

GREEN MOUNTAIN FALLS/CHIPITA PARK  
FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS  
APRIL 14, 2022

Call to Order

Present:

Absent:

- I. Approval of March Minutes
  - a. Motion to Approve
- II. Treasurer Report for April 2022
  - a. Motion to approve
- III. Reading of the Monthly Bills & Cash Transfer
  - a. Bills were submitted in the amount of \$\_\_\_\_\_, Transfer of \$\_\_\_\_\_
  - b. Additions, subtractions or corrections
  - c. Motion to approve
- IV. Equipment Report
- V. Upcoming Purchases
  - a. Generator(s) for Apparatus Bay door. See attached bid.
  - b. Street Lighting
- VI. Old Business
  - a. Black Hills Cash Award
- VII. New Business
  - a. Cascade Board of Directors Employee Discussion
  - b. Station Open House July 2022
  - c. Backup Employee for Chief Murphy
  - d. Approval/Motion to expend \$10,000 for 10 new air bottles.
- VIII. Fire Station Bond Comments:

IX. Other Business

X. Adjournment

MINUTES  
GREEN MOUNTAIN FALLS/CHIPITA PARK  
FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS  
MARCH 10, 2022

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

Present: Bowman, Florence, Grassa, Walsh, Fuller

Also Present: Molly Gist – Walker Schooler

Absent:

- I. Approval of February 10, 2022 Minutes  
Motion to approve with noted corrections by Grassa, seconded by Walsh.  
Motion carried unanimously.
- II. Treasurer Report for March 2022  
Motion to approve by Fuller, seconded by Grassa. Motion carried unanimously.
- III. Reading of the Monthly Bills & Cash Transfer
  - a. Bills were submitted in the amount of \$13,007.92. Need to transfer \$13,007.92.
  - b. Additions, subtractions or corrections - None  
Motion to approve made by Fuller and seconded by Grassa. Motion carried unanimously.
- IV. Equipment Report
  - a. Update on 862 – Transwest appraised at \$20,000.
- V. Upcoming purchases
  - a. Generator(s) for Apparatus Bay door. Street Lighting – Still working on.
- VI. Old Business:
  - a. Hiring of temporary employee – Florence and Fuller met with Tyler Lambert, the Chief of NETCO and Steve Murphy to discuss our options. Murphy has four individuals who could help. Need to determine pay and scheduling. Bowman would like actual shifts instead of an as needed basis. He will talk to Murphy.
- VII. New Business:

- a. Discussed IGA with NETCO for vehicle maintenance. Motion was made by Florence and seconded by Walsh. Motion carried unanimously.
- b. Discussed Colorado Springs Fire Department Plan Approval. We will be turning over our plan approvals to CSFD and will get paperwork in order. Regional Building is working on the new Building Codes and will be done by year-end.
- c. Discussed travel pay for volunteers. Gift cards or pay per call were discussed. Florence will get with Murphy.

VIII. Fire Station Bond Comments:

- a. The Bond quarterly payment is due March 19, 2022. The payment will be \$61,381.92, principal is \$36,326.00 and interest is \$25,055.

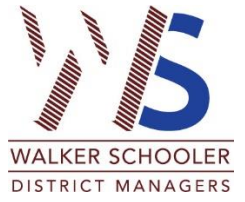
IX. Other Business:

- a. We need to move 2021 savings funds of which \$50,000 will go to Capital Equipment and 25,000 will go to the Bond Repayment fund. We will also need to move \$100,000 to \$125,000 from the Capital Equipment fund to the Bond Repayment fund.
- b. The election was cancelled and was published in the Business Journal. Oaths of office will need to be taken in May.
- c. Molly Gist did the annual filings for Teller and El Paso Counties.

The Meeting was adjourned at 7:28 p.m.

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Dana Fuller, Secretary



# Green Mountain Falls & Chapita Park Fire Protec District

## Balance Sheet

As of March 31, 2022

	Mar 31, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
BOTSJ - Checking 3979	4,938.85
BOTSJ - Capital Equipment 2761	442,986.82
BOTSJ - Emergency Operatr 2745	72,637.15
BOTSJ - Holding - 9526	107,456.81
BOTSJ - Bond Repayment 2532	88,621.61
Total Checking/Savings	716,641.24
Accounts Receivable	
Property Tax Receivable - EPC	275,566.20
Property Tax Receivable - TC	16,639.61
Total Accounts Receivable	292,205.81
Other Current Assets	
Due From CO State Treasurer	13,840.14
Total Other Current Assets	13,840.14
Total Current Assets	1,022,687.19
Fixed Assets	
Land - Fire Station	914,256.37
Property & Equipment	
Accum Deprec - Buildings	-58,069.36
Land	201,449.99
Buildings	3,397,061.39
Equipment	204,871.90
Equipment Acquired	14,805.48
Accum Deprec - Equipment	-176,632.00
Furniture	16,670.47
Vehicles	408,693.00
Vehicles Acquired	37,609.00
Accum Deprec - Vehicles	-352,928.00
Accum Amort - Bond Costs	-6,719.00
Total Property & Equipment	3,686,812.87
Total Fixed Assets	4,601,069.24
<b>TOTAL ASSETS</b>	<b>5,623,756.43</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	4,708.22
Total Accounts Payable	4,708.22
Other Current Liabilities	
Payroll Liabilities	2,510.53
Deferred Property Tax - EPC	275,566.20
Deferred Property Tax - TC	16,639.61
Total Other Current Liabilities	294,716.34
Total Current Liabilities	299,424.56
Long Term Liabilities	
Bond Payable	3,108,825.95
Total Long Term Liabilities	3,108,825.95
Total Liabilities	3,408,250.51
Equity	
Opening Balance Equity	1,524,271.25
Unrestricted Net Assets	559,683.94
Net Income	131,550.73
Total Equity	2,215,505.92
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,623,756.43</b>

# Green Mountain Falls & Chapita Park Fire Protec District

## Profit & Loss Budget vs. Actual

January through March 2022

	TOTAL				
	Mar 22	Jan - Mar 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
Property Tax - O&M EPC	113,816.13	115,901.45	278,597.00	-162,695.55	41.6%
Spec Ownership Tax - O&M EPC	2,181.24	6,685.84	19,502.00	-12,816.16	34.28%
Prior Year Tax - O&M EPC	0.00	1.41			
Delinquent Interest - Debt EPC	0.00	0.08			
Property Tax - O&M TC	4,697.47	5,329.81	15,154.00	-9,824.19	35.17%
Spec Ownership Tax - O&M TC	116.16	324.78	1,061.00	-736.22	30.61%
Property Tax - Debt EPC	78,960.65	80,407.35	193,278.00	-112,870.65	41.6%
Spec Ownership Tax - Debt EPC	1,513.25	4,638.33	13,529.00	-8,890.67	34.28%
Prior Year Tax - Debt EPC	0.00	0.98			
Delinquent Interest - O&M EPC	0.00	0.11			
Property Tax - Debt TC	3,258.89	3,697.58	10,513.00	-6,815.42	35.17%
Spec Ownership Tax - Debt TC	80.58	277.07	736.00	-458.93	37.65%
Interest Income	7.35	15.45	120.00	-104.55	12.88%
<b>Total Income</b>	<b>204,631.72</b>	<b>217,280.24</b>	<b>532,490.00</b>	<b>-315,209.76</b>	<b>40.81%</b>
<b>Gross Profit</b>	<b>204,631.72</b>	<b>217,280.24</b>	<b>532,490.00</b>	<b>-315,209.76</b>	<b>40.81%</b>
<b>Expense</b>					
<b>Administrative Expenses</b>					
Contract Labor	0.00	1,452.50			
Audit	0.00	0.00	12,000.00	-12,000.00	0.0%
Bank Fees	6.00	6.00			
CPA Fees	0.00	0.00	2,000.00	-2,000.00	0.0%
Director Fees	250.00	700.00	3,000.00	-2,300.00	23.33%
Insurance - Volunteer Firefight	0.00	2,529.00	12,000.00	-9,471.00	21.08%
Insurance - Workers Comp	0.00	-115.00	9,400.00	-9,515.00	-1.22%
Legal Fees	0.00	0.00	3,000.00	-3,000.00	0.0%
Management & Accounting	1,250.00	3,750.00	16,000.00	-12,250.00	23.44%
Retirement Fund Contribution	164.17	26,224.47	27,500.00	-1,275.53	95.36%
Payroll Expenses	452.56	1,399.69	5,000.00	-3,600.31	27.99%
Salaries - Fire Chief	4,840.25	14,520.75	61,510.00	-46,989.25	23.61%
Salaries - Secretary	0.00	0.00	24,000.00	-24,000.00	0.0%
Contingent Firefighter	0.00	0.00	20,000.00	-20,000.00	0.0%
Supplies & Expenses	25.96	987.25	30,000.00	-29,012.75	3.29%
<b>Total Administrative Expenses</b>	<b>6,988.94</b>	<b>51,454.66</b>	<b>225,410.00</b>	<b>-173,955.34</b>	<b>22.83%</b>
<b>Bond Interest Payment</b>	<b>25,055.08</b>	<b>25,055.08</b>	<b>95,021.00</b>	<b>-69,965.92</b>	<b>26.37%</b>
<b>Miscellaneous</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>-5,000.00</b>	<b>0.0%</b>
<b>Fire Department's Budgets</b>					
Training Office Salary	0.00	0.00	500.00	-500.00	0.0%
Communications-Capital Outlay	0.00	0.00	3,000.00	-3,000.00	0.0%
Communications-Dispatch	0.00	0.00	12,000.00	-12,000.00	0.0%
Communications-Supplies & Exp.	134.95	404.85	5,000.00	-4,595.15	8.1%
Firefighting-Capital Outlay	0.00	0.00	8,000.00	-8,000.00	0.0%
Firefighting-Supplies & Exp's	220.50	963.36	10,000.00	-9,036.64	9.63%
Medical Services-Supplies & Exp	97.50	97.50	3,000.00	-2,902.50	3.25%

# Green Mountain Falls & Chapita Park Fire Protec District

## Profit & Loss Budget vs. Actual

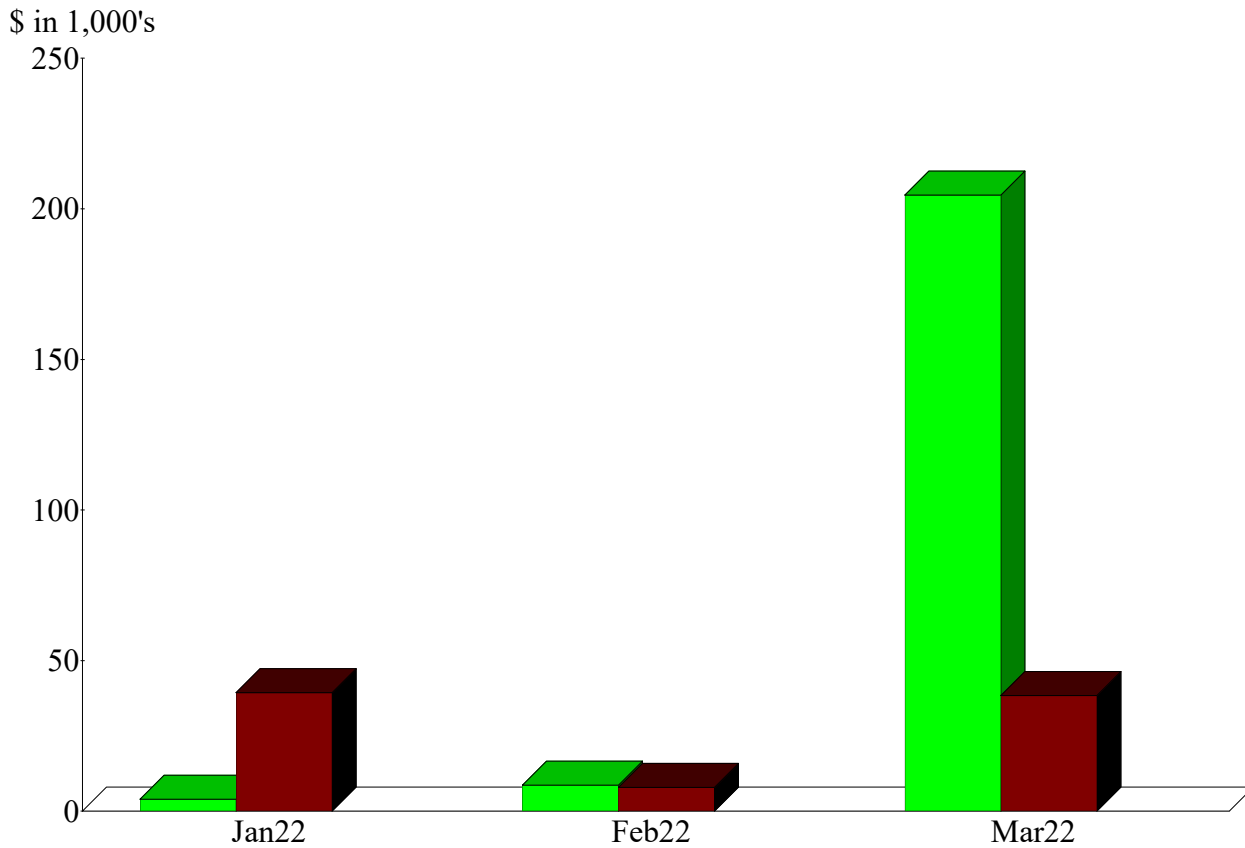
### January through March 2022

	TOTAL				
	Mar 22	Jan - Mar 22	Budget	\$ Over Budget	% of Budget
Radio User Fees	0.00	0.00	12,000.00	-12,000.00	0.0%
Supplies & Expenses-Trucks, ...	666.12	1,163.92			
Traning Classes	0.00	0.00	500.00	-500.00	0.0%
<b>Total Fire Department's Budgets</b>	<b>1,119.07</b>	<b>2,629.63</b>	<b>54,000.00</b>	<b>-51,370.37</b>	<b>4.87%</b>
<b>Stations &amp; Buildings</b>					
Capital Improvements	0.00	0.00	7,000.00	-7,000.00	0.0%
Snow Removal	0.00	740.00			
Supplies & Expenses	380.00	2,424.47	15,000.00	-12,575.53	16.16%
Utilities	1,706.62	210.17	15,000.00	-14,789.83	1.4%
<b>Total Stations &amp; Buildings</b>	<b>2,086.62</b>	<b>3,374.64</b>	<b>37,000.00</b>	<b>-33,625.36</b>	<b>9.12%</b>
<b>Treasurer Fees</b>					
Teller County - Debt	97.78	110.94	315.00	-204.06	35.22%
Teller County - O&M	140.92	159.89	455.00	-295.11	35.14%
El Paso County - Debt	1,184.41	1,206.13	2,899.00	-1,692.87	41.61%
El Paso County - O&M	1,707.24	1,738.54	4,179.00	-2,440.46	41.6%
<b>Total Treasurer Fees</b>	<b>3,130.35</b>	<b>3,215.50</b>	<b>7,848.00</b>	<b>-4,632.50</b>	<b>40.97%</b>
<b>Total Expense</b>	<b>38,380.06</b>	<b>85,729.51</b>	<b>424,279.00</b>	<b>-338,549.49</b>	<b>20.21%</b>
<b>Net Income</b>	<b>166,251.66</b>	<b>131,550.73</b>	<b>108,211.00</b>	<b>23,339.73</b>	<b>121.57%</b>



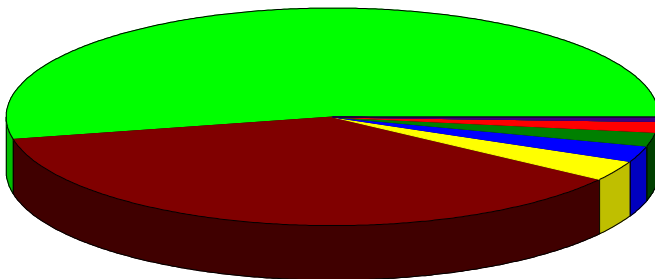
# Income and Expense by Month January through March 2022

Income  
Expense



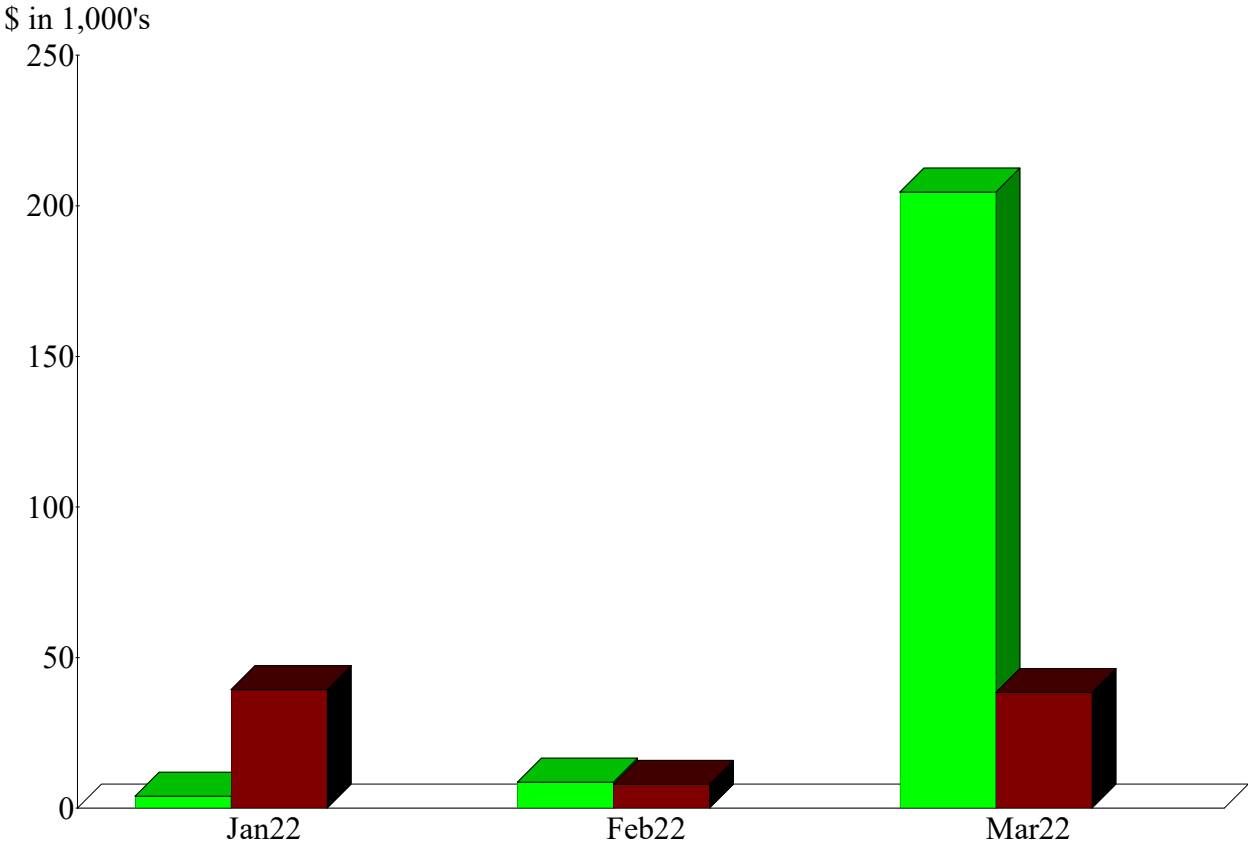
## Income Summary January through March 2022

Property Tax - O&M EPC	53.34%
Property Tax - Debt EPC	37.01
Spec Ownership Tax - O&M EPC	3.08
Property Tax - O&M TC	2.45
Spec Ownership Tax - Debt EPC	2.13
Property Tax - Debt TC	1.70
Spec Ownership Tax - O&M TC	0.15
Spec Ownership Tax - Debt TC	0.13
Interest Income	0.01
Prior Year Tax - O&M EPC	0.01
Other	0.01
Total	\$217,280.24



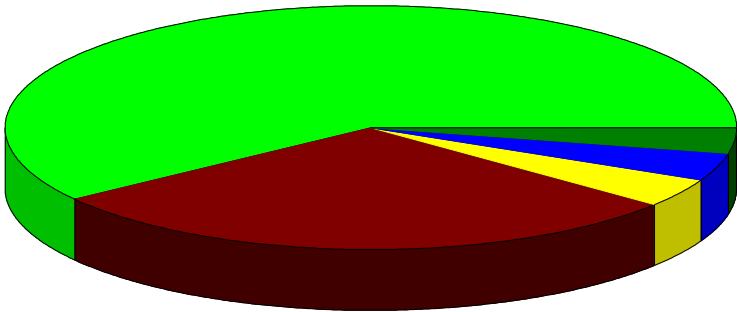
By Account

# Income and Expense by Month January through March 2022



## Expense Summary January through March 2022

Administrative Expenses	60.02%
Bond Interest Payment	29.23
Stations & Buildings	3.94
Treasurer Fees	3.75
Fire Department's Budgets	3.07
Total	\$85,729.51



By Account

# Green Mountain Falls Chipita Park Fire District

## PAYMENT REQUEST

4/14/2022

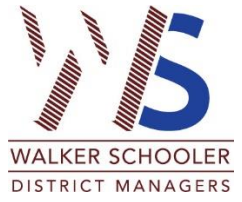
### GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Dana Fuller	31022	3/10/2022	\$ 50.00	
Gary Florence	31022	3/10/2022	\$ 50.00	
Nicole Grassa	31022	3/10/2022	\$ 50.00	
Richard Bowman	31022	3/10/2022	\$ 50.00	
Stephen Walsh	31022	3/10/2022	\$ 50.00	
Black Hills Energy	2402362520	3/9/2022	\$ 787.47	Paid Prior to Meeting
Black Hills Energy	2402362520	4/8/2002	\$ 574.05	Paid Prior to Meeting
Bullseye	42435643	3/25/2022	\$ 164.52	
Century Link	7196847758	2/25/2022	\$ 95.36	
Century Link	7196847758	3/25/2022	\$ 95.36	
Colorado Springs Utilities	4895014031	3/4/2022	\$ 26.42	Paid Prior to Meeting
Colorado Springs Utilities	4895014031	4/4/2022	\$ 28.59	Paid Prior to Meeting
Colorado Springs Utilities	9015963319	3/4/2022	\$ 323.89	Paid Prior to Meeting
Colorado Springs Utilities	9015963319	4/4/2022	\$ 353.10	Paid Prior to Meeting
Comcast	849790080280401	3/13/2022	\$ 173.06	
Digitcom Electronics	114011111-1	3/25/2022	\$ 220.50	
El Paso County Sherriffs Office	40122	4/1/2022	\$ 375.00	
Flair Data Systems	86185	3/17/2022	\$ 134.95	
Flair Data Systems	86464	4/11/2022	\$ 134.95	
Jan-Pro Franchise Development	97278	4/1/2022	\$ 495.00	
Office Scapes	391311	3/24/2022	\$ 615.28	
Pikes Peak Regional Hospital	33122	3/31/2022	\$ 97.50	
Pinnacol Assurance	20845135	4/7/2022	\$ 1,083.00	
Rocky Mountain Popster, Inc.	9/6/1990	3/31/2022	\$ 380.00	
Steve Lewis	33122	4/3/2022	\$ 120.00	
Teller County Waste	101130274465	4/5/2022	\$ 67.95	
The Insurance Center	1104-001	4/5/2022	\$ 4,485.00	
Walker Schooler District Managers	7036	3/31/2022	\$ 1,275.96	
<b>TOTAL</b>			<b>\$ 12,356.91</b>	

\$12,356.91

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Green Mountain Falls Chipita Park Fire District



**Date: 4/6/2022**

**Proposal: #SP0020**

Gary Florence  
Box 723  
Green Mountain Falls, CO 80819  
Phone: 1.719.684.2466  
Email: gflorenc@regis.edu

**Attn: Gary Florence**

**Reference: Green Mountain Falls Generator**

Systems Electric, Inc. appreciates your business and the time you will spend reviewing and awarding this project.

Please see our attached qualifications, inclusions, and exclusions for further clarification.

**PRICING:**

<b>Base Price for Electrical:</b>	<b>\$80,919.00</b>
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**SYSTEM BREAKDOWN:**

<b>GENERATOR:</b>	<b>\$76,465.56</b>
<b>FEEDERS:</b>	<b>\$3,616.62</b>
<b>GROUNDING:</b>	<b>\$836.82</b>

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**QUALIFICATIONS:**

1. Our proposal is based on the following contract documents listed below:
    - a) Specifications dated: N/A
    - b) Plans dated: N/A
  2. Proposal is based on a mutually agreeable lump sum contract and schedule to be determined.
  3. Our proposal is based on a 40-hour work week and anticipates a schedule yet to be determined.
  4. Assume 8 month lead time for generator subject from time approved submittal.
  5. Our on-site mobilization has yet to be determined.
  6. We have not included premium costs in our proposal.
  7. Our proposal remains valid for 30 days.
  8. Our proposal is based on retention not being withheld at a rate higher than it is in the prime contract.
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9. Cancellation charges incurred by Systems Electric inc. shall be the responsibility of the customer along with associated freight charges.
10. Others shall not hold Systems Electric Inc. liable for errors, omissions, inadequacies of materials, or equipment specified or supplied by others.
11. Our estimate is based on all conduits being PVC below grade; EMT with steel set screw fittings, steel compression fittings, and MC cabling above grade.
12. We have not included provisions for differing site conditions.
13. We have not included dust control, de-watering, surveying, utility locates, or traffic control.
14. We assume all equipment furnished and installed by others will be delivered complete with cords and cord caps; and installed in a timely manner to allow timely completion of our portion of the work.
15. The utility transformer is located South of the electrical room.
16. We assume PVC schedule 40 for underground installations.
17. Value engineering on design drawings is subject to review by authority having jurisdiction.
18. **Due to the COVID-19 Pandemic, there may be commodity/quote items pricing increases, supply chain availability, and/or delays due to the current market situation. We reserve the right to amend pricing and lead times if imposed by manufacturers as outside of their reasonable control. Backup for any price increases will be provided.**

#### **INCLUSIONS:**

1. Proposal based on year 2020 NEC code.
2. Sales tax of 8.25%.
3. 1 year warranty.
4. All safety equipment and tools will be provided.
5. Mobilization of electrical equipment and supplies is provided.
6. Furnished labor and materials for complete electrical install.
7. We will provide clean-up of our own identifiable debris to an on-site dumpster furnished by the general contractor.
8. We have included floor and wall penetrations with fire protection seals for electrical conduit systems.
9. Excavation, trenching, backfill, and compaction associated with the electrical installations are included. We anticipate that this excavation can be accomplished with traditional excavation equipment and we presume that spoils can be dispersed on site. We have not included costs for rock excavation, blasting or haul-off and disposal of spoils.
10. Concrete for electrical underground is included as indicated on the drawings.
11. Generator:
  - a. Provide and install the following equipment.
    - i. UL2200 Kohler Diesel Standby Generator Model 100REOZJF
    - ii. ASCO 300 series automatic transfer switch
12. 80KW site rated
13. Fuel type is Diesel
14. Fuel storage capacity is 215 gallons.
15. Sound-attenuated generator enclosure

#### **EXCLUSIONS:**

1. Delays and/or extension of the project schedule.
2. Bond premium-- can be added at 2.5%.
3. Engineering fees.
4. Electrical permit.
5. Builders Risk Insurance.
6. Sales taxes and electrical permit fees have not been included for all owner-furnished equipment or materials to be received and installed by Division 16 – Electrical.
7. Formed concrete, housekeeping pads, transformer pads, electrical equipment pads, and light pole bases.
8. Utility company development fees for permanent and temporary service and consumption charges.
9. Communications development charges.
10. Utility company primary raceway.
11. Tele/com company primary raceway.
12. Cut, patch, and replacement of concrete, asphalt, or landscaping.
13. All painting.
14. We are not providing third party commissioning for our systems. We assume the general contractor will hire a third-party commissioning agent for all the building systems including the electrical systems.
15. Additional manpower for composite clean up.
16. Directional boring.
17. All demolition.

We thank you for the opportunity to provide a proposal on this project and look forward to working with you. If you have any questions, please feel free to contact the undersigned.

Sincerely,



James Pival

Estimator

C: 719.426.1257

[jamesp@systems-electric.com](mailto:jamesp@systems-electric.com)

[www.Systems-Electric.com](http://www.Systems-Electric.com)

