

CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station
8015 Severy Road Cascade, Colorado
Monday, June 13, 2022 - 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

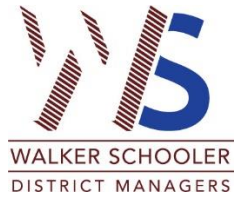
Public invited to attend

Board of Directors

Mike Whittemore, President	Term Expires May 2025
Steve Lewis, Treasurer	Term Expires May 2023
Quentin Deramus, Assistant Secretary	Term Expires May 2023
Farris Issacson, Assistant Secretary	Term Expires May 2025
Bruce Seachris, Assistant Secretary	Term Expires May 2025

AGENDA

1. **Call to Order**
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
3. **Approval of Agenda**
4. **Approval of Board Meeting Minutes-** from the meeting on May 9, 2022 (included in packet).
5. **Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of May 31, 2022 – Balance Sheet and Profit and Loss/Budget Report
 - b. Ratification and Approval of Payables for the period ending June 13, 2022
 - c. Radio reimbursement
6. **Cascade Volunteer Fire Department Chief's Report**
7. **Old Business**
 - a. Feasibility study status
8. **New Business**
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 July 11, 2022, at 7:00PM.
11. **Adjournment**



**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE FIRE PROTECTION DISTRICT
HELD MAY 9, 2022**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, May 9, 2022, at 7:00 PM. The meeting was open to the public.

Directors in Attendance:

Mike Whittemore
Quentin Deramus
Steve Lewis
Farris Issacson
Bruce Seachris

Also in Attendance:

Kevin Walker, Walker Schooler District Managers
Molly Gist, Walker Schooler District Managers
Chief Karen Bodine
Gary Florence, Green Mountain Falls

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. **Pension Board Meeting:** The Board conducted the Pension Board Meeting. The District Board meeting resumed at 7:09 PM.
4. **Approval of Board Meeting Minutes:** There are no minutes from the April 11, 2022 meeting. President Whittemore will provide his notes from the meeting.
5. **Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of April 30, 2022 – Balance Sheet and Profit and Loss/Budget Report: Ms. Gist presented the Unaudited Financial Statements as of April 30, 2022. President Whittemore noted the reimbursement for the radios should be reflected in the radio line item instead of the user fee line item. Director Seachris moved to accept the Unaudited Financial Statements as of April 30, 2022 with the discussed correction of the radio reimbursement; seconded by Director Deramus. Motion passed unanimously.
 - b. Ratification and Approval of Payables for the period ending May 2, 2022: Ms. Gist presented the Payables. The Board requested the payables be emailed to Director Lewis for review prior to the meeting. After review, Director Seachris moved to approve the Payables for the period ending May 2, 2022; seconded by Director Deramus. Motion

passed unanimously.

6. Cascade Volunteer Fire Department Chief's Report: Chief Karen Bodine presented the Cascade Volunteer Fire Department Chief's Report. Pikes Peak American Mountain payment came through and is complete. She noted the receipt from collection of funds for 2021 will be provided and was delayed due to a new billing person. Chief Bodine reported the library received notification for backflow device testing that is due in July. President Whittemore confirmed the District received notification for both buildings due in July as well. Chief Bodine reported there was an incident with truck #1850 and a report was submitted. The stucco repairman will also be coming back out. Truck #1880 has an issue with the lightbar, truck #1840 has burned out taillights that need to be replaced, and truck #1810 has issues with the ground lighting. The installs and replacements will all be done in-house.

7. Old Business

- a. Feasibility Study Update: Ms. Gist discussed estimates received so far for the feasibility study and noted they are very expensive. There are no grant funds available right now, but there may be a possibility if they change the language. The Board discussed they have agreed to split the cost of the study with Green Mountain Falls if it is a manageable cost. President Whittemore suggested reaching out to larger entities such as Manitou Springs or Teller County to get involved. The Board discussed holding a joint special meeting with Green Mountain Falls to speak with Tri-Lakes. Chief Bodine noted that agencies such as Manitou Springs are moving towards their own ambulance transport service.
- b. Oath of Office for New Board of Director Terms: Ms. Gist explained that President Whittemore can administer the Oaths of Office as Board President.

8. New Business: There was no new business.

9. Public Comment: There was no public comment.

10. Other Business

- a. Next Meeting scheduled for June 13, 2022 at 7:00 PM.

11. Adjournment: The Board adjourned the meeting at 7:54 PM.

Respectfully submitted,

By:

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 9, 2022 MINUTES OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

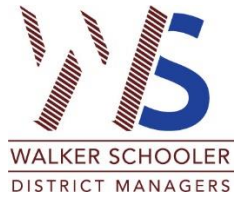
Mike Whitemore

Quentin Deramus

Steve Lewis

Farris Issacson

Bruce Seachris



Cascade Fire Protection District

06/09/22

Balance Sheet

Accrual Basis

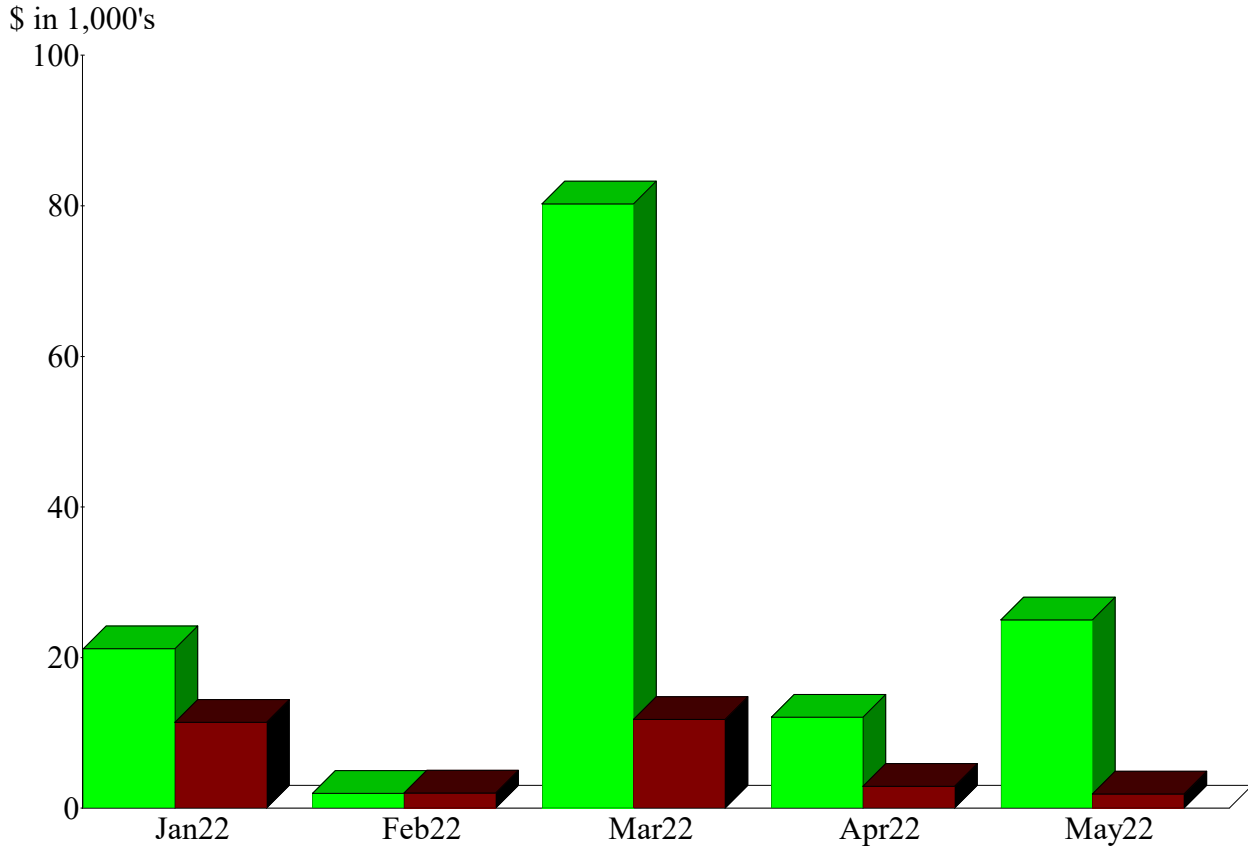
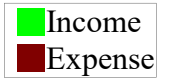
As of May 31, 2022

	<u>May 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
ENT (00) Savings	163,701.60
ENT (10) CHECKING	308,542.86
ENT (52) 7-Month CD	51,497.88
ENT (53) 25-Month CD	26,397.69
Total Checking/Savings	<u>550,140.03</u>
Accounts Receivable	
Property Tax Receivable	53,298.75
Total Accounts Receivable	<u>53,298.75</u>
Total Current Assets	<u>603,438.78</u>
TOTAL ASSETS	<u>603,438.78</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,360.00
Total Accounts Payable	<u>1,360.00</u>
Other Current Liabilities	
Deferred Property Tax	53,298.75
Total Other Current Liabilities	<u>53,298.75</u>
Total Current Liabilities	<u>54,658.75</u>
Total Liabilities	54,658.75
Equity	
Unrestricted Net Assets	267,184.41
Opening Balance Equity	171,098.07
Net Income	110,497.55
Total Equity	<u>548,780.03</u>
TOTAL LIABILITIES & EQUITY	<u>603,438.78</u>

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

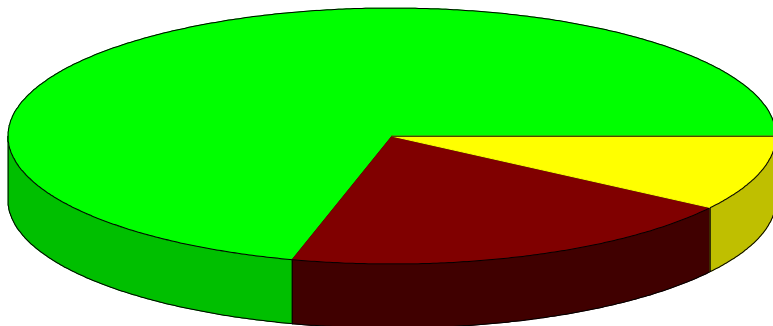
	TOTAL				
	May 22	Jan - May 22	Budget	\$ Over Budget	% of Budget
Income					
Income					
Delinquent Interest	29.72	29.72			
General Property Tax	23,781.39	94,366.05	148,360.00	-53,993.95	63.61%
Vehicle Registration Tax	1,168.62	4,916.70	10,385.00	-5,468.30	47.34%
Interest earned	88.96	389.88			
Total Income	<u>25,068.69</u>	<u>99,702.35</u>	<u>158,745.00</u>	<u>-59,042.65</u>	<u>62.81%</u>
Government Grants					
State Grants	0.00	12,905.29			
Total Government Grants	<u>0.00</u>	<u>12,905.29</u>			
Other Types of Income					
Shoemaker Building Income	-55.00	27,889.42			
Total Other Types of Income	<u>-55.00</u>	<u>27,889.42</u>			
Total Income	<u>25,013.69</u>	<u>140,497.06</u>	<u>158,745.00</u>	<u>-18,247.94</u>	<u>88.51%</u>
Expense					
District Budget					
Administrative / Operations	800.00	4,067.23	10,000.00	-5,932.77	40.67%
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Collection-Treasurer's Fees	357.17	1,415.94	2,225.00	-809.06	63.64%
Insurance	0.00	10,008.00	9,000.00	1,008.00	111.2%
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%
Total District Budget	<u>1,157.17</u>	<u>15,491.17</u>	<u>40,085.00</u>	<u>-24,593.83</u>	<u>38.65%</u>
Stations & Buildings					
Operations	378.68	2,943.74	3,500.00	-556.26	84.11%
Building Capital	0.00	0.00	20,000.00	-20,000.00	0.0%
Total Stations & Buildings	<u>378.68</u>	<u>2,943.74</u>	<u>23,500.00</u>	<u>-20,556.26</u>	<u>12.53%</u>
Fire Department's Budgets					
Communications-Capital Outlay	0.00	9,000.00	2,000.00	7,000.00	450.0%
Communications-Supplies & Exp.	0.00	1,253.56	1,500.00	-246.44	83.57%
Communications-Dispatch	0.00	250.00	1,000.00	-750.00	25.0%
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	346.28	861.04	19,000.00	-18,138.96	4.53%
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%
Total Fire Department's Budgets	<u>346.28</u>	<u>11,564.60</u>	<u>71,221.00</u>	<u>-59,656.40</u>	<u>16.24%</u>
Total Expense	<u>1,882.13</u>	<u>29,999.51</u>	<u>134,806.00</u>	<u>-104,806.49</u>	<u>22.25%</u>
Net Income	<u><u>23,131.56</u></u>	<u><u>110,497.55</u></u>	<u><u>23,939.00</u></u>	<u><u>86,558.55</u></u>	<u><u>461.58%</u></u>

Income and Expense by Month
January through May 2022



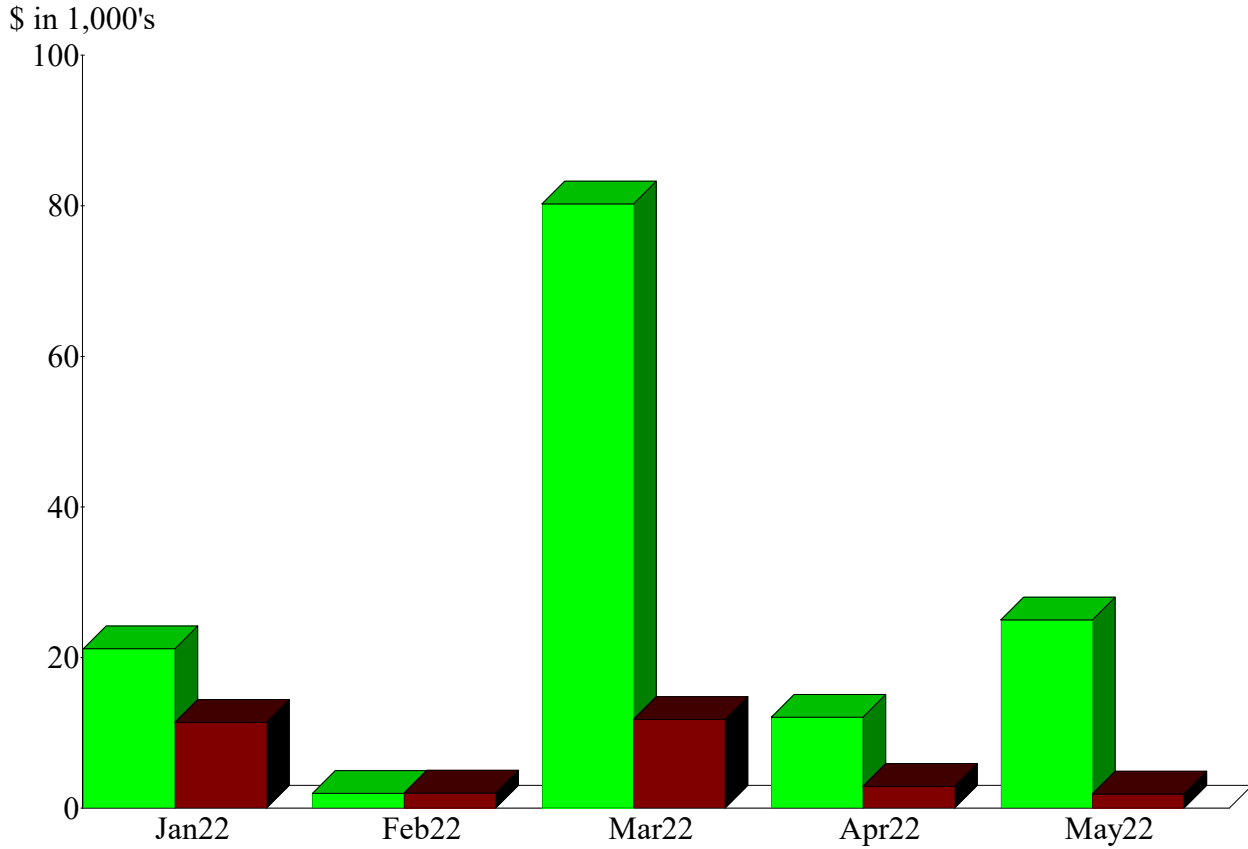
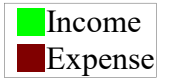
Income Summary
January through May 2022

Income	70.96%
Other Types of Income	19.85
Government Grants	9.19
Total	\$140,497.06



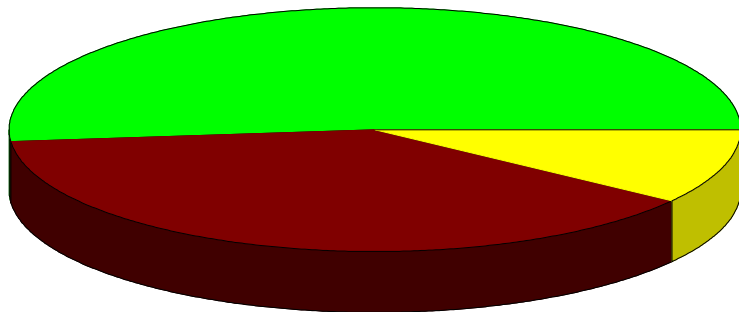
By Account

Income and Expense by Month
January through May 2022



Expense Summary
January through May 2022

District Budget	51.64%
Fire Department's Budgets	38.55
Stations & Buildings	9.81
Total	\$29,999.51



By Account

Cascade Fire Protection District
PAYMENT REQUEST
6/13/2022

Company	Date	Amount	Amount this Draw	Comments
Black Hills Energy	6/1/2022	\$ 28.54	\$ 28.54	
Cascade Metropolitan District	6/6/2022	\$ 92.75	\$ 92.75	Paid VIA ACH
Colorado Springs Utilities	6/1/2022	\$ 23.72	\$ 23.72	
Colorado Springs Utilities	6/1/2022	\$ 124.17	\$ 124.17	
El Paso County Finance Services	4/1/2022	\$ 250.00	\$ 250.00	
Steve Lewis	5/30/2022	\$ 110.00	\$ 110.00	
Teller County Waste	6/3/2022	\$ 55.00	\$ 55.00	
US Postal Service	6/1/2022	\$ 61.00	\$ 61.00	
Walker Schooler District Managers	5/31/2022	\$ 800.00	\$ 800.00	
WEX	5/23/2022	\$ 56.99	\$ 56.99	Paid by Phone
TOTAL			\$ 1,602.17	

TOTAL FOR ALL FUNDS

_____, President