



# Pagosa Fire Protection District



## LETTER OF BUDGET TRANSMITTAL

THIS FORM IS TO BE COMPLETED AND SUBMITTED WITH THE ADOPTED BUDGET NO LATER THAN JANUARY 31.

To: Division of Local Government  
1313 Sherman St., Room 521  
Denver, CO 80203

Date: 1/16/2024

Attached is a copy of the 2024 budget for Pagosa Fire Protection District in Archuleta County, submitted pursuant to Section 29-1-113, C.R.S. This budget was adopted on January 2, 2024. If there are any questions on the budget, please contact Tomi Bliss at 970-731-4191 and/or 165 N. Pagosa Blvd., Pagosa Springs, CO 81147.

I, Tomi Bliss, Executive Assistant, hereby certify that the enclosed is a true and accurate copy of the 2024 Adopted Budget.



# Pagosa Fire Protection District



## BUDGET MESSAGE (Pursuant to 29-1-103(1)(e), C.R.S.)

The attached 2024 Budget for Pagosa Fire Protection District includes these important features:

Adjustments have been made to account for increasing costs or lack of usage.

The budgetary basis of accounting timing measurement method used is:

- Cash Basis
- Modified Accrual Basis
- Encumbrance Basis
- Accrual

The services to be provided/delivered during the budget year are the following:

Community education, fire suppression, medical and traffic emergency response.

**RESOLUTION 2024-01  
BOARD OF DIRECTORS  
PAGOSA FIRE PROTECTION DISTRICT**

**A RESOLUTION: 1) APPROVING THE 2024 BUDGET; 2) SETTING MILL LEVIES; AND  
3) APPROPRIATING SUMS OF MONEY**

WHEREAS, the Board of Directors of the Pagosa Fire Protection District appointed the Fire Chief to prepare and submit a proposed 2024 budget to the Board; and

WHEREAS, the Fire Chief submitted a proposed budget to the Board on or before October 15, 2023, for its consideration. A copy of the proposed 2024 budget is attached; and

WHEREAS, upon due and proper notice, published in accordance with the law, the proposed budget was open for inspection by the public at the District's administrative offices, and a public hearing was held on December 12, 2023, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, no objections were filed or registered prior to, or voiced during the public hearing

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues, so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Pagosa Fire Protection District:

**TO ADOPT 2024 BUDGET**

1. That the attached 2024 budget, as submitted, amended, and summarized by fund is approved and adopted as the budget of the Pagosa Fire Protection District for the 2024 fiscal year.
2. That the 2024 budget, as hereby approved and adopted, shall be certified by the Treasurer and/or Chairman of the District to all appropriate agencies and is made a part of the public records of the District.

**TO SET MILL LEVIES**

WHEREAS, the amount of money necessary to balance the 2024 budget for general operating expenses is \$4,531,736; and

WHEREAS, the amount of money necessary to balance the budget for abatements is \$9,973; and

WHEREAS, the final 2023 valuation for assessment for the District, as certified by the Archuleta County Assessor, is \$498,689,490.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Pagosa Fire Protection District:

1. That for the purpose of meeting all general operating expenses of the District during the 2024 budget year, there is hereby levied a tax of 8.363 mills upon each dollar of

the total valuation for assessment of all taxable property within the District for the year 2023, to raise \$4,170,539 in revenue for the fiscal year 2024.

2. That the Treasurer and/or the Chairman of the District is hereby authorized and directed to immediately certify to the County Commissioners of Archuleta County, Colorado, the mill levy for the District as hereinabove determined and set.

**TO APPROPRIATE SUMS OF MONEY**

WHEREAS, the Board of Directors of the District has made provision therein for revenues in an amount equal to the total proposed expenditures as set forth in said 2024 budget; and

WHEREAS, it is not only required by law, but also necessary, to appropriate the revenues provided in the budget to and for the purposes set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Pagosa Fire Protection District:

1. The sums of money set forth in the 2024 Budget are hereby appropriated to and from each fund for the purposes stated in the 2024 Budget.

ADOPTED, this 2nd day of January, 2024.

  
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James Martin,  
Secretary/Treasurer



2024 Final Budget

		2022 Actual	2023 Anticipated	2024 Proposed
<b>Revenues - Operating Budget</b>				
4101	Donations	6,345	255	0
4102	Tax Revenue	2,907,482	2,913,154	4,441,670
4103	Investment Earnings	697	10,346	30,700
4104	State Pension Contribution	30,596	30,596	30,596
4105	Reimbursements/Refunds	24,178	68,602	0
4106	Service Income	174,299	268,487	26,520
4107	Grant Revenue	2,160	30,596	2,250
4108	Transfer from Reserve	0	0	0
<b>Total Revenue</b>		<b>3,145,757</b>	<b>3,322,036</b>	<b>4,531,736</b>
<b>Total Expenses</b>		<b>3,226,572</b>	<b>3,162,138</b>	<b>4,531,736</b>
<b>Payroll</b>				
5101	Payroll Expenses	137,312	158,124	171,748
5102	Payroll Full Time	1,057,173	1,136,216	1,326,549
5103	Payroll Part Time	88,852	1,474	0
5104	Wildland	122,275	240,731	500
5105	Benefits	234,373	265,520	401,110
5106	Overtime/ Callback	23,465	88,331	95,245
5107	Volunteer Reimbursement	3,319	3,557	5,000
<b>Total Payroll</b>		<b>1,666,769</b>	<b>1,893,953</b>	<b>2,000,152</b>
<b>Administrative</b>				
6101	Insurance	107,147	110,388	117,037
6102	Professional Services	49,932	72,329	67,250
6103	Member Benefits	21,136	36,345	31,000
6104	Election Expense	807	59	0
6105	County Treasurer Fee	78,661	80,665	129,201
6106	Dispatch Center	41,821	56,070	50,200
6107	Office Supplies	4,677	10,836	6,200
6108	Information Technology	32,451	61,332	42,650
6109	Subscriptions and Dues	14,016	28,467	10,000
6110	Provisions	611	728	6,000
6111	Fire Prevention	7,489	15,913	20,900
6112	Gym	1,930	4,992	2,300
<b>Total Administrative</b>		<b>360,678</b>	<b>478,124</b>	<b>482,738</b>
<b>District Maintenance</b>				
<b>Fleet Maintenance</b>				
6120	Fleet Operations	42,267	45,050	45,100
6121	Fleet Maintenance	53,239	83,898	73,800
6122	Preventative Maintenance	20,252	4,479	14,000
6123	Equipment Maintenance	4,560	8,000	12,000
<b>Total Fleet Maintenance</b>		<b>120,318</b>	<b>141,427</b>	<b>144,900</b>

<b>Facility Maintenance</b>				
6130	Station/ Grounds Maintenance	60,513	83,606	45,300
6131	Janitorial Supplies	1,884	2,038	2,750
<b>Total Facility maintenance</b>		<b>62,397</b>	<b>85,644</b>	<b>48,050</b>
<b>Training</b>				
6140	Training	33,892	32,745	37,500
6141	Provisions	7,331	1,132	5,000
6142	Tuition Reimbursement	0	2,264	20,000
<b>Total Training</b>		<b>41,223</b>	<b>36,141</b>	<b>62,500</b>
<b>New Equipment</b>				
6150	PPE	43,272	21,760	57,500
6151	Clothing & Uniforms	4,154	12,030	10,500
6152	Equipment	23,102	77,104	108,400
6153	Radios	55,770	1,414	52,650
		<b>126,298</b>	<b>112,308</b>	<b>229,050</b>
<b>Recruitment and Retention</b>				
6160	Volunteer Appreciation	5,804	7,648	9,000
6161	Recruitment	0	0	250
6162	Volunteer Pension Fund	191,539	201,001	304,933
<b>Total Recruitment and Retention</b>		<b>197,343</b>	<b>208,649</b>	<b>314,183</b>
<b>Utilities</b>				
6170	Water/Wastewater	4,844	6,230	7,075
6171	Gas/Propane	13,716	17,697	21,250
6172	Electric	9,859	10,227	13,350
6173	Telephone	6,221	8,192	11,700
6174	Internet	3,260	3,388	4,600
6175	Satellite Programming	498	602	750
6176	Trash Service	0	2,400	2,400
		<b>38,398</b>	<b>48,736</b>	<b>61,125</b>
<b>Capital Outlay</b>				
7101	Facility Improvement	0	0	164,000
7102	Major Equipment	613,148	157,156	1,025,038
<b>Total Capital Outlay</b>		<b>613,148</b>	<b>157,156</b>	<b>1,189,038</b>
<b>Total Expense</b>		<b>3,226,572</b>	<b>3,162,138</b>	<b>4,531,736</b>