

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT  
SERVICE PLAN and APPLICATION**  
March 2004

This Service Plan and Application concerns the formation of the Highlands Rescue Team Ambulance District within the combined areas of the Genesee Fire Protection District and the Foothills Fire Protection District, two well established fire districts serving residents and property along the I-70 and Colorado Highway 74 corridors in unincorporated southern Jefferson County. Ambulance and emergency medical services have been provided to this area, which includes the Beaver Brook, Genesee, Idledale, Lookout Mountain, Mount Vernon and Spring Ranch communities for over 30 years by the Highland Rescue Team Ambulance Service, a Colorado nonprofit corporation. The fire districts have contracted with Highland Rescue Team Ambulance Service to provide ambulance and emergency services within their jurisdictions. It is now the desire of both districts, as well as of the Highland Rescue Team Ambulance Service Board, that an independent district be formed as successor to the nonprofit corporation.

This matter comes before Jefferson County pursuant §5.35 of the County Regulatory Policies and C.R.S. §32-1-202(1).. The purpose of this Service Plan and Application is to address the applicable requirements of Section §5.35.4 for the proposed Highland Rescue Team Ambulance District (hereinafter referred to as the "HRTAD") and C.R.S. §32-1-202 and includes information to satisfy the regulatory and statutory requirements.

**I. Section 5.35.4.1: Maps and Description**

**A. §5.35.4.1.1: Description of Proposed Services:**

The HRTAD will have the power to provide any and all services which ambulance districts are authorized by state statute to provide. Because the existing fire districts have come to depend upon the Highland Rescue Team for ambulance and emergency medical services there is no other existing municipal or quasi-municipal corporation available to provide such services on an adequate basis within a reasonable period of time. Additionally, there has been no interest among private ambulance companies to provide service to the area. The HRTAD will assume all functions now provided by the Highland Rescue Team Ambulance Service and will continue to maintain all applicable service standards established by the State of Colorado and Jefferson County.

Examples of general types of facilities and programs which may be continued as part of the ambulance and emergency medical services include:

- Maintenance and operation of all facilities necessary to provide adequate service levels;
- Staffing and operation of a program to provide paramedic and advanced life

support on a full time basis, including the addition of paid members;

- Continued maintenance of training standards for emergency medical technicians and paramedics;
- Maintenance and staffing of the public education program; and
- Maintenance of a training program for members who participate in the high angle rescue team and such other specialized teams as may be created in the future.

B. §5.35.4.1.2: Boundary Map:

A contour map of the proposed special district boundaries which shows the locations of all adjacent districts and the 100-year flood plain is attached as Exhibit "1".

C. §5.35.4.1.3: Vicinity Map:

A vicinity map which shows all special districts within a three-mile radius and the general location of the proposed special district in relation to major roads/streets and section lines is attached as Exhibit "2-A". Exhibit "2-B" current land use in the area.

## **II. Section 5.35.4.2: Financial Information**

A. §5.35.4.2.1: Financial Plan:

The Financial Plan for the proposed district is attached as Exhibit "3".

B. §5.35.4.2.2: Projection:

1. The estimated current population of the area of the proposed district is 11,513. This number is based on 2000 statistics and an assumed growth rate of 1.47% per year. Estimated build-out for the area is 11,684. This information is based on CACI Marketing Systems reporting obtained from the Jefferson County Demographics website and supplemental information received from the County. These numbers are in line with the County's current demographic estimates.

2. The total assessed value of the proposed district per the office of the Jefferson County Assessor is \$133,112,200.

C. §§5.35.4.2.3 and 5.35.4.2.4: Debt:

The Highland Rescue Team Ambulance Service has no debt to be assumed by HRTAD, and it is not contemplated that the new district will request voter approval of general



obligation debt during the first few years of its operations. Future general obligation debt will be incurred only in accordance with applicable law at the time of issue.

D. §5.35.4.2.5: Scheduling and Phasing of Improvements:

As the successor to the Highlands Rescue Team Ambulance Service, the HRTAD will become the owner of all real and personal property previously owned by the nonprofit corporation. The existing facilities and equipment and the volunteers and employees of the Highland Rescue Team Ambulance Service will be used in providing the services of the HRTAD. The facilities of the proposed district are shown on Exhibit "4"; and major equipment is listed on Exhibit "5".

No new facilities are planned; however, the Highland Rescue Team Ambulance Service has begun funding a five-year plan to replace and maintain equipment and facilities as necessary to maintain its current level of service. The HRTAD will continue this plan, and it is anticipated that a new ambulance will be purchased by the HRTAD during its first year of operations to replace an aging unit. Lease-purchase arrangements will be used as necessary to supplement available funds.

E. §5.35.4.2.6: Financing of Improvements.

There are no current plans for new improvements. Facilities to be obtained from the Highland Rescue Team Ambulance Service were updated in 2000, are expected to be adequate and will be maintained under the current financial plan for HRTAD.

F. §5.35.4.2.7: Agreement with Developer:

This is not a proposed developer district.

G. §5.35.4.2.8: Financing Alternatives:

As set forth more fully in the financial plan, revenue assumptions, like all other financial information contained in the plan, are based on reliable historical data from the records of the Highland Rescue Team Ambulance Service. The new district's tax base will be stable, and the development and sale of real property will not be necessary to assure economic security. If unforeseen changes result in operational shortfalls, the new district will have to consider raising its service fees or seeking voter approval for a mill levy increase.

Since there is no anticipated debt, special planning to establish financing alternatives to assure that debt service demands are met is not necessary.

#### H. §5.35.4.2.9: Comparison Data:

At present, there are only ten ambulance districts in Colorado. Most are in rural areas, so it is difficult to present "similar market" information. The ambulance districts chosen for comparison purposes are the Tri-Area Ambulance District located along Interstate 25 in Weld County, the Southern Park County Ambulance District located along U.S. 285 in Park County and the Western Eagle County Ambulance District located along Interstate 70 in Eagle County. Exhibit "6" is a table comparing the mill levies and fees of these ambulance districts to those of the proposed district. Summary district information also is included for comparison purposes.

#### I. §5.35.4.2.10: Overlapping Data

A table showing the mill levies of other special districts whose boundaries overlap those of the proposed district is attached as Exhibit "7". The mill levy statement and estimate of total taxes lists all the taxing entities within the Highland Rescue Team Ambulance District and their respective mill levies, according to the Jefferson County 2003 Abstract of Assessment. It shows an estimate of an average home value within the District, the estimated incremental taxes and examples of several total estimated taxes expected based on location within other Districts using the 2003 mill levies.

#### J. §5.35.4.2.11: Start-Up Cost Estimates

The initial cost for creating the Highland Rescue Team Ambulance District is estimated at \$36,000. These are simply start-up costs related to the administrative and legal tasks of forming a special district and are detailed on attached Exhibit "8". No money will be borrowed to pay for start-up costs. All start-up costs shall be paid by the Highland Rescue Team Endowment Fund, a Colorado nonprofit corporation organized in 1999 for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 to raise funds and provide financial assistance to the Highland Rescue Team Ambulance Service.

### **III. Section 5.35.4.3: Engineering Survey**

#### A. §5.35.4.3: Improvements:

Exhibit "4" is a listing of the improvements now owned by Highland Rescue Team Ambulance District that will be transferred to the new district upon its formation. No new facilities are planned. Any facilities constructed in the future will be built to standards no less stringent than the existing standards for new construction adopted by Highland Rescue Team Ambulance Service Board of Directors. Future facilities also will conform to Jefferson County Standards and Codes.



#### **IV. Sections 5.35.4.4 - 5.35.4.6: Water and Sanitation District Information and Mosquito Control Data**

N/A

#### **V. Section 5.35.4.7: Inclusion Policy**

It is anticipated that the initial Board of Directors of the Highland Rescue Team Ambulance District will adopt an inclusion policy that complies with the provisions of C.R.S. §32-1-401 *et seq.* A standard inclusion fee will be set to cover the costs of attorney review, publication, recording and boundary map revision and, if necessary, an election. All inclusions will be allowed where the Board determines that HRTAD can provide adequate service to the new area without adding staff, equipment or facilities, and other statutory requirements have been met. If a proposed inclusion will require the addition of personnel, equipment or facilities, the Board may condition its approval upon the payment of a reasonable impact fee to defray the additional service-related expenses.

#### **VI. Section 5.35.4.8: Contacts**

The Service Plan Application has been prepared by Raule G. Nemer, of Toussaint, Nemer & Coaty, P.C. with the assistance of Christina B. Shea on all financial matters and William Easterling on technical and demographic matters. Addresses and phone numbers are as follows:

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#### **VII. Section 5.35.4.9: Legal Description**

Exhibit "9" includes the legal descriptions of the Foothills Fire Protection District and the Genesee Fire Protection District. A single description of the boundary of both districts will be substituted as soon as it is available. In the meantime, the combined boundaries of the existing fire districts may be relied upon to represent the boundaries of HRTAD.

### **VIII. Section 5.35.4.10: Property Owners Information**

Exhibit "10" is a disk containing the names and addresses of all property owners within the boundaries of the proposed new district. We have been unable to obtain a map showing each parcel owned by each owner and have been advised by the Jefferson County Assessors Office that such a map is not available.

### **IX. Section 5.25.4.11: 10-Year Maintenance/Operational Plan**

Spreadsheets SS-C to Exhibit "3" sets out a ten-year projection of expenditures and a ten-year maintenance and operations plan. Reference back to the balance of the Financial Plan will show projected revenue in amounts sufficient to fund expenditures. The District will be governed by an elected five-person Board of Directors whose responsibilities will include actual budget development and adoption in accordance with state law and facilities management.

### **CONCLUSION**

Creation of the Highland Rescue Team Ambulance District will allow for improved ambulance and emergency medical services for the benefit of the public's health, safety and welfare. It will protect the citizens' opportunity to receive high-quality, cost-effective services in the future and provide citizens of the new district the opportunity to elect representatives to govern the activities of the new district. Formation of HRTAD will also further the goals set forth in Jefferson County's Central Mountain Community Plan.

For the foregoing reasons, request is made for a finding that formation of the Highland Rescue Team Ambulance District satisfies the requirements of C.R.S. §32-1-202, so that this matter may proceed in accordance with statute.