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Gilpin Ambulance Authority Board of Directors

Notice of Board Budget Workshop

Wednesday, November 13, 2024 at 09:00 A.M.

Gilpin County Court House: Commissioners Chambers

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Gilpin Ambulance Authority Board of Directors

Agenda and Notice of Meeting and Budget Hearing

Wednesday, November 13, 2024, immediately following the Budget Workshop

Gilpin County Court House: Commissioners Chambers

- 1. Call to Order**
- 2. Roll Call**
- 3. Additions / Amendments to the Agenda**
- 4. Conflicts of Interest**
- 5. Consideration of Minutes: August 21, 2024**
- 6. Financial Report**
 - a. Balance Sheet October 2024
 - b. Profit & Loss Statement: Budget to Actual (09/2024-10/2024)
 - c. List of Bills (09/01/2024 – 10/31/2024)
 - d. Billing Summary (through October 2024)
 - e. Accounts Receivable (through October 2024)
- 7. Chief's Report**
- 8. Activity Summary**
- 9. Old Business**
 - a. Staffing Update and Changes
 - b. Out-of-District Calls
 - c. Station Electrical Work
 - d. 119 Construction
 - e. 2025 Budget Review and Discussion
 - i. Public Hearing for 2025 Budget
 - f. Contracted services
- 10. New Business**
 - a. Employee Manual
 - b. Check Signers
 - c. Vehicle Insurance Values (see attachment *Vehicle Insurance Comparison.pdf*)
 - d. Apex Lease
- 11. Executive Session** – Pursuant to §24-6-402(4)(f)(I), C.R.S., for the annual employee evaluation of the Gilpin Ambulance Authority Chief.
- 12. Action Items**
 - a. Possible action regarding the evaluation of the Gilpin Ambulance Authority Chief.
 - b. Possible action regarding the approval of the lease for the Apex Building
 - c. Possible action regarding the approval of the contract for accounting services
- 13. Public Comment**
- 14. Next Meeting: December 11, 2024 at 9:00 AM**
- 15. Adjourn**



**GILPIN AMBULANCE AUTHORITY
REGULAR MEETING MINUTES
Wednesday, August 21, 2024 at 09:00 A.M.
Gilpin County Courthouse Commissioners Chambers**

1. **Call to Order** – The Board of Director’s meeting was called to order at 09:00 A.M. on August 21, 2024 the Gilpin County Commissioners Chambers by President Buddy Schmalz

2. **Roll Call**

Directors Buddy Schmalz, Lynnette Hailey, Ray Rears, Chris Woolley, Marcia Enloe, and Black Hawk Alternate Michelle Moriarty were among the board members present.

Chief Cody Carroll, Captain Bobby Putnam, and Administrative Officer (AO) Erin Gibbs were also in attendance.

3. **Additions / Amendments to the Agenda**

Director Woolley added 119 construction to New Business and out-of-district responses to Old Business.

4. **Conflicts of Interest**

None stated

5. **Consideration of Minutes: July 10, 2024**

Director Hailey requested a change to consideration of bills to “to the August meeting” instead of “for the August meeting. Director Hailey also requested clarification of the minutes related to the audit and that when Directors make suggestions, their names be associated with the suggestion in the minutes.

Director Hailey moved to approve the minutes as amended. The motion was seconded by Director Woolley.

The minutes were unanimously approved.

6. **Financial Reports**

Director Woolley raised a question about the Balance Sheet, specifically the section on accrued PTO, inventory assets, and total assets. Director Woolley asked why the numbers had remained the same since July. AO Gibbs replied that the numbers do not change until the end of the year, to which Director Woolley replied that they had changed the month before. AO Gibbs replied that in the past, the organization has only budgeted for PTO at the end of the year, so the number stays the same. AO Gibbs insisted that the number does not change throughout the year and only changes with the audit. Director Rears added that if the balance sheet is a monthly report, the number should change with the balance. AO Gibbs will update the balance sheet to reflect monthly balances in



the future. AO Gibbs reported that inventory assets are only updated on a yearly basis because inventory is not tracked. Director Woolley said that the balance sheet needs to be changed to reflect actual inventory. AO Gibbs reported that once OpIQ is implemented, we will be able to track inventory. Chief Carroll reported that with the OpIQ implementation, reporting will reflect the actual inventory of disposable and durable medical supplies.

Director Woolley raised a question about whether or not GAA received the EMTS grant and whether it was reflected in the Profit & Loss (P&L) statement. Chief Carroll reported that we have not yet received some of the reimbursement for the grant. AO Gibbs reported that some of the reimbursements have been submitted but not yet received.

Chief Carroll then reviewed the P&L Statement. The breakdown was reported as follows:

Property maintenance: installed base station radio at Medic 1 station due to missed calls, pest control, new mattresses purchased, filing cabinets, desk, shelving for training coverage.

Director Hailey asked about admin training, and Chief Carroll reported that there would be no further costs in that category, but AO Gibbs reported that there was one other cost for the financial symposium in October. Director Rears asked for clarification.

AO Gibbs reported that discretionary is meetings, employee training, employee meals. Director Hailey directed that we keep an eye on discretionary.

Chief Carroll reported that manager development was depleted by the ESO conference and that there would be no more costs this year in that category.

Chief Carroll reported that the communications item was depleted because of the purchase of a truck radio for one of the reserve ambulances and the installation of a station audio system. Director Hailey asked if there would be any further costs in that category. Chief Carroll reported there would not.

Chief Carroll reported that crew quarters supplies were depleted by bulk purchases of cleaning supplies.

The disposable medical supplies item is above expected due to purchasing a large amount of supplies to implement OpIQ and become compliant with state regulations. Also had a lot of glucagon expire, which is very expensive.

Office supplies were depleted primarily by credit card processing fees introduced by payors. Director Hailey asked if we are trying to reduce the number of credit card transactions. AO Gibbs is working with the payors to switch them over to other payors. Director Woolley asked if we are permitted to attach the fee to the bill. AO Gibbs was unsure. Director Rears suggested that we table the issue until the fee schedule



discussion. We will obtain further data on recouping those costs. AO Gibbs said that insurance companies will not pay an additional line item for credit card fees.

Property leases, payments have been made through August, so there should not be any overage.

Liability insurance amounts were increased earlier this year which is why that is over expected. We only have one more payment which will put us 19% over for the year.

Public Education and PR was depleted by costs for that fair. There should be no more costs for this year. AO Gibbs reported that some of the cost for LifeALerts is covered by the grant for those items.

Safety gear was depleted by auto sock and tire chain replacements from the snow storm. No further expenses anticipated.

Service contracts and equipment leases, cardiac monitors were placed in this category mistakenly, so the balance for the previous month was incorrect. Should stay in budget for the line item. Still have some payments for ESO and Stericycle. Projected to be underbudget by ~\$6000.

Technology, hardware, software, had to buy new computers for the Captains, computer monitors, printer, and Office365 subscriptions. No other anticipated costs.

Cell phones, TV, and Internet, increased due to ringcentral numbers for Captains.

Training, includes \$7200 reimbursement for critical care training. No further anticipated costs. Also sent Captain Harrison to Infection Control Training to be compliant with Federal requirements

Uniforms increased due to a lot of new hires. Should still be within budget at end of year.

Utilities, Medic 1 gas and power, under budget.

Vehicle expenses are higher due to increase in insurance premiums because vehicles are not insured for their replacement cost, not actual value. Policy also added for the UTV. Projected to be 36% over for the year.

List of Bills: three sets, one for July. Director Woolley asked for confirmation that the Captains all have credit cards so there should be no more reimbursements.

Director Hailey moved to approve the list of bills. The motion was seconded by Director Woolley

The list of bills was unanimously approved.



7. Chief's Report

Chief Carroll listed the fee schedule adjustments in the report. AO Gibbs reported that we have seen an increase in revenue since the increase. Also increased due to Medicaid paying more halfway through 2022. Director Rears asked for the net increase with the fee schedule change. We will work on a more comprehensive report. Chief Carroll met with Paradigm about the sexually-oriented businesses. The county has designated GAA as the authorizing agency for other ambulance services coming into the county.

8. Activity Summary

Breakdown added of all out-of-district responses. Clear Creek County should be adding a third ambulance to decrease the need for standbys from GAA. Will look into an out-of-district fee for calls that occur outside of the GAA service area, specifically in Boulder County. Director Hailey requested a comparison of our standbys to Clear Creek EMS standbys. Director Woolley suggested that we look into the responsibility of a Title 32 special district related to EMS response. The Board has asked that Chief Carroll work with legal counsel to find a mechanism for reimbursement for calls run in Boulder County.

9. Old Business

- a. **Staffing Update** – down to one open paramedic position. Director Schmalz made the point that we are in a position now where we are getting more applicants than we have positions due to the positive changes in the organization.
- b. **Timberline Lease** – The lease amount increased by 5%. Director Hailey has no issue with the. Director Rears asked about an adjustment schedule for the lease and also added that the county's lease on the Apex building would be adjusted as well. Director Hailey confirmed the presence of the appropriations clause in the lease. Director Woolley suggested that the county payments be made quarterly like the Timberline payments.

Director Hailey moved to approve the Timberline Lease. Director Rears seconded the motion.

The Timberline lease was approved unanimously.

- c. **Travel Policy** – Chief Carroll requested clarification on Director Hailey's request to add board approval for travel. Director Hailey clarified that the board would approve travel for the Chief but that the Chief can approve travel for employees.
- d. **Out-of-District Calls** – No further discussion on out-of district calls since it was discussed during the activity summary.
- e. **Station Feasibility Study** – Chief Carroll reported that after talking to developers, he has been told that doing a feasibility study is difficult without a piece of property and budget in mind. Chief Carroll asked for direction on setting a possible budget for a facility and possibly looking into property. Director Rears asked if there was an



issue with the location of the Apex facility's location. Chief Carroll said he would change things about the facility but that the location is adequate. Director Hailey recommended looking into the cost of renovating the Apex station to fit our needs. Director Rears concurred.

10. New Business

- a. **Electrical work to be done at Apex** – When the fire alarm system was updated, a fire inspection was done, and the building failed due to multiple issues with the electrical engineering in the building. The breakers also blow a lot due to the circuits being inadequate for the ambulances. An estimate has been obtained for making the work compliant, and Chief Carroll asked for direction on how to pay for the work. Director Hailey moved that GAA pay for the electrical work. The motion was seconded by Director Rears. The motion to approve GAA paying for the electrical upgrades to the Apex building was approved unanimously.
- b. **Salary & Benefits Survey** – Chief Carroll has developed a survey to go out to all EMS directors in the state to gather data on salary and benefits for EMS agencies.
- c. **Pay Scale** – Chief Carroll has cut the pay scale down to 8 steps. The scale accounts for an annual raise based on the employee evaluation. The 8-step scale will be sent out before the next meeting.
- d. **119 Construction** – Chief Carroll has been working with Chief Woolley on the response through the construction zone for the sewer line. Chief Carroll and Chief Woolley met with dispatch to finalize a procedure for navigating the zone. This will be a continually evolving project as the construction zone moves.
- e. **First Draft 2025 Budget** – Chief Carroll recommended a longer meeting in September to review the budget. Director Hailey expressed concern about the 13% increase in payroll. Directors will review the budget before the next meeting. The September meeting will include a workshop before the meeting. Director Rears made the point that any adjustment to salaries or expenses must come with a comparable increase in revenue.

11. Public Comment

- a. None

12. Board Member Comments

- a. None

13. **Next Meeting** – September 25 @ 09:00 A.M.

14. **Adjourn** – The meeting was adjourned at 10:45 A.M.

Ray Rears, Secretary/Treasurer

Cody Carroll, Recorder

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Gilpin Ambulance Authority Board of Directors

Notice of Board Budget Workshop

Wednesday, September 25, 2024 at 09:00 A.M.

Gilpin County Court House Commissioners Chambers

1. The workshop began at 09:07.
2. Directors Schmalz, Hailey, Rears, Woolley, and Enloe were present.
3. The 2025 budget was presented to the board by Gilpin Ambulance Chief Cody Carroll.
4. Adjustments were made to the budget as follows:
 - a. Increase in employee salaries
 - b. Increase in paid time off for employees
 - c. Increase in the company match for the 457b retirement accounts
 - d. Increase in training to pay for critical care and cadaver training
 - e. Increase in insurance to properly insure vehicles at replacement cost
 - f. Capital funds are allotted to paying the Authority's match for the 2024 EMTS Grant in which was awarded a Chief's vehicle, 3 LUCAS devices, 5 Video Laryngoscopes, and 5 Laptops.
 - g. Capital funds are allotted to make a payment for the ambulance being financed through Leasing2.
 - h. Budget item created for Employee recognition and retention.
5. The board asked Chief Carroll to obtain information related to increases in billing revenue since the fee schedule adjustment in 2023 and asked for evidence that the increases in revenue will cover the cost of the proposed increases.



Gilpin Ambulance Authority Board of Directors
Regular Meeting Minutes
Wednesday, September 25, 2024
Gilpin County Court House Commissioners Chambers

1. **Call to Order at 10:22 AM**
2. **Roll Call**
 - a. Directors Schmalz, Rears, Woolley, and Enloe were present.
 - b. Director Hailey was absent.
3. **Additions / Amendments to the Agenda**
 - a. None
4. **Conflicts of Interest**
 - a. None
5. **Consideration of Minutes: August 21, 2024**
 - a. Tabled until next meeting
6. **Financial Report**
 - a. Balance Sheet August 2024
 - i. Director Woolley mentioned the inaccuracies in the balance sheet that were noticed previously but acknowledged that it will take time to correct them due to the recent administrative staffing changes.
 - b. Profit & Loss Statement: Budget to Actual (08/01/2024 – 08/31/2024)
 - i. Director Woolley asked about the reimbursement for the EMTS grant. Chief Carroll reported that there were still some outstanding reimbursement requests because we have not yet received the new ambulance.
 - c. List of Bills (08/01/2024 – 08/31/2024)
 - i. Chief Woolley asked about the expense for CPS HR Consulting. Chief Carroll reported that it was for consultation regarding personnel issues and policy changes because it is cheaper than sending them to the attorney.
 - ii. Director Enloe moved to approve the list of bills. The motion was seconded by Director Woolley. The list of bills was unanimously approved.
 - d. Billing Summary (through August 2024)
 - e. Accounts Receivable (through August 2024)
 - i. Director Woolley asked why we were receiving bills from Denver Health under Medicaid. Chief Carroll reported that we get regular payments from Denver Health under the Denver Health insurance plan. Chief Carroll proposed that it is likely indigent care for Denver County.
7. **Chief's Report**
 - a. Mostly getting things under control from an administrative perspective.
8. **Activity Summary**
 - a. Director Woolley asked about the “responding from” report in the activity summary. Chief Carroll reported that this is how we track which district a call is assigned to because the ESO EHR system offers limited customization.
 - b. Director Woolley also raised concern about the high number of calls to Clear Creek and Boulder Counties. Chief Carroll reported that Clear Creek has put an additional ambulance into their budget for 2025. Chief Carroll is working on getting information from the billing company regarding an out-of-district fee for calls in Boulder County since they do not provide us with mutual aid.
9. **Old Business**
 - a. Staffing Update
 - i. Chief Carroll reported that as of September 24, we are fully staffed.



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- b. Out-of-District Calls
 - i. Discussion during activity summary
 - c. Station Electrical Work
 - i. Golden Gate Electric will be at Apex to complete upgrades next week.
 - d. 119 Construction
 - i. No major issues with the construction zone as of yet. Director Woolley reported that construction has been slightly delayed due to the instability of the terrain.
 - e. Salary & Benefits Survey Update
 - i. Chief Carroll is having difficulty obtaining information from other agencies because CDPHE will not provide contact information for the EMS directors in the state. More updates when information becomes available.
 - f. 2024 Audit RFP Update
 - i. RFP has been sent out on BidNet. No replies as of yet. 2023 audit report has been received and will be sent out.
 - g. 2025 Budget Discussion – no discussion
 - i. Pay Scale
 - ii. PTO and Benefits Adjustments
- 10. New Business**
- a. Staffing changes
 - i. Chief Carroll reported that he will not be filling the Administrative Officer position.
 - b. Contracted services
 - i. Chief Carroll has enlisted the services of a contract accountant. Director Rears requested that the contract be brought to the board for approval.
- 11. Executive Session** – Pursuant to §24-6-402(4)(f), C.R.S., for discussion of a personnel matter involving the creation of a Deputy Chief position.
- a. The board decided not to go into executive session.
- 12. Action Items**
- a. Possible action regarding the creation of a Deputy Chief position
 - i. No official action by the Board.
 - ii. Director Woolley asked if the position would be created now or in the coming January. Director Woolley cautioned that the proper procedure must be followed for the creation and filling of the position. Director Rears asked for official documentation stating that the Administrative Officer position is not being filled.
 - iii. Director Woolley asked about the status of the current policy manual. Chief Carroll will bring the revised policy manual for board approval.
- 13. Public Comment**
- a. No public comment
- 14. Next meeting/budget hearing to November 13, 2024 at 9:00 AM**
- 15. Adjourn at 10:50**

Gilpin Ambulance Authority

Balance Sheet

As of October 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BOK EFT account	17,617.93
BOK HRA Account Restricted	32,470.49
BOK Operating Account	238,697.28
Restricted for Capital	0.00
Total BOK Operating Account	238,697.28
BOK Supply Account	1,460.15
Total Bank Accounts	\$290,245.85
Accounts Receivable	
Accounts Receivable	698,808.32
Allowance for Doubtful Accounts	-489,165.82
Total Accounts Receivable	209,642.50
Total Accounts Receivable	\$209,642.50
Other Current Assets	
AR Adj to cash basis Asset	0.00
Due from other entities	0.00
Inventory Asset	14,749.84
Prepaid Expenses	-73,905.00
Capital	73,905.00
Total Prepaid Expenses	0.00
Undeposited Funds	0.00
Total Other Current Assets	\$14,749.84
Total Current Assets	\$514,638.19
Fixed Assets	
Accumulated Depreciation	-1,050,607.00
Vehicles and Equipment	1,647,231.78
Total Fixed Assets	\$596,624.78
TOTAL ASSETS	\$1,111,262.97

Gilpin Ambulance Authority

Balance Sheet

As of October 31, 2024

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-59.00
Total Accounts Payable	\$ -59.00
Credit Cards	
Credit Card at Elan Financial	95.95
Ramp Credit Card	-2,169.81
Total Credit Cards	\$ -2,073.86
Other Current Liabilities	
Accrued Expenses	0.00
Accrued PTO	34,715.55
Accrued wages	0.00
HRA liability	33,370.49
Total Other Current Liabilities	\$68,086.04
Total Current Liabilities	\$65,953.18
Total Liabilities	\$65,953.18
Equity	
Investment in Fixed Assets	596,625.66
Capital Outlay	0.00
Total Investment in Fixed Assets	596,625.66
Reserve for Capital Improvement	0.00
Retained Earnings	6,658.03
Net Income	440,391.28
Total Equity	\$1,043,674.97
TOTAL LIABILITIES AND EQUITY	\$1,109,628.15

Gilpin Ambulance Authority

Budget vs. Actuals: FY_2024 - FY24 P&L

January - October, 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Beginning Funds Available	716,457.99	441,895.15	274,562.84	162.13 %
Call Revenue				
Collections-derived payments	11,029.62	40,000.00	-28,970.38	27.57 %
Income Patient and Insurance	395,114.01	400,000.00	-4,885.99	98.78 %
Medicare-derived payments	103,268.40	140,000.00	-36,731.60	73.76 %
Total Call Revenue	509,412.03	580,000.00	-70,587.97	87.83 %
Contributions				
IGA Black Hawk	294,912.96	442,369.43	-147,456.47	66.67 %
IGA Central City	100,684.16	151,026.26	-50,342.10	66.67 %
IGA Gilpin County	467,682.48	623,576.60	-155,894.12	75.00 %
Total Contributions	863,279.60	1,216,972.29	-353,692.69	70.94 %
Grant Revenue				
Colorado EMTS Grants		243,662.42	-243,662.42	
DOLA Grant Revenue				
DOLA operating	891,641.00	890,000.00	1,641.00	100.18 %
Total DOLA Grant Revenue	891,641.00	890,000.00	1,641.00	100.18 %
Total Grant Revenue	891,641.00	1,133,662.42	-242,021.42	78.65 %
Total Income	\$2,980,790.62	\$3,372,529.86	\$ -391,739.24	88.38 %
GROSS PROFIT	\$2,980,790.62	\$3,372,529.86	\$ -391,739.24	88.38 %
Expenses				
Administration				
Legal	3,542.50	20,000.00	-16,457.50	17.71 %
Other				
Discretionary	4,033.78	5,000.00	-966.22	80.68 %
Licensing/Memberships	3,580.00	6,500.00	-2,920.00	55.08 %
Total Other	7,613.78	11,500.00	-3,886.22	66.21 %
Total Administration	11,156.28	31,500.00	-20,343.72	35.42 %
Capital Expenditures				
Ambulance purchase	268,505.00	250,790.00	17,715.00	107.06 %
Capital (misc)	289,861.80	287,139.85	2,721.95	100.95 %
Total Capital Expenditures	558,366.80	537,929.85	20,436.95	103.80 %
Operations and Maintenance				
Communications R&M	5,397.99	5,000.00	397.99	107.96 %
Crew Quarters supplies	7,065.30	12,000.00	-4,934.70	58.88 %
Disposable Medical Supplies	50,758.47	40,000.00	10,758.47	126.90 %
Durable Medical Equipment	1,586.71	6,000.00	-4,413.29	26.45 %
Office Supplies/Postage/Fees	2,658.34	5,000.00	-2,341.66	53.17 %
Property Lease	53,008.47	71,000.00	-17,991.53	74.66 %
Property Liability Insurance	23,533.95	24,000.00	-466.05	98.06 %
Property Maintenance	15,465.44	20,000.00	-4,534.56	77.33 %
Public Education/PR	2,217.14	2,000.00	217.14	110.86 %

Gilpin Ambulance Authority

Budget vs. Actuals: FY_2024 - FY24 P&L

January - October, 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Safety Gear	2,132.50	3,000.00	-867.50	71.08 %
Service Contracts/Equip Lease	49,953.82	73,000.00	-23,046.18	68.43 %
Technology/Hardware/Software	14,894.42	10,000.00	4,894.42	148.94 %
Telephone/TV/Internet	12,955.53	17,000.00	-4,044.47	76.21 %
Training	27,241.83	21,000.00	6,241.83	129.72 %
Uniforms	13,464.85	15,000.00	-1,535.15	89.77 %
Utilities	4,081.50	8,000.00	-3,918.50	51.02 %
Vehicle expense				
Fuel	23,419.40	35,000.00	-11,580.60	66.91 %
Insurance	25,939.05	13,000.00	12,939.05	199.53 %
Tires	12,922.65	8,000.00	4,922.65	161.53 %
Vehicle Maintenance	40,050.67	50,000.00	-9,949.33	80.10 %
Total Vehicle expense	102,331.77	106,000.00	-3,668.23	96.54 %
Total Operations and Maintenance	388,748.03	438,000.00	-49,251.97	88.76 %
Personnel Expense				
Employee Benefits and Payroll				
457(b) Admin Fess	990.09	3,500.00	-2,509.91	28.29 %
457(b) employer match	23,075.93	56,000.00	-32,924.07	41.21 %
Benefits HRA	16,894.38	27,600.00	-10,705.62	61.21 %
Benefits Life AD& D STD LTD	6,746.29	18,000.00	-11,253.71	37.48 %
Employee Wellness	273.00	1,000.00	-727.00	27.30 %
Health Insurance		250,000.00	-250,000.00	
Payroll & Unemployment Taxes	127,680.38	144,000.00	-16,319.62	88.67 %
Payroll Service Fees	6,149.50	7,000.00	-850.50	87.85 %
Worker's Comp	36,641.00	58,000.00	-21,359.00	63.17 %
Total Employee Benefits and Payroll	218,450.57	565,100.00	-346,649.43	38.66 %
Salaries				
Holiday stipends	3,350.00	10,000.00	-6,650.00	33.50 %
PTO	32,432.05	70,000.00	-37,567.95	46.33 %
Salaries Admin	121,034.60	200,000.00	-78,965.40	60.52 %
Salaries Regular	826,361.56	1,400,000.00	-573,638.44	59.03 %
Total Salaries	983,178.21	1,680,000.00	-696,821.79	58.52 %
Total Personnel Expense	1,201,628.78	2,245,100.00	-1,043,471.22	53.52 %
Total Expenses	\$2,159,899.89	\$3,252,529.85	\$ -1,092,629.96	66.41 %
NET OPERATING INCOME	\$820,890.73	\$120,000.01	\$700,890.72	684.08 %
NET INCOME	\$820,890.73	\$120,000.01	\$700,890.72	684.08 %

Transaction List 09/01/24 through 10/31/24			
10/29/2024	\$ 110.00	ZOHO-ZOHO	Online Forms and Data Management
10/29/2024	\$ 1,623.13	Stryker	Service Contracts/Equip Lease
10/28/2024	\$ 15.49	Netflix	TV
10/25/2024	\$ 435.57	ADP	Employee Benefits and Payroll
10/25/2024	\$ 82.08	ADP	Payroll & Unemployment Taxes
10/25/2024	\$ 147.19	ADP	Payroll Service Fees
10/24/2024	\$ 53,534.99	ADP	Employee Benefits and Payroll
10/24/2024	\$ 21,713.79	ADP	Payroll & Unemployment Taxes
10/22/2024	\$ 432.58	Great Plains Communications	Telephone/TV/Internet
10/21/2024	\$ 0.25	July	Employee Benefits and Payroll
10/18/2024	\$ 2,360.48	Stericycle	Medical Waste Disposal
10/18/2024	\$ 1,310.00	CEBT	Insurance
10/18/2024	\$ 214.20	ADP	Payroll Service Fees
10/17/2024	\$ 358.80	AFLAC	Short-term Disability Insurance
10/16/2024	\$ 279.35	ADP	Payroll & Unemployment Taxes
10/16/2024	\$ 276.36	ADP	Employee Benefits and Payroll
10/16/2024	\$ 10,900.38	Ramp	Credit Card
10/16/2024	\$ 20,998.76	CEBT	Employee Benefits and Payroll
10/16/2024	\$ 1,166.01	Airgas	Disposable Medical Supplies
10/16/2024	\$ 206.58	United Power	Utilities
10/15/2024	\$ 40.00	ZOHO-ZOHO	Technology/Hardware/Software
10/15/2024	\$ 75.60	Water	Crew Quarters supplies
10/15/2024	\$ 150.30	Water	Crew Quarters supplies
10/15/2024	\$ 503.21	BOK	Bank Service Charges
10/15/2024	\$ 168.99	DirecTV2	Telephone/TV/Internet
10/10/2024	\$ 19,038.49	ADP	Payroll & Unemployment Taxes
10/10/2024	\$ 47,507.44	ADP	Employee Benefits and Payroll
10/10/2024	\$ 270.00	CPS HR	HR Consulting
10/09/2024	\$ 11,573.00	Snowy Range Corp	Insurance Brokerage
10/08/2024	\$ 0.26	Intuit	Quickbooks Online
10/08/2024	\$ 92.93	Century Link2	Phone
10/07/2024	\$ 330.20	AT&T	Phone
10/04/2024	\$ 358.23	ADP	Payroll Service Fees
10/01/2024	\$ 19.59	Hulu	TV
09/30/2024	\$ 15.49	Netflix	TV
09/27/2024	\$ 147.19	ADP	Payroll Service Fees
09/26/2024	\$ 25.05	Tolls	Vehicle expense
09/26/2024	\$ 316.11	ADP	Employee Benefits and Payroll
09/26/2024	\$ 46,405.21	ADP	Employee Benefits and Payroll
09/26/2024	\$ 76.87	ADP	Payroll & Unemployment Taxes
09/26/2024	\$ 18,410.88	ADP	Employee Benefits and Payroll
09/25/2024	\$ 232.63	United Power	Utilities
09/23/2024	\$ 75.00	WolfCo Commercial	Property Maintenance
09/23/2024	\$ 432.58	Great Plains Communications	Telephone/TV/Internet
09/23/2024	\$ 316.74	BOK	Bank Fees
09/20/2024	\$ 481.33	ADP	Payroll Service Fees
09/18/2024	\$ 20,216.87	CEBT	Employee Benefits and Payroll

Credit Card Transactions 09/01/24 through 10/31/24						
Date	Amount	User	Merchant Name	City	State	Memo
9/2/24	\$ 1,735.99	Bobby Putnam	Appliance Co 1180 1181	Littleton	CO	New refrigerator for station
9/3/24	\$ 322.98	Bobby Putnam	Amazon	Seattle	WA	Office Furniture
9/3/24	\$ 39.94	Bobby Putnam	Amazon	Seattle	WA	Office Furniture
9/4/24	\$ 96.54	Jonathan Link	Amazon	Seattle	WA	Station Supplies for North Station
9/5/24	\$ 15.60	Bobby Putnam	The Home Depot	Evergreen	CO	108 Sidebox repair screws
9/6/24	\$ 167.98	Bobby Putnam	Amazon	Seattle	WA	Office Furniture
9/6/24	\$ 130.80	Bobby Putnam	Target	Golden	CO	Printer Ink
9/10/24	\$ 113.00	Cody Carroll	City Shade Company	Boynton Beach	FL	Blinds for the admin office
9/11/24	\$ 39.99	Cody Carroll	Best Buy	Denver	CO	Surge protector
9/12/24	\$ 123.64	Bobby Putnam	Office Depot	Golden	CO	Ink and Paper
9/12/24	\$ 149.00	Cody Carroll	The Home Depot	Atlanta	GA	Pressure washer
9/12/24	\$ 32.50	Cody Carroll	Intuit	Mountain View	CA	Quickbooks online
9/13/24	\$ 56.99	Bobby Putnam	Amazon	Seattle	WA	Office Furniture
9/13/24	\$ 86.83	Cody Carroll	Marion's of the Rockies	Idaho Springs	CO	Leadership meeting
9/13/24	\$ 469.00	Cody Carroll	RMEE	Aurora	CO	Background checks
9/13/24	\$ 30.86	Josh Harrison	Hi Market Black Hawk	Black Hawk	CO	Propane
9/14/24	\$ 103.33	Bobby Putnam	Office Depot	Littleton	CO	New monitor
9/14/24	\$ 59.00	Bobby Putnam	Amazon	Seattle	WA	Office Furniture
9/16/24	\$ 463.95	Bobby Putnam	Galls	Lexington	KY	Invoice Payment
9/16/24	\$ 23.14	Cody Carroll	LinkedIn	Mountain View	CA	Excel Class
9/16/24	\$ 49.19	Jonathan Link	Amazon	Seattle	WA	Station Supplies for North Station
9/16/24	\$ 73.18	Jonathan Link	Amazon	Seattle	WA	Crew Quarters supplies for Gilpin Ambulance
9/18/24	\$ 179.99	Bobby Putnam	Amazon	Seattle	WA	Computer Monitor
9/19/24	\$ 93.75	Bobby Putnam	Jones & Bartlett Learning	Burlington	MA	Exam codes for PIP
9/20/24	\$ 159.90	Cody Carroll	Zoom	San Jose	CA	Conferencing
9/21/24	\$ 41.38	Cody Carroll	Circle K	Broomfield	CO	109945 Fuel
9/21/24	\$ 126.95	Cody Carroll	The Home Depot	Broomfield	CO	Supplies to refinish the front bumper of the 2015 dodge.
9/22/24	\$ 43.21	Jonathan Link	Amazon	Seattle	WA	Crew Quarters supplies for Gilpin Ambulance
9/23/24	\$ 320.00	Bobby Putnam	Conoco	Boulder	CO	Tow for 117 post accident
9/23/24	\$ 800.00	Bobby Putnam	Conoco	Boulder	CO	Tow for 117 post accident
9/24/24	\$ 148.38	Cody Carroll	Walmart	Denver	CO	Station supplies
9/24/24	\$ 3.60	Cody Carroll	Office Depot	Golden	CO	Board packets
9/24/24	\$ 30.51	Cody Carroll	Office Depot	Golden	CO	Budget printing
9/25/24	\$ 66.07	Cody Carroll	Circle K	Broomfield	CO	Printing
9/25/24	\$ 20.00	Cody Carroll	TurboScribe	Seattle	WA	Transcription for meetings
9/25/24	\$ 142.24	Jonathan Link	Amazon	Seattle	WA	Bins for 111
9/25/24	\$ 71.24	Jonathan Link	Amazon	Seattle	WA	Bins for 111
9/26/24	\$ 16.99	Cody Carroll	DNH*DOMAIN/HOSTING	Tempe	AZ	Website hosting
9/27/24	\$ 4.50	Bobby Putnam	Colorado Cardiac CPR	Aurora	CO	CPR Card
9/27/24	\$ 327.70	Bobby Putnam	Galls	Lexington	KY	Invoice Payment
9/27/24	\$ 110.07	Bobby Putnam	The Home Depot	Golden	CO	Station Supp
9/28/24	\$ 261.00	Cody Carroll	Badgeandwallet	Armonk	NY	Bobby's Badge
9/28/24	\$ 43.75	Cody Carroll	Collinson Enterprises	Crofton	MD	Rank Insignia
9/29/24	\$ 19.99	Cody Carroll	Adobe	San Jose	CA	Document management
9/30/24	\$ 399.00	Bobby Putnam	Contracting	Crown Point	IN	Tow 117
9/30/24	\$ 15.87	Cody Carroll	Red Dolly Casino	Black Hawk	CO	Lunch meeting with Chris Woolley
10/1/24	\$ 77.97	Cody Carroll	Best Buy	Denver	CO	Wireless car charger
10/1/24	\$ 113.37	Cody Carroll	Love's Travel Stop	Walsenburg	CO	Travel supplies
10/1/24	\$ 81.76	Cody Carroll	Booking.com	New York	NY	Hotel
10/1/24	\$ 10.30	Cody Carroll	Dollar Tree	Trinidad	CO	Sign-making material
10/1/24	\$ 11.48	Josh Harrison	UPS	Evergreen	CO	Box for part
10/2/24	\$ 10.98	Cody Carroll	Love's Travel Stop	Clayton	NM	Glass cleaner
10/2/24	\$ 101.40	Cody Carroll	Allsup	Hereford	TX	132555 Fuel
10/2/24	\$ 14.33	Cody Carroll	Whataburger	Lubbock	TX	Food
10/2/24	\$ 20.00	Cody Carroll	Days Hotel , Lubbock, TX	Lubbock	TX	Ambulance Delivery
10/2/24	\$ 100.00	Cody Carroll	Days Hotel , Lubbock, TX	Lubbock	TX	Ambulance Delivery
10/2/24	\$ 74.55	Cody Carroll	Sunoco	Snyder	TX	132750 Fuel
10/2/24	\$ 107.57	Cody Carroll	Circle K	Dripping Spring	TX	Fuel 133058
10/3/24	\$ 400.00	Bobby Putnam	Colorado Cardiac CPR	Aurora	CO	CPR Training for Crew
10/3/24	\$ 489.85	Cody Carroll	O'Reilly Auto Parts	Dripping Spring	TX	133058 New batteries for 109
10/6/24	\$ 189.65	Jonathan Link	Costco	Arvada	CO	Crew Quarters supplies for Gilpin Ambulance
10/7/24	\$ 4.50	Bobby Putnam	Colorado Cardiac CPR	Aurora	CO	CPR Card
10/7/24	\$ 2,791.73	Bobby Putnam	Oososharp	Fair Oaks	CA	Maintenance for fleet
10/7/24	\$ 1.25	Bobby Putnam	Intuit	Mountain View	CA	Quickbooks online

10/7/24	\$ 1,974.40	Cody Carroll	Truck Wheels	Galena	OH	Aluminum wheels
10/8/24	\$ 46.99	Bobby Putnam	Amazon	Seattle	WA	Office Furniture
10/8/24	\$ (100.00)	Cody Carroll	Days Hotel , Lubbock, TX	Lubbock	TX	Ambulance Delivery
10/8/24	\$ 24.20	Jonathan Link	Amazon	Seattle	WA	North station supplies
10/9/24	\$ 13.34	Jonathan Link	Amazon	Seattle	WA	111 equipment
10/10/24	\$ 37.21	Jonathan Link	Amazon	Seattle	WA	Supply room equipment
10/12/24	\$ 40.00	Bobby Putnam	Intuit	Mountain View	CA	Quickbooks online
10/14/24	\$ 75.74	Cody Carroll	Circle K	Dripping Spring	TX	289.8 Fuel
10/14/24	\$ 101.35	Cody Carroll	QuikTrip	Haltom City	TX	569.7 Fuel
10/15/24	\$ 185.10	Cody Carroll	Days Hotel , Lubbock, TX	Lubbock	TX	Ambulance Delivery
10/15/24	\$ 20.00	Cody Carroll	Days Hotel , Lubbock, TX	Lubbock	TX	Ambulance Delivery
10/15/24	\$ 127.64	Cody Carroll	Love's Travel Stop	Lubbock	TX	901 Fuel
10/15/24	\$ 67.10	Cody Carroll	Love's Travel Stop	Dumas	TX	1064.1 Fuel
10/15/24	\$ 63.87	Cody Carroll	Lamar Stop	Lamar	CO	1230.7 Fuel
10/16/24	\$ 4.50	Bobby Putnam	Colorado Cardiac CPR	Aurora	CO	BLS Yeanopolis
10/16/24	\$ 23.14	Cody Carroll	LinkedIn	Mountain View	CA	Excel Class
10/17/24	\$ 100.85	Cody Carroll	DNH *DOMAIN/HOSTING	Tempe	AZ	New website domain
10/17/24	\$ 22.00	Cody Carroll	Gilpin Car Wash	Black Hawk	CO	Wash new ambulance
10/18/24	\$ 8.00	Bobby Putnam	Tolls	Aurora	CO	E470 Tolls
10/18/24	\$ 123.44	Bobby Putnam	July Business Services	Waco	TX	Retirement management
10/18/24	\$ 797.73	Bobby Putnam	Galls	Lexington	KY	Uniforms
10/18/24	\$ 65.49	Cody Carroll	DNH *DOMAIN/HOSTING	Tempe	AZ	Domain Hosting
10/19/24	\$ 371.99	Cody Carroll	The Home Depot	Denver	CO	Station renovations (Womens Bathroom)
10/21/24	\$ 50.00	Jonathan Link	Teleflex	Morrisville	NC	Teleflex order for medical supplies
10/22/24	\$ (100.00)	Cody Carroll	Days Hotel , Lubbock, TX	Lubbock	TX	Ambulance Delivery
10/23/24	\$ 334.06	Bobby Putnam	Galls	Lexington	KY	Uniforms
10/24/24	\$ 237.49	Bobby Putnam	Amazon	Seattle	WA	Printer Ink
10/24/24	\$ 76.65	Bobby Putnam	Amazon	Seattle	WA	Printer Ink
10/24/24	\$ 478.92	Bobby Putnam	Longmont, CO	Longmont	CO	Trash removal Station 7
10/24/24	\$ 75.00	Bobby Putnam	Wolfco Pest Control	Englewood	CO	Pest Control Apex
10/24/24	\$ 769.75	Jonathan Link	Amazon	Seattle	WA	Ambulance Traction Device
10/25/24	\$ 21.07	Bobby Putnam	Amazon	Seattle	WA	Batteries for station
10/25/24	\$ 13.85	Bobby Putnam	Amazon	Seattle	WA	Phone Case
10/25/24	\$ 133.58	Bobby Putnam	Amazon	Seattle	WA	Printer Paper
10/25/24	\$ 114.34	Cody Carroll	Vistaprint	Waltham	MA	Survey and Forms Cards
10/25/24	\$ 20.00	Cody Carroll	TurboScribe	Seattle	WA	AI notetaker for meetings
10/27/24	\$ 21.07	Jonathan Link	Amazon	Seattle	WA	Batteries for station
10/27/24	\$ 28.38	Jonathan Link	Amazon	Seattle	WA	Air filters for Frazer Ambulances
10/27/24	\$ 28.69	Jonathan Link	Amazon	Seattle	WA	Station supplies
10/28/24	\$ 11.98	Jonathan Link	Amazon	Seattle	WA	Ambulance equipment
10/29/24	\$ 38.50	Cody Carroll	Collinson Enterprises	Crofton	MD	Uniforms
10/29/24	\$ 29.99	Jonathan Link	Amazon	Seattle	WA	Color bags for Peds Kit
10/30/24	\$ 22.50	Bobby Putnam	Colorado Cardiac CPR	Aurora	CO	CPR Card
10/30/24	\$ 149.00	Cody Carroll	Amc Med Certification	Englewood	CO	Cheryl Remediation
10/30/24	\$ 19.99	Cody Carroll	Adobe	San Jose	CA	Document management
10/30/24	\$ 8.66	Jonathan Link	Ace Hardware	Arvada	CO	Hardware for 111

Sharp Ambulance Billing Fiscal Summary (01-01-24 through 10-31-24)												
2024	January	February	March	April	May	June	July	August	September	October	TOTAL	Annualized
Beginning AR	\$698,808.32	\$648,784.95	\$597,517.51	\$572,301.55	\$673,497.54	\$576,085.06	\$657,104.70	\$708,259.46	\$715,413.21	\$694,817.55		
Charges/Invoices	\$176,546.66	\$79,809.61	\$46,226.41	\$361,899.58	\$148,585.32	\$207,302.33	\$189,961.06	\$150,338.17	\$130,127.08	\$224,364.44	\$1,715,160.66	\$2,058,192.79
Medicare Contractual	(\$10,696.87)	(\$15,948.77)	(\$8,271.55)	(\$14,161.09)	(\$19,183.00)	(\$27,349.54)	(\$5,439.15)	(\$16,306.97)	(\$7,089.39)	(\$8,527.03)		
Medicaid Contractual	(\$41,157.22)	(\$31,519.67)	(\$3,987.56)	(\$46,561.45)	(\$44,540.10)	(\$26,776.16)	(\$31,413.45)	(\$24,817.70)	(\$54,200.46)	(\$14,685.20)		
Insurance Contractual	(\$30,625.27)	(\$29,710.67)	(\$13,616.93)	(\$22,096.51)	(\$47,627.04)	(\$28,353.40)	(\$33,513.32)	(\$29,459.58)	(\$30,493.32)	(\$14,317.18)		
Facility Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Patient Contractual	(\$150.00)	\$0.00	\$0.00	\$0.00	(\$2,410.50)	\$0.00	\$0.00	(\$2,307.02)	\$0.00	\$0.00		
Total Contractual	(\$82,629.36)	(\$77,179.11)	(\$25,876.04)	(\$82,819.05)	(\$113,760.64)	(\$82,479.10)	(\$70,365.92)	(\$72,891.27)	(\$91,783.17)	(\$37,529.41)	(\$737,313.07)	(\$884,775.68)
Allowed Charges	\$93,917.30	\$2,630.50	\$20,350.37	\$279,080.53	\$34,824.68	\$124,823.23	\$119,595.14	\$77,446.90	\$38,343.91	\$186,835.03	\$977,847.59	\$1,173,417.11
Patient Discounts	(\$4,123.00)	\$0.00	(\$158.59)	\$0.00	\$0.00	\$0.00	\$0.00	(\$500.00)	\$0.00	(\$2,262.91)		
Bad Debt	(\$77,771.70)	\$0.00	(\$813.00)	(\$132,897.01)	(\$46,577.06)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Bad Debt Recovery	\$983.18	\$1,585.83	\$4,486.64	\$6,658.39	\$4,581.83	\$2,083.17	\$2,042.50	\$0.00	\$200.00	\$2,565.28		
Misc Adjustments	(\$1,809.00)	\$0.00	\$0.00	\$0.00	(\$15.76)	(\$50.00)	(\$40.00)	\$0.00	\$0.00	\$0.00		
Total Adjustments	(\$82,720.52)	\$1,585.83	\$3,515.05	(\$126,238.62)	(\$42,010.99)	\$2,033.17	\$2,002.50	(\$500.00)	\$200.00	\$302.37	(\$241,831.21)	(\$290,197.45)
Medicare Payments	(\$3,619.21)	(\$5,661.65)	(\$2,907.42)	(\$5,059.29)	(\$6,857.87)	(\$10,287.55)	(\$1,775.23)	(\$5,826.21)	(\$1,926.61)	(\$3,056.96)		
Medicaid Payments	(\$10,520.63)	(\$6,954.49)	(\$1,408.15)	(\$12,795.64)	(\$12,405.99)	(\$6,496.33)	(\$8,715.79)	(\$6,907.66)	(\$14,742.88)	(\$4,023.24)		
Insurance Payments	(\$35,908.99)	(\$34,197.53)	(\$34,005.80)	(\$23,656.81)	(\$60,169.41)	(\$21,477.03)	(\$47,089.05)	(\$48,185.21)	(\$29,282.01)	(\$29,598.37)		
Facility Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,565.28)	\$2,565.28		
Patient Payments	(\$11,404.21)	(\$8,670.10)	(\$10,760.01)	(\$11,066.98)	(\$12,273.28)	(\$7,575.85)	(\$13,183.82)	(\$8,874.07)	(\$10,622.79)	(\$16,163.07)		
Total Payments	(\$61,453.04)	(\$55,483.77)	(\$49,081.38)	(\$52,578.72)	(\$91,706.55)	(\$45,836.76)	(\$70,763.89)	(\$69,793.15)	(\$59,139.57)	(\$50,276.36)	(\$606,113.19)	(\$727,335.83)
Insurance Refunds	\$0.00	\$0.00	\$0.00	\$932.80	\$0.00	\$0.00	\$161.01	\$0.00	\$0.00	\$0.00		
Patient Refunds	\$232.89	\$0.00	\$0.00	\$0.00	\$1,480.38	\$0.00	\$160.00	\$0.00	\$0.00	\$0.00		
Total Refunds	\$232.89	\$0.00	\$0.00	\$932.80	\$1,480.38	\$0.00	\$321.01	\$0.00	\$0.00	\$0.00	\$2,967.08	\$3,560.50
Change in A/R	(\$50,023.37)	(\$51,267.44)	(\$25,215.96)	\$101,195.99	(\$97,412.48)	\$81,019.64	\$51,154.76	\$7,153.75	(\$20,595.66)	\$136,861.04		
Ending A/R	\$648,784.95	\$597,517.51	\$572,301.55	\$673,497.54	\$576,085.06	\$657,104.70	\$708,259.46	\$715,413.21	\$694,817.55	\$831,678.59		
Beginning Bad Debt	(\$579,136.98)	(\$655,925.50)	(\$654,339.67)	(\$650,666.03)	(\$776,904.65)	(\$818,899.88)	(\$816,816.71)	(\$814,774.21)	(\$814,774.21)	(\$814,574.21)		
Accounts Sent to Bad Debt	(\$79,711.46)	\$0.00	(\$813.00)	(\$132,897.01)	(\$46,577.06)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Bad Debt Adjustments	\$1,939.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Bad Debt Recovery	\$983.18	\$1,585.83	\$4,486.64	\$6,658.39	\$4,581.83	\$2,083.17	\$2,042.50	\$0.00	\$200.00	\$2,565.28		
Ending Bad Debt	(\$655,925.50)	(\$654,339.67)	(\$650,666.03)	(\$776,904.65)	(\$818,899.88)	(\$816,816.71)	(\$814,774.21)	(\$814,774.21)	(\$814,574.21)	(\$812,008.93)		
Total # of Tickets	72	32	18	144	59	83	75	59	53	93		
Total # of Bills Sent	73	91	17	134	91	99	53	83	83	37		
Gross Days in AR	104.85	126.11	170.23	124.23	93.13	82.39	116.78	117.58	132.93	148.27		
Avg Charge / Transport	\$2,452.04	\$2,494.05	\$2,568.13	\$2,513.19	\$2,518.40	\$2,497.62	\$2,532.81	\$2,548.10	\$2,455.23	\$2,412.52	\$2,253.82	
Avg Revenue / Transport	\$853.51	\$1,733.87	\$2,726.74	\$365.13	\$1,554.35	\$552.25	\$943.52	\$1,182.93	\$1,115.84	\$540.61	(\$796.47)	
A0425 Mileage	2076.00	945.90	533.10	4242.00	1697.40	2391.90	2235.70	1787.80	1498.40	2520.60	19,928.8	23914.56
ALS 1 Non-Emergent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	4	5
ALS 1 Emergent	44.00	22.00	13.00	111.00	42.00	60.00	56.00	48.00	32.00	63.00	491	589
BLS Non-Emergent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	3	4
BLS Emergent	28.00	10.00	4.00	33.00	15.00	22.00	18.00	11.00	20.00	22.00	183	220
ALS 2	0.00	0.00	1.00	0.00	2.00	1.00	1.00	0.00	1.00	1.00	7	8



495 Apex Valley Rd. / PO Box 638

Black Hawk, CO 80422

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Chief's Report

Date: November 13, 2024

Report by: Cody Carroll

- Reviewed and revised 2025 Budget
- Deputy Chief process and promotion
- Worked with Deputy Chief Putnam on the revision and optimization of administrative tasks and procedures
- Migration to Quickbooks online
- Built forms website and multiple forms for employees, partner agencies, and public
- Cancelled previous web hosting and migrated and rebuilt website
- Gathered and compiled data on collections for 2024
- Compiled run data for Paradigm
- Met with multiple vendors for possible payroll and other process changes
- Traveled to Houston to bring up Ambulance 111
- Began research on items for the 2025 EMTS grant
- Submitted final reimbursement request for 2023 EMTS grant
- Revised reports for meetings

Annual Incidents by Zone									
Zone	2017	2018	2019	2020	2021	2022	2023	2024	ANN
Black Hawk - Gaming	501	941	892	523	921	1,010	1,003	892	1070
Black Hawk - Non Gaming	32	45	42	71	60	47	80	75	90
Black Hawk TOTAL	533	986	934	594	981	1,057	1,083	967	1160
Central City - Gaming	56	146	123	79	128	114	84	85	102
Central City - Non Gaming	24	77	62	72	78	101	93	72	86
Central City TOTAL	80	223	185	151	206	215	177	157	188
Gilpin County - Gaming	11	72	70	43	58	34	35	34	41
Gilpin County - Non Gaming	229	523	474	413	471	526	532	404	485
Gilpin County TOTAL	240	595	544	456	529	560	567	438	526
Clear Creek County	35	70	41	44	47	43	43	95	114
Boulder County	7	27	25	33	40	39	49	26	31
Jefferson County	2	4	7	9	10	4	1	6	7
Other	1	1	1		2		8		0
Other - Gaming				2					0
TOTAL	898	1,906	1,737	1,289	1,815	1,918	1,928	1,689	2027

Monthly Incidents by Zone (2 Years)																								
Scene Zone	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	2023	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	YTD
Black Hawk - Gaming	81	79	91	79	89	83	88	91	82	66	84	95	1,008	86	62	102	82	99	83	98	89	84	94	879
Black Hawk - Non Gaming	5	4	2	3	13	7	16	11	5	8	3	3	80	1	3	2	6	5	15	5	11	11	14	73
Black Hawk TOTAL	86	83	93	82	102	90	104	102	87	74	87	98	1,088	87	65	104	88	104	98	103	100	95	108	952
Central City - Gaming	3	15	10	4	4	7	8	2	6	9	8	8	84	14	6	10	7	7	10	6	11	4	7	82
Central City - Non Gaming	7	10	5	10	5	6	11	8	7	8	7	9	93	9	3	8	1	7	9	9	8	6	11	71
Central City TOTAL	10	25	15	14	9	13	19	10	13	17	15	17	177	23	9	18	8	14	19	15	19	10	18	153
Gilpin County - Gaming	1	3	3		4			4	2	4	2	6	35	8	2	5	4	1	1	4	3	5	1	34
Gilpin County - Non Gaming	35	45	36	31	43	56	46	40	58	56	38	50	534	36	39	47	32	30	40	55	39	49	28	395
Gilpin County TOTAL	36	48	39	31	47	56	50	42	62	58	44	56	569	44	41	52	36	31	41	59	42	54	29	429
Clear Creek County	1	3	4	4	1	1	6	4	3	3	7	6	43	12	9	21	5	3	3	11	6	15	9	94
Boulder County	4	4	6	2	4	3	10	3	3	3	2	5	49	5	3	2	1	4	1	1	3	1	3	24
Jefferson County	1												1					1		1	2	1	1	6
Other	1												1											0
Uncoded														5	2	6		3	8		3	4		31
MONTHLY TOTALS	139	163	157	133	163	163	189	161	168	155	155	182	1,928	176	129	203	138	160	170	190	175	180	168	1,689

Billable Dispositions

What did the ambulance crew do on the call?											
Monthly Incidents by Unit Disposition	January	February	March	April	May	June	July	August	September	October	Annual
Canceled on Scene	3	7	7	1	1		2	1	4	1	27
Canceled Prior to Arrival at Scene	5	7	10	3	4	9	5	5	5	8	61
No Patient Contact	8	4		1	2	6	3	3	3	2	32
No Patient Found	3	2	6	4	4	8	7	6	5	4	49
Non-Patient Incident (Not Otherwise Listed)	12	12	18	9	8	9	22	18	22	19	149
Patient Contact Made	140	96	156	118	138	130	151	139	138	134	1,340
MONTHLY TOTALS	171	128	197	136	157	162	190	172	177	168	1,658

What happened with the patient in those incidents where patient contact was made? Some incidents will be dropped off here because this blank is not required for some dispositions in the previous charts.											
Some numbers may be higher due to multi-patient incidents.											
Monthly Incidents by Patient Evaluation/Care Disposition	January	February	March	April	May	June	July	August	September	October	Annual
N/A	30	32	41	18	19	32	39	33	39	34	317
Patient Evaluated and Care Provided	90	72	102	89	112	101	103	93	88	103	953
Patient Evaluated and Refused Care	39	19	46	26	18	22	40	43	46	28	327
Patient Evaluated, No Care Required	9	4	7	4	5	7	6	3	4	1	50
Patient Refused Evaluation and Care	1	2	1	3	1		1			1	10
Patient Support Services Provided	2	1	1		2		1	1	1	2	11
MONTHLY TOTALS	171	130	198	140	157	162	190	173	178	169	1,668

What was the continuance of the patient interaction? Some incidents will be dropped off here because this blank is not required for some dispositions in the previous charts.											
Some numbers may be higher due to multi-patient incidents.											
Monthly Incidents by Crew Disposition	January	February	March	April	May	June	July	August	September	October	Annual
N/A	6	11	17	6	2	12	14	6	6	10	90
Assumed Primary Care from Another EMS Crew	6		4	3			1	1			15
Back in Service, Care or Support Services Refused	33	24	45	27	17	29	40	40	44	30	329
Back in Service, No Care or Support Services Required	24	14	23	6	14	23	19	20	22	15	180
Incident Support Services Provided (Including Standby)	9	10	9	9	7	5	12	9	13	11	94
Initiated and Continued Primary Care	93	69	99	88	114	94	103	95	93	100	948
Initiated Primary Care and Transferred to Another EMS Crew					2		1	3		3	9
Provided Care Supporting Primary EMS Crew	1	2	1		1						5
MONTHLY TOTALS	160	119	177	130	155	151	175	167	172	159	1,565

Was the patient transported, or did they refuse care or transport? Some incidents will be dropped off here because this blank is not required for some dispositions in the previous charts.											
Monthly Incidents by Crew Disposition	January	February	March	April	May	June	July	August	September	October	Annual
N/A	23	25	31	12	14	25	25	22	28	20	225
No Transport	44	30	32	16	14	26	29	25	36	26	278
Non-Patient Transport (Not Otherwise Listed)							2				2
Patient Refused Transport	34	24	59	39	45	40	56	57	44	46	444
Transport by Another EMS Unit				1	2		1	3		3	10
Transport by This EMS Unit (This Crew Only)	66	51	75	69	80	69	76	65	70	72	693
Transport by This EMS Unit, with a Member of Another Crew	3	2	2	2	2	2	1	1		2	17
MONTHLY TOTALS	103	77	136	111	129	111	136	126	114	123	1,166

Billable Dispositions

Monthly Mutual Aid Incidents by Run Type (2023)														
County	Run Type	January	February	March	April	May	June	July	August	September	October	November	December	2023
Boulder County	911 Response	4	4	5										13
	Emergency Response (Mutual Aid)											1		1
	Emergency Response (Primary Response Area)				2	4	3	9	3	3	3	1	4	32
	Law Enforcement Assist							1						1
	Standby			1									1	2
	Boulder County TOTALS	4	4	6	2	4	3	10	3	3	3	2	5	49
Clear Creek County	911 Response		3	4										7
	Emergency Response (Mutual Aid)									1		4	1	6
	Emergency Response (Primary Response Area)				4	1	1	6	4	2	1	2	3	24
	Standby	1									2	1	2	6
	Support Services													0
	Clear Creek County TOTALS	1	3	4	4	1	1	6	4	3	3	7	6	43
Jefferson County	911 Response	1												1
	Emergency Response (Mutual Aid)													0
	Emergency Response (Primary Response Area)													0
	Jefferson County TOTALS	1	0	0	0	0	0	0	0	0	0	0	0	1
TOTALS		6	7	10	6	5	4	16	7	6	6	9	11	93

		Monthly Mutual Aid Incidents by Run Type (2024)										
County	Run Type	January	February	March	April	May	June	July	August	September	October	YTD
Boulder County	911 Response											0
	Emergency Response (Mutual Aid)											0
	Emergency Response (Primary Response Area)	5	3	2	1	4	1	1	3	1	3	24
	Law Enforcement Assist											0
	Standby											0
	Boulder County TOTALS	5	3	2	1	4	1	1	3	1	3	24
Clear Creek County	911 Response											0
	Emergency Response (Mutual Aid)	1	2	1	2	1	1	3	3	8		22
	Emergency Response (Primary Response Area)	11	7	14	1	1	1	6	3	5	2	51
	Standby			6	1	1	1	1		2	7	19
	Support Services				1			1				2
	Clear Creek County TOTALS	12	9	21	5	3	3	11	6	15	9	94
Jefferson County	911 Response											0
	Emergency Response (Mutual Aid)							1				1
	Emergency Response (Primary Response Area)					1			2	1	1	5
	Jefferson County TOTALS	0	0	0	0	1	0	1	2	1	1	6
TOTALS		17	12	23	6	8	4	13	11	17	13	124

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	2022	2023	2023	2024	2024	2024	2024	2025	% Change	\$ Change	Explanations:
	Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	
Beginning Fund Balance	387,948	511,794	474,656	441,895			506,775	524,195			
Restricted Reserve (Capital)								0			
								524,195			
Beginning Funds Available for Operations (Cash)	387,948	511,794	474,656	441,895			506,775	524,195	18.6%	82,300	
Revenue											
Contributions											
IGA Black Hawk	476,098	428,562	428,562	442,369	258,049	442,369	442,369	424,484	-4%	(17,885)	
IGA Central City	237,000	153,535	153,535	151,026	75,513	129,451	151,026	129,576	-14%	(21,451)	
IGA Gilpin County	900,246	655,092	655,092	623,577	363,753	623,577	623,577	595,680	-4%	(27,896)	
Total Contributions	1,613,343	1,237,189	1,237,189	1,216,972	697,315	1,195,397	1,216,972	1,149,740	-6%	(67,232)	
Call Revenue											
Income Patient and Insurance (Cash)	371,498	375,000	464,480	400,000	333,584	571,859	500,000	554,400	39%	154,400	
Medicare-derived payments (Cash)	125,908	100,000	153,858	140,000	90,538	155,207	160,000	151,200	8%	11,200	
Collections-derived payments (Cash)	18,735	20,000	36,895	40,000	9,934	17,030	20,000	14,400	-64%	(25,600)	
Total Call Revenue	516,141	495,000	655,232	580,000	434,056	744,096	680,000	720,000	24%	140,000	
Grant Revenue											
Colorado EMTS Grants		93,779	93,779	243,662			243,662	73,390	-70%	(170,272)	
DOLA LGGF Grant Revenue - Operating Expenses	95,096	811,888	811,888	890,000	891,641	891,641	891,641	1,126,416	27%	236,416	
Other Grant Revenue	5,000	-	7,189	-	5,000	5,000	5,000	-	0%	0	
Total Grant Revenue	100,096	905,667	912,856	1,133,662	896,641	896,641	1,140,303	1,199,806	6%	66,144	
Other Revenue											
Sale of Vehicles								6,000			
Other Revenue	2,242		15,502								
CAID Supplemental	218,665		241,287				225,000				
COVID Relief	1,333										
Total Other Revenue	222,240	-	256,789	-	-	-	225,000	6,000	0%	6,000	
Total Revenue	2,839,768	2,637,856	3,536,723	3,372,530			3,769,051	3,599,741	7%	227,211	
Total Cash Revenue for Formula	838,477	1,400,667	1,824,877	1,713,662			2,045,303	1,925,806	12%	212,144	

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		Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	
Expense												
Capital Expenditures												
Capital (Misc)	97,332	285,000	69,010	287,140	289,862	496,906	254,899	162,380	-43%	124,760	Moved LP lease to "Equipment Lease"; <i>Details attached</i>	
Ambulance Lease								66,803	100%	(66,803)	Moved ambulance payment from "Ambulance Purchase" to here	
Equipment Lease								32,463	100%	(32,463)	Lifepak lease (was incl in 2024 YTD Actual"Cap'l Misc")	
Ambulance Purchase		200,000	249,465	250,790	73,905	126,694	276,254	0	-100%	250,790		
Total Capital Expenditures	97,332	485,000	318,475	537,930	363,767	623,600	531,153	261,645	-51%	276,284		
Uncategorized Expense		17,000		3,723		3,200	5,486	3,200		0%	0	
Administration												
Other												
Reimbursable Expenses			2,054		1,800	3,086				0%	0	
Admin Training	2,941	5,000	1,371	5,000	4,667	8,001	5,000	0	-100%	5,000		
Discretionary	4,562	5,000	9,585	5,000	3,999	6,855	8,000	2,500	-50%	2,500	Holiday meals, EMS week, Meeting meals	
licensing/memberships	5,553	6,500	6,264	6,500	3,580	6,137	5,000	6,500	0%	0	Community Paramedic Program Licensure, EMSAC, NAEMT, IBSC	
Manager Development	1,541	5,000	4,574	5,000	5,007	8,584	6,000	6,000	20%	(1,000)		
Employee Recognition & Retention					0	0		10,000	100%	(10,000)		
Professional Services	10,398	3,000	3,450		2,864	4,910	3,000	9,000	100%	(9,000)		
Total Other	24,994	24,500	27,298	21,500	21,917	37,572	27,000	34,000	58%	(12,500)		
Accounting - Audit		9,691	12,000	8,538	10,000	2,115	3,625	10,000	10,000	0%	0	
Accounting - Contract Services								24,000	100%	(24,000)	Add outsourced monthly accounting service	
Legal	30,382	10,000	32,320	20,000	2,624	4,497	8,000	10,000	-50%	10,000		
Total Administration	65,067	46,500	68,156	51,500	29,855	51,180	45,000	78,000	51%	(26,500)		

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	Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	Explanations:
Operations and Maintenance											
Property Maintenance	17,033	35,000	7,622	20,000	13,030	22,337	20,000	20,000	0%	0	
Communications R&M	3,515	5,000	2,707	5,000	4,644	7,961	7,000	5,000	0%	0	
Crew Quarters supplies	9,851	12,000	10,388	12,000	6,839	11,725	12,000	12,000	0%	0	
Disposable Medical Supplies	40,838	35,000	42,265	40,000	39,555	67,809	50,000	50,000	25%	(10,000)	
Durable Medical Equipment	4,415	6,000	10,472	6,000	1,587	2,720	6,000	6,000	0%	0	
Office Supplies/Postage/Credit Card Fees	5,034	5,000	6,578	5,000	4,550	7,800	7,000	6,000	20%	(1,000)	
Property Lease		86,000	65,508	71,000	47,119	80,775	71,000	79,594	12%	(8,594)	
Property Liability Insurance	20,583	22,050	24,890	24,000	23,534	40,344	32,000	34,000	42%	(10,000)	
Public Education/PR	1,100	2,000	1,760	2,000	2,217	3,801	2,000	8,000	300%	(6,000)	
Safety Gear	854	3,000	1,526	3,000	2,133	3,656	3,000	3,000	0%	0	
Service Contracts	52,421	50,000	101,487	73,000	43,193	74,046	68,000	71,081	-3%	1,919	Details attached
Technology/Hardware/Software	7,129	7,000	11,888	10,000	10,174	17,442	11,000	12,000	20%	(2,000)	
Telephone/TV/Internet	13,673	15,000	14,199	17,000	10,980	18,823	16,000	14,500	-15%	2,500	
Training	6,248	7,000	14,850	21,000	27,067	46,400	30,000	60,000	186%	(39,000)	
Uniforms	13,082	12,000	25,831	15,000	12,808	21,956	18,000	20,000	33%	(5,000)	
Utilities	3,162	4,000	6,253	8,000	3,642	6,244	7,000	8,000	0%	0	
Vehicle Expense											
Fuel	33,887	32,000	34,118	35,000	14,898	25,540	35,000	35,000	0%	0	
Insurance	8,391	11,550	13,059	13,000	13,276	22,759	18,000	19,000	46%	(6,000)	
Maintenance	34,643	40,000	103,212	50,000	28,027	48,047	50,000	60,000	20%	(10,000)	
Tires	6,469	9,000	7,634	8,000	3,786	6,490	11,000	8,000	0%	0	
Total Vehicle expense	83,390	92,550	158,023	106,000	59,987	102,835	114,000	122,000	15%	(16,000)	
Total Operations and Maintenance	282,328	398,600	506,248	438,000	313,060	536,673	474,000	531,175	21%	(93,175)	

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	Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	
Personnel Expense											
Salaries											
Salaries Admin	175,460	192,000	192,551	200,000	112,952	193,632	208,000	250,517	25%	(50,517)	
Salaries Regular	1,208,890	1,320,000	1,371,099	1,400,000	766,023	1,313,182	1,400,000	1,547,296	11%	(147,296)	
PTO	69,007	62,000	67,354	70,000	32,432	55,598	65,000	153,028	119%	(83,028)	
Employee Bonuses	5,950		29,517		0	0			0%	0	
Holiday stipends	6,500	8,000	8,150	10,000	3,350	5,743	8,000	7,500	-25%	2,500	
Total Salaries	1,465,807	1,582,000	1,668,670	1,680,000	914,757	1,568,154	1,681,000	1,958,341	17%	(278,341)	
Employee Benefits and Payroll Taxes											
457(b) Admin Fess	2,774	3,000	4,389	3,500	990	1,697	3,500	3,500	0%	0	
457(b) employee contribution			25		1,998	3,426			0%	0	
457(b) employer match	34,931	56,000	48,867	56,000	23,076	39,559	56,000	121,004	116%	(65,004)	
Benefits HRA	20,415	27,600	17,703	27,600	15,994	27,419	17,703	27,600	0%	0	2024 Annualized
Benefits Life AD& D STD LTD	15,206	18,000	14,529	18,000	6,746	11,565	12,000	14,722	-18%	3,278	CEBT - Current Avg Monthly (\$943.69) x 30% increase
Employee Wellness	294	1,000	182	1,000	248	425	500	5,000	400%	(4,000)	
Health Insurance	199,758	240,350	182,959	250,000	126,502	216,861	225,000	249,504	0%	496	13% increase for 2025 Budgeted positions; \$904 per empl per month
Payroll Service Fees	5,424	7,000	6,366	7,000	3,654	6,264	7,000	7,000	0%	0	2024 Annualized
Payroll & Unemployment Taxes	107,730	130,000	132,345	144,000	81,280	139,338	142,000	177,553	23%	(33,553)	
Workers Comp	51,047	54,600	57,311	58,000	36,641	62,813	50,000	64,698	12%	(6,698)	2024 Annualized (\$5235 per mo)+ 3% increase
Total Employee Benefits and Payroll Taxes	437,578	537,550	464,676	565,100	297,131	509,367	513,703	670,580	19%	(105,480)	
Total Personnel Expense	1,903,385	2,119,550	2,133,346	2,245,100	1,211,888	2,077,522	2,194,703	2,628,921	17%	(383,821)	
Total Expense	2,365,112	3,049,650	3,029,948	3,272,530	1,918,569	3,288,975	3,244,856	3,499,741	7%	(227,211)	
Total Profit/Loss	-1,526,635	-1,648,983	-1,205,071	-1,558,867	-1,211,888	-2,077,522	-1,199,552	-1,573,935	1%	15,068	

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	2022	2023	2023	2024	2024	2024	2024	2025	% Change	\$ Change	
	Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	2024 YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	Explanations:
Contributions											
IGA Black Hawk	476,098	428,562	428,562	442,369	258,049	442,369	442,369	424,484	-4%	(17,885)	
IGA Central City	237,000	153,535	153,535	151,026	75,513	129,451	151,026	129,576	-14%	(21,451)	
IGA Gilpin County	900,246	655,092	655,092	623,577	363,753	623,577	623,577	595,680	-4%	(27,896)	
Total Contributions	1,613,343	1,237,189	1,237,189	1,216,972	697,315	1,195,397	1,216,972	1,149,740	-6%	(67,232)	
Ending Fund Balance											
Restricted Reserve (Capital)	474,656	100,000	506,775	100,000			524,195	100,000			
Ending Funds Available for Operations (Cash)		0	0	0				0			
	474,656	100,000	506,775	100,000			524,195	100,000			

Allocations with Base Amounts for Each Member							
Black Hawk Central City Gilpin Total	Expense Balance	Less Ending Unrestricted Balance in Excess of \$100,000 (Net)	County Base 33% of Net	City Base 5% of Net	Remaining Net Balance	Call Volume Allocation	Total Contributions
				57,487.02		366,997.10	424,484.12
				57,487.02		72,088.72	129,575.74
			379,414.30			216,266.15	595,680.45
	1,573,935.08	1,149,740.30	379,414.30	114,974.04	655,351.96	655,351.97	1,149,740.31

% of Calls	2022 Calls	% of Calls	2023 Calls	% of Calls
Black Hawk	1039	55%	1058	56%
Central City	237	12%	207	11%
Gilpin County	614	32%	636	33%
Total	1,890		1,901	

Changes Applied to 2025 Budget	2022-2023 Call Volume Changes		2024-2025	
	% Call Increase /Decrease	Change in % of calls	Contribution Changes	
Black Hawk	2%	1.0%	-4.2%	
Central City	-13%	-1.0%	-16.6%	
Gilpin County	4%	1.0%	-4.7%	
Total	1%		-5.8%	

Vehicle Insurance Comparison			
Vehicle	Insured Value	Replacement Cost	GAA Replacement Liability
2015 Ram 2500	\$ 80,000.00	\$ 100,000.00	\$ 20,250.00
2022 Ram 2500	\$ 88,510.00	\$ 100,000.00	\$ 11,740.00
2023 Ford F550 Frazer Ambulance	\$ 316,478.00	\$ 316,478.00	\$ 250.00
2023 Ford F550 Frazer Ambulance	\$ 316,478.00	\$ 316,478.00	\$ 250.00
2022 Ford F450 Frazer Ambulance	\$ 280,000.00	\$ 316,478.00	\$ 36,728.00
2019 Ford F450 Wheeled Coach Ambulance	\$ 250,000.00	\$ 316,478.00	\$ 66,728.00
2016 Ford F450 Wheeled Coach Ambulance	\$ 250,000.00	\$ 316,478.00	\$ 66,728.00
2013 Ford F450 Wheeled Coach Ambulance	\$ 158,786.00	\$ 316,478.00	\$ 157,942.00
2018 DooLittle Trailer	\$ 3,599.00	\$ 8,000.00	\$ 4,651.00
2005 Chevrolet 2500	\$ 10,000.00	\$ 10,000.00	\$ 250.00
2013 Polaris Ranger UTV Ambulance	\$ 50,000.00	\$ 50,000.00	\$ 250.00

APEX EMERGENCY SERVICES BUILDING FACILITY LEASE

THIS LEASE (“Lease”) is made and entered into by the County of Gilpin hereinafter referred to as “Lessor” and Gilpin Ambulance Authority, hereinafter referred to as “Lessee”, a Colorado corporate and politically separate governmental entity. The Lessor and Lessee may be referred to collectively as the “Parties”, or individually as “Party”. This Lease Agreement will be effective upon signature of both Parties.

IN CONSIDERATION OF the payment of the Rent and the performance of the covenants, and terms and conditions by Lessee set forth below, the Lessor does hereby lease to Lessee a portion of Gilpin County’s Apex Emergency Services Building located at 495 Apex Road, Black Hawk, Colorado 80422 (“Apex Building”) and certain adjacent land (“Apex Land”) as specifically described herein, subject to the Lessee’s agreement and compliance with the following requirements.

1. Specific Property Lease and Allowable Uses.

1.1. ***Leased Property.*** Lessor shall lease to Lessee certain portion of the Apex Building demarcated as everything within the dashed blue line as shown in the attached **Exhibit 1** and certain portions of the Apex Land as described below. These portions of the Apex Building and the Apex Land shall hereinafter collectively be referred to as the “Leased Property”, which Leased Property is described as follows:

1.1.1. Leased Property in Apex Building: The Leased Property in the Apex Building consists of the first floor of the Apex Building as shown in attached **Exhibit 1**, except for and excluding the following: (1) the East Garage Bays and other property not within the dashed blue line shown in **Exhibit 1**; and (2) the Exclusion Area in the West Garage Bays which is reserved for the Gilpin County Sheriff’s Office command vehicle, which exclusion also includes the Lessor’s right to immediate, convenient, and safe movement of the command vehicle including ingress, and egress to and from this Exclusion Area and through any areas of the West Bays and the leased portion of the Apex Land. Lessor shall determine in Lessor’s sole discretion where the specific ingress and egress location(s) for this purpose will be and shall communicate that ingress and egress to Lessee and the Gilpin County Sheriff. Lessor has the right to change the location(s) as Lessor determines in its sole discretion.

1.1.2. Leased Property of portion of Apex Land directly outside the Apex Building. The Leased Property in the Apex Land consists of the graded parking areas adjacent to the Apex Building located on the west and south side of the Apex Building, except that the southside parking area shall not extend past the eastern most door on the southside of first floor of the Apex Building. This Leased Property is subject to Lessors right to ingress and egress through this Leased Property. Lessor

has the right and sole authority and discretion to designate the location(s) for ingress and egress and parking to ensure Lessor and Lessee are able to efficiently, safely, and best travel and park within the Leased Property. Lessor may prioritize its need above those of Lessee on these and any other matters. The remainder of the Apex Land including without limitation graded areas located in front of the East Garage Bays and any other areas of the Apex Land are not included in the Leased Property. The Leased portion of the Apex Land also includes the driveway leading up to the Apex Building, the use of which is not exclusive to Lessee and may continue to be used by Lessor for any purpose and by others as may be allowed by Lessor.

- 1.1.3. Right of Entry. The Lessor's representative may enter the leased area for service, inspection, or for repair to the property at reasonable times and upon reasonable notice for the purposes listed below. If nobody is present on the property, Lessor's representative, service, or repair person may enter peacefully and at reasonable times for the purpose of: responding to Lessee's request for repair, pest control, preventative maintenance, filter changes, testing or replacing smoke detector batteries, retrieval of tools or items, preventing waste of utilities, delivering, installing, removing, reconnecting, or replacing appliances, equipment, or security devices, removing or re-keying, investigating a nuisance report, removing health or safety hazards. Entry by Lessor or Lessor's representative of the Leased Property may occur at any time when immediate danger to person or property is reasonable suspected.
- 1.2. ***Lessee's Allowable Uses of Leased Property.*** Lessee shall only use the Leased Property for Lessee's Gilpin Ambulance Authority lawful business operations which include to provide emergency medical and trauma services and all related services, facilities, and programs for the people and property of Gilpin County. To that end the use of the Leased area including but not limited to parking for Lessee's vehicles, storage of Lessee's equipment and vehicles, and Lessee's staff housing and use while on shift. No other uses by Lessee are allowed under this Lease. Lessor has the right to determine the locations of Lessee's parking and storage and how much parking and storage shall be placed, maintained, kept, and organized and how much parking and storage space is allowed so as not to interfere with Lessor's use of the Apex Building and Apex Lands as determined by Lessor in Lessor's sole discretion. Apex Land available to Lessee as described in Section 1.1.2 that is not used by Lessee for parking or storage may be used by Lessor or Lessor's licensees and invitees until needed by Lessee but only after seventy-two (72) hours written notice by Lessee to Lessor of Lessee's need for the previous unused space. Lessee shall not use the Property for any purpose prohibited by laws of the United States or the State of Colorado and shall neither permit nor cause to be suffered any disorderly conduct, noise, or nuisance having a tendency to annoy or disturb any persons occupying adjacent premises or property. Lessee shall not permit or cause the Property to be endangered, or cause the Property to be used for any purposes which would render the

insurance thereon void or the insurance risk more hazardous, nor make any alterations in or changes in, upon, or about said Property without first obtaining the written consent of the Lessor. The cost of approved Lessee alterations and improvements shall be the sole responsibility of Lessee and to the extent permitted by law Lessee shall indemnify, save, protect, and hold harmless Lessor from any liability, costs, or expenses whatsoever arising from such Lessee alterations and changes to the Property.

2. **Prohibited Uses.** Lessee will not use or permit the Leased Property, any part thereof, for any use not allowed by this Lease, or for illegal conduct, or disorderly, unlawful, or extra hazardous purpose or for any purpose other than hereinbefore specified and will not manufacture any commodity therein. This provision shall require Lessee to control and be responsible for the conduct of Lessee's employees, invitees, guests, or others while said persons are on the Leased Property. Lessee shall ensure their staff, personnel, or similar remain in the Leased area and do not enter other areas of the Apex Building not included in this Lease, such as the east bay and/or 2nd floor of the building, unless specifically permitted to do so.
3. **Rent Payment.** Annual Rent amount totals fifty-two thousand two hundred dollars (\$52,500.00), which includes use and utilities ("Rent"). Monthly Rent in the amount of four thousand three hundred seventy-five dollars (\$4,375.00) shall be due at the beginning of each month, no later than the 10th of the month. Lessee may also pay the Annual Rent in a one-time lump sum payment upon the signing of the Lease by both Parties for the initial year. Annual Rent payments for subsequent years are due by the 15th day of January of that current year. Following the initial year of this Lease a five percent (5%) increase shall be applied to the Rent for every subsequent year in the term. Year two (2) of the Lease will have an Annual Rent of fifty-five thousand one hundred twenty-five dollars (\$55,125.00) or a Monthly Rent of four thousand five hundred ninety-three dollars and seventy-five cents (\$4,593.75). Year three (3) of the Lease will have Annual Rent of fifty-seven thousand eight hundred eighty-one dollars and twenty-five cents (\$57,881.25) or a Monthly Rent of four thousand eight hundred twenty-three dollars and forty-four cents (\$4,823.44).
4. **Security Deposit.** Lessor waives their right for a security deposit.
5. **Internet Cost Reimbursement.** Lessee shall reimburse Lessor for fifty percent (50%) of the internet costs for the Apex Emergency Services Building. The costs include the initial capital purchases to set up service and the reoccurring monthly fees for service. Lessor shall provide itemized monthly invoices for the internet services to Lessee. Lessee must issue payment within thirty (30) days of invoice date.
6. **Term.** The term of this Lease is for three (3) years. Commencing January 1, 2025 at 12:00am ("Commencement Date"), and extending through December 31, 2027 11:59pm ("Termination Date"). The Lease term is subject to subsequent one-year renewals upon written agreement of both Parties.

7. **Property Condition upon Lease Termination or Lessee Vacating.** Upon termination of the Lease or on the Lessee's vacating the Leased Property, whichever is earlier, Lessee shall surrender the Property in as good a condition as when the Lessee entered the Property, ordinary wear and tear accepted. If Lessee fails to surrender the Property or do so in an acceptable condition, Lessee shall be in material breach of this Lease. In such instance, Lessor shall have the right to immediately remove or otherwise dispose of Lessee's personal property located on the premises in any manner Lessor, in its sole discretion, may choose and Lessee shall be liable for any damages and/or costs Lessor suffers as a result of Lessee's breach.
8. **Lessee Maintenance.** Lessee agrees that it will keep the Leased Property in good order and condition and will, at the expiration of other termination of the Lease, surrender and deliver up the same in like condition as the same now is or shall be at the commencement of the Term hereof subject to ordinary wear and tear and damage by the elements, fire, and other avoidable casualty. This includes regular replacement of Carbon Monoxide and Smoke Alarm units and/or batteries needed to operate such units.
9. **Lessor Maintenance.** Lessor agrees that it is responsible for all repairs and maintenance of the Leased Property including without limitation, the structure, exterior, roof, HVAC systems, plumbing, electrical, landscaping, snow removal, well water, lighting, and parking area.
10. **No Lessee Subletting.** Lessee is not permitted to sublet the Lease Property or any part thereof.
11. **Damage to Premises.** All injury to the Leased Property caused by Lessee, or Lessee's agents, servants, employees, and visitors shall be repaired by Lessee at its sole expense. In the event that Lessee shall fail to do so, Lessor shall have the right to make such necessary repairs, alterations, and replacements (structural, nonstructural, or otherwise), and any charge or cost so incurred by Lessor shall be paid by Lessee within twenty (20) days thereafter. This provision shall be construed as an additional remedy granted to Lessor and not in limitation of any other rights and remedies that Lessor has or may have in said circumstances.
12. **No Partnership.** Lessor assumes no liability or responsibility whatsoever with respect to the conduct and operation of the Lessee to be conducted in and on the Leased Property. Lessor shall not be liable for any accident to or injury to any person or persons or property in or about the Leased Property that are created by the conduct and operation of Lessee or Lessee's invitees or licensees or by virtue of equipment or property of Lessee in or on said Leased Property.
13. **Default.** It is agreed that if Lessee shall fail to pay the rent or other charge at the time the same shall become due and payable or if Lessee shall violate or fail or neglect to keep and perform any of the covenants, conditions, and agreements herein contained on the part of Lessor to be kept and performed or if the Leased Property shall become vacant or deserted, then, and in each and every such event from thenceforth and at all times thereafter, at the option of Lessor, Lessor's right of possession of the Leased Property and to re-enter the same without demand

of rent or demand of possession of said Leased Property and may forthwith proceed to recover possession of the Leased Property by process of law.

14. **No Trial by Jury.** Lessor and Lessee waive any right either may have to trial by jury in any action arising under this Lease or pertaining to the Premises.
15. **Casualty.** If the Leased Property shall be so damaged by fire or other casualty as to be untenable, then, unless said repair begins within twenty (20) days thereafter, either Party hereto, upon written notice to the other Party given at anytime following the expiration of the twenty (20) days after said fire or other major casualty, may terminate this Lease.
16. **Successors and Assigns.** It is agreed that all rights, remedies, and liabilities herein given to or imposed on either of the Parties hereto shall extend to their respective successors; and assigns.
17. **Mechanic's Liens.** Lessee will not permit any mechanic's liens or liens to be placed on the Leased Property or any improvement thereof and agrees, if any such lien be filed on account of the acts of Lessee, promptly to pay the same. In the event Lessee fails to pay any such lien, it may be paid by Lessor and charged to Lessee as additional rent hereunder or litigated at Lessee's expense.
18. **Lock Changes.** Locks may not be changed or installed on interior or exterior doors. Lessor has the right to change back any unauthorized lock change and this service will be billed to the Lessee.
19. **Noise and Nuisance.** Lessee agrees not to make any excessive noise or create any nuisance that will disturb the peace and quiet of neighbors.
20. **Non-Secure Property.** Lessee accepts the property as nonsecure and waives all right to damages from the Lessor from theft, property damage, or personal injury.
21. **Trash and Recycling.** All trash and debris must be placed in appropriate containers and removed on a regular schedule at the cost of the Lessor. Accumulated trash may be removed at the Lessee's expense by the Lessor, the cost of which will be billed to the Lessee by the Lessor.
22. **Pets.** Pets are not permitted on the property at any time, including visiting pets, unless specifically approved by the Lessor.
23. **Termination by Lessee.** Lessee may in its sole discretion, terminate this Lease at the end of any month upon sixty (60) days prior written notice to Lessor without any additional fees or rents payable to Lessor beyond the date of termination. Lessee shall be responsible for all rent and other charges through the date of termination.

24. **Entire Agreement.** This Lease contains the entire and only agreement between the Parties, and no oral statements or representations or prior written matter not contained or referred to in this instrument shall not have any force or effect. This Lease shall not be modified in any way except by a written notice signed by both Parties hereto.
25. **Non-waiver.** The failure of Lessor or Lessee to insist on strict performance by the other of any of the covenants or conditions of this Lease in any one or more instances shall not be construed as a waiver of relinquishment for the future of any such covenants or conditions, but the same shall be and remain in full force and effect. No waiver of any provision of this Lease shall be deemed to have been made unless in writing and signed by the Party to be charged therewith.
26. **Insurance.** Lessee shall not hold nor attempt to hold the Lessor liable for any injury or damage, proximate or remote, occurring by reason of the default of the Lessee. Lessee shall maintain public liability and property damage insurance with limits of no less than one million dollars (\$1,000,000.00) for each occurrence and two million dollars (\$2,000,000.00) aggregate or in such amounts as provided under the Colorado Governmental Immunity Act, C.R.S. §§24-10-101 *et seq.*, if greater, and shall provide Lessor with a certificate evidencing such coverage, identifying Lessor as a named insured and including provision of Lessor notification in the event of termination of coverage. The policy shall contain a severability of interests provision. Lessee shall insure all Lessee owned, controlled, or leased vehicles and other personal property located upon the Leased Property and Lessor shall have no liability for loss or damage to Lessee's property except as otherwise specifically provided herein. Failure to maintain the required insurance coverage shall constitute a material breach of this Lease upon which Lessor may immediately terminate the Lease, or at Lessor's discretion, allow either Party to procure or renew any such policy or extended reporting period thereto and may pay any and all premiums in connection therewith, subject to and requiring Lessee reimburse Lessor for such payments. Lessee's insurance policy shall provide that it cannot be cancelled without at least thirty (30) days' prior notice to Lessor. Lessor may, but is not obligated, to pay any premium not timely paid by Lessee or perform or cause to be performed any acts that are required by the company issuing the insurance policy. Any payments made by Lessor and the cost of performing or causing to be performed any acts that are required by the insurance carrier shall become immediately due and owing from Lessee to Lessor as additional rent and shall be collectible as such. Lessor shall maintain property insurance in the amount sufficient to protect its interests with such amounts to be determined in its sole discretion. Property insurance maintained by Lessor will not cover Lessee's personal property and any such losses incurred by Lessee are Lessee's sole responsibility.
27. **Indemnification.** To the extent authorized by law, Lessee shall indemnify, hold harmless, and defend Lessor from any and all losses, claims, liabilities, or expenses, including reasonable attorney fees, which Lessor may suffer or incur and arising from Lessee's use and occupancy of the Property. To the extent authorized by law, Lessor agrees to indemnify Lessee from and against any such claims, including reasonable attorney's fees which Lessee may suffer or incur in connection with any negligent act affecting the Property on the part of the Lessor.

28. **Assignment.** Lessee may not sublet the Property or assign this Lease or any interest therein without the prior written consent of the Lessor. Any attempt by Lessee to sublet the Property or assign the Lease without such consent shall be void and of no force or effect. Consent to one assignment or to a sublet shall not be deemed consent to any subsequent assignment or sublet nor the waiver of any right to object to such subsequent assignment or sublet. In the event of any authorized assignment, this Lease shall be binding on the assignees.
29. **Assumption of Risk.** Lessee has independently evaluated and reviewed the risks involved in leasing the Property. Lessee fully understands these risks and agrees to assume full responsibility and liability for the risk of bodily injury (including death), or property damage which may result from the use of the Property.
30. **Relationship of Parties.** This Lease does not and shall not be construed as creating a relationship of joint ventures, partners, or employer-employee between the Parties.
31. **Modification.** This Lease may be modified, amended, changed, or terminated, in whole or in part, only by an agreement in writing duly authorized and executed by both Parties. No consent of any third party shall be required for the negotiation and execution of any such agreement.
32. **Integration.** This Lease contains the entire agreement between the Parties and no statement, promise, or inducement made by any Party or the agent of any Party that is not contained in this Lease shall be valid or binding.
33. **Severability.** Invalidation of any of the provisions of this Lease or the application thereof to any given circumstance, shall not affect the validity of any other provision of this Lease.
34. **Survival of Obligations.** Unfulfilled obligations of any Party arising under this Lease shall be deemed to survive the expiration of the Term of this Lease or dissolution or termination of any Party, and shall be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns.
35. **Governing Law.** This Lease shall be governed and construed in accordance with the law of the State of Colorado. Venue for all legal claims regarding this matter shall be the County of Gilpin, Colorado.
36. **No Third-Party Beneficiaries.** The benefits and burdens of the Lease shall inure solely to the Parties. There are no third-party beneficiaries of this Lease.
37. **Notice.** Any notice required under this Lease shall be deemed properly given when delivered personally or via certified mail return receipt requested to the following addresses. All changes of address must be provided in writing no later than thirty (30) days prior to their effective date.

Lessee

Gilpin Ambulance Authority
c/o Authority Manager
495 Apex Valley Road
P.O. Box 638
Black Hawk, CO 80422

Lessor

Gilpin County
c/o County Manager
203 Eureka Street
P.O. Box 366
Central City, CO 80427

38. **Creation of Lease.** Each Party hereto shall be responsible for the payment of their own attorney's fees incurred in any manner whatsoever in connection with this Lease including but not limited to the drafting, negotiation, and execution of this Lease. This Lease shall not be construed against either Party for drafting any portion of this Lease. Both Parties have had an opportunity to review this Lease with legal counsel.
39. **No Waiver of Governmental Immunity.** The Parties understand and agree that each Party and their respective officers and employees are relying on, and do not waive or intend to waive by any provision of this Lease, the monetary limitation of liability or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.*, as may be amended from time to time.
40. **Construction and Severability.** Each Party acknowledges that the provisions of this Agreement were negotiated to reflect an informed, voluntary allocation between them of all the risks (both known and unknown) associated with the transactions contemplated hereunder. Further, all provisions are inserted conditionally on their being valid in law. In the event that any provision is held invalid or unenforceable by a court with jurisdiction over the Parties to the Agreement, (i) such provision will be restated to reflect as nearly as possible the original intentions of the Parties in accordance with applicable law; and (ii) the remaining terms, provisions, covenants, and restrictions of the Agreement will remain in full force and effect.
41. **Non-Waiver.** The failure of either Party to insist upon or enforce strict performance by the other Party of any provisions of this Agreement or to exercise any right under the Agreement will not be construed as a waiver or relinquishment to any extent of such Party's right to assert or rely upon any such provision or right in that or any other instance; rather the same will be and remain in full force and effect.

42. **Survival.** Any obligations which expressly or by their nature are to continue after termination, cancellation, or expiration of the Agreement shall survive and remain in effect after such happening.
43. **Remedies – Cumulative Rights.** Except as otherwise specified, the rights and remedies granted to a Party under the Agreement are cumulative and in addition to, not in lieu of, any other rights and remedies which the Party may possess at law or in equity.
44. **Amendment.** No change, amendment, or modification of any provision of the Agreement will be valid unless set forth in a written instrument signed by both Parties.
45. **Counterparts.** The Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same document. An electronically scanned and transmitted copy (via e-mail or other similar transmission method) or a facsimile copy shall be sufficient if the signatures of the signing Parties are clearly visible. The Lease shall be effective upon the Commencement Date stated in Section 6.
46. **Entire Agreement.** This Agreement contains the entire agreement of the Parties with respect to the subject matter hereof and it may not be changed orally but only by a written agreement signed by all of the Parties hereto.
47. **Attorney's Fees.** If either Party shall commence any action or proceedings against the other Party in order to enforce the provisions hereof, or to recover damages as the result of the alleged breach of any of the provisions hereof, the prevailing Party therein shall be entitled to recover all reasonable costs incurred in connection therewith, including, but not limited to, reasonable attorneys' fees.

[Intentionally Left Blank]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the dates written below.

LESSEE:

Gilpin Ambulance Authority

Chair, Board

ATTEST:

Secretary to the Board

DATE:

LESSOR:

County of Gilpin

Susan Berumen, Chair
Board of County Commissioners

ATTEST:

Kimberly Kaufman, Deputy Clerk

DATE:
