

HANOVER FIRE PROTECTION DISTRICT
LETTER OF BUDGET TRANSMITTAL

To: Division of Local Government
1313 Sherman Street, Room 521
Denver, Colorado 80203

Date: 10 December 2019

Attached is a copy of the 2020 budget for Hanover Fire Protection District in El Paso County, submitted pursuant to Section 29-1-113, C.R.S. This budget was adopted on 11 December 2018. If there are any questions on the budget, please contact Carl W Tatum at (719) 382-1900, and 13325 Old Pueblo Rd, Fountain Co 80817.

I, Carl W Tatum, District Administrator,
(name) (title)

certify that the enclosed is a true and accurate copy of the 2020 Adopted Budget of the Hanover Fire Protection District.



Form DLG 54

BUDGET MESSAGE

HANOVER FIRE PROTECTION DISTRICT

Pursuant to section 29-1-103(1)(e), C.R.S.

The attached 2020 Budget for Hanover Fire Protection District includes these important features:

The Hanover Fire Protection District is continuously trying to upgrade and provide better service to its district and surrounding communities. To accomplish this, we are acquiring more reliable and safer up-to-date equipment for our personnel ensuring more efficient firefighting and medical/rescue. The Districts' pay as you go policy helps ensure the District will not incur any type of financial constraints as we are updating our equipment and modernizing our facilities to better serve the citizens of our community. We have started replenishing our Capital Improvement Savings Account to meet future Capital needs. Additionally, this budget includes continuous funding of day-to-day operations of this District with the ever-rising costs of utilities, fuel and insurance.

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: Fire protection, fire prevention and emergency medical response.

Notice of Exclusion

PROPERTY TAX REVENUE LIMIT CALCULATIONS WORKSHEET

The Hanover Fire Protection District is not subject to statutory and/or TABOR limitation; (This is in accordance with the 5 November 2019 ballot issue, which was passed by the District taxpayer of the Hanover Fire Protection District allowing the spending. The mil levy of 10.0 is not subject to the C.R.S. 29-1-301, "5.5% limit" as determined by the Attorney General issued Opinion 99-5 on July 30, 1999. The Division of Local Government letter, 22 September 1999 agrees with this finding).

Steps to calculate the TABOR limit

The Hanover Fire Protection District is not subject to statutory and/or TABOR limitation; (This is in accordance with the 7 November 1995 ballot issue, which was passed by the District taxpayer of the Hanover Fire Protection District allowing the spending. The mil levy of 10.0 is not subject to the C.R.S. 29-1-301, "5.5% limit" as determined by the Attorney General issued Opinion 99-5 on July 30, 1999. The Division of Local Government letter, 22 September 1999 agrees with this finding).

The mill levy certified to the County Commissioners is 10.0 mills for all general operating purposes, not subject to statutory and/or TABOR limitation; (This is in accordance with the 5 November 2019 ballot issue, which was passed by the District taxpayer of the Hanover Fire Protection District allowing the spending. The mil levy of 10.0 is not subject to the C.R.S. 29-1-301, "5.5% limit" as determined by the Attorney General issued Opinion 99-5 on July 30, 1999. The Division of Local Government letter, 22 September 1999 agrees with this finding).

RESOLUTION/ORDINANCE TO ADOPT BUDGET

(Pursuant to 29-1-108, C.R.S.)

A RESOLUTION/AN ORDINANCE SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE HANOVER FIRE PROTECTION DISTRICT, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2020 AND ENDING ON THE LAST DAY OF DECEMBER 2020.

WHEREAS, the Board of Directors of HANOVER FIRE PROTECTION DISTRICT has appointed Carl Tatum, District Administrator, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Carl Tatum, District Administrator has submitted a proposed budget to this governing body on 8 October 2019, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, public hearing was held on 12 November 2019, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS of the HANOVER FIRE PROTECTION DISTRICT, Colorado:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the HANOVER FIRE PROTECTION DISTRICT for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by Board President and made a part of the public records of the District.

ADOPTED, this 10th day of December, A.D., 2019

Dwane Baker, President

Cathy Jung, Vice President

Michael Phillips, Secretary / Treasurer

[Signature], Board Member

[Signature], Board Member

Attest: [Signature] District Administrator

This document has been subscribed and affirmed before me in the county of El Paso, state of Colorado, this 10th day of December 2019.

[Signature], Notary Public

My Commission Expires: Aug 13, 2021



RESOLUTION/ORDINANCE TO SET MILL LEVIES

(Pursuant to 39-5-128, C.R.S. and 39-1-111, C.R.S.)

A RESOLUTION / AN ORDINANCE LEVYING PROPERTY TAXES FOR THE YEAR 2019, TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE HANOVER FIRE PROTECTION DISTRICT, COLORADO, FOR THE 2020 BUDGET YEAR.

WHEREAS, the Board of Directors of the HANOVER FIRE PROTECTION DISTRICT, has adopted the annual budget in accordance with the Local Government Budget Law, on 10 December 2019 and;

WHEREAS, the amount of money necessary to balance the budget for **general operating** purposes from property tax revenue is \$470,505, and;

WHEREAS, the amount of money necessary to balance the budget for **capital expenditure** purposes from property tax revenue approved by voters or at public hearing is \$ 0, and;

WHEREAS, the amount of money necessary to balance the budget for voter-approved **bonds and interest** is \$0, and;

WHEREAS, the 2020, valuation for assessment for the HANOVER FIRE PROTECTION DISTRICT as certified by the County Assessor(s) is \$47,050,500.

NOW, THEREFORE, BE IT RESOLVED/ORDAINED BY THE BOARD OF DIRECTORS OF THE HANOVER FIRE PROTECTION DISTRICT, COLORADO:

Section 1. That for the purpose of meeting all **general operating** expenses of the HANOVER FIRE PROTECTION DISTRICT during the 2020 budget year, there is hereby levied a tax of 10.0 mills (10.0 mills and 0.0 mills abatements) upon each dollar of the total valuation for assessment of all taxable property within the HANOVER FIRE PROTECTION DISTRICT for the year 2019.

Section 2. That for the purpose of meeting all **capital expenditures** of the HANOVER FIRE PROTECTION DISTRICT during the 2020 budget year, there is hereby levied a tax of 0 mills upon each dollar of the total valuation for assessment of all taxable property within the HANOVER FIRE PROTECTION DISTRICT for the year 2020.

Section 3. That for the purpose of meeting all payments for **bonds and interest** of the HANOVER FIRE PROTECTION DISTRICT during the 2020 budget year, there is hereby levied a tax of 0 mills upon each dollar of the total valuation for assessment of all taxable property within the District for the year 2020.

Section 4. That the Board President is hereby authorized and directed to immediately certify to the County Commissioners of El Paso County, Colorado, the mill levies for the HANOVER FIRE PROTECTION DISTRICT as hereinabove determined and set, or be authorized and directed to certify to the County Commissioners of El Paso County, Colorado, the mill levies for the year 2020.

RESOLUTION/ORDINANCE TO SET MILL LEVIES - Con't.

The HANOVER FIRE PROTECTION DISTRICT as hereinabove determined and set.

ADOPTED this 10th day of December of A.D. 2019.

Dwone Baker , President
Cathy Sunch , Vice President
Michael Hull Secretary / Treasurer
David Sall , Board Member
Mark , Board Member

Attest: John J. Cole District Administrator

This document has been subscribed and affirmed before me in the county of El Paso, state of Colorado, this 10th day of December 2019.

John J. Cole , Notary Public My Commission Expires: Aug 13, 2021



RESOLUTION/ORDINANCE TO APPROPRIATE SUMS OF MONEY

(Pursuant to Section 29-1-108, C.R.S.)

A RESOLUTION/AN ORDINANCE APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE HANOVER FIRE PROTECTION DISTRICT, COLORADO, FOR THE 2020 BUDGET YEAR.

WHEREAS, the HANOVER FIRE PROTECTION DISTRICT has adopted the annual budget in accordance with the Local Government Budget Law, on 10 December 2019, and;

WHEREAS, the HANOVER FIRE PROTECTION DISTRICT has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the HANOVER FIRE PROTECTION DISTRICT.

NOW, THEREFORE, BE IT RESOLVED/ORDAINED BY THE BOARD OF DIRECTORS OF THE HANOVER FIRE PROTECTION DISTRICT, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

GENERAL FUND:

Current Operating Expenses	\$	440,470
Capital Outlay	\$	226,102
Debt Service	\$	0
TOTAL GENERAL FUND	\$	666,572

ADOPTED THIS 10th day of December A.D. 2019.

Swan Baker, President

Cathy Lynch, Vice President

Michael Smith, Secretary / Treasurer

[Signature], Board Member

[Signature], Board Member

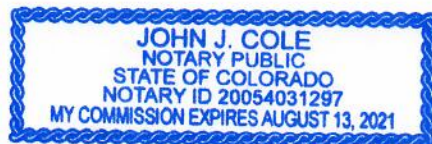
Attest: *[Signature]* District Administrator
(Official's signature and title)

This document has been subscribed and affirmed before me in the county of El Paso, state of Colorado, this

10th day of December 2019.

[Signature], Notary Public

My Commission Expires: Aug 13, 2021



CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of El Paso, Colorado.

On behalf of the Hanover Fire Protection District,
(taxing entity)^A

the Board of Directors,
(governing body)^B

of the Hanover Fire Protection District,
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 47,050,500 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 47,050,500 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)

Submitted: 12/10/2019 for budget/fiscal year 2020.
(not later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>10.0</u> mills	\$ <u>470,505</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< <u>0</u> > mills	\$ < <u>0</u> >
SUBTOTAL FOR GENERAL OPERATING:	<u>10.0</u> mills	\$ <u>470,505</u>
3. General Obligation Bonds and Interest ^J	<u>0</u> mills	\$ <u>0</u>
4. Contractual Obligations ^K	<u>0</u> mills	\$ <u>0</u>
5. Capital Expenditures ^L	<u>0</u> mills	\$ <u>0</u>
6. Refunds/Abatements ^M	<u>0</u> mills	\$ <u>0</u>
7. Other ^N (specify): _____	<u>0</u> mills	\$ <u>0</u>
	_____ mills	\$ <u>0</u>
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	<u>10.0</u> mills	\$ <u>470,505</u>

Contact person: Carl W Tatum Daytime phone: (719) 382-1900
(print)
Signed: [Signature] Title: District Administrator

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.
² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's final certification of valuation).

CERTIFICATION OF TAX LEVIES, continued

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS^J:

1. Purpose of Issue: N/A
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

2. Purpose of Issue: N/A
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

CONTRACTS^K:

3. Purpose of Contract: N/A
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

4. Purpose of Contract: N/A
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

**LEASE-PURCHASE SUPPLEMENTAL SCHEDULE TO THE
ADOPTED BUDGET**

(Pursuant to 29-1-103(3)(d), C.R.S.)

Budget Year 2020

The Supplemental Schedule must present information **separately** for all lease-purchase agreements involving real property and all lease-purchase agreements for non-real property.

I. REAL PROPERTY LEASE-PURCHASE AGREEMENTS:

Description of Real Property Lease-Purchase(s): 2014 International Rosenbauer Timberwolf 4X4 Interface Truck.

Date of Lease-Purchase Agreement(s): 10 August 2018

	<u>Year</u>	<u>Amount</u>
Total amount to be expended for all Real Property Lease-Purchase Agreements in Budget Year:	2020	\$ <u>32,552.25</u>
Total maximum payment liability for all Real Property Lease Purchase Agreements over the entire terms of all such agreements, including all optional renewal terms:		\$ <u>0</u>

**II. ALL LEASE- PURCHASE AGREEMENTS NOT INVOLVING REAL PROPERTY:
N/A**

Date(s) of Lease-Purchase Agreement(s): _____

	<u>Year</u>	<u>Amount</u>
Total amount to be expended for all Non-Real Property Lease Purchase Agreements in Budget Year:	2020	\$ <u>0</u>
Total maximum payment liability for all Non-Real Property Lease Purchase Agreements over the entire terms of all such agreements, including all optional renewal terms:		\$ <u>0</u>

Does the agreement include renewal options? Yes No X

If yes, describe:

Hanover Fire Protection District
Budget 2020

Acct No	Description	Supplemental 2017 Budget	2018 Budget	2018 Supplemental Budget	2019 Budget	2020 Budget
	Assessed Valuation	42,439,320	43,215,700	43,215,700	42,210,950	47,050,500
	District Mil Levy	0.007	0.007	0.007	0.007	0.01
	Revenues					
101.00	Beginning Fund Balance January 1,	217,703	325,000	370,378	250,000	183,000
311.00	Property Taxes	297,075	302,510	302,510	295,477	470,505
311.10	Contract for service	185,084	8,380	95,895	8,380	8,380
311.20	Interest Income	2,000	2,687	2,687	2,687	2,687
311.30	Member's reimbursement to District offered Insurance Policies	0	0	0	0	0
311.40	Donations	0	0	0	0	0
311.50	Capital sale of assets	4,635	0	0	0	0
311.45	Insurance Claims			123,938	0	0
311.60	Fuel Rebate	0	0	2,406	2,000	2,000
311.61	Electric Rebates	0	0	0	0	0
311.62	Refunds	0	0	0	0	0
312.00	Grants	0	0	0	0	0
312.10	Grants carry over from previous year budget	0	0	0	80,200	0
312.20	Grants for upcoming year	0	0	0	0	0
780.00	Reserve	0	0	0	0	0
500.00	Capital Improvements savings Account	0	0	0	0	0
200.00	Abatements	15,639	18,496	18,496	9,178	0
	TOTAL AVAILABLE RESOURCES	722,136	657,073	916,310	647,922	666,572
	ESTIMATED EXPENDITURES	615,636	537,573	796,810	636,922	564,967
	Adminstration					
415.10	Audit & Consulting	10,400	1,200	1,200	1,500	1,500
415.20	Bank Service Charges	500	500	250	500	500
415.30	Bookkeeping	3,200	5,000	5,000	5,800	6,500
415.40	Election	0	10,000	15,000	7,500	15,000
415.50	Legal fees & Notices	1,000	1,808	800	1,800	1,800
415.60	Office Supplies	2,000	2,000	2,800	2,000	2,000
415.70	Achievements & Incentives	5,000	4,000	4,000	4,000	4,000
415.80	Data Automation Support / ERS	1,688	2,200	2,200	2,500	2,500
Total		23,788	26,708	31,250	25,600	33,800
416.00	Operations					
416.10	Fire suppression expendables	1,000	1,000	1,600	1,000	1,000
416.20	Medical supplies expendables	4,000	4,000	8,000	5,000	8,000
416.30	Fuel and oil	20,000	25,000	35,000	30,000	45,000
416.40	Building & Vehicle Insurance	13,000	13,000	14,000	18,000	18,000

Hanover Fire Protection District
Budget 2020

Acct No	Description	Supplemental 2017 Budget	2018 Budget	2018 Supplemental Budget	2019 Budget	2020 Budget
416.50	Utilities (Electric)	20,000	20,000	20,000	20,000	2,800
416.51	Utilities (Gas)	0	0	0	0	3,500
416.52	Utilities (Water)	0	0	0	0	720
416.52	Waste servce	0	0	0	0	1,700
Total		58,000	63,000	78,600	74,000	80,720
417.00	Maintenance					
417.10	Vehicle maint.	49,186	40,000	76,765	50,000	38,000
417.20	Building maint.	15,000	15,000	15,000	20,000	15,000
417.30	Radio and Pager Maint.		6,500	6,500	6,500	6,500
417.40	PPE & SCBA's maint.	2,500	2,500	2,500	2,500	2,500
417.50	Medical equipt. maint.	350	350	350	350	0
Total		67,036	64,350	101,115	79,350	62,000
418.00	Benefits					
418.10	Salary	52,200	62,200	62,200	62,200	62,200
418.15	FF Salary	10,000	48,000	48,000	48,000	38,600
418.16	Part Time	0	0	0	32,000	25,000
	District Benefits	0	0	0	0	13,200
418.20	Employer Tax Expense	6,000	10,722	10,722	15,000	18,000
418.30	Volunteer Pension	22,000	22,000	22,000	22,000	22,000
418.40	Volunteer Stipend	88,000	10,000	10,000	15,000	15,000
418.45	Volunteer FF Deployment Pay	0	17,900	54,276	5,000	10,000
418.50	Accident and Sickness Disability	2,808	2,808	4,000	3,500	4,000
418.60	Workmans Compensation Insurance	2,300	3,000	3,000	6,500	9,500
418.70	Recruitment and Retention	6,000	6,000	6,000	6,000	1,000
418.80	District offered insurance policys with volunteers reimbursement	0	0	0	0	0
Total		189,308	182,630	220,198	215,200	218,500
419.00	Communications					
419.10	Regional Radio Network Support	7,800	7,800	7,800	7,800	7,800
419.20	County Paging Network Support / Active 911	2,500	2,500	2,500	2,500	2,500
419.30	Cellular support	4,200	4,200	4,200	4,200	4,200
419.31	Phone and Internet	0	0	0	0	4,000
419.40	Web Page	1,500	1,500	1,500	1,500	1,500
Total		16,000	16,000	16,000	16,000	20,000
420.00	Training					
420.10	Firefighter Training	10,000	10,000	10,000	15,000	15,000
420.20	EMS Training	5,000	5,000	5,000	2,000	2,000
420.30	Admin. Training	1,000	1,000	1,000	1,000	1,000
420.40	Chief Training	6,000	6,000	6,000	6,000	6,000
420.50	Assn. Fees / Dues	750	750	750	750	750
420.60	Fire Prevention	550	500	500	500	500

Hanover Fire Protection District
Budget 2020

Acct No	Description	Supplemental 2017 Budget	2018 Budget	2018 Supplemental Budget	2019 Budget	2020 Budget
420.70	Subscription Services	200	200	200	200	200
Total		23,500	23,450	23,450	25,450	25,450
421.00	Lease and Bond Purchase					
421.10	Lease payments	33,304	65,350	65,350	32,553	32,553
421.20	DFPC State Truck Lease	200	200	200	200	200
421.30	Bond Payments	0	0	0	0	0
Total		33,504	65,550	65,550	32,753	32,753
422.00	Capital Purchases					
422.10	Vehicles	25,000	0	20,000	0	0
422.20	PPE & SCBA's	20,000	20,000	40,000	20,000	20,000
422.30	Radio / Pager Replacement	20,000	10,000	10,000	10,000	10,000
422.40	Truck Mounted Equipment	10,000	7,000	7,000	7,000	0
422.50	New building, renovation, additions	15,000	0	98,000	0	23,170
422.60	Fixed Support Equipment	0	0	0	80,200	0
422.70	Office Equipment	6,000	6,000	6,000	6,000	0
422.80	Medical equipment	1,000	1,000	1,000	1,000	1,000
422.90	Land	2,500	2,500	2,500	0	0
Total		99,500	46,500	184,500	124,200	54,170
423.00	Reserves					
423.10	Equipment	30,000	14,385	30,147	10,219	15,000
423.20	Contingency	35,000	15,000	21,000	14,150	10,000
423.30	Emergency	40,000	20,000	25,000	20,000	12,574
Total		105,000	49,385	76,147	44,369	37,574
500.00	Capital Improvement Saving Account					
500.10	Land	5,000	7,500	7,500	0	0
500.20	New construction, addition and or remodel of current buildings	15,000	20,000	20,000	2,500	10,000
500.30	Vehicles	35,000	40,000	40,000	2,500	40,000
500.40	PPE & SCBA's	20,000	25,000	25,000	1,500	41,605
500.50	Loose or handheld equipment	10,000	12,000	12,000	2,500	
500.60	Radio / Pager Replacement	15,000	15,000	15,000	2,000	10,000
	TOTAL AVAILABLE CAPITAL SAVINGS ACCOUNT	100,000	119,500	119,500	11,000	101,605
	ESTIMATED EXPENDITURES	615,636	537,573	796,810	636,922	564,967
	TOTAL AVAILABLE CAPITAL SAVINGS	100,000	119,500	119,500	11,000	101,605
	TOTAL USE OF RESOURCES	715,636	657,073	916,310	647,922	666,572
	Ending Fund Balance December 31					