

PEYTON FIRE PROTECTION DISTRICT

Administrative Offices

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 · 800-741-3254
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<https://peytonfpd.colorado.gov/>

NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
David Rolenc	President	2023/May 2023
Clayton Miller	Vice President	2023/May 2023
Ryan Orness	Treasurer	2023/May 2023
Amy Turner	Secretary	2023/May 2023
VACANT		2025/May 2023

DATE: March 14, 2023 (Tuesday)

TIME: 6:30 p.m.

PLACE: ***Physical Location***
Peyton Fire Protection District
13665 Railroad Street
Peyton, CO 80831

Zoom Meeting

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

Phone Number: 1 (253) 215-8782

Meeting ID: 546 911 9353

Passcode: 912873

I. ADMINISTRATIVE MATTERS

A. Pledge of Allegiance.

B. Present Disclosures of Potential Conflicts of Interest.

C. Approve Agenda, confirm location of the meeting and posting of meeting notices.

D. Review and approve the Minutes of the February 14, 2023 Regular Meeting (enclosure).

II. PUBLIC COMMENT

A. _____

III. FINANCIAL MATTERS

A. Review and ratify approval of the payment of claims as follows (enclosure):

Fund	Period Ending Feb. 28, 2023
General	\$ 9,571.65
Debt	\$ -0-
Capital	\$ 70.83
Total	\$ 9,642.48

B. Review and accept unaudited financial statements for the period ending February 28, 2023 (enclosure).

C. Discuss future financing ideas.

D. Discuss update from CRL Associates Inc.

IV. OFFICER REPORTS/ANNOUNCEMENTS

A. Chief (to be distributed).

1. Call Volumes.

2. Personnel Count.

3. Update on District Vehicles.

B. Assistant Chief.

C. Captain.

D. President.

E. Vice President.

F. Treasurer.

G. Secretary.

H. Auxiliary Report.

1. Discuss the events for the year.

V. LEGAL MATTERS

A. Discuss updates on Station #2.

B. Review and consider approval of proposal from Encompass Services to process the Site Plan Exemption (enclosure).

VI. OPERATIONS AND MAINTENANCE

A. Discuss Strategic Plan.

B. Discuss status of grant funding opportunities.

C. Discuss Wildland Fire Program.

D. Discuss computer and security system maintenance.

1. Discuss status of new RFID lock system.

2. Review and consider approval of proposal from _____ for a new camera system (to be distributed).
-

- E. Discuss opportunities for targeted community outreach and services for residents with unique needs.
-

- F. Discuss status of snow plow purchase.
-

VII. OTHER BUSINESS

- A. Discuss May 2, 2023 election.
-

- B. Discuss future Agenda items.
-

VIII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, APRIL 11, 2023.**

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD FEBRUARY 14, 2023

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as “Board”) was held on Tuesday, the 14th day of February, 2023, at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831 and was also held by conference call. The meeting was open to the public to join by both methods.

ATTENDANCE

Directors In Attendance Were:

David Rolenc
Clayton Miller
Ryan Orness

Following discussion, upon motion duly made by Director Miller, seconded by Director Rolenc and, upon vote, unanimously carried, the absence of Director Turner was excused.

Also In Attendance Were:

David Solin; Special District Management Services, Inc. (“SDMS”)

Jack Reutzler, Esq.; Fairfield & Woods, P.C.

Assistant Chief Oakley Revels

Firefighter Vickie Revels

Probationary Member Rodewald

PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Rolenc led the Board in reciting the Pledge of Allegiance.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Attorney Reutzler noted that conflicts were filed for applicable Directors at least 72-hours prior to the meeting. Mr. Solin also noted that a quorum was present and requested members of the Board

RECORD OF PROCEEDINGS

to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No conflicts were noted.

ADMINISTRATIVE MATTERS

Agenda: Mr. Solin reviewed the proposed Agenda for the District's Regular Meeting.

Following discussion, upon motion duly made by Director Miller, seconded by Director Rolenc and, upon vote, unanimously carried, the Agenda was approved, as presented.

Meeting Location/Manner and Posting of Meeting Notice: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The Board meeting was held via teleconference and at the physical location.

Mr. Solin reported that notice was duly posted and that no objections to the telephonic manner of the meeting or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.

Minutes: The Board reviewed Minutes from the January 10, 2023 Regular Meeting.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Minutes of the January 10, 2023 Regular Meeting were approved, as presented.

Board Vacancy: The Board entered into discussion regarding the current Board Vacancy. The Board considered the appointment of Patrick Palacol to fill the vacancy on the Board.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, Patrick Palacol was appointed to fill the vacancy on the Board.

Appointment of Officers: The Board entered into discussion regarding the appointment of officers.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the following slate of officers was appointed:

RECORD OF PROCEEDINGS

President	David Rolenc
Vice President	Clayton Miller
Treasurer	Ryan Orness
Secretary	Amy Turner
Assistant Secretary	Patrick Palacol

PUBLIC COMMENT There were no comments from the public.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending January 31, 2023
General	\$ 23,907.80
Debt	\$ -0-
Capital	\$ 3,684.95
Total	\$ 27,592.75

Following discussion, upon motion duly made by Director Orness, seconded by Director Rolenc and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims as presented.

Financial Statements: Mr. Solin reviewed with the Board the unaudited financial statements of the District for the period ending December 31, 2022 and statement of Cash Position as of December 31, 2022.

Following discussion, upon motion duly made by Director Miller, seconded by Director Rolenc and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending December 31, 2022 and statement of Cash Position as of December 31, 2022.

Future Financing Ideas: The Board deferred discussion.

CRL Associates, Inc.: There was no update from CRL at this time. The Board directed that Director Rolenc, Chief Turner, Assistant Chief Revels, Attorney Reutzel and Mr. Solin meet with Mr. Sherman and begin discussions on planning for public presentation of an Education Campaign.

Agreement between the District and CRL Associates, Inc. for an Education Campaign for the May 2, 2023 Election: The Board reviewed an Agreement between the District and CRL Associates, Inc. for an education campaign for the May 2, 2023 election.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Miller, seconded by Director Orness and, upon vote, unanimously carried, the Board ratified approval of the Agreement between the District and CRL Associates, Inc. for an education campaign for the May 2, 2023 election.

FPPA 2023 Actuarial Study: Mr. Solin discussed with the Board the FPPA 2023 Actuarial Study. It was noted a study is not needed for 2023, and the Board did not want to pursue one. No action was necessary by the Board.

2022 Application for Exemption from Audit: The Board discussed the requirements for an audit.

Following review and discussion, upon motion duly made by Director Rolenc, seconded by Director Miller and, upon vote, unanimously carried, the Board approved execution of the Application for Exemption from Audit for 2022.

OFFICER REPORTS/ ANNOUNCEMENTS

Fire Chief:

Monthly Call Volumes: Assistant Chief Revels reported that 32 calls were received January 2023.

Personnel Count: Assistant Chief Revels reported that there are currently twelve (12) fire fighters including one (1) fulltime and four (4) on probationary status.

District Vehicles: Assistant Chief Revels reported that all vehicles are in service.

Assistant Chief: Assistant Chief Revels reported that the Ambulance Transport License for 1-year has been received. He noted costs should decline for the equipment that was required and he is working with a person to assist with insurance billing. It was also noted the emergency reporting system will have to be changed to ESO, at a significant cost increase as the current system will no longer be supported. Finally, Assistant Chief Revels reported that security locks are waiting on one additional part, and the system should be complete and using RFID cards shortly.

Captain: There was no report at this time.

President: There was no report at this time.

Vice President: There was no report at this time.

Treasurer: There was no report at this time.

RECORD OF PROCEEDINGS

Secretary: There was no report at this time.

Auxiliary Report: There was no report at this time.

Events for the Year: There was no report at this time.

LEGAL MATTERS

Station No. 2: Attorney Reutzel reported that he continues to work with the Attorney for the party donating the land.

New Development: Chief Revels informed the Board that there may be a cistern system put into place for sprinklering a new development.

OPERATIONS AND MAINTENANCE

Strategic Plan: There was no update at this time.

Grant Funding Opportunities: There was no update at this time.

Wildland Fire Program: There was no update at this time.

Computer and Security System Maintenance: There was no update at this time.

New Security Systems: This update was provided in the Assistant Chief report.

New Camera System: It was reported that Chief Turner has requested a proposal for a camera system.

Internet Monitoring: There was no update at this time.

Snow Plow for a Truck: Assistant Chief Revels reported that the Department needs to be able to service the plow needs of the Department and Chief Turner would like to purchase a plow for one of the type 6 vehicles. The Board directed Chief Turner to obtain a quote to present to the Board.

OTHER BUSINESS

Future Agenda Items: It was requested to add a “Discussion on opportunities to target Community Outreach to residents with unique needs” to future Agendas.

RECORD OF PROCEEDINGS

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By /s/ Amy Turner
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 14, 2023 MEETING MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Clayton Miller

David Rolenc

Ryan Orness

Amy Turner

**Peyton Fire Protection District
February-23**

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
Airgas, Inc	9994023833	12/31/2022	1/30/2023	\$ 76.96	Medical Supplies	1708
American Medical Response	PFD230104	1/4/2022	1/4/2022	\$ 573.52	Medical Supplies	1708
American Medical Response	PFPD230111	1/11/2023	1/11/2023	\$ 20.13	Medical Supplies	1708
Century Link	325B Jan. 2023	1/10/2023	2/9/2023	\$ 264.68	Utilities	1730
Century Link	624735542	2/17/2023	3/19/2023	\$ 357.95	Utilities	1730
Colorado Division of Fire	23-60606	1/23/2023	1/23/2023	\$ 30.00	Structural Fire Training	1709
Colorado Special Districts P&L Pool	23WC-52702-2816- 2	2/6/2023	2/6/2023	\$ 79.00	Insurance-Worker's Comp	1672
Community First National Bank	63658	2/2/2023	2/2/2023	\$ 70.83	Lease Purchase Principal Pmts	3810
Ed Glaser Propane, Inc	223950 Jan. 2023	1/19/2023	1/19/2023	\$ 785.00	Utilities	1730
Ed Roehr Safety Products Co	528934	1/10/2023	2/9/2023	\$ 33.90	Uniforms	1707
Ed Roehr Safety Products Co	529418	1/30/2023	3/1/2023	\$ 19.50	Uniforms	1707
El Paso County Fleet Management Department	23020004-RI	1/31/2023	3/31/2023	\$ 808.61	Fuel	1714
Eso Solutions Inc.	ESO-102943	2/1/2023	3/3/2023	\$ -	Medical Supplies	1708
Fairfield and Woods P.C.	246474	12/31/2022	12/31/2022	\$ 850.00	Legal	1675
John Deere Financial	Jan. 2023 Stmt	1/14/2023	1/14/2023	\$ 84.94	Station Supplies	1703
Mug-A-Bug, Inc	482157	2/8/2023	2/18/2023	\$ 94.00	Bldg & Grounds - Maintenance	1722
Mug-A-Bug, Inc	480567	1/11/2023	1/21/2023	\$ 94.00	Bldg & Grounds - Maintenance	1722
Special Dist Management Srvs	Jan-23	1/31/2023	1/31/2023	\$2,415.80	Management	1680
Special Dist Management Srvs	Jan-23	1/31/2023	1/31/2023	\$1,920.00	Accounting	1612
Special Dist Management Srvs	Jan-23	1/31/2023	1/31/2023	\$ 80.00	Election	1635
Special Dist Management Srvs	Jan-23	1/31/2023	1/31/2023	\$ 74.40	Miscellaneous	1685
Special District Association	SDA-2023	2/7/2023	2/7/2023	\$ 621.86	Insurance- SDA Liability, Auto	1670
Stericycle, Inc	3006327303	2/1/2023	2/17/2023	\$ 14.40	Medical Supplies	1708
Watts Up-Fitting	3029	1/24/2023	1/24/2023	\$ 273.00	Vehicle Repair and Maintenance	1712

\$9,642.48

Peyton Fire Protection District

February-23

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
Disbursements	9571.65		\$ 70.83	\$ 9,642.48
Visa Expenses		\$ -	\$ -	\$ -
Total Disbursements from Checking Acct	\$ 9,571.65	\$ -	\$ 70.83	\$ 9,642.48

PEYTON FIRE PROTECTION DISTRICT
Schedule of Cash Position
February 28, 2023

	Rate	Operating	Capital Projects	Total
Checking:				
First Bank Checking		\$ 9,947.35	\$ -	\$ 9,947.35
First Bank Payroll		\$ 5,173.85	-	5,173.85
Investments:				
First Bank Savings		\$ 127,088.00	\$ -	\$ 127,088.00
First Bank Savings - Reserve		\$ 13,750.00	\$ -	\$ 13,750.00
First Bank Savings - TABOR		\$ 8,625.00	\$ -	\$ 8,625.00
Total Funds		\$ 164,584.20	\$ -	\$ 164,584.20

2023 Mill Levy Information:

Certified General Fund Mill Levy	6.130
Certified Debt Service Fund Mill Levy	0.000

Board of Directors:

- * David Rolenc
- * Clayton Miller
- * Amy Turner
- * Ryan Orness

*Board member is an authorized signer on the checking account

PEYTON FIRE PROTECTION DISTRICT
Monthly Activity Summary
February 28, 2023

Account	Total	General Fund	Capital
Sources			
Taxes	\$ 5,498.21	\$ 5,498.21	\$ -
Interest, Donations, Other	113.96	113.96	-
Total Sources	<u>\$ 5,612.17</u>	<u>\$ 5,612.17</u>	<u>\$ -</u>
Uses			
Administrative	\$ 8,530.18	\$ 8,530.18	\$ -
Operations	4,291.64	4,291.64	-
Total Uses	<u>\$ 12,821.82</u>	<u>\$ 12,821.82</u>	<u>\$ -</u>
Net Source/(Use)	<u>\$ (7,209.65)</u>	<u>\$ (7,209.65)</u>	<u>\$ -</u>

PEYTON FIRE PROTECTION DISTRICT

FINANCIAL STATEMENTS

February 28, 2023

PEYTON FIRE PROTECTION DISTRICT
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
 February 28, 2023

<u>ASSETS AND OTHER DEBITS</u>	<u>GENERAL</u>	<u>CAPITAL PROJECTS</u>	<u>FIXED ASSETS</u>	<u>TOTAL MEMO ONLY</u>
Assets				
Cash in Bank- First Bank Check	\$ 9,947.35	\$ -	\$ -	\$ 9,947.35
First Bank- Payroll	5,173.85	-	-	5,173.85
First Bank Savings	127,088.00	-	-	127,088.00
First Bank Reserve Fund	13,750.00	-	-	13,750.00
First Bank Tabor Reserve	8,625.00	-	-	8,625.00
Property Taxes Receivable	306,776.80	-	-	306,776.80
Accounts Receivable	63.77	-	-	63.77
1997 Pumper	-	25,000.00	-	25,000.00
Prepaid Expenses	14,934.20	-	-	14,934.20
Total Current Assets	<u>486,358.97</u>	<u>25,000.00</u>	<u>-</u>	<u>511,358.97</u>
Capital Assets				
Buildings	-	-	189,127.00	189,127.00
Grounds and Equipment	-	-	636,860.31	636,860.31
Vehicles	-	-	501,532.03	501,532.03
Accumulated Depreciation	-	-	(1,062,639.42)	(1,062,639.42)
Total Capital Assets	<u>-</u>	<u>-</u>	<u>264,879.92</u>	<u>264,879.92</u>
Total Assets	<u>\$ 486,358.97</u>	<u>\$ 25,000.00</u>	<u>\$ 264,879.92</u>	<u>\$ 776,238.89</u>
Liabilities				
Accounts Payable	\$ -	\$ -	\$ -	\$ -
1997 Pumper Lease	-	12,004.58	-	12,004.58
Total Liabilities	<u>-</u>	<u>12,004.58</u>	<u>-</u>	<u>12,004.58</u>
Deferred Inflows of Resources				
Deferred Property Taxes	306,776.80	-	-	306,776.80
Total Deferred Inflows of Resources	<u>306,776.80</u>	<u>-</u>	<u>-</u>	<u>306,776.80</u>
Fund Balance				
Investment in Fixed Assets	-	-	264,879.92	264,879.92
Fund Balance	161,491.64	(5,639.71)	-	155,851.93
Restricted for Fireman's Morale and Welfare	480.00	-	-	480.00
Reserve for Contingencies	2,139.62	-	-	2,139.62
Tabor Reserve	7,974.00	-	-	7,974.00
Reserve for Capital	-	18,635.13	-	18,635.13
Current Year Earnings	7,496.91	-	-	7,496.91
Total Fund Balances	<u>179,582.17</u>	<u>12,995.42</u>	<u>264,879.92</u>	<u>457,457.51</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 486,358.97</u>	<u>\$ 25,000.00</u>	<u>\$ 264,879.92</u>	<u>\$ 776,238.89</u>

PEYTON FIRE PROTECTION DISTRICT
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the 2 Month Ending,
February 28, 2023
General Fund

Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Revenues					
Property Tax Revenue	\$ 2,989.52	\$ 2,989.52	\$ 310,337.00	\$ 307,347.48	1.0%
Specific Ownership Taxes	2,508.69	2,508.69	32,000.00	29,491.31	7.8%
Interest Income	113.96	315.36	2,000.00	1,684.64	15.8%
Grants	-	-	2,000.00	2,000.00	0.0%
Firefighter Donations - Res.	-	-	500.00	500.00	0.0%
Rehabilitation Donations - Res.	-	-	500.00	500.00	0.0%
T-Shirts Donations - Res.	-	-	400.00	400.00	0.0%
Other Income	-	-	2,000.00	2,000.00	0.0%
Auxiliary Donation - Res.	-	-	500.00	500.00	0.0%
Total Revenues	5,612.17	5,813.57	350,237.00	344,423.43	1.7%
Expenditures					
<u>Administrative Expenses</u>					
Accounting	440.00	440.00	21,000.00	20,560.00	2.1%
Audit	-	-	400.00	400.00	0.0%
Election	80.00	80.00	6,000.00	5,920.00	1.3%
Insurance- SDA Liability, Auto	1,249.36	1,876.86	7,250.00	5,373.14	25.9%
Insurance-Auto	542.42	1,084.80	6,500.00	5,415.20	16.7%
Insurance-Worker's Comp	402.50	726.00	7,500.00	6,774.00	9.7%
Legal	-	-	24,000.00	24,000.00	0.0%
County Treasurer's Fees	55.63	55.63	4,655.00	4,599.37	1.2%
Management	1,093.40	1,093.40	30,000.00	28,906.60	3.6%
Computer Maintenance	-	-	2,500.00	2,500.00	0.0%
Office Expense	-	-	1,000.00	1,000.00	0.0%
Miscellaneous	247.67	250.12	4,000.00	3,749.88	6.3%
Workshops	-	-	3,250.00	3,250.00	0.0%
Professional Associations	-	-	1,000.00	1,000.00	0.0%
Community Outreach	-	-	2,500.00	2,500.00	0.0%
Salary Expense	3,750.00	7,500.00	45,000.00	37,500.00	16.7%
Payroll Processing Fees	93.70	252.35	1,300.00	1,047.65	19.4%
Payroll Taxes - Employer	575.50	661.80	1,500.00	838.20	44.1%
Pension Expense	-	-	5,000.00	5,000.00	0.0%
Total Administrative Expenditures	8,530.18	14,020.96	174,355.00	160,334.04	8.0%
<u>Operating Expenses</u>					
PPE-Structural Fire Equipment	-	-	6,000.00	6,000.00	0.0%
PPE-Wildland Equipment	-	-	5,000.00	5,000.00	0.0%
Firefighting Equipment	-	-	10,000.00	10,000.00	0.0%
PPE - Medical	-	-	2,000.00	2,000.00	0.0%
Station Supplies	-	-	2,000.00	2,000.00	0.0%
Station Tools	-	-	-	-	0.0%
Fire Prevention	-	-	500.00	500.00	0.0%
Office Supplies - Operations	-	-	1,000.00	1,000.00	0.0%
EMS Training	-	-	10,000.00	10,000.00	0.0%
Uniforms	-	-	2,500.00	2,500.00	0.0%
Medical Supplies	-	-	5,000.00	5,000.00	0.0%
Medical Supplies - COVID19	-	-	-	-	0.0%
Structural Fire Training	-	-	3,000.00	3,000.00	0.0%
Firefighter Health and Welfare	-	-	3,000.00	3,000.00	0.0%
Equipment Maintenance	-	-	3,500.00	3,500.00	0.0%
Vehicle Repair and Maintenance	273.00	273.00	40,000.00	39,727.00	0.7%
Wildland Fire Training	-	-	3,000.00	3,000.00	0.0%
Fuel	908.56	908.56	13,000.00	12,091.44	7.0%

PEYTON FIRE PROTECTION DISTRICT
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the 2 Month Ending,
February 28, 2023
General Fund

Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Vehicle R&M - Blizzard Clms	-	-	-	-	0.0%
CO Spgs - Radio Fees	-	-	6,000.00	6,000.00	0.0%
Cell Phones & Tablets	-	-	6,000.00	6,000.00	0.0%
Radio Equipment	-	-	5,000.00	5,000.00	0.0%
Eqpmt Rplmnt - Blizzard Claim	-	-	-	-	0.0%
ERS Reporting Service	-	-	3,000.00	3,000.00	0.0%
Bldg & Grounds - Maintenance	94.00	94.00	3,000.00	2,906.00	3.1%
Bldg & Grounds - Roof Hail Rep	-	-	-	-	0.0%
Bldg & Grounds Equipment	-	-	1,000.00	1,000.00	0.0%
Equipment & Storage Rental	-	-	-	-	0.0%
Auxiliary	-	-	1,000.00	1,000.00	0.0%
Rehabilitation	-	-	1,000.00	1,000.00	0.0%
Member Recognition	393.71	393.71	2,500.00	2,106.29	15.7%
Utilities	2,622.37	3,463.41	19,000.00	15,536.59	18.2%
Contingency	-	-	20,000.00	20,000.00	0.0%
Total Operation Expenditures	<u>4,291.64</u>	<u>5,132.68</u>	<u>177,000.00</u>	<u>171,867.32</u>	<u>2.9%</u>
Other Expenses					
Pension Plan Contribution	-	-	3,200.00	3,200.00	0.0%
T-Shirt Expense	-	-	-	-	0.0%
Transfer to Capital	-	-	120,641.00	120,641.00	0.0%
Grant Expense	-	-	-	-	0.0%
Station #2 Dev Exp	-	-	-	-	0.0%
Firefighter Donations Expense	-	-	-	-	0.0%
Emergency Reserve	-	-	-	-	0.0%
Total Other Expenses	<u>-</u>	<u>-</u>	<u>123,841.00</u>	<u>123,841.00</u>	<u>0.0%</u>
Total Expenditures	12,821.82	19,153.64	475,196.00	456,042.36	
Excess (Deficiency) of Revenues Over Expenditures	(7,209.65)	(13,340.07)	(124,959.00)	(111,618.93)	
Fund balance adjustments Transfers and Other Sources (Uses)					
Change in Fund Balance	(7,209.65)	(13,340.07)	(124,959.00)	(111,618.93)	
Beginning Fund Balance	186,791.82	192,922.24	-	(192,922.24)	
Ending Fund Balance	<u>\$ 179,582.17</u>	<u>\$ 179,582.17</u>	<u>\$ (124,959.00)</u>	<u>\$ (304,541.17)</u>	

PEYTON FIRE PROTECTION DISTRICT
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the 2 Month Ending,
February 28, 2023
Capital Projects Fund

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Under/(Over) Budget</u>	<u>% of Budget</u>
Revenues					
Transfer from General Fund	\$ -	\$ -	\$ 120,641.00	\$ 120,641.00	0.0%
Grants	-	-	-	-	0.0%
Total Revenues	<u>-</u>	<u>-</u>	<u>120,641.00</u>	<u>120,641.00</u>	<u>0.0%</u>
Expenditures					
Miscellaneous	-	-	500.00	500.00	0.0%
Capital Expense	-	-	120,000.00	120,000.00	0.0%
Lease Purchase Principal Pmts	-	-	5,668.00	5,668.00	0.0%
Lease Purchase Interest	-	-	-	-	0.0%
Total Expenditures	<u>-</u>	<u>-</u>	<u>126,168.00</u>	<u>126,168.00</u>	<u>0.0%</u>
Excess (Deficiency) of Revenues Over Expenditures	-	-	(5,527.00)	(5,527.00)	
Transfers and Other Sources (Uses)					
Grants	-	-	-	-	
Total Transfers (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Change in Fund Balance	-	-	(5,527.00)	(5,527.00)	
Fund balance adjustment - lease	-	-			
Beginning Fund Balance	12,995.42	12,995.42	3,412.00	3,412.00	
Ending Fund Balance	<u>\$ 12,995.42</u>	<u>\$ 12,995.42</u>	<u>\$ (2,115.00)</u>	<u>\$ (2,115.00)</u>	

TERMS AND CONDITIONS

Client Services. Encompass Services through and by its officers, employees and subcontractors is an independent consultant and agrees to provide client, for its sole benefit and exclusive use, consulting services set forth in this proposal. No third-party beneficiaries are intended by this Agreement.

Payment terms. Client agrees to pay Encompass Services' invoice upon receipt. Client agrees to pay a service charge of 1.5% per month or the allowable legal rate, including reasonable attorney's fees and expenses if collected through an attorney. No deduction shall be made from Encompass Services's invoice for retainage or liquidated damages unless expressly included in the agreement. Upon reasonable notice to Client, Encompass Services may suspend services until paid on any project where payment of invoiced amount is not received by Encompass Services within 60 days of Client's receipt of invoice. Client receipt of invoice will be presumed to be not more than five days after mailing by Encompass Services, with adequate postage required. Time is of the essence on this provision.

Standard of Care. Encompass Services will perform its services using that degree of care and skill ordinarily exercised under similar conditions by reputable members of Encompass Services' profession practicing the same or similar locale at the time of service. No other warranty, expressed or implied, is made or intended by this proposal, by oral statements made by Encompass Services' representatives, by the performance of services, or by written reports or documents.

Limitation of Liability. In recognition of the relative risks and benefits of the project to both the Client and Encompass Services, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of Encompass Services and its subconsultants to the Client and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Encompass Services and its consultants to all parties shall not exceed Encompass Services' total fee for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors and omissions, strict liability, or breach of contract.

Site Operations. Client will arrange right-of-entry to the property for the purposes of performing project management, studies, review of existing conditions and evaluations pursuant to the agreed services. Client represents that it possesses necessary right-of-entry authority, permits, and licenses required for its activities at the site.

Documents. Encompass Services will furnish Client the agreed upon number of written reports, plans, and supporting documents as identified in the scope. These instruments of service are furnished for Client's exclusive use and reliance, but not for advertising or other type of distribution, and are subject to the following:

- a. All documents generated by Encompass Services under this agreement shall remain the sole property of Encompass Services. Any unauthorized use or distribution of Encompass Services' work shall be at Client and recipient's sole risk and without liability to Encompass Services. Encompass Services may retain a confidential file copy of its work product and related documents.
- b. Client shall furnish documents or information reasonably within Client's control and deemed necessary by Encompass Services for proper performance of its services. Encompass Services may rely on Client-provided documents in performing the services under this Agreement; however, Encompass Services assumes no responsibility or liability for their accuracy. Client provided documents will remain the property of the Client, but Encompass Services may retain one confidential file copy as needed to support its report or designs.
- c. Client agrees that all documents furnished to Client or Client's agents or designees, if not paid for will be returned upon demand and will not be used by Client or any other entity for any purpose whatsoever. Client further agrees that documents produced by Encompass Services pursuant to this agreement will

not be used for any project not expressly provided for in this Agreement without Encompass Services' prior written approval.

- d. Upon Client's request Encompass Services' work product may be provided on electronic or digital media. By such request, Client agrees that the written copy provided to the Client shall be the official base document. Encompass Services makes no warranty or representation to Client that the electronic or digital copy is accurate or complete but will correct in good faith any omissions or errors brought to Encompass Services' attention by the Client during this Agreement. Any modifications of such electronic or digital copy by Client shall be at Client's sole risk and without liability to Encompass Services. Such electronic or digital copy is subject to all other conditions of this Agreement.

Credit for Work. Client agrees to give appropriate credit to Encompass Services in any publicity releases, awards, submissions, publications, and identification in on-site signs which identify other professionals and/or contractors working on this project.

Opinions of Cost. If requested Encompass Services will use its experience on similar projects to provide opinions of cost for construction as appropriate based on reasonably available data, Encompass Services' designs, or Encompass Services' recommendations. Such opinions are intended primarily to provide information on the order of magnitude or scale of such costs and are not intended for use in firm budgeting or negotiation unless specifically agreed otherwise, in writing with Encompass Services. Client understands actual costs of such work depend heavily on regional economics, local construction practices, material availability, site conditions, weather conditions, contractor's skill, and many other factors beyond Encompass Services' control.

Confidentiality. Encompass Services will maintain as confidential any documents or information provided by the Client and will not release, distribute, or publish same to any third party without prior permission from Client, unless compelled by law or order of a court or regulatory body of competent jurisdiction.

Governing Law. This Agreement shall be governed in all respects by the laws of the State(s) in which the project resides.

Priority over Form Agreement/Purchase Orders. The parties agree that the provisions of these terms and conditions shall control over and govern as to any form writings signed by the Parties, such as Client Purchase Orders, Work Orders, or other agreement forms, and that such forms may be issued by Client to Encompass Services as a matter of convenience of the Parties without altering any of the terms or provisions hereof.

Termination. This agreement may be terminated by either party without ca

use upon written notice, at which time payment shall be made to Encompass Services for all reasonable charges incurred to the date of Encompass Services' receipt of the written notice, and those charges associated with termination of the work.

Survival. All provisions of this Agreement for indemnity or allocation of responsibility or liability between Client and Encompass Services shall survive the completion of services and/or the termination of this agreement.

Severability. If any provision of this Agreement is found to be unenforceable under law, the remaining provisions shall continue in full force and effect.

Assignment. This Agreement cannot be assigned by either party without prior permission of the other.

Integration. This Agreement, the attached documents and those incorporated herein constitute the entire Agreement between the parties and cannot be changed except by a written instrument signed by both parties.