

CIMARRON HILLS FIRE PROTECTION DISTRICT



2023 BUDGET





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Mission

The **MISSION** of the Cimarron Hills Fire Department is to honorably serve our community by providing professional and aggressive fire and emergency medical services.

Vision

The **VISION** of the Cimarron Hills Fire Department is to lead by example through community-focused preparedness and an unparalleled commitment to training excellence.

Values

CUSTOMER SERVICE

We will serve every customer with the utmost care, compassion, and commitment. Our community is our top priority, and **THEY** are the reason we do what we do.

PEOPLE

We value people by being an aggressive minded and aggressively trained organization to ensure we are the best at what we do when it matters most.

TACTICAL SUPERIORITY

Quick Water, Quick Search, and Quick Care will be our priority on every fire and EMS call, and will be accomplished with extreme pride and ownership.

Slogan

“A Community Centered Family Department”



Introduction

The men and women who professionally serve the residents and visitors of the Cimarron Hills Fire Protection District are proud to present our 2023 Budget. This budget is a result of the tireless efforts of our amazing staff including our line Firefighters, Company Officers, Chief Officers, Administrative Staff, and our elected officials serving on the Board of Directors. This budget was created with several guiding principles, to include the following:

- Adherence to our Mission Statement above all else: *The Mission of the Cimarron Hills Fire Department is to honorably serve our community by providing professional and aggressive fire and emergency medical services*
- Transparency in all aspects of our administration and operations
- Focus on our people, our families, and our customers

This document provides an overview of our operations, revenue, expenditures, historical perspectives, and our goals. Our leadership team and our organization are here to serve the public. As such, we are ready and willing to embrace questions, suggestions, and feedback.

Board of Directors

Paul Miller – President

Larry Keleher – Vice President

Rene’ Sintas – Secretary

Bryan Schofield – Treasurer

Erika Gass – Director

Management Staff

Andrew York – Fire Chief

John “JT” McLeod – Division Chief of Fire & Life Safety

Matthew Gortner – Division Chief of Operations

Virpi Mattson – Executive Assistant

Heath Bichel – Financial Planning Assistant

Acknowledgement

We must take this time to acknowledge our amazing, caring, professional, and dedicated line staff. The men and women of our line staff are the best firefighters and emergency medical personnel you will find. These amazing people lay their lives on the line daily for our community, knowing full well they may be asked to make the ultimate sacrifice. This organization and community would not be what it is today without the efforts of these tremendous people.



Message from the Fire Chief

As the CHFPD Fire Chief, it is my pleasure to present the 2023 budget to our community. This budget reflects several months of careful planning and an in-depth analysis of how we do business. Our goal is to create a transparent, fiscally responsible, and goal-oriented budget. We have done this with our 2023 budget. There is no fluff and, most assuredly, no hidden agenda. The goal is, and always will be, to treat the district's money better than we would treat our own. My goal is to ensure we are doing the right things for the right reasons, and do this while providing top-notch emergency services to our community. This is how we plan and conduct ourselves in all areas of organizational planning.

2022 was another very busy year for the district. 2022 was a great year to celebrate the 50th Anniversary of our fire district. Our single largest accomplishment is the establishment of our own ambulance service, which began transporting July 1st. This has led to better Advanced Life Support ambulance transport and faster response times for ambulance requests by our citizens. We made a few significant purchases this year which included 1) Ambulance 1381 and associated equipment, 2) Final install of our Station Alerting System, and 3) Body Armor for all district personnel.

We continued our nationally deployable wildland program. We deployed resources to fires in Texas, Colorado, Nebraska, New Mexico, and Idaho. This resulted in approximately 124 days of deployment. This has contributed greatly to the professional deployment of our personnel and given them the opportunity to gain experience they would otherwise not receive. We added 6 new positions in May 2022, which are our ambulance personnel.

Your fire department continues to be a forward-thinking, progressive, and well-respected fire department in El Paso County. We are looking forward to another great year in 2023. We will be adding a new squad apparatus to our fleet, and we will be purchasing two new life saving cardiac monitors. We are adding two additional personnel, to include a full-time Division Chief and a part-time Administrative Assistant.

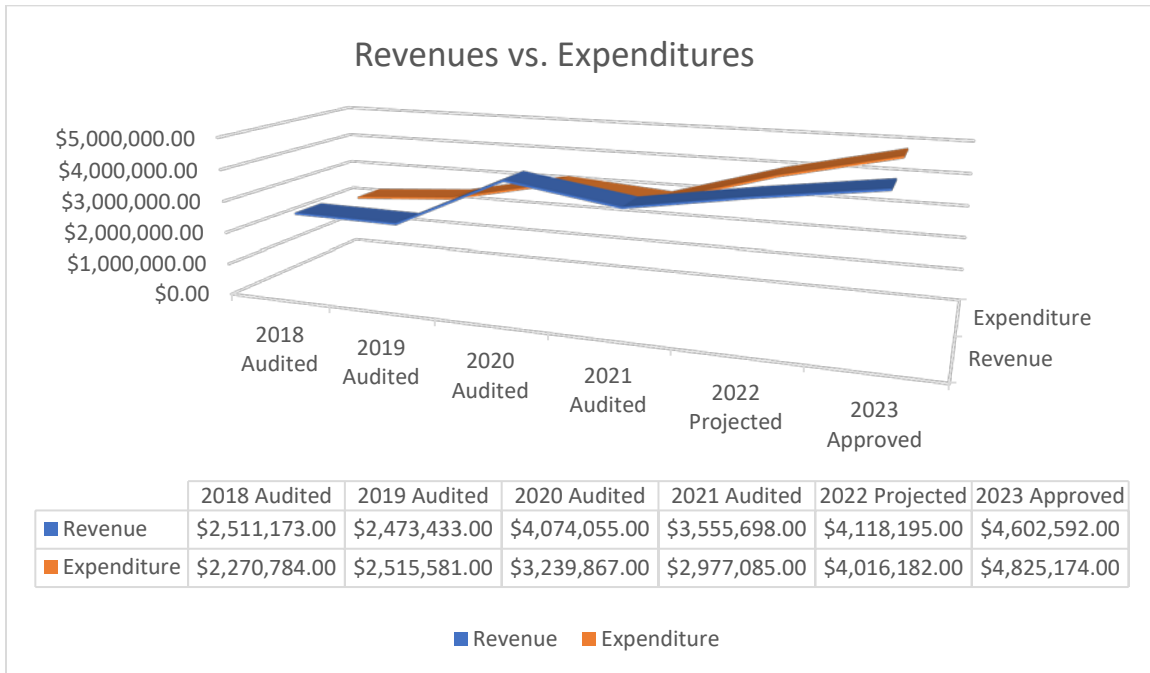
I want to thank our residents for your continued support and participation in our monthly board meetings and community events. I want to thank our Board of Directors for their support, service, and unwavering commitment to bettering the lives and workplace of our greatest asset, our People.

Thank you,

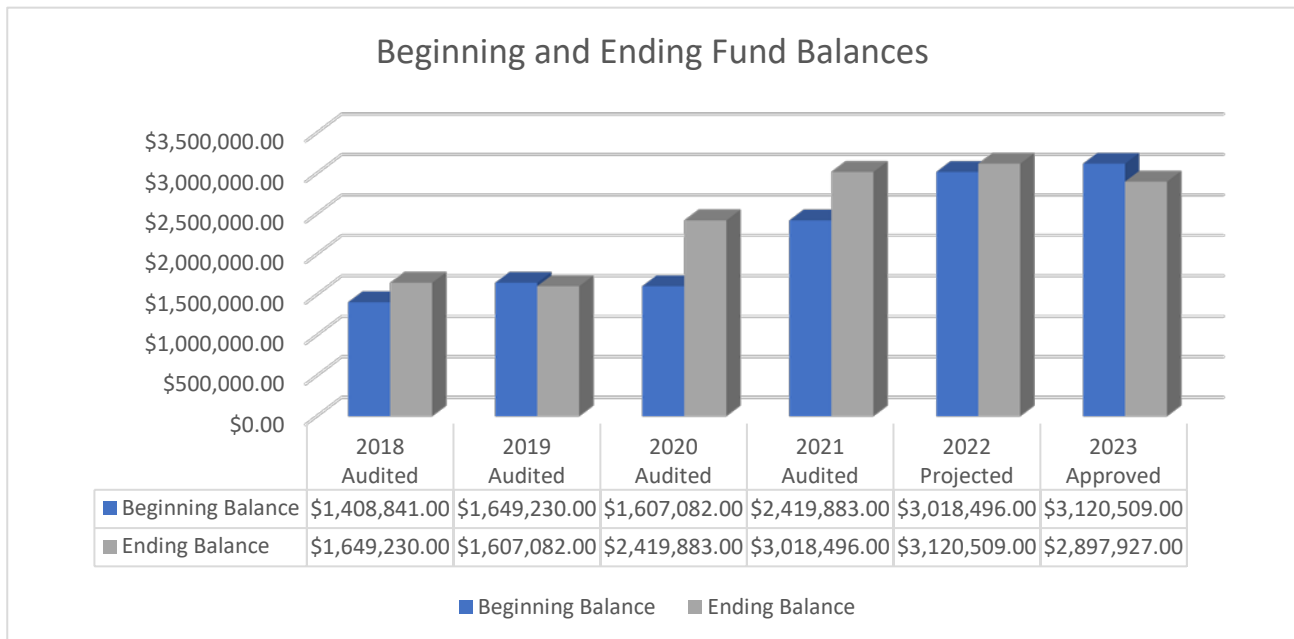
Andrew York
Fire Chief



Historical Revenues and Expenditures

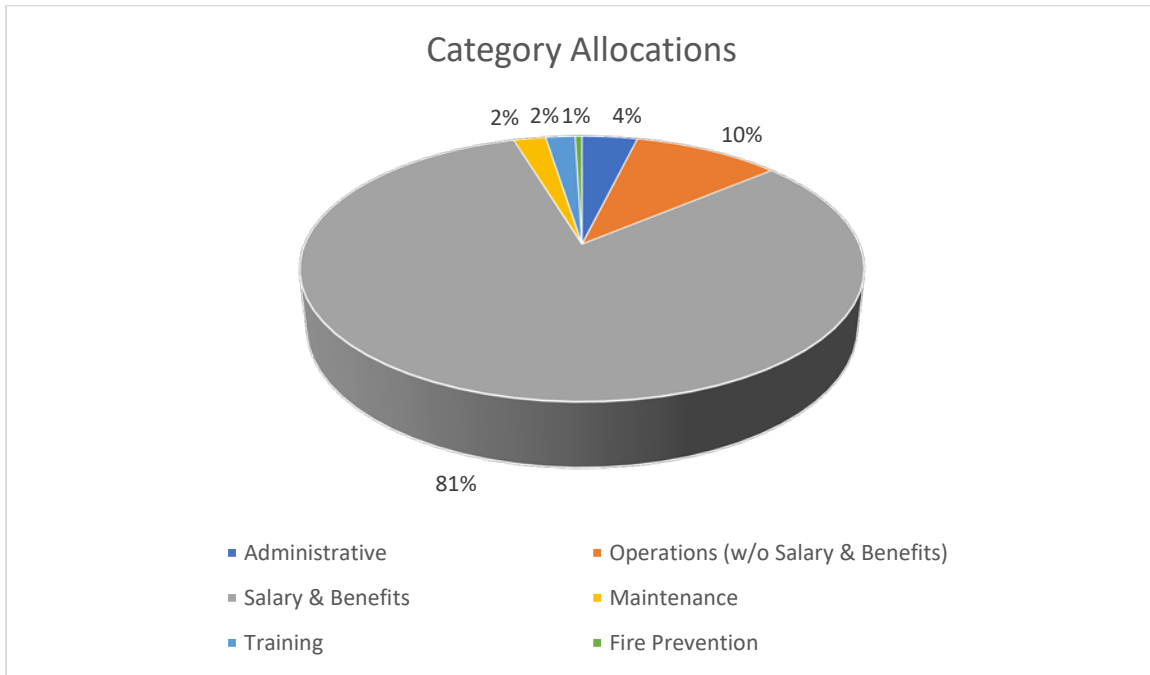


Historical Beginning and Ending Balances





2023 Budget Category Allocations



2023 Budget

Line #	Line Item/Category	2021 Audited	2022 Projected	2023 Approved
1	BEGINNING BALANCE	2,419,883	3,018,496	3,120,509
	3 Month O&M Reserve & Tabor Included in Beginning Balance			
	Operating Revenue			
2	Fees	13,000	17,850	10,000
3	Donations	808	-	-
4	Reimbursements	-	-	-
5	Grants	38,806	3,510	80,106
6	Wildland Disaster Billing	450,638	482,826	335,000
7	Ambulance Billing	-	14,465	527,540
8	TOTAL OPERATING REVENUES	503,252	518,651	\$ 952,646
	Non-Operating Revenue			
9	Assessed Valuation	168,329,110	204,302,540	205,459,730
10	Mil Levy	16,200	16,200	16,621
	Operations General Fund (94%)	2,568,761	3,111,119	3,210,049
	Capital Fund (6%)	163,963	198,582	204,897
11	Property Taxes	2,732,724	3,309,701	3,414,946
12	Special Ownership Taxes	318,894	283,542	235,000
13	Deposit Interest	828	-	-
14	Insurance Recovery	-	6,301	-
15	TOTAL NON-OPERATING REVENUES	3,052,446	\$ 3,599,544	\$ 3,649,946
16	TOTAL OPERATING & NON-OPERATING REVENUES	3,555,698	4,118,195	\$ 4,602,592
17	TOTAL AVAILABLE RESOURCES	\$ 5,747,011	\$ 7,136,691	\$ 7,723,101



ESTIMATED EXPENDITURES				
Administrative				
18	Audit & Consulting	11,033	14,143	14,675
19	Awards, Incentives & Events	10,019	30,250	15,300
20	Bank Service Charges	3,382	9,000	8,376
*	Bookkeeping	-	-	-
21	Payroll Service Charges	4,713	6,200	6,460
22	County Treasurers Fees	40,991	49,646	51,224
23	Data Automation Support	8,937	14,490	16,140
24	Election	-	3,332	6,000
25	Legal Fees & Notices	6,246	5,000	20,000
26	Office Supplies and Equipment	8,357	9,446	9,846
*	Office Supplies	-	-	-
*	Office & Administrative Equipment	-	-	-
27	Tax Refunds	12,057	12,000	20,000
28	Total Administrative	\$ 105,735	\$ 153,507	\$ 168,021
Operations				
29	Utilities	14,556	20,400	25,800
*	Service Delivery and Fire Suppression Expendables	-	-	-
30	Fire Rescue Operations	15,390	18,700	18,700
*	Facility Housekeeping, Supplies & Equipment	-	-	-
31	Wildland Fire Operations	49,402	65,000	79,500
32	Insurance	17,839	21,985	24,422
33	EMS/Medical Operations	11,032	42,700	42,700
*	Operations Equipment	-	-	-
34	Personal Protective Equipment (PPE) Operations	22,182	16,000	24,500
35	Structures, Roads and Grounds Operations	9,472	15,000	18,500
36	Communication Operations	29,905	32,018	34,457
37	Vehicle & Apparatus Fuel	13,252	30,000	30,000
38	Salary	1,747,706	2,451,025	2,849,264
39	Benefits	421,260	625,856	754,634
40	Unemployment Insurance	-	-	500
41	Workers Compensation Insurance	40,763	55,000	89,731
42	Health and Wellness Program	3,548	5,000	25,950
*	Volunteer Stipend (program discontinued in 2020)	-	-	-
43	Director Stipend	6,100	6,200	12,000
44	Uniforms	8,306	28,000	18,600
45	Total Operations	\$ 2,410,713	\$ 3,432,884	\$ 4,049,258
Maintenance				
46	Structures, Roads & Grounds Maintenance	25,875	25,000	21,012
*	EMS/Medical Equipment Maintenance	-	-	-
*	Fire & General Equipment Maintenance	-	-	-
*	Office & Administrative Equipment Maintenance	-	-	-
*	Fixed Support Equipment Maintenance	-	-	-
*	Communications Maintenance	-	-	-
47	Vehicle & Apparatus Maintenance	41,920	70,000	76,300
*	Protective & Personal Equipment Maintenance	-	-	-
48	Total Maintenance	\$ 67,795	\$ 95,000	\$ 97,312
Training & Association				
49	Training	47,924	76,500	82,500
*	EMS/Medical Training	-	-	-
*	Administrative/Executive Trainings & Meetings	-	-	-
50	Recruiting, Testing, and Hiring	578	4,000	3,208
51	Association/Subscription Services, Fees, and Dues	2,561	2,800	3,725
*	Subscription Services	-	-	-
52	Total Training & Association	\$ 51,063	\$ 83,300	\$ 89,433
Prevention, Safety & Community Services				
53	Plans, Permits & Code Compliance Inspections	-	-	1,000
*	Plans, Permits & Code Compliance Administration	-	-	-
54	Fire Investigations	6,022	-	2,000
55	Fire Prevention Education	5,345	3,500	7,900
*	Community Information Publications	-	-	-
*	Prevention Training	-	-	-
*	Prevention Education & Community Outreach	-	-	-
56	Community Outreach	3,551	6,000	9,850
57	Total Fire Prevention & Community Outreach	\$ 14,918	\$ 9,500	\$ 20,750
58	Total Operating	\$ 2,650,224	\$ 3,774,190	\$ 4,424,774
59	Total Debt Service	\$ -	\$ -	\$ -



Capital Purchases				
60	Structures, Roads & Grounds	105,409	15,381	4,500
61	General Operations	22,863	8,930	6,900
*	EMS/Medical Equipment	-	-	-
*	General Equipment	-	-	-
62	Administrative Operations	-	-	5,000
63	Communications Operations	30,000	21,492	-
64	Vehicles & Apparatus	155,334	22,164	250,000
65	Personal Protective Equipment	13,255	57,600	34,000
66	Wildland/Disaster Operations	-	3,617	24,000
67	EMS Operations	-	112,808	76,000
68	Total Capital Outlay	\$ 326,861	\$ 241,992	\$ 400,400
69	TOTAL EXPENSES/EXPENDITURES	\$ 2,977,085	\$ 4,016,182	\$ 4,825,174
70	ENDING FUND BALANCE	\$ 3,018,496	\$ 3,120,509	\$ 2,897,927
	3-Month O&M Reserve (Included in Beginning Balance)	682,187	963,503	1,106,194
	TABOR Reserves (Included in Beginning Balance)	98,062	123,927	144,755

*	Line no longer being used or combined into another line for 2021
Red Font	New or Renamed Line in 2021
Blue Font	New or Renamed Line in 2022

Capital and Sustainment Planning

Starting in the Fall of 2020, CHFD implemented a new method of allocating funds towards capital and sustainment planning. 6% of all CHFD revenue is allocated towards sustainment planning. The 6% is further broken down with a set percentage allocated to each capital/sustainment category. *These allocations may be adjusted as needed and deemed appropriate by the Fire Chief and Board of Directors.

- 55% - Vehicles and Apparatus
- 25% - Structures, Roads, and Grounds
- 5% - General Operations
- 2% - Administrative Operations
- 5% - Personal Protective Equipment
- 4% - Communications Operations
- 4% - EMS Operations

5-YEAR CAPITAL/SUSTAINMENT PLAN

The 5-year planning goals for sustainment are represented below and indicate the anticipated expenditures, their associated categories, and amounts. Additional expenditures may arise and will impact the plan, which will be adjusted as needed.

- 2023
 - 8-sets of Bunker Gear – Personal Protective Equipment – \$34,000
 - Replacement Cardiac Monitor x 2 – General Operations – \$76,000
 - Replace Squad 1341 – Vehicles and Apparatus – \$250,000
 - Wildland Equipment – Wildland and Disaster Operations – \$24,000
- 2024
 - 5-sets of Bunker Gear – Personal Protective Equipment – \$15,000



- 2025
 - Radio Purchase x 2 – Communication Operations – \$10,000
 - Computer Replacement – Administrative Operations – \$25,000
- 2026
 - New Engine/Ladder – Vehicles and Apparatus – \$800,000

Incident Statistics

The below statistics are presented to give a historical perspective on incident call volume.

