

Station 16  
8130 3<sup>rd</sup> Street  
Wellington, CO 80549



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

## **Wellington Fire Protection District REGULAR BOARD MEETING AGENDA**

The **Regular Board Meeting** of the Wellington Fire Protection District will be called to order directly following the Pension Board meeting starting at at **5:00 pm** on **September 18th, 2024**. The meeting will be held at **Station 16** located at 8130 3<sup>rd</sup> 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**

### **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.

### **Employee Recognition**

### **Guests or Presentations**

### **Consent Agenda**

- Regular Board Meeting Minutes for August 21st 2024

### **Chief's Report**

### **Employee Report**

### **Committee Reports**

### **District Business**

- 1. Monthly Financial Report**
- 2. 2025 Budget Discussion**
- 3. Strategic Plan/Vision/Goals**
- 4. Communication with citizens/PR**

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8130 3<sup>rd</sup> Street  
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## Wellington Fire Protection District

5. Asking voters forgiveness of over collected taxes on ballot
6. Payroll increase policy
7. Detailed minutes
8. Sale of Owl Canyon training property
9. Construction of training facility at Station 17

Other

Calendar Items:

Next Board Meeting –Regular Board Meeting – October 16th, Station 16 @ 5:00 PM

Adjournment:

## Wellington Fire Protection District Zoom Meeting information

Join Zoom Meeting

<https://us02web.zoom.us/j/7848079463>

Meeting ID: 784 807 9463

+ 17209289299,,7848079463# US (Denver)



## Wellington Fire Protection District REGULAR BOARD MEETING MINUTES

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at **5:00 pm** on **August 21st, 2024**. The meeting was held at **Station 16** located at 8130 3<sup>rd</sup> St, Wellington, CO 80549.

### Pledge of Allegiance

**Roll Call - Bollinger, Gaiter, Hunter (5:07PM), Lopez, Standing**

### Additions/Deletions to the Agenda

### Conflicts of Interest

### Correspondence

### 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.

**Employee Recognition** - Interim Chief Cropp recognized for his efforts as Chief

### Guests or Presentations

**Consent Agenda** - M/S Gaiter/Standing - Accept July minutes - Voice votes unanimous.

- Regular Board Meeting Minutes for July 17th, 2024

### Chief's Report

### Employee Report

### Committee Reports

### District Business

- 1. Monthly Financial Report**
- 2. New Engine Financing options** - M/S Lopez/Standing - Accept 7 Year plan - Voice votes unanimous
- 3. Sample Salaries at 70% of Budget** - No Action
- 4. New engine purchase agreement** M/S Hunter/Gaiter - Voice votes unanimous



## Wellington Fire Protection District

5. Fire Marshal Contract - M/S Gaiter/Lopez - Table - Voice votes unanimous.
6. New Fee Schedule - M/S Gaiter/Lopez - Table - Voice votes unanimous.
7. Open house for Chief - No action
8. Open House for new engine in Jan - No action
9. Community Communications - No action
10. Committee to research Tax Initiative - No action
11. Command Vehicle Proposal - M/S Standing/Bollinger - Bollinger, Hunter, Lopez, Standing yea. Gaiter nay.
12. 10. Move to enter an executive session pursuant to Sec. 24-6-402(4)(e)(I), C.R.S., for purposes of discussing matters that may be subject to negotiations and instructing negotiators regarding potential reimbursements to the Chief. - No executive session. - M/S Standing/Bollinger - Reimburse Chief beyond the contract for his actual incurred expenses. - Voice votes unanimous.

### Other

### Calendar Items

Next Board Meeting –Regular Board Meeting – September 18th, Station 16 @ 5:00 PM

Adjournment: M/S 1900 Gaiter/Lopez - Voice votes unanimous.

## Wellington Fire Protection District Zoom Meeting information

### Join Zoom Meeting

<https://us02web.zoom.us/j/7848079463>

Meeting ID: 784 807 9463

+ 17209289299,,7848079463# US (Denver)

**WELLINGTON FIRE PROTECTION DISTRICT  
ACCOUNTANT'S REPORT  
August 31, 2024**

DESCRIPTION	AMOUNT
August 31, 2024	Operating and Admin Expenditures
August 31, 2024	Personnel Costs
	<b>TOTAL EXPENDITURES - CURRENT MONTH</b>
	\$ 31,259
	162,619
	<u>\$ 193,878</u>

**CURRENT MONTHS REVENUES**

Tax Revenue	\$ 84,053
Interest Income	15,169
Other Income	1,601
<b>TOTAL RECEIPTS - CURRENT MONTH</b>	<u>\$ 100,823</u>

**CASH BALANCE PER FINANCIAL STATEMENTS**

	Balance per reconciliation
COLOTRUST - Non Impact Fee accounts	<u>\$ 3,015,504</u>
Points West Bank	176,871
Total Cash per reconciliation	<u>\$ 3,192,375</u>
August 31, 2024	
Less uncleared disbursements for current month	(31,259)
Add: Cash at County Treasurer	84,053
<b>Net Cash Available</b>	<u>\$ 3,245,169</u>

**UNAUDITED**  
**WELLINGTON FIRE PROTECTION DISTRICT**  
**REVENUE & EXPENDITURE STATEMENT**  
**ACTUAL & BUDGET FOR PERIOD ENDING ON August 31, 2024**  
**COMBINED FUNDS**

	August ACTUAL	YTD ACTUAL	2024 BUDGET	% OF BUDGET USED	BUDGET REMAINING
<b>REVENUE</b>					
4010 Larimer County Tax	\$ 62,596	\$ 4,179,983	\$ 3,806,885	109.80%	\$ (373,098)
4013 Tax Rebate Payment	-	-	(14,399)	0.00%	(14,399)
4012 Specific Ownership Tax	21,457	157,802	215,000	73.40%	57,198
4014 Wildland Firefighting	-	-	60,000	0.00%	60,000
4016 Service Fees	-	780	30,000	2.60%	29,220
4017 Miscellaneous	100	5,626	5,000	112.52%	(626)
4018 Donations and events	-	2,413	25,000	9.65%	22,587
4020 Interest income	15,169	75,180	7,000	1074.00%	(68,180)
4015 Impact Fees	1,501	8,228	40,000	20.57%	31,772
Proceeds from issuance of debt	-	-	250,000	0.00%	250,000
<b>TOTAL REVENUE</b>	<b>100,823</b>	<b>4,430,012</b>	<b>4,424,486</b>	<b>100.12%</b>	<b>(5,526)</b>
<b>PERSONNEL COSTS</b>					
5010 Salaries and Wages	112,236	974,477	1,759,958	55.37%	785,481
5020 Wildland Salaries	-	-	45,000	0.00%	45,000
5025 District Board Compensation	500	4,700	9,000	52.22%	4,300
5030 Overtime	17,626	122,340	159,000	76.94%	36,660
5110 Employer Taxes	2,187	25,813	57,839	44.63%	32,026
5120 Workers Compensation	6,108	55,923	74,000	75.57%	18,077
5210 Health, Dental & Vision Insurance	9,463	142,399	156,340	91.08%	13,941
5230 FPPA	14,499	106,080	263,135	40.31%	157,055
5270 Employee Appreciation	-	576	2,650	21.74%	2,074
<b>TOTAL PERSONNEL COSTS.</b>	<b>162,619</b>	<b>1,432,308</b>	<b>2,526,922</b>	<b>56.68%</b>	<b>1,094,614</b>
<b>OPERATING AND ADMIN EXPENDITURES</b>					
6010 Utilities	3,009	28,925	53,000	54.58%	24,075
6020 Station Supplies	1,196	3,996	5,000	79.92%	1,004
6030 Building Repairs & Maintenance	96	13,039	20,000	65.20%	6,961
6110 Equipment and Supplies	1,098	35,268	85,225	41.38%	49,957
6120 Fuel Expenses	2,781	12,621	28,000	45.08%	15,379
6140 Repairs and Maintenance - Equipment	11,899	44,170	80,000	55.21%	35,830
6210 IT services and supplies	1,178	28,615	27,500	104.05%	(1,115)
6220 Radio Maintenance	-	-	2,500	0.00%	2,500
6230 Dispatch	-	9,821	14,500	67.73%	4,679
6310 Health & Safety	1,350	17,396	28,500	61.04%	11,104
6320 Wildland Travel Expenses	-	-	15,000	0.00%	15,000
6330 Training & Seminars	415	4,658	57,000	8.17%	52,342
7010 Office Expenses	771	3,677	2,000	183.85%	(1,677)
7020 Accounting/Finance	3,125	44,850	60,000	74.75%	15,150
7025 Legal Expenses	118	2,364	10,000	23.64%	7,636
7030 Professional Fees	2,060	74,709	104,525	71.47%	29,816
7050 Fees/Dues/Subscriptions	122	5,310	9,500	55.89%	4,190
7060 Payroll Processing Fees	789	8,712	8,500	102.49%	(212)
7070 County Treasurer Fees	1,252	83,549	74,338	112.39%	(9,211)
7080 Bank Service Charge	-	251	300	83.58%	49
7100 Insurance	-	32,682	44,300	73.77%	11,618
7110 District Board Expenses	-	1,364	5,000	27.28%	3,636
6336 Contingencies	-	-	80,000	0.00%	80,000
8003 Volunteer Pension Contribution	-	-	105,876	0.00%	105,876
6401 Public Education	-	-	1,000	0.00%	1,000
6402 Supplies-Enforcement/Investigate	-	-	3,000	0.00%	3,000
7942 Capital Outlay	-	26,200	40,000	65.50%	13,800
9015 Debt Service / Lease Payments	-	155,799	415,799	37.47%	260,000
<b>TOTAL OPERATING AND ADMIN EXPENDI</b>	<b>31,259</b>	<b>637,976</b>	<b>1,380,363</b>	<b>46.22%</b>	<b>742,387</b>
<b>TOTAL EXPENDITURES</b>	<b>193,878</b>	<b>2,070,284</b>	<b>3,907,285</b>	<b>52.99%</b>	<b>1,837,001</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER (UNDER) EXPENDITURE</b>	<b>\$ (93,055)</b>	<b>\$ 2,359,728</b>	<b>\$ 517,202</b>		<b>\$ 1,842,526</b>

Not audited, reviewed or compiled. No assurances provided. All Disclosures are omitted.

# Wellington Fire Protection District

## Monthly Disbursements

### As of August 31, 2024

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
<b>CASH-IMPACT FEES</b>									174,481.69
<b>100 · Colotrust - Impact Fees</b>									174,481.69
Total 100 · Colotrust - Impact Fees									174,481.69
Total CASH-IMPACT FEES									174,481.69
<b>CASH - GENERAL FUND</b>									3,453,098.86
<b>101 · Colotrust Plus</b>									3,145,849.30
Transfer	08/07/2024			Funds Tran...	X	103 · Operat...		80,000.00	3,065,849.30
Deposit	08/09/2024			Deposit	X	110 · Cash ...	110,303.49		3,176,152.79
Deposit	08/09/2024			Deposit	X	4020 · Inter...	14,350.72		3,190,503.51
Transfer	08/20/2024			Funds Tran...	X	103 · Operat...		75,000.00	3,115,503.51
Transfer	08/30/2024			Funds Tran...	X	103 · Operat...		100,000.00	3,015,503.51
Total 101 · Colotrust Plus							124,654.21	255,000.00	3,015,503.51
<b>102 · Colotrust Prime</b>									208,809.59
Transfer	08/16/2024			Funds Tran...	X	103 · Operat...		50,000.00	158,809.59
Transfer	08/26/2024			Funds Tran...	X	103 · Operat...		5,000.00	153,809.59
Deposit	08/31/2024			Deposit	X	4020 · Inter...	818.63		154,628.22
Total 102 · Colotrust Prime							818.63	55,000.00	154,628.22
<b>103 · Operating - Points West - 5485</b>									55,202.26
Check	08/01/2024	ACH	Standard Insura...		X	5210 · Healt...		1,128.14	54,074.12
Check	08/05/2024	ACH	Centurylink / Lu...		X	6010 · Utilities		182.15	53,891.97
Check	08/05/2024	ACH	Senergy Petrole...	Invoice: SE...	X	6120 · Fuel ...		516.71	53,375.26
Deposit	08/06/2024			Deposit	X	4017 · MISC...	100.00		53,475.26
Transfer	08/07/2024			Funds Tran...	X	101 · Colotr...	80,000.00		133,475.26
General Journal	08/09/2024	2022...			X	5010 · Salar...		48,772.27	84,702.99
General Journal	08/09/2024	2022...			X	5010 · Salar...		9,119.83	75,583.16
General Journal	08/09/2024	2022...			X	5010 · Salar...		3,055.41	72,527.75
General Journal	08/09/2024	2022...			X	5010 · Salar...		908.99	71,618.76
Check	08/13/2024	ACH	Senergy Petrole...		X	6120 · Fuel ...		771.39	70,847.37
Check	08/13/2024	ACH	Pinnacol Assura...	Invoice #21...	X	5120 · Work...		6,108.00	64,739.37
Check	08/14/2024	ACH	Senergy Petrole...	Invoice: SE...	X	6120 · Fuel ...		859.98	63,879.39
Check	08/14/2024		Vectra Bank		X	2201 · Vectr...		12,819.11	51,060.28
Check	08/15/2024	ACH	Northern Color...	Acct #408.10	X	6010 · Utilities		39.00	51,021.28
Check	08/15/2024	ACH	Northern Color...	Acct # 409....	X	6010 · Utilities		39.00	50,982.28
Check	08/15/2024	ACH	Poudre Valley R...		X	6010 · Utilities		289.59	50,692.69
Check	08/15/2024	ACH	Rocky Mountain ...		X	5210 · Healt...		485.76	50,206.93
Check	08/15/2024	ACH	Fire And Police ...		X	2140 · FPP...		12,423.69	37,783.24
Transfer	08/16/2024			Funds Tran...	X	102 · Colotr...	50,000.00		87,783.24
Check	08/19/2024	ACH	AFLAC		X	2100 · Payr...		353.44	87,429.80
Bill Pmt -Check	08/20/2024	7171	O'Reilly Auto		X	2000 · ACC...		130.66	87,299.14
Bill Pmt -Check	08/20/2024	7173	Bomgaars		X	2000 · ACC...		368.78	86,930.36
Bill Pmt -Check	08/20/2024	7174	Bound Tree Med...		X	2000 · ACC...		95.59	86,834.77
Bill Pmt -Check	08/20/2024	7175	Boxelder Basin ...		X	2000 · ACC...		16.50	86,818.27
Bill Pmt -Check	08/20/2024	7176	Colorado Divisio...		X	2000 · ACC...		440.00	86,378.27
Bill Pmt -Check	08/20/2024	7177	Concentra/Gene...		X	2000 · ACC...		204.00	86,174.27
Bill Pmt -Check	08/20/2024	7178	First Responder ...		X	2000 · ACC...		1,350.00	84,824.27
Bill Pmt -Check	08/20/2024	7179	Grants Heating a...		X	2000 · ACC...		3,909.00	80,915.27
Bill Pmt -Check	08/20/2024	7180	Green & Associa...		X	2000 · ACC...		2,912.50	78,002.77
Bill Pmt -Check	08/20/2024	7181	Haynie & Compa...		X	2000 · ACC...		4,000.00	74,002.77

1:32 PM

09/11/24

Accrual Basis

## Wellington Fire Protection District Monthly Disbursements As of August 31, 2024

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
Bill Pmt -Check	08/20/2024	7182	ICC-		X	2000 · ACC...		7,458.91	66,543.86
Bill Pmt -Check	08/20/2024	7183	Life Assist		X	2000 · ACC...		278.62	66,265.24
Bill Pmt -Check	08/20/2024	7184	Portable Restroo...		X	2000 · ACC...		96.00	66,169.24
Bill Pmt -Check	08/20/2024	7185	Standard Insura...		X	2000 · ACC...		2,127.76	64,041.48
Bill Pmt -Check	08/20/2024	7186	Todd Germain	VOID:	X	2000 · ACC...	0.00		64,041.48
Bill Pmt -Check	08/20/2024	7187	Toshiba		X	2000 · ACC...		192.54	63,848.94
Bill Pmt -Check	08/20/2024	7188	Vertical Bridge T...		X	2000 · ACC...		567.65	63,281.29
Bill Pmt -Check	08/20/2024	7189	Todd Germain		X	2000 · ACC...		17,206.97	46,074.32
Bill Pmt -Check	08/20/2024	7190	Wellington Profe...		X	2000 · ACC...		332.32	45,742.00
Check	08/20/2024	ACH	Republic Services	Invoice #06...	X	6010 · Utilities		226.63	45,515.37
Check	08/20/2024	ACH	Paylocity		X	7060 · Payr...		788.52	44,726.85
Transfer	08/20/2024			Funds Tran...	X	101 · Colotr...	75,000.00		119,726.85
Check	08/22/2024	ACH	Northern Colora...	Acct#173.01	X	6010 · Utilities		67.21	119,659.64
General Journal	08/23/2024	2022...			X	5010 · Salar...		45,567.79	74,091.85
General Journal	08/23/2024	2022...			X	5010 · Salar...		7,919.36	66,172.49
Check	08/26/2024	ACH	Black Hills Energy		X	6010 · Utilities		181.35	65,991.14
Check	08/26/2024	ACH	Rocky Mountain ...	Invoice# 10...	X	5210 · Healt...		211.75	65,779.39
Transfer	08/26/2024			Funds Tran...	X	102 · Colotr...	5,000.00		70,779.39
Check	08/27/2024	ACH	Town of Wellingt...	Acct #1628...	X	6010 · Utilities		311.47	70,467.92
Check	08/27/2024	ACH	Anthem Blue Cr...		X	5210 · Healt...		10,123.49	60,344.43
Check	08/28/2024	ACH	Xcel Energy	Invoice: 88...	X	6010 · Utilities		1,066.80	59,277.63
Bill Pmt -Check	08/30/2024	7191	Todd Germain	VOID:	X	2000 · ACC...	0.00		59,277.63
Transfer	08/30/2024			Funds Tran...	X	101 · Colotr...	100,000.00		159,277.63
Total 103 · Operating - Points West - 5485							310,100.00	206,024.63	159,277.63
<b>108.000 · Operating - 1st National Bank</b>									43,237.71
Total 108.000 · Operating - 1st National Bank									43,237.71
Total CASH - GENERAL FUND							435,572.84	516,024.63	3,372,647.07
<b>TOTAL</b>							<b>435,572.84</b>	<b>516,024.63</b>	<b>3,547,128.76</b>