



# West Metro Fire Protection District

Proudly serving Douglas & Jefferson Counties, Colorado

A close-up photograph of a firefighter's gloved hand resting on the side of a fire truck. The truck is dark-colored and has 'WEST METRO' written on it in large, white, bold letters. The background is a blurred view of the truck's interior and exterior components.

**WEST METRO**

## 2023 Annual Budget

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West Metro  
Fire Rescue

## 2023 Budget Table of Contents

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<b>Financial Structure, Process and Policy</b>	.....	<b>1</b>
<b>Summary of All Funds</b>	.....	<b>6</b>
<b>General Fund</b>	.....	<b>7</b>
Budget Tax Summary	.....	8
Fund Balance by year	.....	9
General Fund Budget Summary	.....	10
<b>Administrative Division</b>	.....	<b>15</b>
Budget by Object Class	.....	18
Budget by Cost Units	.....	20
<b>Operations Division</b>	.....	<b>21</b>
Budget by Object Class	.....	24
Budget by Cost Units	.....	26
<b>Stations</b>	.....	<b>27</b>
Station Budgets	.....	30
<b>Life Safety Division</b>	.....	<b>31</b>
Budget by Object Class	.....	32
Budget by Cost Units	.....	33
<b>Capital Projects Fund</b>	.....	<b>34</b>
Fund Budget	.....	35
Capital Projects - Detail	.....	36
<b>General Obligation Debt Service Fund</b>	.....	<b>41</b>
Fund Budget	.....	42
Budget Tax Summary	.....	43
<b>COTF-1 Special Revenue Fund</b>	.....	<b>44</b>
Fund Budget	.....	45
<b>Colorado Metro Certification Board (CMCB) ISF</b>	.....	<b>46</b>
Fund Budget	.....	47
<b>Fleet Services ISF</b>	.....	<b>48</b>
Fund Budget	.....	49
<b>Apparatus/Vehicle Replacement ISF</b>	.....	<b>50</b>
Fund Budget	.....	51
<b>Training Center ISF</b>	.....	<b>52</b>
Fund Budget	.....	53

## Financial Structure, Process and Policy

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### Financial Structure and Process

The budget process for the West Metro Fire Protection District establishes standard procedures for preparing, presenting and administering the budget. Additionally, it requires involvement in the preparation of the budget by the District employees, the District board members and ultimately, the District citizens through disclosure of the budget before its formal adoption.

A budget is a financial plan for one or more fiscal years. The budget authorizes the local government to spend money and limits how much money can be spent. The budget also justifies the levy of property taxes. Budget preparation allows the District to plan and set goals by assessing and prioritizing needs in relation to projected money available in the current and future years.

As part of the budget process each year, the District assesses the short and long term financial needs to identify critical issues and set primary goals. The budget serves as the financial roadmap necessary to ensure the District accomplishes the strategic priorities outlined within the budget document. All budgeted items are appropriated and in compliance with Colorado Department of Local Affairs (DOLA).

The Finance Director serves as the Budget Officer. West Metro Fire Protection District posts budget instructions and timelines for preliminary budget submittals on the District's workflow module and shared office networks. A Budget worksheet, prior and current year expenditures are made available for each fund and division. All line items for each division are reevaluated annually and all budgets are prepared from a zero-based budget philosophy, meaning that all line items should be justified. Submission of preliminary budgets to the Finance Director and the Deputy Chief of Administration are made by August 5th. Preliminary assessed valuations are received from Douglas and Jefferson Counties by August 31st. Tax revenues are then determined and the process of matching revenues with expenditures begins.

The Fire Chief, the Finance Director, and the Deputy Chief of Administration review preliminary budgets and schedule internal budget hearings as necessary with station captains, division heads, and special team leaders to ensure budget expenditures assist in accomplishing District goals and strategic priorities. Final budgets submittals are due by September 7th if changes were necessary.

The Finance Director compiles all budgets in consultation with the Fire Chief and Deputy Chief of Administration. Members of the board will then review the budget document in its entirety. The District ensures a balanced budget is presented. A balanced budget requires projected revenues and carryover fund balances equal or exceed expenditures.

The proposed budget is submitted to the Board of Directors on or before October 15th for their consideration. Approval of the budget document authorizes the District to post a notice in the local newspaper of the public budget hearing held before the Board of Directors to consider the budget as approved. The public hearing is set for November 15th. The budget document is made available on the District's website for public inspection. A physical copy of the Budget is also kept during regular business hours at the District's administration building.

The Board of Directors adopts the approved budget in the form of a resolution, which also appropriates, imposes, and categorizes taxes. Final assessed valuation numbers are received from the counties in the first week of December with the requirement that mill levies be certified to the counties by December 15th.

### **2023 Budget Timeline**

- **June 1 – June 15, 2022**– Budget worksheets made ready for distribution to all assigned department or programs through the budget workflow module.
- **June 16, 2022** - Budget instructions and resources made available on the District's shared network.
- **August 5, 2022** - Preliminary budget proposals (worksheets and narratives) submitted by department or program heads for review and approval
- **August 30, 2022** - Review by Fire Chief, Deputy Chief of Administration, and Finance Director. Internal budget hearings completed.
- **September 7, 2022**- Final budget updates and submittals due after the internal budget hearings
- **September 14, 2022** - Final internal budget reviews and approvals completed.
- **October 14, 2022**- Proposed 2023 Budget document submitted to board of directors.
- **October 18, 2022** - Proposed 2023 Budget presented to the board of directors at their monthly meeting.
- **November 15, 2022**- Public budget hearing and other board meetings held as needed.
- **December 6, 2022** - Adoption of budget by the board of directors at special board meeting.
- **December 15, 2022** - Certification of the mill levy completed and filed with the counties.
- **January 30, 2022** - Certified budget filed with Colorado Department of Local Affairs.
- **March 6, 2022** – Budget document and application submitted to Government Finance Officers Association (GFOA) to be considered for the GFOA's Distinguished Budget presentation Award program.

## **Budget/Financial Policies**

West Metro Fire Protection District operates under Colorado State Statutes as a quasi-municipal government. The District provides the citizens within its boundaries with emergency medical services (EMS), fire prevention, fire suppression, public education and specialized teams that support an all-hazards response. The District maintains individuals specifically qualified in hazardous material, technical rescue, underwater and swift-water rescue, and wild land fire. The District is also the sponsoring agency for Colorado Task Force 1 (CO-TF1).

The 2023 budget has been prepared after analyzing requests from all divisions for financial support to ensure the operations of the District. Divisions and stations were requested to provide budgets that detailed items necessary for continued operations at the present level, and requests for enhancements to the division and stations. The District performs financial risk analysis and revenue projections, which serve as the basis for prioritizing and allocating resources for both short-term and long-term financial needs.

The proposed budget is prepared by fund, division, cost unit, and object code. Division and program budgets are prepared and reviewed with projected revenues and available fund resources in mind. The Board of Directors approve and appropriate financial resources at fund level.

The District manages its finances according to generally accepted accounting principles (GAAP). During the year, financial reports and updates are presented to the District's division heads and the Board of Directors. Annually an audit is performed and filed with the Office of the State Auditor for Colorado and the Municipal Securities Rulemaking Board (MSRB).

## **Fund Accounting**

The District demonstrates legal compliance by segregating transactions related to certain functions through the use of fund accounting and reporting its financial position and results of operations in separate funds. A fund is a separate accounting entity with a self-balancing set of accounts that reports its assets, liabilities, reserves, fund equity, revenues and expenditures. All the funds of the West Metro Fire Protection District can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. While the Annual Comprehensive Financial Report (ACFR) provides information on fiduciary funds, the District does not provide budgets for these funds.

Governmental funds are used to account for tax-supported activities. Fiduciary funds are resources held by the government as a trustee and cannot be used to support the government's own programs.

The District maintains and appropriates annually for the general fund, the capital projects fund, the general obligation debt service fund, the CO-TF1 special revenue fund, and all internal service funds.



## **Basis of Accounting and Budgeting**

Governmental fund types are budgeted and accounted for on the modified accrual basis of accounting where revenues are recognized in the year they become measurable and available, while expenditures are recorded at the time the related goods and services are received, but not necessarily when cash is paid. Exception to this is interest in long-term debt, which is recognized when due.

## **Fund Balances and contingency**

The District has an established comprehensive fund balance policy and recognizes amounts designated in the fund balance as non-spendable, restricted and unrestricted. As a policy, the District will maintain a restricted emergency reserve estimated at 3% of general fund proposed revenues (or expenses if higher) under the Colorado State Constitution, Article X Section 20 (TABOR). The District has also policy to reserve fund balances for multi-year obligations approved by the Board of Directors, annually. The District recognizes that ending unassigned fund balance has a contingency built in sufficient to cover unanticipated future expenses. Spending from these categories is based on a comprehensive fund balance policy designating the authority whereby these funds may be accessed.

## **Debt Administration**

Currently the District has two refunding bonds issued in 2013 and 2016. The General Obligation (GO) Debts were initially issued for the construction of a Training Center and construction and renovations on existing stations. Annually, adequate mill levy rates are calculated and set to cover the portion of the GO debt service principal and interest due within the budget year.

Colorado Law requires voter approval for any General Obligation Debt issued. The District's aggregate outstanding bonded indebtedness should not exceed 50% of the valuation of assessment of taxable property in the District, pursuant to § 32-1-1101(6) C.R.S. The District is in compliance and has only accessed just 1% of its total legal debt limit.

## **Cash Management**

Property taxes collected by Jefferson County and Douglas County are deposited into the West Metro Fire Protection District's CSAFE investment pool and Wells Fargo commercial checking accounts. Investment income derived from the investment account is allocated to the contributing funds based on the proportion of their respective average balances relative to the total balance. Investment objectives of the District emphasize the preservation of capital and protection of investment principal.

## Capital Expenditures

The District maintains a capital expenditure policy in line with the Government Finance Officers Association (GFOA) best practice that recommends a threshold of \$5,000 for capitalization of assets. In the budget year, these fixed assets are shown in the budget as Capital Expenditures and Capital Improvements. Additionally, the District maintains the Capital Projects Fund to account for capital expenditures associated with large projects. Assets are depreciated using the straight-line method, which allocates costs based on the useful life of the asset. Depreciation for governmental funds is computed at entity wide level, hence not budgeted. However, the internal service funds, which follow a business type approach, report and budget depreciation at fund level.

The District uses the following lives for fixed assets:

Land	Non-Depreciable
Buildings	30 Years
Fire Apparatus	15 Years
Ambulances	7 Years
Staff Vehicles	7 years
Equipment	5 Years

## Summary of Policies

- The District will budget revenues in a conservative manner, based on historical trends, economic conditions and projections that are realistic.
- The District will maintain a balanced budget where expenditures do not exceed revenue and fund balances. One-time revenues will not be utilized to pay on-going expenses.
- The District will maintain adequate fund balance reserve and designate fund balance classifications as non-spendable, restricted, committed, and unassigned.
- The District will budget for debt service payments and certify the mill levy for the general obligation debt. The District will ensure compliance to the legal debt limit.
- As part of long-term financial planning, the District will establish sustainable capital project funding for future acquisition and/or improvement of capital assets. The District will maintain capital assets through regularly scheduled and budgeted maintenance to minimize future replacement costs and continue current service levels.
- The District will invest available funds in a local government investment pool or other investments as authorized by the Board of Directors. Liquidity, safety, and yield are the primary investment objectives of the District.

**WEST METRO FIRE PROTECTION DISTRICT  
2023 Budget**

**SUMMARY OF ALL FUNDS**

	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Estimated</u>	<u>2023 Budget</u>
BEGINNING FUND BALANCES	\$ 45,185,388	\$ 51,248,783	\$ 55,431,727	\$ 52,785,464
REVENUES				
Property Taxes	63,161,255	62,729,110	68,399,056	69,100,919
Specific Ownership Taxes	4,784,162	5,033,679	4,798,875	5,034,462
EMS	11,872,753	15,708,920	16,541,000	16,290,000
Permits	789,073	724,747	499,000	748,464
Contractual Services	3,692,664	4,056,532	4,378,067	4,304,942
Intergovernmental Revenue	1,619,676	2,193,936	2,145,626	3,540,000
Training Revenue	1,097,534	1,257,618	1,406,258	1,113,700
Fleet Revenue	1,695,849	1,805,791	1,708,500	1,830,200
Grants	3,091,364	2,189,239	4,103,872	2,296,653
Other Revenue	789,436	306,726	246,150	403,604
Reimbursements	3,323,127	2,760,067	-	-
Total Revenues	<u>95,916,893</u>	<u>98,766,365</u>	<u>104,226,404</u>	<u>104,662,944</u>
EXPENDITURES				
Salaries	50,780,861	54,858,953	56,685,849	59,788,072
Benefits	15,239,701	16,487,288	18,163,321	18,118,376
Operating Expenses	6,583,171	7,405,126	8,907,540	8,640,821
Utilities	807,614	850,054	870,968	976,178
Equipment	1,125,270	1,181,392	1,430,275	1,338,810
Maintenance	3,514,259	4,008,400	4,547,026	5,135,764
Capital Outlay	4,088,766	2,011,506	3,027,767	4,171,000
Treasurers Fees	945,795	940,940	1,040,975	1,044,201
Apparatus Replacement	1,266,141	1,668,483	6,487,601	6,135,206
Capital Lease	211,345	211,346	211,345	211,346
Debt Service	3,148,450	3,155,250	3,145,000	3,150,700
Depreciation	2,142,125	1,804,683	2,355,000	2,245,000
Total Expenditures	<u>89,853,498</u>	<u>94,583,421</u>	<u>106,872,667</u>	<u>110,955,474</u>
Change in Fund Balance	<u>6,063,395</u>	<u>4,182,944</u>	<u>(2,646,263)</u>	<u>(6,292,530)</u>
ENDING FUND BALANCES	<u>\$ 51,248,783</u>	<u>\$ 55,431,727</u>	<u>\$ 52,785,464</u>	<u>\$ 46,492,934</u>
FUND BALANCES				
Nonspendable: Prepaid items	\$ 829,295	\$ 870,251	\$ -	\$ -
Restricted for:				
Emergency Reserves	2,479,735	2,718,694	2,718,694	2,863,605
Debt Service	304,228	390,018	-	-
Committed for Capital Projects	5,206,761	1,471,825	2,578,767	2,921,255
Unrestricted/Reserves: Other Funds	11,289,203	10,623,558	5,771,732	2,159,362
Unassigned: General Fund	31,139,561	39,357,381	41,716,271	38,548,712
	<u>\$ 51,248,783</u>	<u>\$ 55,431,727</u>	<u>\$ 52,785,464</u>	<u>\$ 46,492,934</u>



# WEST METRO FIRE PROTECTION DISTRICT

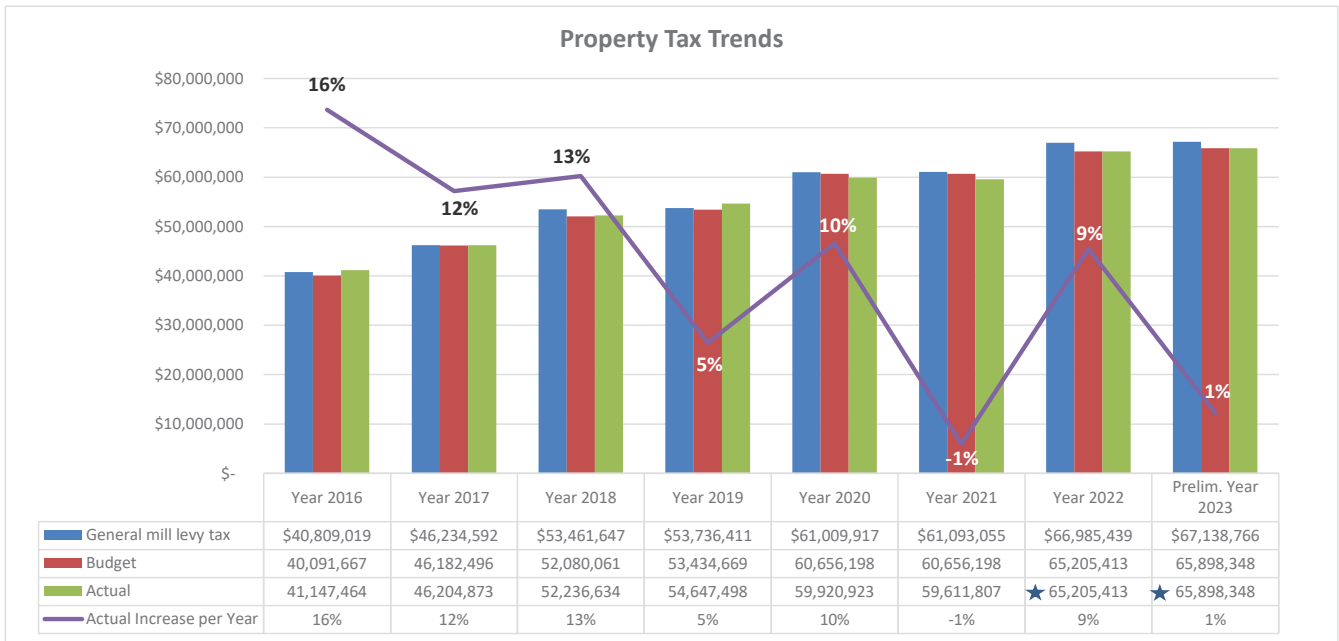
## General Fund



The General Fund is used to account for all activities of the District that are not budgeted for in other funds. Primary among these activities is the recording of District revenue through property tax levies, EMS medical billing revenues, permits and contracts. Expenditures within this budget consist of administrative, operations, and life safety.

**WEST METRO FIRE PROTECTION DISTRICT  
2023 Budget Tax Summary  
\*\*\*PRELIMINARY\*\*\***

	<b>Jefferson &amp; Douglas Counties 2022</b>	<b>Jefferson County 2023</b>	<b>Douglas County 2023</b>	<b>Total 2023</b>
<b><u>Property Tax Revenue Summary</u></b>				
Revenue Needed From General Property Tax:	\$ 64,534,472	\$ 63,838,898	\$ 2,059,451	\$ 65,898,348
Add: Provision for Non-Collectable	2,450,967	1,211,958	28,460	1,240,418
Less: Property Tax Refund	-	-	-	-
Amount of Property Tax Needed	<u>\$ 66,985,439</u>	<u>\$ 65,050,856</u>	<u>\$ 2,087,911</u>	<u>\$ 67,138,766</u>
Percentage Increase				0.23%
<b><u>Assessed Value</u></b>	<u>\$ 5,345,892,190</u>	<u>\$ 5,101,961,066</u>	<u>\$ 162,928,970</u>	<u>\$ 5,264,890,036</u>
Percentage Increase				
<b><u>MILL LEVY SUMMARY</u></b>				
GENERAL FUND Operating Levy	12.382	12.382	12.382	12.382
Abatements	0.090	0.047	0.047	0.047
Adj for 7.2% residential rate	<u>0.058</u>	<u>0.321</u>	<u>0.386</u>	<u>0.323</u>
TOTAL MILL LEVY	<u>12.530</u>	<u>12.750</u>	<u>12.815</u>	<u>12.752</u>

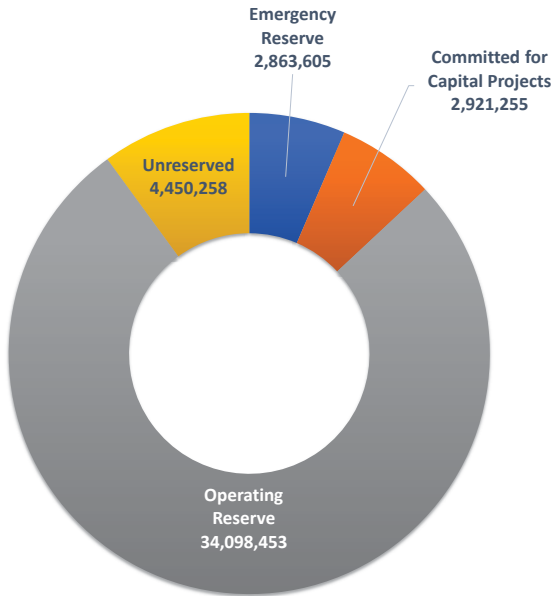


★ Estimated Actual

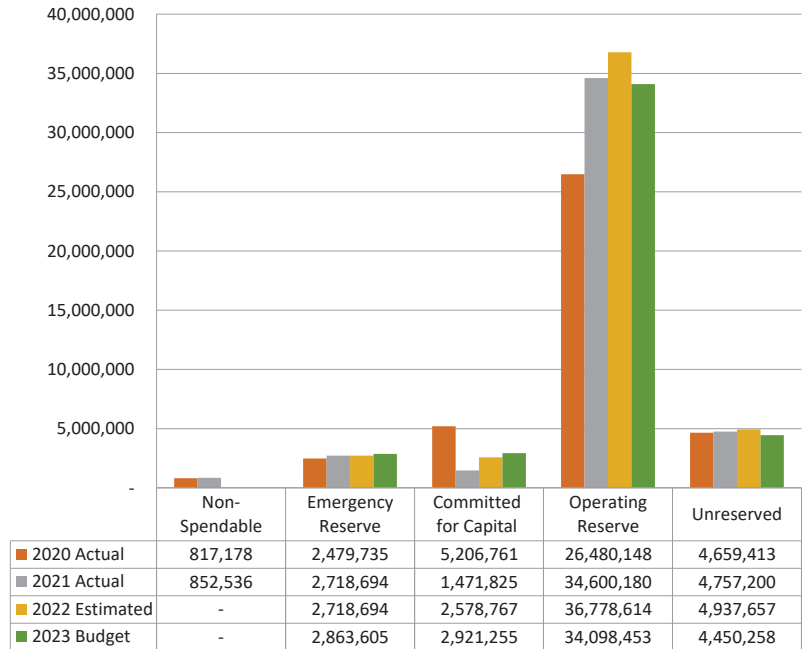
## West Metro Fire Protection District General Fund 2023 Budget Fund Balance by Year

DESCRIPTION	2020 Actual	2021 Actual	2022 Estimated	2023 Budget
<b>Non-Spendable Fund Balance</b>	817,178	852,536		
<b>Restricted Fund Balance</b>				
Emergency Reserve	2,479,735	2,718,694	2,718,694	2,863,605
<b>Committed Fund Balance</b>				
Committed for Capital Projects	5,206,761	1,471,825	2,578,767	2,921,255
<b>Unassigned Fund Balance</b>				
Operating Reserve	26,480,148	34,600,180	36,778,614	34,098,453
Unreserved	4,659,413	4,757,200	4,937,657	4,450,258
<b>Total Fund Balance</b>	<b>\$ 39,643,235</b>	<b>\$ 44,400,436</b>	<b>\$ 47,013,732</b>	<b>\$ 44,333,572</b>
Non-Spendable Fund Balance %	0.95%	0.96%	0.00%	0.00%
Restricted Fund Balance %	2.88%	3.08%	2.92%	3.09%
Committed Fund Balance %	6.05%	1.67%	2.77%	3.15%
Unassigned Fund Balance %	36.18%	44.54%	44.74%	41.55%
<b>Total Fund Balance % of Revenue</b>	<b>46.06%</b>	<b>50.24%</b>	<b>50.42%</b>	<b>47.79%</b>
<b>Revenues General Fund</b>	<b>86,065,207</b>	<b>88,370,332</b>	<b>93,236,432</b>	<b>92,773,340</b>

**2023 Fund Balance Budget**



**General Fund Total Fund Balance by Year**



**West Metro Fire Protection District  
2023 Budget  
General Fund Summary**

		<b>2022</b>			
		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>Estimated</b>	<b>2023 Budget</b>
<b>Revenue</b>					
<b>Property Tax Revenue</b>					
4110	Property Taxes-Jefferson County	57,985,104	57,659,120	63,145,557	63,838,900
4111	Property Taxes-Douglas County	1,935,819	1,952,687	2,059,856	2,059,450
<b>Total Property Tax Revenue</b>		<b>59,920,923</b>	<b>59,611,807</b>	<b>65,205,413</b>	<b>65,898,350</b>
<b>Specific Ownership Tax Revenue</b>					
4210	Specific Ownership Taxes-Jefferson	4,482,902	4,834,462	4,617,389	4,834,462
4211	Specific Ownership - Douglas	176,200	199,217	181,486	200,000
<b>Total Specific Ownership Tax Revenue</b>		<b>4,659,102</b>	<b>5,033,679</b>	<b>4,798,875</b>	<b>5,034,462</b>
<b>Grants</b>					
4310	Intergovernmental Revenue	74,844	628,271	-	415,000
4325	Other Grants	1,224,802	104,949	1,832,827	62,000
<b>Total Grants</b>		<b>1,299,646</b>	<b>733,220</b>	<b>1,832,827</b>	<b>477,000</b>
<b>Emergency Medical Services (EMS) Revenue</b>					
4410	Emergency Medical Services (EMS)	9,990,426	11,862,854	7,700,000	8,790,000
4411	EMS Bad Debt	(2,616,381)	(3,602,622)	-	-
4415	EMS Medicaid Reimbursement	4,114,941	6,996,375	8,341,000	7,000,000
4420	EMS-Other Rev Collections	383,767	452,313	500,000	500,000
<b>Total Emergency Medical Services Revenue</b>		<b>11,872,753</b>	<b>15,708,920</b>	<b>16,541,000</b>	<b>16,290,000</b>
<b>Permit Revenue</b>					
4530	Construction Permit	645,484	505,364	400,000	581,946
4540	Operational Permit	123,129	175,463	75,000	130,411
<b>Total Permit Revenue</b>		<b>768,613</b>	<b>680,827</b>	<b>475,000</b>	<b>712,357</b>
<b>Contractual Revenue</b>					
4510	Contractual Services	3,547,687	3,700,915	4,094,767	3,914,160
4511	Blood Billings CSP	15,390	14,805	16,000	15,000
4512	Special Events Billings	5,027	2,599	2,400	2,800
4515	Emergency Fire Funds	3,323,127	2,760,067	-	-
4740	Life Safety Fees	20,460	93,072	60,000	106,928
4545	Modified Detail	121,625	43,920	24,000	36,107
<b>Total Contractual Revenue</b>		<b>7,033,316</b>	<b>6,615,378</b>	<b>4,197,167</b>	<b>4,074,995</b>
<b>Interest/Investment Revenue</b>					
4610	Interest	419,668	258,161	125,000	250,000
4611	Unrealized Gain/Loss on Invest	29,471	(382,108)	-	-
<b>Total Interest/Investment Revenue</b>		<b>449,139</b>	<b>(123,947)</b>	<b>125,000</b>	<b>250,000</b>
<b>Other Revenue</b>					
4710	Miscellaneous	40,415	96,140	19,900	33,676
4590	Recruit Application fee	17,780	12,350	38,750	-
4810	Donations	3,520	1,960	2,500	2,500
<b>Total Other Revenue</b>		<b>61,715</b>	<b>110,450</b>	<b>61,150</b>	<b>36,176</b>
<b>Total Revenue</b>		<b>86,065,207</b>	<b>88,370,332</b>	<b>93,236,432</b>	<b>92,773,340</b>

**West Metro Fire Protection District  
2023 Budget  
General Fund Summary**

		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Expenses</b>					
<b>Salaries &amp; Payroll Taxes</b>					
5110	Salaries	41,209,057	43,624,613	48,981,524	51,398,777
5115	Muster Out Pay	508,697	1,108,869	-	-
5120	Extra Duty	3,779,856	4,912,597	2,094,656	2,474,216
5130	Acting Pay	622,116	597,399	651,280	666,570
5140	Technician Pay	109,035	116,513	118,800	145,800
5150	Holiday Pay	111,251	115,225	140,000	127,500
5180	Sick Leave Sold	959,328	976,821	1,080,000	1,100,500
5190	Vacations Sold	789,122	507,760	684,500	670,500
5310	Medicare	585,813	648,493	598,000	774,660
5320	FICA	63,495	55,081	65,000	70,000
<b>Total Salaries &amp; Payroll Taxes</b>		<b>48,737,770</b>	<b>52,663,370</b>	<b>54,413,759</b>	<b>57,428,523</b>
<b>Pension Benefits</b>					
5410	Pension - LFD Old Hires	176,257	199,140	199,140	201,280
5420	Pension - Bancroft Old Hires	816,493	734,844	734,844	103,425
5430	Pension - Uniform	3,550,188	3,809,856	4,282,000	4,729,000
5460	Pension - Civilian	236,749	268,711	312,000	398,000
5470	Pension - WRFPD Volunteers	25,000	25,000	25,000	25,000
	Pension - WMFR Volunteers	21,604	21,604	21,604	21,604
5490	Pension - Administration	419	1,132	1,000	1,300
<b>Total Pension Benefits</b>		<b>4,826,710</b>	<b>5,060,286</b>	<b>5,575,588</b>	<b>5,479,609</b>
<b>Health/Life/Disability</b>					
5480	Medical Program/RHS	2,530,886	2,960,029	3,256,848	3,289,791
5510	Health Insurance	6,040,960	6,285,468	6,749,018	6,640,458
5520	Life/Disability Insurance	975,226	1,142,283	1,316,146	1,595,122
<b>Total Health/Life/Disability</b>		<b>9,547,072</b>	<b>10,387,780</b>	<b>11,322,011</b>	<b>11,525,371</b>
<b>Other Employee Benefits</b>					
5530	Workers Compensation	880,102	1,028,321	1,209,825	1,068,000
5560	Unemployment	-	-	17,500	12,000
5999	Benefits Allocation	(676,379)	(587,421)	(652,198)	(659,018)
<b>Total Other Employee Benefits</b>		<b>203,723</b>	<b>440,900</b>	<b>575,127</b>	<b>420,982</b>
<b>Total Salaries &amp; Payroll Benefits</b>		<b>63,315,275</b>	<b>68,552,335</b>	<b>71,886,486</b>	<b>74,854,485</b>

**West Metro Fire Protection District  
2023 Budget  
General Fund Summary**

		2020 Actual	2021 Actual	2022 Estimated	2023 Budget
<b>Operating Expenses</b>					
<b>Operations/Materials</b>					
5540	Uniform Allowance	160,874	207,008	263,457	267,408
5610	Training & Education	281,763	326,134	352,942	586,274
5615	Higher Education	63,737	75,646	166,000	173,000
5640	Travel	350,729	379,393	277,731	222,580
6110	Office supplies	10,617	8,877	19,050	11,800
6120	General Supplies	240,042	277,885	422,883	379,035
6121	Non-Expendable EMS Supplies	61,964	27,522	50,000	47,500
6122	Expendable EMS Supplies	499,874	477,796	462,900	556,996
6130	Printing	-	-	1,000	600
6140	Postage	3,200	2,797	3,450	3,750
6150	Licenses	4,505	4,325	7,095	4,730
6160	Dues & Subscriptions	108,274	122,769	224,232	49,300
6170	Advertising	730	108	1,750	250
6180	Meetings	15,466	13,660	31,782	60,424
6185	Bank Charges	38,739	24,716	27,240	27,360
6190	Miscellaneous	285	794	-	-
6210	Election	3,563	-	31,500	27,450
<b>Total Operations/Materials</b>		<b>1,844,362</b>	<b>1,949,429</b>	<b>2,343,012</b>	<b>2,418,457</b>
<b>Professional/Contractual Fees</b>					
6300	Professional Services	357,971	451,589	-	-
6310	Audit	67,043	61,821	76,000	75,000
6320	Legal	90,448	92,922	130,750	131,000
6330	Contract Labor	2,335,839	2,509,616	3,435,473	3,419,612
<b>Total Professional/Contractual Fees</b>		<b>2,851,301</b>	<b>3,115,948</b>	<b>3,642,223</b>	<b>3,625,612</b>
<b>General Liability Insurance</b>					
6410	General Liability Insurance	515,130	499,463	626,648	582,448
6420	Insurance Recovery	-	4,308	-	-
<b>Total General Liability Insurance</b>		<b>515,130</b>	<b>503,771</b>	<b>626,648</b>	<b>582,448</b>
<b>Collection &amp; Treasurer Fees</b>					
6530	Treasurer Fees-Jefferson County	869,777	864,887	962,184	962,184
6531	Treasurer Fees-Douglas County	29,060	31,006	30,898	30,898
<b>Total Collection &amp; Treasurer Fees</b>		<b>898,837</b>	<b>895,892</b>	<b>993,081</b>	<b>993,082</b>
<b>Utilities</b>					
7110	Data & Voice Service	266,100	277,899	212,352	274,512
7120	Electric/Gas	296,076	322,340	338,987	374,458
7130	Sewer/Water	73,856	69,321	83,389	84,747
7140	Trash	27,176	31,447	34,806	35,359
<b>Total Utilities</b>		<b>663,208</b>	<b>701,007</b>	<b>669,535</b>	<b>769,076</b>



**West Metro Fire Protection District  
2023 Budget  
General Fund Summary**

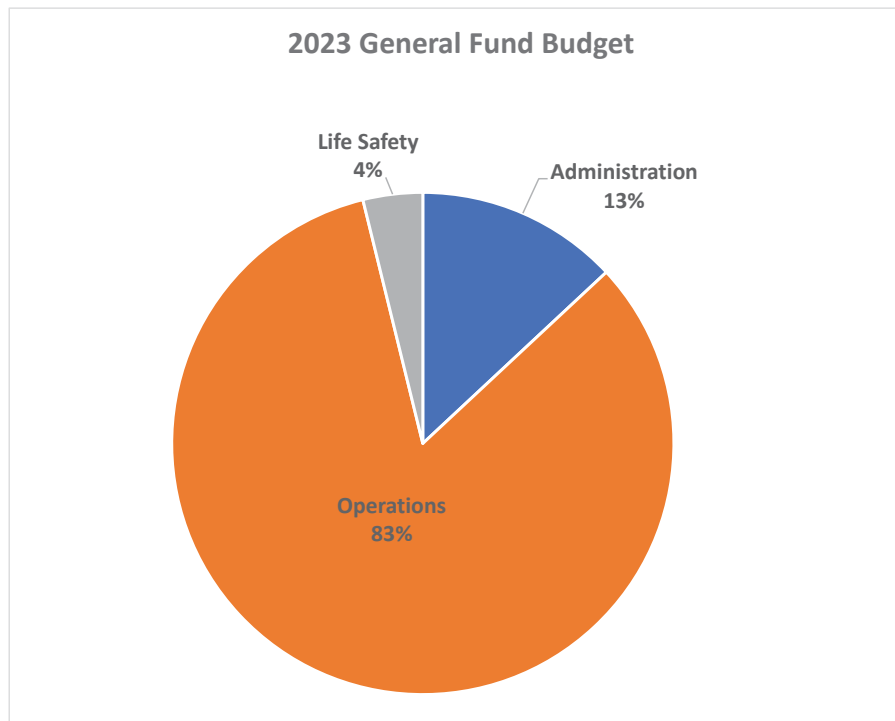
		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Maintenance</b>					
7210	Maintenance - Building	398,668	432,768	562,270	623,229
7220	Maintenance Equipment & Software	738,738	725,464	1,165,011	1,318,210
7230	New Equipment	841,690	811,599	914,574	907,763
7240	Rental Equipment	23,795	19,452	30,683	30,177
8110	Maintenance - Vehicles	1,372	614	-	-
8190	New Equipment - Apparatus	48,063	57,910	191,500	131,000
8210	Fuel	201,728	362,614	442,000	560,160
8240	Fleet Maintenance - IS Fund	1,635,518	1,741,182	1,606,000	1,735,200
<b>Total Maintenance</b>		<b>3,889,572</b>	<b>4,151,604</b>	<b>4,912,037</b>	<b>5,305,740</b>
<b>Training Center Rental</b>					
9940	Training Center Rental	760,000	760,000	760,000	772,000
<b>Total Training Center Rental</b>		<b>760,000</b>	<b>760,000</b>	<b>760,000</b>	<b>772,000</b>
<b>Capital Lease</b>					
9211	Capital Lease Principal	178,554	184,678	191,011	197,562
9212	Lease Interest	32,791	26,668	20,334	13,784
<b>Total Capital Lease</b>		<b>211,345</b>	<b>211,346</b>	<b>211,346</b>	<b>211,346</b>
<b>Operating Transfer In/Out</b>					
9230	Apparatus Replacement	1,250,000	1,300,000	2,000,000	3,000,000
9910	Transfer for Capital Projects	5,206,762	1,471,800	2,578,767	2,921,255
<b>Total Operating Transfer In/Out</b>		<b>6,456,762</b>	<b>2,771,800</b>	<b>4,578,767</b>	<b>5,921,255</b>
<b>Total Operating Expenses</b>		<b>18,090,517</b>	<b>15,060,796</b>	<b>18,736,650</b>	<b>20,599,015</b>
<b>Total Overall Expenses</b>		<b>81,405,792</b>	<b>83,613,132</b>	<b>90,623,136</b>	<b>95,453,500</b>
<b>Net Revenues Over/Under Expenses</b>		<b>4,659,415</b>	<b>4,757,200</b>	<b>2,613,296</b>	<b>(2,680,160)</b>

*Includes Mobile Integrated Health (MIH) previously budgeted under Fund 13*

**West Metro Fire Protection District  
2023 Budget  
General Fund Summary**

**Summary by Division**

	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Estimated</u>	<u>2023 Budget</u>
<b>Revenues</b>				
Administration	346,818	461,517	422,258	386,508
Operations	18,696,844	21,864,708	20,332,659	19,905,128
Life Safety	935,603	832,828	578,400	883,892
Non Departmental	66,085,942	65,211,279	71,903,115	71,597,812
	<b>86,065,207</b>	<b>88,370,332</b>	<b>93,236,432</b>	<b>92,773,340</b>
<b>Expenses</b>				
Administration	12,378,600	9,239,467	11,495,928	12,457,100
Operations	65,516,225	70,435,650	75,147,882	79,333,203
Life Safety	3,510,967	3,938,015	3,979,328	3,663,197
	<b>81,405,792</b>	<b>83,613,132</b>	<b>90,623,136</b>	<b>95,453,500</b>



# WEST METRO FIRE PROTECTION DISTRICT

## Administration Division



The Administration Division of the General Fund accounts for the salaries of civilian and uniformed personnel that are assigned to administrative work for the District. Within the Administration Division are various cost centers that expend in accordance with specific objectives. Following is the list of administration divisions and their descriptions:

**10-01-00 Administration:** This cost center includes the office of the deputy chief of administration. Administrative costs, including general liability insurance, county treasurer fees and various office costs that benefit the entire District are assigned to this budgetary division.

**10-01-60 Chief's Office:** The fire chief and administrative support staff expenses are charged to this cost center.

**10-01-61 Awards Committee:** The Awards Committee is responsible for the recognition of both members of West Metro Fire Rescue and members of the community for outstanding accomplishments and acts beyond the call of duty.

**10-01-62 Board of Directors:** The District operates under a publicly elected board of directors. The board is responsible for policymaking, adopting the budget, appointing committees, managing long-range planning, and hiring the fire chief. The District is divided into seven director districts, with directors elected on a non-partisan basis to four-year staggered terms. The board meets on the third Tuesdays of each month.

**10-01-63 Peer Support Team:** The Peer Support Team provides members of the District with assistance and resources on career, relationships, and family guidance.

**10-01-64 Honor Guard:** The Honor Guard provides escorts and posting of colors at various functions when requested, as well as maintains fire service traditions and dignity at district functions.

**10-01-65 Finance:** The Finance division provides financial accounting, payroll, budgeting, and financial reporting services. Additionally, the finance division is responsible for treasury, debt and investment management.

**10-01-69 Human Resources:** The Human Resources division is responsible for recruitment, benefits, compensation, employee relations, and employment policies and procedures. This division completes and coordinates the in and out processes for both civilian and uniformed personnel.

**10-01-70 Recruit Candidate Selection (RCS):** The RCS administers the recruiting process for prospective firefighters. The recruiting process involves several stages of testing and creates a hiring list to be utilized over several years. The RCS covers the written exam, physical ability test, oral board, and evaluation process. The rigorous testing process allows West Metro to hire the most qualified individuals.

**10-01-71 Civil Service:** The Civil Service committee of nine community members is appointed by the District's board of directors. They are responsible for establishing standards of employment and termination, and they direct the promotional exam process utilized in the selection of engineers, lieutenants, captains, and assistant chiefs.

**10-01-73 Information Technologies (IT):** The Information Technologies division is responsible for managing and maintaining the District's computer networks, security, phone and radio systems. The IT division is comprised of four civilian positions tasked with providing technological solutions and support to the District's employees and guests.

**10-01-74 Wellness:** The Wellness division is responsible for the overall health, physical fitness, and wellbeing of employees. The Wellness division is also entrusted with the comprehensive management of all aspects of worker's compensation for the District.

**10-01-75 Public Information:** The public information officer (communications/media relations specialist) disseminates District's news, safety and emergency information to the community and the media, while protecting and promoting the brand, image and value of the District.

**10-01-76 Facilities:** Facilities maintenance is responsible for the overall maintenance of all building and properties owned by the District.

**10-01-99 Benefit Allocation:** Benefits are paid by this budgetary division and are allocated to all cost centers with full time equivalents. Allocations are based on compensation, headcounts, and other system generated reports.

**West Metro Fire Protection District  
2023 Budget  
ADMINISTRATION DIVISION  
Budget Summary by Object Class**

		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>					
4325	Other Grants	-	56,909	59,000	62,000
4510	Contractual Services	325,001	330,201	324,508	324,508
4590	Recruit Application fee	17,780	12,350	38,750	
4710	Miscellaneous	4,037	62,057	-	
<b>Total Revenues</b>		<b>346,818</b>	<b>461,517</b>	<b>422,258</b>	<b>386,508</b>
<b>Expenses</b>					
5110	Salaries	2,713,388	2,888,123	2,899,011	3,173,442
5115	Muster Out Pay		234,321	-	-
5120	Extra Duty	97,074	70,055	196,840	229,140
5150	Holiday Pay	-	406	1,000	
5180	Sick Leave Sold	124,938	117,883	125,000	137,000
5190	Vacations Sold	118,760	101,401	100,000	111,000
5310	Medicare	585,813	648,493	598,000	774,659
5320	FICA	63,495	55,081	65,000	70,000
5410	Pension - LFD Old Hires	176,257	199,140	199,140	201,280
5420	Pension - Bancroft Old Hires	816,493	734,844	734,844	103,425
5430	Pension-Uniform	3,550,188	3,809,856	4,282,000	4,729,000
5460	Pension - Civilian	236,749	268,711	312,000	398,000
5480	Medical Program/RHS	2,530,886	2,960,029	3,256,848	3,289,791
5490	Pension - Administrations	419	1,132	1,000	1,300
5510	Health Insurance	6,040,960	6,285,468	6,749,018	6,640,458
5520	Life/Disability Insurance	975,226	1,142,283	1,316,146	1,595,122
5530	Workers Compensation	880,102	1,028,321	1,209,825	1,068,000
5540	Uniform Allowance	147,257	207,008	263,457	267,408
5560	Unemployment	-	-	17,500	12,000
5610	Training & Education	15,562	31,626	72,350	62,760
5615	Higher Education	-	-	-	173,000
5640	Travel	1,742	11,005	69,965	64,720
5999	Benefits Allocation	(14,993,006)	(16,199,547)	(17,697,803)	(17,845,601)
6110	Office supplies	8,559	6,872	16,000	10,500
6120	General Supplies	73,729	67,336	90,073	79,428
6130	Printing	-	-	1,000	600
6140	Postage	2,972	2,716	3,200	3,600
6160	Dues & Subscriptions	34,873	33,780	95,700	17,490
6170	Advertising	730	108	1,750	250
6180	Meetings	10,259	11,243	16,572	26,540
6185	Bank Charges	38,739	24,716	27,240	27,360
6210	Election	3,563	-	31,500	27,450
6310	Audit	67,043	61,821	76,000	75,000



**West Metro Fire Protection District  
2023 Budget  
ADMINISTRATION DIVISION  
Budget Summary by Object Class**

		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
6320	Legal	84,995	92,922	130,000	131,000
6330	Contract Labor	312,124	356,773	610,355	766,684
6410	General Liability Insurance	515,130	499,463	626,648	577,448
6530	Treasurer Fees-Jeffco	869,777	864,887	962,184	962,184
6531	Treasurer Fees-Douglas County	29,060	31,006	30,898	30,898
7110	Data & Voice Service	270,520	275,279	211,392	273,552
7120	Electric/Gas	104,167	103,336	125,000	127,200
7130	Sewer/Water	8,988	9,491	11,442	13,310
7140	Trash	8,641	9,486	12,763	11,320
7210	Maintenance - Building	291,552	301,604	442,586	481,975
7220	Maintenance Equipment	233,147	289,820	426,311	129,600
7225	Software	-	-	-	299,317
7230	New Equipment	100,779	111,876	177,430	189,595
7240	Rental Equipment	20,188	17,495	19,976	17,640
9910	Operating Transfer for Capital Projects	5,206,762	1,471,800	2,578,767	2,921,255
<b>Total Expenses</b>		<b>12,378,600</b>	<b>9,239,467</b>	<b>11,495,928</b>	<b>12,457,100</b>

**West Metro Fire Protection District  
2023 Budget  
ADMINISTRATION DIVISION  
Budget Summary by Cost Unit**

	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Estimated</u>	<u>2023 Budget</u>
<b>Revenues</b>				
00 - General Administration	328,238	395,042	383,508	386,508
70 - Recruit Candidate Selection	17,780	12,350	38,750	-
74 - Wellness	800	54,125	-	-
<b>Total Revenues</b>	<b>346,818</b>	<b>461,517</b>	<b>422,258</b>	<b>386,508</b>
<b>Expenses</b>				
00 - General Administration	8,460,441	5,020,420	6,445,076	7,227,241
60 - Chief's Office	617,019	579,029	713,575	659,533
61 - Awards Committee	6,815	11,698	9,620	11,320
62 - Board of Directors	16,158	21,628	40,604	31,968
63 - Peer Support	5,434	12,489	82,510	44,540
64 - Honor Guard	13,182	15,424	29,900	29,100
65 - Finance	766,162	964,746	930,108	906,226
69 - Human Resources	458,600	494,391	588,933	790,326
70 - Recruit Candidate Selection	82,264	3,813	98,753	3,600
71 - Civil Service	82,709	95,430	114,580	120,080
73 - Information Technologies	1,242,916	1,309,162	1,411,923	1,379,918
74 - Wellness	99,635	141,377	231,535	419,734
75 - Public Information office	29,177	31,134	33,660	32,848
76 - Facilities	498,088	514,140	765,153	800,665
99 - Benefits Allocations	-	24,584	-	-
	<b>12,378,600</b>	<b>9,239,467</b>	<b>11,495,928</b>	<b>12,457,100</b>

# WEST METRO FIRE PROTECTION DISTRICT

## Operations Division



The Operations division accounts for the salaries of uniformed personnel assigned to all line resources. Within the Operations division are various support services and cost centers that expend in accordance with specific objectives. Following is the list of Operations divisions and their descriptions:

**10-02-20 Operations:** The Operations cost center includes salaries and benefits of all uniformed personnel assigned to line resources available for responding to fire and emergency services within the District as well as neighboring areas under a mutual aid support. The Operations division oversees the day-to-day delivery of emergency responses. All apparatus replacement and maintenance internal service fund costs are charged to Operations.

**10-02-21 Staffing:** The Staffing division is responsible for the administration, scheduling, and staffing of line operations and call back to maintain minimum staffing levels as mandated by District policies.

**10-02-28 Old Station 8:** Old station 8 serves as a union hall for Local 1309 through a lease agreement. The facility also provides some storage space for the Dive team.

**10-02-29 District Chiefs:** The District Chiefs division includes the Crew Empowerment program previously reported under Operations 10-02-20. Equipment and general supplies associated with all three District Chief offices are also covered under this cost center.

**10-02-31 EMS:** The Emergency Medical Services (EMS) division manages the EMS day-to-day operations, special events, and paramedic training. All supplies and equipment for the ambulances are procured through this budget. The Mobile Integrated Healthcare program also falls within this division. Ambulance personnel salaries and benefits are budgeted in the Operations division.

**10-02-32 Safety:** The Safety division is responsible for the overall health and safety of all employees. The division consists of the training division chief and the safety captain who work in coordination with the wellness manager.

**10-02-33 Hazardous Materials:** The Hazardous Materials Team responds to incidents when a release of hazardous substances has occurred. This includes fuel, chemical spills, and nuclear releases.

**10-02-34 Technical Rescue:** The Technical Rescue Team provides the expertise needed when a threat of building collapse or the need for extrication exists at the scene of an automobile crash. The individuals on this team are specially trained to perform high and low angle rope rescues of unprepared hikers and climbers.

**10-02-35 Wildland:** Urban interface lands or areas that are highly susceptible to the dangers of wildfire cover nearly 40% of the District. This wildland division provides the critical expertise to help control these fires by training and preparing firefighters with skills to respond to wildland fires. The team responds to any call by state and federal agencies to help with large wildland and forest fires.

**10-02-36 Dive Team:** The Dive Team provides surface and underwater rescue, search and support capabilities both to the District and mutual aid agencies. The team is able to operate autonomously or in conjunction with other departments to accomplish this mission. Together with Westminster Fire, South Metro Fire, Thornton's police and fire department, they form the Metro Dive Team, a mutually supportive entity that allows for the ability to train and operate on a common platform.

**10-02-37 Wildland Mitigation:** Through the wildland mitigation the District engages communities to assist and help facilitate mitigation efforts to prevent catastrophic fire loss in District.

**10-02-38 Emergency Management:** A new cost unit added in 2023 budget to capture expenses and activities directly related to emergency management, including the UAS/Drone program. Previously, these expenses were accounted for in the operations budget (10-02-20).

**10-02-41 Equipment/Apparatus:** This division provides all equipment needed for operation including PPE, loose equipment, SCBA, and other apparatus related equipment.

**10-02-42 SCBA:** The Self-Contained Breathing Apparatus (SCBA) division is responsible for repairing and maintaining the District's SCBA equipment. The District entered into a contractual arrangement with an outside vendor to provide these services.

**10-02-43 Fire Hose:** The Hose division is responsible for evaluating, testing, purchasing, repairing, and maintaining hose and related supplies for the District.

**10-02-44 Ladder:** The Ladder division is responsible for the testing, maintenance, and purchasing of all District fire service ground ladders, including the ladders at the Training Center. This work is done at the Fleet Services facility.

**10-02-45 Bunker Washer:** Minerva Bunker Gear Cleaners provide the advanced bunker gear cleaning for the District. For safety reasons, bunkers need to be washed to remove smoke and other contaminants when they have been exposed. Clean bunker gear also helps the District maintain a professional appearance.

**10-02-47 Communications:** The communication division provides for all physical equipment needed for radio communication and manages leases and contracts related to communication services including the contract with Jeffecom 911.

**10-02-50 Training:** The Training division supports the training and professional career development of all employees of the District.

**10-02-51 Accreditation:** Accreditation supports the continuous improvement process, performance measures, and quality service standards in all areas of the District's service delivery. The accreditation process involves self-assessment, independent peer review, as well as an updated risk assessment and standards of coverage.

**10-02-52 3301 S Field Street (Old Station 10):** South Filed Street provides workspace for the Facilities division and rental space for bunker gear cleaning service.

The District's **Special Operations** is responsible for cost units 10-02-33 through 10-02-38, and cost units 10-02-28; 10-02-41; 10-02-42; 10-02-45; 10-02-47 and 10-02-52 fall under **Support Services**

**West Metro Fire Protection District**  
**2023 Budget**  
**OPERATIONS DIVISION**  
**Budget Summary by Object Class**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>				
4325 Other Grants	255,494		-	-
4410 Emergency Medical Services	9,990,426	11,862,854	7,700,000	8,790,000
4411 EMS Bad Debt	(2,616,381)	(3,602,622)	-	-
4415 EMS Medicaid Reimb	4,114,941	6,996,375	8,341,000	7,000,000
4420 EMS-Other Rev coll	383,767	452,313	500,000	500,000
4510 Contractual Services	3,222,686	3,370,713	3,770,259	3,589,652
4511 Blood Billings CSP	15,390	14,805	16,000	15,000
4512 Special Events Billings	5,027	2,599	2,400	2,800
4515 Emergency Fire Funds	3,323,127	2,760,067	-	-
4720 Miscellaneous	2,367	7,604	3,000	7,676
<b>Total Revenues</b>	<b>18,696,844</b>	<b>21,864,708</b>	<b>20,332,659</b>	<b>19,905,128</b>
<b>Expenses</b>				
5110 Salaries	36,270,518	38,428,257	43,816,787	46,116,484
5115 Muster Out Pay	407,982	455,667	-	-
5120 Extra Duty	3,623,281	4,785,040	1,773,125	2,109,371
5130 Acting Pay	616,058	592,253	644,780	660,070
5140 Technician Pay	81,360	90,638	91,800	105,300
5150 Holiday Pay	109,944	113,854	137,000	126,000
5180 Sick Leave Sold	723,697	755,299	837,500	853,000
5190 Vacations Sold	584,636	332,734	497,000	477,000
5470 Pension - WMFPD Volunteers	25,000	25,000	25,000	25,000
5540 Uniform Allowance	13,618	-	-	-
5610 Training & Education	254,988	282,299	254,382	496,829
5615 Higher Education	63,737	75,646	166,000	-
5640 Travel	348,833	362,696	183,346	142,260
5999 Benefits Allocation	13,575,250	14,798,731	16,186,367	16,366,004
6110 Office supplies	2,058	2,005	3,050	1,300
6120 General Supplies	137,390	187,114	277,991	259,907
6121 Non-Expendable EMS Supplies	61,964	27,522	50,000	47,500
6122 Expendable EMS Supplies	499,874	477,796	462,900	556,996
6140 Postage	228	81	250	150
6150 Licenses	4,505	4,325	7,095	4,730
6160 Dues & Subscriptions	64,309	76,498	103,992	17,690
6180 Meetings	4,945	2,081	13,860	28,784
6190 Miscellaneous	285	794	-	-
6300 Professional Services	357,971	451,589	-	-
6320 Legal	5,454	-	750	-
6330 Contract Labor	1,964,930	2,113,642	2,526,267	2,499,928
6410 General Liability Insurance	-	-	-	5,000
7110 Data & Voice Service	(4,421)	2,620	960	960
7120 Electric/Gas	191,909	219,003	213,987	247,258
7130 Sewer/Water	64,868	59,830	71,947	71,437
7140 Trash	18,536	21,961	22,043	24,039



**West Metro Fire Protection District  
2023 Budget  
OPERATIONS DIVISION  
Budget Summary by Object Class**

		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
7210	Maintenance - Building	107,113	131,164	119,684	141,254
7220	Maintenance Equipment	504,275	432,411	734,040	680,407
7225	Software	-	-	-	157,615
7230	New Equipment	719,496	687,169	713,176	698,288
7240	Rental Equipment	3,608	1,957	1,957	2,937
8110	Maintenance - Vehicles	1,372	614	-	-
8190	New Equipment - Apparatus	48,063	57,910	191,500	131,000
8210	Fuel	201,728	362,614	442,000	560,160
8240	Fleet Maintenance - IS Fund	1,635,518	1,745,491	1,606,000	1,735,200
9211	Capital Lease Principal	178,554	184,678	191,011	197,562
9212	Lease Interest	32,791	26,668	20,334	13,784
9230	Apparatus Replacement	1,250,000	1,300,000	2,000,000	3,000,000
9940	Training Center Rental	760,000	760,000	760,000	772,000
<b>Total Expenses</b>		<b>65,516,225</b>	<b>70,435,650</b>	<b>75,147,882</b>	<b>79,333,203</b>

*Includes Mobile Integrated Health (MIH) previously budgeted under Fund 13*

**West Metro Fire Protection District  
2023 Budget  
OPERATIONS DIVISION  
Budget Summary by Cost Unit**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>				
20 - Operations	14,615,802	18,753,838	19,708,399	19,486,792
28 - Old Station 8	3,000	10,759	3,000	-
31 - EMS	624,888	25,008	250,600	25,476
39 - Emergency Fire Fund	3,323,127	2,760,067	-	-
42 - SCBA	13,918	13,272	14,212	14,076
45 - Bunker Washer	24,000	28,000	48,000	48,900
47 - Communications	92,109	273,764	308,448	329,884
<b>Total Revenues</b>	<b>18,696,844</b>	<b>21,864,708</b>	<b>20,332,659</b>	<b>19,905,128</b>
<b>Expenses</b>				
20 - Operations	55,835,281	60,480,448	65,815,716	69,324,035
21 - Staffing	34,894	36,811	42,515	45,948
22 - Volunteers - Pension	46,604	46,604	46,604	46,604
28 - Old Station 8	3,906	5,502	18,290	24,285
29 - District Chiefs	-	-	14,800	7,800
31 - EMS	2,197,516	1,899,548	2,400,861	2,801,119
32 - Safety	3,034	2,394	27,350	41,394
33 - Hazardous Materials	128,847	125,240	145,745	177,108
34 - Tech Rescue	35,384	54,042	160,625	261,232
35 - Wildland Fire	91,599	148,292	189,843	185,400
36 - Dive Team	27,536	22,386	39,553	39,262
37 - Wildland Fire Mitigation	40,269	49,063	45,060	50,725
38 - Emergency Management	-	-	-	10,250
39 - Emergency Fire Fund	2,710,622	2,237,968	-	-
41 - Equipment/Apparatus	705,578	751,067	919,070	193,000
42 - SCBA	114,915	134,478	177,748	177,899
43 - Fire Hose	13,560	17,259	20,200	9,925
44 - Ladder	4,100	2,207	4,400	3,300
45 - Bunker Washer	2,445	1,724	5,000	650,618
47 - Communications	1,647,830	1,593,983	1,742,287	1,791,498
50 - Training	1,352,460	1,864,143	2,219,117	2,166,208
51 - Accreditation	45,080	407,242	514,968	667,387
52 - 3301 S. Field St	9,942	14,613	22,523	32,280
17 Fire Stations	464,823	540,635	575,607	625,927
<b>Total Expenses</b>	<b>65,516,225</b>	<b>70,435,650</b>	<b>75,147,882</b>	<b>79,333,203</b>

# WEST METRO FIRE PROTECTION DISTRICT

## Stations



**10-01-01 Station 1** is located at 6401 West 14<sup>th</sup> Avenue. The primary response area consists of 6<sup>th</sup> Avenue on the south, 26<sup>th</sup> Avenue on the north, Sheridan Boulevard on the east, and Carr Street to the west. A minimum of 9 personnel operate out of an Engine, two Medic units and a SAM unit. Station 1 is among the busiest in the district.

**10-01-02 Station 2** is located at 1545 Robb Street. The primary response area consists of 2<sup>nd</sup> Avenue on the south, 26<sup>th</sup> Avenue on the north, Garrison on the east, and Denver West on the west. A minimum of 7 personnel operate out of a Tower, Engine, and Hazmat unit. Station 2 personnel are trained to the Hazmat Technician level and are part of the Adams – Jeffco Hazmat response team.

**10-01-03 Station 3** is located at 95 Garrison Street. The primary response area consists of Mississippi Avenue on the south, Colfax on the north, Wadsworth on the east, and Quail Street on the west. A minimum of 7 personnel operate out of an Engine and two Medic units. Station 3 is among the busiest in the district.

**10-01-04 Station 4** is located at 13155 West Alameda Parkway. The primary response area consists of Jewell Avenue on the south, 6<sup>th</sup> Avenue to the north, Kipling Parkway on the east, and C470 to the west. A minimum of 5 personnel operate out of an Engine, Medic, and Brush unit.

**10-01-05 Station 5** is located at 14055 West 20<sup>th</sup> Avenue. The primary response area consists of Colfax Avenue to the south, Clear Creek on the north, Union Street to the east, and Quaker Street to the west. A minimum of 5 personnel operate out of an Engine, Medic, and Hazmat unit. Station 5 personnel are trained to the Hazmat Technician level and are part of the Adams – Jeffco Hazmat response team.

**10-01-06 Station 6** is located at 15100 West 6<sup>th</sup> Avenue. The primary response area consists of Colorado Mills Mall, Red Rocks Community College, three major highways: I-70, C-470, and 6<sup>th</sup> Avenue. A minimum of 4 personnel operate out of an Engine and Brush unit.

**10-01-07 Station 7** is located at 6315 West Mississippi Avenue. The primary response area consists of Jewell Avenue to the south, 1<sup>st</sup> Avenue to the north, Sheridan Boulevard to the east, and Carr Street to the west. A minimum of 7 personnel operate out of an Engine, Medic unit, and ARM car. Station 7 is among the busiest of stations in the district.

**10-01-08 Station 8** is located at 9001 West Jewell Avenue. The primary response area consists of Carmody Estates, Cloverdale West, Green Gables, Heritage West, Lochwood, Palomino Park, and Sun Valley Estates. A minimum of 7 personnel operate out of a Tower, Engine, and Dive 2. Station 8 personnel are trained dive rescue technicians and respond in and out of district as part of the Denver Metro Dive Team. Station 8 is also home to the District 2 Chief, who is responsible for stations 3, 4, 7, 8, and 9.

**10-01-09 Station 9** is located at 101 Red Rocks Business Drive. The primary response area includes Bandimere Speedway, Bear Creek Lake Park, Dinosaur Ridge, the Historic Town of Morrison and Red Rocks Amphitheater. A minimum of 4 personnel operate out of an Engine and Brush unit. Station 9 is the primary wildland interface station and coordinates department wildland fire fighting training. Station 9 houses Engine 39 which responds to wildland fires across the United States.

**10-01-10 Station 10** is located at 3535 S Kipling Street and is adjacent to the West Metro Training facility and the Federal Emergency Management Agency's (FEMA) Urban Search and Rescue Task Force One. The primary response area consists of Belleview to the south, Morrison Road to the north, Sheridan to the east, and C-470 to the west. A minimum of 8 personnel operate a Heavy Rescue, Medic unit, Bureau 7 (Fire Investigator) and a SAM unit. The personnel at station 10 are trained in Technical Rescue Response and respond for building collapse, rope rescue, trench rescue, and confined space rescue.

**10-01-10 Station 11** is located at 15629 West Belleview Avenue. The primary response area is C-470, Highway 285, Willow Springs, Willow Brook, Friendly Hills, Foothills Green, open space, and the south end of the Town of Morrison. A minimum of 4 personnel operate out of an Engine and Brush unit. Station 11 manages and maintains hose for the entire department.

**10-01-12 Station 12** is located at 9990 West Alamo Place. The primary response area consists of Coal Mine Avenue to the south, Quincy to the north, Wadsworth Boulevard to the east, and Alkire to the west. A minimum of 5 personnel operate an Engine and Medic unit.

**10-01-13 Station 13** is located at 12613 West Indore Place. The primary response area consists of the C-470 corridor and the Ken Caryl Ranch and Valley. A minimum of 5 personnel respond out of an Engine, Medic, and Brush unit.

**10-01-14 Station 14** is located at 10305 West Chatfield Avenue. The primary response area consists of C-470 to the south, Coal Mine Avenue to the north, Wadsworth Boulevard to the east, and C-470 as it winds to the west. A minimum of 4 personnel respond out of a Tower and Air Support unit. Station 14 personnel are trained in Technical Rescue response and are part of the West Metro Technical Rescue Team. Station 14 is also home to District 3 Chief who is responsible for stations 10, 11, 12, 13, 14, and 15.

**10-01-15 Station 15** is located at 6220 North Roxborough Park Road. The primary response area consists of the Roxborough Community, Roxborough State Park, and Waterton Canyon. A minimum of 4 personnel respond out of an Engine, Medic, and Brush unit.

**10-01-16 Station 16** is located at 3880 Upham Street. The primary response area consists of 26<sup>th</sup> Avenue to the south, I-70 to the north, Sheridan to the east, and Garrison to the west. A minimum of 5 personnel respond out of an Engine and Medic unit. Station 16 is also home to District 1 Chief who is responsible for stations 1, 2, 5, 6, 16, and 17.

**10-01-17 Station 17** is located at 10901 West 38<sup>th</sup> Avenue. The primary response area consists of 26<sup>th</sup> Avenue to the south, Clear Creek to the north, Garrison Street to the east, and Young Field Street to the west. A minimum of 5 personnel respond out of an Engine, Medic unit, Brush unit, and Swift water response vehicle. The personnel at Station 17 are trained in swift water rescue.

# West Metro Fire Protection District 2023 Budget

## FIRE STATIONS

	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Estimated</u>	<u>2023 Budget</u>
<b>Expenses</b>				
Station 1	32,562	35,294	46,228	41,452
Station 2	25,840	26,144	32,836	37,830
Station 3	22,814	27,789	29,097	28,876
Station 4	29,546	25,366	31,656	40,373
Station 5	31,509	35,737	42,160	42,397
Station 6	21,817	19,311	20,480	22,079
Station 7	32,077	39,236	39,933	57,176
Station 8	30,106	27,761	33,516	42,607
Station 9	27,342	23,344	25,910	30,019
Station 10	54,083	52,283	61,438	68,593
Station 11	16,100	24,749	25,115	26,155
Station 12	19,576	18,615	26,983	27,624
Station 13	22,529	77,866	22,518	26,055
Station 14	24,945	24,039	29,759	38,576
Station 15	26,137	28,234	38,947	34,776
Station 16	22,227	30,061	39,286	30,655
Station 17	25,613	24,804	29,745	30,685
<b>Total Expenses</b>	<b>464,823</b>	<b>540,635</b>	<b>575,607</b>	<b>625,927</b>



# WEST METRO FIRE PROTECTION DISTRICT

## Life Safety Division



The Life Safety division is tasked with preventing or reducing property damage, injury, and loss of life due to fire. This division oversees inspections of buildings and businesses to check for compliance with safety standards. Building permits are issued after the appropriate plan review has been completed by uniformed personnel working in the division. Fire systems are inspected annually, and other permits are issued to include hazardous materials permits and firework tent sales.

The Investigations unit, under Life Safety division, is a team of uniformed personnel charged with investigating all fires within the District. The mission of the Fire Investigations unit includes proper examination of the fire or explosion scene, successful prosecution of offenders, and intervention in connection with juvenile fire setter education.

Other Community support programs under Life Safety division include community education, Child passenger safety, family fire muster and support network.

**West Metro Fire Protection District**  
**2023 Budget**  
**LIFE SAFETY DIVISION**  
**Budget Summary by Object Class**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>				
4530 Construction Permit	645,484	505,364	400,000	581,946
4540 Operational Permit	123,129	175,463	75,000	130,411
4545 Modified Detail	20,460	43,920	24,000	36,107
4710 Miscellaneous	21,385	13,049	16,900	26,000
4740 Life Safety Fees	121,625	93,072	60,000	106,928
4810 Donations	3,520	1,960	2,500	2,500
<b>Total Revenues</b>	<b>935,603</b>	<b>832,828</b>	<b>578,400</b>	<b>883,892</b>
<b>Expenses</b>				
5110 Salaries	2,225,151	2,308,234	2,265,726	2,108,853
5115 Muster Out Pay	100,715	418,882	-	-
5120 Extra Duty	59,501	57,502	124,691	135,705
5130 Acting Pay	6,059	5,146	6,500	6,500
5140 Technician Pay	27,675	25,875	27,000	40,500
5150 Holiday Pay	1,307	965	2,000	1,500
5180 Sick Leave Sold	110,693	103,638	117,500	110,500
5190 Vacations Sold	85,726	73,625	87,500	82,500
5610 Training & Education	11,213	12,209	26,210	26,685
5640 Travel	154	5,692	24,420	15,600
5999 Benefits Allocation	762,981	834,998	880,842	842,183
6120 General Supplies	28,922	23,435	54,820	39,700
6160 Dues & Subscriptions	9,092	12,490	24,540	14,120
6180 Meetings	262	336	1,350	5,100
6330 Contract Labor	58,785	39,201	298,851	153,000
7220 Maintenance Equipment	1,315	3,233	4,660	6,560
7225 Software	-	-	-	44,711
7230 New Equipment	21,415	12,554	23,968	19,880
7240 Rental Equipment	-	-	8,750	9,600
<b>Total Expenses</b>	<b>3,510,967</b>	<b>3,938,015</b>	<b>3,979,328</b>	<b>3,663,197</b>

**West Metro Fire Protection District  
2023 Budget  
LIFE SAFETY DIVISION  
Budget Summary by Cost Unit**

	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Estimated</u>	<u>2023 Budget</u>
<b>Revenues</b>				
120 - Fire Prevention	911,483	818,218	559,000	855,392
124 - Family Support Network	3,520	1,960	2,500	2,500
23 - Family Fire Muster	20,600	12,650	16,900	26,000
	<b>935,603</b>	<b>832,828</b>	<b>578,400</b>	<b>883,892</b>
120 - Fire Prevention	2,817,187	3,237,559	3,216,424	2,892,563
121 - Investigations	640,514	644,481	610,171	627,295
122 - Community Education	14,353	21,862	88,120	74,420
123 - Child passenger Safety	19,437	30,567	37,463	38,920
124 - Family Support Network	2,430	2,000	5,300	5,300
23 - Family Fire Muster	17,046	1,546	21,850	24,700
<b>Total Expenses</b>	<b>3,510,967</b>	<b>3,938,015</b>	<b>3,979,328</b>	<b>3,663,197</b>

# WEST METRO FIRE PROTECTION DISTRICT

## Capital Projects Funds



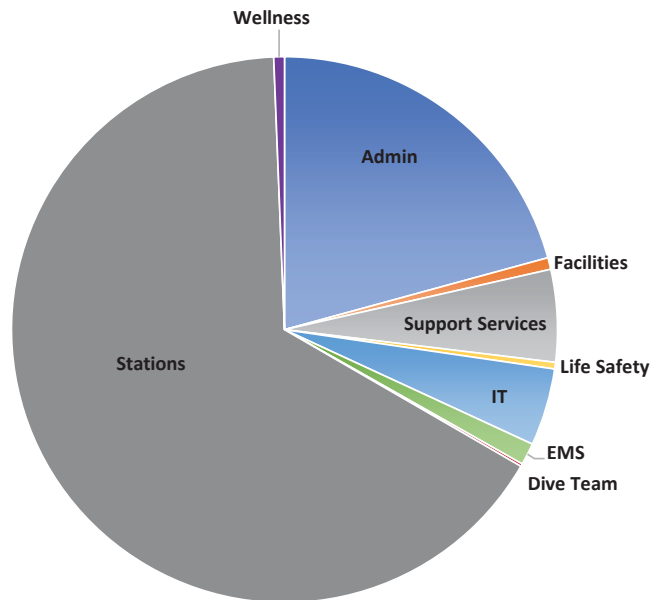
The Capital Projects Fund accounts for financial resources set aside for capital outlay expenditures, including the acquisition, construction, renovation or major maintenance of facilities and other capital assets of the District.

## West Metro Fire Protection District 2023 Budget Capital Projects Fund

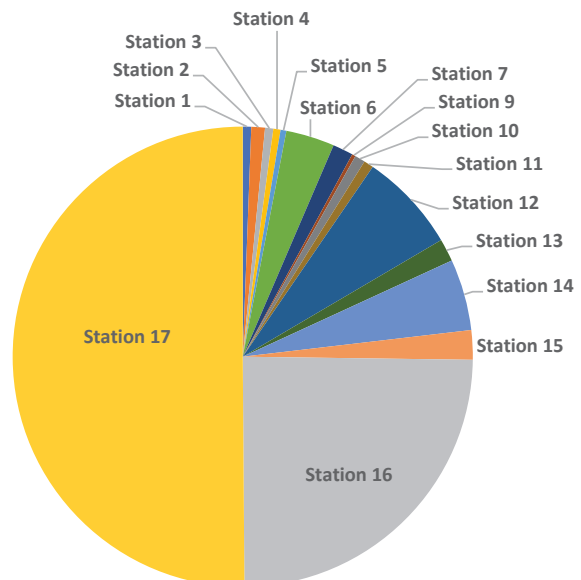
	2020 Actual	2021 Actual	2022 Estimated	2023 Budget
<b>Revenues</b>				
4610 Interest	15,562	-	-	-
4910 Operate Trans In -Cap Projects	5,206,762	1,471,800	2,578,767	2,921,255
<b>Total Revenues</b>	<b>5,222,324</b>	<b>1,471,800</b>	<b>2,578,767</b>	<b>2,921,255</b>
<b>Expenses</b>				
9245 Capital Projects	3,648,023	1,741,811	2,578,767	3,324,270
9390 Contingency	-	-	-	211,300
<b>Total Expenses</b>	<b>3,648,023</b>	<b>1,741,811</b>	<b>2,578,767</b>	<b>3,535,570</b>

<u>Division</u>	<u>Total Capital 2023</u>
Admin	690,000
IT	152,300
Facilities	23,000
Wellness	21,000
Support Services	181,700
EMS Division	43,279
Station 1	13,000
Station 2	21,000
Station 3	12,700
Station 4	11,100
Station 5	9,000
Station 6	75,000
Station 7	31,446
Station 9	5,576
Station 10	16,000
Station 11	15,000
Station 12	153,243
Station 13	35,000
Station 14	110,000
Station 15	45,376
Station 16	541,415
Station 17	1,100,000
Dive Team	5,200
Life Safety	12,935
Contingency	211,300
<b>Total</b>	<b>3,535,570</b>

**2023 Capital Budget by Division**



**2022 Capital Budget by Station**



Fund #	Division #	Div. #	Division Description	Capital Description	2022 Carryover	2023 Requested	2023 Approved	2023 Q3 Contingency
10	1	0	Admin	2nd floor office remodel (flooring 2nd floor entry)		\$ 105,000	\$ 105,000	
10	1	0	Admin	Board room dais and blinds (VC room included)		\$ 130,000	\$ 130,000	
10	1	0	Admin	Admin rear receiving area		\$ 108,000	\$ 60,000	
10	1	0	Admin	Restroom refresh x 6		\$ 450,000		
10	1	0	Admin	Basement improvements		\$ 75,000	\$ 150,000	
10	1	0	Admin	Digital Sign		\$ 40,000	\$ 40,000	
10	1	0	Admin	Fire damper		\$ 10,000	\$ 10,000	
10	1	0	Admin	Exterior improvements		\$ 15,000	\$ 15,000	
10	1	0	Admin	LODD commemorative statue multi-year project		\$ 20,000		\$ 20,000
10	1	0	Admin	Admin server room A/C replacement		\$ 110,000	\$ 110,000	
10	1	0	Admin	Landscape Architect		\$ 50,000	\$ 50,000	
10	2	1	Station 1.	Tree trimming & xeriscaping		\$ 6,000		\$ 6,000
10	2	1	Station 1.	Vent fan for bay		\$ 7,000	\$ 7,000	
10	2	1	Station 1.	Upstairs Bedroom Remodel		\$ 607,245		
10	2	2	Station 2.	Seal and paint ceiling throughout station		\$ 7,000	\$ 7,000	
10	2	2	Station 2.	Paint hallway and dorms		\$ 7,000	\$ 7,000	

Fund #	Division #	Div. #	Division Description	Capital Description	2022 Carryover	2023 Requested	2023 Approved	2023 Q3 Contingency
10	2	2	Station 2.	Station gym addition/office/bay		\$ 1,231,127		
10	2	2	Station 2.	Landscape (east tree island/tree work)		\$ 7,000		\$ 7,000
10	2	3	Station 3.	Plymovent Upgrade		\$ 5,200	\$ 5,200	
10	2	3	Station 3.	ATV with Plow		\$ 7,500		\$ 7,500
10	2	4	Station 4.	Concrete caulking	\$ 6,200	\$ 7,000		
10	2	4	Station 4.	Water Heater		\$ 8,000	\$ 8,000	
10	2	5	Station 5.	Landscaping (mulch, rock, arborist)		\$ 10,000		
10	2	5	Station 5.	Interior Station Paint		\$ 9,000	\$ 9,000	
10	2	6	Station 6	Architectual/Design		\$ 75,000	\$ 75,000	
10	2	7	Station 7	Landscaping		\$ 6,996	\$ 6,996	
10	2	7	Station 7	Concrete driveway repair		\$ 24,450	\$ 24,450	
10	2	36	Dive Team	Swiftwater Boat (from Budget worksheet)		\$ 5,200		\$ 5,200
10	2	9	Station 9	Whole House Water Filter		\$ 5,576	\$ 5,576	
10	2	10	Station 10	Water heaters x2		\$ 16,000	\$ 16,000	
10	2	11	Station 11	ATV with snow plow.		\$ 9,500		
10	2	11	Station 11	Storage Shed 24' x 30'		\$ 15,000	\$ 15,000	



Fund #	Division #	Div. #	Division Description	Capital Description	2022 Carryover	2023 Requested	2023 Approved	2023 Q3 Contingency
10	2	12	Station 12	Commercial range and hood		\$ 8,743	\$ 8,743	
10	2	12	Station 12	ATV and snowplow		\$ 7,000		\$ 7,000
10	2	12	Station 12	Apparatus bay cooler		\$ 10,656		
10	2	12	Station 12	Replace wood fence (dumpster enclosure only)		\$ 9,889		\$ 5,000
10	2	12	Station 12	Landscaping (generator project restoration)		\$ 7,500	\$ 7,500	
10	2	12	Station 12	Generator replacement (includes hardscape)		\$ 125,000	\$ 125,000	
10	2	13	Station 13	Front/middle bathroom facelift		\$ 15,000	\$ 35,000	
10	2	14	Station 14	New Roof		\$ 85,000	\$ 75,000	
10	2	14	Station 14	Asphalt seal coat and stripe		\$ 5,000	\$ 5,000	
10	2	14	Station 14	Landscaping		\$ 30,000		
10	2	14	Station 14	Bathroom architect design		\$ 30,000	\$ 30,000	
10	2	15	Station 15	Basement Furnace (1998)		\$ 20,000	\$ 20,000	
10	2	15	Station 15	Bay Water Heater (2007)		\$ 7,000	\$ 7,000	
10	2	15	Station 15	Bay Lockers		\$ 8,376	\$ 8,376	
10	2	15	Station 15	Locution upgrade		\$ 20,000	\$ 10,000	
10	2	16	Station 16	2022 Phase IV Remodel carryover	\$ 1,052,830			

Fund #	Division #	Div. #	Division Description	Capital Description	2022 Carryover	2023 Requested	2023 Approved	2023 Q3 Contingency
10	2	16	Station 16	LED Bay Lights \$1200		\$ 1,200		\$ 5,000
10	2	16	Station 16	Zero scape back patio		\$ 3,500	\$ 5,000	
10	2	16	Station 16	Resurface Asphalt		\$ 3,200	\$ 5,000	
10	2	17	Station 17	Remodel Phase II		\$ 995,143	\$ 1,100,000	
10	2	17	Station 17	N Patio Renovation		\$ 20,000		
10	2	17	Old station 8	Wellness area	\$ 25,000			
10	2	28	Old station 8	Roof Replacement (from Budget worksheet 9245)		\$ 90,000	\$ 90,000	
10	2	31	EMS Division	LP 15 (EMTS grant backed out)		\$ 12,455	\$ 25,000	
10	2	31	EMS Division	LUCAS		\$ 18,279	\$ 18,279	
10	2	34	Technical Rescue	Tech PPE (Approved under 7230)		\$ 24,000		
10	3	122	Community Education	FiAR Augmented Reality Fire Extinguisher		\$ 6,935	\$ 6,935	
10	1	73	IT	HQ Room 107 & 112 Modernization		\$ 15,000	\$ 15,000	
10	1	73	IT	M365 development	\$ 80,000			
10	1	73	IT	Fiber Upgrade	\$ 64,600	\$ 78,400	\$ 35,000	
10	1	73	IT	Wireless Backup for stations		\$ 9,000	\$ 5,000	
10	1	73	IT	Locution modernization True Radio failover and Speaker monitors		\$ 20,000	\$ 20,000	

Fund #	Division #	Div. #	Division Description	Capital Description	2022 Carryover	2023 Requested	2023 Approved	2023 Q3 Contingency
10	1	73	IT	Server Room Cable upgrades and Clean up		\$ 4,000	\$ 5,000	
10	3	120	Life Safety	Fire Hydrant Assistance		\$ 6,000		\$ 6,000
10	2	47	Comm	Station LOLA upgrade		\$ 19,200	\$ 19,200	
10	2	52	Field St	Window replacement		\$ 60,000	\$ 60,000	
10	1	74	Wellness	Treadmill		\$ 7,000	\$ 7,000	
10	1	74	Wellness	Elliptical		\$ 7,500	\$ 7,500	
10	1	74	Wellness	Functional Trainer		\$ 6,500	\$ 6,500	
10	1	76	Facilities	Snow Plow		\$ 6,700	\$ 8,000	
10	1	76	Facilities	Dumping Flat Bed for A-46 Repurpose		\$ 15,000	\$ 15,000	
				Category Totals	\$ 1,228,630	\$ 5,007,970	\$ 2,641,255	\$ 68,700

2023 New Request Approved	\$ 2,709,955
Estimated Carry Over from 2022	614,315
Contingency (8%)	<u>211,300</u>
<b>Total 2023 Capital Projects Budget</b>	<b>\$ 3,535,570</b>

# WEST METRO FIRE PROTECTION DISTRICT

## General Obligation Debt Service Fund



The General Obligation (GO) Debt Service Fund is used to account for the collection of tax revenues and payment of principal and interest on GO bonds. Currently the District has two refunding bonds issued in 2013 and 2016. The refunding bonds were issued to refinance the 2006 and 2007 GO bonds, which provided funding for the construction of the training center, and other major renovation and expansion works on the District's fire stations.

**West Metro Fire Protection District  
2023 Budget  
Debt Service Fund**

		<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Estimated</u>	<u>2023 Budget</u>
<b>Revenues</b>					
4110	Property Taxes-Jeffco	3,126,881	3,003,137	3,084,894	3,092,309
4111	Property Taxes-Douglas County	113,450	114,166	108,749	110,260
4210	Specific Ownership Taxes-Jeffco	125,060	-	-	-
<b>Total Revenues</b>		<b>3,365,391</b>	<b>3,117,304</b>	<b>3,193,643</b>	<b>3,202,569</b>
<b>Expenses</b>					
6190	Miscellaneous	600	600	750	750
6530	Treasurer Fees-Jeffco	45,275	45,047	46,263	49,465
6531	Treasurer Fees-Douglas County	1,683	-	1,630	1,654
9114	Debt Service Principal 2013	2,070,000	2,155,000	2,220,000	2,310,000
9115	Debt Service Principal 2016	270,000	280,000	275,000	285,000
9124	Debt Service Interest 2013	628,250	545,450	480,800	392,000
9125	Debt Service Interest 2016	180,200	174,800	169,200	163,700
<b>Total Expenses</b>		<b>3,196,008</b>	<b>3,200,897</b>	<b>3,193,643</b>	<b>3,202,569</b>

**WEST METRO FIRE PROTECTION DISTRICT  
GENERAL OBLIGATION BOND - DEBT SERVICE FUND  
2023 Budget Tax Summary  
\*\*\*PRELIMINARY\*\*\***

	<b>Jefferson &amp; Douglas Counties 2022</b>	<b>Jefferson County 2023</b>	<b>Douglas County 2023</b>	<b>Total 2023</b>
<b><u>Property Tax Revenue Summary</u></b>				
Revenue From General Obligation Bonds	\$ 3,145,739	\$ 3,042,844	\$ 108,606	\$ 3,151,450
Add: Provision for Treasurer and Admin Fee	47,905	49,465	1,654	51,119
Amount of Property Tax Revenue Needed	<u>\$ 3,193,644</u>	<u>\$ 3,092,309</u>	<u>\$ 110,260</u>	<u>\$ 3,202,569</u>
<b><u>Amount of Property Tax Need by GO Bond:</u></b>				
General Obligation 2013 Series	\$ 2,700,800	\$ 2,608,974	\$ 93,026.3	\$ 2,702,000
General Obligation 2016 Series	\$ 444,200	\$ 433,252	\$ 15,448	\$ 448,700
Treasury and Admin Fee	\$ 47,893	\$ 49,467.08	\$ 1,652	\$ 51,119
<b><u>Assessed Value</u></b>	<u>\$ 4,798,815,588</u>	<u>\$ 4,569,434,398</u>	<u>\$ 162,928,970</u>	<u>\$ 4,732,363,368</u>
 <b><u>MILL LEVY SUMMARY</u></b>				
General Obligation 2013 Series	0.563	0.571	0.571	
General Obligation 2016 Series	0.093	0.095	0.095	
Treasury and Admin Fee	0.010	0.011	0.011	
<b>TOTAL MILL LEVY</b>	<b><u>0.666</u></b>	<b><u>0.677</u></b>	<b><u>0.677</u></b>	

0.669

# WEST METRO FIRE PROTECTION DISTRICT

## CO-TF1 Special Revenue Fund



The Colorado Task Force One (COTF1) Special Revenue Fund is used to account for the operations of the Colorado Task Force that are reimbursed through the Department of Homeland Security Federal Emergency Management Administration (FEMA Grants)

The FEMA grants are utilized for training and preparation purposes. Grants are awarded on a fiscal year basis. FEMA cooperative grants are reported in this budget based on calendar year use. The District is the sponsoring agency for the CO-TF1 program and maintains MOA's with participating agencies. Costs related to actual responses and deployments are covered under separate grant numbers and are not included in the annual budget.



**West Metro Fire Protection District  
2023 Budget  
COTF1/USAR Special Revenue Fund**

		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>					
4322	FEMA Grant	1,175,791	1,801,722	2,271,045	2,234,653
4324	Deployment - Other	690,771	280,608	-	-
<b>Total Revenues</b>		<b>1,866,562</b>	<b>2,082,330</b>	<b>2,271,045</b>	<b>2,234,653</b>
<b>Expenses</b>					
5110	Salaries	440,988	490,526	544,111	574,525
5120	Extra Duty	113,982	190,606	10,000	-
5150	Holiday Pay	-	175	-	-
5180	Sick Leave Sold	18,639	25,385	24,000	30,000
5190	Vacations Sold	23,047	16,569	25,000	25,000
5610	Training & Education	995	12,286	60,000	63,000
5630	Physical Wellness	7,421	32,504	60,000	55,000
5640	Travel	49,031	45,151	323,000	250,000
5999	Benefits Allocation	107,232	114,274	142,434	124,628
6120	General Supplies	74,041	73,879	205,000	230,000
6330	Contract Labor	615,351	566,071	365,000	250,000
6410	General Liability Insurance	34,758	38,034	37,000	37,000
7110	Data & Voice Service	44,906	29,116	91,000	91,000
7210	Maintenance - Building	-	-	1,000	6,000
7220	Maintenance Equipment	16,106	12,840	40,000	55,000
7230	New Equipment	76,247	90,166	120,000	95,000
7240	Rental Equipment	92,400	161,700	100,000	100,000
8210	Fuel	9,409	16,253	3,500	3,500
9220	Capital Expenditures	154,971	172,965	120,000	245,000
<b>Total Expenses</b>		<b>1,879,524</b>	<b>2,088,501</b>	<b>2,271,045</b>	<b>2,234,653</b>

**WEST METRO FIRE PROTECTION DISTRICT**  
**Colorado Metropolitan Certification Board**  
**Internal Service Fund**



The Colorado Metropolitan Certification Board (CMCB) is a collaborative effort among seven front-range fire agencies with a mission "to provide member departments and their firefighters a professional, dependable and equitable certification process". CMCB is accredited by Pro Board for Fire Service Training and certification.

The CMCB Internal Service Fund is managed by a full time CMCB director and the District's Training division chief. All member agencies pay their own certification fees. Administrative expenses are allocated among members based on cost sharing agreement.

**West Metro Fire Protection District  
2023 Budget  
CMCB Internal Service Fund (ISF)**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>				
4510 Contractual Services	124,559	172,465	264,900	372,982
<b>Total Revenues</b>	<b>124,559</b>	<b>172,465</b>	<b>264,900</b>	<b>372,982</b>
<b>Expenses</b>				
5110 Salaries	76,683	102,815	136,154	194,861
5120 Extra Duty	-	-	-	22,152
5180 Sick Leave Sold	1,509	1,320	2,000	2,000
5540 Uniform Allowance	284	102	600	1,000
5610 Training & Education	12	-	4,000	5,500
5640 Travel	2,084	3,138	5,610	8,815
5999 Benefits Allocation	23,805	28,104	31,860	39,654
6110 Office supplies	1,468	893	1,400	2,000
6120 General Supplies	645	421	1,400	1,500
6140 Postage	151	13	300	500
6160 Dues & Subscriptions	18,792	22,745	77,189	75,800
6180 Meetings	928	943	1,100	1,200
6190 Miscellaneous	-	120	350	-
6320 Legal	-	-	3,500	4,000
6330 Contract Labor	12,032	9,574	6,000	8,000
7230 New Equipment	-	6,361	3,650	6,000
<b>Total Expenses</b>	<b>138,393</b>	<b>176,548</b>	<b>275,113</b>	<b>372,982</b>

# WEST METRO FIRE PROTECTION DISTRICT

## Fleet Maintenance

## Internal Service Fund



The Fleet Maintenance Internal Service Fund (ISF) was established in 2006 to provide maintenance and repair services for all District vehicles. As an ISF, it operates on a cost reimbursement basis through service charges to various divisions of the District and outside agencies. The Fleet division provides 24-hour service and has seven emergency vehicle technicians and one administrative assistant.

**West Metro Fire Protection District  
2023 Budget  
Fleet Maintenance Internal Service Fund (ISF)**

		<b>2022</b>			
		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>					
4550	Labor Billings WMFR	989,057	1,022,088	931,000	1,024,800
4551	Parts/Materials WMFR	630,321	718,464	675,000	710,400
4555	Labor/Billings Outside Depts.	38,993	47,863	62,500	60,000
4556	Parts/Materials Outside Depts.	20,723	16,731	40,000	35,000
4557	Shop Fees	16,755	645	-	-
4610	Interest	9,592	-	-	-
<b>Total Revenues</b>		<b>1,705,441</b>	<b>1,805,790</b>	<b>1,708,500</b>	<b>1,830,200</b>
<b>Expenses</b>					
5110	Salaries	699,467	733,136	788,897	895,979
5120	Extra Duty	29,977	30,467	28,500	30,000
5130	Acting Pay	3,120	3,029	3,500	3,500
5180	Sick Leave Sold	22,476	21,080	23,000	28,000
5190	Vacations Sold	18,039	31,331	20,000	24,000
5540	Uniform Allowance	6,740	8,000	7,500	8,896
5610	Training & Education	985	1,193	14,350	12,000
5620	Testing	670	1,718	1,050	1,050
5640	Travel	-	288,155	2,500	2,450
5999	Benefits Allocation	268,819	21,030	318,602	324,788
6120	General Supplies	28,861	814	21,500	26,547
6160	Dues & Subscriptions	1,019	47	1,025	1,125
6180	Meetings	140	7,302	200	200
6330	Contract Labor	7,844	-	8,639	9,189
6410	General Liability Insurance			50,000	45,000
7120	Electric/Gas	14,943	16,874	16,500	21,450
7130	Sewer/Water	3,146	3,759	3,800	4,838
7140	Trash	1,694	1,882	1,850	1,884
7210	Maintenance - Building	3,844	10,312	8,120	13,690
7220	Maintenance Equipment	21,805	28,409	39,250	40,500
7230	New Equipment	15,437	11,998	17,740	18,360
8110	Maintenance - Vehicles	281,398	341,291	243,800	272,149
8115	Outside Work - Parts	9,987	6,161	30,000	25,000
8120	Parts - Tires Tubes	171,845	244,953	279,000	358,680
8190	New Equipment - Apparatus	5,739	7,069	8,783	9,090
8910	Depreciation	75,864	106,968	100,000	110,000
9210	Capital Improvements	14,021	6,840	46,800	73,580
<b>Total Expenses</b>		<b>1,707,880</b>	<b>1,933,819</b>	<b>2,084,906</b>	<b>2,361,946</b>



# **WEST METRO FIRE PROTECTION DISTRICT**

## **Apparatus/Vehicle Replacement**

### **Internal Service Fund**



The District maintains an Apparatus and Vehicle Replacement Internal Service Fund (ISF) that was established in 1996 as a commitment by the District to fund the apparatus and other vehicle replacements through interfund transfer from the General Fund operations.

Other sources of income for this ISF include reimbursement from use of vehicles on wildland deployments, prorated interest income on pooled investments, and sale of old vehicles.

**West Metro Fire Protection District  
2023 Budget  
Apparatus Replacement Internal Service Fund**

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>				
4310 Intergovernmental Revenue	1,250,000	1,300,000	2,000,000	3,000,000
4315 State of CO On-Behalf Paymnts	294,832	267,625	130,626	125,000
4610 Interest	35,597	-	15,000	10,500
4825 Sales of Assets	70,776	38,526	-	-
<b>Total Revenues</b>	<b>1,651,205</b>	<b>1,606,152</b>	<b>2,145,626</b>	<b>3,135,500</b>
<b>Expenses</b>				
8910 Depreciation	1,488,651	1,119,123	1,620,000	1,500,000
9230 Apparatus Replacement	16,141	368,483	4,487,601	3,135,206
<b>Total Expenses</b>	<b>1,504,792</b>	<b>1,487,607</b>	<b>6,107,601</b>	<b>4,635,206</b>

<b>Appartus</b>	<b>Qty</b>	<b>2023 Budget</b>
Engine	2	\$ 1,887,206
Ambulance	3	795,000
PowerCot/Load	3	140,000
MDC	1	50,000
Admin Staff Car	1	50,000
Tower Extraction Equipment	1	50,000
Carry over and Other Costs	1	163,000
<b>Total</b>		<b>\$ 3,135,206</b>



**WEST METRO FIRE PROTECTION DISTRICT**

**Training Center**

**Internal Service Fund**



The Training Center Internal Service Fund (ISF) was established in 2011 to provide a fully functional facility for the District and outside agencies to use for meetings, events, and trainings. The training center houses conference rooms and outside training grounds for recruit academy and other emergency response practices.

The Training Center ISF receives revenue from hosting trainings and providing facility rental to the District, CO-TF1, and outside agencies. Included under Training Center budget are general training center facility services, technical rescue school, structural collapse tech class, the Red Rocks academy, and other outside training services.

**West Metro Fire Protection District  
2023 Budget  
Training Center Internal Service Fund (ISF)**

		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Estimated</b>	<b>2023 Budget</b>
<b>Revenues</b>					
4240	Training Revenue - Outside	245,134	335,918	553,858	249,300
4250	Facilities Rental - WM	760,000	760,000	760,000	772,000
4251	Facilities Rental - CO-TF1	92,400	161,700	92,400	92,400
4610	Interest	24,629	-	-	-
4710	Miscellaneous	802	188,626	-	-
<b>Total Revenues</b>		<b>1,122,965</b>	<b>1,446,244</b>	<b>1,406,258</b>	<b>1,113,700</b>
<b>Expenses</b>					
5110	Salaries	420,863	447,756	440,975	369,607
5115	Muster Out Pay	83,842	4,086	-	-
5120	Extra Duty	48,149	66,646	180,451	115,925
5130	Acting Pay	2,591	2,496	3,000	3,000
5180	Sick Leave Sold	18,196	14,929	22,500	23,000
5190	Vacations Sold	21,519	20,692	20,000	18,000
5540	Uniform Allowance	488	75	2,100	2,400
5610	Training & Education	-	3,133	3,500	3,400
5640	Travel	-	155,291	12,800	10,980
5999	Benefits Allocation	139,799	767	159,301	169,947
6110	Office supplies	1,731	59,285	6,000	6,000
6120	General Supplies	29,155	78	155,990	122,599
6140	Postage	-	370	200	200
6160	Dues & Subscriptions	560	177	1,500	1,500
6180	Meetings	328	-	500	600
6330	Contract Labor	8,007	5,011	132,500	27,500
7110	Data & Voice Service	2,187	2,106	2,580	2,880
7120	Electric/Gas	62,261	71,916	63,000	66,600
7130	Sewer/Water	6,737	16,281	10,500	10,500
7140	Trash	8,532	7,114	12,204	7,950
7210	Maintenance - Building	52,064	53,717	84,725	86,496
7220	Maintenance Equipment	10,749	31,615	42,350	37,950
7230	New Equipment	14,712	14,003	30,325	29,900
7240	Rental Equipment	7,186	1,134	13,020	11,520
8910	Depreciation	577,610	578,592	635,000	635,000
9210	Capital Improvements	62,581	89,890	282,200	316,850
<b>Total Expenses</b>		<b>1,579,847</b>	<b>1,647,159</b>	<b>2,317,221</b>	<b>2,080,304</b>

# West Metro Fire Protection District



## West Metro Fire Protection District

433 South Allison Parkway  
Lakewood, Colorado 80226  
Phone: 303-989-4307  
Web-site: [www.WestMetroFire.org](http://www.WestMetroFire.org)



## Questions or Requests

Addressed to:  
Finance Director,  
Bruk Mulaw