Divide Fire Protection District

Public Meeting of the Board of Directors
October 6th, 2026 6:00 P.M.

AGENDA

1) Call to Order – Roll Call

2) Pledge of Allegiance

3) Review and Approve Agenda

4) Review, Approve, and Sign Minutes of Prior Meetings

5) Chief Report

6) Financial & Administrative Matters
   - A) Financials
   - B) Purchase Orders
   - C) Administrative Report
     - i. CORA – Response Documentation

7) Old Business
   - A) Handbook / Policy
     - i. Document Control Policy
   - B) Board Policy & Procedure / Gaps
   - C) CORA Procedures, Timeframes
   - D) Budget Draft

8) New Business
   - A) Employee Evaluations
   - B) Divide Patch Online Sales

9) Public Comment **

10) Executive Session – To discuss personnel matters related to Chief Hinkle and Diana Perkins, pursuant to §24-6-402(4)(f), C.R.S.

11) Adjournment

** **Please indicate on the sign-in sheet that you wish to comment.** Public comment is limited to no more than 5 minutes per person, 20 minutes maximum. **Reminder**: Public comment is to be addressed to the board and not to other members of the audience or community.

Link for Teams Meeting: 10-06-26 Board Meeting | Meeting-Join | Microsoft Teams

	Divide Fire Protection District Public Meeting of Board of Directors **Minutes**	MIN-20261006 Meeting Date: 10/06/2026 Meeting Time: 6:00 pm Page **1** of **7**

Meeting Type : ☒ Regular ☐ Special ☐ Work Session
Meeting Location : ☒ Station 21 – 103 Cedar Mountain Rd, Divide CO 80814
☒ Remote – MS Teams

1. Call to Order / Roll Call

Board President Lopez called to order the regular meeting of the Board of Directors of the Divide Fire Protection District (DFPD) at 6:00 p.m.

Director Franke called roll with the following present:

Steed Lopez – President
Robert Reynolds – Vice-President
Peter Atwater – Treasurer
Dennis Luttrell – Director – absent at roll call, arrived later at 8:29 p.m.
Patricia Franke – Secretary – via Teams

Director Lopez noted that a quorum of board members was present in person.
Chief Hinkle and District Administrator Diana Perkins were also present.

2. Pledge of Allegiance

3. Review & Approve Agenda

MOTION: By Director Lopez to excuse Director Luttrell's tardiness.
SECOND: Director Reynolds **VOTE:** Unanimous in favor

MOTION: By Director Franke to approve the agenda amended to include item 8.c. DFPC Audit, item 8.d. Legal Counsel Update, and item 8.e. Board Information / Document Sharing
SECOND: Director Atwater **VOTE:** Unanimous in favor

4. Review, Approve, and Sign Minutes of Prior Meetings –

MOTION: By Director Lopez to approve the minutes of the September 9th, 2026 meeting.
SECOND: Director Reynolds **VOTE:** Unanimous in favor

MOTION: By Director Lopez to approve the minutes of the September 8th, 2026 meeting.
SECOND: Director Franke **VOTE:** Unanimous in favor

5. Chief's Report – attached.

The Chief presented the monthly report (attached). Highlights:

- **Training:** Upcoming training opportunities identified, including the Colorado State Fire School schedule, the Colorado Wildfire Incident Management Academy (January, UCCS), and a Firefighter I Academy in Cripple Creek (January).
- **Year-to-Date Response Data:** Per the Handbook's minimum service requirements (Section 4.3 – 24 incident responses and 24 training hours annually, plus CPR/BLS certification), eleven members will receive non-compliance notification letters. Diana Perkins noted that the report in the packet was number of trainings versus number of training hours, Director Atwater concurred and will assist Chief in generating a different report. Non-compliance may result in termination at the discretion of the Fire Chief and/or officer group and will be reviewed quarterly.
- **General Order:** Training Standards: (attached) The document will be presented as a General Order. Chief changes the requirement for volunteers to obtain Emergency Medical Responder certification to Emergency Medical Technician as a certification with a period of 18 months allowed to complete.
- **DFPC Audit:** Confirmed for the following day; Chief and Kendra Hancock are preparing records and updating training-tracking modules in First Due, including future Job Performance Requirement (JPR) tracking. Director Franke noted that at the prior board meeting she had requested an update when the audit was being scheduled and had not been provided that information ahead of time.
- **Tender 22:** Three valves replaced; pump test pending.
- **Community:** Upcoming community donation drives announced: food drive October 30; toy and coat drive November 27–28; Shop with a Hero December 11–13; additional food drive December 18–19 (all at Walmart).
- **Five-Year-Plan:** Chief presented a proposed outline/table of contents for the district's next five-year plan. The Board requested inclusion of a community risk assessment with prioritization/ranking of risks within the SWOT analysis. Discussion occurred regarding whether a prior SWOT analysis existed from former Chief McLeod's tenure; Board President Lopez confirmed one had previously been presented to the board, though the specific record/date could not be immediately located. Target dates discussed: first review draft of the five-year plan including initial SWOT analysis targeted for November 2026; Completed five-year plan targeted for December 1st, 2026, to align with the final budget hearing (anticipated December 15, 2026).- Station boiler repaired at a cost of $1,743.59 (new exhaust fan and piping); a permanent water line project for the station's heating system is pending a vendor quote/purchase order.

Director Franke asked for a training calendar for the past three months including the attendance numbers. Chief will provide that.

7. Financial & Administrative Matters

A. Financials – attached.

MOTION: By Director Atwater to approve the financials.

SECOND: Director Reynolds **VOTE:** Unanimous in favor

B. Purchase Orders – none. Perkins noted a few of the POs had overages to be aware of. The overage on the pancake supporter t-shirts was applied to 5495 where there was money budgeted for that purpose.

C. Administrative Report – Attached.

MOTION: By Director Franke to authorize remote desktop access for Diana Perkins to facilitate working remotely at this time.

SECOND: Director Atwater **VOTE:** Unanimous in favor

CORA – Chief Hinkle asked the board about the CORA request relating to disciplinary actions and which portions should be redacted. Director Lopez will follow up with legal.

Budget planning notes were provided to the Treasurer/Chief for incorporation into the draft budget.

8. Old Business

A. Handbook / Policy – Diana Perkins reported that although the Handbook legal revisions were adopted, the copy still had some unanswered questions and other items. She did not want to accept those changes having not been part of the process and asked Director Reynolds to go through the document to get it in shape for final distribution.

i. Document Control Policy - The Board discussed the need to review prior board meeting minutes and Chief's General Orders to ensure that any policy decisions made outside the Handbook's formal adoption process are incorporated at the next adoption. It was agreed that an annual periodic review process (per the Document Control Policy) will capture General Orders and amendments going forward.

MOTION: By Director Franke to adopt the current draft of the Document Control Policy, with previous comments incorporated, for interim use until review by incoming legal counsel.

SECOND: Director Lopez **VOTE:** Unanimous in favor

This topic will drop from the agenda.

B. Board Policy & Procedure Gaps – Director Lopez stated he will be getting some updates from legal counsel and will continue work on this with new legal counsel.

This topic will drop from the agenda for now.

C. CORA Procedures & Time Frames – Director Lopez noted publicly that the District's preferred method for receiving CORA requests is the CORA form on the website.

MOTION: By Director Reynolds to copy the full board on CORA responses via email.

SECOND: Director Lopez **VOTE:** Unanimous in favor

This topic will drop from the agenda.

D. Budget Draft / Five-Year Plan – The Board reviewed the FY2027 draft budget, which now incorporates September 2026 actuals. Discussion topics included:

- Personnel/COLA budget flexibility for FY2027, with it noted that any actual compensation changes require separate board approval.

- An increase to the legal services budget with incoming legal counsel and potential third-party investigation costs.

- Election costs increased given uncertainty about the District Administrator's availability for the upcoming election.

- A significant proposed increase in website/PDF accessibility remediation vendor cost; District Administrator to research alternative vendors and report back.

- Discussion of utilizing the budget detail pages as much as possible to improve transparency and planning, to be developed over the coming months.

- Discussion of adding a grant-writing/grant-administration consulting budget line to support future grant pursuits.

- Staffing structure: Chief recommended maintaining the current staffing structure absent new impact fee revenue or material mill levy growth.

Regarding capital expenditures, the board noted without a usable five-year plan it was difficult to budget. The board asked Chief about having at least 2027 goals lined out before December 1st at a minimum.

MOTION: By Director Franke to formally declare the district's existing Five-Year plan obsolete, based on excessive deviation and misalignment with current department needs, pending adoption of a new five-year plan.

SECOND: Director Lopez **VOTE:** Unanimous in favor

MOTION: By Director Atwater to approve the first draft of the budget for posting and notices.

SECOND: Director Franke **VOTE:** Unanimous in favor

8. New Business

A. Employee Evaluations – The Board discussed the evaluation process: individual directors will complete evaluations of their assigned employees independently, convene to reach consensus, and the Board President will deliver a single consolidated board evaluation to the Chief and District Administrator. The Chief will separately evaluate Personnel/Training Coordinator Kendra and other applicable staff. Target completion is December 2026, to align with the budgeted employee bonus/performance program.

B. Divide Patch Online Sales – Director Franke reported 911 Patches online was selling Divide Fire patches. The other directors agreed this was not acceptable due to safety and security concerns. Chief Hinkle reported that he had given permission to them. It was noted that the site has a disclaimer that the patches are just for collection, but that did not reduce the public safety risk and still violated the policy protecting use of the logo. Directors also noted that in-person requests for patch trades were more easily controlled compared to online sales accessible to anyone. The board asked Chief to contact the company to have the patches removed from online sales.

C. DFPC Audit/Investigation – Director Franke discussed the distinction between the DFPC's scheduled compliance audit (to review and audit District training records) and allegations that department officers may have knowingly facilitated an improper recertification submission for a firefighter. Chief expressed that it was only one officer, which Director Franke disagreed with as not reflecting the statements made by Firefighter Frank Wolf. Directors expressed differing views on whether an independent investigation should be initiated immediately or whether the Board should await the outcome of the DFPC audit.

MOTION: By Director Franke engage a third-party investigator to investigate the allegations regarding the Chief, officer group, and handling of recertifications.

SECOND: Director Lopez **VOTE:** Failed, Director Franke in favor, Directors Lopez, Reynolds, and Atwater against.

D. Legal Counsel Update - The Board received an engagement letter from attorney Linda Glesne of CEGR Law, circulated to directors by email prior to the meeting, as a potential successor to outgoing legal counsel (Ireland Stapleton/Michelle Ferguson's firm). An alternative firm was also researched but found less suited to the district's needs, as it primarily serves library and school districts. No decision was made; directors were asked to review the engagement letter further.

E. Board Information and Document Record Sharing

MOTION: By Director Franke to request that board packet contributors upload materials to SharePoint, targeting availability by the Friday preceding each regularly scheduled board meeting (excluding special meetings), while allowing for distribution of late-arriving information at the meeting itself.

SECOND: Director Atwater **VOTE:** Unanimous in favor

The Board also reaffirmed the existing protocol that agenda items be submitted in advance to the Board President with sufficient detail for understanding and to allow coordination with the District Administrator producing and posting the agenda.

9. Public Comment

- Robin North (Trout Haven) addressed the Board regarding the lack of a finalized five-year plan and budget, and urged the Board to adopt and adhere to a formal plan and budget.

- Michael Baumert had signed up but withdrew their name prior to speaking.

- Joe Enna (Divide South) addressed the Board regarding the accuracy of his personnel records as well as statements made publicly related to his prior employment with the district. He disputed the characterizations of his prior performance evaluation presented to him at his appeal hearing. He requested correction of the official record along with copies of his complete personnel file to include the final page of the mentioned evaluation and any investigation report related to his appeal of separation from the district. See attached document.

NOTE: Director Luttrell arrived at approximately 8:29 p.m.

10. Executive Session

MOTION: By Director Atwater to discuss personnel matters related to Chief Hinkle and Diana Perkins, pursuant to §24-6-402(4)(f), C.R.S.

SECOND: Director Reynolds **VOTE:** Unanimous in favor.

The board entered into executive session at 8:30 and resumed regular session at 9:38 p.m.

MOTION: By Director Atwater to authorize Director Lopez to engage an independent third-party investigator and a mediator regarding personnel matters between Chief Hinkle and Diana Perkins.

SECOND: Director Lopez **VOTE:** Unanimous in favor.

Final Discussion: Director Atwater will attend the department general meeting on November 4th, 2026.

11. Adjournment

MOTION: By Director Luttrell to adjourn the meeting.

SECOND: Director Atwater **VOTE:** Unanimous in favor.

The meeting was adjourned at 9:48 p.m. The next board meeting on Tuesday, October 20th, 2026 at 6 p.m. will be a limited agenda to finalize the agreement to engage legal counsel, possibly a Teams only meeting.

APPROVAL

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Divide Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

Signature: Patricia Franke (Oct 20, 2026 22:53:25 MDT)
Email: dfpdsecretary@dividefire.com

Name and Title _____ Date ____/____/____

Signature: Steed Lopez (Oct 23, 2026 10:12:01 MDT)
Email: dfpdpresident@dividefire.com

Name and Title _____ Date ____/____/____

Divide Fire Protection District

PO Box 941
103 Cedar Mountain Rd.
Divide, CO 80814

Phone: 719-687-8773
Chief@DivideFire.com

October 6th, 2026

RE: October Board Meeting / Chiefs Report

Year to Date Calls - 534

Significant Incidents –

- Phantom Canyon Burn CX
- Rainbow Gulch Burn

Current Trainings -EMT Class

Upcoming Trainings –

- Colorado State Fire School
- Colorado Wildfire Incident Management Academy
- Cripple Creek Fire Fighter I Academy

Responses – See attached

Response of Volunteers – See attached

Required Certifications – See attached

DFPC Audit

UPRAD Director Interviews

El Pomar Grant – Fulfilled

Memorandums – Certifications Revision

Tender 22 Update – 3 valves replaced awaiting testing

Polaris UTV Extended Warranty –

Annual Donation Drives –

- **Food Drive – October 30th**
- **Toy and Coat Drive – November 27-28**
- **Shop with a Hero – December 11-13**
- **Food Drive – December 18-19**

5 YR Plan – Sections defined

Station Boiler – Repaired $1,743.59

FY 2027 Budget – See attached

Christopher Hinkle
Fire Chief
Office: 719-687-8773
Cell: 719-424-5558

USDA Forest Service
U.S. DEPARTMENT OF AGRICULTURE

Pike-San Isabel National Forests & Cimarron and Comanche National Grasslands | October 2026

Phantom Creek Prescribed Fire

Pikes Peak Ranger District | Fall 2026

The Phantom Creek prescribed fire, located north of Divide, Colo., is planned to take place in October, weather depending. The planned project is 3,055 acres, and ignitions should last one day, as weather permits.

Prescribed Fire Objectives

Objectives of the project include reducing the amount of surface fuels (pine needles, grasses, leaves, small branches and shrubs), as well as reducing woody debris left over from earlier stages of the project. Historically, ponderosa pine mixed-conifer ecosystems, such as those in Davis Gulch, are estimated to have burned every 2-55 years. Prescribed fire will help mimic the natural fire regime and reduce the risk of catastrophic wildfire.

Smoke Impacts

The USDA Forest Service works with Colorado Department of Public Health and Environment to conduct prescribed fire operations when conditions will minimize smoke impacts to communities.

However, some smoke is inevitable and part of living in a fire-dependent ecosystem. More information about smoke impacts and how to prepare can be found at www.fire.airnow.gov.

Why was Phantom Creek chosen for treatment?

This prescribed fire is a continuation of an ongoing project started in 2011 that has included 1,167 acres of mechanical thinning to reduce the smaller trees and ladder fuels and pile burning. The project is part of a much larger effort to strategically reduce wildfire risk on the Colorado Front Range.



The Pikes Peak Ranger District of the Pike-San Isabel National Forests & Cimarron and Comanche National Grasslands conducts the Crystal Reservoir prescribed burn near Teller County Colorado on May 16, 2025.

Recreation Impacts

Closed OHV trails: Trails 717, 717B, 717C and 717D within the prescribed fire area will be closed during ignitions.

Hunters: Phantom Creek is part of Game Management Unit (GMU) 511. Hunters may reach out to their local Colorado Parks and Wildlife office at 719-227-5200 for information about potential closure and alternate hunting areas within GMU 511.

Status of Roads: Forest Service Road 363 will remain open during the prescribed fire. Forest Service Roads 363B and 355 from the 717 trail junction north to Davis Gulch will be closed during ignitions due to how narrow the road is in these places.

During ignitions, the south side of Forest Road 363 will be closed to public use. This includes the trailhead and any camping sites. After ignitions are complete, these areas will reopen. People using Forest Roads 363 and 355 should be aware of firefighters and smoke on the roadway.

Leaf Peeping: Popular leaf-peeping areas like Women's Forest, Pike's Peak and Rampart Range should not be impacted by smoke. The smoke map at https://fire.airnow.gov can also be used to determine where smoke is present.

Prescribed fire may affect your health. Scan the QR code for more information.

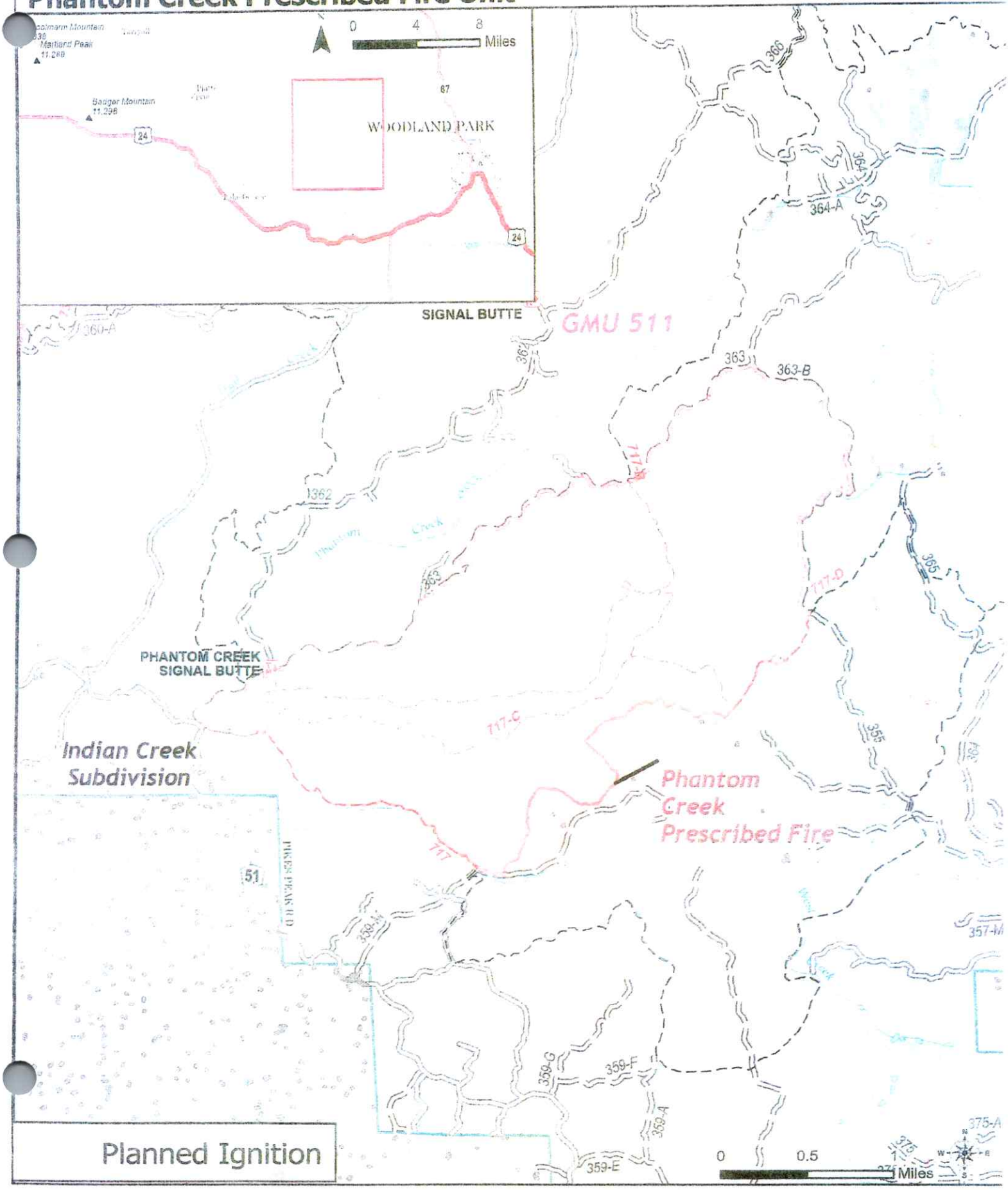
SCAN ME

USDA

Forest Service
U.S. DEPARTMENT OF AGRICULTURE

Phantom Creek Prescribed Fire Unit

Pike National Forest | Pikes Peak Ranger District



Planned Ignition

Outlook

Save the Date - 2027 National Fire Academy Weekend Courses

From noreply@salesforce.com <noreply@salesforce.com>
on behalf of
CDPS DFPC Certification <cdps_dfs_certification@state.co.us>

Date Wed 9/30/2026 9:48 AM

To DFPD Chief <Chief@dividefire.com>

SAVE THE DATE
COLORADO STATE FIRE SCHOOL
&
NATIONAL FIRE ACADEMY WEEKEND

2027 COURSES

GRAND JUNCTION
February 6-12, 2027

- Wildland Urban Interface Essentials (Feb 6-7) State Class
- Getting ahead of the Call: Fire Prevention and Community Risk Reduction Essentials (Feb 6-7) State Class
- Hazardous Materials Awareness/Operations (Feb 6-10) State Certification Class
- Fire Officer I (Feb 8-12) State Certification Class
- Fire Investigator (Feb 8-12) Pilot State Certification Class

LOVELAND
May 1-7, 2027

- Preparation for Initial Company Operations (F0458) (May 1-2)
- Wildland Urban Interface for the Structural Chief Officer (F0612) (May 1-2)
- Fire Instructor I (May 1-3) State Certification Class
- Fire Officer I (May 3-7) State Certification Class
- Fire Officer II (May 3-7) State Certification Class
- Chief Officer Training Curriculum: Leadership (May 3-7) State Sponsored NFA Course

LAKEWOOD
September 11-17, 2027

- Applications of Operational Safety (formerly titled ISO (F2500) (Sept 11-12) (NFA class meets state ISO certification course requirement)
- Strategy and Tactics for Initial Company Operations (F0633) (Sept 11-12)
- Chief Officer Training Course: Human Resources (Sept 13-17) State Sponsored NFA Course
- Fire Officer I (Sept 13-17) State Certification Class
- Fire Officer III (Sept 13-17) State Certification Class
- Driver/Operator Pumper Essentials (Sept 13-17) State Class

Classes, dates, and locations are subject to change

2026 Response Data

Day: 06:00-20:00 Night: 20:01-	January		February		March		April		May		June		July		August		September	
Paid/Volunteer	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night
0/0	0	0	0	1	0	2	1	0	1	1	2	0	0	0	0	0	0	0
0/1	1	0	0	3	3	2	0	3	3	0	3	0	4	4	4	4	4	1
0/2	3	4	2	1	2	5	3	1	2	3	2	12	9	9	3	9	0	3
0/3	1	4	0	1	1	3	2	0	2	2	0	1	3	0	0	2	1	0
0/4	0	1	1	1	0	0	0	1	0	1	3	0	0	0	0	0	0	0
0/5	1	1	2	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0
0/6	0	1	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0
0/7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
1/0	9	0	0	0	5	0	0	0	0	0	1	1	3	0	1	0	3	1
1/1	0	0	1	0	4	2	3	2	4	0	2	1	8	1	3	0	7	2
1/2	1	1	1	0	5	1	0	0	3	0	2	3	2	1	4	1	1	1
1/3	3	0	0	0	3	1	3	3	2	4	2	0	1	1	2	0	0	1
1/4	2	1	0	0	0	0	1	0	0	1	0	2	0	0	0	0	0	0
1/5	2	0	1	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0
1/6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0
1/7	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2/0	4	0	1	0	7	0	3	0	5	0	2	0	4	0	1	0	1	0
2/1	1	0	7	0	3	0	3	0	2	1	3	0	5	0	2	0	3	0
2/2	6	1	3	0	5	0	4	1	2	0	1	0	4	0	1	0	1	0
2/3	1	1	1	1	1	0	0	0	4	0	0	0	2	0	0	0	0	0
2/4	0	0	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
2/5	0	0	1	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0
2/6	0	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
2/8	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
2/9	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2/10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
2/11	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
2/20	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3/0	1	0	2	0	3	0	3	0	1	0	5	0	5	0	7	0	6	0
3/1	2	0	1	0	3	0	2	0	1	0	4	0	0	0	1	0	1	0
3/2	4	0	1	0	2	0	2	0	0	0	4	0	3	0	0	0	0	0
3/3	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0
3/4	1	0	2	0	2	0	2	0	0	0	0	0	1	0	1	0	0	0
3/5	0	0	0	0	1	0	0	0	1	0	0	0	1	0	0	0	0	0
3/7	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
3/10	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0
3/12	0	0	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0
4/0	2	0	1	0	2	0	0	0	0	0	1	0	0	0	3	0	0	1
4/1	2	0	1	0	0	0	1	0	0	0	1	0	1	0	1	0	3	0
4/2	0	0	1	0	0	0	1	0	0	0	1	0	1	0	0	0	0	0
4/3	1	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	1	0
4/4	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
4/15	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
4/6	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
5/1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

6/17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
Total Calls	49	17	34	9	58	18	37	12	33	13	42	20	61	19	37	20	33	11
% of volunteer calls	67%	100%	88%	89%	71%	89%	81%	100%	79%	92%	74%	95%	80%	100%	68%	100%	61%	82%
0/0 Details	February: incident 109, dispatch error call was CCFD jurisdiction. March: incident 153 residential fire alarm, cancelled by alarm company; incident 154, medical. April: incident 187 campfire in VFD jurisdiction. May: incident 265 dispatch error call was Netco jurisdiction, incident 272 MC jurisdiction no DFPD response requested. June: incident 338, cancelled by dispatch; incident 340, cancelled by TCSO																	
90th percentile turnout time - all	17:07	14:47	17:39	20:00	23:00	15:00	19:00	18:00	15:50									
90th percentile turnout time -	11:28	11:00	13:09	17:00	17:24	14:07	16:49	18:44	18:46									
90th percentile turnout time - night*	17:07	17:45	18:00	22:07	23:00	16:00	19:35	17:15	15:50									

***some historical values have updated due to a correction that was made to the custom report - specifically the times were corrected to match the 6:00 a.m. to 8:00 p.m. day/night definition. Previously the report classified day as 6:00 a.m. to 6:00 p.m. for day and 6:00 p.m. to 6:00 a.m. as night.**

FIRST DUE REPORT - INCIDENTS/TRAININGS/%'s - UPDATED 10.05.26				
Name		**Incidents Attended**	**% of Incidents**	**# of Trainings Attended**
Alvey	Zach Alvey	54	10.20%	5
Anderson	Samuel Anderson	18	3.40%	4
Atwater	Peter Atwater	167	31.60%	18
Babiarz	Mike Babiarz	7	1.30%	8
Baumert	Michael Baumert	68	12.90%	17
Buckley	Kevin Buckley	27	5.10%	21
Chiffolo	Lisa Chiffolo	15	2.80%	31
Dewitt	Edyn Dewitt	33	6.30%	4
Forbis	Dustin Forbis	118	22.30%	19
Gooding	Sarah Gooding	14	2.70%	13
Guthardt	Martin Guthardt	3	0.60%	7
Hinkle	Chris Hinkle	143	27.10%	29
Kennedy	Ryan Kennedy	6	1.10%	3
Lownie	Andrew Lownie	58	11.00%	27
McCausland	Dzi McCausland	31	5.90%	18
North	Emily North	21	4.00%	5
O'Connor	Tom O'Connor	13	2.50%	18
Oostra	Mark Oostra	36	6.80%	23
Owings	Brandon Owings	163	30.90%	21
Owings	Dixieanna Owings	21	4.00%	25
Pigford	Randon Pigford	3	0.60%	3
Porter	Kelley Porter	11	2.10%	7
Quinn	Colin Quinn	126	23.90%	27
Ramirez	Susan Ramirez	8	1.50%	9
Ray	Mark Ray	2	0.40%	3
Raynsford	Bryce Raynsford	13	2.50%	26
Remley	Jeff Remley	94	17.80%	27
Rush	Mitchel Rush	22	4.20%	11
Spencer	David Spencer	7	1.30%	5
Stabenow	Michael Stabenow	58	11.00%	27
Stanley	Jeremy Stanley	18	3.40%	24
Toal	Nicholas Toal	86	16.30%	39
Walker	Zachary Walker	21	4.00%	18
Watkins	Donald Watkins	86	16.30%	29
Wells	James Wells	7	1.30%	2
Wolf	Erin Wolf	29	5.50%	11
Wolf	Frank Wolf	74	14.00%	15
	Total	528	100.00%	68

Divide Fire Protection District

PO Box 941
103 Cedar Mountain Rd.
Divide, CO 80814

Phone: 719-687-8773
Chief@DivideFire.com

October 7th, 2026

RE: Annual Member Service Requirements

To:

Dear Member:

As a member of the Divide Fire Protection District (DFPD), you are responsible for meeting the District's annual minimum service requirements in order to maintain active membership in good standing.

As outlined in the DFPD Member Handbook, Section 4.3, Minimum Member Service Requirements:

4.3 Minimum Member Service Requirements

To remain an Active member in good standing, members must meet the following minimum service requirements:

a) All Active members are required to respond to a minimum of twenty-four (24) incidents (emergency calls), complete twenty-four (24) hours of in-house training annually, and maintain current CPR/BLS certification. This is referred to as the 24/24 Rule.

Failure to complete twenty-four (24) incidents or twenty-four (24) hours of training annually may be cause for termination at the discretion of the Fire Chief and/or Officer Group. These requirements will be evaluated quarterly and may be considered in disciplinary action.

The District recognizes that family, employment, or other personal circumstances may prevent a member from meeting the minimum requirements during a particular year. Active members who do not meet the minimum requirements will be notified of their status and provided an opportunity to meet with the Officer Group to request an exception. Exceptions will be considered on a case-by-case basis and are not guaranteed. Members also retain the option to resign from the District at any time.

b) Members may also be required to complete certain administrative requirements as specified in the Member Handbook or as implemented by the District Board, including providing documentation for verification. These requirements are necessary to satisfy insurance and legal obligations and to protect both the District and its volunteers from liability.

Failure to complete required administrative requirements may result in a member being prohibited from responding to incidents or being subject to disciplinary action, up to and including termination.

Current Status

Based on District records, your current participation totals are:

Training Hours: _____
Incident Responses: _____

At this time, the District is requesting that you review your current participation totals and provide a plan of action for meeting the annual membership requirements.

Please communicate your plan to the District so that we can work together to ensure you remain on track to meet the requirements for active membership in good standing.

If there are circumstances affecting your ability to meet these requirements, or if you have questions regarding your current status, please contact Chief Hinkle to discuss them.

Thank you for your continued service and commitment to the Divide Fire Protection District.

Christopher Hinkle
Fire Chief
Office: 719-687-8773
Cell: 719-424-5558

Divide Fire Protection District

PO Box 941
103 Cedar Mountain Rd.
Divide, CO 80814

Phone: 719-687-8773

Chief@DivideFire.com

General Order from the Office of the Fire Chief

October 1st, 2026

RE: Certifications of Department Personnel

To: Members, Board of Directors

The Divide Fire Protection District will be utilizing the following agencies for certifications for department personnel.

Emergency Medical Certifications will be utilized from the Colorado Department of Public Health and Environment (CDPHE). Certifications that will be available to department personnel will be Emergency Medical Responder (EMR), Emergency Medical Technician (EMT), and Emergency Medical Technician Paramedic (EMT-P). Some certifications may require the National Registry Certification to be included.

Structural Firefighting Certifications will be utilized from the Division of Fire Prevention and Control (DFPC). Certifications that will be available to department personnel will be Firefighter I, Firefighter II, Fire Instructor I, Fire Instructor II, Fire Officer I, Fire Officer II, Driver Operator, Hazmat Awareness, Hazmat Operations, and any other certifications will be at the discretion of the Chief. The initial training and certification standards will follow with National Fire Protection Association (NFPA) 1001 Standard for Fire Fighter Professional Qualifications, 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications, 1021 Standard for Fire Officer Professional Qualifications, 1026 Standard for Incident Management Personnel Professional Qualifications, 1041 Standard for Fire Instructor Professional Qualifications, 1051 Standard for Wildland Fire Fighter Personnel Professional Qualifications.

Wildland Fire Certifications will be utilized from the National Wildfire Coordinating Group (NWCG). Certifications that will be available to department personnel will be Firefighter II, Firefighter I Squad Boss, Single Resource Boss (Crew, Engine, Firing, Felling, Strike Team/Task Force Leader, Division Supervisor, Incident Commander 5 through 1, and Facilitative Instructor. Other certifications with be at the discretion of the Chief.

The minimum certifications for full time and part time paid employees is BLS CPR, EMT, Firefighter I, and S-130/190. All employees will need to have all of these prior to employment. All Human Resource classes and ICS classes may be done upon employment start.

The minimum certifications for volunteer member will be BLS CPR, EMT, and S-130/190 within 18 months of membership. This time may vary due to class availability. Fire Fighter I certification will be offered and encouraged but not required. All Human Resource classes and ICS classes will be required to be completed during their probationary period.

Structural Fire Fighter I certification will be required to by any paid or volunteer member to make interior entry into a working structural fire.

Christopher Hinkle
Fire Chief
Office: 719-687-8773
Cell: 719-424-5558

4.1.2 Applicants

a) Applicants shall meet with the Fire Chief and an officer prior to the submission of any paperwork for an interview and approval to submit an application.

b) Applicants must meet all requirements above for Active member, be at least 18 years of age or older at the time of submitting an application to join.

c) The Personnel Coordinator will be responsible for ensuring the application, background check, and other required paperwork are completed prior to submitting the application to the Fire Chief and Officer Group. Applicants will be considered for membership as they complete the processes required. Upon approval by the Fire Chief & Officer Group, the candidate will be accepted and added to the roster as an applicant at the next scheduled business meeting.

d) Certain criminal activities will disqualify from the member from applying. A more detailed chart is listed in the appendix.

Commented [MF16]: Not permissible under Colorado law. See comment in appendix.

e) Once a conditional offer of appointment to volunteer services is satisfactorily completed, eEach Applicant shall have six (6) months to complete the initial requirements for the position, as set forth in this Handbook. This includes the need to participate in a minimum of twelve (12) emergency calls as well as attend 12 hours of in-house training, CPR/BLS and The Rookie Training Manual during the application period. The applicant will then have an additional (6) months to successfully complete their Emergency Medical Responder, S130/S190, certificates and successfully pass the Moderate Pack Test. Upon completion of all prerequisite training and administrative requirements, the applicant will be accepted as a full member of the department at the next scheduled business meeting The Applicant's probationary period may be extended up to an additional three (3) months as determined by the Officer Group. Failure to satisfactorily complete all of the requirements of the position within nine (12) months of the date of conditional acceptance of an application shall be cause for termination, subject to applicable law and the process outlined in this Handbook. At any time during an Applicant's probationary period, members of the Officer Group may, decide to terminate an Applicant's membership status, with or without cause, subject to applicable law and the process outlined in this Handbook. The Fire Chief may also, at his or her sole discretion, terminate an Applicant's membership status at any time, with or without cause, subject to applicable law and the process outlined in this Handbook.

Formatted: Highlight

Commented [MF17]: Any individual officer can make this decision or does it have to be multiple "members" of the officer group?

4.1.3 Active Retiree

In accordance with Colorado Revised Statutes 31-30-1132, members who meet the minimum retirement age of fifty and retire from the District are eligible to rejoin the department and continue to serve if the Fire Chief determines there is a need. The member shall continue to receive pension benefits but shall not receive any further service credit for the purpose of increasing the benefit amount. At such time as a member wishes to serve under these conditions, the Fire Chief shall present a letter of acceptance to the District Board who may adopt a resolution stating that the department has a need for members and that the member's "Active Retiree" status is approved. This allows the District to retain valuable members who have met pension and length-of-service requirements for the pension plan.

4.1.4 Civilian Volunteers

a) Civilian volunteers should be appointed to serve a purpose supporting District operations. The Fire Chief and the Officer Group shall review each application to become a Civilian volunteer and shall, accept or reject the application in accordance with the criteria set forth in this Handbook. Civilian volunteers may be voted on by the Fire Chief and the Officer Group any time a majority is available.

Formatted: Font: (Default) Tahoma

Commented [MF18]: The Officer Group is defined to include the Fire Chief, yet in various places in the Handbook it states "The Fire Chief and the Officer Group". Consider reworking.

JORDAN KENNEDY, MBA, BSN, RN, NREMT-P

Chief / Chief Executive Officer • EMS & Healthcare Operations
Colorado Springs, CO | 303-248-6601 | jordankennedy911@gmail.com
linkedin.com/in/jordan-kennedy-911-mba

EXECUTIVE PROFILE

Healthcare and EMS executive pairing frontline paramedic credibility (NREMT-P) and bedside clinical judgment (RN) with a decade of P&L leadership across multi-site, multi-national healthcare operations. Repeatedly recruited to stabilize and scale complex organizations — driving turnarounds to profitability, cutting workforce turnover from 30%+ to ~10%, and building accountable, mission-driven cultures. Experienced stewarding budgets up to $10M, operating under regulatory oversight (CDPHE, ISO 9001/27001), and developing high-performing leadership teams across seven countries. Now in the second year of leading healthcare operations in the Colorado Springs region, seeking to serve as Chief/CEO of a Colorado special district — uniting field-level EMS credibility with executive stewardship in service of the community's public-health mission.

LEADERSHIP COMPETENCIES

Executive P&L & Budget Stewardship	EMS Operations: 911 / IFT / Community Paramedicine	Board Relations & Governance Support
Organizational Turnaround & Growth	Regulatory Compliance (CDPHE / Special District)	Strategic Planning & Service-Plan Alignment
Workforce Development & Succession Planning	Just Culture & Progressive Discipline	Revenue Diversification & Funding Strategy
Interagency & Community Partnerships	Risk Management & Post-Incident Review	Emergency Preparedness & Incident Command (NIMS/ICS)
Clinical Quality Oversight (RN / Medical Director)	Lean Six Sigma & OPEX Reduction	Public Advocacy & Stakeholder Engagement

PROFESSIONAL EXPERIENCE

BRISTOL HOSPICE – Colorado Springs, CO — Jun 2025 – Present
Executive Director | *Full P&L, clinical quality & growth for a multidisciplinary healthcare operation*

- Hold full executive accountability for P&L, clinical quality, workforce, and growth strategy — reporting performance, financials, compliance, and risk to ownership on a recurring cadence.
- Expanded EBITDA margin from 27% to 36% through disciplined labor controls and elimination of non-value-add operating expense.
- Grew average daily census 25% in 6 months via referral-partner reactivation, intake-workflow redesign, and territory realignment.
- Reduced staff turnover from 50% to 10% year-over-year by restructuring leadership cadence, clarifying role accountability, and building clear growth paths; rebuilt culture with KPI dashboards and weekly execution reviews.

PEAKS RECOVERY CENTERS – Colorado Springs, CO — Oct 2024 – Jun 2025
Healthcare Strategy Consultant | *45-bed dual-diagnosis network – $10M P&L*

- Cut RN attrition from 30% to 10% in 8 months, saving $420K in agency and recruiting spend through Just-Culture leadership and workforce redesign.
- Reduced against-medical-advice departures 30% via a re-engineered patient-engagement workflow — an $800K impact — while maintaining CDPHE compliance and clinical quality.
- Consolidated behavioral-health staff under Nursing and controlled overtime, delivering a 15% reduction in operating expense.

PHUKET ISLAND REHAB — Phuket, Thailand — Jul 2023 – Jul 2024
Chief Operating Officer | *First executive hire -- built team, tech stack & budget from scratch*

- Reached break-even and $120K annualized profit within 4 months through pricing, revenue-cycle, and supply-chain resets.
- Stood up operational infrastructure — CRM, KPI dashboards, and daily huddles — lifting occupancy from 5 to 14 patients (+180%).

JORDAN KENNEDY CONSULTING – Colorado Springs, CO — Jan 2023 – Present (concurrent)
Founder / Fractional Operations & Sales Director

Robert Good
▯ (719) 332-5985 | ✉ bobby1bueno@comcast.net

Professional Summary

Accomplished **EMS Chief** with over **37 years of experience** in emergency medical services, specializing in **operational management, strategic planning, and organizational leadership.** Proven ability to lead high-performing teams in both routine and complex emergencies. Recognized for **innovative program development, interagency collaboration,** and **commitment to excellence in patient care and community service.**

Core Competencies

- Disaster Response & FEMA Strike Team Leadership (5 hurricane deployments)
- Strategic Planning & Operations Management
- Emergency Response Education & Training
- Team Leadership & Staff Development
- Financial Planning & Budget Management
- Customer Service & Care Coordination
- Procurement & Logistics Expertise
- Fleet Management & Maintenance
- Reporting, Compliance & Data Analysis
- Shelter Operations & Special Event Planning

Professional Experience

Director / Hospital Emergency Preparedness
Scott County EMS – Scott County, KS
August 2024 – Present

- Oversee department operations and ensure efficient, compliant EMS service delivery.
- Lead transition from a volunteer-based system to a hybrid career/volunteer model, improving response times and service quality.
- Manage hospital emergency preparedness and coordinate inter-agency disaster readiness.

POLARIS RANGER

9/4/2026

VIN: 3NSX6W1R2SM135413

**********MIXED 00000
CHRIS HINKLE
PO BOX 941
DIVIDE CO 80814-0941

2024-2026 RANGER XD 1500 Extended Transmission Coverage

Dear Valued Polaris Owner,

Thank you for choosing the Polaris RANGER XD 1500. We understand that your RANGER is more than just an off-road vehicle. It's a tool that helps you get work done, tackle demanding jobs, and make the most of every day.

At Polaris, we're committed to delivering industry-leading durability, capability, and ownership confidence. Because of the confidence we have in the performance and engineering of the RANGER XD 1500, we're pleased to provide owners with an **Extended Transmission Coverage at no additional cost**.

Your Added Coverage Benefit

As a valued RANGER XD 1500 owner, your vehicle's transmission coverage has been extended to **5 years or 15,000 miles from the original retail purchase date, whichever comes first**.

This additional coverage is designed to give you even greater peace of mind as you continue to put your RANGER XD 1500 to work.

What This Means for You

- No action is required to receive this added coverage.
- Continue using and enjoying your RANGER XD 1500 as you normally would.
- If a transmission-related issue occurs during the coverage period, your authorized Polaris dealer will be ready to assist with diagnosis and repair.

Existing Warranty Coverage Remains Unchanged

This extended transmission coverage is provided in addition to your existing warranty protections. Any applicable factory warranty or Extended Service Contract remains unchanged and continues according to its original terms and conditions.

We're Here to Help

If you have questions about your coverage or need assistance locating an authorized Polaris dealer, please contact Polaris Owner Connections at **1-800-POLARIS (765-2747)**, scan the QR code provided, or visit the Polaris Help Center at **https://www.polaris.com/en-us/help-center/**.

Thank you for being part of the Polaris family and for choosing the RANGER XD 1500. We appreciate your trust and look forward to supporting you for many miles and years to come.

Sincerely,

Polaris Off-Road Vehicles

Divide Fire Protection District

PO Box 941
103 Cedar Mountain Rd.
Divide, CO 80814

Phone: 719-687-8773

Chief@DivideFire.com

September 14th, 2026

RE: 5Yr Plan Chapters

Introduction

Message from the Chief

Message from the Board

District history overview

- Financial structure
  - Mill levy rate
  - Assessed valuations vs. Actual Value
  - Revenue sources
- Service area
  - ISO
- Historical response summary
  - Surrounding Jurisdictions
- Stakeholders
  - Mission
  - Vision
  - Values
- Responsibilities of the District
- Agency Organization
- Community Expectations
- ISO
- Planning zone descriptions

Services and programs

- Administration
- Operations
- Training
- Staffing model

Growth and development

- Population
- Population age
- Population density

SWOT Analysis

Strategic Priorities

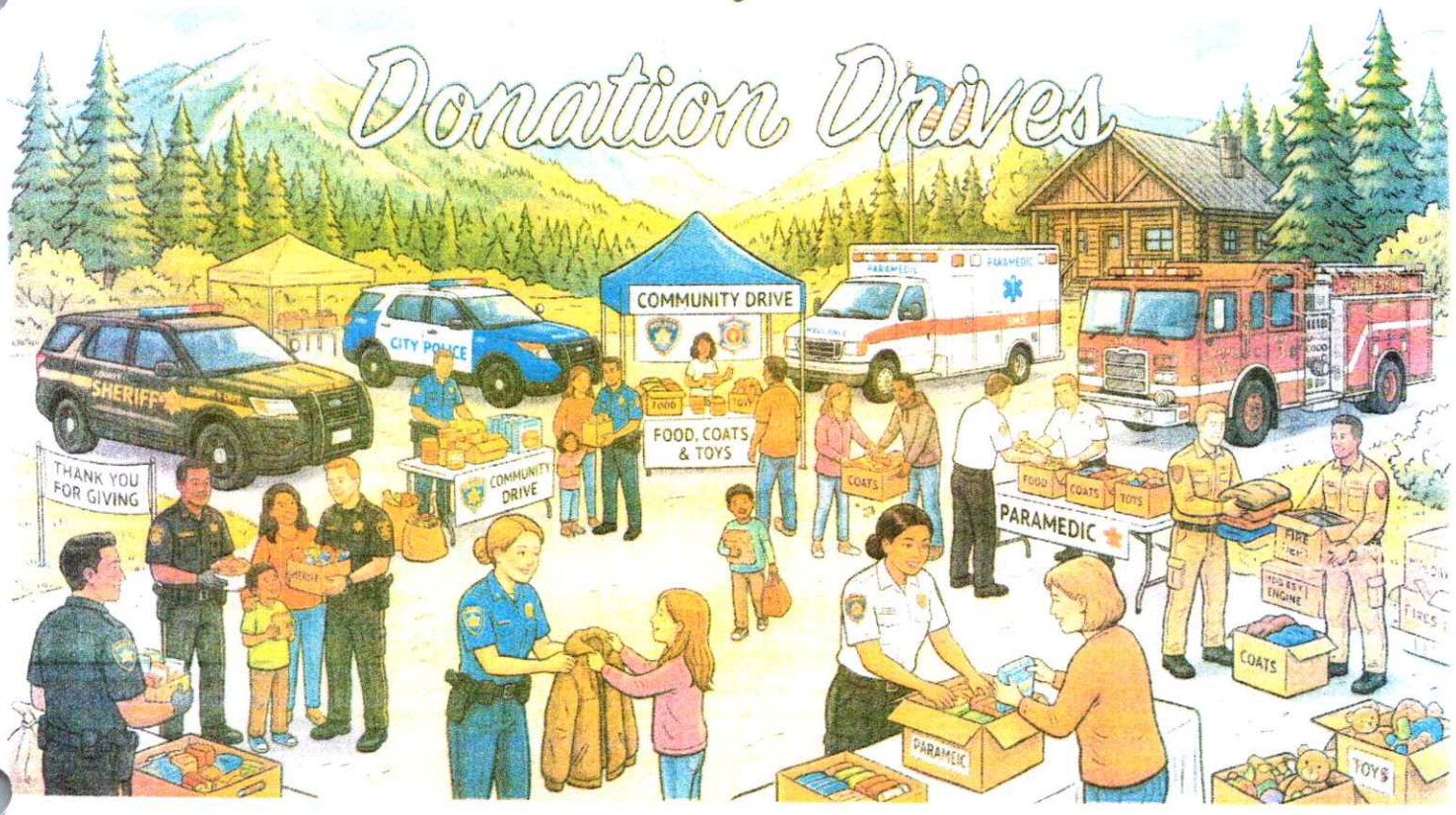
- Staffing
- Training
- Building Improvements
- Apparatus Improvements
- Equipment Improvements

Strategic Timelines

Acknowledgements

Christopher Hinkle
Fire Chief
Office: 719-687-8773
Cell: 719-424-5558

2026 Teller County First Responder Donation Drives



Food Drive
Friday, October 30

Toy and Coat Drive
Friday November 27 and Saturday November 28

Food Drive
Friday, December 18 and Saturday, December 19

All events are from 10am to 2pm at Walmart of Woodland Park

Come out and show your support for Teller County!

TellerStrong

DIVIDE FIRE PROTECTION DISTRICT
2027 Budget Planning Document

Budget Year	2025	2026 Budget	2026 YTD thru September	2026 Forecast	2027 Estimated	
Beginning Fund Balances						
Unreserved General Funds	654,000.00	670,200.00	0.00	670,200.00	783,788.77	
Unreserved Volunteer Funds	0.00	0.00	0.00	0.00	0.00	
Petty Cash Funds	0.00	0.00	0.00	0.00	0.00	
Tabor Reserve	16,000.00	23,800.00	0.00	23,800.00	32,220.00	
Total Beginning Fund Balances	670,000.00	694,000.00	0.00	694,000.00	816,008.77	
Revenues						
4310 · Net General Property Tax	904,000.00	971,000.00	944,322.98	971,000.00	950,116.00	Per email 9/7/26
4311 · Legislative Backfill	0.00					
4312 · Interest County Treasurer	1,300.36	350.00	811.36	452.98	350.00	
4315 · Specific Ownership Tax	82,000.00	65,000.00	61,566.51	65,000.00	65,000.00	
4325 · Teller County EMS/VFA Grants	0.00	2,500.00	0.00	0.00	0.00	
4330 · State Gaming and DOLA Grants	18,849.00	18,000.00	0.00	18,000.00	18,000.00	
4331 - EMTS Grant	0.00					
4340 - Special Incident Revenue						
4341- DFPD Vehicles	0.00	10,000.00	0.00	10,000.00	10,000.00	
4342 - Personnel and Travel	13,177.99	30,000.00	0.00	30,000.00	30,000.00	
4344 - Cost Recovery	0.00	0.00	0.00	0.00	0.00	
4345 · Interest Income	38,000.00	22,000.00	24,876.24	22,000.00	22,000.00	
4360 · Donations	32,500.00	20,000.00	77,723.54	77,723.54	20,000.00	
4365 - Sales of Assets	0.00					
4370 · Plan Review Revenue	0.00					
4397 - Other Grant Income	0.00		5,000.00	5,000.00		
4399 · Miscellaneous Revenue	4,036.05	2,500.00	6,779.75	6,779.75	0.00	
Total Revenues	1,093,863.40	1,141,350.00	1,121,080.38	1,205,956.27	1,115,466.00	
Total Funds & Revenues	1,763,863.40	1,835,350.00	1,121,080.38	1,899,956.27	1,931,474.77	
Expenditures						
Administrative Expenses						
5401 · Payroll Tax Expenses	11,000.00	16,073.76	15,917.67	16,573.76	22,910.70	

5402 - Payroll Expense	457.00	500.00	0.00	0.00	0.00
5405 · Payroll - District Employees	299,000.00	393,019.44	286,620.54	393,019.44	455,858.00
5407 · Payroll - Incident Response	1,057.54	30,000.00	0.00	30,000.00	30,000.00
5408 - Payroll - Volunteer Stipends	4,750.00	10,000.00	3,500.00	3,500.00	5,000.00
5409 - Employee Benefits	87,848.56	133,556.42	49,248.42	67,635.00	127,578.06
5415 · County Treasurer Fee	26,154.17	27,500.00	28,330.89	30,000.00	27,500.00
5420 · Director's Fees	9,700.00	8,000.00	7,300.00	8,800.00	8,000.00
5427 - Volunteer Recruitment Retention	2,958.62	4,000.00	48.65	1,000.00	1,000.00
5430 - Employee & Volunteer Screening	1,390.20	1,000.00	2,087.75	2,087.75	2,000.00
5435 · Employee Recruitment Retention	4,901.68	12,000.00	3,557.30	12,000.00	15,000.00
5440 · Subscriptions & Data	29,630.37	27,130.00	14,563.73	27,130.00	27,130.00
5445 · Office Supplies/Expenses	5,729.83	5,000.00	4,023.55	5,000.00	5,000.00
5450 · Annual Audit	9,500.00	10,000.00	9,500.00	9,500.00	9,500.00
5457 - Trash Removal			82.89	82.89	150.00
5460 · Legal Fees	7,000.00	10,000.00	9,255.00	15,000.00	15,000.00
5462 - Election Costs	4,549.44	0.00	0.00	0.00	5,000.00
5465 · Public Relations	2,649.32	8,500.00	493.51	2,000.00	2,000.00
5475 · Notice Publication , etc.	31.12	400.00	21.32	100.00	400.00
5480 · Insurance	41,696.00	48,584.56	45,623.00	48,584.56	53,443.02
5490 · Pension Plan	12,000.00	12,000.00	0.00	12,000.00	12,000.00
5495 · Volunteer Expenses	16,560.32	20,000.00	9,153.98	10,000.00	10,000.00
5499 · Administrative Contingency	0.00	20,000.00	7,000.00	20,000.00	20,000.00
Total Administrative Expenses	578,564.17	797,264.18	496,328.20	714,013.40	854,469.78
Operating Expenses					
5505 · Training	16,846.00	35,000.00	11,241.93	20,000.00	20,000.00
5510 · Building/Ground Supplies	20,000.00	20,000.00	18,885.18	20,000.00	25,000.00
5520 · Propane-Natural Gas	3,664.98	5,000.00	2,631.44	5,000.00	5,000.00
5525 · Electric	3,513.02	4,300.00	3,793.69	4,300.00	4,300.00
5535 · Medical Supplies & Fees	9,252.76	12,000.00	6,204.83	10,000.00	12,000.00
5540 · Fire Fighting Supplies	15,500.00	20,000.00	67,222.65	67,222.65	50,000.00
5541 · Fire Fighting R/M	2,777.07	8,000.00	3,724.56	8,000.00	10,000.00
5543 · Rescue Supplies & Expense	849.57	3,000.00	0.00	3,000.00	3,000.00
5545 · Vehicle Supplies & Fuel	10,800.00	16,000.00	16,203.64	18,000.00	24,000.00
5546 · Vehicle R/M	45,500.00	50,000.00	15,411.81	40,000.00	50,000.00
5560 · Comm. Supplies & Repairs	2,100.00	23,000.00	11,698.12	23,000.00	23,000.00

5570 · Safety-Uniforms & Equipment	4,696.99	8,000.00	5,607.27	8,000.00	8,000.00	
5581 - Incident Expenses - Non-Reimb	0.00	4,000.00	0.00	4,000.00	4,000.00	
5582 - Incident Expenses - Reimbursabl	0.00	3,000.00	4,137.41	6,000.00	6,000.00	
5599 · Operational Contingency	0.00	20,000.00	0.00	0.00	20,000.00	
Total Operating Expenses	135,500.39	231,300.00	166,762.53	236,522.65	264,300.00	
Capital Expenses						
5606 · Capital Reserve-Bldg & Veh	0.00	670,000.00	4,676.99	670,000.00	711,514.54	
5610 · Building & Grounds	37,000.00	35,000.00	0.00	0.00	0.00	
5620 - Incident Vehicle Reserve	0.00	0.00	0.00	0.00	0.00	
5625 - Capital Equipment	193,000.00	0.00	0.00	0.00	0.00	
5657 · Vehicle/Apparatus Purchase	72,520.39	0.00	56,586.03	56,586.03	0.00	
5655 · Vehicle Lease Payments	52,845.38	55,535.00	52,825.42	52,825.42	52,825.42	E21 last pmt 3/2028
5699 · Capital Contingency	0.00	10,000.00	0.00	10,000.00	10,000.00	
Total Capital Expenses	355,365.77	770,535.00	114,088.44	789,411.45	774,339.96	
Total Expenses	1,069,430.33	1,799,099.18	777,179.17	1,739,947.50	1,893,109.74	
Net Revenue - Inclusive of Fund Balances	694,433.07	36,250.82	343,901.21	160,008.77	38,365.03	
Ending Fund Balances	694,433.07	36,250.82	343,901.21	160,008.77	38,365.03	

2027	Current Rate	Proposed Rate	Hours	x	Yearly Total	Payroll Taxes	FPPA	Health Ins	FF Heart	FF Cancer	Work Comp
Chief /yr	120,000.00	123,000.00			123,000.00	2,029.50	20,541.00	31,680.00	202.00	397.00	4,501.80
Captain/yr	73,644.00	77,000.00			77,000.00	1,270.50	12,859.00	25,920.00	202.00	397.00	2,772.00
Firefighter/yr (Propose chg to Lieutena	54,818.00	60,192.00			60,192.00	993.17	10,052.06	25,920.00	202.00	397.00	2,203.03
PT Firefighter /hr	18.00	20.00	120	52	124,800.00	9,796.80					4,867.20
District Admin /mon	2,130.00	2,193.00	month	12	26,316.00	2,065.81					277.90
Volunteer Coordinator /hr	18.00	19.00	20	52	20,800.00	1,632.80					219.65
Bonus Pool FFs	5,000.00	20,000.00			20,000.00	1,570.00					732.00
Bonus Pool Admin Positions	3,750.00	3,750.00			3,750.00	294.38					39.60
District Empl Only					455,858.00						
Volunteer Stipends	3,500.00	3,500.00			3,500.00	274.75					3,115.00
Director Fees	8,000.00	8,000.00			8,000.00	628.00					41.00
Incident Response P/R	30,000.00	30,000.00			30,000.00	2,355.00					
											200.46
						22,910.70	43,452.06	83,520.00	606.00	1,191.00	18,969.63
Payroll Taxes	22,910.70										
Employee Benefits	127,578.06										
FPPA, Health, Heart											
Workers Comp	18,969.63										
Health Insurance											
Chief	2,640.00	2,640.00									
FT Firefighters	2,160.00	2,160.00									
Dental & Vision Covered (estimate $180/mon)											

UnHide Columns to Adjust Formulas

	2025	NOTES	AMOUNTS		
5427 - Volunteer Recruitment R	$4,000.00	Banquet	$4,000.00		
5430 · Volunteer & Employee Sc	$1,000.00				
5435 · Employee Recruitment R	$12,000.00				
		Chief Search	$5,000.00		
		Station & Incident Food	$3,000.00		
		Employee Health Screens (5-6)	$4,000.00		
				$ 12,000.00	
5440 · Subscriptions and Data	$27,130.00	Paychex	$1,500.00		
		Quickbooks Desktop	$2,000.00		
		TCFCA Dues	$250.00		
		Fire Training Officers Assoc	$450.00		
		CO State Chiefs Dues	$410.00		
		KNOX Connect Subscription	$2,000.00		
		AT&T Monthly	$2,000.00		
		CO Fire Marshal Assoc	$50.00		
		Carbonite	$185.00		
		First Due	$5,550.00		Per 11/4 mtg
		EMSAC	$285.00		
		Streamline & PDF Converter	$3,300.00		
		SDA	$1,000.00		
		Email Services	$1,500.00		
		Upworx licenses/services	$6,150.00		Per 11/4 mtg
		Misc	$500.00	$27,130.00	
5445 · Office Supplies/Expenses	$5,000.00				
5450 · Annual Audit	$12,000.00				
5455 · Telephone & Internet	$0.00				
5460 · Legal Fees	$7,000.00				
5462 - Election Costs	$5,000.00				
5465 · Public Relations	$8,500.00				
		Newsletter	$1,500.00		
		Pancake Breakfast	$6,000.00		
		Community Ed/Kids	$1,000.00	$8,500.00	
5475 · Notice Publication , etc.	$400.00	budget and other notices			
5480 · Insurance	$50,796.63				
		Works Comp Insurance	$18,969.63		
		Accident and Sickness	$2,000.00		
		Commercial/Auto/Umbrella	$29,827.00		
				$50,796.63	
5490 · Pension Plan	$12,000.00				
5495 · Volunteer Expenses	$20,000.00				
		Hats/T-Shirts	$3,500.00		
		Jackets	$2,000.00		
		Pancake T Shirts	$1,000.00		
		Banquet Awards	$2,000.00		
		Training Food	$2,900.00		
		Volunteer Health Screening (8)	$5,600.00		
		Misc	$3,000.00	$20,000.00	
5499 · Administrative Contingen	$20,000.00				
5505 · Training	$35,000.00				
		Wildand Academy (4)	$3,000.00		

		Firefighter Certification/Recert (3)	$1,500.00	
		SDA Workshop	$500.00	
		EMT Training	$4,000.00	
		EMS Conference 2 paid, 4 vol	$9,000.00	
		Fire Conferences	$6,000.00	
		Fire Officer Workshops	$3,000.00	
		Fire Rescue 1	$5,000.00	
		Training books (all)	$1,500.00	
		Misc	$1,500.00	$35,000.00
5510 · Building/Ground Supplies	$20,000.00			
		Pest Control	$1,400.00	
		Extingusher service	$1,400.00	
		Sign Replacement	$5,000.00	
		Carpet Cleaning	$500.00	
		Bay Door Maintenance/Parts	$3,000.00	
		Mat Cleaning	$1,100.00	
		General Supplies/Cleaning	$7,600.00	
				$20,000.00
5520 · Propane-Natural Gas	$5,000.00			
		Station 1	$3,500.00	
		Station 2	$1,500.00	$5,000.00
5525 · Electric	$4,300.00			
		Station 1	$3,800.00	
		Station 2	$500.00	$ 4,300.00
5535 · Medical Supplies & Fees	$12,000.00	consumables	$5,000.00	
		monitor cables	$1,500.00	
		HazWaste Disposal	$600.00	
		AED Maintenance	$300.00	
		Misc	$4,600.00	$12,000.00
5540 · Fire Fighting Supplies	$20,000.00			
		Hose (8-50 foot lengths)	$3,500.00	
		T-25 intake valve	$3,000.00	
		Leather fronts for helmets (10)	$1,000.00	
		KNOX Box	$3,500.00	
		Fittings/Adaptors/Nozzles	$2,500.00	
		PPE	$5,000.00	
		Misc	$1,500.00	
				$20,000.00
5541 · Fire Fighting R/M	$8,000.00			
		SCBA Testing	$2,000.00	
		Ladder test /odd years 2023	$0.00	
		Hydrostatic Testing / 5 yrs 2026	$2,000.00	
		Pump Testing	$2,000.00	
		Cascade System Testing	$1,200.00	
		Misc	$800.00	$8,000.00
5543 · Rescue Supplies & Expe	$3,000.00	Misc Supplies	$1,500.00	
		hardware	$500.00	
		540 and prusik	$500.00	
		helmets/lights	$500.00	
				$3,000.00
5545 · Vehicle Supplies & Fuel	$16,000.00			
		Fuel	$14,500.00	
		Misc	$1,500.00	
				$16,000.00
5546 · Vehicle R/M	$50,000.00	Upgrade E21 Lights	$1,500.00	

		Tires	$10,500.00	
		Misc Repairs	$38,000.00	$50,000.00
5560 · Comm. Supplies & Repai	$23,000.00			
		Batteries and repairs	$2,000.00	
		Active911 subscriptions	$1,000.00	
		Handhelds (10)	$20,000.00	
				$23,000.00
5581 - Incident Expenses - Non-	$4,000.00	Repair costs	$4,000.00	
5582 - Incident Expenses - Rein	$3,000.00	Hotel, Meals	$3,000.00	
5610 · Building & Grounds	$35,000.00			
			$35,000.00	
				$35,000.00
5620 - Incident Vehicle Reserve	$0.00			
5625 - Capital Equipment	$150,000.00			
		Extrication Equipment possibly 2025	$150,000.00	
				$150,000.00
5657 · Vehicle/Apparatus Purch	$0.00			
5655 · Vehicle Lease Payments	$ 55,535.65			
		E24 Lease	**$55,535.65**	

2025	current rate				x	Yearly Total	PR Tax Rate	Payroll Taxes	FPPA	Health Ins	FF Heart	WC Rate	Work Comp
Chief /yr	98,000.00					98,000.00	0.0165	1,617.00	14,014.00	27,600.00	190.00	0.0390	3,822.00
Firefighters / yr	140,000.00					140,000.00	0.0165	2,310.00	20,020.00	43,200.00	360.00	0.0390	5,460.00
PT Firefighter /hr	22.00		48	$ 1,056.00	52	54,912.00	0.0785	4,310.59				0.0390	2,141.57
District Admin /mon	1,800.00	month			12	21,600.00	0.0785	1,695.60				0.0110	237.60
Volunteer Coordinator /hr	19.00		6	$114.00	52	5,928.00	0.0785	465.35				0.0110	65.21
Bonus Pool						3,750.00	0.0785	294.38				0.0110	41.25
District Empl Only						324,190.00							
Volunteer Stipends	10,000.00					10,000.00	0.0785	785.00					4,000.00
Director Fees	6,000.00					6,000.00	0.0785	471.00					50.00
Incident Response P/R						30,000.00	0.0785	2,355.00					
WC Fees													300.00
								14,303.92	34,034.00	70,800.00	550.00		16,117.63
Payroll Taxes	14,303.92												
Employee Benefits	105,384.00												
FPPA, Health, Heart													
Workers Comp	16,117.63												

2024	current rate				x	Yearly Total		
Chief	$ 98,000.00		2300/mon ins			$98,000.00		
Firefighters	$ 120,000.00					$120,000.00		
PT Firefighter	$ 19.75		40	$ 790.00	52	$41,080.00		
District Admin	$ 1,616.00	month			12	$19,392.00		
Volunteer Coordinator	$ 18.00		6	$108.00	52	$5,616.00		
Wildland Battalion Chief	$ 40,000.00					$40,000.00		
Bonus Pool						$3,750.00	$327,838.00	District Empl
Volunteer Stipends	$ 10,000.00					$10,000.00		
Director Fees	$ 6,000.00					$6,000.00		
						$343,838.00		
Incident Response P/R						$30,000.00		
Bonus Pool								
Payroll Taxes	0.0785	$343,838.00		$26,991.28				
SS 6.2, Medicare 1.45, SUI .2								
Employee Benefits								
Chief & FF FPPA 13.6	0.136	$258,000.00		$35,088.00				
Employee Insurance	5900	12		$70,800.00				
	1800	6		$10,800.00				
				$116,688.00				
Add employee FF heart trust								
$380.00								

2 Firefighters		$ 120,000.00
Payroll Taxes		$ 9,420.00
FPPA		$ 16,320.00
Health	3600	$ 43,200.00
		$ 188,940.00
Wildland Chief		$ 40,000.00
Payroll Taxes		$ 3,140.00
FPPA		$ 5,440.00

				Health	1800	$ 10,800.00
						$ 59,380.00

2023 adjusted 11/11/22.	Current Rate	Hours	Weekly Total	weeks	Yearly Total
Station Manager	$19.75	40	$790.00	52	$41,080.00
Station Manager Stipend					
Administrator	$22.75	6	$136.50	52	$7,098.00
Volunteer Coordinator	$17.25	6	$103.50	52	$5,382.00
Admin Mgr	$1,025.00	x12 month			$12,300.00
Chief					$70,000.00
SUBTOTAL					$135,860.00
Bonus Pool					$3,750.00
					$139,610.00
Payroll Tax			Employee P/R Tax		$12,355.49
			Special Incident P/R Tax		$2,655.00
Special Incident	$30,000.00		Volunteer Stipend P/R Tax		$885.00
Special Incident P/R Tax	$2,655.00		Director Fee P/R Tax		$531.00
			Chief FPPA %		4690
Volunteer Stipends	$10,000.00		Total P/R Tax		$21,116.49
Volunteer Stip P/R Tax	$885.00				
Director Fees	$ 6,000.00				
Director Fees P/R Tax	$531.00				

2022 updated 12/10/21	Current Rate	Hours	Weekly Total	weeks	Yearly Total
Station Manager	$18.00	40	$720.00	52	$37,440.00
Station Manager Stipend	$350.00	x12 month			4200.00
Administrator	$21.00	6	$126.00	52	$6,552.00
Volunteer Coordinator	$15.50	6	$93.00	52	$4,836.00
Admin Mgr	$950.00	x12 month			$11,400.00
Chief	$1,000.00	x12 month			$12,000.00
SUBTOTAL					$76,428.00
Bonus Pool					$3,750.00
					$80,178.00
Payroll Tax			Employee P/R Tax		$7,095.75
			Special Incident P/R Tax		$2,655.00
Special Incident	$30,000.00		Volunteer Stipend P/R Tax		$885.00
Special Incident P/R Tax	$2,655.00		Director Fee P/R Tax		$531.00
Volunteer Stipends	$10,000.00		Total P/R Tax		$11,166.75
Volunteer Stip P/R Tax	$885.00				
Director Fees	$ 6,000.00				
Director Fees P/R Tax	$531.00				

Divide Fire Protection District
Budget Performance
September 2026

	Sep 26	YTD	Annual	% of Budget
Income				
2 - Fund Accounts				
100 · Unreserved General Fund	0.00	0.00	670,200.00	0.0%
115 · TABOR Reserves	0.00	0.00	23,800.00	0.0%
Total 2 - Fund Accounts	0.00	0.00	694,000.00	0.0%
4000 · Revenues				
4310 · Net General Property Tax	12,734.96	944,322.98	971,000.00	97.25%
4312 · Interest County Treasurer	358.38	811.36	350.00	231.82%
4315 · Specific Ownership Tax	7,028.31	61,566.51	65,000.00	94.72%
4325 · Teller County EMS/VFA Grants	0.00	0.00	2,500.00	0.0%
4330 · State Gaming Grant	0.00	0.00	18,000.00	0.0%
4340 · Special Incident Revenue				
4341 · Special Incident DFPD Vehicles	0.00	0.00	10,000.00	0.0%
4342 · Special Incident - Personnel	0.00	0.00	30,000.00	0.0%
Total 4340 · Special Incident Revenue	0.00	0.00	40,000.00	0.0%
4345 · Interest Income	3,448.33	24,876.24	22,000.00	113.07%
4360 · Donations	23,309.54	77,723.54	20,000.00	388.62%
4397 · Other Grant Revenue	0.00	5,000.00		
4399 · Miscellaneous Revenue	0.00	6,779.75	2,500.00	271.19%
Total 4000 · Revenues	46,879.52	1,121,080.38	1,141,350.00	98.22%
Total Income	46,879.52	1,121,080.38	1,835,350.00	61.08%
	46,879.52	1,121,080.38	1,835,350.00	61.08%
Expense				
5400 · Admin Exp				
5401 · Payroll Tax Expenses	2,098.73	15,917.67	16,573.76	96.04%
5405 · Payroll - District Employees	35,178.43	286,620.54	393,019.44	72.93%
5407 · Payroll - Incident Response	0.00	0.00	30,000.00	0.0%
5408 · Volunteer Stipends	0.00	3,500.00	10,000.00	35.0%
5409 · Employee Benefits	5,801.57	49,248.42	133,556.42	36.88%
5415 · County Treasurer Fee	392.79	28,330.89	27,500.00	103.02%
5420 · Director's Fees	900.00	7,300.00	8,000.00	91.25%
5427 · Volunteer Recruitment Retention	0.00	48.65	4,000.00	1.22%
5430 · Employee/Volunteer Screening	0.00	2,087.75	1,000.00	208.78%
5435 · Employee Recruitment Retention	101.07	3,557.30	12,000.00	29.64%
5440 · Subscriptions, Data, Membership	1,023.39	14,563.73	27,130.00	53.68%
5445 · Office Supplies/Expenses	-31.16	4,023.55	5,000.00	80.47%
5450 · Annual Audit	0.00	9,500.00	10,000.00	95.0%
5457 · Trash Removal	17.77	82.69		
5460 · Legal Fees	2,389.50	9,255.00	10,000.00	92.55%
5465 · Public Relations	204.67	493.51	8,500.00	5.81%
5475 · Notice Publication , etc.	0.00	21.32	400.00	5.33%
5480 · Insurance	0.00	45,623.00	48,584.56	93.9%
5490 · Pension Plan	0.00	0.00	12,000.00	0.0%

Divide Fire Protection District
Budget Performance
September 2026

	Sep 26	YTD	Annual	% of Budget
5495 · Volunteer Expenses	1,721.85	9,153.98	20,000.00	45.77%
5499 · Administrative Contingency	0.00	7,000.00	20,000.00	35.0%
Total 5400 · Admin Exp	49,798.61	496,328.00	797,264.18	62.25%
5500 · Operating				
5505 · Training	1,150.14	11,241.93	35,000.00	32.12%
5510 · Building/Ground Supplies	1,806.82	18,885.18	20,000.00	94.43%
5520 · Propane-Natural Gas	19.03	2,631.44	5,000.00	52.63%
5525 · Electric	362.15	3,793.69	4,300.00	88.23%
5535 · Medical Supplies & Fees	578.25	6,204.83	12,000.00	51.71%
5540 · Fire Fighting Supplies	2,363.42	67,222.65	20,000.00	336.11%
5541 · Fire Fighting R/M	0.00	3,724.56	8,000.00	46.56%
5543 · Rescue Supplies & Expense	0.00	0.00	3,000.00	0.0%
5545 · Vehicle Supplies & Fuel	2,546.32	16,203.64	16,000.00	101.27%
5546 · Vehicle R/M	174.79	15,411.81	50,000.00	30.82%
5560 · Comm. Supplies & Repairs	200.00	11,698.12	23,000.00	50.86%
5570 · Safety-Uniforms & Equipment	232.77	5,607.27	8,000.00	70.09%
5581 · Incident Expenses - Non-Reimb	0.00	0.00	4,000.00	0.0%
5582 · Incident Expenses - Reimb	0.00	4,137.41	3,000.00	137.91%
5599 · Operational Contingency	0.00	0.00	20,000.00	0.0%
Total 5500 · Operating	9,433.69	166,762.53	231,300.00	72.1%
5600 · Capital Ex				
5606 · Capital Reserve-Bldg & Veh	0.00	4,676.99	670,000.00	0.7%
5610 · Building & Grounds	0.00	0.00	35,000.00	0.0%
5655 · Vehicle Lease Payments	0.00	52,825.42	55,535.00	95.12%
5657 · Vehicle/Apparatus Purchase	0.00	56,586.03		
5699 · Capital Contingency	0.00	0.00	10,000.00	0.0%
Total 5600 · Capital Ex	0.00	114,088.44	770,535.00	14.81%
Total Expense	59,232.30	777,178.97	1,799,099.18	43.2%
	-12,352.78	343,901.41	36,250.82	

Banking Accounts	9/1/2026	Deposits	Withdrawals	9/30/2026
Vectra Main*	38,490.30	67,615.36	70,379.49	35,726.17
ColoTrust	1,090,570.03	23,177.19	45,000.00	1,068,747.22
Balances after current bill payments				
Vectra Main	66,121.28			
ColoTrust	1,028,747.22			

*Vectra Main beginning balance change due to voided check

Please note this is a management report and not a closed financial report.

Changes may still be made annually by the district's auditor or as needed to make corrections or adjustments.

Changes will be disclosed as timely as possible to the best of the district's ability.

Divide Fire Protection District
Bank Activity
As of October 6, 2026

Date	Num	Name	Memo	Amount	Balance
					67,245.61
09/09/2026	eft	Core Electric Cooperative	electric	-374.30	66,871.31
09/10/2026	eft	Microsoft	email/sharepoint	-116.53	66,754.78
09/10/2026	eft	Microsoft	email/sharepoint	-208.00	66,546.78
09/10/2026	eft	Microsoft	email/sharepoint	-50.40	66,496.38
09/10/2026			Deposit	342.00	66,838.38
09/10/2026			Deposit	335.00	67,173.38
09/10/2026			Deposit	21,883.36	89,056.74
09/11/2026	683	Paychex	Payroll Funds - Net Pay DD	-15,739.92	73,316.82
09/11/2026	683	Paychex	Payroll Taxes Paychex Paid - Total Tax Liability	-5,026.65	68,290.17
09/11/2026	683	Paychex	Payroll Fees	-61.78	68,228.39
09/11/2026	eft	FPPA Contributions	FPPA Contributions	-1,334.04	66,894.35
09/14/2026	eft	Apex	waste surcharge	-29.35	66,865.00
09/21/2026	eft	Black Hills Energy	Acct# 0423 1057 73	-87.31	66,777.69
09/21/2026	eft	Public Sector Health Group	insurance	-4,319.31	62,458.38
09/21/2026	5028	CivicPlus		-50.00	62,408.38
09/23/2026	eft	Vectra Bank	Dustin CC Payment	-729.52	61,678.86
09/23/2026	eft	Vectra Bank	Brandon CC Payment	-630.71	61,048.15
09/23/2026	eft	Vectra Bank	Chris CC	-5,820.95	55,227.20
09/23/2026	eft	Vectra Bank	Diana CC payment	-254.10	54,973.10
09/25/2026	685	Paychex	Payroll Funds - Net Pay	-12,518.77	42,454.33
09/25/2026	685	Paychex	Payroll Taxes Paychex Paid - Total Tax Liability	-3,338.36	39,115.97
09/25/2026	685	Paychex	Payroll Fees	-49.20	39,066.77
09/25/2026	eft	FPPA Contributions	FPPA Contributions	-1,334.04	37,732.73
09/28/2026	eft	Cintas	23398034	-87.99	37,644.74
09/29/2026	13289	Hanover Fire Protection District	helmets, shelters	-1,973.57	35,671.17
09/29/2026			Deposit	55.00	35,726.17
10/01/2026	eft	BoardBreeze	minutes app	-29.99	35,696.18
10/01/2026	eft	High Country Pest Control	pest control	-98.28	35,597.90
10/01/2026	eft	High Country Pest Control	pest control	-133.92	35,463.98
10/01/2026	eft	Time Clock Wizard	timeclock program	-16.89	35,447.09
10/01/2026	eft	Apex	waste surcharge	-17.77	35,429.32
10/05/2026	eft	Upworx LLC	tech service	-160.00	35,269.32
10/06/2026	eft	Wex	fuel	-1,806.75	33,462.57
10/06/2026		Lopez, Aristeed	director fees	-184.70	33,277.87
10/06/2026		Spencer, David		-752.15	32,525.72
10/06/2026		AT&T Mobility (First Net)	287352514682	-128.95	32,396.77
10/06/2026		Bound Tree Medical		-437.98	31,958.79
10/06/2026		Colorado Building Supply	supplies	-46.86	31,911.93
10/06/2026		Galls	3618505	-232.77	31,679.16
10/06/2026		Ireland Stapleton	Legal Services	-2,389.50	29,289.66
10/06/2026		Merc at Divide	pancake	-1,000.00	28,289.66
10/06/2026		NAPA Auto Parts		-174.79	28,114.87
10/06/2026		Powell Mechanical Inc	boiler repair	-1,743.59	26,371.28
10/06/2026		Total Property Maintenance	mowing	-250.00	26,121.28
10/06/2026	686		Transfer ColoTrust to Vectra Main	40,000.00	66,121.28
				-1,124.33	66,121.28
				-1,124.33	66,121.28

Date	Number	Vendor	Description	Line Item	Amount	Completed Amount	Date Completed	Overage
12/4/2025	1205-1	CO Pro EFT	2 sets extrication	5625	110,000.00	101,341.50	12/31/2025	
12/4/2025	1205-2	Paratech	airbags	5625	25,000.00	14,186.40	12/15/2025	
12/4/2025	1205-3	Total Prop Maint	doors		8,000.00	7,000.00	1/27/2026	
12/4/2025	1205-4	Sunny Comm	15 radios		30,104.00	25,104.00	12/12/2025	
12/4/2025	1205-5	Digicom	batteries		1,119.00	1,141.38	12/29/2025	
12/4/2025	1205-6	Rathburn Welding	E22		802.25	902.95	12/5/2025	
12/4/2025	1205-7	Harbor Freight	winch		1,110.00	1,196.67	12/31/2025	
1/13/2026	0113-1	Pikes Peak Polaris	New UTV + Pump	5606	60,000.00	56,586.03	1/28/2026	
1/13/2026	0113-2	Upworx	security cameras	5510	1,537.50	1,537.50	1/28/2026	
1/27/2026	0127-1	R21 Project**	revamp to Chief	5606	19,645.67	21,093.46	3/11/2026	1447.79
1/27/2026	0127-2	Rathburn Welding	E22 & B20 welding	5545	3,942.95	4,477.88	3/17/2026	534.93
2/10/2026	0210-1	Hanover Fire Protection	B21 & other	5540	12,976.57	12,976.57	2/20/2026	
3/10/2026	0310-1	Divide Collision	E21	5545	1,071.00			increase to 6640.02
4/14/2026	0414-1	MES	E22 hose	5540	20,470.00	All three Pos		
4/14/2026	0414-2	GSA	wildland hose pack	5540	3741.60+	224.28 outstanding		
4/14/2026	0414-3	GSA Cascade	wildland hose pack	5540	4,989.30			
7/14/2026	0714-1	Seek Thermal Imager	camera	5540	5,200.00	5,356.00	8/11/2026	
7/14/2026	0714-2	Bunker Gear	2 sets bunker gear	5540	10,000.00	7861.3 so far		
7/14/2026	0714-3	Arrow Wear	pancake supporter shirts	5499	7,000.00	7,486.50	6/29/1920	486.50 to vol expenses
8/11/2026	0811-1	CFHCB Trust	ff heart/cancer trust	5409	1,797.00	1,797.00	8/11/2026	
8/11/2026	0811-2	Amazon	printer	5445	699.00	699.00	8/11/2026	
8/11/2026	0811-3	GSA El Pomar	FF supplies	5540	1,973.57	1,973.57		
		Supply Cache	FF Supplies	5540	3,162.16	3,162.16	8/31/2026	
9/8/2026	0908-01	Goodyear	tires	5545	5,526.17			

The following adjustments were made after reports were presented to the board for the prior financial month:

Date	Name	Account Affected	Amount Effect	Notes
After April Reports				
4/30/2026	Ireland Stapleton	5460-legal fees	162	bill received late
4/22/2026	Amazon	5510-bldg grounds	113.64	corrected charge
4/20/2026	Core	5525-electric	459.65	bill received late
After May Reports				
5/1/2026	Andrew Lownie	5408-vol stipend	400	void stipend check
1/30/2026	PR Taxes	5401-PR Taxes	-46.34	corrected Paychex FAMLI error
2/27/2026	PR Taxes	5401-PR Taxes	-34.21	corrected Paychex FAMLI error
After June Reports				
1/1/2026	FPPA Adjustment	5409-empl benefit	-1090.46	prev year clear balance
6/1/2026	Time Clock Wizard	5445-office supplies	-54.95	switched to bank acct, double entry
6/22/2026	Walmart	5510- bldg	-210.80	incorrect entry
After July Reports				
6/29/2026	Insurance reimbursement	5546-veh rm	4972.48	moved from 5546 to 4399
		4399-misc income		to follow GASB
After August Reports				
9/1/2026	timeclock wizard	5445 -office	84.89	void due to credit from
				changing plans
8/1/2026	Pest Control	5510	98.28	
			113.92	no treatment in August

2026 Payroll &
Firefighter Hours

Total Payroll Through 9/30/26		Budget	
Chief	90866.25	45560.00	199.44%
Chief Salary		60000.00	0.00%
FT Firefighter	111295.39	201149.44	55.33%
PT Firefighter	58285.50	41600.00	140.11%
Office	26173.40	35960.00	72.78%

Date	Chief	Dustin	Brandon	Zach	Emily	Dannielle	Colin	Mitch	PTs
1/2/2026	83.50	92	93	0					
1/13/2026	106.50	85.25	82.25	0	65.5				65.5
1/30/2026	121.00	113.75	104.5	10.25	76.5		34.75		121.5
2/10/2026	108.50	103.25	111	45.75	81.25		60.75		187.75
2/27/2026	91.50	96.5	100.75	24	74.5	11	69.5		179
3/13/2026	83.00	96	84	48.5	72	67.25	62		249.75
3/27/2026	95.00	84.25	94.75	49.75	43	54	53.25		200
4/7/2026	116.50	98.5	85.25	34.75	76.5	24.25	54.75		190.25
4/24/2026	105.00	93	93.25	65.75	51.5	52.25	56.25		225.75
5/8/2026	92.50	88.00	84.25	13.75	65.75	32.50	53.75		165.75
5/22/2026	114.50	126.25	102.25	0.00	54.00	50.25	46.75		151
6/5/2026	82.50	150.75	92.75	0	66	41.25	48		155.25
6/18/2026	94.00	141	104.75	19	51.25	55	50.75		176
7/3/2026	122.50	84.25	105	31	18	23.25	49		121.25
7/17/2026	148.00	101.5	99	6	44.25	30.25	67	59	206.5
7/31/2026	40.50	84	86.25	0	0	20.5	73.75	17.25	111.5
					Joe to Emily				
					Emily				
8/14/2026	61.00	100.25	81.25				81	46.75	127.75
8/28/2026	139.00	89.25	84	18	15		88.5	26.5	148
9/11/2026	123.50	92.5	96.75	105.5	67.5		51	47.5	271.5
9/25/2026	118.00	97.5	89.5	46.75	56.75		67.25	60	230.75

FT Schedule 42 hrs per week / 84 per pay period

Budget

3 FT Firefighters 88 hrs per pay period

PT - 80 hrs per pay period

Administrative Report
by Diana Perkins
October 6th, 2026

Grants

- District Pool Safety Grant – $1942.88 available
- Gaming Grant – submitted $28,960.32 – won't hear until October
- Heart and Cancer Trust – Submitted

Additional Administrative

- Request for remote desktop connection to work from home
- Notes for upcoming budget

CORA

Requ #	Date of Request	Date Rcvd Acknowledged	Requested By:	Board/Chief Notified	3 days	Completed	Notes	Requested Records
48	9/8/2026	9/8/2026	membersofdfpd	B,C	9/15/2026		ext to 9/24 - now after Oct board mtg	acc records & policies
49	9/14/2026	9/15/2026	Kat Gayle	B,C	9/22/2026	9/22/2026	8/19-9/13	Upworx contract, comms
50	9/15/2026	9/18/2026	dividefiregate	B,C	9/25/2026	9/22/2026		Aspen call third rider info
51	9/16/2026	9/18/2026	dividefiregate	B,C	9/25/2026	9/22/2026		ride-along info
52	9/23/2026	9/24/2026	dividefiregate	B	9/25/2026	9/24/2026	responded by legal	pres legal comms
53	9/23/2026	9/25/2026	dividefiregate	B,C	10/2/2026	10/2/2026	no records	admin action DFPC
54	9/23/2026	9/25/2026	dividefiregate	B,C	10/2/2026	9/29/2026		email thread JPR
55	9/30/2026	10/2/2026	dividefiregate	B,C	10/9/2026			chief contract
56	9/30/2026	10/2/2026	dividefiregate	B,C	10/9/2026			job postings
57	9/30/2026	10/2/2026	dividefiregate	B,C	10/9/2026			roster info
58	10/1/2026	10/2/2026	Robin North	B,C	10/9/2026			financials/po's/certs
59	10/4/2026	10/6/2026	Patty Franke	B	10/13/2026			9/22 surveillance
60	10/5/2026	10/6/2026	membersofdfpd	B,C	10/13/2026			utv transport 9/29
61	10/6/2026	10/6/2026	dividefiregate	B,C	10/13/2026			Sept training records

Weekly – process mail, bills, receipts, check and respond to emails
Monthly – balance bank statements, checked all receipts
Monthly - Paid CC bills and compiled, checked receipts

Board Meetings – prepare agenda, post on website and Facebook, prepare financial and admin reports, prepare copies of necessary materials, scan and upload approved minutes from previous meeting, prepare minutes

Bi-weekly Payrolls – check time sheets, enter in Paychex, print reports, enter journal in QB, scan and file, make FPPA deposits online

Budget Notes
10/6/26

Revenue Limitations - See attached documents related to revenue limitation (5.25/10.5) and how to figure. (copied for Chief & Pete)

5440 - Subscriptions

Add Board Breeze to subscriptions $400 per year
Microsoft $374.93 per month
Paychex okay at $1500
Upworx $160 per month
Add Timeclock Wizard $1500

Huge projected increase in website/pdf accessibility - $6200 working to find a new provider for accessibility

5505 - Fire Rescue 1 was $5300 in 2026

5510 - Extinguisher Service was $1850

5541- Cascade Testing was $1300

Heart/Cancer Trust - I forwarded Chief & Pete Firefighter Heart/Cancer Trust eligibility and cost for PT employees

Insurance FSA - Stephanie Hinkle asked about FSA. It would be an additional $50 per month plus $3.90 per employee. The other two employees are not interested so it would be $53.90 per month to administer for the Hinkles.

5545 Fuel - Fuel charges have been running close to $2000 per month vs $600-800. Not proportional to gas increases, Chief using diesel truck. Consider options?

Statement to the Divide Fire Board of Directors

10/06/2026

Thank you for giving me a few minutes to speak.

I am here tonight because I want to make sure the record concerning my employment and the circumstances surrounding my termination which was changed to a resignation is accurate.

Since that meeting, I have spoken directly with the previous Fire Chief. That conversation confirmed several things that are important because they directly contradict statements that were made about me during the termination meeting.

First, contrary to what the current chief has stated, the previous Chief confirmed that I was **never required to obtain Firefighter I or HazMat certification in order to maintain my position**. Obtaining those certifications was encouraged, but according to the Chief who supervised me, they were not requirements of my position.

Second, I specifically discussed my employment evaluation with the previous Chief. Contrary to what the current chief has stated, the previous Chief who supervised me, confirmed that **he never completed or presented an evaluation to me**. He had been working on an evaluation, but it was never finalized, presented to me, discussed with me, or signed by either of us.

More importantly, he told me that the evaluation he had been working on was **favorable**. In fact, according to him, the evaluation was favorable enough that it was expected to result in a pay raise.

That is obviously very different from how this evaluation—or what has been represented as an evaluation—was characterized and used by the current Chief and the Board in connection with my employment.

I want to be very clear about why I am raising this tonight.

During my termination meeting, my credibility was questioned by the current Chief and Board. I was essentially accused of lying about these matters. That accusation was extremely serious to me, both personally and professionally.

I am particularly concerned that statements and an unfinished document have been interpreted or presented in a manner by the Current chief and Board that does not accurately reflect what the previous Chief intended or what actually occurred.

I am not here tonight to argue with anyone. I am here because my integrity matters to me.

I was called a liar, directly or indirectly, regarding matters that can now be corroborated by the person who actually supervised me. I want it clearly stated for the record: **I did not lie about these matters.**

I also have other witness statements and information that I believe support my account of what occurred. I am asking the Board to take that information seriously and to ensure that its official records do not contain or perpetuate inaccurate statements about me that were presented by the Current Chief and Board.

Whatever disagreements may exist about my employment or my resignation, I believe I am entitled to have the facts represented accurately and my reputation treated fairly.

I also have a follow-up request, which I am prepared to make in writing by email if the Board feels that is appropriate. I received an incomplete personnel file. I am requesting a complete copy of my personnel file, as I am an interested party and would like to have a complete copy for my records.

I would also like to understand why the personnel file provided to me was incomplete and did not include all of the pages of the prior Chief's incomplete review that was in the Board's possession and was discussed during my appeal. I am specifically requesting a complete copy of that document, including the final page.

Finally, I am requesting a copy of the investigation report relating to the investigation that the Board stated it conducted in connection with my appeal. I would like the complete report, including any findings or conclusions that resulted from that investigation. I specifically request that it is noted in writing that the accusation that I attended a pancake breakfast on the clock after being told not to was proven false by witness testimony, and that the review referenced during my appeal was not signed by either party and was stated by the author of that review that it was never presented to me.

Thank you.

Joe Enna