



**GREEN MOUNTAIN FALLS/CHIPITA PARK
FIRE PROTECTION DISTRICT**

Pension Board Meeting at 6:00 PM

Regular Board Meeting

Thursday, November 13, 2025– 6:30 PM

2 Carsell Way, Green Mountain Falls, CO 80819,

or

Please join my meeting from your computer, tablet or smartphone.

<https://video.cloudoffice.avaya.com/join/977128605>

You can also dial in using your phone.

United States: +1 (213) 463-4500

Access Code: 977-128-605

Board of Director	Title	Term
Steve Walsh	President	May 2029
George Allen	Secretary	May 2027
Susan Turnbull	Treasurer	May 2029
Megan Kelly	Director	May 2027
Dan May	Director	May 2029

AGENDA

1. Call to Order/Introductions
2. Approval of Agenda
3. Chief's Report
 - a. Review and Consider Approval of the Resolution to Adopt the 2021 IFC and the Colorado Wildfire Resiliency Code (see attached)
4. Approval of the Minutes from Board Meeting on October 9, 2025 (see attached)
5. Financial Report
 - a. Consider approval of Unaudited Financial Statements dated October 31, 2025 (see attached)
 - b. Reading of Monthly Bills & Cash Transfer: Bills were submitted in the Amount of \$_____ Transfer of \$_____
 - c. Public Hearing for the 2026 Budget
 - i. Review and Consider Approval of Resolution Adopting 2026 Budget (see attached)
6. Equipment Report
7. Facilities Report
8. New Business
 - a. Review Proposals for Management Services
 - i. Review and consider Approval of the 2026 Wisdom Engagement Letter (see attached)
 - b. Review and Consider Approval of the 2026 Annual Administrative Resolution (see attached)
 - i. Discuss and Approve the Regular Board Meeting Schedule
9. Old Business
 - a. Discuss Fire Chief Hiring Process

10. Public Comment (Items Not on the Agenda Only. Comments Limited to 3 Minutes per Person)
11. Other Business
 - a. Next Meeting scheduled for December 11, 2025, at 6:30 PM.
12. Adjournment



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- A. **EPCO FM's revised language:** A Resolution of the [Name of Fire Protection District] Concerning the Adoption and Application of the International Fire Code and the Colorado Wildfire Resiliency Code.

WHEREAS, the [Name of Fire Protection District] ("District") is charged with the responsibility of providing fire prevention, fire suppression, and life safety services to its citizens, and;

WHEREAS, the District seeks to adopt and implement the 2021 International Fire Code (IFC), as amended, in conjunction with the Colorado Wildfire Resiliency Code (WRC) to ensure community fire safety, support emergency response planning, and reduce risk in the wildland-urban interface (WUI); and

WHEREAS, the District recognizes that the application of fire code standards must balance fire and life safety with practical implementation across a range of residential development scenarios, including smaller subdivisions and pre-existing developments;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE [NAME OF FIRE PROTECTION DISTRICT], AS FOLLOWS:

SECTION 1: General Adoption

The [Name of Fire Protection District] hereby adopts the International Fire Code (2021 edition), as amended, and all referenced standards therein, including NFPA 1142, as the minimum standard for fire safety, fire prevention, water supply, and operational readiness within the District's boundaries.

SECTION 2: Application of Administrative, Operational, and Maintenance Provisions

Administrative, operational, and maintenance provisions of the International Fire Code shall apply to all properties within the District, regardless of development status or subdivision exemption.

This includes, but is not limited to:

- 1) Regulation of open burning and recreational fires (IFC §307),
- 2) Ongoing enforcement to protect life and property under Chapters 1 and 5 of the IFC, and
- 3) Maintenance of water supply and access routes in accordance with IFC and NFPA standards.

SECTION 3: Exemptions from Full Prescriptive Compliance

The following structures may be exempt from full prescriptive compliance with the International Fire Code, provided they meet minimum requirements for fire department access, addressing, and water supply, and do not conflict with the Colorado Wildfire Resiliency Code:

- 1) Detached one- and two-family dwellings or townhomes, provided they are built on:
 - a. An unplatted parcel (legal lot),
 - b. A subdivision of four or fewer lots, or
 - c. A subdivision recorded before December 10, 2013, and

- d. Located outside mapped Wildland-Urban Interface (WUI) zones.
- 2) Factory-built units certified by the State of Colorado and located outside mapped WUI zones.
- 3) Dwellings constructed to federal standards (e.g., HUD code) and located outside mapped WUI zones.
- 4) Detached accessory structures, subject to the following:
 - a. Floor area $\leq$ 120 square feet;
 - b. Located more than 50 feet from the nearest habitable structure;
 - c. No separate water supply or dedicated fire department access required;
 - d. Structures no larger than the primary dwelling and not requiring operational permits;
 - e. Located outside mapped WUI zones.

B. This resolution nullifies and replaces all previous resolutions to adopt a fire code for the following fire districts:

- 1) Black Forest Fire Protection District
- 2) Calhan Fire Department
- 3) Cimarron Hills Fire Protection District
- 4) Crystal Park Volunteer Fire Department
- 5) Edison Fire Protection District
- 6) Elbert Fire Protection District
- 7) Ellicott Fire Protection District
- 8) Falcon Fire Protection District
- 9) Green Mountain Falls/Chipita Park Fire Protection District
- 10) Hanover Fire Protection District
- 11) Southwest Highway 115 Fire Protection District
- 12) Monument Fire Protection District
- 13) Northeast Teller County Fire Department
- 14) Palmer Lake Fire Protection District
- 15) Peyton Fire Department
- 16) Security Fire Protection District
- 17) Stratmoor Hills Fire Protection District
- 18) Tri-County Fire Protection District



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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
GREEN MOUNTAIN FALLS/CHIPITA PARK FIRE PROTECTION DISTRICT
HELD OCTOBER 9, 2025
AT 6:30 PM**

Pursuant to posted notice, the regular meeting of the Board of Directors of the Green Mountain Falls/Chipita Park Fire Protection District was held on October 9, 2025, at 6:30 PM, at Green Mountain Falls Fire Station, 2 Carsell Way, Green Mountain Falls, CO 80819 and via tele/videoconference:

<https://video.cloudoffice.avaya.com/join/977128605>

Attendance:

In attendance were Directors:

Steve Walsh,	President (virtual)
Dan May,	Director
George Allen,	Secretary
Megan Kelly,	Director
Susan Turnbull,	Treasurer

Also in attendance were:

Adam Noel,	District Manager
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1. Call to Order:

The meeting was called to order at 6:32 PM by Mr. Noel.

2. Declaration of Quorum/Director Qualifications/ Disclosure Matters:

Mr. Noel indicated that a quorum of the Boards was present, stating that each Director has been qualified as an eligible elector of the District pursuant to Colorado law. The Directors confirmed their qualifications. Mr. Noel informed the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Noel reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Noel inquired into whether members of the Boards had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain quorum or otherwise enable the Board to act.

3. Approval of Agenda:

Director Kelly moved to approve the Agenda as presented; seconded by Director May. Motion passed unanimously.

4. Chief's Report: Chief Murphy reported via email that call stats for the year will be presented

in November. The parking lot sealing was completed and looks great. The department tested the new VHF repeater, and it works as expected, providing coverage in both districts and down the pass. Cascade has its annual chili dinner fundraiser this Saturday from 5-8 PM.

5. Approval of September 11, 2025, Regular Board Meeting Minutes:
After review, Director May moved to approve the September 11, 2025, Regular Board Meeting Minutes as presented; seconded by Director Allen. Motion passed unanimously.
6. Financial Report:
 - a. Approve Unaudited Financial Reports through September 30, 2025: Mr. Noel presented the unaudited financials. After discussion, Director Allen moved to approve the Unaudited Financial Reports through September 30, 2025, as presented; seconded by Director Kelly. Motion passed unanimously.
 - b. Reading of Monthly Bills & Cash Transfer: Director May moved to approve the Bills that were submitted in the Amount of \$14,879.96, with a transfer of \$15,000; seconded by Director Allen. Motion passed unanimously.
 - c. Review Draft 2026 Budget: Mr. Noel presented the draft 2026 budget for open discussion.
7. Equipment Report:
 - a. VHF Repeater Replacement w/ Cascade Fire: The Board is still waiting for the final invoice to be paid and has requested the invoice to be itemized to show the work that was completed.
8. Facilities Report:
Director Allen reported that the roof is getting its winter inspection on October 15th. The three furnaces are getting their regular inspection on November 5th.
9. New Business:
 - a. RFP Review for Management Services: The RFP was sent out and this item has been tabled to the November board meeting where a management company will be voted on.
10. Old Business:
 - a. Discuss Fire Chief Qualifications for New Hire – Committee Update: The Board reviewed the process for receiving and reviewing the job applications as they come in. Director May moved to approve an amount up to \$3,000 for job postings; seconded by Director Allen. Motion passed unanimously.
11. Adjourn: Mr. Noel adjourned the meeting at 8:12 PM.
 - a. Next Regular Meeting/Budget Hearing scheduled: November 13, 2025 at 6:30 PM w/ Pension Board meeting at 6 PM.

Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 9, 2025 REGULAR MEETING MINUTES OF THE GREEN MOUNTAIN FALLS/CHIPITA PARK FIRE PROTECTION DISTRICT.

Approved by: Secretary of the Board



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Green Mountain Falls & Chapita Park Fire Protec District

Balance Sheet

As of October 31, 2025

	Oct 31, 25
ASSETS	
Current Assets	
Checking/Savings	
Bill.com Money Out Clearing	-532.57
BOTSJ - Bond Repayment 2532	79,652.74
BOTSJ - Bond Repayment MM 8210	141,428.92
BOTSJ - Capital Equipment 2761	140,680.30
BOTSJ - Checking 3979	17,171.67
BOTSJ - Emergency Operatr n 2745	1,101.72
BOTSJ - Holding - 9526	154,812.20
Kirkpatrick Bank - 5740	101,660.77
Kirkpatrick Bank Cap Imp - 3716	222,142.48
Kirkpatrick Bank Emerg - 3705	74,149.92
Total Checking/Savings	932,268.15
Total Current Assets	932,268.15
Fixed Assets	
Land - Fire Station	914,256.37
Property & Equipment	
Accum Amort - Bond Costs	-6,719.00
Accum Deprec - Buildings	-232,277.36
Accum Deprec - Equipment	-236,347.85
Accum Deprec - Vehicles	-433,267.93
Accum Depreciation - Equipment	-4,762.00
Buildings	3,397,061.39
Equipment	204,871.90
Equipment Acquired	14,805.48
Furniture	16,670.47
Land	201,449.99
Vehicles	433,267.93
Total Property & Equipment	3,354,753.02
Total Fixed Assets	4,269,009.39
Other Assets	
Suspense	57.01
Total Other Assets	57.01
TOTAL ASSETS	5,201,334.55
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	11,902.59
Total Accounts Payable	11,902.59
Other Current Liabilities	
A/P Visa	1,654.28
Payroll Liabilities	2,223.75
Total Other Current Liabilities	3,878.03
Total Current Liabilities	15,780.62
Long Term Liabilities	
Bond Payable	2,605,187.33
Total Long Term Liabilities	2,605,187.33
Total Liabilities	2,620,967.95

Green Mountain Falls & Chapita Park Fire Protec District
Balance Sheet
As of October 31, 2025

	Oct 31, 25
Equity	
Opening Balance Equity	1,524,271.25
Unrestricted Net Assets	662,060.88
Net Income	394,034.47
Total Equity	2,580,366.60
TOTAL LIABILITIES & EQUITY	5,201,334.55

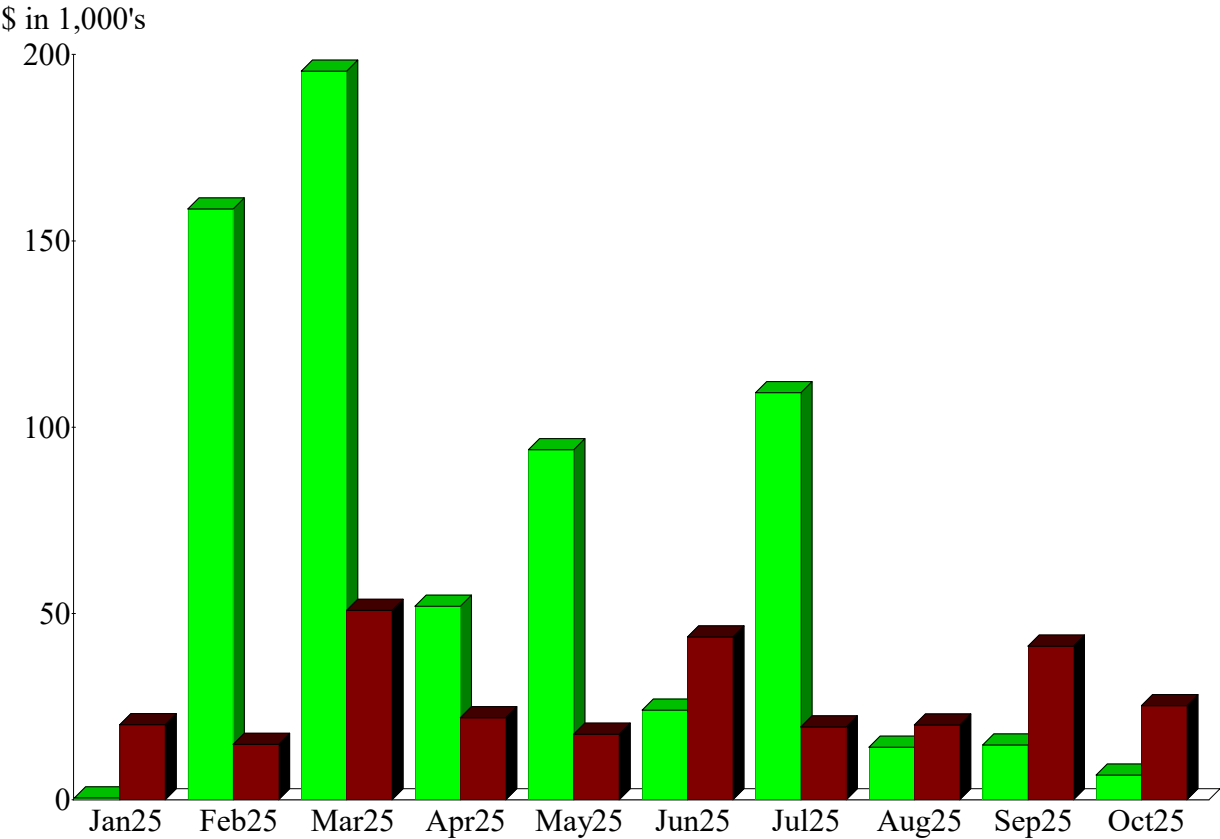
Green Mountain Falls & Chapita Park Fire Protec District
Profit & Loss Budget vs. Actual
January through October 2025

	TOTAL				
	Oct 25	Jan - Oct 25	Budget	\$ Over Budget	% of Budget
Income					
Delinquent Interest - Debt EPC	47.55	380.14			
Delinquent Interest - O&M EPC	50.07	400.33			
Delinquent Interest - O&M TC	0.00	24.88			
Delinquent Interest Debt - TC	0.00	23.62			
Gain on Sale of Assets	0.00	150,000.00			
Interest Income	635.88	6,191.44			
Prior Year Tax - Debt EPC	0.00	0.73			
Prior Year Tax - O&M EPC	0.00	0.77			
Property Tax - Debt EPC	1,016.09	221,301.27	223,917.00	-2,615.73	98.83%
Property Tax - Debt TC	0.00	11,155.93	11,472.00	-316.07	97.25%
Property Tax - O&M EPC	1,070.09	233,061.84	235,816.00	-2,754.16	98.83%
Property Tax - O&M TC	0.00	11,610.36	12,081.00	-470.64	96.1%
Spec Ownership Tax - Debt EPC	1,805.14	16,062.10	15,674.00	388.10	102.48%
Spec Ownership Tax - Debt TC	91.68	805.43	803.00	2.43	100.3%
Spec Ownership Tax - O&M EPC	1,901.07	16,915.66	16,507.00	408.66	102.48%
Spec Ownership Tax - O&M TC	96.56	848.23	846.00	2.23	100.26%
State Senior/Vet Fund - Debt TC	0.00	375.38			
State Senior/Vet Fund - O&M TC	0.00	395.34			
Tax Abatement - EPC	-3.73	-3.73			
Tax Abatement - Debt EPC	0.00	-2.65			
Tax Abatement - O&M EPC	0.00	-2.80			
Total Income	6,710.40	669,544.27	517,116.00	152,428.27	129.48%
Gross Profit	6,710.40	669,544.27	517,116.00	152,428.27	129.48%
Expense					
Administrative Expenses					
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Contingent Firefighter	1,001.00	4,092.00	45,760.00	-41,668.00	8.94%
Contingency	0.00	0.00	5,000.00	-5,000.00	0.0%
Director Fees	250.00	2,400.00	3,000.00	-600.00	80.0%
Election Expense	0.00	259.03	5,000.00	-4,740.97	5.18%
FIRE CHIEF - Benefits	0.00	0.00	6,000.00	-6,000.00	0.0%
Insurance - Volunteer Firefight	4,011.00	11,912.90	20,000.00	-8,087.10	59.57%
Insurance - Workers Comp	0.00	4,494.99	4,500.00	-5.01	99.89%
Legal Fees	0.00	0.00	3,000.00	-3,000.00	0.0%
Management & Accounting	2,845.68	27,609.44	33,000.00	-5,390.56	83.67%
Payroll Expenses	594.60	5,524.90	5,000.00	524.90	110.5%
Retirement Fund Contribution	0.00	0.00	31,988.00	-31,988.00	0.0%
Salaries - Fire Chief	6,666.67	67,132.78	80,000.00	-12,867.22	83.92%
Supplies & Expenses	316.39	6,546.77	10,000.00	-3,453.23	65.47%
Total Administrative Expenses	15,685.34	129,972.81	252,348.00	-122,375.19	51.51%
Bond Interest Payment	0.00	63,456.86	85,393.00	-21,936.14	74.31%

Green Mountain Falls & Chapita Park Fire Protec District
Profit & Loss Budget vs. Actual
January through October 2025

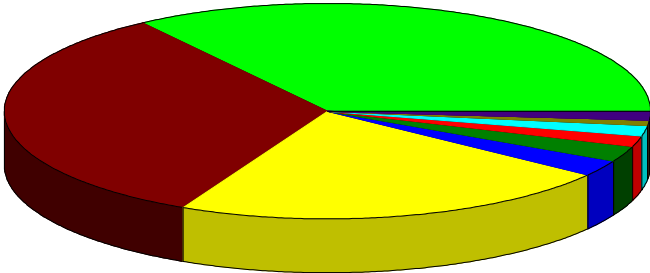
	TOTAL				
	<u>Oct 25</u>	<u>Jan - Oct 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Fire Department's Budgets					
Capital Outlay	0.00	10,500.00	190,000.00	-179,500.00	5.53%
Communications-Dispatch	0.00	1,875.00	1,750.00	125.00	107.14%
Communications-Supplies & Exp.	134.95	1,601.50	5,000.00	-3,398.50	32.03%
Firefighting-Supplies & Exp's	0.00	8,608.83			
Medical Services-Supplies & Exp	0.00	2,754.06	3,000.00	-245.94	91.8%
Radio User Fees	0.00	0.00	5,500.00	-5,500.00	0.0%
Supplies & Expenses-Trucks, ...	7,545.25	9,939.76	12,000.00	-2,060.24	82.83%
Traning Classes	0.00	790.00	2,000.00	-1,210.00	39.5%
Uniforms	0.00	0.00	1,000.00	-1,000.00	0.0%
Total Fire Department's Budgets	<u>7,680.20</u>	<u>36,069.15</u>	<u>220,250.00</u>	<u>-184,180.85</u>	<u>16.38%</u>
Miscellaneous	0.00	0.00	25,000.00	-25,000.00	0.0%
Stations & Buildings					
Capital Improvements	0.00	3,810.50	40,000.00	-36,189.50	9.53%
MAINTENANCE - Generator	0.00	0.00	2,000.00	-2,000.00	0.0%
Snow Removal	0.00	895.00	1,000.00	-105.00	89.5%
Supplies & Expenses	629.77	19,713.40	15,000.00	4,713.40	131.42%
Utilities	1,267.72	14,080.49	16,000.00	-1,919.51	88.0%
Total Stations & Buildings	<u>1,897.49</u>	<u>38,499.39</u>	<u>74,000.00</u>	<u>-35,500.61</u>	<u>52.03%</u>
Treasurer Fees					
El Paso County - Debt	15.96	3,325.23	3,359.00	-33.77	99.0%
El Paso County - O&M	16.80	3,501.93	3,537.00	-35.07	99.01%
Teller County - Debt	0.00	333.34	344.00	-10.66	96.9%
Teller County - O&M	0.00	351.09	362.00	-10.91	96.99%
Total Treasurer Fees	<u>32.76</u>	<u>7,511.59</u>	<u>7,602.00</u>	<u>-90.41</u>	<u>98.81%</u>
Total Expense	<u>25,295.79</u>	<u>275,509.80</u>	<u>664,593.00</u>	<u>-389,083.20</u>	<u>41.46%</u>
Net Income	<u><u>-18,585.39</u></u>	<u><u>394,034.47</u></u>	<u><u>-147,477.00</u></u>	<u><u>541,511.47</u></u>	<u><u>-267.18%</u></u>

Income and Expense by Month
January through October 2025

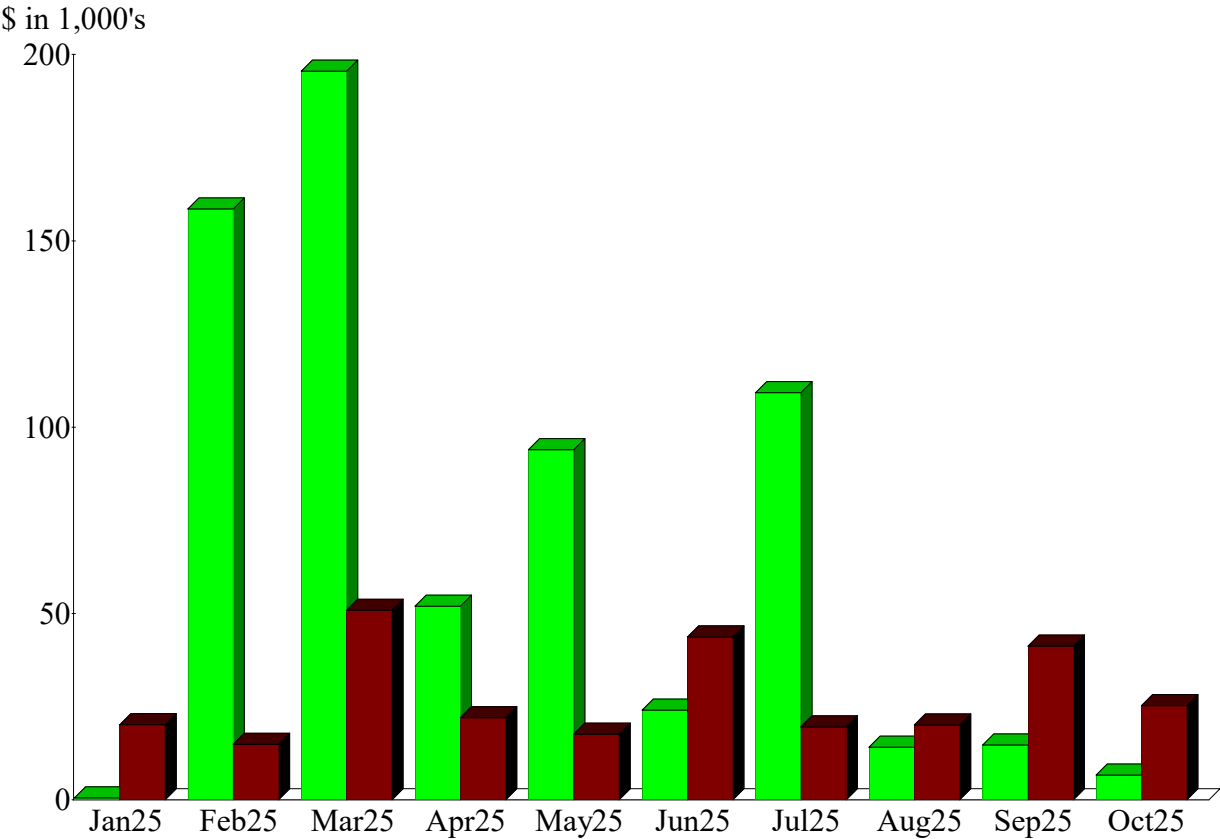


Income Summary
January through October 2025

Property Tax - O&M EPC	34.81%
Property Tax - Debt EPC	33.05
Gain on Sale of Assets	22.40
Spec Ownership Tax - O&M EPC	2.53
Spec Ownership Tax - Debt EPC	2.40
Property Tax - O&M TC	1.73
Property Tax - Debt TC	1.67
Interest Income	0.92
Spec Ownership Tax - O&M TC	0.13
Spec Ownership Tax - Debt TC	0.12
Other	0.24
Total	\$669,544.27

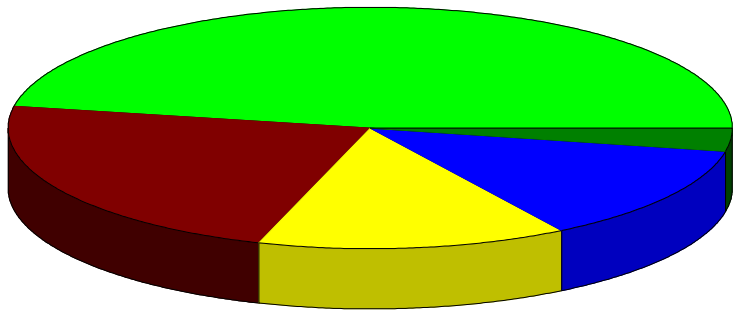


Income and Expense by Month
January through October 2025



Expense Summary
January through October 2025

Administrative Expenses	47.18%
Bond Interest Payment	23.03
Stations & Buildings	13.97
Fire Department's Budgets	13.09
Treasurer Fees	2.73
Total	\$275,509.80





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Green Mountain Falls Chipita Park Fire District

PAYMENT REQUEST

11/13/2025

GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Megan Kelly	111325	11/13/2025	\$ 50.00	
Stephen Walsh	111325	11/13/2025	\$ 50.00	
Dan May	111325	11/13/2025	\$ 50.00	
Sue Turnbull	111325	11/13/2025	\$ 50.00	
George Allen	111325	11/13/2025	\$ 50.00	
Bankcard Center	103125	10/31/2025	\$ 1,654.28	Credit Card Pmt
Black Hills Energy	2402362520	11/06/2025	\$ 128.62	Set up for Autopay
Colorado Springs Utilities	4895014031	11/03/2025	\$ 38.47	Set up for Autopay
Colorado Springs Utilities	9015963319	11/03/2025	\$ 384.94	Set up for Autopay
Environment Control	16022-439	11/1/2025	\$ 582.41	
Environment Control	16531-439INV	10/15/2025	\$ 47.36	
Flair Data Systems	R02704	10/17/2025	\$ 134.95	
Lingo Telecom (Bullseye)	55248748	10/25/2025	\$ 207.88	Set Up for Autopay
Northeast Teller County Fire	248	10/9/2025	\$ 1,061.75	
Northeast Teller County Fire	254	10/24/2025	\$ 2,908.82	
Northeast Teller County Fire	259	10/31/2025	\$ 1,160.75	
Northeast Teller County Fire	262	11/5/2025	\$ 360.50	
The Insurance Center	2210-001	10/22/2025	\$ 4,011.00	
WEX	108335696	10/31/2025	\$ 191.73	Made Manual Payment Online
Woodland Hardware & Home	2952416	9/4/2025	\$ 56.97	
WSDM Managers	1092	10/31/2025	\$ 2,845.68	
TOTAL			\$ 16,026.11	

Green Mountain Falls Chipita Park Fire District

Added at Board Meeting			
Vendor	Inv#	Date	Amount



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RESOLUTION
ADOPTING BUDGET, IMPOSING MILL LEVY AND APPROPRIATING FUNDS
(2026)

The Board of Directors of Green Mountain Falls/Chipita Park Fire Protection District (the “**Board**”), Counties of El Paso and Teller, Colorado (the “**District**”) held a special meeting held at 2 Carsell Ave., Green Mountain Falls, CO 80819 on Thursday, November 13, 2025, at 6:30 P.M.

Prior to the meeting, each of the directors was notified of the date, time and place of the budget meeting and the purpose for which it was called and a notice of the meeting was posted or published in accordance with §29-1-106, C.R.S.

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NOTICE AS TO PROPOSED 2026 BUDGET

AFFIDAVIT OF PUBLICATION

STATE OF COLORADO
COUNTY OF Teller

I, Fredrick Rogers, being first duly sworn, deposes and says that he is the Legal Sales Representative of The Pikes Peak Courier, LLC., a corporation, the publishers of a daily/weekly public newspapers, which is printed and published daily/weekly in whole in the County of Teller, and the State of Colorado, and which is called Pikes Peak Courier; that a notice of which the annexed is an exact copy, cut from said newspaper, was published in the regular and entire editions of said newspaper **1 time(s) to wit 11/05/2025**

That said newspaper has been published continuously and uninterruptedly in said County of Teller for a period of at least six consecutive months next prior to the first issue thereof containing this notice; that said newspaper has a general circulation and that it has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879 and any amendment thereof, and is a newspaper duly qualified for the printing of legal notices and advertisement within the meaning of the laws of the State of Colorado.



Fredrick Rogers
Sales Center Agent

Subscribed and sworn to me this 11/05/2025, at said City of Colorado Springs, El Paso County, Colorado.
 My commission expires December 15, 2025.



Karen Hogan
Notary Public
The Gazette



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NOTICE OF PUBLIC HEARING ON THE PROPOSED 2026 BUDGET

NOTICE IS HEREBY GIVEN that the Board of Directors (the "Board") of the Green Mountain Falls/Chipita Park Fire Protection District (the "District"), will hold a public hearing at 2 Carsell Way, Green Mountain Falls, CO and via teleconference on November 13, 2025 at 6:30 P.M., to consider adoption of the District's proposed 2026 budget (the "Proposed Budget"). The public hearing may be joined using the following teleconference information:

Please join using this link:
<https://video.cloudoffice.avaya.com/join/977128605>
 Meeting ID: 977128605
 Or dial:
 +1 (212) 4634500 United States (Los Angeles, CA)
 Access Code / Meeting ID: 977128605

The Proposed Budget is available for inspection by the public at the offices of WSDM District Managers, 3204 N. Academy Blvd. Ste. 100, Colorado Springs, CO 80917.

Any interested elector of the District may file any objections to the Proposed Budget at any time prior to the final adoption of the Proposed Budget by the Board.

The Agenda for any meeting may be obtained at <https://wsdistricts.co/projects/greenmountain-falls-chipita-park-fire-protection-district/> or by calling 719-447-1777.

BY ORDER OF THE BOARD OF DIRECTORS:
 GREEN MOUNTAIN FALLS/CHIPITA PARK FIRE PROTECTION DISTRICT,
 A quasi-municipal corporation and political subdivision of the State of Colorado
 /s/ ADAM NOEL
 WSDM - District Managers
 Published in the Pikes Peak Courier November 5, 2025.

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET AND APPROPRIATING SUMS OF MONEY TO EACH FUND IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE DISTRICT FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2026 AND ENDING ON THE LAST DAY OF DECEMBER 2026.

WHEREAS, the Board has authorized its accountant to prepare and submit a proposed budget to the Board in accordance with Colorado law; and

WHEREAS, the proposed budget has been submitted to the Board for its review and consideration; and

WHEREAS, upon due and proper notice, provided in accordance with Colorado law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 13, 2025, interested electors were given the opportunity to file or present any objections to said proposed budget at any time prior to final adoption of the budget by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. Adoption of Budget. The budget attached hereto and incorporated herein is approved and adopted as the budget of the District for fiscal year 2026. In the event of recertification of values by the County Assessor's Office after the date of adoption hereof, staff is hereby directed to modify and/or adjust the budget and certification to reflect the recertification without the need for additional Board authorization. Any such modification to the budget or certification as contemplated by this Section 1 shall be deemed ratified by the Board.

Section 2. Levy for General Operating Expenses. For the purpose of meeting all general operating expenses of the District during the 2026 budget year, there is hereby levied a tax of 6.874 mills upon each dollar of the total valuation of assessment of all taxable property within the District.

Section 3. Levy for Debt Service Obligations. For the purposes of meeting all debt service obligations of the District during the 2026 budget year, there is hereby levied a tax of

6.527 mills upon each dollar of the total valuation of assessment of all taxable property within the District.

Section 4. Levy for Contractual Obligation Expenses. For the purposes of meeting all contractual obligations of the District during the 2026 budget year, there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District.

Section 5. Levy for Capital Project Expenses. For the purposes of meeting all capital project obligations of the District during the 2026 budget year, there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District.

Section 6. Certification to County Commissioners. The Board directs its legal counsel, manager, accountant or other designee to certify to the Board of County Commissioners of El Paso and Teller Counties, Colorado the mill levies for the District as set forth herein. Such certification shall be in compliance with the requirements of Colorado law.

Section 7. Appropriations. The amounts set forth as expenditures in the budget attached hereto are hereby appropriated.

Section 8. Filing of Budget and Budget Message. The Board hereby directs its legal counsel, manager or other designee to file a certified copy of the adopted budget resolution, the budget and budget message with the Division of Local Government by January 31 of the ensuing year.

Section 9. Budget Certification. The budget shall be certified by a member of the District, or a person appointed by the District, and made a part of the public records of the District.

[Remainder of page intentionally left blank.]

ADOPTED this 13th day of November, 2025.

Green Mountain Falls/Chipita Park Fire Protection District

Officer of the District

ATTEST:

STATE OF COLORADO
COUNTY OF EL PASO
and TELLER
Green Mountain Falls/Chipita Park Fire Protection District

I hereby certify that the foregoing resolution constitutes a true and correct copy of the record of proceedings of the Board adopted at a meeting held on November 13, 2025, at 2 Carsell Ave., Green Mountain Falls, CO 80819, as recorded in the official record of the proceedings of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 13th day of November, 2025.

EXHIBIT A
BUDGET DOCUMENT

**GREEN MOUNTAIN FALLS CHIPITA PARK FIRE PROTECTION DISTRICT
2026 BUDGET
GENERAL FUND**

	2024 ACTUAL	2025 ACTUAL 9/19/2025	2025 PROJECTED	2025 BUDGET	2026 BUDGET
BEGINNING BALANCE General Fund	\$ 83,502	\$ 96,141	\$ 96,141	\$ 127,358	\$ 93,777
REVENUES					
GENERAL PROPERTY TAX - EL PASO COUNTY	\$ 262,279	\$ 231,992	\$ 235,816	\$ 235,816	\$ 248,179
SPECIFIC OWNERSHIP TAX - EL PASO COUNTY	\$ 22,158	\$ 15,015	\$ 16,507	\$ 16,507	\$ 17,373
GENERAL PROPERTY TAX - TELLER COUNTY	\$ 14,294	\$ 11,610	\$ 12,081	\$ 12,081	\$ 12,251
SPECIFIC OWNERSHIP TAX - TELLER COUNTY	\$ 1,162	\$ 752	\$ 846	\$ 846	\$ 858
ABATEMENT - EL PASO COUNTY	\$ (375)	\$ (3)	\$ (3)	\$ -	
DELINQUENT INTEREST EL PASO COUNTY	\$ 624	\$ 350	\$ 350	\$ -	
DELINQUEST INTEREST TELLER COUNTY	\$ 80	\$ 25	\$ 25	\$ -	
PRIOR YEAR TAX EL PASO COUNTY		\$ 1	\$ 1	\$ -	
STATE SENIOR VETERANS FUND	\$ 395	\$ 395	\$ 3,955	\$ -	
INSURANCE REIMBURSEMENT				\$ -	
INTEREST INCOME		\$ 2,115	\$ 2,115	\$ -	
CONTRIBUTIONS & DONATIONS	\$ -			\$ -	
TOTAL REVENUES	\$ 300,617	\$ 262,252	\$ 271,693	\$ 265,251	\$ 278,660
TOTAL FUNDS AVAILABLE	\$ 384,119	\$ 358,393	\$ 367,834	\$ 392,609	\$ 372,437
EXPENSES					
INSURANCE					
PINNACOL	\$ 2,689	\$ 3,917	\$ 6,936	\$ 4,500	\$ 7,200
VOLUNTEER FIRE FIGHTERS	\$ 16,214	\$ 7,902	\$ 15,000	\$ 20,000	\$ 15,000
FIREFIGHTING SUPPLIES					
SUPPLIES & EXPENSE	\$ 30,220	\$ 8,597	\$ 15,000	\$ 25,000	\$ 20,000
UNIFORMS	\$ -		\$ -	\$ 1,000	\$ 1,000
SUPPLIES & EXPENSES TRUCKS	\$ 10,951	\$ 2,395	\$ 5,000	\$ 12,000	\$ 8,000
MEDICAL SERVICES					
SUPPLIES AND EXPENSES	\$ 1,802	\$ 2,754	\$ 3,000	\$ 3,000	\$ 3,000
COMMUNICATIONS					
CAPITAL OUTLAY					
DISPATCH FEES	\$ 1,500	\$ 1,875	\$ 1,875	\$ 1,750	\$ 2,000
RADIO USER FEES			\$ 5,500	\$ 5,500	\$ 5,500
CAPITAL OUTLAY	\$ 22,180				
SUPPLIES	\$ 8,437	\$ 1,080	\$ 3,000	\$ 5,000	\$ 5,000
BUILDING AND GROUNDS					
CAPITAL IMPROVEMENTS	\$ -		\$ -	\$ 40,000	\$ 25,000
SUPPLIES AND EXPENSES	\$ 24,589	\$ 17,425	\$ 20,000	\$ 15,000	\$ 20,000
MAINTENANCE - Generator	\$ 409		\$ 2,000	\$ 2,000	\$ 2,000
UTILITIES	\$ 15,034	\$ 12,256	\$ 16,000	\$ 16,000	\$ 16,000
SNOW REMOVAL	\$ 1,220	\$ 895	\$ 1,400	\$ 1,000	\$ 1,500
TRAINING					
CLASSES	\$ 46	\$ 790	\$ 1,000	\$ 2,000	\$ 1,000
TRAINING OFFICE SALARY					
ADMINISTRATION					
DIRECTOR FEES	\$ 2,650	\$ 2,150	\$ 3,000	\$ 3,000	\$ 3,000
AUDIT	\$ -			\$ -	
BANK FEES	\$ 110			\$ 100	\$ 100
CONTRACT LABOR	\$ -			\$ -	
ELECTION	\$ 25	\$ 259	\$ 259	\$ 5,000	\$ -
PERSONELL - Secretary	\$ -			\$ -	
FIRE CHIEF - Salary	\$ 74,861	\$ 60,466	\$ 80,000	\$ 80,000	\$ 102,500
FIRE CHIEF - Benefits	\$ -		\$ 6,000	\$ 6,000	\$ 6,500
CONTINGENT FIREFIGHTER	\$ 2,211	\$ 3,091	\$ 6,000	\$ 45,760	\$ 34,320

SUPPLIES AND EXPENSES	\$ 2,198	\$ 3,760	\$ 8,000	\$ 10,000	\$ 7,500
MANAGEMENT AND ACCOUNTING	\$ 33,369	\$ 22,014	\$ 33,000	\$ 33,000	\$ 33,000
PAYROLL EXPENSES	\$ 6,142	\$ 4,930	\$ 6,200	\$ 5,000	\$ 6,200
TREASURER FEE					
EL PASO COUNTY	\$ 3,944	\$ 3,485	\$ 3,537	\$ 3,537	\$ 3,723
TELLER COUNTY	\$ 406	\$ 351	\$ 362	\$ 362	\$ 368
RETIREMENT FUND CONTRIBUTION (1 MILL)	\$ 26,771		\$ 31,988	\$ 31,988	\$ 36,104
LEGAL	\$ -		\$ -	\$ 3,000	\$ 3,000
CONTINGENCY	\$ -			\$ 5,000	\$ -
TOTAL EXPENSES	\$ 287,978	\$ 160,392	\$ 274,057	\$ 385,498	\$ 368,514
ENDING BALANCE	\$ 96,141	\$ 198,001	\$ 93,777	\$ 7,111	\$ 3,923
EMERGENCY RESERVE: State Required at 3%	\$ 8,639	\$ 4,812	\$ 8,222	\$ 11,565	\$ 11,055
ASSESSED VALUE					
EL PASO COUNTY	\$ 32,016,110	\$ 31,988,130	\$ 31,988,130	\$ 31,988,130	\$ 36,104,020
TELLER COUNTY	1,657,310	1,638,810	1,638,810	1,638,810	1,782,170
TOTAL ASSESSED VALUE	\$ 33,673,420	\$ 33,626,940	\$ 33,626,940	\$ 33,626,940	\$ 37,886,190
MILL LEVY	7.372	7.372	7.372	7.372	6.874
Not to Exceed 5.25%					5.24%

**GREEN MOUNTAIN FALLS CHIPITA PARK FIRE PROTECTION DISTRICT
2026 BUDGET
DEBT SERVICE FUND**

	2024 ACTUAL	2025 ACTUAL	2025 PROJECTED	2025 BUDGET	2026 BUDGET
BEGINNING BALANCE	\$ 238,888	\$ 272,384	\$ 272,384	\$ 242,149	\$ 277,098
REVENUES					
DEBT SERVICE PROPERTY TAX - EL PASO COUNTY	\$ 249,044	\$ 220,285	\$ 223,917	\$ 223,917	\$ 235,651
SPECIFIC OWNERSHIP TAX - EL PASO COUNTY	\$ 21,040	\$ 14,257	\$ 15,674	\$ 15,674	\$ 16,496
DEBT SERVICE PROPERTY TAX - TELLER COUNTY	\$ 11,226	\$ 11,156	\$ 11,472	\$ 11,472	\$ 11,632
SPECIFIC OWNERSHIP TAX - TELLER COUNTY	\$ 1,112	\$ 714	\$ 803	\$ 803	\$ 814
INTEREST	\$ -	\$ 1,682	\$ 1,682	\$ -	
ABATEMENT - EL PASO COUNTY	\$ (356)	\$ (3)	\$ (3)	\$ -	
OTHER (DELINQUENCIES, STATE FUNDS)	\$ 1,043	\$ 400	\$ 400	\$ -	
TOTAL REVENUES	\$ 283,109	\$ 248,491	\$ 253,945	\$ 251,866	\$ 264,593
TOTAL FUNDS AVAILABLE	\$ 521,997	\$ 520,875	\$ 526,329	\$ 494,015	\$ 541,691
EXPENSES					
TREASURERS FEE - EL PASO COUNTY	\$ 3,745	\$ 3,309	\$ 3,359	\$ 3,359	\$ 3,535
TREASURERS FEE - TELLER COUNTY	\$ 340	\$ 333	\$ 344	\$ 344	\$ 349
PRINCIPAL	\$ 156,565		\$ 160,135	\$ 160,135	\$ 164,752
INTEREST EXPENSE	\$ 88,963	\$ 42,618	\$ 85,393	\$ 85,393	\$ 80,776
OTHER	\$ -			\$ -	
TOTAL EXPENSES	\$ 249,613	\$ 46,260	\$ 249,231	\$ 249,231	\$ 249,412
ENDING BALANCE	\$ 272,384	\$ 474,615	\$ 277,098	\$ 244,784	\$ 292,279
ASSESSED VALUE - EL PASO COUNTY	\$ 32,016,110	\$ 31,988,130	\$ 31,988,130	\$ 31,988,130	\$ 36,104,020
ASSESSED VALUE - TELLER COUNTY	1,657,310	1,638,810	1,638,810	1,638,810	1,782,171
MILL LEVY	7.000	7.000	7.000	7.000	6.527
TOTAL MILL LEVY	14.372	14.372	14.372	14.372	14.372

**GREEN MOUNTAIN FALLS CHIPITA PARK FIRE PROTECTION DISTRICT
2026 BUDGET
CAPITAL EQUIPMENT FUND**

	2024 ACTUAL	2025 ACTUAL	2025 PROJECTED	2025 BUDGET	2026 BUDGET
BEGINNING BALANCE	\$ 204,465	\$ 220,299	\$ 220,299	\$ 204,465	\$ 370,919
<u>REVENUES</u>					
TRANSFER FROM GENERAL FUND					
INTEREST	\$ 4,403	\$ 620	\$ 620		
INSURANCE REIMBURSEMENT	\$ 11,431				
GAIN ON SALE OF ASSETS		\$ 150,000	\$ 150,000	\$ 125,000	
TOTAL REVENUES	\$ 15,834	\$ 150,620	\$ 150,620	\$ 125,000	\$ -
TOTAL FUNDS AVAILABLE	\$ 220,299	\$ 370,919	\$ 370,919	\$ 329,465	\$ 370,919
<u>EXPENSES</u>					
CAPITAL OUTLAY FIREFIGHTER SUPPLIES					
CAPITAL OUTLAY COMMUNICATIONS					
CAPITAL OUTLAY BUILDING				\$ 15,000	\$ 15,000
TRUCK				\$ 175,000	\$ 175,000
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ 190,000	\$ 190,000
TRANSFER FROM LOAN DISBURSEMENT ACCOUNT ACCT					
TRANSFER TO GENERAL FUND					
TOTAL TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING BALANCE	\$ 220,299	\$ 370,919	\$ 370,919	\$ 139,465	\$ 180,919

**GREEN MOUNTAIN FALLS CHIPITA PARK FIRE PROTECTION DISTRICT
2026 BUDGET
FIREFIGHTERS EMERGENCY FUND**

	2024 ACTUAL	2025 ACTUAL	2025 PROJECTED	2025 BUDGET	2026 BUDGET
BEGINNING FUND BALANCE	\$ 73,281	74,544	74,544	\$ 73,281	74,544
<u>REVENUES</u>					
INTEREST INCOME	\$ 1,263	\$ 137	\$ 137		
TRANSFER IN FROM OTHER FUNDS					
TOTAL REVENUES	\$ 1,263			\$ -	
TOTAL FUNDS AVAILABLE	\$ 74,544	\$ 74,544	\$ 74,544	\$ 73,281	\$ 74,544
<u>EXPENSES</u>					
BANK FEES					
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING BALANCE	\$ 74,544	\$ 74,544	\$ 74,544	\$ 73,281	\$ 74,544

EXHIBIT B

BUDGET MESSAGE

BUDGET MESSAGE

(Pursuant to § 29-1-103(1) (e), C.R.S.)

Green Mountain Falls-Chipita Park Fire Protection District

The attached 2026 Budget for Green Mountain Falls-Chipita Park Fire Protection District includes these important features:

- Revenue from Property Taxes with a decrease in Mill Levy.
- Expenses in support of Fire Fighters, Building & Vehicle Maintenance, Volunteer Training and Pensions.

The Budgetary basis of accounting timing measurement method used is:

- ☐ Cash basis
- ☒ Modified accrual basis
- ☐ Encumbrance basis
- ☐ Accrual basis

The District uses funds to budget and report on the financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions. The various funds determine the total District budget. All of the district's funds are considered Governmental Funds and are reported using the current financial resources and the modified accrual basis of accounting. Revenues are recognized when they are measurable and available. Revenues are considered available when they are collectible within the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures, other than the interest on long term obligations, are recorded when the liability is incurred or the long-term obligation is paid.

The services to be provided/delivered during the budget year are the following:

- Contracted legal and management services including state required reporting, financial and accounting reports, billing and other services.
- Fire protection and medical services for the area within the District boundaries (few services offered to surrounding fire districts).



3204 N. Academy Blvd. Ste. 100

Colorado Springs, CO 80917

(719) 447-1777



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WISDOM MANAGEMENT, LLC

dba WSDM – Managers

3204 N. Academy Blvd., Ste. 100
Colorado Springs, Colorado 80917
Phone: (719) 447-1777
Fax: (719) 867-4013
Website: wsdistricts.co

GREEN MOUNTAIN FALLS – CHIPITA PARK FIRE PROTECTION DISTRICT

Re: Wisdom Management, LLC dba WSDM Contract for 2026 services

Dear Board of Directors,

We are pleased to present this continued Management Services Engagement Agreement for the Green Mountain Falls – Chipita Park Fire Protection District (“District”). By signing below, the District agrees to retain Wisdom Management, LLC dba WSDM – Managers (“WSDM”) to provide ongoing professional management services for the 2026 calendar year.

Scope of Services

WSDM will provide day-to-day management of the District at the direction of its Board of Directors. Services are described in detail in Exhibit A (Designation of Responsibilities) and Exhibit B (Scope of Services). WSDM will perform these duties in a professional, transparent, and efficient manner consistent with Colorado Special District best practices.

Service Fee

Based on the scope of work for the District, WSDM will provide the described services for a fixed monthly management fee of \$2,750 per month. This fee represents WSDM’s best estimate of the time and resources required to manage the District’s operations.

Invoices will be issued monthly and are payable within 30 days of receipt. Invoices outstanding for more than 60 days will accrue 1% interest per month, compounded monthly.

Hourly Rates

Principal	\$ 225.00
Senior Accountant	\$ 190.00
Senior Manager	\$ 180.00
Assistant Manager	\$ 150.00
Bookkeeper	\$ 75.00
Administrative/ Supporting Staff	\$ 50.00
Website Administration	\$ 50.00

HomeWiseDocs Facilitation for Final Bill Requests and Closings

WSDM utilizes HomeWiseDocs (“HomeWise”) to manage final bill requests, status letters, and closing document packets for property sales and transfers within the District. All associated document fees and transfer fees are collected by the title company at closing. WSDM ensures all necessary documentation is assembled and delivered promptly through the HomeWise platform. This process helps maintain compliance and accuracy during property ownership transfers and ensures proper payment of all outstanding balances and transfer-related fees.

Closing Request Fee – collected at closing \$ 100.00

Disclosure

From time to time, WSDM may be asked to provide references or summaries of its work to potential clients. We would be honored to include the District in such references unless you request otherwise. Please notify us if you prefer that your District not be disclosed as a client reference.

Renewal/ Termination

This agreement shall be effective January 1, 2026, for a term of one (1) year, unless earlier terminated as provided herein. Either WSDM or the District may terminate this agreement with 30 days’ written notice. If neither party provides notice of termination prior to the end of the term, this agreement shall automatically renew for an additional one-year period under the same terms and conditions unless otherwise amended in writing.

Any modifications or adjustments to the scope or fee structure shall be mutually agreed upon and documented in writing.

Thank you for the opportunity to continue serving your District. Please contact us with any questions regarding this engagement.

Respectfully,

Approved:

Rebecca Harris, CEO &Owner

Wisdom Management, LLC

Date: _____

Steve Walsh, Board President

Date: _____

EXHIBIT - A

Designation of Responsibilities

Management Services

	WSDM	Legal	Other	Not Offered
Meeting & Reporting Services	X			
Filing Conflicts	X			
Elections	X			
Construction Oversight				X
Website Administration	X			
Employee Management				X
Covenant Enforcement				X
Insurance Coordination	X			
Property Inclusion/ Exclusions	X			
Custodian of Records	X			

Accounting & Bookkeeping Services

	WSDM	Legal	Other	Not Offered
General Accounting	X			
Accounts Payable	X			
Accounts Receivable	X			
Financial Planning & Forecasting	X			
Budget Preparation	X			
Conservation Trust Fund				X
Audits	X			
Bond Administration	X			
Developer Advances & Reimbursements				X

Billing and Collection Services

Billing System

Standard Billing Services

Customer Service

WSDM	Legal	Other	Not Offered
			X
			X
X			

EXHIBIT B
SCOPE OF SERVICES

I. MANAGEMENT SERVICES

1. Meeting and Reporting Services

- Coordinate Board meetings; prepare and distribute meeting agendas; and complete all required legal notice preparation, filing, and posting at least seventy-two (72) hours prior to the meeting, or twenty-four (24) hours in the case of an emergency meeting, in compliance with statutory notice requirements.
- Coordination and support for up to thirteen (13) Board meetings per year. Should the District require additional meetings beyond this amount, they will be billed at our standard hourly rate. We're happy to accommodate additional meetings as needed; however, they require considerable staff time and preparation, which may affect other scheduled client commitments.
- Ensure meeting notices are properly and timely posted per Colorado law.
- Confirm Board quorum 72 hours prior to meetings; in the event of cancellation, promptly notify all relevant parties and reschedule as necessary.
- Distribute meeting packets by email or as determined by the Board.
- Prepare for and attend regular and special Board meetings.
- Draft, revise, and finalize minutes; circulate for Board review and approval to ensure compliance with statutory requirements.
- Maintain current records of all Board members, consultants, and vendors; direct and coordinate all service providers and District employees.
- Prepare and file required annual compliance documents with State and County agencies, coordinating review and approval with legal counsel.
- Respond promptly and professionally to inquiries from officials, property owners, or consultants.
- Maintain and serve as official custodian of District records pursuant to the Colorado Open Records Act (CORA).
- Monitor requirements under applicable legislation, including HB 1343 (Illegal Aliens) compliance.
- Manage insurance administration, including coverage evaluation, renewal quotes, claims processing, and verification of vendor insurance certificates.

2. Elections

- WSDM may serve as Designated Election Official (DEO) for District elections in accordance with the Special District Act, Colorado Local Government Election Code, and related statutes, including Article X, § 20 of the Colorado Constitution (TABOR). These services are billed outside the scope of the contract at the rate of \$150/hour.

3. Construction Oversight

- Upon Board direction, WSDM may provide support to project management for public infrastructure construction, leveraging experience managing and funding more than \$100 million in roads, water, wastewater, electric, gas, telecommunications, and stormwater facilities. This may include engagement of a third-party project manager based on the scope of work.

4. Website Administration

- Ensure ongoing compliance with ADA accessibility and transparency requirements under Colorado law.
- Maintain current postings of agendas, minutes, notices, and financial information.

- For document remediation or accessibility upgrades, a qualified third-party vendor will be engaged and the cost billed to the District.
- Any website or technology-related services requested by the District that exceed the scope outlined in this agreement may require the engagement of a third-party IT provider. WSDM will coordinate such services with the District's approval, and all associated costs will be billed to the District.

5. Employee Management

- Manage full- and part-time District employees including Operators in Responsible Control (ORC), field and operations staff, administrative employees, and seasonal or certified pool operators. Responsibilities include maintaining compliance with labor statutes, insurance, training, and safety regulations, as well as coordination of automated payroll services.

6. Covenant Enforcement and CCR Administration

- Administer Architectural Control or Design Review Committees, including meeting coordination and documentation, up to four (4) meetings per year.
- Conduct community inspections and review proposed improvements or architectural requests.
 - Inspections shall be conducted at a frequency of once (1) per month during the period of October 1 through March 31, and twice (2) per month during the period of April 1 through September 30.
- Enforce recorded Covenants, Conditions & Restrictions (CCRs) and Design Guidelines, including tracking violations and implementing fines as authorized.
- Compliance inspections are performed as drive-through evaluations only. For safety and liability reasons, the Compliance Officer will remain inside the vehicle and will not exit or approach individuals, properties, or situations on foot.

7. Insurance Coordination

- Act as liaison for annual insurance renewals, payments, and claims coordination. Conduct annual insurance audits to confirm adequate coverage for District assets and operations.

8. Property Inclusions and Exclusions

- In coordination with legal counsel, manage the inclusion or exclusion of properties from District boundaries. Verify eligibility, prepare documentation for Board approval, and file with applicable agencies.

9. Custodian of Records

- Serve as Designated Custodian of Records per Colorado statute. Process and respond to CORA requests within required timelines. The first hour of staff time is provided at no cost; additional time is billed at the statutory hourly rate and paid to WSDM.

II. ACCOUNTING AND BOOKKEEPING SERVICES

1. General Accounting

- Prepare monthly, quarterly, and annual financial statements for Board review.
- Reconcile bank and trustee statements monthly; manage account setup and signature cards.
- Prepare and file Continuing Disclosure Notices with Trustees and required agencies; coordinate review with legal counsel.
- Coordinate capital project draws, requisitions, and review all disbursements for accuracy and availability of funds.

- Provide monthly expenditure summaries and variance tracking to keep the Board informed of budget performance.

2. Accounts Payable

- Review and code invoices for payment approval per budget categories.
- Prepare checks or electronic disbursements for Board authorization.
- Prepare and submit funding requests when required.
- Release payments upon full approval and funding confirmation.
- Coordinate and facilitate payroll processing, or, where applicable, engage a qualified third-party vendor to provide payroll support at the District's expense.

3. Accounts Receivable

- Process and deposit revenues.
- Record bank adjustments and miscellaneous receivables.

4. Financial Planning and Forecasting

- Prepare multi-year financial projections upon request.
- Perform utility consumption and rate analyses, including water-loss calculations.
- Provide commercial billing and rate structure reviews.

5. Budget Preparation

- Prepare annual budgets and accompanying budget messages for Board approval.
- Assist with supplemental or amended budgets as necessary.
- Ensure all budgets and amendments are filed in accordance with State law.

6. Conservation Trust Fund (GOCO)

- Administer Conservation Trust or GOCO funds, ensuring compliance with all reporting requirements.

7. Audits

- Solicit annual audit proposals for Board review during budget hearings.
- Coordinate with selected auditor for fieldwork and draft reviews.
- Assist in completion, presentation, and filing of final audit or exemption applications with State and local entities.

8. Bond Administration

- Ensure compliance with all bond covenants, State statutes, and reporting requirements.
- Manage reserve fund transfers, principal and interest payments, and related compliance filings (e.g., DLG-30).
- Bond Refinancing or New Issuance – Managed under a separate engagement; WSDM will coordinate with Bond Counsel and the District's financial team as directed by the Board.

9. Developer Advances and Reimbursements

- Track developer advances and ensure proper accounting of all reimbursements.
- Verify compliance with reimbursement agreements and applicable audit requirements.
- Coordinate repayment schedules for principal and interest obligations.

III. BILLING AND COLLECTION SERVICES

1. Billing Systems

WSDM may utilize one of the following billing systems based on District needs:

- CUSI – Compatible with AMR/Badger Beacon systems; supports online portals, ACH, and credit-card payments.
- CINC – Provides integrated payment options, account tracking, and violation processing.

2. Standard Billing Services

- Validate and resolve meter re-reads as needed.
- Automate meter data import directly into the billing platform.
- Prepare and mail (or electronically deliver) customer invoices.
- Process and deposit all customer payments.
- Manage ACH authorizations and secure batch processing under dual controls.
- Coordinate payment plans, delinquencies, and shut-off notices in compliance with District policy and legal counsel.
- Closings: Process payoff and ownership change requests through HomeWiseDocs; fees and transfer costs are collected at closing by the title company.
- Track and collect transfer fees associated with ownership changes.
- Process hardship payment arrangements as approved by the Board.
- Certify delinquent accounts to the County and coordinate lien filings/releases with legal counsel.
- Track tap fee payments and coordinate with Water Operator for new tap installations.

IV. CUSTOMER SERVICE

- Provide customer support via phone, email, text, and other approved communication channels.
- Maintain a 24-hour emergency line (719-447-4840) for urgent issues.
- Collaborate with security vendors as needed to monitor and respond to facility or community concerns.
- Respond to all non-emergency customer inquiries within one (1) business hour during regular operating hours or immediately on the next business day.



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**GREEN MOUNTAIN FALLS-CHIPITA PARK FIRE PROTECTION DISTRICT
ANNUAL ADMINISTRATIVE RESOLUTION
(2026)**

WHEREAS, Green Mountain Falls-Chipita Park Fire Protection District (the “**District**”), was organized as a special district pursuant to an Order and Decree of the District Court in and for the County of El Paso, Colorado (the “**County**”); and

WHEREAS, the Board of Directors (the “**Board**”) of the District, has a duty to perform certain obligations in order to assure the efficient operation of the District and hereby directs its consultants to take the following actions.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. The Board directs the District Manager to cause an accurate map of the District’s boundaries to be prepared in accordance with the standards specified by the Division of Local Government (“**Division**”) and to be filed in accordance with §32-1-306, C.R.S.

2. The Board directs the District Manager to notify the Board of County Commissioners, the County Assessor, the County Treasurer, the County Clerk and Recorder, the governing body of any municipality in which the District is located, and the Division of the name of the chairman of the Board, the contact person, telephone number, and business address of the District, as required by §32-1-104(2), C.R.S.

3. The Board directs the District Manager to prepare and file with the Division, within thirty (30) days of a written request from the Division, an informational listing of all contracts in effect with other political subdivisions, in accordance with §29-1-205, C.R.S.

4. The Board directs the District’s accountant to cause the preparation of and to file with the Department of Local Affairs the annual public securities report for nonrated public securities issued by the District within sixty (60) days of the close of the fiscal year, as required by §§11-58-101, et seq., C.R.S.

5. The Board directs the District Manager to: (a) obtain proposals for auditors to be presented to the Board; (b) cause an audit of the annual financial statements of the District to be prepared and submitted to the Board on or before June 30; and (c) cause the audit to be filed with the State Auditor by July 31, or by the filing deadline permitted under any extension thereof, all in accordance with §§29-1-603(1) and 29-1-606, C.R.S. Alternatively, if warranted by §29-1-604, C.R.S., the Board directs the District’s accountant to apply for and obtain an audit exemption from the State Auditor on or before March 31, in accordance with §29-1-604, C.R.S.

6. The Board directs the District Manager, if the District has authorized but unissued general obligation debt as of the end of the fiscal year, to cause to be submitted to the Board of County Commissioners or the governing body of the municipality that adopted a resolution of approval of the District the District’s audit report or a copy of its application for exemption from audit in accordance with §29-1-606(7), C.R.S.

7. The Board directs the District's accountant to submit a proposed budget to the Board by October 15 and prepare the final budget and budget message, including any amendments thereto, if necessary. The Board directs the District Manager to schedule a public hearing on the proposed budget and/or amendments and post or publish notices thereof and directs legal counsel to file the budget, budget resolution, and budget message with the Division on or before January 30, all in accordance with §§29-1-101, et seq., C.R.S.

8. The Board directs the District's accountant to monitor all expenditures and, if necessary, to notify the District's legal counsel, Manager, and the Board when expenditures are expected to exceed appropriated amounts. The Board directs legal counsel to prepare all budget amendment resolutions and directs the District Manager to schedule a public hearing on a proposed budget amendment and post or publish notices thereof and file the amended budget with the Division on or before the date of making such expenditure or contracting for such expenditure, all in accordance with §§29-1-101, et seq., C.R.S.

9. The Board directs legal counsel to cause the preparation of the Unclaimed Property Act report and submission of the same to the State Treasurer by November 1 if there is property presumed abandoned and subject to custody as unclaimed property, in accordance with §38-13-110, C.R.S.

10. The Board directs the District's accountant to prepare the mill levy certification form and directs the District's accountant to file the mill levy certification form with the Board of County Commissioners on or before December 15, in accordance with §39-5-128, C.R.S.

11. The Board directs that all legal notices shall be published in accordance with §32-1-103(15), C.R.S.

12. The Board determines that its directors shall receive compensation for their services as directors subject to the limitations set forth in §§32-1-902(3)(a)(I) & (II), C.R.S.

13. The District hereby acknowledges, in accordance with §32-1-902, C.R.S., the following officers for the District:

Chairman/President:	Steve Walsh
Treasurer:	Susan Turnbull
Secretary:	George Allen
Director:	Megan Kelly
Director:	Dan May

14. The Board hereby determines that each member of the Board shall, for any potential or actual conflicts of interest, complete conflicts of interest disclosures and directs legal counsel to file the conflicts of interest disclosures with the Board and with the Colorado Secretary of State at least seventy-two (72) hours prior to every regular and special meetings of the Board, in accordance with §32-1-902(3)(b) and §18-8-308, C.R.S. Written disclosures provided by Board members required to be filed with the governing body in accordance with §18-8-308, C.R.S. shall

be deemed filed with the Board when filed with the Secretary of State. Additionally, at the beginning of each year, each Board member shall submit information to legal counsel regarding any actual or potential conflicts of interest and, throughout the year, each Board member shall provide legal counsel with any revisions, additions, corrections, or deletions to said conflicts of interest disclosures.

15. The Board confirms its obligations under §24-10-110(1), C.R.S., with regards to the defense and indemnification of its public employees, which, by definition, includes elected and appointed officers.

16. The Board hereby appoints the District Manager as the official custodian for the maintenance, care and keeping of all public records of the District, in accordance with §§24-72-202, et seq., C.R.S. The Board hereby directs its legal counsel, accountant, manager, and all other consultants to adhere to the Colorado Special District Records Retention Schedule as adopted by the District.

17. The Board directs the District Manager to post notice of all regular and special meetings in accordance with §32-1-903(2) and §24-6-402(2)(c), C.R.S. The Board hereby designates <https://wsdistricts.co/projects/green-mountain-falls-chipita-park-fire-protection-district/> as the District's website for the posting of its regular and special meeting notices. The Board also hereby designates, unless otherwise designated by the Board, the Ute Pass Library as the location the District will post notices of meetings in the event of exigent or emergency circumstances which prevent the District from posting notice of the meeting on the District's website. The Board directs the District Manager to provide the website address set forth above to the Department of Local Affairs for inclusion in the inventory maintained pursuant to §24-32-116, C.R.S.

18. The Board determines to hold regular meetings on the second Thursday of every month at 6:30 p.m., at 2 Carsell Way in Green Mountain Falls, by telephone, electronic, or other means not including physical presence. All notices of meetings shall designate whether such meeting will be held by electronic means, at a physical location, or both, and shall designate how members of the public may attend such meeting, including the conference number or link by which members of the public can attend the meeting electronically, if applicable.

19. In the event of an emergency, the Board may conduct a meeting outside of the limitations prescribed in §24-6-402(2)(c), C.R.S., provided that any actions taken at such emergency meeting are ratified at the next regular meeting of the Board or at a special meeting conducted after proper notice has been given to the public.

20. For the convenience of the electors of the District, and pursuant to its authority set forth in §1-13.5-1101, C.R.S., the Board hereby deems that all regular and special elections of the District shall be conducted as independent mail ballot elections in accordance with §§1-13.5-1101, et seq., C.R.S., unless otherwise deemed necessary and expressed in a separate election resolution adopted by the Board.

21. Pursuant to the authority set forth in §1-1-111, C.R.S., the Board hereby appoints WSDM District Managers as the Designated Election Official (the "DEO") of the District for any

elections called by the Board, or called on behalf of the Board by the DEO, and hereby authorizes and directs the DEO to take all actions necessary for the proper conduct of the election, including, if applicable, cancellation of the election in accordance with §1-13.5-513, C.R.S.

22. In accordance with §1-11-103(3), C.R.S., the Board hereby directs the DEO to certify to the Division the results of any elections held by the District and, pursuant to §32-1-1101.5(1), C.R.S., to certify results of any ballot issue election to incur general obligation indebtedness to the Board of County Commissioners or the governing body of the municipality that adopted a resolution of approval of the district and file a copy of such certification with the Division of Securities.

23. The Board directs legal counsel to cause a notice of authorization of or notice to incur general obligation debt to be recorded with the County Clerk and Recorder within thirty (30) days of authorizing or incurring any indebtedness, in accordance with §32-1-1604, C.R.S.

24. Pursuant to the authority set forth in §24-12-103, C.R.S., the Board hereby designates, in addition to any officer of the District, Rebecca Harris of WSDM District Managers, as a person with the power to administer all oaths or affirmations of office and other oaths or affirmations required to be taken by any person upon any lawful occasion.

25. The Board directs the District Manager to cause the preparation of and filing with the Board of County Commissioners or the governing body of the municipality that adopted a resolution of approval of the District, if requested, the application for quinquennial finding of reasonable diligence in accordance with §§32-1-1101.5(1.5) and (2), C.R.S.

26. The Board directs the District Manager to cause the preparation of and the filing with the Board of County Commissioners or the governing body of any municipality in which the District is located, the Division, the State Auditor, the County Clerk and Recorder, and any interested parties entitled to notice pursuant to §32-1-204(1), C.R.S., an annual report in accordance with §32-1-207(3)(c), C.R.S.

27. The Board directs the District Manager to obtain proposals and/or renewals for insurance, as applicable, to insure the District against all or any part of the District's liability, in accordance with §§24-10-115, et seq., C.R.S. The Board directs the District's accountant to pay the annual SDA membership dues, agency fees, and insurance premiums, as applicable, in a timely manner. The Board appoints the District Manager as its proxy for the SDA Annual meeting for voting and quorum purposes.

28. The Board hereby opts to include elected or appointed officials as employees within the meaning of §8-40-202(1)(a)(I)(A), C.R.S., and hereby directs the District Manager to obtain workers' compensation coverage for the District.

29. The Board hereby directs legal counsel to prepare the disclosure notice required by §32-1-809, C.R.S., and to disseminate the information to the electors of the District accordingly. Further, the Board hereby designates the following website as the District's official website for the purposes thereof: cascademd1.colorado.gov.

30. The Board hereby directs the District Manager to prepare and record with the County Clerk and Recorder updates to the disclosure statement notice and map required by §32-1-104.8, C.R.S., if additional property is included within the District's boundaries.

31. In accordance with §38-35-109.5(2), C.R.S., the District hereby designates the President of the Board as the official who shall record any instrument conveying title of real property to the District within thirty (30) days of any such conveyance.

32. The Board hereby affirms the adoption of the corporate seal in substantially the form appearing on the signature page of this resolution in accordance with §32-1-902, C.R.S., regardless of whether initially produced electronically or manually. The requirement of any District resolution, proceeding or other document to "affix" the District seal thereto, including for the purpose of satisfying any applicable State law, shall be satisfied by manual impression or print, facsimile reproduction or electronic reproduction, or inclusion of the image of such seal. Without limiting the foregoing, any electronic production or reproduction of the image of the seal shall constitute an electronic record of information, as defined in the Uniform Electronic Transactions Act, and the Board hereby authorizes its use in accordance with the authority provided by §24-71.3-118, C.R.S.

33. The Board directs the District's accountant to prepare and submit the documentation required by any continuing disclosure obligation signed in conjunction with the issuance of debt by the District.

34. The Board directs legal counsel to monitor and inform the Board of any legislative changes that may occur throughout the year.

[Remainder of Page Intentionally Left Blank, Signature Page Follows]

ADOPTED THIS 13TH DAY OF NOVEMBER 2025.

(SEAL)

DISTRICT:

**GREEN MOUNTAIN FALLS-CHIPITA
PARK FIRE PROTECTION DISTRICT**, a
quasi-municipal corporation and political
subdivision of the State of Colorado

By: _____
Officer of the District

Attest:

By: _____

CERTIFICATION OF RESOLUTION

I hereby certify that the foregoing constitutes a true and correct copy of the resolution of the Board adopted at a meeting held on November 13, 2025.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 13th day of November 2025.

SEAL

Signature

Printed Name