

# CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station

8015 Severy Road Cascade, Colorado

Monday, March 14, 2022 7:00 P.M.

From computer, tablet or smartphone. <https://global.gotomeeting.com/join/130451757>

By phone United States: +1 (872) 240-3412 Access Code: 130-451-757

## Public invited to attend

### Board of Directors

---

Mike Whittlemore, President	Term Expires May 2022
Steve Lewis, Treasurer	Term Expires May 2023
Quentin Deramus, Assistant Secretary	Term Expires May 2023
Farris Issacson, Assistant Secretary	Term Expires May 2022
Bruce Seachris, Assistant Secretary	Term Expires May 2022

---

### AGENDA

#### 1. Call to Order

#### 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures

#### 3. Approval of Board Meeting Minutes from the meeting on February 7, 2022 (included in packet)

#### 4. Pension Board Matters

- a. Minutes-WSDM did not prepare minutes in 2021 for the Pension Board. Recover from audio May 5, 2021. The other four (4) 2021 meeting have audio issues

#### 5. Financial Matters

- a. Approval of Minutes from February 7, 2022, Regular Board Meeting
- b. Acceptance of Unaudited Financial Statements as of February 28, 2022 – Balance Sheet and Profit and Loss/Budget Report
- c. Ratification and Approval of Payables for the period ending March 9, 2022
- d. Approval to pay credit card
- e. The Shoemaker Building has been transferred Department to District. The District has invoiced the Library.

#### 6. Cascade Volunteer Fire Department Chief's Report

#### 7. Old Business

- a. Remaining work to be done to Station and upper barn
- b. Grant update

#### 8. New Business

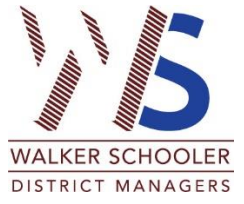
- a. Election has been cancelled and new terms start May 2022, for a period of 3 years. Cancellation and results have been published and elected candidates have been notified by emailed.
- b. Insurance Pool renewal
- c. Approve resolution for Large Audit Exemption. Resolution and Audit Exemption need signatures

**9. Public Comment** (Items Not on the Agenda Only. Comments limited to 3 minutes per person and taken in Order In Which They Appear on Sign-Up Sheet)

**10. Other Business**

- a. Next Meeting scheduled for April 11, 2022, at 7:00 PM.

**11. Adjournment**



**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CASCADE FIRE PROTECTION DISTRICT  
HELD FEBRUARY 7, 2022**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, February 7, 2022, at 7:00 PM. The meeting was open to the public.

**Directors in Attendance:**

Mike Whittemore  
Quentin Deramus  
Steve Lewis  
Farris Issacson (Excused)  
Bruce Seachris

**Also in Attendance:**

Chief Karen Bodine  
Tane Brown  
Kevin Walker, Walker Schooler District Managers  
Molly Gist, Walker Schooler District Managers

1. **Call to Order:** President Whittemore called the meeting to order at 7:06 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum was present with Director Issacson excused.
3. **Pension Board Meeting:** See Pension Minutes
4. **Approval of Board Meeting Minutes** from the meeting on January 10, 2022: Mr. Walker noted the minutes were not available and will be ready for approval at the next meeting.
5. **Financial Matters**
  - a. Acceptance of Unaudited Financial Statements as of January 31, 2022: Mr. Walker presented the Unaudited Financial Statements as of January 31, 2022. After review, Director Deramus moved to accept the Unaudited Financial Statements; seconded by Director Lewis. Motion passed unanimously.
  - b. Ratification and Approval of Payables for the period ending January 31, 2022: Mr. Walker presented the Payables for the period ending January 31, 2022. After review, Director Deramus moved to approve the Payables with the addition of the reimbursement; seconded by Director Lewis. Motion passed unanimously.
  - c. Transfer of Management of the Shoemaker Building from Department to District: The Board discussed it was on a 10-year auto-renew from 2004. The Board agreed to accept the management of the building and modify the budget.
6. **Chief's Report:** Chief Bodine presented the Chief's Report. There were 52 incident calls

with 32% unanswered by Cascade and covered by Green Mountain Falls.

**7. Old Business**

- a. Remaining work to be done to Station and upper barn: There were no additional updates.
- b. Grant Update: The grant for radios was submitted and now waiting on response from the State.
- c. Election Process Update: Mr. Walker discussed the Election process and noted that fire districts are exempt from the new State requirements. The Call for Nominations was posted as required.
- d. Accident Reporting and Repair Authorization: There was no additional discussion needed.

**8. New Business:** There was no discussion.

**9. Public Comment:** There was no public comment.

**10. Other Business**

- a. Next Meeting scheduled for March 14, 2022 at 7:00 PM.

**11. Adjournment:** The Board adjourned the meeting at 7:33 PM.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 7, 2022 MINUTES OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

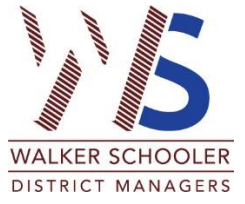
\_\_\_\_\_  
Mike Whittemore

\_\_\_\_\_  
Quentin Deramus

\_\_\_\_\_  
Steve Lewis

\_\_\_\_\_  
Farris Issacson

\_\_\_\_\_  
Bruce Seachris



## Cascade Fire Protection District

## Balance Sheet

03/14/22

As of February 28, 2022

Accrual Basis

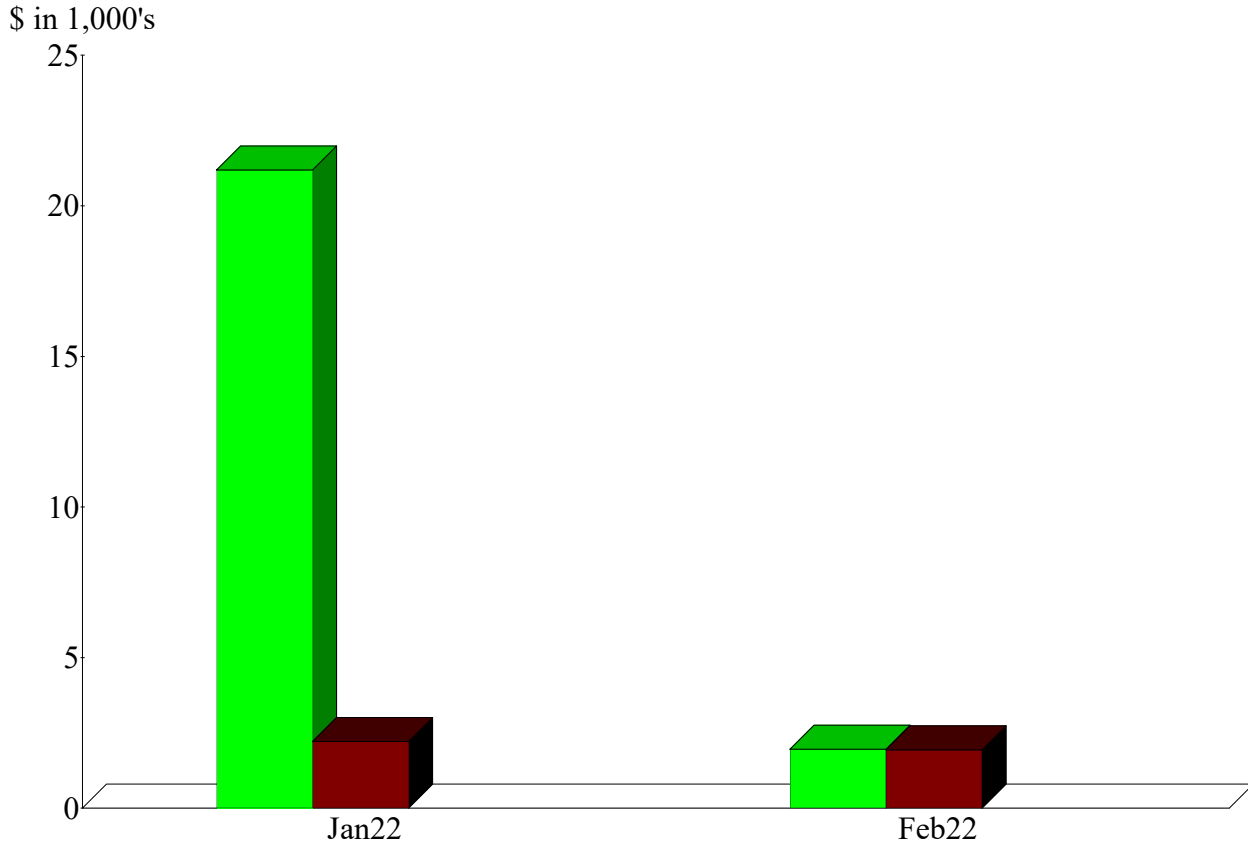
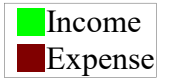
	<u>Feb 28, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
ENT (00) Savings	163,680.97
ENT (10) CHECKING	217,771.58
ENT (52) 7-Month CD	51,470.63
ENT (53) 25-Month CD	26,373.09
<b>Total Checking/Savings</b>	<u>459,296.27</u>
<b>Accounts Receivable</b>	
Property Tax Receivable	147,664.80
<b>Total Accounts Receivable</b>	<u>147,664.80</u>
<b>Total Current Assets</b>	<u>606,961.07</u>
<b>TOTAL ASSETS</b>	<b><u>606,961.07</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	1,930.00
<b>Total Accounts Payable</b>	<u>1,930.00</u>
<b>Other Current Liabilities</b>	
Deferred Property Tax	147,664.80
<b>Total Other Current Liabilities</b>	<u>147,664.80</u>
<b>Total Current Liabilities</b>	<u>149,594.80</u>
<b>Total Liabilities</b>	149,594.80
<b>Equity</b>	
Unrestricted Net Assets	267,264.68
Opening Balance Equity	171,098.07
Net Income	19,003.52
<b>Total Equity</b>	<u>457,366.27</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>606,961.07</u></b>

## Cascade Fire Protection District Profit & Loss Budget vs. Actual January through February 2022

	TOTAL				
	Feb 22	Jan - Feb 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>Income</b>					
General Property Tax	695.22	695.22	148,360.00	-147,664.78	0.47%
Vehicle Registration Tax	1,206.15	1,206.15	10,385.00	-9,178.85	11.61%
Interest earned	64.05	136.72			
<b>Total Income</b>	<u>1,965.42</u>	<u>2,038.09</u>	<u>158,745.00</u>	<u>-156,706.91</u>	<u>1.28%</u>
<b>Other Types of Income</b>					
Shoemaker Building Income	0.00	21,114.42			
<b>Total Other Types of Income</b>	<u>0.00</u>	<u>21,114.42</u>			
<b>Total Income</b>	<u>1,965.42</u>	<u>23,152.51</u>	<u>158,745.00</u>	<u>-135,592.49</u>	<u>14.59%</u>
<b>Expense</b>					
<b>District Budget</b>					
Administrative / Operations	800.00	1,601.65	10,000.00	-8,398.35	16.02%
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Collection-Treasurer's Fees	10.43	10.43	2,225.00	-2,214.57	0.47%
Insurance	380.00	760.00	9,000.00	-8,240.00	8.44%
Pension	0.00	0.00	13,660.00	-13,660.00	0.0%
Rent	0.00	0.00	5,000.00	-5,000.00	0.0%
Tax Abatements	0.00	0.00	100.00	-100.00	0.0%
<b>Total District Budget</b>	<u>1,190.43</u>	<u>2,372.08</u>	<u>40,085.00</u>	<u>-37,712.92</u>	<u>5.92%</u>
<b>Stations &amp; Buildings</b>					
Operations	745.12	1,511.43	3,500.00	-1,988.57	43.18%
Building Capital	0.00	0.00	20,000.00	-20,000.00	0.0%
<b>Total Stations &amp; Buildings</b>	<u>745.12</u>	<u>1,511.43</u>	<u>23,500.00</u>	<u>-21,988.57</u>	<u>6.43%</u>
<b>Fire Department's Budgets</b>					
Communications-Capital Outlay	0.00	0.00	2,000.00	-2,000.00	0.0%
Communications-Supplies & Exp.	0.00	0.00	1,500.00	-1,500.00	0.0%
Communications-Dispatch	0.00	0.00	1,000.00	-1,000.00	0.0%
Emergency Reporting Company	0.00	0.00	2,021.00	-2,021.00	0.0%
Radios	0.00	0.00	3,000.00	-3,000.00	0.0%
Radio User Fees	0.00	0.00	6,000.00	-6,000.00	0.0%
Firefighting-Capital Outlay	0.00	0.00	20,000.00	-20,000.00	0.0%
Firefighting-Supplies & Exp's	0.00	265.48	19,000.00	-18,734.52	1.4%
Medical Services-Supplies & Exp	0.00	0.00	2,000.00	-2,000.00	0.0%
Medical Services-Capital Outlay	0.00	0.00	1,000.00	-1,000.00	0.0%
Training-Supplies & Expenses	0.00	0.00	4,000.00	-4,000.00	0.0%
Repair Svc Contr.(Committed)	0.00	0.00	2,700.00	-2,700.00	0.0%
Supplies & Expenses-Trucks, ...	0.00	0.00	7,000.00	-7,000.00	0.0%
<b>Total Fire Department's Budgets</b>	<u>0.00</u>	<u>265.48</u>	<u>71,221.00</u>	<u>-70,955.52</u>	<u>0.37%</u>
<b>Total Expense</b>	<u>1,935.55</u>	<u>4,148.99</u>	<u>134,806.00</u>	<u>-130,657.01</u>	<u>3.08%</u>
<b>Net Income</b>	<u><u>29.87</u></u>	<u><u>19,003.52</u></u>	<u><u>23,939.00</u></u>	<u><u>-4,935.48</u></u>	<u><u>79.38%</u></u>

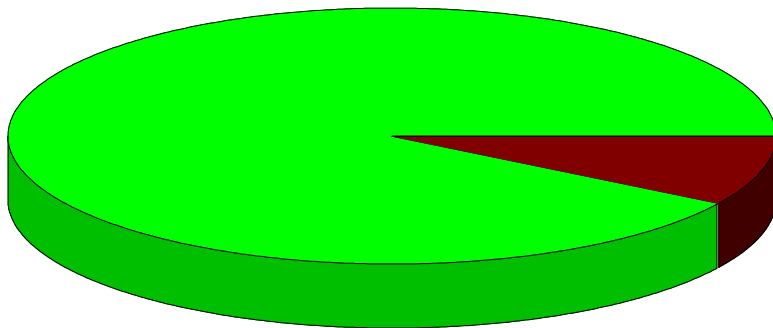


Income and Expense by Month  
January through February 2022



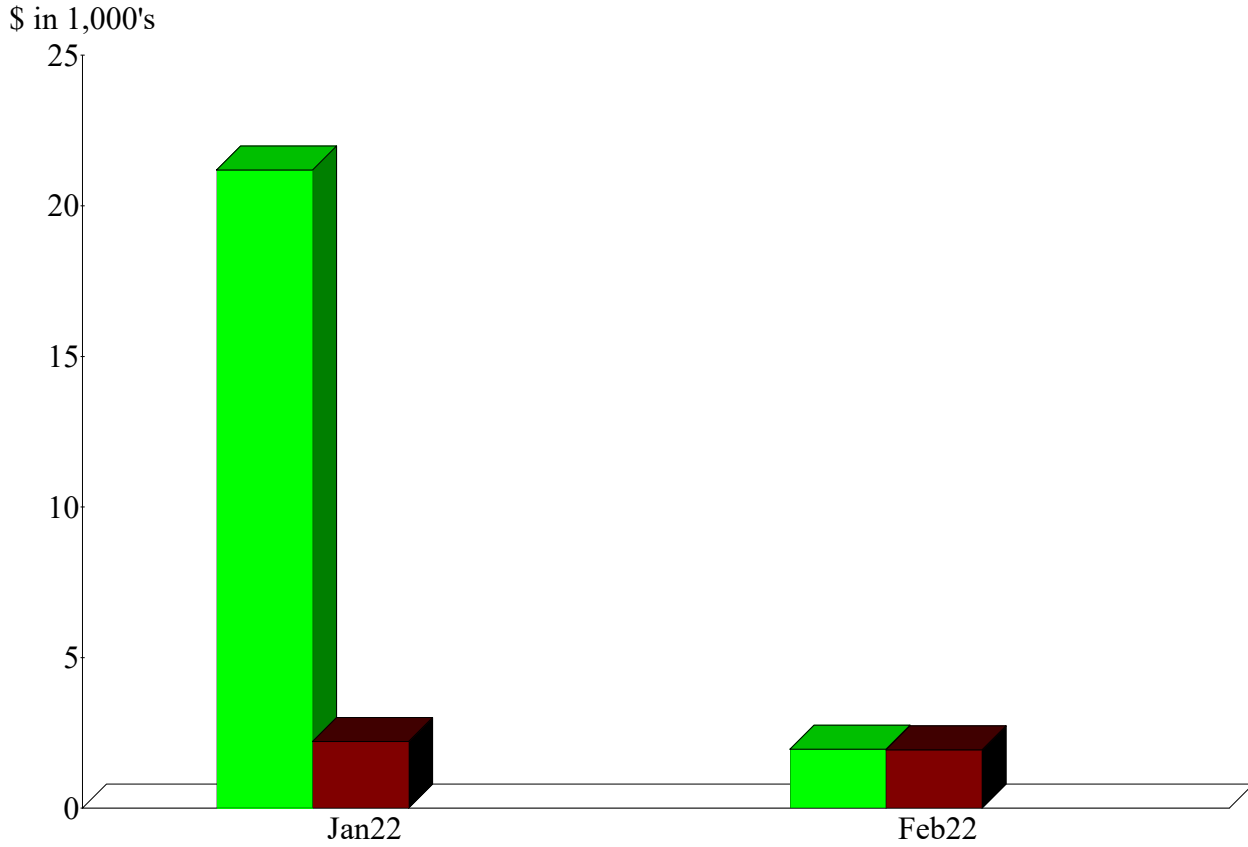
Income Summary  
January through February 2022

Other Types of Income	91.20%
Income	8.80
Total	\$23,152.51



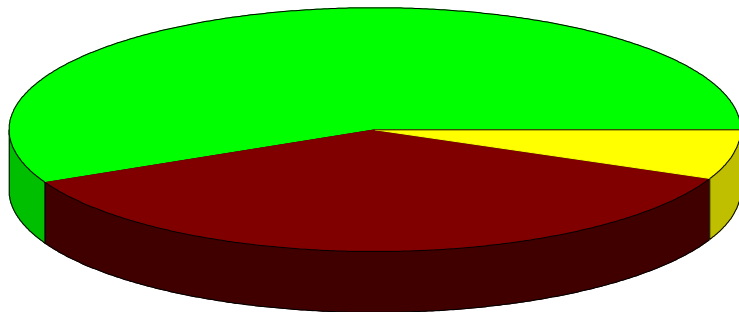
By Account

Income and Expense by Month  
January through February 2022



Expense Summary  
January through February 2022

District Budget	57.17%
Stations & Buildings	36.43
Fire Department's Budgets	6.40
<b>Total</b>	<b>\$4,148.99</b>



By Account

**Cascade Fire Protection District**  
**PAYMENT REQUEST**  
3/9/2022

<b>Company</b>	<b>Invoice</b>	<b>Date</b>	<b>Amount</b>	<b>Amount this Draw</b>	<b>Comments</b>
Black Hills Energy	7132643370	3/1/2022	\$ 114.34	\$ 114.34	
Cascade Metropolitan District	147.01	3/7/2022	\$ 92.75	\$ 92.75	Paid VIA ACH
Colorado Springs Utilities	9562766079	3/1/2022	\$ 21.48	\$ 21.48	
Colorado Springs Utilities	6595858371	3/4/2022	\$ 174.96	\$ 174.96	
Walker Schooler District Managers	7002	2/28/2022	\$ 800.00	\$ 800.00	
WEX	0490-00-81888-0	2/23/2002	\$ 215.82	\$ 215.82	To Be Paid by Phone
<b>TOTAL</b>				<b>\$ 1,419.35</b>	

**TOTAL FOR ALL FUNDS**

\$ 1,419.35

\_\_\_\_\_, President