Journal	03/16/2023	2022...		BILL 03/16/...	X	1072 · Bill.c...		184.76	298,574.86
General Journal	03/16/2023	2022...		BILL 03/16/...	X	1072 · Bill.c...		2,185.45	296,389.41
General Journal	03/17/2023	2022...		BILL 03/17/...	X	1072 · Bill.c...		30,306.33	266,083.08
General Journal	03/17/2023	2022...		BILL 03/17/...	X	1072 · Bill.c...		714.01	265,369.07
General Journal	03/17/2023	2022...		BILL 03/17/...	X	1072 · Bill.c...		298.90	265,070.17
Bill Pmt -Check	03/20/2023	N/A	Rocky Mountain ...	# 515505	X	ACCOUNTS...		218.75	264,851.42
Bill Pmt -Check	03/20/2023	N/A	Wex Bank	# 87670627	X	ACCOUNTS...		32.00	264,819.42
Bill Pmt -Check	03/20/2023	N/A	Republic Services	# 0642-000...	X	ACCOUNTS...		195.82	264,623.60
General Journal	03/20/2023	2022...		BILL 03/20/...	X	1072 · Bill.c...		3,352.80	261,270.80
Check	03/20/2023	EFT	Paylocity	37@ \$10.4...	X	-SPLIT-		646.54	260,624.26

Wellington Fire Protection District Monthly Disbursements As of March 31, 2023

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
Bill Pmt -Check	03/23/2023	N/A	Black Hills Energy	# 7868 331...	X	ACCOUNTS...		1,508.89	259,115.37
General Journal	03/24/2023	2022...		PPE 03.18...	X	-SPLIT-		48,541.77	210,573.60
General Journal	03/24/2023	2022...		PPE 03.18...	X	107.000 · O...		12,324.75	198,248.85
Bill Pmt -Check	03/25/2023	N/A	Anthem Blue Cr...	# 0481134...	X	ACCOUNTS...		11,455.89	186,792.96
Check	03/27/2023	EFT	Family Support ...	Confirm #7...	X	2100 · Payr...		85.84	186,707.12
Check	03/27/2023	EFT...	Rocky Mountain ...			-SPLIT-		1,556.90	185,150.22
Bill Pmt -Check	03/28/2023	N/A	Xcel Energy	# 818755435	X	ACCOUNTS...		1,551.73	183,598.49
Deposit	03/28/2023			Deposit	X	-SPLIT-	13,206.00		196,804.49
Check	03/29/2023	EFT...	Fire And Police ...	PPE 03.18...		-SPLIT-		17,153.15	179,651.34
Bill Pmt -Check	03/30/2023	N/A	Town of Wellingt...	# 1628.01_...	X	ACCOUNTS...		78.20	179,573.14
Bill Pmt -Check	03/31/2023	N/A	Standard Insura...	# 0016775...	X	ACCOUNTS...		1,029.29	178,543.85
Bill Pmt -Check	03/31/2023	N/A	Rocky Mountain ...	# 542524		ACCOUNTS...		218.75	178,325.10
Bill Pmt -Check	03/31/2023	N/A	Pinnacol Assura...	# 21225826		ACCOUNTS...		6,886.32	171,438.78
Total 107.000 · Operating - Points West - 5485							588,816.00	458,148.21	171,438.78
107.200 · Money Market - Points West 3800									814.29
Transfer	03/10/2023			Funds Tran...	X	107.000 · O...		500,000.00	-499,185.71
General Journal	03/10/2023	2022...		Feb. 2023 ...	X	4011 · DEL...	1,091,227.95		592,042.24
Check	03/20/2023			Service Ch...	X	7080 · Bank...		8.00	592,034.24
Deposit	03/20/2023			Interest	X	4011 · DEL...	223.19		592,257.43
Total 107.200 · Money Market - Points West 3800							1,091,451.14	500,008.00	592,257.43
108.000 · Operating - 1st National Bank									43,237.71
Total 108.000 · Operating - 1st National Bank									43,237.71
Total CASH - GENERAL FUND							1,680,267.14	958,156.21	806,933.92
1071 · Bill.com Money In Clearing									0.00
Payment	03/02/2023	BILL ...	Wellington Area ...			ACCOUNTS...	100.00		100.00
General Journal	03/07/2023	2022...		BILL 03/07/...		107.000 · O...		100.00	0.00
Total 1071 · Bill.com Money In Clearing							100.00	100.00	0.00
1072 · Bill.com Money Out Clearing									0.00
Bill Pmt -Check	03/06/2023	Bill.c...	Ken Pettit	https://app...		ACCOUNTS...		100.00	-100.00
Bill Pmt -Check	03/06/2023	Bill.c...	Wellington Profe...	https://app...		ACCOUNTS...		290.78	-390.78
Bill Pmt -Check	03/06/2023	Bill.c...	Christine Gaiter	https://app...		ACCOUNTS...		100.00	-490.78
Bill Pmt -Check	03/06/2023	Bill.c...	David Pierson	https://app...		ACCOUNTS...		100.00	-590.78
Bill Pmt -Check	03/06/2023	Bill.c...	Mr. Jason Meyers	https://app...		ACCOUNTS...		100.00	-690.78
General Journal	03/06/2023	2022...		BILL 03/06/...		107.000 · O...	690.78		0.00
Bill Pmt -Check	03/16/2023	Bill.c...	Interstate Batter...	https://app...		ACCOUNTS...		184.76	-184.76
Bill Pmt -Check	03/16/2023	Bill.c...	Vector Solutions	https://app...		ACCOUNTS...		2,185.45	-2,370.21
General Journal	03/16/2023	2022...		BILL 03/16/...		107.000 · O...	184.76		-2,185.45
General Journal	03/16/2023	2022...		BILL 03/16/...		107.000 · O...	2,185.45		0.00
Bill Pmt -Check	03/17/2023	Bill.c...	Bound Tree Med...	https://app...		ACCOUNTS...		136.43	-136.43
Bill Pmt -Check	03/17/2023	Bill.c...	ICC-	https://app...		ACCOUNTS...		1,021.00	-1,157.43
Bill Pmt -Check	03/17/2023	Bill.c...	Wellington Profe...	https://app...		ACCOUNTS...		270.01	-1,427.44
Bill Pmt -Check	03/17/2023	Bill.c...	O'Reilly Auto	https://app...		ACCOUNTS...		325.56	-1,753.00
Bill Pmt -Check	03/17/2023	Bill.c...	Colorado Divisio...	https://app...		ACCOUNTS...		30.00	-1,783.00
Bill Pmt -Check	03/17/2023	Bill.c...	Workwell	https://app...		ACCOUNTS...		236.00	-2,019.00
Bill Pmt -Check	03/17/2023	Bill.c...	Community First...	https://app...		ACCOUNTS...		23,358.58	-25,377.58
Bill Pmt -Check	03/17/2023	Bill.c...	The Supply Cac...	https://app...		ACCOUNTS...		279.95	-25,657.53

Wellington Fire Protection District Monthly Disbursements As of March 31, 2023

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
Bill Pmt -Check	03/17/2023	Bill.c...	Municipal Emerg...	https://app...		ACCOUNTS...		11.97	-25,669.50
Bill Pmt -Check	03/17/2023	Bill.c...	Workwell	https://app...		ACCOUNTS...		200.00	-25,869.50
Bill Pmt -Check	03/17/2023	Bill.c...	NAPA Auto Parts	https://app...		ACCOUNTS...		92.60	-25,962.10
Bill Pmt -Check	03/17/2023	Bill.c...	Municipal Emerg...	https://app...		ACCOUNTS...		628.16	-26,590.26
Bill Pmt -Check	03/17/2023	Bill.c...	First Responder ...	https://app...		ACCOUNTS...		1,500.00	-28,090.26
Bill Pmt -Check	03/17/2023	Bill.c...	Larimer County ...	https://app...		ACCOUNTS...		199.41	-28,289.67
Bill Pmt -Check	03/17/2023	Bill.c...	Life Assist	https://app...		ACCOUNTS...		714.01	-29,003.68
Bill Pmt -Check	03/17/2023	Bill.c...	The Supply Cac...	https://app...		ACCOUNTS...		18.95	-29,022.63
Bill Pmt -Check	03/17/2023	Bill.c...	Century Link	https://app...		ACCOUNTS...		570.91	-29,593.54
Bill Pmt -Check	03/17/2023	Bill.c...	Municipal Emerg...	https://app...		ACCOUNTS...		679.70	-30,273.24
Bill Pmt -Check	03/17/2023	Bill.c...	Boxelder Basin ...	https://app...		ACCOUNTS...		66.00	-30,339.24
Bill Pmt -Check	03/17/2023	Bill.c...	Workwell	https://app...		ACCOUNTS...		708.00	-31,047.24
Bill Pmt -Check	03/17/2023	Bill.c...	Special District ...	https://app...		ACCOUNTS...		272.00	-31,319.24
General Journal	03/17/2023	2022...		BILL 03/17/...		107.000 · O...	30,306.33		-1,012.91
General Journal	03/17/2023	2022...		BILL 03/17/...		107.000 · O...	714.01		-298.90
General Journal	03/17/2023	2022...		BILL 03/17/...		107.000 · O...	298.90		0.00
Bill Pmt -Check	03/20/2023	Bill.c...	iHeartMedia	https://app...		ACCOUNTS...		551.14	-551.14
Bill Pmt -Check	03/20/2023	Bill.c...	Municipal Emerg...	https://app...		ACCOUNTS...		157.68	-708.82
Bill Pmt -Check	03/20/2023	Bill.c...	Colorado Divisio...	https://app...		ACCOUNTS...		260.00	-968.82
Bill Pmt -Check	03/20/2023	Bill.c...	Employers Coun...	https://app...		ACCOUNTS...		994.50	-1,963.32
Bill Pmt -Check	03/20/2023	Bill.c...	Nicoletti-Flater A...	https://app...		ACCOUNTS...		940.00	-2,903.32
Bill Pmt -Check	03/20/2023	Bill.c...	Fire Marshal Ser...	https://app...		ACCOUNTS...		200.00	-3,103.32
Bill Pmt -Check	03/20/2023	Bill.c...	Employers Coun...	https://app...		ACCOUNTS...		198.00	-3,301.32
Bill Pmt -Check	03/20/2023	Bill.c...	Employers Coun...	https://app...		ACCOUNTS...		51.48	-3,352.80
General Journal	03/20/2023	2022...		BILL 03/20/...		107.000 · O...	3,352.80		0.00
Total 1072 · Bill.com Money Out Clearing							37,733.03	37,733.03	0.00
TOTAL							1,718,119.29	995,989.24	1,047,885.23

Wellington Fire Protection District



Fiscal Year Begins: Jan-23

Twelve-Month Cash Flow

Wellington Fire Protection District

	Beginning	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Monthly Average	Overview
Cash Summary															
Cash on Hand (beginning of month)	137,942	137,942	(9,649)	21,863	743,895	756,686	976,899	1,011,435	1,653,110	1,484,357	1,341,479	1,155,335	966,202	853,296	
Cash Available (on hand + receipts, before cash out)	137,942	169,791	207,103	1,202,150	998,760	1,202,663	1,285,769	1,888,002	1,703,463	1,560,625	1,374,795	1,192,932	1,168,796	1,162,904	
Cash Position (end of month)	137,942	(9,649)	21,863	743,895	756,686	976,899	1,011,435	1,653,110	1,484,357	1,341,479	1,155,335	966,202	80,236	848,487	
Cash Receipts															
Tax Levy Revenue		17,111	66,752	1,091,451	249,431	440,543	303,436	871,133	44,918	70,835	27,882	32,163	47,159	271,901	
Non-Tax Levy Revenue		14,737	0	13,835	5,434	5,434	5,434	5,434	5,434	5,434	5,434	5,434	155,434	18,957	
Line of Credit		0	150,000	75,000	0	0	0	0	0	0	0	0	0	18,750	
Total Cash Receipts		31,849	216,752	1,180,286	254,865	445,977	308,870	876,567	50,352	76,269	33,316	37,597	202,593	309,608	
Cash Paid Out															
Disbursements		179,440	185,240	232,099	242,074	225,764	274,334	234,892	219,106	219,146	219,460	226,730	540,765	249,921	
Repayment of LOC, Property Taxes and Impact Fees		0	0	226,156	0	0	0	0	0	0	0	0	547,795	64,496	
Total Cash Paid Out		179,440	185,240	458,254	242,074	225,764	274,334	234,892	219,106	219,146	219,460	226,730	1,088,560	314,417	
		(Actual)	(Actual)	(Actual)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	

WELLINGTON FIRE PROTECTION DISTRICT

RESOLUTION 2023 - 01

**A RESOLUTION RESCINDING THE DECLARATION OF A LOCAL DISASTER EMERGENCY
PURSUANT TO § 24-33.5-709, C.R.S.**

WHEREAS, the Wellington Fire Protection District (“District”) is a political subdivision of the State of Colorado; and

WHEREAS, the Fire Chief previously declared a local disaster emergency related to the COVID-19 pandemic which was extended indefinitely by the District’s Board of Directors (“Board”) on March 25, 2020 by Resolution 2020-03; and

WHEREAS, the Board finds that the District is no longer experiencing substantial impacts to its operations related to COVID-19; and

WHEREAS, the Board finds that it is in the best interests of the District citizens to rescind the declaration of a local disaster emergency.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
WELLINGTON FIRE PROTECTION DISTRICT THAT:**

1. The local disaster emergency declaration, initiated by the Fire Chief and extended by the Board pursuant to Resolution 2020-03, shall be rescinded and terminated for all purposes.
2. This Resolution shall be effective upon passage and shall serve as clear intent by the Board to rescind Resolution 2020-03.
3. All acts, orders, resolutions, or parts thereof, of the District that are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

ADOPTED AND APPROVED: April 12, 2023.

WELLINGTON FIRE PROTECTION DISTRICT

Board President

Attest:

Board Secretary

RESOLUTION RESCINDING LOCAL DISASTER EMERGENCY

WHEREAS, the Larimer County Emergency Manager and the Larimer County Director of Public Health advised the Board of County Commissioners of Larimer County (Board) of the Novel Coronavirus 2019 (COVID-19) Pandemic disaster (as that term is defined in the Colorado Disaster Emergency Act, §24-33.5-701 *et seq.*, C.R.S.) on March 9, 2020 in the unincorporated area of Larimer County, Colorado, to wit, the occurrence of imminent threat of widespread or severe economic damage, injury, or loss of life or property resulting from the COVID-19 Pandemic requiring emergency action to avert danger or damage; and

WHEREAS, it was appropriate and in the interests of public health and safety to rapidly address community spread of the COVID-19 virus and subsequent cascading impacts such as economic distress, and would further protect the health and safety of the public, to declare a local disaster emergency in unincorporated Larimer County; and

WHEREAS, the Chairman of the Board, Steve Johnson, signed a Disaster Declaration on the 13th day of March, 2020, and the Board of Commissioners voted unanimously and declared a local disaster emergency on the 17th day of March, 2020; and

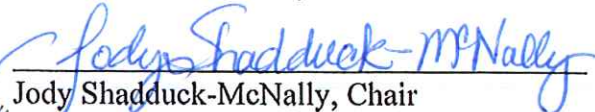
WHEREAS, the Board of Commissioners voted unanimously to extend the local disaster emergency on the 20th day of March, 2020 until further rescinded by the Board.

WHEREAS, the Larimer County Emergency Manager and the Larimer County Director of Public Health advised the Board of County Commissioners of Larimer County (Board) that the COVID-19 pandemic is no longer in an emergency stage and that the local disaster emergency declaration could be rescinded.

NOW, THEREFORE, BE IT RESOLVED THAT the local disaster emergency for COVID-19 is hereby rescinded by the Board of Commissioners. True copies shall be promptly filed with the Larimer County Clerk and Recorder and the Colorado Division of Emergency Management and shall be promptly distributed to the appropriate representatives of the news media.

Signed and effective this 28th day of March 2023, at 10:42 am/pm.

BOARD OF COMMISSIONERS OF
LARIMER COUNTY, COLORADO

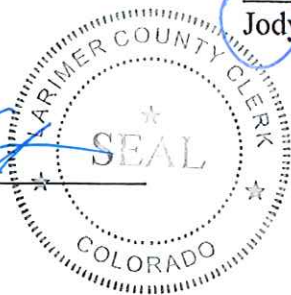



Jody Shadduck-McNally, Chair

ATTEST:



Deputy County Clerk



DATE: 3-20-23
APPROVED AS TO FORM: 

COUNTY ATTORNEY



FEMA

March 30, 2023

MEMORANDUM FOR: Regional Administrators
Regional Recovery Division Directors

FROM: Melissa K. Forbes
Assistant Administrator
Recovery Directorate

A handwritten signature in black ink that reads "Melissa K. Forbes".

Signed 03.30.2023

SUBJECT: FEMA Policy # 104-22-0002: *Coronavirus (COVID-19) Pandemic: Public Assistance (PA) Programmatic Deadlines (Interim) Version 2*

The purpose of this memorandum is to issue FEMA Policy # 104-22-0002: *Coronavirus (COVID-19) Pandemic: Public Assistance Programmatic Deadlines (Interim) Version 2*. This policy establishes Public Assistance (PA) eligibility and programmatic deadlines to ensure consistent and appropriate implementation across all COVID-19 emergency and major disaster declarations. This includes the establishment of May 11, 2023, as the end of the incident period, the emergency work completion deadline, and the applicable end date for all COVID-19 policies and declarations. Costs incurred for work related to COVID-19 after that date will not be eligible for PA funding. However, in recognition that costs may be incurred for demobilization, disposition, and disposal activities after the end of the emergency work completion deadline, FEMA is providing a limited 90-day extension (August 9, 2023) to complete demobilization, disposition, and disposal activities.

This interim policy supersedes Version 1 of the *COVID-19 Pandemic: Public Assistance Programmatic Deadlines* released on June 15, 2022 and is applicable to all COVID-19 emergency and major disaster declarations. Pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), the President issued a nationwide emergency declaration on March 13, 2020, and major disaster declarations for the COVID-19 pandemic.

On February 10, 2023, FEMA issued a [memorandum](#) establishing and posted notice to the Federal Register establishing May 11, 2023, as the end of the incident period and the emergency work completion deadline for PA for all COVID-19 emergency and major disaster declarations. This will be concurrent with the expiration of the national emergency and public health emergency declarations.

If you have any questions, please have your staff contact Robert Pesapane, Acting Director, Public Assistance Division, at Robert.Pesapane@fema.dhs.gov.

Attachment:

FEMA Policy # 104-22-0002: *Coronavirus (COVID-19) Pandemic: Public Assistance Programmatic Deadlines (Interim) Version 2*



Wellington Fire Protection District Bylaws

1. **LEGAL STATUS.** The Wellington Fire Protection District is a fire protection district organized pursuant to Title 32 of the statutes of the State of Colorado, and as such is a political subdivision of the State of Colorado. It is a special district which provides fire protection, emergency medical, and rescue services as provided by law.
2. **BOARD OF DIRECTORS.** All powers, privileges and duties vested in, or imposed upon the Wellington Fire Protection District (hereinafter referred to as "District") by law shall be exercised and performed by and through the Board of Directors (hereinafter referred to as "Board") whether set forth specifically or impliedly in these bylaws.
3. **OFFICES.** The administrative offices of the District shall be at 8130 Third Street, Wellington CO 80549 unless otherwise designated by the Board. The mailing address shall be PO BOX 10, Wellington CO 80549. The Board shall meet at the District's Meeting/Board Room located at the administrative offices, (hereinafter referred to as "District's Board Room"). The Board, by resolution and as may be provided by law, may from time to time, designate, locate, and relocate its administrative and Board meeting locations as in its judgment, may be necessary to conduct the business of the District.
4. **MEETINGS.**
 - 4.1. **Regular Meetings.** Regular meetings of the Board shall be held on the second Tuesday of each month at 4:00 p.m. at the District's Board Room.
 - 4.2. **Meetings to be Public.** All meetings of the Board, other than executive sessions, shall be open to the public. Upon the affirmative vote of two-thirds of the quorum then present, the Board may hold an executive session only at any regular or special meeting and solely for the purpose of considering any of the following matters, (except that no formal action by way of adoption of any resolution, rule, regulation, or policy position shall occur in executive session):
 - 4.2.1.1. the consideration of real and personal property matters;
 - 4.2.1.2. conferences with legal counsel for the purposes of receiving legal advice on a specific legal question;
 - 4.2.1.3. matters required to be kept confidential by federal or state law;
 - 4.2.1.4. details of security arrangements or investigations;
 - 4.2.1.5. determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing negotiators;

- 4.2.1.6. personnel matters [except if the employee/member who is the subject of the session has requested an open meeting and further excepting any discussions concerning the appointment of a person to fill the office of director or of an elected official, or any personnel policy that does not involve the discussion of matters personal to particular employees/members.];
- 4.2.1.7. consideration of documents protected by mandatory nondisclosure provisions of the Colorado Open Records Act; or
- 4.2.1.8. discussion of individual members where public disclosure would adversely affect the person or persons involved.

4.3.Notice of Meetings. These bylaws shall constitute formal notice of regular meetings to Board members and except for special meetings, no other formal notice of regular meetings shall be required to be given to the directors, other than the permanent and temporary postings as required by law.

4.4.Electronic Notice: The District shall be deemed to have given full and timely notice of a public meeting if the District posts the notice, with specific agenda information if available, no less than 24 hours prior to holding the meeting on the District’s public website.

4.5.Special Meetings. Special meetings of the Board may be called by any director with approval from the President Notice shall be posted twenty-four hours in advance at the District’s designated posting location, (official website). Each director shall be informed of the date, time, and place of the special meeting, together with a statement of the purpose of the special meeting no less than 24 hours in advance of the special meeting.
Telephonic or Electronic Meetings: “Location” means the physical, telephonic, electronic, or other virtual place, or combination of such means, where a meeting can be attended. Special and regular Board meetings can be held in a physical location, or by telephonic or other electronic means. §32-1-903(5), C.R.S.; HB21-1278.

4.5.1.Meetings of the Board that are held telephonically, electronically, or by other means not including physical presence must include the method or procedure, including the conference number or link, by which members of the public can attend the meeting. §32-1-903(3), C.R.S.; HB21-1278.

5. CONDUCT OF BUSINESS

5.1.Quorum. All official business of the Board shall be transacted at a regular or special meeting at which a quorum (i.e., three) of the Directors shall be present, except as provided in Section 5.2. Directors are considered present for purposes of determining a quorum if they are either physically in attendance or attending through telephonic or other electronic means; provided,



Wellington Fire Protection District Bylaws

however, that any Directors attending remotely should provide advance notice of that intent to the Board president and provided that such member must be able to hear all discussion and public comment, if any, on any issue as a condition of voting on such issue.

5.2. Voting Requirements.

5.2.1. Any formal action of the Board shall require the affirmative vote of a majority of the Directors present and voting. When special or emergency circumstances materially affecting the affairs of the District or the health, welfare, and safety of District residents and property owners so dictate, then those Directors available at the time may undertake whatever emergency action is considered necessary and may so instruct the District's employees. Ratification of the action so taken shall be entered on the minutes at the next meeting of the Board.

5.2.2. Votes on motions resolutions, and orders shall be taken by voice vote conducted by the Chair stating, "All in favor, say Aye" and "All opposed, say No" or other similar language at the discretion of the Chair and which shall indicate the manner of responding to the question. Roll call votes may be taken at the request of any director, or at the direction of the Chair. Voting for the election of officers may be conducted by secret ballot at the discretion of the Board.

5.3. Agenda. Order of Business. An agenda for each meeting shall be prepared and posted at least 24 hours prior to the meeting. The business of all regular meetings of the Board shall be transacted, as far as practicable, in the following general order. Minor changes to the order and content of the agenda may be approved by the board without revising these by-laws. Approved revisions to the agenda will be attached to the by-laws as an addendum.

1. Call to Order
2. Roll Call of Board Members
3. Additions/Deletions to Agenda
4. Conflicts of Interest
5. Correspondence
6. Public Comment
7. Guests/Presentations
8. Consent Agenda
 - a. Meeting minutes
9. Chief's Report
10. District Business
 - a. Monthly Financial Report
11. Executive Session
12. Other

13. Calendar Items

14. Adjourn

5.4. Motions, Resolutions, or Orders. Actions of the Board necessary for the governing and management of the affairs of the District, for the execution of the powers vested in the District, and for carrying into effect the provisions of Article 1 of Title 32 C.R.S., as amended, shall be taken by the passage of motions, resolutions, or orders, as may be appropriate. All such formal action shall require the majority vote of the quorum present.

5.5. Electronic Signatures. In the event the signature(s) of one or more members of the Board or appointed signatories are required to execute a written document, contract, note, bond, deed, and/or other official papers of the District, and the appropriate individual(s) is unable to be physically present to sign said documentation, such individual or individuals are authorized to execute the documentation electronically via facsimile or e-mail signature, unless said documentation provides otherwise. Any electronic signature so affixed to a document shall carry the full legal force and effect of any original, handwritten signature. Except as approved herein, this provision of these Bylaws shall not be interpreted as establishing District's consent or authorization to bind District to any transaction by the use of electronic records or electronic means. This provision is made pursuant to Article 71.3 of Title 24, C.R.S., also known as the Uniform Electronic Transactions Act.

5.6. Roberts Rules of Order. Roberts Rules of Order shall be utilized only as a guideline for matters coming before the Board; provided, however, that no action, formal or informal, shall be set aside due to any irregularity or noncompliance with Roberts Rules of Order. The Chair shall make all rulings with respect to procedural issues and shall have a vote on each issue coming before the Board.

6. DIRECTORS, OFFICERS AND PERSONNEL

6.1. Directors. The number of directors of the District shall be five (5).

6.2. Director Qualifications. Directors shall be qualified electors of the District as provided by law. To qualify as a Director of a special district, a person must be an "eligible elector" which is defined as a registered voter of Colorado and either:

6.2.1. A resident of the District, or

6.2.2. The owner (or the spouse or civil union partner of the owner) of taxable real or personal property situated in the District.

6.3. Terms. The term of each Director and elections shall be determined by applicable statutory provisions. The District's electors voted and approved to eliminate term limits in 1998. Even in a district without term limits, incumbents must submit a self-nomination form when their current



Wellington Fire Protection District Bylaws

term expires if they wish to retain their seat on the board.

- 6.4. Bond. At the expense of the District, each Director shall furnish a faithful performance surety bond. The bond may be a blanket bond or adequate insurance policy. Along with the oath or affirmation, an individual, schedule, or blanket surety bond of not less than \$1,000 must be filed for each Director, and \$5,000 for the Treasurer, with the Clerk of the Court and the Division of Local Government, conditioned upon the faithful performance of his/her duties as Director. §32-1-901(2), C.R.S.
- 6.5. Oath of Office. Each member of the Board, before assuming the responsibilities of his office, shall take and subscribe to the oath of office as required by state statute (within 30 days of being elected or appointed). The oath shall be filed with the clerk of the court, the county clerk and recorder, and the Division of Local Government.
- 6.6. Election of Officers. The Board of Directors shall elect from its membership a president who shall also serve as Chair of the board, a vice president, a treasurer, a secretary (who need not be a member of the Board), and such assistant secretaries and assistant treasurers, who shall be the officers of the Board of Directors and of the District, as the Board may determine. The Board may select a secretary who is not a member of the Board. The officers shall be elected by a majority of the Directors voting at the meeting in accordance with the voting procedures set forth in paragraph 5.2. The election of the officers shall be conducted biennially at the first regular meeting of the Board in the month following certification of elections. Each officer so elected shall serve at the pleasure of the Board or for a term which shall expire upon the election of the officer's successor or upon the officer's reelection to that office.
- 6.7. Vacancies. Any vacancy occurring in any officer position on the Board shall be filled for the unexpired term in the same manner as is provided for the election of full-term officers. Any vacancy on the Board shall be filled by appointment within 60 days of the vacancy by the remaining Directors as prescribed by statute, with or without advertisements of the vacancy at the discretion of the Board. All discussion of the selection, and the vote to select, shall be conducted in public session. The person appointed to fill the vacancy on the Board shall serve until the next regular board election. The following events automatically create a vacancy on the board:
- 6.7.1. No one gets elected to the seat (for example, if an election is cancelled due to an insufficient number of candidates and the open seat thus remains empty);
 - 6.7.2. Failure to complete the required oath and bond within 30 days, except for good cause;
 - 6.7.3. Written resignation (a resignation by e-mail is sufficient to create a vacancy);
 - 6.7.4. Ceasing to be qualified to serve as a director (this is a matter of legal qualification, such as maintaining your voter registration in Colorado and

your nexus to the district through residency within the district and/or ownership of taxable property within the district);

6.7.5. A felony conviction during board tenure;

6.7.6. A valid court order to remove a board member from office or to void an appointment or election;

6.7.7. Excessive absenteeism. The Special District Act provides that a director's seat becomes vacant if he or she has an unexcused absence at three consecutive regular meetings, and the board does not grant approval for an additional absence or absences, which approval must be reflected in the minutes of the third board meeting; and

6.7.8.. Board member dies during term.

6.8. Resignation and Recall. Directors may only be removed from office through the recall process as prescribed by state statute. Any Director may resign at any time by giving written notice to the Board, and acceptance of such resignation shall not be necessary to make it effective, unless the notice so provides.

6.9. President and Chair. The president shall be the president of the District and Chair of the Board and shall preside at all meetings. The president shall sign all contracts, deeds, notes, warrants and other instruments on behalf of the District, and discharge such other duties as may be required or authorized.

6.10. Vice President. The vice president shall perform the duties of president and Chair in the absence of the president.

6.11. Secretary. The secretary shall keep or cause to be kept full and accurate records of the District; shall act as secretary at meetings of the Board and record all votes; shall compose a record of the proceedings of the Board in a visual text format that may be transmitted electronically (such as PDF© or Word© format) which shall be an official record of the Board; and shall perform all duties incident to that office. The secretary shall be custodian of the seal of the District and shall have the power to affix such seal to and attest all contracts and instruments authorized to be executed by the Board.

6.12. Treasurer. The treasurer shall keep or cause to be kept strict and accurate accounts of all money received by and disbursed for and on behalf of the District in permanent records. The treasurer shall file with the Clerk of the Court, at the expense of the District, a corporate fidelity bond in an amount determined by the Board of not less than \$5,000 conditioned on the faithful performance of the duties of the office. If a budget or financial committee is established, the treasurer shall chair such committees.



Wellington Fire Protection District Bylaws

6.13. Additional Duties.

6.13.1. The officers of the Board shall perform such other duties and functions as may from time to time be required by the Board, by the bylaws or rules and regulations of the District, or by special exigencies, which may later be ratified by the Board; provided, however, that no director shall be employed by the District in any capacity.

6.13.2. Within six months of taking the oath of office, Directors are encouraged to engage in and receive certification from FEMA Emergency Management Institute (EMI) for ICS100, ICS200, ICS700, and ICS800 and/or attend a Special District Association hosted new Board Member training session.

6.14. Chief of Department. The Board shall appoint a Chief of the Department, (hereinafter referred to as "Fire Chief") to serve for such term and upon such conditions, including salary, as the Board may establish pursuant to contract. The Fire Chief shall also serve as the Chief Executive Officer of the District and shall have general supervision over the administration of the affairs, employees and business of the District and shall be charged with the hiring and discharging of employees, subject to review by the Board. In addition to all statutorily prescribed duties, the Chief shall perform those duties as may be assigned by the Board and as are set forth in the job description. Job performance will be evaluated by the Board on an annual basis.

6.15. Selection and Tenure of Consultants. The selection of agents, engineers, architects, accountants, special consultants, and attorneys shall be made by the Board and shall be based upon the relative qualifications and capabilities of the applicants and shall not be based on political services or affiliations. Agents and consultants shall serve at the pleasure of the Board. Contracts for professional services may be entered into on such terms and conditions as determined by the Board.

7. Records Management

7.1. The District shall comply with and adopt and maintain policies as necessary for compliance with, applicable records retention, destruction, and disclosure requirements, including the Colorado Open Records Act, State Archives and Public Records law, and various consumer privacy legislation. Unless determined otherwise by the Board of Directors, the Fire Chief is hereby designated as the Official Custodian of Records pursuant to the Open Records Act. In the event there is any question as to whether the District is permitted to comply with an Open Records Act request, the Custodian of Records shall forward such request to the District's legal counsel. Copies of records shall be furnished per the District's Open Record Act Policy and applicable law.

8. FINANCIAL ADMINISTRATION

- 8.1. Fiscal Year. The fiscal year of the District shall commence on January 1 and end on December 31 of each year.
- 8.2. Budget. On or before October 15 of each year, the Fire Chief, as the Board's designated Budget Officer, in conjunction with the Board appointed Budget Committee, if any, shall prepare and submit to the Board a proposed budget for the ensuing fiscal year. Such proposed budget shall set forth the aggregate figures of the budget in such manner as to show the balanced relations between the total proposed expenditures and the total anticipated income or other means of financing the proposed budget for the ensuing fiscal year, as contrasted with the corresponding figures for the last completed fiscal year and the current fiscal year. It shall be supported by explanatory schedules or statements classifying the expenditures contained therein by services, subjects, and funds. The anticipated income of the District shall be classified according to the nature of receipts.
- 8.3. Notice of Budget. Upon receipt of such proposed budget, the Board shall cause to be published a public notice that the proposed budget is open for inspection by the public at the business office; that the Board will consider the adoption of the proposed budget following a public hearing on a certain date; and that any interested elector may inspect the proposed budget and file or register any objections thereto at any time prior to its final adoption.
- 8.4. Adoption of Budget. On the day set for consideration of such proposed budget (on or before December 15), the Board shall hold a public hearing to receive any comments on the proposed budget and shall review the proposed budget and revise, alter, increase, or decrease the items as it deems necessary in view of the needs of the District and the probable income of the District. The Board shall thereafter formally adopt the budget setting forth the expenditures to be made in the ensuing fiscal year. The Board shall provide for sufficient revenues to finance budget expenditures through formal adoption of an appropriation of funds to meet budget expectations.
- 8.5. Appropriation Resolution. At a meeting held no later than December 15 each year (to meet the deadline to certify the mill levy), the Board shall enact a resolution making appropriations for the ensuing fiscal year. The amounts appropriated shall not exceed the amounts established in the adopted budget (including any appropriated reserves).
- 8.6. Levy and Collection of Taxes. On or before December 15th of each year the Board shall pass a resolution setting the mill levy for the District and shall certify to the Board of County Commissioners of the County or Counties in which the District is located the mill levy established for the ensuing fiscal year.



Wellington Fire Protection District Bylaws

- 8.7. Filing of Budget. Within 30 days of adoption of the budget, the Board shall cause a certified copy of such budget to be filed with the Division of Local Government in the Department of Local Affairs.
- 8.8. Contracts. No Contract to Exceed Appropriation; Contract Authorization.
- 8.8.1. The Board shall have no authority to enter into any contract, or otherwise bind or obligate the District to any liability for payment of money for any purposes in excess of the amount of such appropriation for that fiscal year, either as to individual line item or the budget as a whole. Any contract, verbal or written, contrary to the terms of this sub-section shall be void ab initio, and no District funds shall be expended in payment of such contracts, except as provided in the following sub-section.
- 8.8.2. The Board shall approve all contractual obligations of the District. However, the Board may delegate general purchasing authority for routine supplies and expenditures to the Fire Chief through written policy.
- 8.9. Contingencies. In cases of emergency caused by a natural disaster or some contingency which could not reasonably have been foreseen at the time of the adoption of the budget, the Board may authorize the expenditure of funds in excess of the budget by resolution duly adopted by a two-thirds vote of the entire membership of the Board, as provided by state statute.
- 8.10. Annual Audit. The Board shall cause an annual audit to be made of all financial affairs of the District through December 31st of the prior fiscal year. A copy of the audit report shall be maintained in the District office as a public record for public inspection at all reasonable times. The Treasurer shall forward a copy of the audit report to the State Auditor pursuant to statutory requirements, within thirty days following receipt of the audit.
- 8.11. Checks. All checks issued on behalf of the District shall be specifically approved by the Board and signed by two authorized signors.
9. **DISTRICT SEAL.** The seal of the District shall be a circle containing the name of the District and shall be used on all documents and in such manner as seals generally are used by public and private corporations. The Secretary shall have or delegate custody of the seal and shall be responsible for its safe keeping and care.
10. **CONFLICT OF INTEREST.**
- 10.1. Disclosure of Conflict of Interest. A potential conflict of interest of any Director shall be disclosed in accordance with State law, particularly Article 18 of Title 24, C.R.S., and Sections 32-1-902(3) and 18-8-308, C.R.S. Any Director who is present at a meeting at which is discussed any

matter in which that Director has, directly or indirectly, a private pecuniary or property interest shall disclose such interest to the Board. Unless such Director has given prior advance written notice to the Colorado Secretary of State and to the Board, in accordance with all statutory requirements, such Director shall refrain from advocating for or against the matter and shall disqualify himself/herself from voting on such matter. The Board may adopt a separate policy specifically regarding ethical standards and practices.

10.2. Compensation. If the Board consents to and budgets for board compensation, each Director shall receive the maximum compensation authorized by statute. No compensation shall be paid for any meeting at which that director was absent regardless of whether such absence was excused. Directors shall not receive any other compensation as an employee of the District but may be reimbursed for actual expenses incurred as part of their official duties, as provided by state statute.

10.3. Disclosure of Gifts, Property, etc. Any director receiving any money, loan, gift, or property based on their service as a director shall report such money, loan, gift, or property to the Board and as otherwise may be required by law. Directors are permitted to accept gifts of nominal value at a threshold set by the State of Colorado (as of the adoption of these Bylaws, this amount is \$65).

11. INDEMNIFICATION OF DIRECTORS AND EMPLOYEES. To the extent provided by law, the District shall defend, hold harmless and indemnify any Director, officer, agent, volunteer, or employee, whether elective or appointive, against any tort or liability, claim or demand, whether groundless or otherwise, arising out of any alleged act or omission occurring during the performance of duty. The District may compromise and settle any such claim or suit and/or pay the amount of any settlement or judgment rendered thereon. The provisions of this Section 11 shall be subject to the provisions of the Colorado Governmental Immunity Act, Sec. 24-10-101, et seq., C.R.S., the Colorado constitution, and any other applicable law. Nothing herein is to be construed as a waiver of any immunity or defense provided by law.

11.1. For the purposes of this Section 11 only, the following definitions shall apply:

11.1.1. "Employee". The term "employee" means a director, officer, employee, or servant (hereinafter collectively referred to as "employee") of the District, whether or not compensated, elected or appointed. The term "employee" specifically excludes any person or organization contracting to perform services or acting for the District as an independent contractor.

11.1.2. "Performance of Duty". The term "performance of duty" shall be interpreted as broadly as possible to include any situation in which a District employee could conceivably be deemed to be acting within the scope of employment. It shall specifically extend to all employees who are providing service on a voluntary basis or otherwise to any private,



Wellington Fire Protection District Bylaws

corporate, or governmental party other than the District, when doing so with the appropriate consent and authorization from the District. The term "Performance of duty" shall not include any act or omission constituting deliberate and intentional tortious or criminal conduct or malfeasance in office, willful or wanton neglect of duty, or conduct which is otherwise determined to be outside the scope of duty.

12. BIDDING AND CONTRACTING PROCEDURES. Except in cases in which the District will receive aid from a government agency, or when the Board determines to utilize integrated project delivery contract as provided below, a notice shall be published for bids on all construction contracts for work or material, or both, involving an expense of \$60,000.00 or more. The District may reject all bids. If it appears that the District can perform the work or secure material for less than the lowest bid, it may proceed to do so. If possible, at least three quotes shall be obtained for construction contracts for work or material, or both, involving an expense less than \$60,000.00. The purchase of professional services, fire equipment, apparatus, and vehicles are not subject to these bidding procedures provided, however, that the Board may adopt specific policies with respect to the purchase of such equipment, apparatus, and vehicles.

12.1. A Notice or Invitation to bid shall be published in a newspaper of general circulation within the District boundaries pursuant to state statute. The Notice will request sealed proposals for the specific project. The specifics of the contract will be stated; where and when the plans and specifications may be examined; and the time and place the sealed proposals will be opened and publicly read.

12.2. The Board always retains the right, in its sole discretion, to reject any or all proposals; determine the proposal and subcontractors that will serve the best interests of the District; and determine the proposal and subcontractors which are most responsible to perform the work.

12.3. The Board may determine that bids must be accompanied by an acceptable bidder's bond, or a certified check payable to the District, in an amount equal to 5% of the bid. If within the time designated in the Notice of Award, the Contract is not executed, and, if required, Payment and Performance Bonds and Certificates of Insurance are not provided, the District shall keep the bid bond as liquidated damages and assess such other damages as the District may determine.

12.4. Payment and Performance Bonds are required for all construction contracts over \$50,000.00; and shall be discretionary with the Board for contracts which are under that amount.

12.5. As an alternative to hiring an architect or engineer to design a project, if the Board determines by resolution that an integrated project delivery ("IPD") contract would represent a timely or cost-effective alternative for a public project, the Board may:

12.5.1. Pre-qualify contracting entities by publishing a notice of a "request for qualifications" (RFQ) that may include: a description of project; general budget considerations; specific criteria; evidence of competency/experience and capabilities, evidence of all required registrations/credentials to provide the services; and the criteria for prequalification. If an RFQ is published, then the Board must select and prepare a short list of entities that it considers to be most qualified.

12.5.2. A request for proposals (RFP) shall then be sent to those on the short list, or, if no RFQ has been done, then the RFP shall be published/advertised. The RFP may contain: procedures to be followed for submitting proposals; criteria for evaluation of proposals; procedures for making the award; required performance standards; description of the drawings, specs, or other submittals to be provided; relevant budget considerations; proposed schedule; and the stipend, if any, that will be paid to those on the short list who are not selected if an RFQ is utilized.

12.5.3. Prequalification is not required, but if an RFQ is published, then the Board must select and prepare a short list of entities that it considers to be most qualified. The Board may then issue the RFP to only those prequalified entities and select the proposal that is in the best interests of the District.

12.5.4. Other than the public bid requirement (which the IPD replaces if utilized), all other construction laws are applicable to a district construction project (e.g., performance bonds, notice of final settlement, etc.).

12.6. In either process, five percent (5%) of all pay estimates shall be withheld during the construction in accordance with applicable law.

13. POWERS OF THE BOARD OF DIRECTORS. Without restricting the general powers conferred by law, it is hereby expressly declared that the Board shall have the following power and duties:

13.1. To determine and designate, except as otherwise provided by law or these bylaws, who shall be authorized to make purchases, negotiate for the purchase of real estate, negotiate leases, and sign receipts, endorsements, checks, releases, and other documents.

13.2. To create standing or special committees and to delegate such power and authority thereto as the Board deems necessary and proper for the performance of such committee's functions and obligations, consistent with statutory powers.

14. MODIFICATION OF BYLAWS. These bylaws may be altered, amended, or repealed at any regular meeting or at any special meeting of the Board called for that purpose after an initial presentation of the proposal at a prior regular meeting of the Board.

Station 16
8130 3rd Street
Wellington, CO 80549



Station 17
108 E County Road 66
Fort Collins, CO 80524

Wellington Fire Protection District Bylaws

15. **SEVERABILITY.** If any provision of these Bylaws or the application thereof is held invalid, such invalidity shall not affect the provisions or applications of these Bylaws which can be given effect without the invalid provision or application. To this end, the provisions of these Bylaws are deemed severable.

ADOPTED this _____ day of _____, 2022 by the Board of Directors of the Wellington Fire Protection District.

WELLINGTON FIRE PROTECTION DISTRICT

President

ATTEST:

Secretary

Revised 4.12.2023



March 9, 2023

Wellington Fire Protection District
PO Box 804
Wellington, CO, 80549

RE: Wellington Official Zoning Map Updates

Dear Property Owner;

The Town of Wellington is in the process of updating its official zoning map of the town. Following recent updates to the Town's Comprehensive Plan and Land Use Code, the Town's Zoning Map will also be updated for consistency. Changes to the Land Use Code included removing a zone district previously identified as "TR – Transitional District." Yours and other properties previously zoned "TR – Transitional" are now in need of a new zoning district designation.

The Larimer County Assessor's Office records indicate you are the owner of the below described property. Also below is your property's existing zoning designation and the new zone district designation recommended for your property:

Property Location:	8130 3rd Street
Existing Zoning:	TR - Transitional
Proposed Zoning:	C-2 - Downtown Core Commercial

The Town Planning Commission has considered the Draft Zoning Map and forwarded recommendations to the Town Board of Trustees. The Planning Commission's recommended Draft Zoning Map is available for review on the Town's website at:
<https://www.wellingtoncolorado.gov/535/Planning>.

Additional information about the C-2 - Downtown Core Commercial Zone District and the Town's Land Use Code is available on the Town's website at
<http://www.wellingtoncolorado.gov/497/Land-Use-Code>. Zone Districts are described in Article 3 and allowed uses are identified in Article 4.

Planning Department staff is available to answer questions or discuss your specific property needs. You may contact Town Planning Staff at the below information:

Cody Bird
Planning Director
970-568-3381

Paul Whalen
Senior Planner
970-568-3554

Patty Lundy
Planning Analyst
970-568-3554

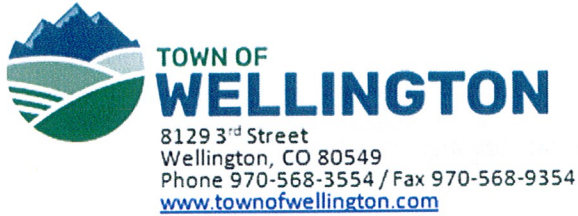
Notice of Public Hearing	
<u>Board of Trustees</u>	
Date:	Tuesday March 28, 2023
Time:	6:30 p.m.
Place:	Wilson Leeper Center 3800 Wilson Ave. Wellington, CO 80549
Public Hearing:	Update Official Zoning Map of the Town
Applicant:	Town of Wellington

A Public Hearing to consider updates to the Official Zoning Map is scheduled before the Board of Trustees. This letter is formal notice of the Public Hearing and notice of your opportunity to attend and offer comments regarding updates to the Zoning Map. Any person may appear at such hearing and present testimony. If you are unable to attend the public hearing, you may also submit written comments to:

Town of Wellington
PO Box 127
Wellington, CO 80549

Sincerely,

Cody Bird
Planning Director



March 9, 2023

Wellington Fire Protection District
PO Box 804
Wellington, CO, 80549-0272

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The Larimer County Assessor's Office records indicate you are the owner of the below described property. Also below is your property's existing zoning designation and the new zone district designation recommended for your property:

Property Location:	3810 McKinley Avenue
Existing Zoning:	TR - Transitional
Proposed Zoning:	C-2 - Downtown Core Commercial

The Town Planning Commission has considered the Draft Zoning Map and forwarded recommendations to the Town Board of Trustees. The Planning Commission's recommended Draft Zoning Map is available for review on the Town's website at:
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Town of Wellington
PO Box 127
Wellington, CO 80549

Sincerely,

Cody Bird
Planning Director