

# CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station

8015 Severy Road Cascade, Colorado

Monday, September 12, 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

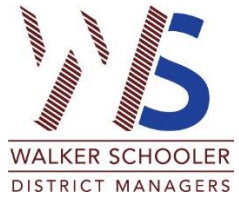
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Mike Whittemore, President	Term Expires May 2025
Steve Lewis, Treasurer	Term Expires May 2023
Quentin Deramus, Assistant Secretary	Term Expires May 2023
Farris Issacson, Assistant Secretary	Term Expires May 2025
Bruce Seachris, Assistant Secretary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

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### 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 August 8, 2022 (included in packet).
- 5. Financial Matters**
  - Acceptance of Unaudited Financial Statements as of August 31, 2022 – Balance Sheet and Profit and Loss/Budget Report
  - Ratification and Approval of Payables for the period ending September 12, 2022
- 6. Cascade Volunteer Fire Department Chief's Report**
- 7. Old Business**
  - Staffing Feasibility Study Status
- 8. New Business**
  - Forest Restoration & Wildfire Risk Mitigation Grant
- 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**
  - Next Meeting scheduled for October 10, 2022, at 7:00PM.
- 11. Adjournment**



**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CASCADE FIRE PROTECTION DISTRICT  
HELD AUGUST 8, 2022**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, August 8, 2022, at 7:00 PM. The meeting was open to the public.

**Directors in Attendance:**

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

**Also in Attendance:**

Kevin Walker, Walker Schooler District Managers  
Adam Noel, Walker Schooler District Managers  
Chief Karen Bodine, Cascade Volunteer Fire Department  
Tane Brown, Pension Board

1. **Call to Order:** President Whittemore called the meeting to order at 7:08 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum was present with Directors Lewis and Seachris excused.
3. **Pension Board Meeting:** President Whittemore opened the Pension Board Meeting at 7:08 PM. The Pension Board Meeting was adjourned at 7:14 PM.
4. **Approval of Agenda:** Director Issacson moved to approve the Agenda; seconded by President Whittemore. Motion passed unanimously.
5. **Approval of Board Meeting Minutes – from the meeting on July 11, 2022:** After review, President Whittemore moved to approve the July 11, 2022 Board Meeting Minutes; seconded by Director Issacson. Motion passed unanimously.
6. **Financial Matters**
  - a. Acceptance of Unaudited Financial Statements as of July 31, 2022 – Balance Sheet and Profit and Loss/Budget Report: Mr. Walker presented the Unaudited Financial Statements as of July 31, 2022 including the balance sheet and profit and loss budget report. Mr. Walker will make sure the correction to the radio line item is made on the budget. After review, Director Issacson moved to accept the Unaudited Financial Statements as of July 31, 2022; seconded by President Whittemore. Motion passed unanimously.

- b. Ratification and Approval of Payables for the period ending August 8, 2022: Mr. Walker presented the Payables for the period ending August 8, 2022. After review, Director Deramus moved to approve the Payables for the period ending August 8, 2022; seconded by Director Issacson. Motion passed unanimously.

**7. Cascade Volunteer Fire Department Chief's Report:** Chief Bodine presented the Cascade Volunteer Fire Department Chief's Report. She reported that she had a discussion with Chief Dubay with Springs Fire regarding Pikes Peak call response from Cascade and he is willing to help offset the cost of a staffing proposal and the redrafting of a new amended MLU that states the money will go to staffing and a guaranteed response. Chief Dubay requested that Cascade extend the current MLU agreement since it expires December 2022 to December 2023 with the stipulation of working out the new agreement. The Board commented they would like to be able to budget.

Chief Bodine reported that ladder testing will be done in October. She noted two potential new members joining this month. If they are voted in on probationary status, she will notify the Board to insure two new firefighters. One firefighter will be taking a leave of absence.

**8. Old Business**

- a. Staffing Feasibility Study Status: Mr. Walker presented an analysis of the Staffing Feasibility Study. He noted the breakdown of calls between Green Mountain Falls is about 60% and 40% for Cascade. The Board discussed shift possibilities and using volunteers to cover the evening hours including 11 PM to 6 AM and possibly providing compensation and incentives. Mr. Walker will present the analysis to Green Mountain Falls for discussion as well.

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

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

**11. Other Business**

- a. Next meeting scheduled for September 12, 2022 at 7:00 PM.

**12. Adjournment:** The Board adjourned the meeting at 8:08 PM.

Respectfully submitted,

By:

\_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL AUGUST 8, 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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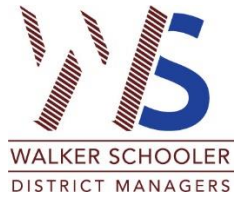
Steve Lewis

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Farris Issacson

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Bruce Seachris



## Cascade Fire Protection District

09/09/22

## Balance Sheet

Accrual Basis

As of August 31, 2022

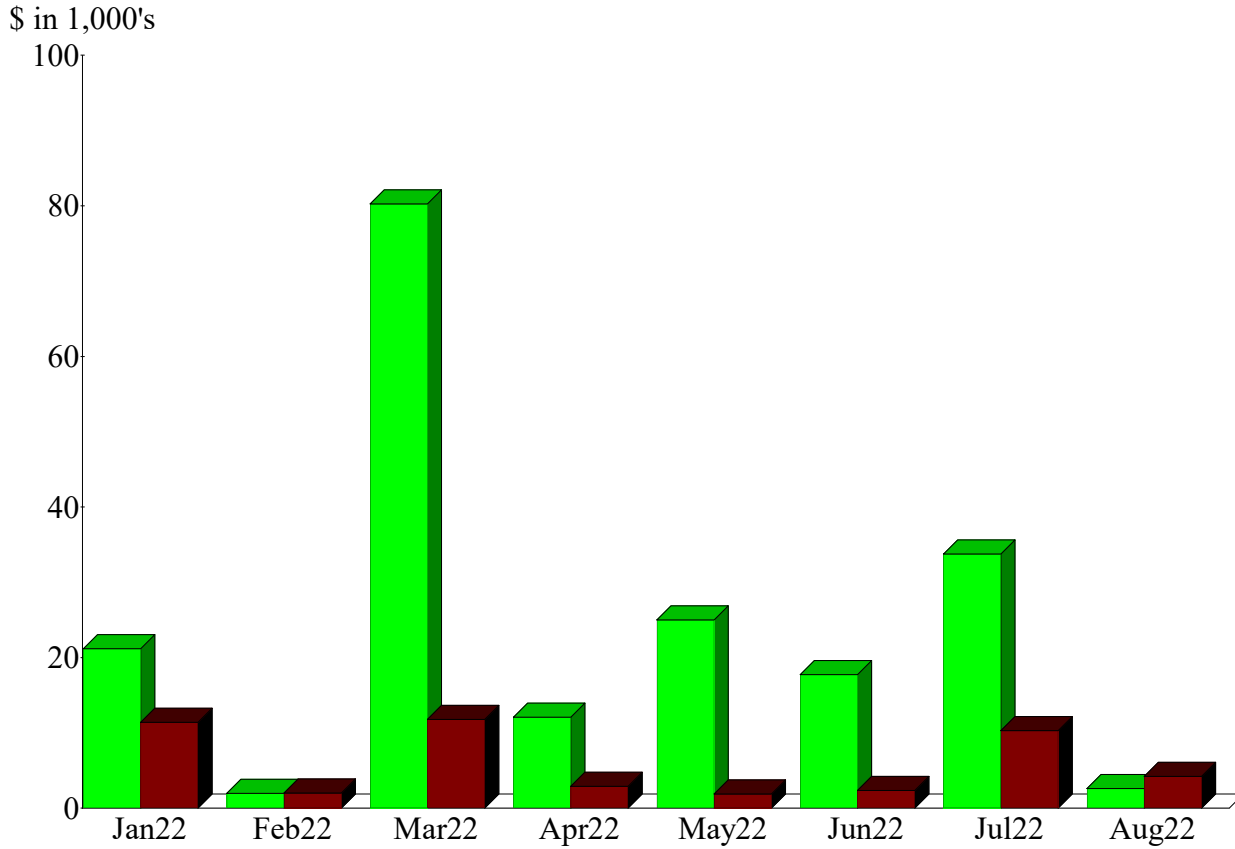
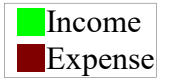
	<u>Aug 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
ENT (00) Savings	163,722.23
ENT (10) CHECKING	347,391.88
ENT (52) 7-Month CD	51,525.15
ENT (53) 25-Month CD	26,422.32
<b>Total Checking/Savings</b>	<u>589,061.58</u>
<b>Accounts Receivable</b>	
Property Tax Receivable	3,125.66
<b>Total Accounts Receivable</b>	<u>3,125.66</u>
<b>Total Current Assets</b>	<u>592,187.24</u>
<b>TOTAL ASSETS</b>	<b><u>592,187.24</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	3,085.29
<b>Total Accounts Payable</b>	<u>3,085.29</u>
<b>Other Current Liabilities</b>	
Deferred Property Tax	3,125.66
<b>Total Other Current Liabilities</b>	<u>3,125.66</u>
<b>Total Current Liabilities</b>	<u>6,210.95</u>
<b>Total Liabilities</b>	6,210.95
<b>Equity</b>	
Unrestricted Net Assets	267,184.41
Opening Balance Equity	171,098.07
Net Income	147,693.81
<b>Total Equity</b>	<u>585,976.29</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>592,187.24</u></b>

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

	TOTAL				
	Aug 22	Jan - Aug 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>Income</b>					
Delinquent Interest	29.60	100.63			
General Property Tax	1,299.75	144,539.14	148,360.00	-3,820.86	97.43%
Vehicle Registration Tax	1,223.64	8,673.97	10,385.00	-1,711.03	83.52%
Interest earned	99.93	677.70			
<b>Total Income</b>	<u>2,652.92</u>	<u>153,991.44</u>	<u>158,745.00</u>	<u>-4,753.56</u>	<u>97.01%</u>
<b>Government Grants</b>					
State Grants	0.00	12,905.29			
<b>Total Government Grants</b>	<u>0.00</u>	<u>12,905.29</u>			
<b>Other Types of Income</b>					
Shoemaker Building Income	-55.00	27,724.42			
<b>Total Other Types of Income</b>	<u>-55.00</u>	<u>27,724.42</u>			
<b>Total Income</b>	<u>2,597.92</u>	<u>194,621.15</u>	<u>158,745.00</u>	<u>35,876.15</u>	<u>122.6%</u>
<b>Expense</b>					
<b>District Budget</b>					
Administrative / Operations	2,481.39	8,764.67	10,000.00	-1,235.33	87.65%
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Collection-Treasurer's Fees	19.94	2,169.60	2,225.00	-55.40	97.51%
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	65.00	5,000.00	-4,935.00	1.3%
Tax Abatements	0.00	0.00	100.00	-100.00	0.0%
<b>Total District Budget</b>	<u>2,501.33</u>	<u>21,007.27</u>	<u>40,085.00</u>	<u>-19,077.73</u>	<u>52.41%</u>
<b>Stations &amp; Buildings</b>					
Operations	399.16	4,172.17	3,500.00	672.17	119.21%
Building Capital	0.00	0.00	20,000.00	-20,000.00	0.0%
<b>Total Stations &amp; Buildings</b>	<u>399.16</u>	<u>4,172.17</u>	<u>23,500.00</u>	<u>-19,327.83</u>	<u>17.75%</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	1,478.56	1,500.00	-21.44	98.57%
Communications-Dispatch	0.00	1,000.00	1,000.00	0.00	100.0%
Emergency Reporting Company	0.00	0.00	2,021.00	-2,021.00	0.0%
Radios - Repairs & Maintenance	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	1,266.25	9,925.42	19,000.00	-9,074.58	52.24%
Medical Services-Supplies & Exp	63.92	63.92	2,000.00	-1,936.08	3.2%
Medical Services-Capital Outlay	0.00	0.00	1,000.00	-1,000.00	0.0%
Training-Supplies & Expenses	0.00	80.00	4,000.00	-3,920.00	2.0%
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>1,330.17</u>	<u>21,747.90</u>	<u>71,221.00</u>	<u>-49,473.10</u>	<u>30.54%</u>
<b>Total Expense</b>	<u>4,230.66</u>	<u>46,927.34</u>	<u>134,806.00</u>	<u>-87,878.66</u>	<u>34.81%</u>
<b>Net Income</b>	<u><u>-1,632.74</u></u>	<u><u>147,693.81</u></u>	<u><u>23,939.00</u></u>	<u><u>123,754.81</u></u>	<u><u>616.96%</u></u>

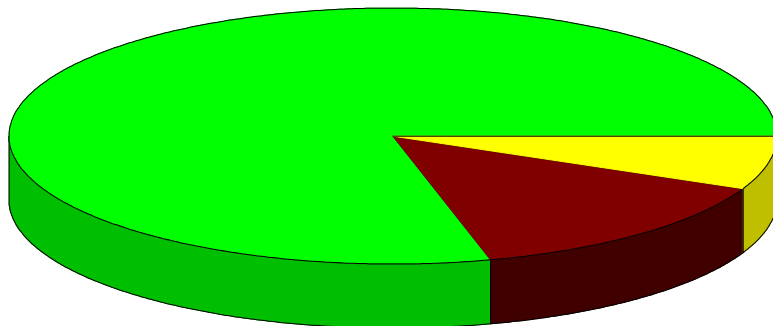


Income and Expense by Month  
January through August 2022



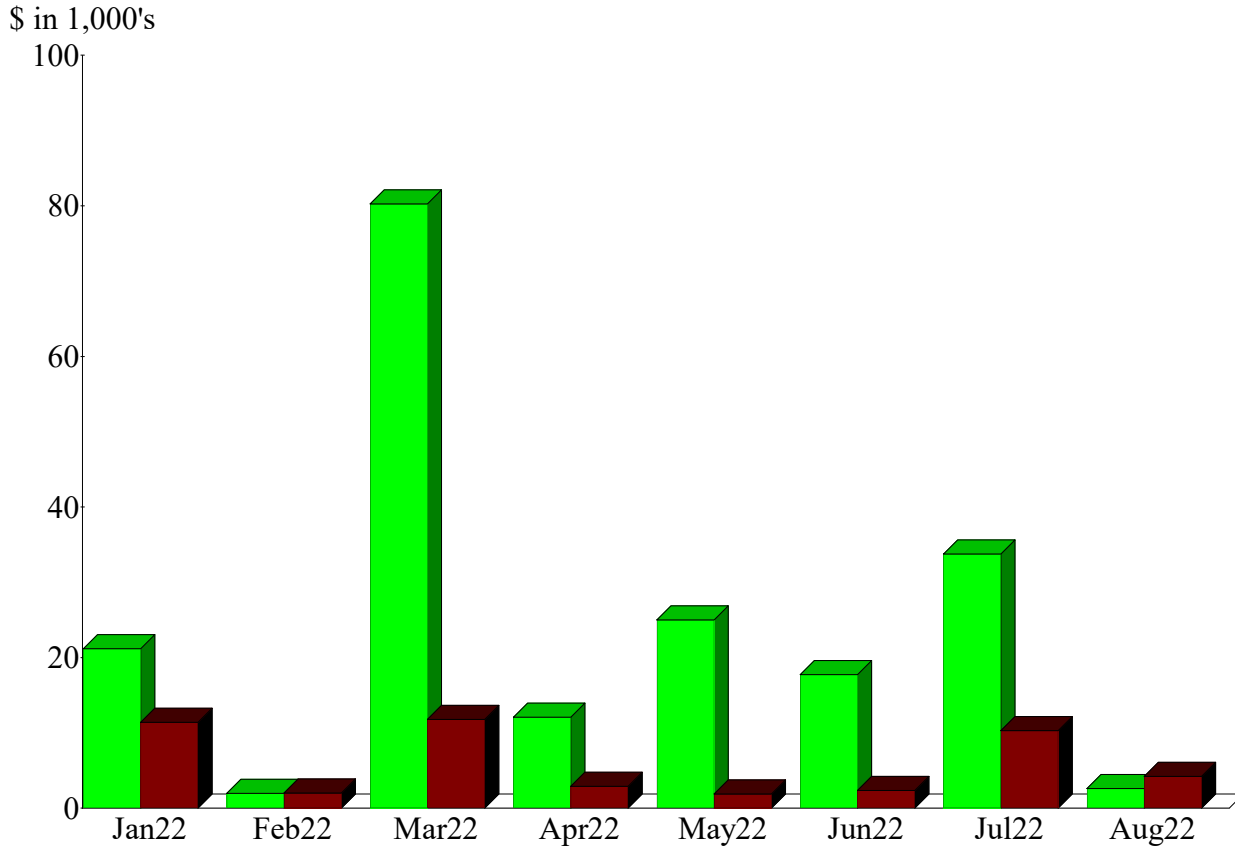
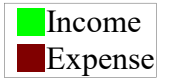
Income Summary  
January through August 2022

Income	79.12%
Other Types of Income	14.25
Government Grants	6.63
<b>Total</b>	<b>\$194,621.15</b>



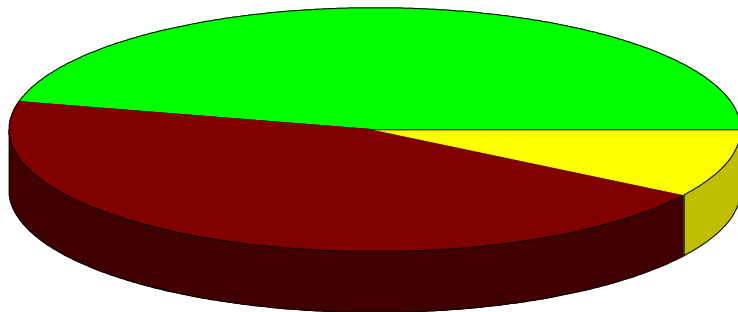
By Account

Income and Expense by Month  
January through August 2022

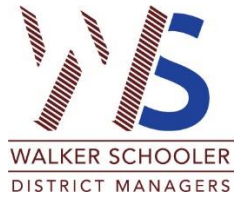


Expense Summary  
January through August 2022

Fire Department's Budgets	46.34%
District Budget	44.77
Stations & Buildings	8.89
Total	\$46,927.34



By Account



**Cascade Fire Protection District**  
**PAYMENT REQUEST**  
9/12/2022

<b>Company</b>	<b>Date</b>	<b>Amount</b>	<b>Amount this Draw</b>	<b>Comments</b>
Acme Fire & Safty Equipment	1/29/2070	\$ 198.86	\$ 198.86	
Black Hills Energy	8/31/2022	\$ 22.06	\$ 22.06	
Bud Kreuzer	8/17/2022	\$ 63.92	\$ 63.92	
Cascade Metropolitan District	9/7/2022	\$ 92.75	\$ 92.75	Paid VIA ACH
Colorado Springs Utilities	8/30/2022	\$ 122.60	\$ 122.60	
Colorado Springs Utilities	9/1/2022	\$ 25.10	\$ 25.10	
Feld Fire	8/29/2022	\$ 301.60	\$ 301.60	
Teller County Waste	9/6/2022	\$ 55.00	\$ 55.00	
Upland Pest Control	7/10/2022	\$ 85.00	\$ 85.00	
Walker Schooler District Managers	8/31/2022	\$ 2,091.25	\$ 2,091.25	
WEX	8/23/2022	\$ 320.81	\$ 320.81	Paid by Phone
<b>TOTAL</b>			<b>\$ 3,378.95</b>	

**TOTAL FOR ALL FUNDS**

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