

**The Board of Directors of the
Plateau Valley Fire Protection District**

shall conduct a

Regular Board Meeting @ 6:30 pm

At the Mesa Fire Station, 49084 KE ½ Rd, Mesa Co, 81643

Thursday, October 10, 2024

Agenda

**Pledge of Allegiance
Call to Order**

- 1. Approval of Agenda**
- 2. Approval of Minutes**
- 3. FPPA Financial Report**
- 4. Public Comment**
- 5. 2025 Budget**
- 6. Pay Scale**
- 7. Chief Report**
- 8. Aflac**
- 9. District Handbook with Lexipol Update**
- 10. District Strategic Plan Contract**
- 11. Grand Mesa Metropolitan District Intergovernmental Agreement**
- 12. Appreciation Dinner**
- 13. Board Members Report**
- 14. Adjournment**

Plateau Valley Fire Protection District
Board Workshop
September 25, 2024
@ 12:00 am
49084 KE ½ Rd, Mesa, Co 81643

The meeting was called to order by Brandon Bruton

Time: 12:00 pm

Type of Meeting: Workshop

Directors Present: Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes, Lee Burg.

Personnel: Camile Hisel, Chief Kevin Henderson

Guests: Ethan Harvey, Christina Vander Berg

Approval of Agenda:

Kathy Harris motioned to approve the September 25, 2024 workshop agenda as presented. Ken Anderson seconded the motion. All in favor: Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

District Handbook workshop with the committee:

Worked on homework from Tim Moss with Lexipol.

Meeting with Tim Moss Lexipol:

Went over the handbook homework with Tim Moss from Lexipol.

Adjournment:

Ken Anderson made a motion to adjourn the meeting at 1:51 pm. Tammy Himes seconded the motion. All in favor: None opposed motion passed.

Kathy Harris
Plateau Valley Fire Protection District Secretary

10-23-24
Date

Plateau Valley Fire Protection District
Board Workshop
October 8, 2024
@ 11:30 pm
49084 KE ½ Rd, Mesa, Co 81643

The meeting was called to order by Brandon Bruton

Time: 11:30 pm

Type of Meeting: Workshop

Directors Present: Kathy Harris, Brandon Bruton, Ken Anderson, Lee Burg

Personnel: Camile Hisel, Chief Kevin Henderson

Guests: Ethan Harvey

Approval of Agenda:

Kathy Harris motioned to approve the October 8, 2024 workshop agenda as presented. Ken Anderson seconded the motion. All in favor: Kathy Harris, Brandon Bruton, Ken Anderson; none opposed, motion carried.

District Handbook workshop with the committee:

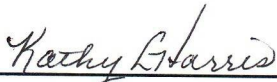
Worked on homework from Tim Moss with Lexipol.

Meeting with Tim Moss Lexipol:

Went over homework with Tim and the committee. The next meeting will be on October 23, 2024, at 11:30 at the Mesa Station.

Adjournment:

Ken Anderson made a motion to adjourn the meeting at 1:51 pm. Lee Burg seconded the motion. All in favor: None opposed motion passed.



Plateau Valley Fire Protection District Secretary

10-23-24

Date

Plateau Valley Fire Protection District
Regular Board Meeting
September 12, 2024
@ 7:11 pm
2004 ELM Ave, Collbran, Co 81624

The meeting was called to order by Brandon Bruton

Time: 7:11 pm

Type of Meeting: Regular

Directors Present: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes

Directors Absent: None

Personnel: Camile Hisel, Shannon L Currier CPA, Chief Kevin Henderson

Guests: Eric Bruton, Joel Currier

Approval of Agenda:

Ken Anderson motioned to approve the September 12, 2024, regular board meeting agenda as presented. Tammy Himes seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

Approval of Minutes:

Lee Burg motioned to approve the August 8th regular board meeting minutes and the August 27th and September 10, 2024 board workshop minutes as presented. Tammy Himes seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

Approval of Appropriations:

Ken Anderson had a few questions about some charges. Lee Burg made a motion to approve the August 2024 Appropriations as presented. Kathy Harris seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

Public Comment:

None

Financial Report:

Shannon L. Currier CPA reviewed the August 2024, Monthly Financials with the board. Kathy Harris motioned to approve the August 2024, Monthly Financial Reports as presented. Tammy Himes seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Tammy Himes, Ken Anderson; none opposed, motion carried.

Accounts Receivable Write-offs:

Ken Anderson motioned to accept the August 31, 2024, Monthly Write-Offs and Insurance Adjustments. Quick Med Claims Write-offs \$0.00 Insurance Adjustments of \$0.00 for a total of \$0.00. EMS|MC Write-offs of \$0.00 and Insurance Adjustments of \$9,239.49 for a total of Write-offs and Adjustments of \$9,239.49. The total Write-Offs and Insurance Adjustments for Quick Med Claims and EMS|MC is \$9,239.49. Brandon Bruton seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

Rental Contract for Thompsons:

Discussion on the rental agreement coming due in October 2024. Taylor Jones asked if the contract could be lengthened to a one-year instead of the 6-month agreement. Lee Burg made a motion to lengthen the rental agreement for Taylor Jones at the Thompson property at 49098 KE ½ Rd, Mesa, Co 81643 to one year starting on October 1, 2024. Tammy Himes seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

Chief Report:

See Chief Henderson's report attached

Town of Collbran Fireworks-Discussion with the board about the Town of Collbran's fireworks show and the Fire Department getting a license to light off fireworks. The District board will not be involved with the Town of Collbran's firework show other than to perform stand-by. They felt the liability is too large for this activity.

CPR Classes-Chief Kevin Henderson discussed the cost of CPR cards and the classes that the Department is putting on for different agencies and individuals in the valley. Ken Anderson made a motion to charge a \$50.00 minimum per CPR card for classes taught by the district. Kathy Harris seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

Tower and Equipment- Chief Kevin Henderson discussed with the board that the towers that are at each station (91,92 and 93) have some sort of equipment from internet providers on them. Elite Broadband and Vero Network are the two companies that currently have equipment. Both of which supply internet to the district at no charge. The district is not using the Vero internet but is using Elite Broadband. Discussion on charging Vero Network for the use of the towers. Discussion on the liability of having their equipment on the towers and using the district electricity.

Kathy Harris made a motion that the district board needs a contract with the two companies that have equipment on the towers at this time and anyone else moving forward. The board would like Dino Ross (lawyer for the district) to review the contracts

and then be brought before the board for approval. Tammy Himes seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

Kathy Harris made a motion to have Chief Kevin Henderson negotiate amicable terms with Vero Networks for the use of towers and the electricity at stations 91,92 and 93. Tammy Himes seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

The board will hold a workshop on Wednesday, September 25, 2024, at 12:00 pm at the Mesa station.

Board Members Reports:

Ken Anderson asked Chief Henderson how the 48/96 shifts were going. Chief Henderson said that everything seemed to be going well so far.

Lee Burg thanked the Himes family for the steaks. The department cooked them for the last training.

Adjournment:

Kathy Harris made a motion to adjourn the meeting at 8:56 pm. Tammy Himes seconded the motion. All in favor: Lee Burg, Kathy Harris, Brandon Bruton, Ken Anderson, Tammy Himes; none opposed, motion carried.

Kathy L Harris
Plateau Valley Fire Protection District Secretary

10-23-24
Date

Chief's report 9/12/24

~~September~~
EMS ~~August~~ 9
Fire ~~August~~ 3
Total 12

EMS YTD 204
Fire YTD 53
Total 257

1. Collbran station backflow preventer was replaced with help from Mike Nichols, Karl, and Cody
2. Taylor Jones is officially on Mesa County protocol
3. Russ took his NREMT Paramedic test on 8/23 and is now certified
4. Karl, Joel, and Taylor did FF2 JPR's on 8/22
5. Dustin Shiflett is on a leave of absence
6. CPR classes
7. Pulsara update
8. Town of Collbran
9. Website
10. Reviews from Emergency Preparedness event future programs
11. Town of Collbran event 8/26
12. Tower equipment liability
13. Grants update DOLA, MCFMLD, State of CO
14. Complaint
15. Fire restrictions
16. BLM Engine
17. Taksbook

PLATEAU VALLEY FIRE PROTECTION DISTRICT

FINANCIAL STATEMENTS

For the Nine Month Periods Ended

September 30, 2024 and September 30, 2023

PLATEAU VALLEY FIRE PROTECTION DISTRICT
BALANCE SHEET - GOVERNMENTAL FUND
For the Nine Month Periods Ended September 30, 2024 and September 30, 2023

	<u>September 30, 2024</u>	<u>September 30, 2023</u>
Assets		
Cash and cash equivalents	1,677,023	1,496,151
Investments	-	-
Accounts receivable (less allowance)	225,050	154,379
Due from other governments	17,934	13,819
Property taxes receivable	4,025	2,071
Other current receivables	(41)	-
Prepaid Expenditures	39,893	32,967
Total assets	<u>\$ 1,963,884</u>	<u>\$ 1,699,387</u>
 Liabilities		
Accounts payable	21,684	6,657
Other current liabilities	21,774	29,587
Tax abatement liability	-	-
Long-term liabilities:		
Compensated absences	37,760	31,102
Total Liabilities	<u>\$ 81,218</u>	<u>\$ 67,346</u>
 Deferred inflows of resources		
Property taxes	4,025	2,071
Total deferred inflows	<u>\$ 4,025</u>	<u>\$ 2,071</u>
 Fund Balance		
Emergency reserve - TABOR	47,100	46,000
Committed for Capital Replacement	800,000	800,000
Unassigned	1,031,541	783,970
Total Fund Balance	<u>\$ 1,878,641</u>	<u>\$ 1,629,970</u>

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them.

PLATEAU VALLEY FIRE PROTECTION DISTRICT
Statements of Revenues, Expenditures and Changes in Fund Balance
For the Nine Month Periods Ended September 30, 2024 and September 30, 2023

	<u>Jan-Sep 24</u>	<u>Jan-Sep 23</u>
Revenues		
40000 Ambulance Fee Revenues	336,094	290,869
40001 Insurance Adjustments	(71,796)	(88,577)
40050 Bad Debt Recovery	\$0	\$0
40100 Donation	\$900	\$850
40200 Firefighting Income	\$0	\$0
40300 Grant Revenue	\$63,816	\$15,750
40400 Memorial Fund Donations	\$0	\$0
40500 Misc. Revenue	\$3,356	\$35
40700 Property Tax Revenues		
40701 General Fund	968,786	930,599
40702 Pension Fund	103,710	99,622
Total 40700 Property Tax Revenues	<u>\$1,072,496</u>	<u>\$1,030,221</u>
40703 Delinquent Property Tax Revenues	9	16
40704 Interest - Property Tax - Current	577	417
40705 Backfill - Current Legislation	47,656	0
40710 Public Safety Tax Revenue	10,585	10,385
40715 Payment in Lieu of Taxes	0	41
40755 Fuel Tax Refund	1,227	443
40800 Specific Ownership Tax Revenues	95,068	96,518
41000 Rental Income	4,700	0
Total Revenue	<u>\$1,564,688</u>	<u>\$1,356,968</u>
Expenditures		
50000 Capital Expenditures	35,461	38,811
70000 Operating Expenditures		
70050 Bad Debt Expense	7,946	24,595
70100 Building & Structure Improvements	6,833	7,580
70200 Building & Structure Materials	30	(9)
70300 Building Repairs & Maintenance	8,828	7,123
70400 Chemicals	50	410
70500 Communications	10,666	10,031
70600 Contract Labor	-	-
70620 Crew Quarters Supplies, Equip, Etc.	318	957
70700 EMS Equipment	257	5,709
70800 EMS Supplies/Drugs	9,667	7,135
70900 Equipment Rentals	-	-
71100 Fire Fighting Equipment	4,104	16,546
71200 Fire Prevention/Public Education	1,389	1,838
71200 Fire Support	987	-
71300 Fuel	13,054	15,394
71350 Janitorial Supplies	908	826
71400 Meals	5,432	7,150
71500 Motor Vehicle Service	18,095	2,621
71600 Motor Vehicle Parts	14,094	5,799

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PLATEAU VALLEY FIRE PROTECTION DISTRICT
Statements of Revenues, Expenditures and Changes in Fund Balance
For the Nine Month Periods Ended September 30, 2024 and September 30, 2023

	<u>Jan-Sep 24</u>	<u>Jan-Sep 23</u>
71700 Operating Supplies	2,167	857
71800 Other Equipment Service	2,540	3,894
71900 Other Equipment Parts	3,053	1,842
71950 Postage & Freight	74	20
72000 Radio Repairs	989	260
72100 Radio Parts & Supplies	-	-
72200 Small Tools	1,011	1,560
72300 Training Expenditures	8,506	16,699
72400 Travel Expenditures	2,187	-
72500 Uniforms	11,428	7,435
Total 70000 Operating Expenditures	<u>134,613</u>	<u>146,272</u>
80000 General & Admin Expenditures		
80100 Acctg & legal	41,580	36,385
80120 EMS Billing Fees	11,096	14,773
80150 Audit Expense	6,300	4,700
80200 Advertising	-	-
80220 Bank Service Charges	51	-
80350 Donations to Charitable Entity	412	-
80400 Dues & Subscriptions	2,983	2,432
80500 Election Fees	-	1,501
80600 Employee Recognition	40	-
80700 Human Resource Expense	341	143
80800 Insurance	129,969	115,125
80900 IT & Maintenance Contracts	36,836	19,244
81000 Medical Service - Personnel	1,974	4,289
81100 License & Transport Fees	1,070	1,960
81200 Office Supplies	1,292	974
81300 Office Equipment	944	153
81400 Retention/Recognition - Volunteers	468	-
81500 Treasurer's Fees		
81501 General Fund	19,368	18,602
81502 Pension Fund	2,073	1,991
Total 81500 Treasurer's Fees	<u>\$21,441</u>	<u>\$20,593</u>

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PLATEAU VALLEY FIRE PROTECTION DISTRICT
Statements of Revenues, Expenditures and Changes in Fund Balance
For the Nine Month Periods Ended September 30, 2024 and September 30, 2023

	<u>Jan-Sep 24</u>	<u>Jan-Sep 23</u>
81600 Utilities	25,487	27,604
81700 Payroll Expenses		
81701 Wages	424,210	378,106
81704 Calls EMS/Fire	0	0
81710 Board Fees	0	0
81750 D&D Contributions	9,663	7,405
81755 FPPA State Wide Plan	30,852	24,367
81760 FICA Tax	3,795	3,966
81765 Medicare Tax	6,151	5,482
81780 SUTA	770	694
Total 81700 Payroll Expenses	<u>\$475,441</u>	<u>\$420,020</u>
Total 80000 General & Admin Expenditures	<u>\$757,725</u>	<u>\$669,896</u>
Total Expenditures	<u>\$927,799</u>	<u>\$854,979</u>
Net Operating Revenue	<u>\$636,889</u>	<u>\$501,989</u>
Other Revenue		
92000 Sale of Equipment	24,756	0
93000 Insurance Proceeds	6,970	0
94000 Interest Income	47,424	33,630
94100 Dividend Income	0	0
94250 Unrealized Gain/Loss	0	0
Total Other Revenue	<u>\$79,150</u>	<u>\$33,630</u>
Net Other Revenue	<u>\$79,150</u>	<u>\$33,630</u>
Other Expenditures		
81540 Pension Fund Contribution	0	0
99425 Tax Abatement - GF	683	665
99426 Tax Abatement - PF	73	71
99110 Investment Expense	0	0
Total Other Expenses	<u>\$756</u>	<u>\$736</u>
Net Other Revenue	<u>\$78,394</u>	<u>\$32,894</u>
Increase in Reserves	<u>\$715,283</u>	<u>\$534,883</u>
Fund Balance - beginning of year	<u>\$1,163,358</u>	<u>\$1,095,087</u>
Fund balance - end of period	<u>\$1,878,641</u>	<u>\$1,629,970</u>

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them.

PLATEAU VALLEY FIRE PROTECTION DISTRICT
BUDGET TO ACTUAL ANALYSIS
January - September
2024

	BUDGET		Y-T-D		VARIANCE
	<u>2024</u>		<u>ACTUAL</u>		
ESTIMATED REVENUES					
Property Taxes - General Levy	\$ 972,471	\$	968,786	\$	3,685
Property Taxes - Pension Levy	\$ 104,141	\$	103,710	\$	431
Backfill per New Legislation	\$ 56,362	\$	47,656	\$	8,706
Specific Ownership Taxes	\$ 135,000	\$	95,068	\$	39,932
Public Safety Tax Revenue	\$ 14,500	\$	10,585	\$	3,915
Investment Income	\$ 89,500	\$	47,424	\$	42,076
Ambulance Fees - Net of Adjustments	\$ 271,500	\$	264,298	\$	7,202
Grants/Miscellaneous	\$ 292,500	\$	106,311	\$	186,189
Total Available Revenues	<u>\$ 1,935,974</u>	\$	<u>1,643,838</u>	\$	<u>292,136</u>
ESTIMATED EXPENDITURES					
<u>General & Administrative</u>					
Accounting & Legal Fees	\$ 57,900	\$	41,580	\$	16,320
Advertising	\$ 1,100	\$	-	\$	1,100
Audit Fees	\$ 5,000	\$	6,300	\$	(1,300)
Billing Service Fees	\$ 25,000	\$	11,096	\$	13,904
Director Fees	\$ 8,300	\$	-	\$	8,300
Dues & Donations	\$ 4,400	\$	3,395	\$	1,005
Election Costs	\$ -	\$	-	\$	-
Employee Recognition	\$ 2,900	\$	40	\$	2,860
Human Resource Expense	\$ 1,750	\$	341	\$	1,409
Insurance	\$ 224,445	\$	129,969	\$	94,476
IT & Maintenance Contracts	\$ 27,050	\$	36,836	\$	(9,786)
Medical Service - Personnel	\$ 5,250	\$	1,974	\$	3,276
License Fee - Transport Fee	\$ 2,100	\$	1,070	\$	1,030
Office Supplies	\$ 1,650	\$	1,343	\$	307
Office Equipment	\$ 1,100	\$	944	\$	156
Retention & Recognition - Volunteers	\$ 9,820	\$	468	\$	9,352
Treasurers Fees - General Levy	\$ 19,449	\$	19,368	\$	81
Treasurers Fees - Pension Levy	\$ 2,083	\$	2,073	\$	10
Tax Abatement Expense	\$ 1,000	\$	756	\$	244
Utilities	\$ 45,000	\$	25,487	\$	19,513
Volunteer Pension Contribution	\$ 104,070	\$	-	\$	104,070
Wages & Payroll Expenses	<u>\$ 809,750</u>	\$	<u>475,441</u>	\$	<u>334,309</u>
Total General & Administrative Expenditures	<u>\$ 1,359,117</u>	\$	<u>758,481</u>	\$	<u>600,636</u>

PLATEAU VALLEY FIRE PROTECTION DISTRICT
BUDGET TO ACTUAL ANALYSIS
January - September
2024

	BUDGET		Y-T-D		VARIANCE
	<u>2024</u>		<u>ACTUAL</u>		
<u>Operating</u>					
Bad Debt	\$ 75,000	\$	7,946	\$	67,054
Building Repairs & Maintenance	\$ 25,000	\$	15,691	\$	9,309
Chemicals	\$ 1,100	\$	50	\$	1,050
Communications	\$ 15,250	\$	10,666	\$	4,584
Crew Quarters Supplies, Equipment	\$ 3,850	\$	318	\$	3,532
EMS Equipment	\$ 6,750	\$	257	\$	6,493
EMS Supplies/Drugs	\$ 19,000	\$	9,667	\$	9,333
Fire Fighting Equipment	\$ 19,500	\$	4,104	\$	15,396
Fire Support	\$ 10,000	\$	987	\$	9,013
Community Relations and Education	\$ 3,000	\$	1,389	\$	1,611
Fuel	\$ 25,300	\$	13,054	\$	12,246
Janitorial Supplies	\$ 2,750	\$	908	\$	1,842
Meals	\$ 12,500	\$	5,432	\$	7,068
Miscellaneous Expense	\$ 2,000	\$	-	\$	2,000
Motor Vehicle Parts & Service	\$ 25,250	\$	32,189	\$	(6,939)
Operating Supplies	\$ 2,750	\$	2,167	\$	583
Other Equipment Parts & Service	\$ 6,950	\$	5,593	\$	1,357
Postage & Freight	\$ 550	\$	74	\$	476
Radio Repairs & Supplies	\$ 4,400	\$	989	\$	3,411
Small Tools	\$ 5,465	\$	1,011	\$	4,454
Training Expenses	\$ 30,000	\$	8,506	\$	21,494
Travel Expenses	\$ 4,400	\$	2,187	\$	2,213
Uniforms/Cold Weather Gear	\$ 16,000	\$	11,428	\$	4,572
Total Operating Expenditures	\$ 316,765	\$	134,613	\$	182,152
Capital Expenditures	\$ 371,000	\$	35,461	\$	335,539
Total Expenditures	\$ 2,046,882	\$	928,555	\$	1,118,327
Increase (Decrease) in Reserves	\$ (110,908)	\$	715,283	\$	(826,191)

PLATEAU VALLEY FIRE PROTECTION DISTRICT
ACCOUNTS RECEIVABLE ADJUSTMENT/WRITE-OFF
Dated: September 30, 2024

	<u>QMC</u>	<u>EMS MC</u>	<u>Total</u>
Write-Offs	\$ -	\$ -	\$ -
Insurance Adjustments	\$ -	\$ 1,770.67	\$ 1,770.67
Total Write-Off and Adjustments	<u>\$ -</u>	<u>\$ 1,770.67</u>	<u>\$ 1,770.67</u>

Plateau Valley Fire Protection District

Check Register

September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
09/01/2024	Check	ACH	Delta Dental of Colorado	DELTA DENTAL SEPTEMBER 2024 DELTA DENTAL SEPTEMBER 2024	1005 80800	1005 GV Bank Checking 80800 General & Admin Expenditures:Insurance	 \$422.08 \$422.08	 \$422.08
09/03/2024	Check	ACH	CenturyLink	DISTRICT PHONES DISTRICT PHONES	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities	 \$463.86 \$463.86	 \$463.86
09/03/2024	Bill Payment (Check)	6345	Shannon L. Currier, CPA	ACCOUNTING/ CONSULTING SERVICES monthly services 2024 Extras included: set up for new employees, calculating new pay rates with EMTs convert to 48/96 schedule, etc. and second board meeting for the month.	1005 3001	1005 GV Bank Checking 3001 Accounts Payable	 \$4,125.00 \$4,125.00	 \$4,125.00
09/03/2024	Bill Payment (Check)	6346	Collbran Supply, Inc.	Account 911	1005 3001	1005 GV Bank Checking 3001 Accounts Payable	 \$105.40 \$105.40	 \$105.40
09/03/2024	Check	ACH	Google, Inc	September Google Workspace September Google Workspace	1005 80900	1005 GV Bank Checking 80900 General & Admin Expenditures:IT & Maintenance Contracts	 \$266.40 \$266.40	 \$266.40
09/03/2024	Check	Debit	City Market	The department card was saved in Camile's online app and she accedently used it. She paid back the department The department card was saved in Camile's online app and she accedently used it. She paid back the department	1005 71400	1005 GV Bank Checking 71400 Operating Expenditures:Meals	 \$100.10 \$100.10	 \$100.10
09/04/2024	Deposit		Adobe	Adobe credit Adobe credit	1005 80900	1005 GV Bank Checking 80900 General & Admin Expenditures:IT & Maintenance Contracts	 \$19.99 \$19.99	 \$19.99
09/04/2024	Deposit		Adobe	Adobe credit Adobe credit	1005 80900	1005 GV Bank Checking 80900 General & Admin Expenditures:IT & Maintenance Contracts	 \$19.99 \$19.99	 \$19.99
09/05/2024	Check	ACH	Black Hills Energy	ST 91 \$25.43, ST 92 \$64.48, ST 93 \$30.20 St 91 St 92 St 93	1005 81600 81600 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities 81600 General & Admin Expenditures:Utilities 81600 General & Admin Expenditures:Utilities	 \$25.43 \$64.48 \$30.20 \$120.11	 \$120.11
09/05/2024	Bill Payment	6347	L.N. Curtis & Sons	wildland pack 3 lenses for new FF helmets	1005	1005 GV Bank Checking		\$563.65

Plateau Valley Fire Protection District

Check Register

September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
	(Check)				3001	3001 Accounts Payable	\$563.65	
							\$563.65	\$563.65
09/05/2024	Bill Payment (Check)	6348	Collbran Auto and Truck Parts	Account # 7317	1005	1005 GV Bank Checking		\$84.52
					3001	3001 Accounts Payable	\$84.52	
							\$84.52	\$84.52
09/05/2024	Bill Payment (Check)	6349	Loco, Inc.	Fuel for the month of August	1005	1005 GV Bank Checking		\$1,566.15
					3001	3001 Accounts Payable	\$1,566.15	
							\$1,566.15	\$1,566.15
09/05/2024	Bill Payment (Check)	6350	Montrose Water Factory LLC	Drinking water for Station 91 and 92	1005	1005 GV Bank Checking		\$66.25
					3001	3001 Accounts Payable	\$66.25	
							\$66.25	\$66.25
09/06/2024	Check	ACH	Direct Deposit Payroll	Wages for Payroll dated 09.06.2024 Wages for Payroll dated 09.06.2024	1005 81701	1005 GV Bank Checking 81701 General & Admin Expenditures:Payroll Expenses:Wages	\$21,012.73	\$15,198.97
				Federal W/H for Payroll dated 09.06.2024	3320	3320 Payroll Liabilities:FICA, MED & FWT		\$2,329.38
				FICA & Medicare W/H for Payroll dated 09.06.2024	3320	3320 Payroll Liabilities:FICA, MED & FWT		\$460.38
				State W/H for Payroll dated 09.06.2024	3310	3310 Payroll Liabilities:Colo W/H		\$783.00
				FPPA SWDB Contribution W/H for Payroll dated 09.06.2024	3325	3325 Payroll Liabilities:FPPA State Wide Plan		\$1,950.78
				Intuit Direct Deposit Processing Fee for Payroll dated 09.06.2024	80900	80900 General & Admin Expenditures:IT & Maintenance Contracts	\$43.00	
				457 Contribution for Payroll dated 09.06.2024	3305	3305 Payroll Liabilities:457 Plan		\$333.22
							\$21,055.73	\$21,055.73
09/06/2024	Check	ACH	United States Treasury	Federal Tax Deposit for Payroll dated 09.06.2024 Federal Tax Deposit for Payroll dated 09.06.2024	1005 3320	1005 GV Bank Checking 3320 Payroll Liabilities:FICA, MED & FWT	\$3,250.14	\$3,250.14
							\$3,250.14	\$3,250.14
09/06/2024	Check	ACH	Fire and Police Pension Association	FPPA Contribution for payroll dated 9.06.2024	1005	1005 GV Bank Checking		\$4,420.59
				SRPDBC - Fire/EMS	3325	3325 Payroll Liabilities:FPPA State Wide Plan	\$3,122.36	
				D&D Contribution	3315	3315 Payroll Liabilities:D&D Contributions	\$510.93	
				SRPDBC - Admin	3325	3325 Payroll Liabilities:FPPA State Wide Plan	\$454.08	
				457 Contribution	3305	3305 Payroll Liabilities:457 Plan	\$333.22	
							\$4,420.59	\$4,420.59
09/09/2024	Check	ACH	Pinnacol Assurance	8TH INSTALLMENT OUT OF 9 PINNACOL POLICY 2024	1005	1005 GV Bank Checking		\$5,006.00

Plateau Valley Fire Protection District

Check Register

September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
				8TH INSTALLMENT OUT OF 9 PINNACOL POLICY 2024	1875	1875 Prepaid Expenses	\$5,006.00	
							\$5,006.00	\$5,006.00
09/10/2024	Check	ACH	Grand Valley Power	Collbran Station Monthly Electric Collbran Station Monthly Electric	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities		\$127.61
							\$127.61	
							\$127.61	\$127.61
09/10/2024	Check	ACH	Grand Valley Power	Molina Station Monthly Electric Molina Station Monthly Electric	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities		\$59.32
							\$59.32	
							\$59.32	\$59.32
09/10/2024	Payment	Unitedhealthcare	EMS MC - Billing Co 1.2024	Unitedhealthcare	1008	1008 EMS 2 Billing Account	\$2,317.95	
					1800	1800 Accounts Receivable - EMS MC		\$2,317.95
							\$2,317.95	\$2,317.95
09/10/2024	Deposit		Mesa County Treasurer	Property Tax Collections Property Tax Collections	1005 1890	1005 GV Bank Checking 1890 Due From Governments	\$14,242.14	
								\$14,242.14
							\$14,242.14	\$14,242.14
09/11/2024	Check	ACH	Mesa Water & Sanitation	THOMPSON \$79.28 ST 92 \$95.85 THOMPSON WATER AND SEWER MESA STATION WATER AND SEWER	1005 81600 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities 81600 General & Admin Expenditures:Utilities		\$175.10
							\$79.25	
							\$95.85	
							\$175.10	\$175.10
09/11/2024	Bill Payment (Check)	6351	Quality Health Network	Kevin Henderson login, add Taylor Jones and set her up.	1005	1005 GV Bank Checking		\$204.00
					3001	3001 Accounts Payable	\$204.00	
							\$204.00	\$204.00
09/11/2024	Bill Payment (Check)	6352	TargetSolutions Learning LLC	Add a login	1005	1005 GV Bank Checking		\$41.12
					3001	3001 Accounts Payable	\$41.12	
							\$41.12	\$41.12
09/11/2024	Bill Payment (Check)	6353	Valley Ranch Supply	Battery's for amb 93 X2	1005	1005 GV Bank Checking		\$429.90
					3001	3001 Accounts Payable	\$429.90	
							\$429.90	\$429.90
09/11/2024	Bill Payment (Check)	6354	Bound Tree Medical, LLC	EMS Supplies and Drugs	1005	1005 GV Bank Checking		\$291.28
					3001	3001 Accounts Payable	\$291.28	
							\$291.28	\$291.28
09/11/2024	Bill Payment (Check)	6355	Brandon T. Bruton	Resole Wildland Boots	1005	1005 GV Bank Checking		\$85.00

Plateau Valley Fire Protection District

Check Register

September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
					3001	3001 Accounts Payable	\$85.00	
							\$85.00	\$85.00
09/11/2024	Payment	AARP SUPPLEMENTA HCCL	EMS MC - Billing Co 1.2024	AARP SUPPLEMENTAL HCCL	1008	1008 EMS 2 Billing Account	\$200.43	
					1800	1800 Accounts Receivable - EMS MC		\$200.43
							\$200.43	\$200.43
09/11/2024	Payment	iStream 5018162	EMS MC - Billing Co 1.2024	iStream 5018162	1008	1008 EMS 2 Billing Account	\$456.85	
					1800	1800 Accounts Receivable - EMS MC		\$456.85
							\$456.85	\$456.85
09/12/2024	Check	Debit	DAYLIGHT DONUTS	Donuts for Staff Meeting Donuts for Staff Meeting	1005 71400	1005 GV Bank Checking 71400 Operating Expenditures:Meals	\$49.96	\$49.96
							\$49.96	\$49.96
09/12/2024	Check	Debit	Mr. Cobbler	Resole wildland boots for Kevin Henderson Resole wildland boots for Kevin Henderson	1005 72500	1005 GV Bank Checking 72500 Operating Expenditures:Uniforms	\$85.00	\$85.00
							\$85.00	\$85.00
09/12/2024	Check	Debit	Amazon.com	2 pair of work pants for Christina Vanderberg 2 pair work pants for Christina Vanderberg	1005 72500	1005 GV Bank Checking 72500 Operating Expenditures:Uniforms	\$168.00	\$168.00
							\$168.00	\$168.00
09/13/2024	Check	debit	The Untouchables Custom Embroidery	Name patch for job shirts Name patch for job shirts	1005 72500	1005 GV Bank Checking 72500 Operating Expenditures:Uniforms	\$28.00	\$28.00
							\$28.00	\$28.00
09/13/2024	Check	ACH	AT&T Mobility	District Cell phones x 2 and 2 Sim Cards September District Cell phones x 2 and 2 Sim Cards	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities	\$173.15	\$173.15
							\$173.15	\$173.15
09/18/2024	Deposit		TAYLOR JONES	September and October 2024 Rent for Thompsons September and October 2024 Rent for Thompsons	1005 41000	1005 GV Bank Checking 41000 Rental Income	\$1,600.00	\$1,600.00
							\$1,600.00	\$1,600.00
09/18/2024	Check	Debit	Intermountain Health Physician Client Billing	Eli Gerber labs for prehire Eli Gerber labs for prehire	1005 81000	1005 GV Bank Checking 81000 General & Admin Expenditures:Medical Service - Personnel	\$251.55	\$251.55
							\$251.55	\$251.55

Plateau Valley Fire Protection District

Check Register

September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
09/18/2024	Bill Payment (Check)	6356	EMS Management & Consultants	MONTHLY PAYMENT ON TRIPS BILLED August	1005	1005 GV Bank Checking		\$1,103.96
					3001	3001 Accounts Payable	\$1,103.96	
							\$1,103.96	\$1,103.96
09/18/2024	Bill Payment (Check)	6357	Moore's Auto Body INC	Ambulance 92 fixed after calf accident	1005	1005 GV Bank Checking		\$6,521.45
					3001	3001 Accounts Payable	\$6,521.45	
							\$6,521.45	\$6,521.45
09/18/2024	Bill Payment (Check)	6358	Brandon T. Bruton	BRANDON BRUTON USED POINTS TO PURCHASE A KESTREL TOOL	1005	1005 GV Bank Checking		\$138.67
					3001	3001 Accounts Payable	\$138.67	
							\$138.67	\$138.67
09/18/2024	Check	DEBIT	Amazon.com	2 CASCADE DISHWASHING DETERGENT 2 CASCADE DISHWASHING DETERGENT	1005	1005 GV Bank Checking		\$30.73
					71350	71350 Operating Expenditures:Janitorial Supplies	\$30.73	
							\$30.73	\$30.73
09/19/2024	Check	ACH	City of Grand Junction	911 COMMUNICATIONS SEPTEMBER 2024 911 COMMUNICATIONS SEPTEMBER 2024	1005	1005 GV Bank Checking		\$1,085.92
					70500	70500 Operating Expenditures:Communications	\$1,085.92	
							\$1,085.92	\$1,085.92
09/19/2024	Check	DEBIT	Amazon.com	2 LOCKBOXeS AND DEF FLUID REFILLABLE JUG 2 LOCKBOXeS AND DEF FLUID REFILLABLE JUG	1005	1005 GV Bank Checking		\$61.17
					71350	71350 Operating Expenditures:Janitorial Supplies	\$61.17	
							\$61.17	\$61.17
09/19/2024	Bill Payment (Check)	6359	Bound Tree Medical, LLC	EMS Supplys and Drugs	1005	1005 GV Bank Checking		\$501.68
					3001	3001 Accounts Payable	\$501.68	
							\$501.68	\$501.68
09/19/2024	Bill Payment (Check)	6360	Intermountain Health Physician Client Billing	E.Gerber pre-hire physical	1005	1005 GV Bank Checking		\$290.59
					3001	3001 Accounts Payable	\$290.59	
							\$290.59	\$290.59
09/19/2024	Bill Payment (Check)	6361	Intermountain Health Physician Client Billing	A.Kneprath pre-hire physical	1005	1005 GV Bank Checking		\$290.59
					3001	3001 Accounts Payable	\$290.59	
							\$290.59	\$290.59
09/20/2024	Check	ACH	Republic Services	Station 92 trash Station 92 trash	1005	1005 GV Bank Checking		\$88.00
					81600	81600 General & Admin Expenditures:Utilities	\$88.00	
							\$88.00	\$88.00
09/20/2024	Check	DEBIT	Best Buy	COMPUTER FOR BOARD MEMBER COMPUTER FOR BOARD MEMBER	1005	1005 GV Bank Checking		\$179.00
					81300	81300 General & Admin Expenditures:Office Equipment	\$179.00	

Plateau Valley Fire Protection District

Check Register

September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
							\$179.00	\$179.00
09/20/2024	Check	ACH	ImageNet Consulting LLC	SERVICE CHARGE METER READ SERVICE CHARGE METER READ	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities	 \$112.30	 \$112.30
							\$112.30	\$112.30
09/20/2024	Check	ACH	Direct Deposit Payroll	Wages for Payroll dated 09.20.2024 Wages for Payroll dated 09.20.2024	1005 81701	1005 GV Bank Checking 81701 General & Admin Expenditures:Payroll Expenses:Wages	 \$25,774.35	 \$18,386.81
				Federal W/H for Payroll dated 09.20.2024	3320	3320 Payroll Liabilities:FICA, MED & FWT		\$3,012.38
				FICA & Medicare W/H for Payroll dated 09.20.2024	3320	3320 Payroll Liabilities:FICA, MED & FWT		\$638.77
				State W/H for Payroll dated 09.20.2024	3310	3310 Payroll Liabilities:Colo W/H		\$962.00
				FPPA SWDB Contribution W/H for Payroll dated 09.20.2024	3325	3325 Payroll Liabilities:FPPA State Wide Plan		\$2,295.51
				Intult Direct Deposit Processing Fee for Payroll dated 09.20.2024	80900	80900 General & Admin Expenditures:IT & Maintenance Contracts	\$47.00	
				457 Contribution for Payroll dated 09.20.2024	3305	3305 Payroll Liabilities:457 Plan		\$484.77
				Payroll Correction for pay increase on 9/1/24	1850	1850 Employee Advance		\$41.11
							\$25,821.35	\$25,821.35
09/22/2024	Check	ACH	Canon Financial Services	COPIER MONTHLY RENTAL COPIER MONTHLY RENTAL	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities	 \$199.00	 \$199.00
							\$199.00	\$199.00
09/23/2024	Bill Payment (Check)	6362	Quality Health Network	May and September billings for Taylor and Kevin to get Hospital Information	1005 3001	1005 GV Bank Checking 3001 Accounts Payable	 \$81.00	 \$81.00
							\$81.00	\$81.00
09/23/2024	Bill Payment (Check)	6363	Kevin Henderson	4 computers from best buy for board members	1005 3001	1005 GV Bank Checking 3001 Accounts Payable	 \$716.00	 \$716.00
							\$716.00	\$716.00
09/23/2024	Payment	Optum Bank 1899706	EMS MC - Billing Co 1.2024	Optum Bank 1899706	1008 1800	1008 EMS 2 Billing Account 1800 Accounts Receivable - EMS MC	\$812.33 \$812.33	 \$812.33
							\$812.33	\$812.33
09/23/2024	Check	Debit	Mountain Pest Control	Pest Control Station 91 and 92 Pest Control St 91 and 93	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities	 \$122.00	 \$122.00
							\$122.00	\$122.00
09/23/2024	Check	Debit	Mountain Pest Control	Pest Control St 93 Pest Control St 93	1005 81600	1005 GV Bank Checking 81600 General & Admin	 \$61.00	 \$61.00

Plateau Valley Fire Protection District

Check Register

September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
						Expenditures:Utilities		
09/25/2024	Check	ACH	Grand Valley Power	Mesa Station Electric Mesa Station Electric	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities	\$61.00 \$405.08	\$61.00 \$405.08
09/25/2024	Check	ACH	Grand Valley Power	Mesa Station monthly electrical Mesa Station monthly electrical	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities	\$405.08 \$378.08	\$405.08 \$378.08
09/25/2024	Check	ACH	United States Treasury	Federal Tax Deposit for Payroll dated 09.20.2024 Federal Tax Deposit for Payroll dated 09.20.2024	1005 3320	1005 GV Bank Checking 3320 Payroll Liabilities:FICA, MED & FWT	\$378.08 \$4,289.92	\$378.08 \$4,289.92
09/25/2024	Deposit		VFIS	Payment for the overage of the Ambulance 92 Cow accident. Payment for the overage of the Ambulance 92 Cow accident.	1005 93000	1005 GV Bank Checking 93000 Insurance Proceeds	\$4,289.92 \$1,448.76	\$4,289.92 \$1,448.76
09/25/2024	Bill Payment (Check)	6364	Colorado Division of Fire Prevention and Control	Taylor Jones HMA/HMO operations section -470	1005 3001	1005 GV Bank Checking 3001 Accounts Payable	\$30.00 \$30.00	\$30.00 \$30.00
09/25/2024	Bill Payment (Check)	6365	L.N. Curtis & Sons	3 sets of structure boots 3 Nomex hoods and 3 gloves 3 FF helmets	1005 3001	1005 GV Bank Checking 3001 Accounts Payable	\$3,083.91 \$3,083.91	\$3,083.91 \$3,083.91
09/25/2024	Check	DEBIT	Western Slope Auto	AMB 91 FORD SENSOR FOR BRAKES AMB 91 FORD SENSOR FOR BRAKES	1005 71600	1005 GV Bank Checking 71600 Operating Expenditures:Motor Vehicle Parts	\$71.21 \$71.21	\$71.21 \$71.21
09/25/2024	Check	Debit	Diorios Pizza	Board workshop lunch Board workshop lunch	1005 71400	1005 GV Bank Checking 71400 Operating Expenditures:Meals	\$54.70 \$54.70	\$54.70 \$54.70
09/25/2024	Check	Debit	Town of Collbran	St 91 Water and Sewer St 91 Water and Sewer	1005 81600	1005 GV Bank Checking 81600 General & Admin Expenditures:Utilities	\$190.59 \$190.59	\$190.59 \$190.59
09/26/2024	Check	ACH	Anthem	Insurance for Paid Staff October 2024 Insurance for Paid Staff October 2024	1005 1875	1005 GV Bank Checking 1875 Prepaid Expenses	\$9,918.62 \$9,918.62	\$9,918.62 \$9,918.62

Plateau Valley Fire Protection District

Check Register

September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
09/26/2024	Transfer			Low balance in General Fund Account	1008	1008 EMS 2 Billing Account		\$40,000.00
				Low balance in General Fund Account	1005	1005 GV Bank Checking	\$40,000.00	
							\$40,000.00	\$40,000.00
09/26/2024	Transfer			Low balance in general checking account	1007	1007 GV Bank Money Market		\$70,000.00
				Low balance in general checking account	1005	1005 GV Bank Checking	\$70,000.00	
							\$70,000.00	\$70,000.00
09/26/2024	Check	DEBIT	Amazon.com	KLYMIT SKB LIGHTWEIGHT MUMMY SLEEPING BAG	1005	1005 GV Bank Checking		\$179.95
				KLYMIT SKB LIGHTWEIGHT MUMMY SLEEPING BAG	70620	70620 Operating Expenditures:Crew Quarters Supplies, Equip, Etc.	\$179.95	
							\$179.95	\$179.95
09/26/2024	Check	DEBIT	Amazon.com	BLISTER KIT	1005	1005 GV Bank Checking		\$14.99
				BLISTER KIT	70800	70800 Operating Expenditures:EMS Supplies/Drugs	\$14.99	
							\$14.99	\$14.99
09/26/2024	Check	DEBIT	City Market	IBUPRFN AND KRO NSL SPRAY	1005	1005 GV Bank Checking		\$25.20
				IBUPRFN AND KRO NSL SPRAY	70800	70800 Operating Expenditures:EMS Supplies/Drugs	\$25.20	
							\$25.20	\$25.20
09/27/2024	Check	Debit	Adobe	2 monthly subscriptions	1005	1005 GV Bank Checking		\$47.98
				2 monthly subscriptions	80400	80400 General & Admin Expenditures:Dues & Subscriptions	\$47.98	
							\$47.98	\$47.98
09/30/2024	Check	ACH	Fire and Police Pension Association	FPPA Contribution for payroll dated 9.20.2024	1005	1005 GV Bank Checking		\$5,307.55
				SRPDBC - Fire/EMS	3325	3325 Payroll Liabilities:FPPA State Wide Plan	\$3,754.36	
				D&D Contribution	3315	3315 Payroll Liabilities:D&D Contributions	\$614.34	
				SRPDBC - Admin	3325	3325 Payroll Liabilities:FPPA State Wide Plan	\$454.08	
				457 Contribution	3305	3305 Payroll Liabilities:457 Plan	\$484.77	
							\$5,307.55	\$5,307.55
09/30/2024	Deposit	INTEREST		Interest Earned	1007	1007 GV Bank Money Market	\$249.26	
					94000	94000 Interest Income		\$249.26
							\$249.26	\$249.26
09/30/2024	Deposit	INTEREST		Interest Earned	1019	1019 ColoTrust Plus+	\$6,205.60	
					94000	94000 Interest Income		\$6,205.60
							\$6,205.60	\$6,205.60
09/30/2024	Payment	Clear AJE credits	EMS MC - Billing Co 1.2024	Clear credits			\$0.00	
					1800	1800 Accounts Receivable - EMS MC	\$0.00	
							\$0.00	

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire
Protection District

Revision History

Revision	Date	Comments

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

IN WITNESS WHEREOF, the parties hereunto have agreed to this Agreement as of the effective date.

MCIT

Customer

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

10. Other Terms:

- a) All notices hereunder shall be in Writing and shall be given by delivery in person, by facsimile or email (with proof of proper transmittal and receipt) or by certified or registered mail, postage prepaid, return receipt requested, addressed to the representative executing this Agreement on the other Party's behalf and its general counsel at the address set forth above.
- b) No waiver of any right under this Agreement shall be valid or enforceable unless in Writing signed by the granting Party, and any such waiver granted shall be valid only for a given instance.
- c) The provisions of this Agreement are intended to be severable, and if any provision is held to be unenforceable under any rule of law, the other provisions shall remain in force and shall not be affected thereby.
- d) Neither Party shall assign any rights or obligations hereunder without 30 days' notice and the express written consent of the other Party, and any attempt to do so in contravention of this provision shall be void.
- e) This Agreement sets forth the entire Agreement of the parties as to the subject matter hereof and supersedes all prior agreements, understanding, statements, or proposals (written or oral) relating to such subject matter. Any additional terms which may be included on any purchase order or other document shall not be binding on either Party unless explicitly accepted by the parties in Writing.
- f) This Agreement may be amended only by a writing executed by the parties hereto.

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

9. Termination

- a. For purposes of this Agreement, a party shall be in default if it materially breaches a term of this Agreement and such breach continues for a period of thirty (30) days after the other party has been notified in Writing of the breach or if it shall cease conducting business in the normal course, become insolvent, make a general assignment for the benefit of creditors, suffer or permit the appointment of a receiver for its business or assets, or shall avail itself of or become subject to any proceeding under the Federal Bankruptcy Act or any other federal or state statute relating to insolvency or the protection of rights of creditors. Upon the occurrence of a default event, the non-defaulting party may immediately terminate this Agreement by giving written notice to the defaulting party. The rights and remedies provided to the parties in this Agreement shall not be exclusive and are in addition to any other rights and remedies provided by this Agreement or by law or in equity.
- b. In addition, either party may terminate this Agreement, with or without cause, by giving 30 days' written notice to the other party. In the event of any termination or the expiration of this Agreement, (i) the provisions of this Agreement shall continue to apply to all purchase orders accepted by MCIT prior to the effective date of such termination or expiration and (ii) MCIT agrees to continue to provide technical support, technical updates, recall notices, software patches and any other technical materials needed to support the SOW work-product for a period of one (1) year from the date of delivery by MCIT of such work-product to Customer.
- c. The termination or expiration of this Agreement shall not limit any rights or remedies of the non-defaulting party or relieve or release either party from making payments that may be owing to the other party under the terms of this Agreement.
- d. Data Portability and Deletion. Upon written request made within 90 days after the effective date of termination or expiration of this Agreement, MCIT will make any Data available for export or download. After such a 90-day period, MCIT will have no obligation to maintain or provide any Data and will thereafter delete or destroy all copies of any Customer Data in MCIT systems or possession or control, unless prohibited by law.
- e. Refund or Payment upon Termination. If this Agreement is terminated by MCIT in accordance with this section (Termination), any prepaid fees will be refunded, which apply to the remainder of the term after the effective date of termination. If this Agreement is terminated by the Customer in accordance with this paragraph, the Customer must pay any unpaid fees covering the remainder of the term. In no event will termination relieve the obligation to pay any fees payable to MCIT for the period prior to the effective date of termination.

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

- a) Make available to Customer technical information and training with regard to its services. Training shall be available per mutual agreement if not otherwise specified in the SOW.
- b) Provide stated services as defined in this Statement of Work (SOW).

6.2 Warranties.

MCIT warrants that (a) this SOW will accurately describe the applicable administrative, physical, and technical safeguards for protection of the security, confidentiality, and integrity of Data, (b) MCIT will not materially decrease the overall security of the Services, and (c) will not materially decrease the overall functionality of the Services. For any breach of the warranty above, the exclusive remedies are those described in the "Termination" and "Refund or Payment upon Termination" sections below.

6.3 Disclaimers.

MCIT MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, TO CUSTOMER WITH RESPECT TO THIS AGREEMENT OTHER THAN AS EXPRESSLY SET FORTH IN THIS PARAGRAPH 7. WITHOUT LIMITING THE FOREGOING, MCIT SPECIFICALLY DISCLAIMS ANY NON-INFRINGEMENT WARRANTY AND THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

7. Limitation of Liability

MCIT MAXIMUM AGGREGATE LIABILITY FOR ALL MATTERS ARISING OUT OF OR UNDER THIS AGREEMENT, REGARDLESS OF THE CAUSE OR FORM OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE AND STRICT LIABILITY), BREACH OF WARRANTY, INFRINGEMENT OR OTHERWISE, SHALL NOT EXCEED THE AGGREGATE PRICE ACTUALLY PAID BY CUSTOMER TO MCIT FOR THE AFFECTED PRODUCTS AND SERVICES HEREUNDER. NOTWITHSTANDING THE FOREGOING, IN NO EVENT WILL MCIT BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR (A) ANY LOSS OR DAMAGE CAUSED BY OR ARISING OUT OF ANY DELAY IN FURNISHING THE PRODUCTS OR SERVICES UNDER THIS AGREEMENT OR ANY ACT THAT IS NOT INTENTIONAL OR RECKLESS IN NATURE, OR (B) ANY INDIRECT, SPECIAL, EXEMPLARY, INCIDENTAL OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION, ANY DAMAGES RESULTING FROM LOSS OF PROFITS, REVENUE OR USE OR LOSS OR INACCURACY OF DATA), REGARDLESS OF WHETHER MCIT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

8. Term

This Agreement shall become effective as of October 2024 and, unless terminated sooner in accordance with this Agreement, shall continue for three (3) months after the date of project acceptance.

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

obligation owed to the Disclosing Party, (ii) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party, (iii) is received from a third party without breach of any obligation owed to the Disclosing Party, or (iv) was independently developed by the Receiving Party without the use of the Disclosing Party's Confidential Information.

The Receiving Party will use the same degree of care that it uses to protect the confidentiality of its own confidential information of like kind (but not less than reasonable care) to (i) not use any Confidential Information of the Disclosing Party for any purpose outside the scope of this Agreement and (ii) except as otherwise authorized by the Disclosing Party in Writing, limit access to Confidential Information of the Disclosing Party to those of its employees and contractors who need that access for purposes consistent with this Agreement and who have signed confidentiality agreements with the Receiving Party containing protections no less protective of the Confidential Information than those herein. Neither party will disclose the terms of this SOW to any third party other than its legal counsel and accountants without the other party's prior written consent, provided that a party that makes any such disclosure to its legal counsel or accountants will remain responsible for such legal counsel's or accountant's compliance with this "Confidentiality" paragraph. Notwithstanding the foregoing, MCIT may disclose the terms of this SOW to a subcontractor to the extent necessary to perform the obligations under this SOW, under terms of confidentiality materially as protective as set forth herein, and MCIT shall remain responsible for such subcontractor's compliance.

5.2 Compelled Disclosure.

The Receiving Party may disclose Confidential Information of the Disclosing Party to the extent compelled by law to do so, provided the Receiving Party gives the Disclosing Party prior notice of the compelled disclosure (to the extent legally permitted) and reasonable assistance, at the Disclosing Party's cost, if the Disclosing Party wishes to contest the disclosure or otherwise seek a protective order or other means to preserve the confidentiality of such Confidential Information. If the Receiving Party is compelled by law to disclose the Disclosing Party's Confidential Information as part of a civil proceeding to which the Disclosing Party is a party, and the Disclosing Party is not contesting the disclosure, the Disclosing Party will reimburse the Receiving Party for its reasonable cost of compiling and providing secure access to that Confidential Information.

6. Representations, Warranties, Exclusive Remedies, and Disclaimers

6.1 Representations.

MCIT represents and warrants to Customer that it has the full right and authority to enter into and perform its obligations under this Agreement. MCIT shall:

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

3. Deliverables Acceptance

Upon receipt of a Deliverable, the Customer shall have ten (10) business days to review the Deliverable to verify that such Deliverable conforms to the applicable Acceptance Criteria as defined in Section 6.

MCIT shall support the Customer in connection with its review by conducting for, or with the Customer, acceptance testing as provided in the SOW.

If the Customer rejects any Deliverable, the Customer shall specify in writing its grounds for such rejection specifying how the Deliverable fails to conform to the Acceptance Criteria, and MCIT shall correct as specified by the Customer. If the Customer fails to provide a notice of rejection prior to the end of such ten (10) day acceptance period, then such Deliverable shall be deemed accepted.

4. Customer Requirements and Acceptance Criteria

The following list summarizes expectations and Customer requirements for the project. The ability to deploy the project in accordance with this SOW is predicated on the Customer's understanding of this scope and the ability to complete all setup and implementation tasks as outlined in this paragraph 4.

- It is the Customer's responsibility to meet mutually agreed-upon project dates to ensure timely delivery.
- The Customer is responsible for providing appropriate contact resources and access to mutually agreed data.
- The Customer is responsible for providing all specifications for the project per Section 2 - Deliverables.
- The Customer is responsible for paying MCIT on the terms set forth in Section 7.

5. Confidentiality

5.1 Definition of Confidential Information.

"Confidential Information" means all information disclosed by a party ("**Disclosing Party**") to the other party ("**Receiving Party**"), whether orally or in Writing, that is designated as confidential, or that reasonably should be understood to be confidential given the nature of the Information and the circumstances of disclosure. Confidential Information includes Data; Confidential Information includes the Services; and Confidential Information of each party includes the terms and conditions of this SOW (including pricing), as well as business and marketing plans, technology and technical information, product plans and designs, and business processes disclosed by such party. Confidential Information does not include any information that (i) is or becomes generally known to the public without breach of any

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

Terms and Conditions:

In consideration of the mutual covenants, representations, warranties, and agreements set forth below, the parties hereto agree as follows:

Whereas:

- The service will be delivered to the Customer as described in Section 2 – Deliverables. The pricing for the services(s) is set forth in Section 7 – Project Pricing/Billing Frequency.
- MCIT offers to provide the services under this SOW. This SOW shall become binding on the parties upon receipt of a mutually agreed upon copy of this SOW signed by an authorized representative of both parties.
- All prices exclude applicable taxes.
- 'Section' shall refer to the numbered paragraph in the above body of the SOW.
- 'Paragraph' shall refer to the numbered paragraph contained in the Terms and Conditions.

1. Billing Fees and Payment

The Customer will provide an acceptable method of payment; credit card, check, or electronic transfer. Unless otherwise mutually agreed in Writing, all invoices are due net 30 days from the invoice date.

If payment for any invoiced amount is not received by the due date, interest will accrue at the rate of 1.5% of the outstanding balance per month or the maximum rate permitted by law, whichever is lower.

2. Change Control

Should there be any changes outside the reasonable scope of this project, a formal change order process will be instituted. Prior to any actual changes to the project, the designated MCIT and Customer contacts will discuss:

- Description of change
- Whether the scope change is considered out of scope
- The effort to make the change
- A discussion as to whether the change is chargeable. The change in scope will be clearly documented within a change control document and authorized by MCIT and the Customer.
- Any changes to the project scope will require a mutually agreed upon written change order specifying the changes to the SOW.

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

9. Agreement

This Agreement is between Plateau Valley Fire Protection District (Customer) located at 49084 KE 1/2 Rd., Mesa, CO 81643 and MissionCIT, LLC (MCIT), a Connecticut Limited Liability Corporation located at 3 Enterprise Dr., - Suite 409, Shelton, CT 06484

Contacts

Customer: Kevin Henderson
Title/Function: Chief – Plateau Valley Fire Protection District
Address: 49084 KE 1/2 Rd., Mesa, CO 81643
Phone: 970-268-5283
Email: pvfirechief@pvfiredept.org

MCIT: Jason Decremer
Title/Function: Founder / Member
Address: 3 Enterprise Dr. – Suite 409, Shelton, CT 06484
Phone: 203-232-6035
EIN: 84-3634533
Website: www.missioncit.com
Email: jdecremer@missioncit.com

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

8. Other MCIT Services outside the scope of this SOW

MCIT offers other products and services for the Fire Service. These are outside the scope of this SOW.

- Entry and Promotional Testing
- Curriculum Development
- EMS and Fire Training
- Grant Writing
- Management consulting/Leadership Development
- Project management

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

7. Project Pricing/Billing Frequency:

- **Project Fee: \$41,702**

Billing will be

- 1/3 due upon project signing
- 1/3 due upon completion of first draft of strategic and master plans
- 1/3 due upon acceptance of strategic and master plans

- **Included:**

- All related travel, food, and lodging expenses for Consultant Team members during site visits.
- Complete GIS analysis of District.
- Survey and data analysis.
- Development of Strategic and Master Plans.
- Final presentation of Strategic and Master Plans to District.
- Hard copies of Strategic and Master Plans

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

Post Visit Synthesis

- Post Interview and SWOC Analysis
- Data Analysis collected during Site Visit

Plan Development | Writing of draft plans to include, but not limited to:

- Analysis and recommendations of fire department functions and operations
- Risk Assessment
- Analysis of apparatus, buildings, and equipment
- Financial Forecast
- GIS Data Analysis and Report
- Recruitment & Retention Plan
- Community Partnerships
- Short- and Long-Term Goals & Objectives

Plan Development | Steps to completion:

- Project Status Updates
- First Presentation to Members
- Revisions
- Final Draft of Plans
- Final Presentation to District

5. Implementation Schedule:

Project beginning October 2024, project completion February/March 2025

- Survey to Members
- Document Gathering
- Site Visit
- Strategic Plan and Master Plan Development
- First Review of Plan
- Complete Final Drafts and Final Presentation

6. Customer Acceptance Criteria:

- Conformance to agreed-upon process.
- Conformance to objectives criteria set during the initial consultations.
- Delivery of acceptable document(s) meeting objectives and mutually agreed-upon criteria.

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

- Administrative SOP's/SOG's
- Facility and apparatus inventories
- Automatic or mutual aid agreements with surrounding communities
- CAD/Call Response records and District performance measurements
- Current dispatch services information
- GIS map layers for the District
- NFIRS incident data, including treatment and transport records (following HIPPA regulations)
- Other documents, information, and data deemed necessary for project completion

The Consultant Team will also work on developing or refining the Plateau Valley Fire Protection District mission and value statements.

We will schedule a site visit to Plateau. The Consultant Team will meet with the fire department and external stakeholders during this site visit. We will work closely with Plateau Valley Fire Protection District personnel on creating a schedule for the site visit in advance.

The Consultant Team will analyze all data collected during the site visit and data collected from the survey and begin the draft of the formal strategic plan and master plans. This will include an analysis of all functions and operations of the Plateau Valley Fire Protection District.

The Consultant Team will complete a draft of the strategic and master plans and send it to the Plateau Valley Fire Protection District members and appropriate stakeholders. All stakeholders will review the plan and provide feedback and recommended changes to technical portions of the plans. Additional alterations/changes that stakeholders request will be completed during this time.

The Consultant Team will complete the final draft of the strategic and master plan. The Consultant Team will deliver the plan and schedule a virtual meeting to present the findings and recommendations. The Consultant Team will assist the Plateau Valley Fire Protection District with establishing the organizational vision for the future and developing an effective plan for the implementation process.

4. Project Set-up & Implementation Tasks:

A 3-day site visit by (3) consultant team members

- Consultation of Needs
- Creation of Itinerary for site visits
- Tour Facilities
- Interviews and exercises with stakeholders
- Wrap-up meeting on day 3

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

- Data Analysis
 - Current fire/EMS call loads, response areas, organizational staffing, response, deployment, and performance measures
 - Review of current response area demographics and Community Risk Assessment
 - Review of current fire district facility, equipment, financial and organizational structure
- Report Preparation
 - Projection of future response area growth, demographic changes, service delivery methodologies, and risks
 - Future organizational staffing and deployment options, as well as performance measures
 - Development of a realistic financial models/plans and impacts for meeting recommendations
 - Recommendations for future fire equipment, facility or organizational structure needs to meet demands
 - Community Risk Reduction strategies within the district
- Draft Report Submitted and Reviewed by District Officials
- Presentation of Final Report
 - Virtual presentation of final results and recommendations based on revisions from District review
 - Hard copies of the Strategic and Master Plan to District

MCIT Staffing

The Team members include:

- Chief Frank Edwards, Project Leader
- Chief Rick Edinger, Team Member
- Jared Pritchett, GIS Analyst

3. Process

MCIT will conduct a survey of district stakeholders, which will provide the team with data on the current status of the fire department from a series of responses based on the questions in the survey. The survey is anonymous. During the first two weeks of the project, our team will request document information from the Town of Plateau Valley, including but not limited to:

- Any County or District plans to detail land use information
- Past or current studies completed for the Plateau Valley Fire Protection District
- County or District census demographics
- Zoning maps and zones
- Financial data, current budget, budget projections, any long-range plans

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire Protection District

1. Overview

This document may be referred to interchangeably as an Agreement, Statement of Work, or SOW. Note that MissionCIT is referred to as MCIT.

Plateau Fire Protection District Business Problem:

The Plateau Valley Fire Protection District (Customer) has requested strategic consulting services for:

- Strategic Plan
- Master Plan

MCIT Solution:

MissionCIT, LLC understands that the Plateau Valley Fire Protection District desires to retain a qualified and experienced consulting firm to conduct a Strategic Plan and a Master Plan for the organization. A strategic and master plan are an ideal process to identify the current and future issues that the department will face, the current and future community risks and then develop organizational goals and strategies to meet the challenges head-on over an identified time period.

The study will focus on a review of the current state of the fire/EMS system, what are the future growth/service and staffing trends and the future workload and needs of the fire/EMS system. The study will focus on the current and future community risk needs. The study will also gather feedback from internal and external stakeholders of the organization to gain a direct perspective of the issues facing the department and service delivery expectations.

2. Deliverables

Strategic Plan

Master Plan

The major components of this project will include:

- Data Collection
 - Organizational Assessment Survey
- Preparation for Onsite Visit and Focus Group Scheduling
- Onsite Visit
 - Consultant Team will meet with key internal and external stakeholders
 - Consultant Team will conduct a SWOC analysis with each group

MCIT Agreement | Statement of Work (SOW) for Plateau Valley Fire
Protection District

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MissionCIT, LLC



Statement of Work and Agreement
For
Plateau Valley Fire Protection District

Last updated: 09-October-2024



4.0 INSURANCE, NOTICES PRIOR SERVICES AND MISCELLANEOUS

4.1 Each agency shall, during the period of this Agreement, maintain in full force and effect one or more policies of comprehensive general liability insurance and automotive insurance which will insure against all perils involved in or associated with the services performed by the agencies, in an amount not less than \$1,000,000.00. In addition, each agency shall maintain in full force and effect all insurance otherwise required by law to be carried such as but not by way of limitation, worker's compensation insurance. Each agency shall provide to the other agency at least annually a certificate of insurance in the above amounts.

4.2 Any notices given under this IGA shall be sent by regular mail, postage prepaid and addressed as set forth below or by facsimile transmission, by e-mail or by personal delivery to the agency at the addresses and numbers set forth below. Any notice shall be deemed received within three business days after mailing or at the time the notice is faxed, sent by e-mail or delivered personally.

**PLATEAU VALLEY FIRE PROTECTION DISTRICT
a political subdivision of the state of Colorado
P.O. Box 210
Mesa, CO 81643**

By: _____

Name: _____

Date: _____

Title: _____

**GRAND MESA METROPOLITAN DISTRICT #2
a political subdivision of the state of Colorado
P.O. Box 485
Mesa, CO 81643**

By: _____

Name: _____

Date: _____

Title: _____

3.4 The equipment and personnel of PVFPD while engaged in performing any support service, activity or undertaking under the provisions of this IGA, shall have and retain all rights, privileges and immunities of and be deemed to be engaged in the service of PVFPD. While the agencies agree to coordinate services and cooperate with each other, all decisions relating to the nature and extent of services provided shall be made by PVFPD.

3.5 If PVFPD responds to a call where a GMMD representative is not at the scene, then PVFPD will follow its internally prescribed treatment protocols and procedures.

3.6 Except to the extent of available insurance coverage, each agency waives against the other agency all claims for any loss damage to equipment and for any loss, damage, personal injury or death sustained by EMS or FPS personnel, and which claim, loss, damage, personal injury or death occurred as a consequence of or arising out of the performance of this IGA; provided, however, that no such waiver shall apply with respect to the gross negligence or intentional misconduct of the other agency. Nothing contained herein shall be considered a waiver by PVFPD or GMMD of any rights to which either may be entitled under the Colorado Governmental Immunities Act. Under no circumstances shall either agency, or its employees, volunteers, agents, or contractors, have any claim against the other agency or its employees, volunteers, agents or contractors in excess of the insurance coverage required in paragraph 4.1, or except in cases involving gross negligence or intentional misconduct. Further, with regard to any claims made against each party by any third parties, each party shall be entitled to the benefit of any immunity or defenses available under Colorado law.

3.7 Billing for this IGA will be based on the mill levy of PVFPD which is currently 5.169 mills. The assessed valuation of GMMD as of August 2024 is \$4,781,120, which would generate a fee of \$24,714. The fee will be rounded to the nearest \$1. The assessed fee will be recalculated each year based on the current assessed value of GMMD as reported by Mesa County Assessor. Payment will be due on biannual installments as billed by PVFPD.

3.8 GMMD will also provide adequate water through their fire hydrants to be used by PVFPD for the sole purpose of fire extinguishment. If at any time there is an insufficient amount of water PVFPD will not be held accountable for fire not extinguished. GMMD will inform PVFPD at the early onset of any known problems with the water delivery system i.e., shortage in water supply or broken piping.

- 1.4 EMS — Emergency Medical Services**
- 1.5 EMT — Emergency Medical Technician**
- 1.6 EMT in Charge — Emergency Medical Technician In Charge at the scene.**
- 1.7 FPS — Fire Protection Services**

2.0 ASSISTANCE AND AID

2.1 PVFPD agrees to respond to requests for assistance within the GMMD boundaries upon request at any and all times, providing that it shall be entirely within the discretion of the PVFPD as to what personnel and equipment shall answer the request for assistance PVFPD shall determine if the call may be answered legally and shall respond only where the safety and protection of PVFPD citizens, property and personnel of PVFPD are not adversely compromised.

3.0 RESPONSE PROCEDURES, REPORTS AND CHARGES

3.1 Any requests for aid should include a statement of the amount and type of equipment and personnel requested, and shall specify the location to which the equipment and personnel are to be dispatched; however, the amount and type of equipment and number of personnel to be furnished shall be determined by and at the sole discretion of PVFPD. Requests for aid should be directed through Mesa County Dispatch by calling 911.

3.2 PVFPD shall report to the EMT in Charge or other supervisory official of GMMD at the location to which the equipment and personnel is dispatched and shall coordinate all activities with that official. The personnel and equipment responding to the Requesting Agency shall be under the immediate supervision of the designated EMT or other supervisory official of PVFPD. The supervisory officials for each agency shall use their best efforts to coordinate the activities of the agencies at the site of the call.

3.3 PVFPD will be released from the call by GMMD supervisory official when aid and assistance are no longer required or when the services of PVFPD are otherwise needed within its service area or when other emergency public services are required of PVFPD.

PLATEAU VALLEY FIRE PROTECTION DISTRICT



49084 KE ½ RD
PO BOX 210
MESA, CO 81643
970-268-5283
FAX: 970-268-5055



INTERGOVERNMENTAL AGREEMENT EMS AND FIRE AID AGREEMENT

This agreement, made and entered into this agreement on _____ between Plateau Valley Fire Protection District (PVFPD) and Grand Mesa Metropolitan District (GMMD), both entities being referred to in this Agreement as the "agencies or individually as the "agency".

WHEREAS, this Agreement is entered as authorized by Title 29, Article 20, Colorado Revised Statutes, as amended, and;

WHEREAS, the Parties wish to maximize the use of public resources for the benefit of their constituents and;

WHEREAS, it is and will continue to be, to the mutual benefit of each of the agencies to assist the other, when necessary, in providing additional emergency medical or fire equipment and personnel for the purpose of delivering emergency prehospital patient care and fire protection services within the boundaries of the other agency, and in turn receive such assistance,

NOW THEREFORE, in consideration of the covenants, contents and obligations herein expressed in this Intergovernmental Agreement it is agreed by and between the parties as follows:

1.0 DEFINITIONS

1.1 The agency responding to a request within the boundaries of the second agency is designated the "Answering Agency".

1.2 The agency requesting aid under this Agreement is designated the "Requesting Agency".

1.3 "Director" means the person responsible for the respective emergency medical or fire protection service or Director's designated representative.

Lexipol Approved Policys

Workshop 9/25/24	One	Not Started	Lexipol	100	Fire Service Authority
	One	Not Started	Lexipol	103	Policy Manual
	One	Not Started	Lexipol	202	[Interim_directive]s
	One	Not Started	Lexipol	300	Incident Management
Workshop 10/8/24	One	Not Started	Lexipol	301	Emergency Response <i>re visit</i>
	One	Not Started	Lexipol	302	Fireground Accountability
	One	Not Started	Lexipol	303	Rapid Intervention/Two-In Two-Out
	One	Not Started	Lexipol	310	High-Rise Incident Management <i>re visit</i>
	One	Not Started	Lexipol	609	National Incident Management System (NIMS) Training
	One	Not Started	Lexipol	615	Live-Fire Training
	One	Not Started	Lexipol	916	Roadway Incident Safety
	One	Not Started	Lexipol	324	Performance of Duties
	One	Not Started	Lexipol	1013	Conduct and Behavior
	One	Not Started	Lexipol	1044	Member Speech, Expression, and Social Networking
	One	Not Started	Lexipol	611	Respiratory Protection Training
	One	Not Started	Lexipol	906	Respiratory Protection Program

PLATEAU VALLEY FIRE PROTECTION DISTRICT



49084 KE ½ RD
PO BOX 210
MESA, CO 81643
970-268-5283
FAX: 970-268-5055



100.42A Salary Market Study 10/03/2024

Proposed Pay Scale for 2025 Draft

3% maximum annual incre	Hire (year 1)	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
EMT-B	COLA									
Hourly	\$21.12	\$21.75	\$22.41	\$23.08	\$24.23	\$24.96	\$25.71	\$26.48	\$27.27	\$28.64
Annual	\$63,486.72	\$65,391.32	\$67,353.06	\$69,373.65	\$72,842.34	\$75,027.61	\$77,278.43	\$79,596.79	\$81,984.69	\$86,083.93
Max	95,043.61									
Paramedic										
Hourly	\$24.95	\$25.70	\$26.47	\$27.26	\$28.63	\$29.49	\$30.37	\$31.28	\$32.22	\$33.83
Annual	\$74,999.70	\$77,249.69	\$79,567.18	\$81,954.20	\$86,051.91	\$88,633.46	\$91,292.47	\$94,031.24	\$96,852.18	\$101,694.79
Max	112,279.26									
Administrative Assistant										
Hourly	\$30.05	\$31.25	\$32.50	\$33.80	\$35.15	\$36.56	\$38.02	\$39.54	\$41.13	\$42.77
Annual	\$50,003.20	\$52,003.33	\$54,083.46	\$56,246.80	\$58,496.67	\$60,836.54	\$63,270.00	\$65,800.80	\$68,432.83	\$71,170.15
Fire Chief										
Annual	\$114,550	\$119,132.00	\$123,897.28	\$128,853.17	\$134,007.30	\$139,367.59	\$144,942.29	\$150,739.99	\$156,769.58	\$163,040.37

2% Certification Pay Increases

- Fire Instructor 1
- Fire Officer 1
- Fire Officer 2
- Engine Boss
- Crew Boss
- Fire Fighter 2
- Wildland Fire Fighter type 1
- ICT Type 4
- APP Level
- Critical Care Paramedic
- Community Paramedic
- Driver operator
- Fire Inspector
- Fire Investigator

- Up to 3 % raises per year for time served, eligibility based off of performance.
- Two 2% certification increase per year, any additional will be carried over for the following year. Total of five certification pay increases.
- New Hires will be assessed at 1 % per year of service not exceed 10% plus 2% certification increases max of two cert increases.
- COLA increase will adjust base rate across the schedule with board approval.
- Once an employee is topped out in the range all certifications and performance increases will be paid out at year end as a one time bonus.
- Entry level pay is allowed upto an 8% increase over base DOQ.
- This pay structure should be subject to a market study at least every third year.

**Plateau Valley Fire Protection District
Grant & Capital Expenditure Information
For Budget Years: 2024 - 2025**

	GRANT INFORMATION			CAPITAL & LARGE ITEM INFORMATION			
	<u>2024 Budget</u>	<u>Est'd Actual</u>	<u>2025 Budget</u>	<u>2024 Budget</u>	<u>Est'd Actual</u>	<u>2025 Budget</u>	<u>Priority</u>
Brush Truck Chassis - 2X - FMLD	\$ -	\$ 63,816.00	\$ -	\$ -	\$ 25,259.19	\$ -	
Chief Vehicle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,000.00	4
Bunker Gear - 2 sets	\$ -	\$ 10,202.25	\$ -	\$ 7,500.00	\$ 11,000.00	\$ 11,000.00	2
Station Vehicle Exhaust Ventilation System (FMLD)	\$ 145,000.00	\$ -	\$ -	\$ 208,000.00	\$ -	\$ -	
Battery Powered Extrication - (Sinise Foundation)	\$ 80,000.00	\$ -	\$ 100,000.00	\$ 80,000.00	\$ -	\$ 200,000.00	1
2024 - Hose Replacement	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 4,000.00	\$ -	
Ambulance 91 - side-step	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ 2,840.87	\$ -	
New Side by Side - (Leary Foundation)	\$ 22,000.00	\$ -	\$ -	\$ 22,000.00	\$ -	\$ -	
Power Lift for Amb 93	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	\$ -	\$ -	
Cooling System - Mesa Bays	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00	5
Fan for Engine 93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	
Fitness Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	
Fence for Station 91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00	8
LexiPol Grant - from DOLA	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	
IT - Update Security Cameras	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	
10 Flashlights for Engines - Not Capital (State Farm)	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	\$ -	\$ -	
Washer & Dryer - 2 each - Not Capital	\$ -	\$ 2,147.22	\$ -	\$ -	\$ -	\$ -	
Total Capital	\$ 292,500.00	\$ 101,165.47	\$ 100,000.00	\$ 371,000.00	\$ 43,100.06	\$ 304,000.00	
Tires - Annual Replacement - Not Capital	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 4,501.00	\$ 5,000.00	3
Washer & Dryer - 2 each - Not Capital	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,147.22	\$ -	
AHA CPR Supplies - Not Capital	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 185.31	\$ -	
10 Flashlights for Engines - Not Capital (State Farm)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Crew Force - IT - one time fee - mobile data terminal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,900.00	6
Training - Paramedic Class	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	
Office Chairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00	
Computer Screen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150.00	
Desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	
Computer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	7
Total Non-Capital	\$ -	\$ -	\$ -	\$ 9,500.00	\$ 6,833.53	\$ 24,150.00	
Totals	\$ 292,500.00	\$ 101,165.47	\$ 100,000.00	\$ 380,500.00	\$ 49,933.59	\$ 328,150.00	

PLATEAU VALLEY FIRE PROTECTION DISTRICT
GENERAL FUND BUDGET
January 1 to December 31, 2025

	ACTUAL 2023	BUDGET 2024	ESTIMATED ACTUAL 2024	BUDGET 2025
<u>Operating</u>				
Bad Debt	\$ 169,759	\$ 75,000	\$ 75,000	\$ 75,000
Building Repairs & Maintenance	\$ 17,709	\$ 25,000	\$ 23,151	\$ 25,000
Chemicals	\$ 416	\$ 1,100	\$ 746	\$ 1,100
Communications	\$ 13,383	\$ 15,250	\$ 13,791	\$ 15,000
Crew Quarters Supplies, Equipment	\$ 957	\$ 3,850	\$ 3,638	\$ 3,850
EMS Equipment	\$ 6,564	\$ 6,750	\$ 6,257	\$ 6,750
EMS Supplies/Drugs	\$ 11,763	\$ 19,000	\$ 12,834	\$ 13,300
Fire Fighting Equipment	\$ 16,844	\$ 19,500	\$ 7,965	\$ 8,300
Fire Support	\$ 538	\$ 10,000	\$ 1,487	\$ 10,000
Community Relations and Education	\$ 1,921	\$ 3,000	\$ 2,389	\$ 3,000
Fuel	\$ 20,562	\$ 25,300	\$ 17,715	\$ 25,300
Janitorial Supplies	\$ 1,011	\$ 2,750	\$ 1,297	\$ 1,400
Meals	\$ 8,479	\$ 12,500	\$ 8,132	\$ 8,500
Miscellaneous Expense	\$ -	\$ 2,000	\$ -	\$ 2,000
Motor Vehicle Parts & Service	\$ 12,209	\$ 25,250	\$ 33,661	\$ 34,700
Operating Supplies	\$ 1,421	\$ 2,750	\$ 2,750	\$ 2,900
Other Equipment Parts & Service	\$ 6,982	\$ 6,950	\$ 8,293	\$ 8,550
Postage & Freight	\$ 8	\$ 550	\$ 324	\$ 550
Radio Repairs & Supplies	\$ 428	\$ 4,400	\$ 1,489	\$ 2,500
Small Tools	\$ 1,679	\$ 5,465	\$ 2,011	\$ 5,000
Training Expenses	\$ 17,444	\$ 30,000	\$ 9,623	\$ 30,000
Travel Expenses	\$ 454	\$ 4,400	\$ 2,687	\$ 4,000
Uniforms/Cold Weather Gear	\$ 8,810	\$ 16,000	\$ 12,832	\$ 16,000
Total Operating Expenditures	\$ 319,341	\$ 316,765	\$ 248,072	\$ 302,700
Capital Expenditures	\$ 185,773	\$ 371,000	\$ 55,000	\$ 304,000
Total Expenditures	\$ 1,501,851	\$ 2,046,882	\$ 1,476,807	\$ 2,023,460
Increase (Decrease) in Reserves	\$ 68,270	\$ (110,908)	\$ 317,323	\$ (468,006)
FUND BALANCE	\$ 1,114,726	\$ 1,111,952	\$ 1,425,149	\$ 950,343
Plus Tabor Reserves	\$ 47,100	\$ 44,000	\$ 54,000	\$ 60,800
ENDING FUND BALANCE	\$ 1,161,826	\$ 1,155,952	\$ 1,479,149	\$ 1,011,143

PLATEAU VALLEY FIRE PROTECTION DISTRICT
GENERAL FUND BUDGET
January 1 to December 31, 2025

	ACTUAL 2023	BUDGET 2024	ESTIMATED ACTUAL 2024	BUDGET 2025
ESTIMATED RESOURCES				
Beginning Fund Balance	\$ 1,093,556	\$ 1,266,860	\$ 1,161,826	\$ 1,479,149
Less Tabor Reserves	\$ (47,100)	\$ (44,000)	\$ (54,000)	\$ (60,800)
Adjusted Fund Balance	\$ 1,046,456	\$ 1,222,860	\$ 1,107,826	\$ 1,418,349
ESTIMATED REVENUES				
Property Taxes - General Levy	\$ 932,962	\$ 972,471	\$ 972,471	\$ 766,473
Property Taxes - Pension Levy	\$ 99,875	\$ 104,141	\$ 104,141	\$ 82,081
Property Tax Backfill	\$ -	\$ 56,362	\$ 47,656	\$ 40,000
Specific Ownership Taxes	\$ 130,549	\$ 135,000	\$ 122,375	\$ 97,900
Public Safety Tax	\$ 13,943	\$ 14,500	\$ 14,061	\$ 15,000
Investment Income	\$ 49,426	\$ 89,500	\$ 60,969	\$ 60,000
Ambulance Fees Net of Adjustments	\$ 315,403	\$ 271,500	\$ 334,354	\$ 344,000
Grants/Miscellaneous	\$ 27,963	\$ 292,500	\$ 138,103	\$ 150,000
Total Available Revenues	\$ 1,570,121	\$ 1,935,974	\$ 1,794,130	\$ 1,555,454
ESTIMATED EXPENDITURES				
<u>General & Administrative</u>				
Accounting & Legal Fees	\$ 47,914	\$ 57,900	\$ 56,800	\$ 59,800
Advertising	\$ -	\$ 1,100	\$ 300	\$ 500
Audit Fees	\$ 4,700	\$ 5,000	\$ 6,300	\$ 6,500
Billing Service Fees	\$ 20,538	\$ 25,000	\$ 14,992	\$ 15,750
Director Fees	\$ 7,900	\$ 8,300	\$ 12,800	\$ 12,800
Dues & Donations	\$ 2,787	\$ 4,400	\$ 5,022	\$ 5,200
Election Costs	\$ 1,501	\$ -	\$ -	\$ 10,000
Employee Recognition	\$ -	\$ 2,900	\$ 2,940	\$ 3,100
Human Resource Expense	\$ 765	\$ 1,750	\$ 841	\$ 1,750
Insurance	\$ 151,195	\$ 224,445	\$ 176,920	\$ 195,000
IT & Maintenance Contracts	\$ 23,098	\$ 27,050	\$ 40,494	\$ 18,700
Medical Service - Personnel	\$ 4,131	\$ 5,250	\$ 2,141	\$ 5,000
License Fee - Transport Fee	\$ 3,140	\$ 2,100	\$ 2,270	\$ 2,350
Office Supplies	\$ 1,148	\$ 1,650	\$ 2,018	\$ 2,100
Office Equipment	\$ 363	\$ 1,100	\$ 1,100	\$ 2,500
Retention & Recognition - Volunteers	\$ 6,245	\$ 9,820	\$ 9,820	\$ 10,000
Treasurers Fees - General Levy	\$ 18,651	\$ 19,449	\$ 19,449	\$ 15,329
Treasurers Fees - Pension Levy	\$ 1,997	\$ 2,083	\$ 2,083	\$ 1,642
Tax Abatement Expense	\$ 779	\$ 1,000	\$ 756	\$ 1,000
Utilities	\$ 34,325	\$ 45,000	\$ 34,812	\$ 37,300
Volunteer Pension Contribution	\$ 97,879	\$ 104,070	\$ 104,070	\$ 80,439
Wages & Payroll Expenses	\$ 567,681	\$ 809,750	\$ 677,807	\$ 930,000
Total General & Administrative Expenditures	\$ 996,737	\$ 1,359,117	\$ 1,173,735	\$ 1,416,760

Plateau Valley Fire Protection District

Check Register
September 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT #	ACCOUNT	DEBIT	CREDIT
TOTAL							\$242,760.46	\$242,760.46