

CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station
8015 Severy Road Cascade, Colorado
Monday, March 13, 2023 - 7:00 P.M.

From computer, tablet or smartphone. <https://video.cloudoffice.avaya.com/join/974517436>
By phone United States: +1 (213) 463-4500 Access Code: 974517436

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 February 13, 2023 (included in packet).
- 5. Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of February 28, 2023 – Balance Sheet and Profit and Loss/Budget Report
 - b. Ratification and Approval of Payables for the period ending March 13, 2023
- 6. Cascade Volunteer Fire Department Chief's Report**
 - a. Call Response Discussion
- 7. Old Business**
 - a. SAFER Grant
- 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 April 10, 2023, at 7:00PM.
- 11. Adjournment**



**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE FIRE PROTECTION DISTRICT
HELD FEBRUARY 13, 2023, AT 7:00 PM**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, February 13, 2023, at 7:00 PM, at Cascade Fire Station, 8015 Severy Road, Cascade, CO, and via video teleconference. The meeting was open to the public.

Directors in Attendance:

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

Also in Attendance:

Adam Noel, WSDM 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 7:04 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum was present with Directors Deramus and Seachris excused.
3. **Pension Board Meeting:** President Whittemore called the Pension Board Meeting to order at 7:05 PM. President Whittemore reconvened the District Board meeting at 7:18 PM.
4. **Approval of Agenda:** The Board added item 3. Pension Board Meeting. Mr. Noel added agenda item 9.b. Insurance Renewal. Director Lewis moved to approve the agenda as amended; seconded by Director Issacson. Motion passed unanimously.
5. **Approval of Board Meeting Minutes – from the meeting on January 9, 2023:** After review, Director Lewis moved to approve the January 9, 2023, Meeting Minutes; seconded by President Whittemore. Motion passed unanimously.
6. **Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of January 31, 2023 – Balance Sheet and Profit and Loss/Budget Report: Mr. Noel presented the Unaudited Financial Statements. After review, President Whittemore moved to accept the Unaudited Financial Statements including the Balance Sheet and Profit and Loss Report; seconded by Director

- Lewis. Motion passed unanimously.
- b. Ratification and Approval of Payables for the period ending February 13, 2023: Mr. Noel presented the Payables for the period ending February 13, 2023. After review, Director Lewis moved to approve the Payables for the period ending February 13, 2023; seconded by Director Issacson. Motion passed unanimously.
 - c. The Board discussed the previously Board approved action regarding moving funds into a Certificate of Deposit (CD). Director Lewis reported that \$100,000 was put into a 4.65% 13-month CD on February 1st. There are two additional floating CDs for \$51,000 and another for \$26,000 that are pending the same interest rate. The Board discussed the penalty for withdrawing early is the loss of accrued interest. President Whittemore moved to pursue another CD for \$50,000 and attempt to move the two rollover CDs into the higher rate; 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. There were 486 total incidents in 2022. The Board discussed the sale of fire engine #1820. Chief Bodine will proceed with the sale and research comparable costs to find the right price. Chief Bodine discussed the Safety and Disease Prevention Grant and noted they are going to pursue it for additional tech-gen fire and safety gear and PPE. She explained it can be used instead of the expensive bunker gear for primary response. Chief Bodine reported she met with Chief Dubai regarding the reduced proposal for \$10,000 with a yearly increase to get up to the \$24,000.
- 8. Old Business**
- a. Mitigation Grant: Mr. Noel reported the Mitigation Grant was denied. The feedback received explained deficiencies in the information provided that can be correctable in the future. Mr. Noel recommended pursuing the grant earlier as soon as it opens next time. He noted they do recognize the need for fire mitigation in the area which is a positive. The Board discussed reaching out to property owners ahead of time to prepare.
 - b. SAFER Grant: Mr. Noel reported the SAFER Grant for staffing opened today and will be pursued.
- 9. New Business**
- a. May 2023 Election Discussion: Mr. Noel reported the Call for Nominations went out and the Self Nomination forms are due by February 24, 2023. Directors Lewis and Deramus are up for election this year. If only two Self Nomination forms are received for the two open seats, then the election will be cancelled.
 - b. Insurance Renewal: Mr. Noel discussed the insurance policy renewal and noted the policy renews annually on March 1st. The policy rate increased by \$50 for 2023. President Whittemore moved to approve and proceed with payment of \$9,241 for the District's insurance policy for 2023; seconded by Director Lewis. Motion passed unanimously.
 - c. President Whittemore discussed utilizing ambulance transport services with AMR.

10. Public Comment: There was no public comment.

11. Other Business

- a. Next Meeting Scheduled for March 13, 2023, at 7:00 PM.

12. Adjournment: Director Lewis moved to adjourn at 8:40 PM; seconded by Director Issacson. Motion passed unanimously.

Respectfully submitted,

By:

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 13, 2023, MINUTES
OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS
SIGNING BELOW:

Mike Whittemore

Quentin Deramus

Steve Lewis

Farris Issacson

Bruce Seachris



2:43 PM

03/10/23

Accrual Basis

Cascade Fire Protection District
Balance Sheet
As of February 28, 2023

	Feb 28, 23
ASSETS	
Current Assets	
Checking/Savings	
ENT (00) Savings	113,761.79
ENT (10) CHECKING	201,731.11
Ent (54) - 13 Month CD	100,349.04
Ent (55) - 13 Month CD	77,983.49
Ent (56) - 13 Month CD	50,000.00
Total Checking/Savings	543,825.43
Accounts Receivable	
Property Tax Receivable	145,025.00
Total Accounts Receivable	145,025.00
Total Current Assets	688,850.43
TOTAL ASSETS	688,850.43
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,251.45
Total Accounts Payable	2,251.45
Other Current Liabilities	
Deferred Property Tax	145,025.00
Total Other Current Liabilities	145,025.00
Total Current Liabilities	147,276.45
Total Liabilities	147,276.45
Equity	
Unrestricted Net Assets	376,023.22
Opening Balance Equity	171,098.07
Net Income	-5,547.31
Total Equity	541,573.98
TOTAL LIABILITIES & EQUITY	688,850.43

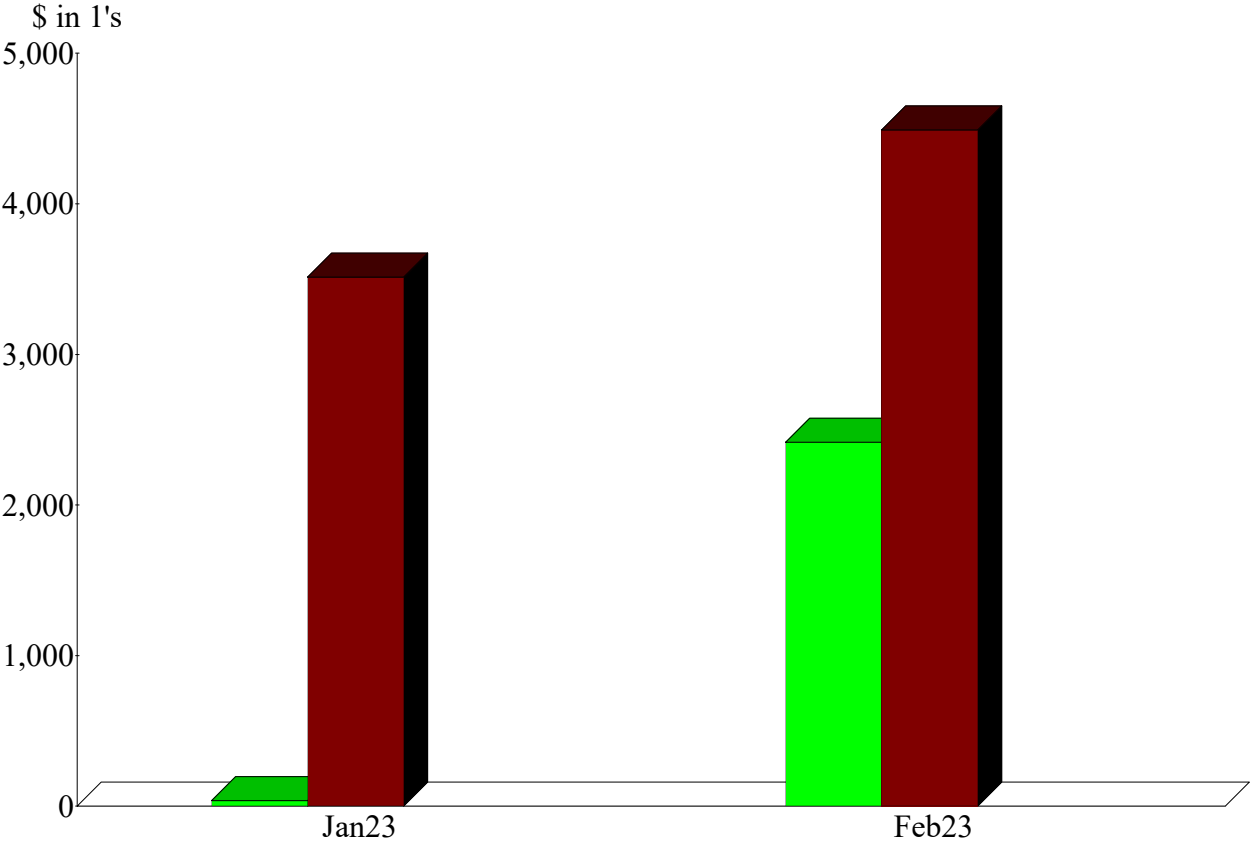
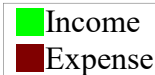
Cascade Fire Protection District

Profit & Loss Budget vs. Actual

January through February 2023

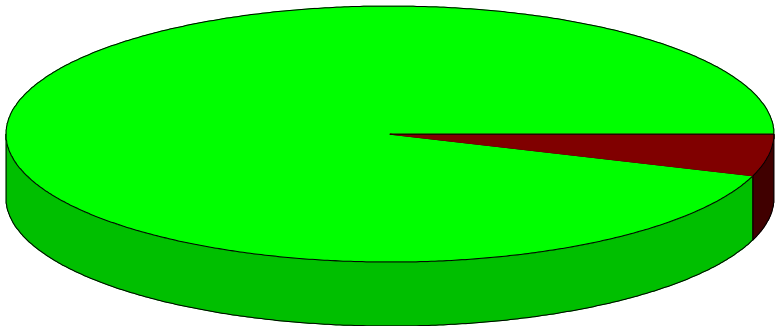
	TOTAL				
	Feb 23	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
Income					
Income					
General Property Tax	740.05	740.05	145,025.00	-144,284.95	0.51%
Vehicle Registration Tax	1,172.35	1,172.35	10,152.00	-8,979.65	11.55%
Interest earned	572.35	687.23			
Total Income	2,484.75	2,599.63	155,177.00	-152,577.37	1.68%
Grants received	0.00	0.00	20,000.00	-20,000.00	0.0%
Other Types of Income					
Shoemaker Building Income	-67.00	-144.00	6,445.00	-6,589.00	-2.23%
Total Other Types of Income	-67.00	-144.00	6,445.00	-6,589.00	-2.23%
Total Income	2,417.75	2,455.63	181,622.00	-179,166.37	1.35%
Expense					
District Budget					
Administrative / Operations	1,030.36	2,031.56	12,000.00	-9,968.44	16.93%
Ballot item/Mill Levy Increase	0.00	0.00	100.00	-100.00	0.0%
Bank Fees	252.73	252.73			
Collection-Treasurer's Fees	11.10	11.10	2,175.00	-2,163.90	0.51%
Insurance	428.00	856.00	11,000.00	-10,144.00	7.78%
Pension	0.00	0.00	13,369.00	-13,369.00	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	1,722.19	3,151.39	43,744.00	-40,592.61	7.2%
Stations & Buildings					
Operations	780.73	1,747.15	5,000.00	-3,252.85	34.94%
Building Capital	0.00	0.00	8,000.00	-8,000.00	0.0%
Total Stations & Buildings	780.73	1,747.15	13,000.00	-11,252.85	13.44%
Fire Department's Budgets					
Communications-Capital Outlay	0.00	0.00	2,000.00	-2,000.00	0.0%
Communications-Supplies & Exp.	0.00	0.00	2,000.00	-2,000.00	0.0%
Communications-Dispatch	0.00	1,000.00	1,000.00	0.00	100.0%
Radios - Repairs & Maintenance	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	10,000.00	-10,000.00	0.0%
Firefighting-Supplies & Exp's	1,266.30	1,383.37	9,000.00	-7,616.63	15.37%
Medical Services-Supplies & Exp	721.03	721.03	2,000.00	-1,278.97	36.05%
Medical Services-Capital Outlay	0.00	0.00	1,000.00	-1,000.00	0.0%
Repair Svc Contr.(Committed)	0.00	0.00	2,700.00	-2,700.00	0.0%
Supplies & Expenses-Trucks, ...	0.00	0.00	6,000.00	-6,000.00	0.0%
Total Fire Department's Budgets	1,987.33	3,104.40	44,700.00	-41,595.60	6.95%
Contract Services					
Firefighter	0.00	0.00	125,000.00	-125,000.00	0.0%
Total Contract Services	0.00	0.00	125,000.00	-125,000.00	0.0%
Total Expense	4,490.25	8,002.94	226,444.00	-218,441.06	3.53%
Net Income	-2,072.50	-5,547.31	-44,822.00	39,274.69	12.38%

Income and Expense by Month
January through February 2023



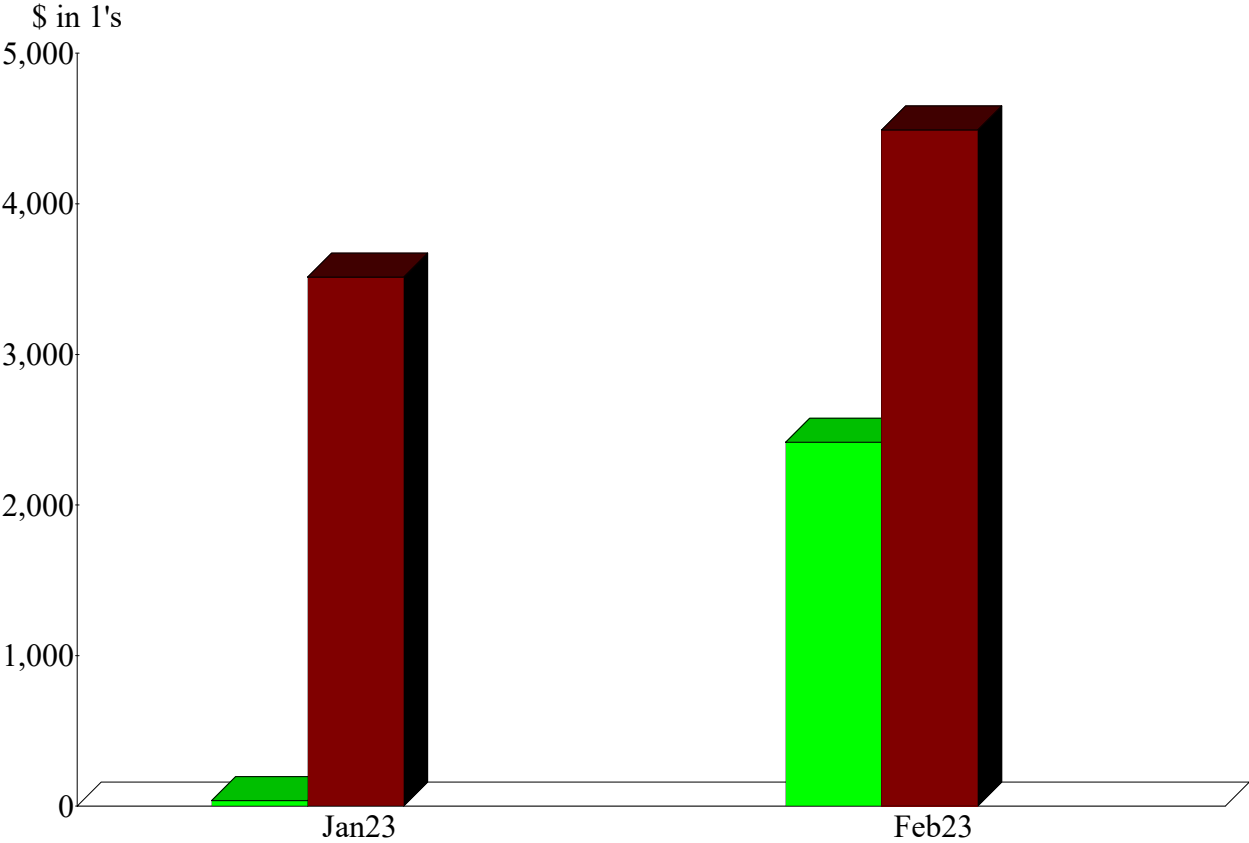
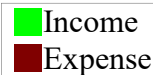
Income Summary
January through February 2023

Income	100.00%
Other Types of Income	\$-144.00
Sub-Total	\$2,455.63



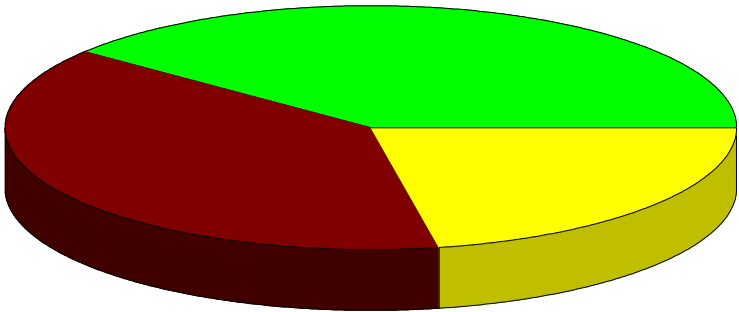
By Account

Income and Expense by Month
January through February 2023



Expense Summary
January through February 2023

District Budget	39.38%
Fire Department's Budgets	38.79
Stations & Buildings	21.83
Total	\$8,002.94



By Account



Cascade Fire Protection District
PAYMENT REQUEST
3/13/2023

Company	Invoice	Date	Amount	Comments
Black Hills Energy	7132643370	3/1/2023	\$ 168.44	
Cascade Metropolitan District	10623	3/6/2023	\$ 96.12	Paid VIA ACH
Colorado Springs Utilities	6595858371	3/2/2023	\$ 213.07	
Colorado Springs Utilities	9562766079	3/2/2023	15.02	
Pinnacol	21193554	2/22/2023	\$ 428.00	
Steve Lewis	22823	2/28/2023	\$ 565.00	
Teller County Waste	101130414150	3/2/2023	\$ 67.00	
WEX	0490-00-81888-0	2/23/2023	\$ 69.12	Paid VIA ACH
WSDM District Managers	7352	2/28/2023	\$ 1,030.36	
TOTAL			\$ 2,652.13	

TOTAL FOR ALL FUNDS

\$ 2,652.13

_____, President