

AGENDA

GREEN MOUNTAIN FALLS/CHIPITA PARK FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS JUNE 9, 2022

Call to Order

Present:

Absent:

- I. Approval of May 12, 2022 Minutes
 - a. Motion to Approve

- II. Treasurer Report for June 2022
 - a. Motion to approve

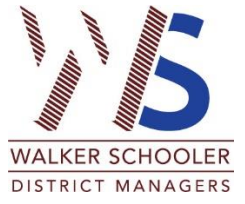
- III. Reading of the Monthly Bills & Cash Transfer
 - a. Bills were submitted in the amount of \$_____, Transfer of \$_____
 - b. Additions, subtractions or corrections
 - c. Motion to approve

- IV. Equipment Report

- V. Upcoming Purchases - Updates
 - a. Generator(s) for Apparatus Bay door.
 - b. Street Lighting

- VI. Old Business
 - a. Update on Employee to help Chief Murphy
 - b. Issues with Comcast/Xfinity Bill
 - c. Set up Bills on Auto Pay
 - d. Unemployment Check
 - e. Audit

- VII. New Business
 - a. New bar opening in Bust
 - b. Credit Card Rewards Program
- VIII. Fire Station Bond Comments:
- IX. Other Business
- X. Adjournment



MINUTES
GREEN MOUNTAIN FALLS/CHIPITA PARK
FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS
MAY 12, 2022

Meeting was called to order by Bowman at 6:35 p.m.

Present: Bowman, Florence, Grassa, Walsh, Fuller

Also Present: Molly Gist, Walker Schooler

Absent:

- I. Approval of April 14, 2022 Minutes
Motion to approve by Walsh, seconded by Florence. Motion carried unanimously.
- II. Treasurer's Report for May 2022
Motion to approve by Fuller, seconded by Walsh. Motion carried unanimously.
- III. Reading of the Monthly Bills & Cash Transfer
 - a. Bills were submitted in the amount of \$14,413.92. Need to transfer \$15,000 to checking.
 - b. Additions, subtractions or corrections - None
Motion to approve made by Fuller, seconded by Walsh. Motion carried unanimously.
- IV. Equipment Report
 - a. None
- V. Upcoming purchases
 - a. Generator(s) for Apparatus Bay door and Street Lighting – Florence received a bid from Systems Electric for a generator in the amount of approximately \$80,000.00 for the bay area only and a bid for lighting in the amount of \$35,686.00 for solar lighting. Bowman received a quote from Generex(sp) for a generator for approximately \$33,000.00. He will be following up with them. We will get other bids for both.

VI. Old Business:

- a. A bid was received from Emergency Services Consulting International and Summit Economics to do a feasibility study about a two agency cooperative between Green Mountain Falls/Chipita Park Fire Department and Cascade Fire Department. The amount of the bid from ESCI was \$51,171 and the bid from Summit was \$25,000. Molly suggested meeting with the Monument Fire Chief to see how they consolidated the Tri Lakes departments. It was decided that a joint meeting with Cascade could be held at Station 1. Molly will get dates to present at the June meeting.
- b. Bowman has been doing inventory.
- c. Florence has been gathering information for the auditors.
- d. Discussion was held on personnel to help Chief Murphy. Pay would be \$18 an hour. The department has an EMT who is willing to do this, however he does not have his Firefighter 1 certification as COVID prevented those classes for being held. The Board agreed to waive that requirement as the Chief consider him to be otherwise qualified.

VII. New Business:

- a. Walsh stated that Mountain Aspen Granite is willing to put granite countertops in the kitchen of Station 1 at no cost.

VIII. Fire Station Bond Comments:

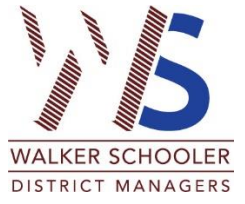
- a. The Bond payment in the amount of \$61,490 is due in June.

IX. Other Business:

- a. We received the check from Black Hills in the amount of \$6,756.00 as reimbursement for installing energy efficient equipment in the station. The money will go into the Bond Repayment Fund.

The Meeting was adjourned at 7:48 p.m.

Dana Fuller, Secretary



Green Mountain Falls & Chapita Park Fire Protec District

06/09/22

Balance Sheet

Accrual Basis

As of May 31, 2022

	May 31, 22
ASSETS	
Current Assets	
Checking/Savings	
BOTSJ - Checking 3979	22,137.69
BOTSJ - Capital Equipment 2761	248,438.66
BOTSJ - Emergency Operatn 2745	72,637.15
BOTSJ - Holding - 9526	115,646.38
BOTSJ - Bond Repayment 2532	336,387.97
Total Checking/Savings	795,247.85
Accounts Receivable	
Property Tax Receivable - EPC	163,799.41
Property Tax Receivable - TC	11,053.37
Total Accounts Receivable	174,852.78
Other Current Assets	
Due From CO State Treasurer	13,840.14
Total Other Current Assets	13,840.14
Total Current Assets	983,940.77
Fixed Assets	
Land - Fire Station	914,256.37
Property & Equipment	
Accum Deprec - Buildings	-58,069.36
Land	201,449.99
Buildings	3,397,061.39
Equipment	204,871.90
Equipment Acquired	14,805.48
Accum Deprec - Equipment	-176,632.00
Furniture	16,670.47
Vehicles	408,693.00
Vehicles Acquired	37,609.00
Accum Deprec - Vehicles	-352,928.00
Accum Amort - Bond Costs	-6,719.00
Total Property & Equipment	3,686,812.87
Total Fixed Assets	4,601,069.24
TOTAL ASSETS	5,585,010.01
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	4,637.92
Total Accounts Payable	4,637.92
Other Current Liabilities	
Payroll Liabilities	1,769.97
Deferred Property Tax - EPC	163,799.41
Deferred Property Tax - TC	11,053.37
Total Other Current Liabilities	176,622.75
Total Current Liabilities	181,260.67
Long Term Liabilities	
Bond Payable	3,108,825.95
Total Long Term Liabilities	3,108,825.95
Total Liabilities	3,290,086.62

Green Mountain Falls & Chapita Park Fire Protec District

Balance Sheet

As of May 31, 2022

	<u>May 31, 22</u>
Equity	
Opening Balance Equity	1,524,271.25
Unrestricted Net Assets	559,690.41
Net Income	210,961.73
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Total Equity	2,294,923.39
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TOTAL LIABILITIES & EQUITY	5,585,010.01
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Green Mountain Falls & Chapita Park Fire Protec District

Profit & Loss Budget vs. Actual

January through May 2022

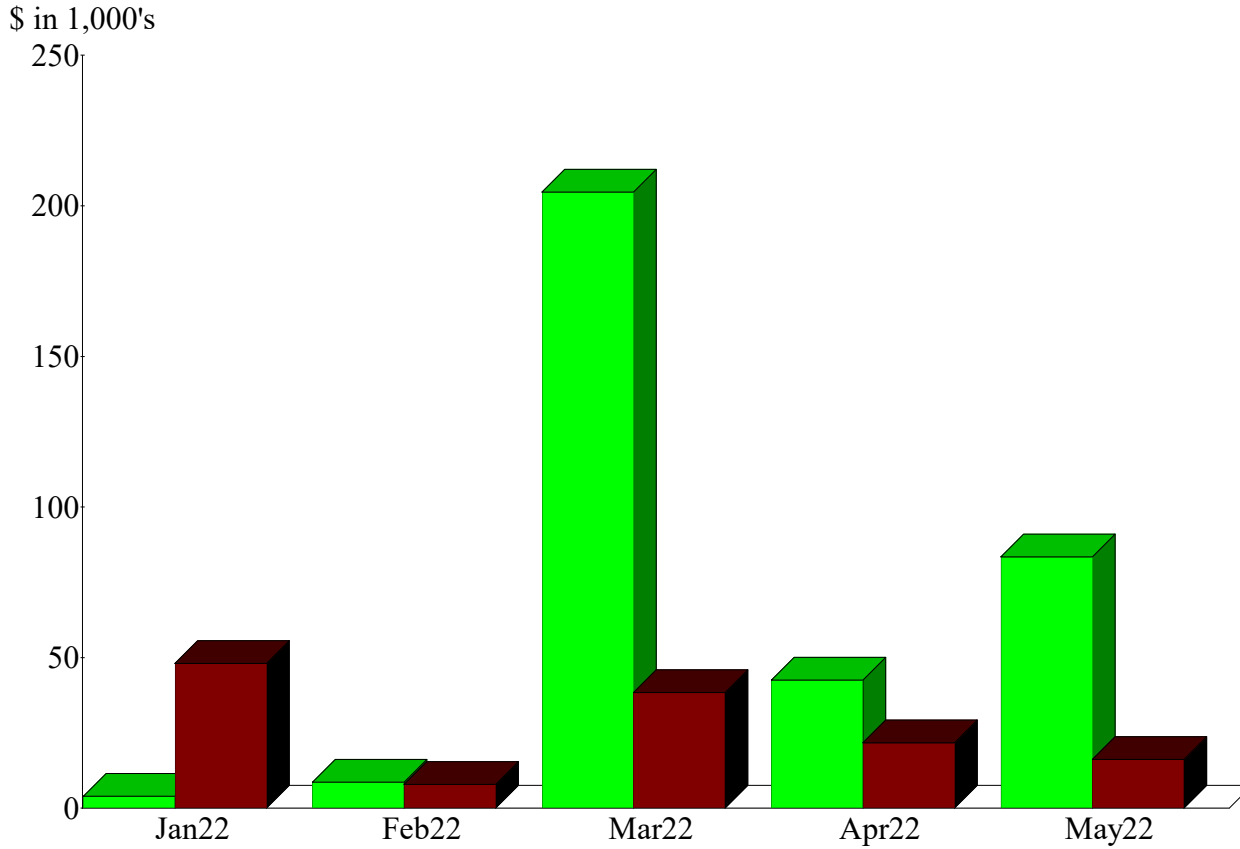
	TOTAL				
	May 22	Jan - May 22	Budget	\$ Over Budget	% of Budget
Income					
Property Tax - O&M EPC	45,102.06	181,888.98	278,597.00	-96,708.02	65.29%
Spec Ownership Tax - O&M EPC	2,194.47	11,472.41	19,502.00	-8,029.59	58.83%
Prior Year Tax - O&M EPC	0.00	1.41			
Delinquent Interest - O&M EPC	7.65	8.83			
Tax Abatement - O&M EPC	-390.78	-390.78			
Interest Abatment - O&M EPC	-19.54	-19.54			
Property Tax - O&M TC	1,799.86	8,627.95	15,154.00	-6,526.05	56.94%
Spec Ownership Tax - O&M TC	121.99	576.02	1,061.00	-484.98	54.29%
Delinquent Interest - O&M TC	0.00	19.55			
State Senior/Vet Fund - O&M TC	432.76	432.76			
Property Tax - Debt EPC	31,289.83	126,186.61	193,278.00	-67,091.39	65.29%
Spec Ownership Tax - Debt EPC	1,522.43	7,959.05	13,529.00	-5,569.95	58.83%
Prior Year Tax - Debt EPC	0.00	0.98			
Delinquent Interest - Debt EPC	5.30	6.13			
Tax Abatement - Debt EPC	-271.11	-271.11			
Interest Abatement - Debt EPC	-13.55	-13.55			
Property Tax - Debt TC	1,248.67	5,985.68	10,513.00	-4,527.32	56.94%
Spec Ownership Tax - Debt TC	84.63	451.37	736.00	-284.63	61.33%
State Senior/Vet Fund - Debt TC	300.23	300.23			
Interest Income	3.60	20.08	120.00	-99.92	16.73%
Total Income	83,418.50	343,243.06	532,490.00	-189,246.94	64.46%
Gross Profit	83,418.50	343,243.06	532,490.00	-189,246.94	64.46%
Expense					
Administrative Expenses					
Contract Labor	0.00	1,452.50			
Audit	0.00	0.00	12,000.00	-12,000.00	0.0%
Bank Fees	0.00	6.00			
CPA Fees	0.00	0.00	2,000.00	-2,000.00	0.0%
Director Fees	250.00	1,150.00	3,000.00	-1,850.00	38.33%
Insurance - Volunteer Firefight	0.00	7,014.00	12,000.00	-4,986.00	58.45%
Insurance - Workers Comp	542.00	1,061.00	9,400.00	-8,339.00	11.29%
Legal Fees	0.00	0.00	3,000.00	-3,000.00	0.0%
Management & Accounting	1,250.00	6,250.00	16,000.00	-9,750.00	39.06%
Retirement Fund Contribution	164.03	26,552.75	27,500.00	-947.25	96.56%
Payroll Expenses	370.29	2,140.25	5,000.00	-2,859.75	42.81%
Salaries - Fire Chief	4,840.25	24,201.25	61,510.00	-37,308.75	39.35%
Salaries - Secretary	0.00	0.00	24,000.00	-24,000.00	0.0%
Contingent Firefighter	0.00	0.00	20,000.00	-20,000.00	0.0%
Supplies & Expenses	3,074.07	5,098.47	30,000.00	-24,901.53	17.0%
Total Administrative Expenses	10,490.64	74,926.22	225,410.00	-150,483.78	33.24%
Bond Interest Payment	0.00	25,055.08	95,021.00	-69,965.92	26.37%
Miscellaneous	0.00	0.00	5,000.00	-5,000.00	0.0%
Fire Department's Budgets					

Green Mountain Falls & Chapita Park Fire Protec District
Profit & Loss Budget vs. Actual
 January through May 2022

	TOTAL				
	May 22	Jan - May 22	Budget	\$ Over Budget	% of Budget
Training Office Salary	0.00	0.00	500.00	-500.00	0.0%
Communications-Capital Outlay	0.00	0.00	3,000.00	-3,000.00	0.0%
Communications-Dispatch	0.00	375.00	12,000.00	-11,625.00	3.13%
Communications-Supplies & Exp.	134.95	12,161.52	5,000.00	7,161.52	243.23%
Firefighting-Capital Outlay	0.00	0.00	8,000.00	-8,000.00	0.0%
Firefighting-Supplies & Exp's	596.49	2,486.49	10,000.00	-7,513.51	24.87%
Medical Services-Supplies & Exp	1,080.08	1,177.58	3,000.00	-1,822.42	39.25%
Radio User Fees	0.00	0.00	12,000.00	-12,000.00	0.0%
Supplies & Expenses-Trucks, ...	3,781.36	5,553.29			
Traning Classes	0.00	0.00	500.00	-500.00	0.0%
Total Fire Department's Budgets	5,592.88	21,753.88	54,000.00	-32,246.12	40.29%
Stations & Buildings					
Capital Improvements	0.00	0.00	7,000.00	-7,000.00	0.0%
Snow Removal	110.00	970.00			
Supplies & Expenses	902.07	4,886.54	15,000.00	-10,113.46	32.58%
Utilities	-2,129.67	-370.78	15,000.00	-15,370.78	-2.47%
Total Stations & Buildings	-1,117.60	5,485.76	37,000.00	-31,514.24	14.83%
Treasurer Fees					
Teller County - Debt	37.46	179.82	315.00	-135.18	57.09%
Teller County - O&M	54.00	259.18	455.00	-195.82	56.96%
El Paso County - Debt	469.43	1,892.91	2,899.00	-1,006.09	65.3%
El Paso County - O&M	676.64	2,728.48	4,179.00	-1,450.52	65.29%
Total Treasurer Fees	1,237.53	5,060.39	7,848.00	-2,787.61	64.48%
Total Expense	16,203.45	132,281.33	424,279.00	-291,997.67	31.18%
Net Income	67,215.05	210,961.73	108,211.00	102,750.73	194.95%

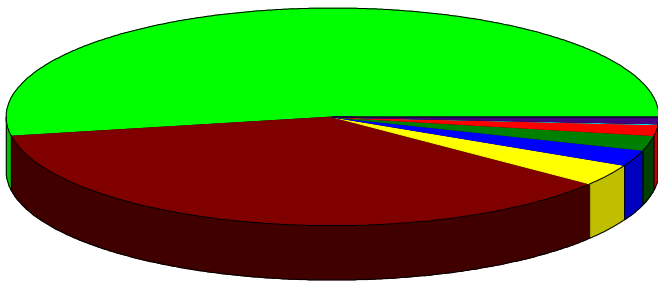
Income and Expense by Month
January through May 2022

Income
Expense



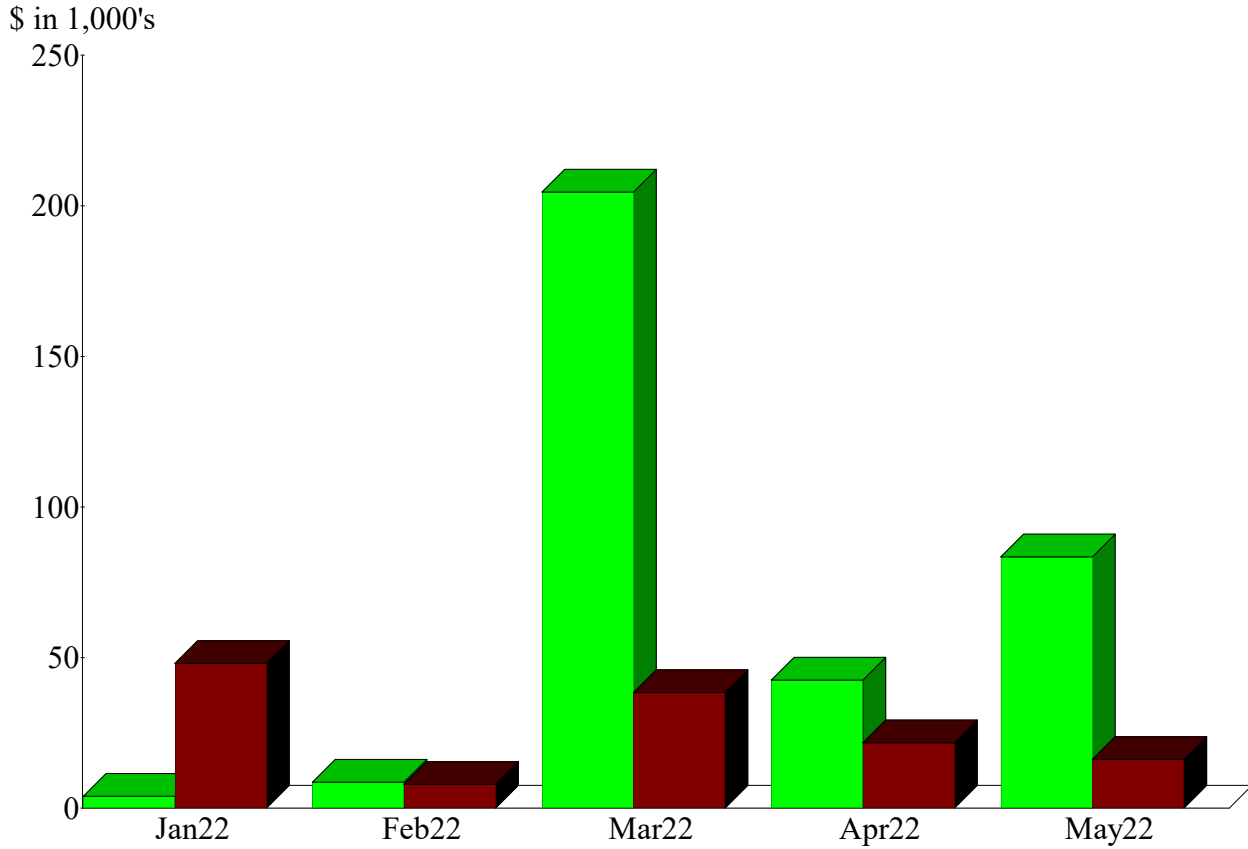
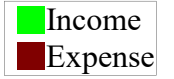
Income Summary
January through May 2022

Property Tax - O&M EPC	52.93%
Property Tax - Debt EPC	36.72
Spec Ownership Tax - O&M EPC	3.34
Property Tax - O&M TC	2.51
Spec Ownership Tax - Debt EPC	2.32
Property Tax - Debt TC	1.74
Spec Ownership Tax - O&M TC	0.17
Spec Ownership Tax - Debt TC	0.13
State Senior/Vet Fund - O&M TC	0.13
Tax Abatement - O&M EPC	\$-390.78
Other	0.02
Sub-Total	\$343,243.06



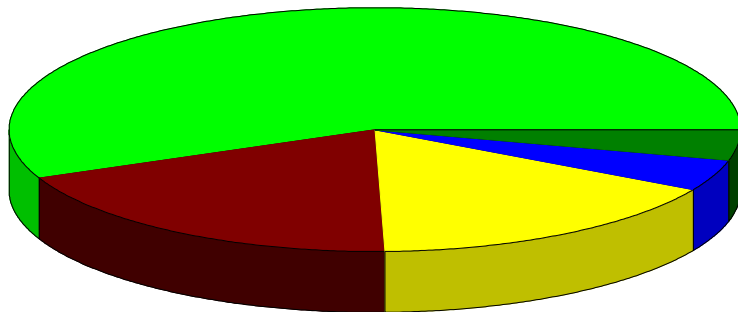
By Account

Income and Expense by Month
January through May 2022



Expense Summary
January through May 2022

Administrative Expenses	56.64%
Bond Interest Payment	18.94
Fire Department's Budgets	16.45
Stations & Buildings	4.15
Treasurer Fees	3.83
Total	\$132,281.33



By Account

Green Mountain Falls Chipita Park Fire District

PAYMENT REQUEST

6/9/2022

GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Dana Fuller	51222	5/12/2022	\$ 50.00	
Gary Florence	51222	5/12/2022	\$ 50.00	
Nicole Grassa	51222	5/12/2022	\$ 50.00	
Richard Bowman	51222	5/12/2022	\$ 50.00	
Stephen Walsh	51222	5/12/2022	\$ 50.00	
1st Bankcard Center	51022	5/10/2022	\$ 7,877.91	
Acme Fire & Safety Equipment	134768	3/23/2037	\$ 388.00	
Black Hills Energy	2402362520	6/9/2022	\$ 234.96	
Bullseye	43011461	5/25/2022	\$ 164.69	
Century Link	7196847758	5/25/2022	\$ 107.12	
Colorado Springs Utilities	4895014031	6/1/2022	\$ 24.78	
Colorado Springs Utilities	9015963319	6/1/2022	\$ 331.31	
Comcast	849790080280401	5/13/2022	\$ -	
Flair Data Systems	86786	5/17/2022	\$ 134.95	
Houchin	1276	4/28/2022	\$ 800.00	
Jan-Pro Franchise Development	97737	4/30/2022	\$ 265.00	
Jan-Pro Franchise Development	97962	5/1/2022	\$ 495.00	
Pinnacol Assurance	26525	6/7/2022	\$ 542.00	
Steve Lewis	53022	5/30/2022	\$ 110.00	
Teller County Waste	101130274465	6/3/2022	\$ 67.95	
Walker Schooler District Managers	7087	5/31/2022	\$ 1,307.60	
WEX	0202-00-108388-0	5/31/2022	\$ 596.49	
Woodland Hardware & Home	2630764	5/31/2022	\$ 19.07	
TOTAL			\$ 13,716.83	

\$13,716.83

Green Mountain Falls Chipita Park Fire District