

# CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station

8015 Severy Road Cascade, Colorado

Monday, April 11, 2022 at 7:00 P.M.

From computer, tablet or smartphone. <https://meet.goto.com/130451757>

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

## Public invited to attend

### Board of Directors

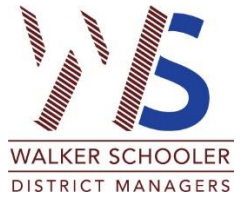
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Mike Whittemore, President	Term Expires May 2022
Steve Lewis, Treasurer	Term Expires May 2023
Quentin Deramus, Assistant Secretary	Term Expires May 2023
Farris Issacson, Assistant Secretary	Term Expires May 2022
Bruce Seachris, Assistant Secretary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

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### AGENDA

- 1. Call to Order**
- 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
- 3. Approval of Board Meeting Minutes** from the meeting on March 14, 2022.
- 4. Financial Matters**
  - Acceptance of Unaudited Financial Statements as of March 31, 2022 – Balance Sheet and Profit and Loss/Budget Report
  - Ratification and Approval of Payables for the period ending April 9, 2022
- 5. Cascade Volunteer Fire Department Chief's Report**
- 6. Old Business**
  - Grant update-Currently accepting applications: Firehouse Grants (quarterly), FM Global Fire Prevention ( June 30, quarterly), BLM July 3), El Pomar Foundation, COSWAP (if not depleted)
- 7. New Business**
- 8. 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)
- 9. Other Business**
  - Next Meeting scheduled for May 9, 2022 at 7:00 PM.
- 10. Adjournment**



**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CASCADE FIRE PROTECTION DISTRICT  
HELD MARCH 14, 2022**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, March 14, 2022, at 7:00 PM. The meeting was open to the public.

**Directors in Attendance:**

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

**Also in Attendance:**

Kevin Walker, Walker Schooler District Managers  
Molly Gist, Walker Schooler District Managers

1. **Call to Order:** President Whittemore called the meeting to order at 7:00 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum was present.
3. **Approval of Board Meeting Minutes** from the meetings on January 10, 2022, and February 7, 2022: Director Lewis moved to approve the Minutes from the January 10, 2022 and February 7, 2022 meetings; seconded by Director Seachris. Motion passed unanimously.
4. **Pension Board Matters**
  - a. Minutes: Mr. Walker explained that WSDM did not prepare minutes in 2021 for the Pension Board. Recover from audio May 5, 2021. The other four 2021 meetings have audio issues. WSDM will prepare the Pension Board Minutes moving forward.
5. **Financial Matters**
  - a. Acceptance of Unaudited Financial Statements as of February 28, 2022 – Balance Sheet and Profit and Loss/Budget Report: Mr. Walker presented the Unaudited Financial Statements as of February 28, 2022 and noted the District is doing well financially. Director Lewis moved to accept the Unaudited Financial Statements as of February 28, 2022; seconded by Director Seachris. Motion passed unanimously.
  - b. Ratification and Approval of Payables for the period ending March 9, 2022: Mr. Walker presented the Payables for the period ending March 9, 2022. Ms. Gist noted the insurance payment will be reflected later in the month. After review, Director

Seachris moved to approve the Payables as presented with the insurance payment and the reimbursement to Chief Bodine; seconded by Director Lewis. Motion passed unanimously.

- c. Approval to pay credit card: Mr. Walker requested Board approval to pay the credit card via autopay due to the due date being after Board meetings and a \$75 late fee. Mr. Walker will still provide the invoice for review and approval. The Board approved autopayment for the credit card with review of the invoice.
- d. The Shoemaker Building has been transferred Department to District. The District has invoiced the Library. The Board discussed needing to create a new lease for next year.

**6. Cascade Volunteer Fire Department Chief's Report:** There was no Chief's Report.

**7. Old Business**

- a. Remaining work to be done to Station and upper barn: The Board discussed additional cleanup needed at the upper barn.
- b. Grant Update: The Board discussed that Chief Bodine should be completing the final report to close out the grant and the \$12,000 check was received and deposited.

**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 email. The Oaths of Office will be done at the May Board meeting.
- b. Insurance Pool Renewal: Ms. Gist noted the insurance payment will be reflected later in March.
- c. Approve Resolution for Large Audit Exemption: Ms. Gist explained the District is eligible to file an Audit Exemption and requested Board signatures. Director Lewis moved to approve the Resolution for Large Audit Exemption; seconded by Director Seachris. Motion passed unanimously.
- d. President Whittemore discussed the lack in response of calls and the need to research SAFER grants and the option of partnering with Green Mountain Falls and using revenue to pay into a system of two firefighter EMTs that work out of the new Green Mountain Falls fire station. It would be in the community's best interest because right now there is not enough response to calls. Mr. Walker will provide a plan to address this issue at the next meeting.

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

**10. Other Business**

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

**11. Adjournment:** The Board adjourned the meeting at 7:58 PM.

Respectfully submitted,

By: \_\_\_\_\_

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MARCH 14, 2022 MINUTES OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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Mike Whitemore

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Quentin Deramus

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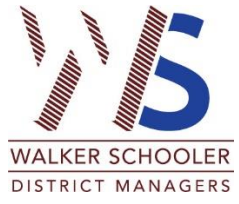
Steve Lewis

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Farris Issacson

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Bruce Seachris



## Cascade Fire Protection District

04/07/22

## Balance Sheet

Accrual Basis

As of March 31, 2022

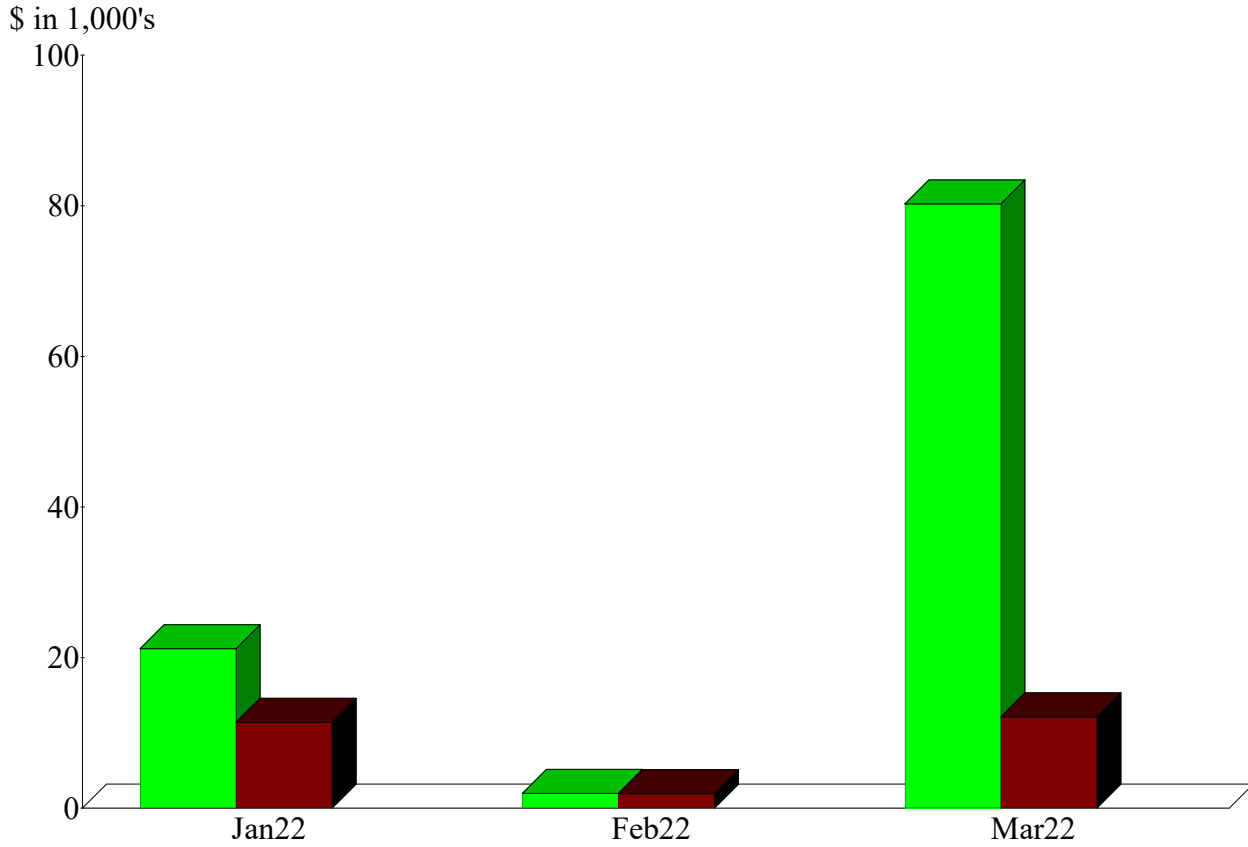
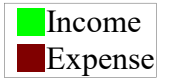
	<u>Mar 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
ENT (00) Savings	163,687.92
ENT (10) CHECKING	278,353.60
ENT (52) 7-Month CD	51,479.81
ENT (53) 25-Month CD	26,381.38
<b>Total Checking/Savings</b>	<u>519,902.71</u>
<b>Accounts Receivable</b>	
Accounts Receivable	7,105.00
Property Tax Receivable	87,760.87
<b>Total Accounts Receivable</b>	<u>94,865.87</u>
<b>Total Current Assets</b>	<u>614,768.58</u>
<b>TOTAL ASSETS</b>	<b><u>614,768.58</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	10,754.57
<b>Total Accounts Payable</b>	<u>10,754.57</u>
<b>Other Current Liabilities</b>	
Deferred Property Tax	87,760.87
<b>Total Other Current Liabilities</b>	<u>87,760.87</u>
<b>Total Current Liabilities</b>	<u>98,515.44</u>
<b>Total Liabilities</b>	98,515.44
<b>Equity</b>	
Unrestricted Net Assets	267,264.68
Opening Balance Equity	171,098.07
Net Income	77,890.39
<b>Total Equity</b>	<u>516,253.14</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>614,768.58</u></b>

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

	TOTAL				
	Mar 22	Jan - Mar 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>Income</b>					
General Property Tax	59,208.71	59,903.93	148,360.00	-88,456.07	40.38%
Vehicle Registration Tax	1,161.57	2,367.72	10,385.00	-8,017.28	22.8%
Interest earned	80.35	217.07			
<b>Total Income</b>	<u>60,450.63</u>	<u>62,488.72</u>	<u>158,745.00</u>	<u>-96,256.28</u>	<u>39.36%</u>
<b>Government Grants</b>					
State Grants	12,905.29	12,905.29			
<b>Total Government Grants</b>	<u>12,905.29</u>	<u>12,905.29</u>			
<b>Other Types of Income</b>					
Shoemaker Building Income	6,885.00	27,999.42			
<b>Total Other Types of Income</b>	<u>6,885.00</u>	<u>27,999.42</u>			
<b>Total Income</b>	<u>80,240.92</u>	<u>103,393.43</u>	<u>158,745.00</u>	<u>-55,351.57</u>	<u>65.13%</u>
<b>Expense</b>					
<b>District Budget</b>					
Administrative / Operations	865.58	2,467.23	10,000.00	-7,532.77	24.67%
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Collection-Treasurer's Fees	888.13	898.56	2,225.00	-1,326.44	40.39%
Insurance	9,292.00	10,052.00	9,000.00	1,052.00	111.69%
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>11,045.71</u>	<u>13,417.79</u>	<u>40,085.00</u>	<u>-26,667.21</u>	<u>33.47%</u>
<b>Stations &amp; Buildings</b>					
Operations	859.06	2,370.49	3,500.00	-1,129.51	67.73%
Building Capital	0.00	0.00	20,000.00	-20,000.00	0.0%
<b>Total Stations &amp; Buildings</b>	<u>859.06</u>	<u>2,370.49</u>	<u>23,500.00</u>	<u>-21,129.51</u>	<u>10.09%</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	9,000.00	3,000.00	6,000.00	300.0%
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	249.28	514.76	19,000.00	-18,485.24	2.71%
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	200.00	7,000.00	-6,800.00	2.86%
<b>Total Fire Department's Budgets</b>	<u>249.28</u>	<u>9,714.76</u>	<u>71,221.00</u>	<u>-61,506.24</u>	<u>13.64%</u>
<b>Total Expense</b>	<u>12,154.05</u>	<u>25,503.04</u>	<u>134,806.00</u>	<u>-109,302.96</u>	<u>18.92%</u>
<b>Net Income</b>	<u><u>68,086.87</u></u>	<u><u>77,890.39</u></u>	<u><u>23,939.00</u></u>	<u><u>53,951.39</u></u>	<u><u>325.37%</u></u>

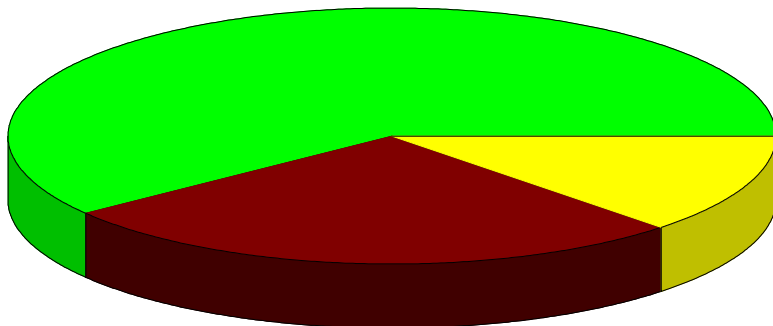


Income and Expense by Month  
January through March 2022



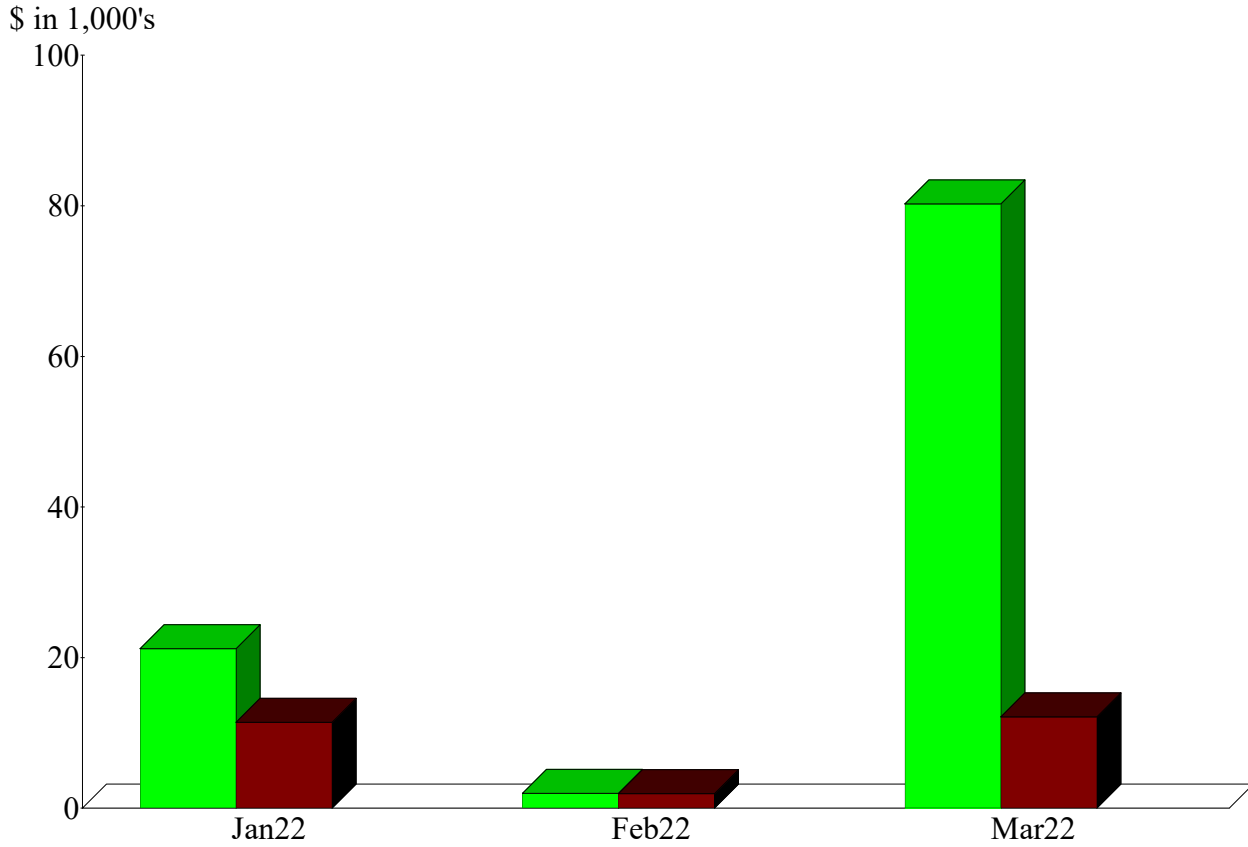
Income Summary  
January through March 2022

Income	60.44%
Other Types of Income	27.08
Government Grants	12.48
<b>Total</b>	<b>\$103,393.43</b>



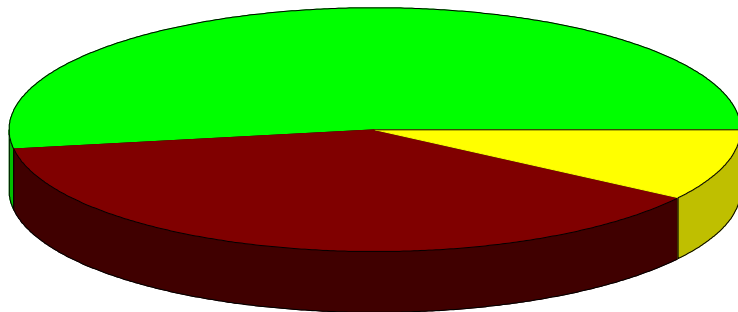
By Account

Income and Expense by Month  
January through March 2022



Expense Summary  
January through March 2022

District Budget	52.61%
Fire Department's Budgets	38.09
Stations & Buildings	9.29
<b>Total</b>	<b>\$25,503.04</b>



By Account

**Cascade Fire Protection District**  
**PAYMENT REQUEST**  
4/11/2022

<b>Company</b>	<b>Date</b>	<b>Amount</b>	<b>Amount this Draw</b>	<b>Comments</b>
Black Hills Energy	3/31/2022	\$ 75.53	\$ 75.53	
Cascade Metropolitan District	4/6/2022	\$ 92.75	\$ 92.75	Paid VIA ACH
Cascade Volunteer Fire Department	1/3/2022	\$ 9,000.00	\$ 9,000.00	Radio Grant Purchase
Cascade Volunteer Fire Department	1/1/2022	\$ 200.00	\$ 200.00	Metal Box Fix
Colorado Springs Utilities	4/1/2022	\$ 23.72	\$ 23.72	
Colorado Springs Utilities	4/4/2022	\$ 165.66	\$ 165.66	
Karen Bodine	3/29/2022	\$ 33.46	\$ 33.46	
Rocky Mountain Popster, INC	3/31/2022	\$ 380.00	\$ 380.00	
Steve Lewis	3/31/2022	\$ 160.00	\$ 160.00	
Teller County Waste	3/25/2022	\$ 220.00	\$ 220.00	Dec-March Billing Paid
Walker Schooler District Managers	3/31/2022	\$ 865.58	\$ 865.58	
WEX	3/23/2022	\$ 80.27	\$ 80.27	Paid by Phone
<b>TOTAL</b>			<b>\$ 11,296.97</b>	

**TOTAL FOR ALL FUNDS**

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