

CAPITAL IMPROVEMENTS PROGRAM  
**SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**  
FOR BUDGET YEAR 2012

APPROVED: \_\_\_\_\_  
S. J. Calanni, SPCFPD Chairman

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## 1. PURPOSE

IN THE INTEREST OF COMPLYING WITH COLORADO STATE LAWS AND FULLFILLING ITS RESPONSIBILITIES TO THE SPCFPD COMMUNITY, THE BOARD OF DIRECTORS OF THE SPCFPD HEREBY ADOPT THIS CAPITAL IMPROVEMENTS PROGRAM.

More specifically this program will:

- Create a roadmap for disciplined spending and savings
- Focus on community needs and the Districts capabilities
- Assist in Compliance with Colorado State law
- Assure the legally required annual inventory of property
- Maintain the District's eligibility for Federal and State Grant Programs

## 2. DURATION OF PLAN and RESPONSIBILITIES

The Plan has been prepared based on a rolling 5 year cycle and will be reviewed and updated annually consistent with preparation of the District's Annual Budget submission and the Annual Property Inventory.

Specific milestones:

- Complete the Annual Inventory of the Districts Capital Assets by Sept. 1 of each year
- Perform a condition assessment of these assets as a part of the Inventory
- On a priority basis, determine the most immediate needs of the District for improvements and for extending the useful life of these assets.
- Recommend possible funding sources for these needs
- Submit the revised Plan to those responsible for preparing the Districts budget by Oct. 1
- The District Fire Chief and Executive staff will be responsible to the BOD for the timely execution of this program
- The Board of Directors will be responsible for designating and setting aside the appropriate funds for Capital Asset Improvements as a part of the annual Budget submission.
- The Board of Directors will be responsible for designating a Plan Administrator for each Plan year.

## 3. PLAN ADMINISTRATION

The Board of Directors will designate a Plan Administrator for each Plan year. The Plan Administrator will be responsible for identification of District needs and for the implementation of the Plan. For Plan year 2012, the designated Plan Administrator is Fire Chief Gene Stanley.

#### 4. BASELINE OF CURRENT CAPITAL ASSETS

The following lists are the Capital Assets currently included in the financial records of the SPCFPD and their current Book Value. Together with the Condition assessment Addenda this forms the Baseline of Capital Assets at the time of the Budget submission.

<b>Apparatus:</b>	<b>Book Value</b>
900 Chief's Truck	40,046
91 Ambulance	13,849
91 Service Rescue	57,402
92 Ambulance	8,000
941 Truck	9,901
952 Truck	57,502
953 Truck	44,074
961 Pumper	123,537
962 Pumper	4,171
963 Pumper	38,681
971 Draft Truck	42,868
981 Tender	53,619
982 Tender	51,742
983 Tender	76,974
<b>Total Apparatus:</b>	<b>622,366</b>
<b>Land and Buildings:</b>	
Station 1 Land	10,000
Station 1 Building	155,125
Station 2 Land	See Note
Station 2 Building	60,257
Station 3 Land	22,500
Station 3 Building	87,087
<b>Total Land and Buildings:</b>	<b>334,969</b>
<b>Plant Equipment:</b>	
Fire Equipment	133,352
Medical Equipment	35,895
PC's and Software	8,511
Radio Equipment	36,242
Radio Towers/Communications	20,305
Tools	5,796
<b>Total Plant Equipment:</b>	<b>240,101</b>
<b>Total Fixed Assests:</b>	<b>1,197,436</b>

Note: The land on which Station 2 is located is currently being leased

## 5. IDENTIFICATION OF NEEDED CAPITAL IMPROVEMENTS

Routine repairs and maintenance of Capital assets will be performed using operating funds and are not to be included as a part of this Capital Improvement Assessment Program other than to identify the repair/maintenance needs to the appropriate personnel. During the annual (August time frame) inventory and condition assessment and throughout the year, the needs for capital improvements such as new equipment, major building additions/improvements, new computer or radio systems will be documented and prioritized. This list will be submitted to the Board of Directors for funding consideration for the next budget cycle. This list will be a part of the public budget review conducted each year. Funding sources must be identified and available for each Capital Improvement Item.

The approved Capital Improvement Items list will be shown in part 6 of this Plan. Part 6 will be divided into 3 sections. Section I will summarize actual accomplishments of the approved projects for the previous plan year. Section 2 will show the approved projects list for the current plan year. Section 3 will show the anticipated Capital needs for years 2 through 5 and beyond.

## 6. APPROVED PROJECTS LIST

Section 1: The following projects were approved for FY 2011 (Jan-Dec).

- Purchase of Station 2 land.

This item was not accomplished because of difficulties in coordinating with the absentee landowners. This item will be carried over into the 2012 Plan Year. The funding source for the required \$18,000 is the Districts' Capital Asset Reserve fund.

- Purchase a Bauer Oceanus Breathing Air Compressor.

This unit is needed to recharge high pressure breathing air canisters. The Department currently has no in-house capability to recharge these units and relying on other Fire Districts for this service has been unreliable. The \$7,000 required for this purchase and for facility electrical modifications will be provided from the District's Capital Reserve Fund. This item was purchased and is performing as expected.

- Purchase a "12 Lead Heart Monitor.

The current "Pulse/O2" units are obsolete. To maintain our current ALS Ambulance certification we must phase into these newer models for which service and repair parts are available. The \$10,000 required to purchase this item will be provided from the District Capital Reserve Fund. This item was purchased and is performing as expected.

- Replace Apparatus Unit 962, an unreliable Structure Fire Engine, with a more useful Type 3 Wild Land/Urban Interface Engine. The funding source for this engine will be a grant application for approximately \$100,000, District Capital

Reserve matching funds of approximately \$35,000 and in-kind labor of approximately \$10,000. This item was not completed because of a "freeze" placed on all Colorado State Grants. This item will be held in abeyance until a funding source becomes available.

- Purchase a TAC Channel Repeater. A TAC Channel repeater station in the vicinity of Highway 71 to cover "dead spots" in our coverage was approved in mid year when a grant of \$5,000 became available from Park County. This item was completed

Section 2: The following are the approved Capital Assets purchases for this current 2012 Plan Year:

- Purchase Station 2 Land.  
Carry over from 2011 Plan (Cap Reserve of \$18,000). See justification under section 1 above. The reserved amount will be increased to \$25,000 because of added expenses associated with "Condemnation" proceedings.
- Replace Apparatus Unit 962.  
Carry over from 2011 Plan (Grant of \$100K and Cap Reserve of \$35K). See justification under Section 1 above. However, these costs may not be incurred if the replacement apparatus is obtained as a loaned Unit from the Colorado State Forest Service.
- Purchase of 2nd "12 Lead Heart Monitor (Capital Reserve Fund of \$12,000).  
See justification under Section 1 above.
- Purchase of 10 each hand held radios to replace defective units (Cap Reserve of \$7,000). Many of our hand held radios have outlived their usefulness because of normal wear and tear and in some cases having been dropped by Volunteers while performing fire fighting duties. It is estimated that 30 of these units will require replacement over the next 3 years. This installment of 10 units will meet our current needs.

Section 3: The following are projected Capital needs for plan years 2013 through 2018 and beyond.

- Twenty additional hand held radios will be needed to replace worn and defective units. These will be phased into the next 2 plan years.
- Phase out older Apparatus including the Chief's truck and replace with appropriate Units. Specific details and Units to be replaced will be detailed in future Capital Asset Management Plans.
- Building addition to Fire Station #1 to allow for an adequate Training Area and a Community meeting place.

- New Fire Station at County Road 71 and the Doe Valley Rd. intersection. The population density does not yet support this additional station however the density trends in our District point to this location as the most strategic location. The cost of land and building should be about \$120,000. The funding source will be a \$100,000 grant with 25% matching funds from the District Capital Reserve Fund.
- New Fire Station at CR 71 and CR 100. Population density does not yet justify this station but may in the future.
- New fire station on CR 600 near Big Bear Ranch. Again the current population does not justify this station but may in the future.

## 7. REVIEW CYCLE

This Capital Improvement Plan will be reviewed annually on a 5 year look-ahead basis. It will be the responsibility of the District Chief and his Executive staff to perform the annual inventory and condition assessment of Capital Assets This Annual inventory will be the basis for this plan along with any changes in laws, technology improvements or changes in the District's needs.

The Board of Directors is responsible for reviewing and approving the plan, locating funding sources, assuring the opportunity for public input to the plan and for including the plan approved recommendations in the annual budget submittal.

## 8. ANNUAL INVENTORY SUMMARY

The annual inventory of the Districts' Fixed Assets and Plant Equipment was performed during the month of August 2011.

All land and buildings were found to be in reasonably good condition and the noted needed maintenance repairs will be performed using operating funds. All pieces of Apparatus were located and accounted for including the Wild Fire Truck on loan from the Fire Service. A listing of the needed items was prepared and the funds to replace these items will be provided from operating funds during the 2012 Budget Year.

All computer equipment, hand held radios and those installed in the personal vehicles of Volunteers were accounted for. All capitalized medical equipment was also accounted for.

The tool inventory resulted in values that approximated those values currently carried on the District's Balance Sheet.

The Annual Inventory was considered very successful, showing a reasonable level of control over the Districts Capital Assets and it appropriately identified needed capital asset improvements. The detailed inventory sheets are on file with the District Treasurer.

END