

CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station

8015 Severy Road Cascade, Colorado

Monday, October 10, 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 September 12, 2022 (included in packet).
- 5. Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of September 30, 2022 – Balance Sheet and Profit and Loss/Budget Report
 - b. Ratification and Approval of Payables for the period ending October 10, 2022
- 6. Cascade Volunteer Fire Department Chief's Report**
- 7. Old Business**
 - a. Staffing Feasibility Study Status
 - b. Contract Amendment
- 8. New Business**
 - a. 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**
 - a. 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 SEPTEMBER 12, 2022**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, September 12, 2022, at 7:00 PM. The meeting was open to the public.

Directors in Attendance:

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

Also in Attendance:

Kevin Walker, Walker Schooler District Managers

1. **Call to Order:** Mr. Walker called the meeting to order at 7:23 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** Kevin Walker confirmed a quorum was present with Directors Whittemore and Seachris excused.
3. **Approval of Agenda:** Director Lewis moved to approve the Agenda; seconded by Director Issacson. Motion passed unanimously.
4. **Approval of Board Meeting Minutes – from the meeting on August 8, 2022:** After review, Director Lewis moved to approve the August 8, 2022 Board Meeting Minutes; seconded by Director Deramus. Motion passed unanimously.
5. **Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of August 31, 2022 – Balance Sheet and Profit and Loss/Budget Report: Mr. Walker presented the Unaudited Financial Statements as of August 31, 2022 including the balance sheet and profit and loss budget report. After review, Director Issacson moved to accept the Unaudited Financial Statements as of August 31, 2022; seconded by Director Deramus. Motion passed unanimously.
 - b. Ratification and Approval of Payables for the period ending September 12, 2022: Mr. Walker presented the Payables for the period ending September 12, 2022. After review, Director Lewis moved to approve the Payables for the period ending September 12, 2022; seconded by Director Deramus. Motion passed unanimously.
6. **Cascade Volunteer Fire Department Chief's Report:** None.

7. Old Business

- a. Staffing Feasibility Study Status: Mr. Walker discussed that WSDM has been working with the Fire Chiefs from both the Cascade Fire Protection District and the Green Mountain Falls Fire Protection District. Discussion included the possibility of beginning with two twelve-hour shifts per day, seven days per week with the cost burden of that at \$20 per hour being around 40%. There would also be additional shift coverage from part-time volunteers no more than thirty hours per week while potentially using the Green Mountain Falls facilities. Mr. Walker presented the costs to the District for this proposal to include a \$25K contribution from the City of Colorado Springs for the Pikes Peak area. With the distribution of priority calls for Cascade at around 45%, this would put the cost for the Cascade Fire District around \$115,000. The Board discussed the budget for capital expenses of equipment, training, maintenance, etc. and what items could potentially be lowered to fund this proposed staffing matrix.

8. New Business

- a. Forest Restoration & Wildfire Risk Mitigation Grant: Mr. Walker announced that October 19, 2022 is the deadline for submittal of the mitigation grant.

9. Public Comment: There was no public comment.

10. Other Business

- a. Next meeting scheduled for October 10, 2022 at 7:00 PM.

11. Adjournment: The Board adjourned the meeting at 7:41 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:

Mike Whittemore

Quentin Deramus

Steve Lewis

Farris Issacson

Bruce Seachris



Cascade Fire Protection District
Balance Sheet
 As of September 30, 2022

	Sep 30, 22
ASSETS	
Current Assets	
Checking/Savings	
ENT (00) Savings	163,728.96
ENT (10) CHECKING	347,129.30
ENT (52) 7-Month CD	51,534.04
ENT (53) 25-Month CD	26,430.36
Total Checking/Savings	588,822.66
Accounts Receivable	
Property Tax Receivable	1,689.28
Total Accounts Receivable	1,689.28
Total Current Assets	590,511.94
TOTAL ASSETS	590,511.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	7,506.59
Total Accounts Payable	7,506.59
Other Current Liabilities	
Deferred Property Tax	1,689.28
Total Other Current Liabilities	1,689.28
Total Current Liabilities	9,195.87
Total Liabilities	9,195.87
Equity	
Unrestricted Net Assets	267,184.41
Opening Balance Equity	171,098.07
Net Income	143,033.59
Total Equity	581,316.07
TOTAL LIABILITIES & EQUITY	590,511.94

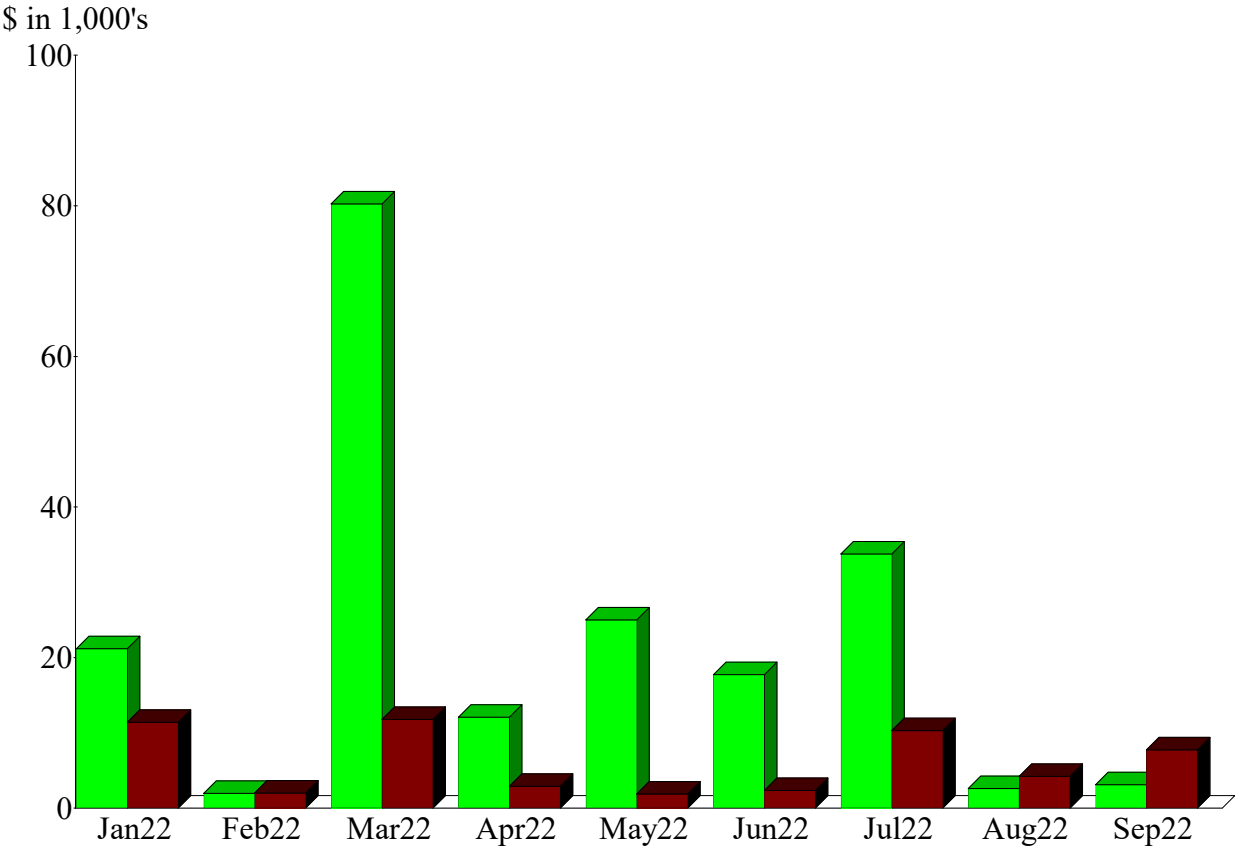
Cascade Fire Protection District

Profit & Loss Budget vs. Actual

January through September 2022

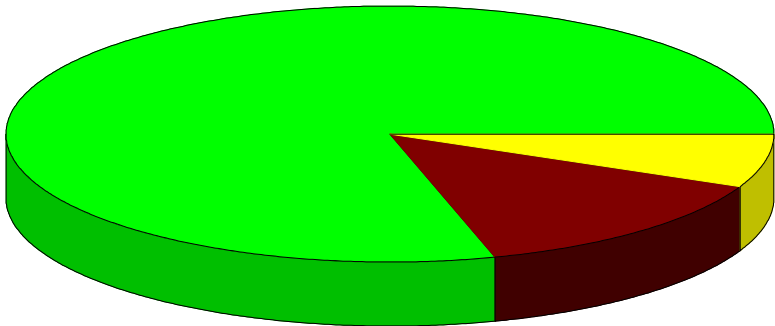
	TOTAL				
	Sep 22	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
Income					
Income					
Delinquent Interest	45.65	146.28			
General Property Tax	1,436.38	145,975.52	148,360.00	-2,384.48	98.39%
Vehicle Registration Tax	1,583.71	10,257.68	10,385.00	-127.32	98.77%
Interest earned	96.52	774.22			
Total Income	<u>3,162.26</u>	<u>157,153.70</u>	<u>158,745.00</u>	<u>-1,591.30</u>	<u>99.0%</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	27,669.42			
Total Other Types of Income	<u>-55.00</u>	<u>27,669.42</u>			
Total Income	<u>3,107.26</u>	<u>197,728.41</u>	<u>158,745.00</u>	<u>38,983.41</u>	<u>124.56%</u>
Expense					
District Budget					
Administrative / Operations	3,504.40	12,269.07	10,000.00	2,269.07	122.69%
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Collection-Treasurer's Fees	22.23	2,191.83	2,225.00	-33.17	98.51%
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%
Total District Budget	<u>3,526.63</u>	<u>24,533.90</u>	<u>40,085.00</u>	<u>-15,551.10</u>	<u>61.21%</u>
Stations & Buildings					
Operations	290.04	4,462.21	3,500.00	962.21	127.49%
Building Capital	0.00	0.00	20,000.00	-20,000.00	0.0%
Total Stations & Buildings	<u>290.04</u>	<u>4,462.21</u>	<u>23,500.00</u>	<u>-19,037.79</u>	<u>18.99%</u>
Fire Department's Budgets					
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	2,430.00	11,430.00	3,000.00	8,430.00	381.0%
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	1,355.81	11,281.23	19,000.00	-7,718.77	59.38%
Medical Services-Supplies & Exp	0.00	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	165.00	245.00	4,000.00	-3,755.00	6.13%
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>3,950.81</u>	<u>25,698.71</u>	<u>71,221.00</u>	<u>-45,522.29</u>	<u>36.08%</u>
Total Expense	<u>7,767.48</u>	<u>54,694.82</u>	<u>134,806.00</u>	<u>-80,111.18</u>	<u>40.57%</u>
Net Income	<u><u>-4,660.22</u></u>	<u><u>143,033.59</u></u>	<u><u>23,939.00</u></u>	<u><u>119,094.59</u></u>	<u><u>597.49%</u></u>

Income and Expense by Month January through September 2022



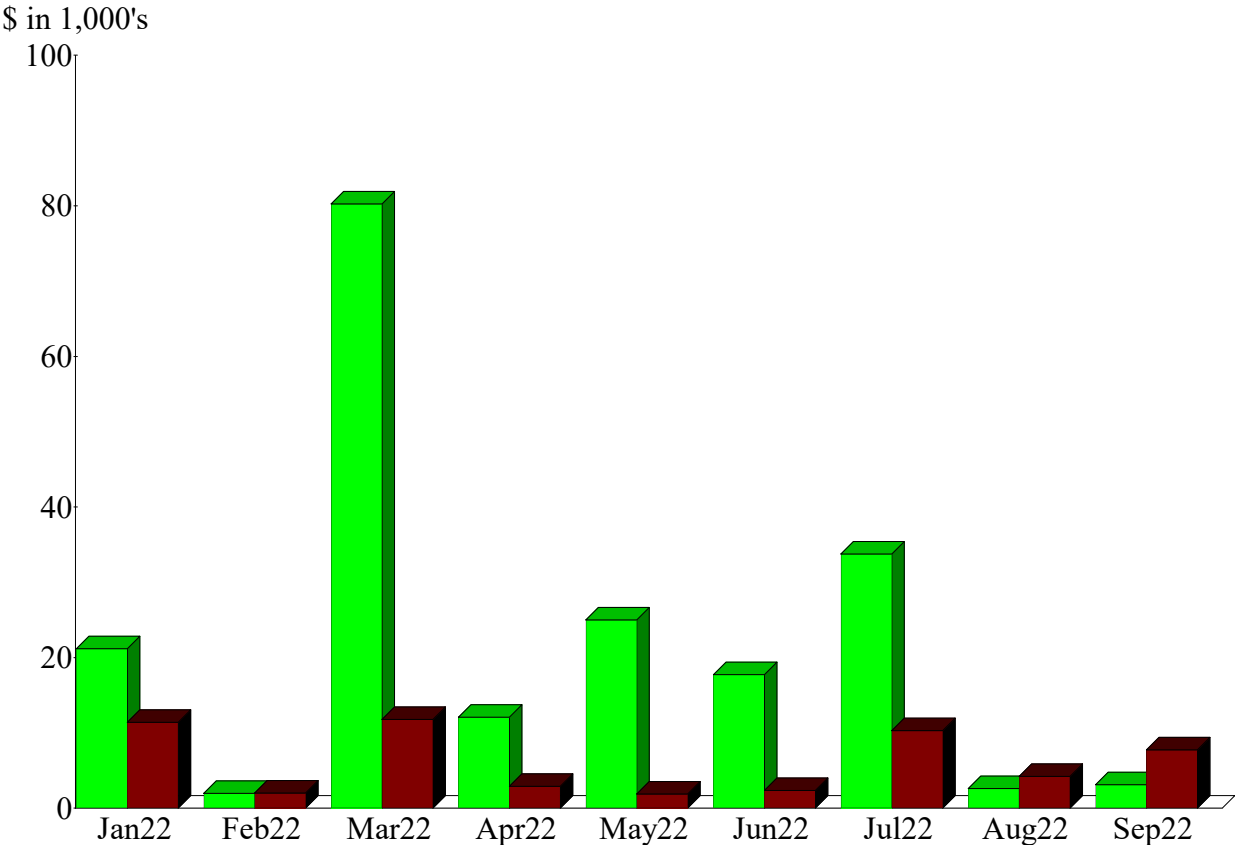
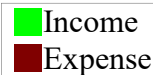
Income Summary
January through September 2022

Income	79.48%
Other Types of Income	13.99
Government Grants	6.53
Total	\$197,728.41



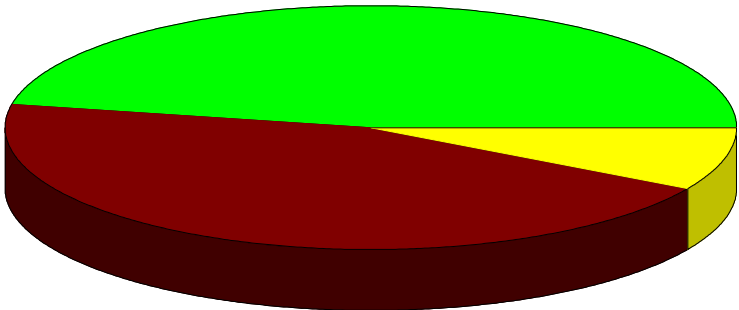
By Account

Income and Expense by Month January through September 2022



Expense Summary January through September 2022

Fire Department's Budgets	46.99%
District Budget	44.86
Stations & Buildings	8.16
Total	\$54,694.82



By Account



Cascade Fire Protection District

PAYMENT REQUEST

10/10/2022

Company	Date	Amount	Amount this Draw	Comments
Black Hills Energy	9/29/2022	\$ 23.02	\$ 23.02	
Cascade Metropolitan District	10/6/2022	\$ 92.75	\$ 92.75	Paid VIA ACH
City of Colorado Springs	9/21/2022	\$ 2,430.00	\$ 2,430.00	
Colorado Springs Utilities	9/29/2022	\$ 149.17	\$ 149.17	
Colorado Springs Utilities	10/3/2022	\$ 24.41	\$ 24.41	
Green Mountain Falls Chipita Park FPD	9/22/2022	\$ 165.00	\$ 165.00	
Municipal Emergency Services	9/20/2022	\$ 1,035.00	\$ 1,035.00	
Teller County Waste	10/5/2022	\$ 55.00	\$ 55.00	
Walker Schooler District Managers	9/30/2022	\$ 3,504.40	\$ 3,504.40	
WEX	9/23/2022	\$ 208.72	\$ 208.72	Paid by Phone
TOTAL			\$ 7,687.47	

TOTAL FOR ALL FUNDS

_____, President