

CERTIFIED RECORD

OF

PROCEEDINGS RELATING TO

**EVANS FIRE PROTECTION DISTRICT**  
WELD COUNTY, COLORADO

THE HEARING ON THE SUPPLEMENTAL BUDGET  
REGARDING THE APPROPRIATION OF MONEYS TO AND THE EXPENDITURE OF  
MONEYS FROM THE GENERAL FUND AND TRANSFER OF MONEYS FROM THE  
GENERAL FUND TO THE CAPITAL REPLACEMENT FUND;  
FOR FISCAL YEAR

2016

STATE OF COLORADO )  
 ) ss.  
COUNTY OF WELD )

The Board of Directors ("**Board**") of the Evans Fire Protection District ("**District**"), Weld County, Colorado, held a regular meeting and public hearing at the Evans Community Complex, City Council Chambers, 1100 37th Street, Evans, Colorado 80620, on Monday, August 22, 2016, at the hour of 7:00 p.m. concerning a proposed Supplemental 2016 Budget.

The following members of the Board of Directors were present:

President: Mary Achziger  
Vice President: David James  
Treasurer: Tricia Watson  
Secretary: Steve Bernardo  
Director: Marty Schanwolf

Also present was District legal counsel, Emily Powell.

President Achziger reported that, prior to the meeting and public hearing, each Director was notified of the date, time, and place of the meeting and the purpose for which it was called. She further reported that a Notice of the public hearing on the proposed Supplemental 2016 Budget was published in the Greeley Tribune on Friday, August 19, 2016. Notice of the public hearing also was duly posted. Thereupon, Director \_\_\_\_\_ introduced and moved for the adoption of the following Resolution:

**RESOLUTION 2016-03**

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET REGARDING (1) THE APPROPRIATION OF MONEYS TO AND THE EXPENDITURE OF MONEYS FROM THE GENERAL FUND; AND (2) TRANSFER OF MONEYS FROM THE GENERAL FUND TO THE CAPITAL REPLACEMENT FUND; FOR THE EVANS FIRE PROTECTION DISTRICT, WELD COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2016 AND ENDING ON THE LAST DAY OF DECEMBER 2016.

WHEREAS, the Board, after complying with notice and other statutory requirements, duly adopted a budget for fiscal year 2016;

WHEREAS, after adopting the 2016 budget and making appropriations thereunder, the Board deemed it necessary to renovate Station 2, requiring the appropriation and transfer of additional moneys, totaling \$100,000, from the General Fund excess fund balance to the Capital Replacement Fund;

WHEREAS, after adopting the 2016 budget and making appropriations thereunder, the District received a Colorado Division of Fire Prevention & Control Firefighter Safety Grant in the amount of \$53,019 for the purpose of purchasing SCBA.

WHEREAS, after adopting the 2016 budget and making appropriations thereunder, the District received a Colorado Department of Local Affairs Energy Impact Assistance Fund Grant in the amount of \$79,901 for the purpose of purchasing a multi-use apparatus.

WHEREAS, the District Board authorized its administrative staff to prepare and submit a proposed Supplemental 2016 Budget reflecting the additional moneys appropriated to and the additional expenditures made from the General Fund, as set forth above;

WHEREAS, a proposed Supplemental 2016 Budget has been submitted to the District Board for its consideration. A copy of the Supplemental 2016 Budget is attached to this Record of Proceedings;

WHEREAS, due and proper notice, published and posted in accordance with the law, advised the public that (1) the proposed Supplemental 2016 Budget was available for inspection by the public at a designated public office; (2) a public hearing would be held on Monday, August 22, 2016; and (3) interested electors could comment on or file or register objections to the proposed Supplemental 2016 Budget any time before the public hearing; and

WHEREAS, a public hearing was held on Monday, August 22, 2016, and interested electors were given the opportunity to comment on, or file or register any objections to, the attached proposed Supplemental 2016 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE EVANS FIRE PROTECTION DISTRICT, WELD COUNTY, COLORADO:

Section 1. **Station 2 Renovation**

- a. Transfer and Appropriation of Moneys to the Capital Fund. The District Board hereby authorizes and approves the transfer in 2016 of \$100,000 from the General Fund to the Capital Fund; and the District Board hereby authorizes and approves the appropriation in 2016 of \$100,000 in the Capital Fund; and,
- b. Expenditure of Moneys from the General Fund. The Board hereby authorizes and approves the expenditure in 2016 of \$100,000 for design and construction for Station 2 renovation.

Section 2. **SCBA Purchase**

- a. Appropriation of Moneys to the Capital Fund. The District Board hereby authorizes and approves the appropriation in 2016 of \$53,019 to the Capital Fund from a Colorado Division of Fire Prevention & Control Firefighter Safety Grant to purchase SCBA.

Section 3. **Multi-Use Apparatus Purchase**

- a. Appropriation of Moneys to the Capital Fund. The District Board hereby authorizes and approves the appropriation in 2016 of \$79,901 to the Capital Fund from a Colorado Department of Local Affairs Energy Impact Assistance Fund Grant to purchase a multi-use apparatus.

Section 4. **Purposes of Supplemental 2016 Budget Could Not Have Been Reasonably Foreseen.** At the time the Board adopted the 2016 Budget in the fall of 2015, it could not have reasonably foreseen the expenses set forth in Sections 1, 2, and 3 above.

Section 5. **Adoption of Supplemental Budget for 2016.** The Board hereby adopts the Supplemental 2016 Budget in the form attached to this Record of Proceedings.

The foregoing Resolution was seconded by Director\_\_\_\_\_.

ADOPTED AND APPROVED this 22<sup>nd</sup> day of August, 2016.

\_\_\_\_\_  
Mary Achziger, President

ATTEST:

\_\_\_\_\_  
David James, Vice-President

STATE OF COLORADO                    )  
  ) ss.  
COUNTY OF WELD                     )

I, Steve Bernardo, Secretary of the Evans Fire Protection District, Weld County, Colorado, do hereby certify that the foregoing pages numbered 1 through 4, inclusive, constitute a true and accurate copy of the record of proceedings of the District Board, adopted at a regular meeting of the Board at the Evans Community Complex, City Council Chambers, 1100 37th Street, Evans, Colorado 80620, on Monday, the 22<sup>nd</sup> day of August, 2016, at the hour of 7:00 p.m., as recorded in the official record of proceedings, insofar as said proceedings relate to the Supplemental 2016 Budget; that said proceedings were duly had and taken; that the meeting was duly held; and that the persons were present at the meeting as therein shown.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 22<sup>nd</sup> day of August, 2016.

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David James, Vice-President

**Evans Fire Protection District  
General Fund Long Range Financial Plan**

	<b>2016 Budget</b>	<b>2016 Budget Revision</b>
Beginning Fund Balance	803,809	803,809
<b><u>Revenues:</u></b>		
General Property Tax	1,832,038	1,832,038
Specific Ownership Tax	106,405	106,405
City of Evans IGA	474,137	474,137
LaSalle IGA	6,000	6,000
Grants	80,000	132,920
Miscellaneous	-	-
<b>Total revenues</b>	<b>2,498,580</b>	<b>2,551,500</b>
<b>Total Annual Increase</b>	<b>10%</b>	
<b><u>Expenditures:</u></b>		
Personnel	1,654,693	1,654,693
Supplies & Services	401,967	401,967
Asset Management Plan	35,000	35,000
Contribution to Capital Fund	120,929	273,948
Apparatus Replacement Lease	83,800	83,800
<b>Total Expenditures</b>	<b>2,296,389</b>	<b>2,449,408</b>
<b>Total Annual Increase</b>	<b>-1%</b>	
<b>Excess Revenue Over (under) Expenditures</b>	<b>202,191</b>	<b>102,092</b>
<b>Ending Fund Balance</b>	<b>1,006,000</b>	<b>905,901</b>
CT	-	
<b>Tabor Reserve (3% of revenue) <sup>2</sup></b>		
<b>Operating Reserve - 3 Months</b>	<b>543,865</b>	<b>543,865</b>
<b>Available Funds</b>	<b>462,135</b>	<b>362,036</b>

<sup>1</sup> 2012 - Funding to reach tabor reserve requirements, 2013 - Transfer related to decrease in City's required emergency funding.

<sup>2</sup> Tabor reserve is minimum reserve required until property tax transfer was complete at which

**Evans Fire Protection District  
Capital Replacement Fund Long Range Financial Plan**

	<b>2012 Budget</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2017 Projected</b>	<b>2018 Projected</b>	<b>2019 Projected</b>	<b>2020 Projected</b>
Beginning Fund Balance	-		28,000	265,114	154,768	411,228	303,176	421,744	541,498	247,450
<b>Revenues:</b>										
Transfers In	28,000	28,000	237,114	132,091	106,460	120,929	118,568	119,754	120,951	122,161
Grants	-		-	157,418	-	132,920	-	-	-	-
Budget Revisions			-	-	150,000	100,000	-	-	-	-
<b>New Balance</b>	<b>28,000</b>	<b>28,000</b>	<b>237,114</b>	<b>289,509</b>	<b>256,460</b>	<b>765,077</b>	<b>421,744</b>	<b>541,498</b>	<b>662,450</b>	<b>369,610</b>
<b>Expenditures:</b>										
apparatus	-		-	399,855	-	159,802	-	-	415,000	35,000
utility vehicle						17,800				
SCBA			-	-	-	184,299	-	-	-	-
Building remodel						100,000				
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>399,855</b>	<b>-</b>	<b>461,901</b>	<b>-</b>	<b>-</b>	<b>415,000</b>	<b>35,000</b>
<b>Ending Fund Balance</b>	<b>28,000</b>	<b>28,000</b>	<b>265,114</b>	<b>154,768</b>	<b>411,228</b>	<b>303,176</b>	<b>421,744</b>	<b>541,498</b>	<b>247,450</b>	<b>334,610</b>

