

# **CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA**

Cascade Fire Station

8015 Severy Road Cascade, Colorado

Monday, August 8, 2022 - 7:00 P.M.

From computer, tablet or smartphone. <https://meet.goto.com/130451757>

By phone United States: +1 (872) 240-3412 Access Code: 130-451-757

## **Public invited to attend**

### **Board of Directors**

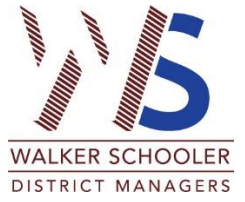
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Mike Whittemore, President	Term Expires May 2025
Steve Lewis, Treasurer	Term Expires May 2023
Quentin Deramus, Assistant Secretary	Term Expires May 2023
Farris Issacson, Assistant Secretary	Term Expires May 2025
Bruce Seachris, Assistant Secretary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

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### **AGENDA**

- 1. Call to Order**
- 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
- 3. Approval of Agenda**
- 4. Approval of Board Meeting Minutes-** from the meeting on July 11, 2022 (included in packet).
- 5. Financial Matters**
  - a. Acceptance of Unaudited Financial Statements as of July 31, 2022 – Balance Sheet and Profit and Loss/Budget Report
  - b. Ratification and Approval of Payables for the period ending August 8, 2022
- 6. Cascade Volunteer Fire Department Chief's Report**
- 7. Old Business**
  - a. Staffing Feasibility study status
- 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 September 12, 2022, at 7:00PM.
- 11. Adjournment**



**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CASCADE FIRE PROTECTION DISTRICT  
HELD JULY 11, 2022**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, July 11, 2022, at 7:00 PM. The meeting was open to the public.

**Directors in Attendance:**

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

**Also in Attendance:**

Kevin Walker, Walker Schooler District Managers  
Chief Karen Bodine, Cascade Volunteer Fire Department

1. **Call to Order:** President Whittemore called the meeting to order at 7:00 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum was present.
3. **Approval of Agenda:** The Board approved the Agenda as presented.
4. **Approval of Board Meeting Minutes – June 13, 2022:** After review, Director Seachris moved to approve the June 13, 2022 Board Meeting Minutes; seconded by Director Issacson. Motion passed unanimously.
5. **Financial Matters**
  - a. Acceptance of Unaudited Financial Statements as of June 30, 2022 – Balance Sheet and Profit and Loss/Budget Report: Mr. Walker presented the Unaudited Financial Statements as of June 30, 2022 including the balance sheet and profit and loss budget report. Mr. Walker noted he still needs to clean up the communications budget line items. Director Seachris moved to accept the Unaudited Financial Statements as of June 30, 2022 with the correction of the communications budget line items; seconded by Director Issacson. Motion passed unanimously.
  - b. Ratification and Approval of Payables for the period ending July 8, 2022: Mr. Walker presented the Payables for the period ending July 8, 2022. After review, Director Seachris moved to approve the Payables for the period ending July 8, 2022; seconded by Director Issacson. Motion passed unanimously. Director Deramus joined the meeting.
  - c. Radio Reimbursement: There was no discussion.

- 6. Cascade Volunteer Fire Department Chief's Report:** Chief Bodine presented the Cascade Volunteer Fire Department Chief's Report. She reported there have been 258 incidents total for the year, but she was unable to print out the detail reports due to internet issues. She discussed upcoming Fall events including community fire awareness and free CPR classes.

The Board discussed the update of the contract with the City to provide services on Pikes Peak. President Whittemore observed that the current rate (\$100 per incident per apparatus noted by Chief Bodine) was likely inadequate reimbursement. It was noted that the District should be a party to the contract and should be receiving the funds. The Board suggested that the per incident funding should be changed to a model that has them contributing to a staffing model for the responses rather than a per incident charge. Chief Bodine acknowledged that this would be communicated to the City negotiation team. Mr. Walker offered to attend or assist in those meetings with the City.

**7. Old Business**

- a. Feasibility Study Status: The Board discussed the feasibility study status. Mr. Walker reported that they had met with the GMF chief and had requested data from the County Response Center which they were waiting on.

Director Isaacson reported to the Board about discussions with CDOT to create a safety plan for the corridor. State patrol is providing incident stats and a meeting is being scheduled with the safety coordinator.

- 8. New Business:** Chief Bodine discussed two new developments in the Fire Protection District including a 7-house parcel and a new development on Pyramid Mountain. Chief Bodine and the Board discussed the old fire engine and exploring the possibility of getting rid of that asset.

The Board discussed tree trimming being done in the District by CSU.

- 9. Public Comment:** There was no public comment.

**10. Other Business**

- a. Next meeting scheduled for August 8, 2022 at 7:00 PM.

- 11. Adjournment:** The Board adjourned the meeting at 8:14 PM.

Respectfully submitted,

By:

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

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 11, 2022 MINUTES OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING

BELOW:

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Mike Whittemore

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Quentin Deramus

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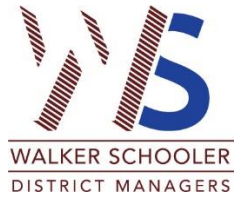
Steve Lewis

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Farris Issacson

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Bruce Seachris



10:37 AM

08/04/22

Accrual Basis

# Cascade Fire Protection District

## Balance Sheet

As of July 31, 2022

	Jul 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
ENT (00) Savings	163,715.28
ENT (10) CHECKING	354,785.27
ENT (52) 7-Month CD	51,515.96
ENT (53) 25-Month CD	26,414.02
Total Checking/Savings	596,430.53
Accounts Receivable	
Property Tax Receivable	4,425.41
Total Accounts Receivable	4,425.41
Total Current Assets	600,855.94
<b>TOTAL ASSETS</b>	<b>600,855.94</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	8,457.64
Total Accounts Payable	8,457.64
Other Current Liabilities	
Deferred Property Tax	4,425.41
Total Other Current Liabilities	4,425.41
Total Current Liabilities	12,883.05
Total Liabilities	12,883.05
<b>Equity</b>	
Unrestricted Net Assets	267,184.41
Opening Balance Equity	171,098.07
Net Income	149,690.41
Total Equity	587,972.89
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>600,855.94</b>

# Cascade Fire Protection District

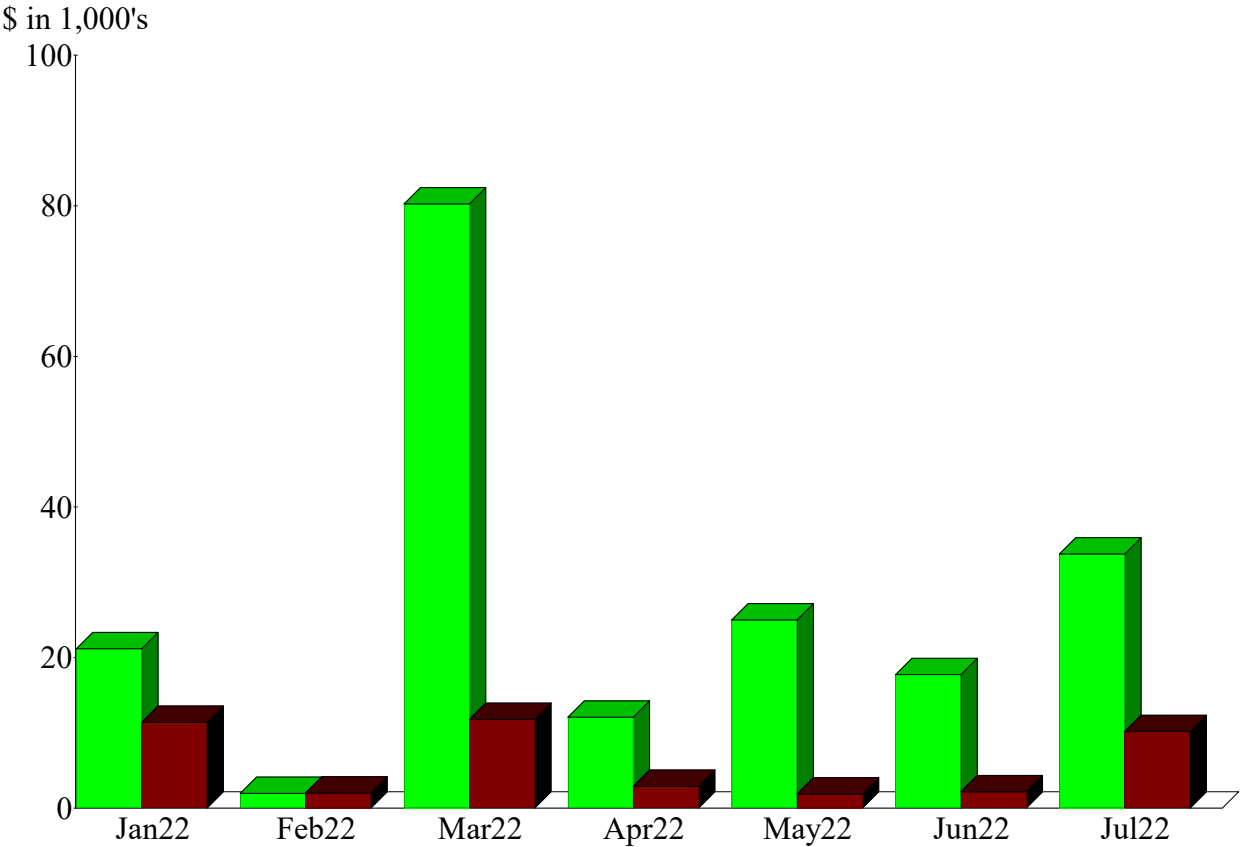
## Profit & Loss Budget vs. Actual

January through July 2022

	TOTAL				
	Jul 22	Jan - Jul 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>Income</b>					
Delinquent Interest	29.71	71.03			
General Property Tax	32,370.02	143,239.39	148,360.00	-5,120.61	96.55%
Vehicle Registration Tax	1,332.27	7,450.33	10,385.00	-2,934.67	71.74%
Interest earned	98.49	577.77			
<b>Total Income</b>	<b>33,830.49</b>	<b>151,338.52</b>	<b>158,745.00</b>	<b>-7,406.48</b>	<b>95.33%</b>
<b>Government Grants</b>					
State Grants	0.00	12,905.29			
<b>Total Government Grants</b>	<b>0.00</b>	<b>12,905.29</b>			
<b>Other Types of Income</b>					
Shoemaker Building Income	-120.00	27,714.42			
<b>Total Other Types of Income</b>	<b>-120.00</b>	<b>27,714.42</b>			
<b>Total Income</b>	<b>33,710.49</b>	<b>191,958.23</b>	<b>158,745.00</b>	<b>33,213.23</b>	<b>120.92%</b>
<b>Expense</b>					
<b>District Budget</b>					
Administrative / Operations	1,179.51	6,283.28	10,000.00	-3,716.72	62.83%
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Collection-Treasurer's Fees	486.00	2,149.66	2,225.00	-75.34	96.61%
Insurance	0.00	10,008.00	9,000.00	1,008.00	111.2%
Pension	0.00	0.00	13,660.00	-13,660.00	0.0%
Rent	0.00	0.00	5,000.00	-5,000.00	0.0%
Tax Abatements	0.00	0.00	100.00	-100.00	0.0%
<b>Total District Budget</b>	<b>1,665.51</b>	<b>18,440.94</b>	<b>40,085.00</b>	<b>-21,644.06</b>	<b>46.01%</b>
<b>Stations &amp; Buildings</b>					
Operations	137.97	3,688.01	3,500.00	188.01	105.37%
Building Capital	0.00	0.00	20,000.00	-20,000.00	0.0%
<b>Total Stations &amp; Buildings</b>	<b>137.97</b>	<b>3,688.01</b>	<b>23,500.00</b>	<b>-19,811.99</b>	<b>15.69%</b>
<b>Fire Department's Budgets</b>					
Communications-Capital Outlay	0.00	9,000.00	2,000.00	7,000.00	450.0%
Communications-Supplies & Exp.	0.00	1,478.56	1,500.00	-21.44	98.57%
Communications-Dispatch	750.00	1,000.00	1,000.00	0.00	100.0%
Emergency Reporting Company	0.00	0.00	2,021.00	-2,021.00	0.0%
Radios	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	20,000.00	-20,000.00	0.0%
Firefighting-Supplies & Exp's	7,542.28	8,460.31	19,000.00	-10,539.69	44.53%
Medical Services-Supplies & Exp	0.00	0.00	2,000.00	-2,000.00	0.0%
Medical Services-Capital Outlay	0.00	0.00	1,000.00	-1,000.00	0.0%
Training-Supplies & Expenses	0.00	0.00	4,000.00	-4,000.00	0.0%
Repair Svc Contr.(Committed)	0.00	0.00	2,700.00	-2,700.00	0.0%
Supplies & Expenses-Trucks, ...	0.00	200.00	7,000.00	-6,800.00	2.86%
<b>Total Fire Department's Budgets</b>	<b>8,292.28</b>	<b>20,138.87</b>	<b>71,221.00</b>	<b>-51,082.13</b>	<b>28.28%</b>
<b>Total Expense</b>	<b>10,095.76</b>	<b>42,267.82</b>	<b>134,806.00</b>	<b>-92,538.18</b>	<b>31.36%</b>
<b>Net Income</b>	<b>23,614.73</b>	<b>149,690.41</b>	<b>23,939.00</b>	<b>125,751.41</b>	<b>625.3%</b>

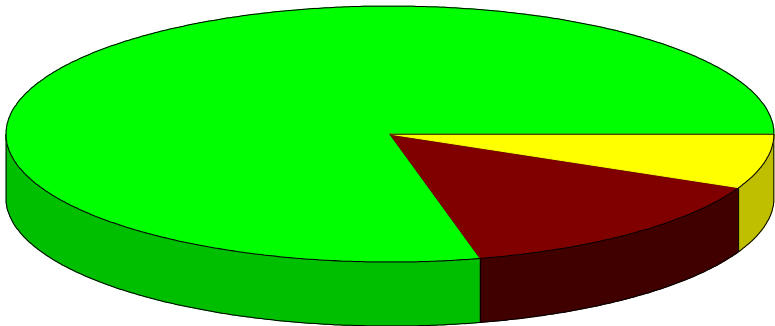


Income and Expense by Month  
January through July 2022



Income Summary  
January through July 2022

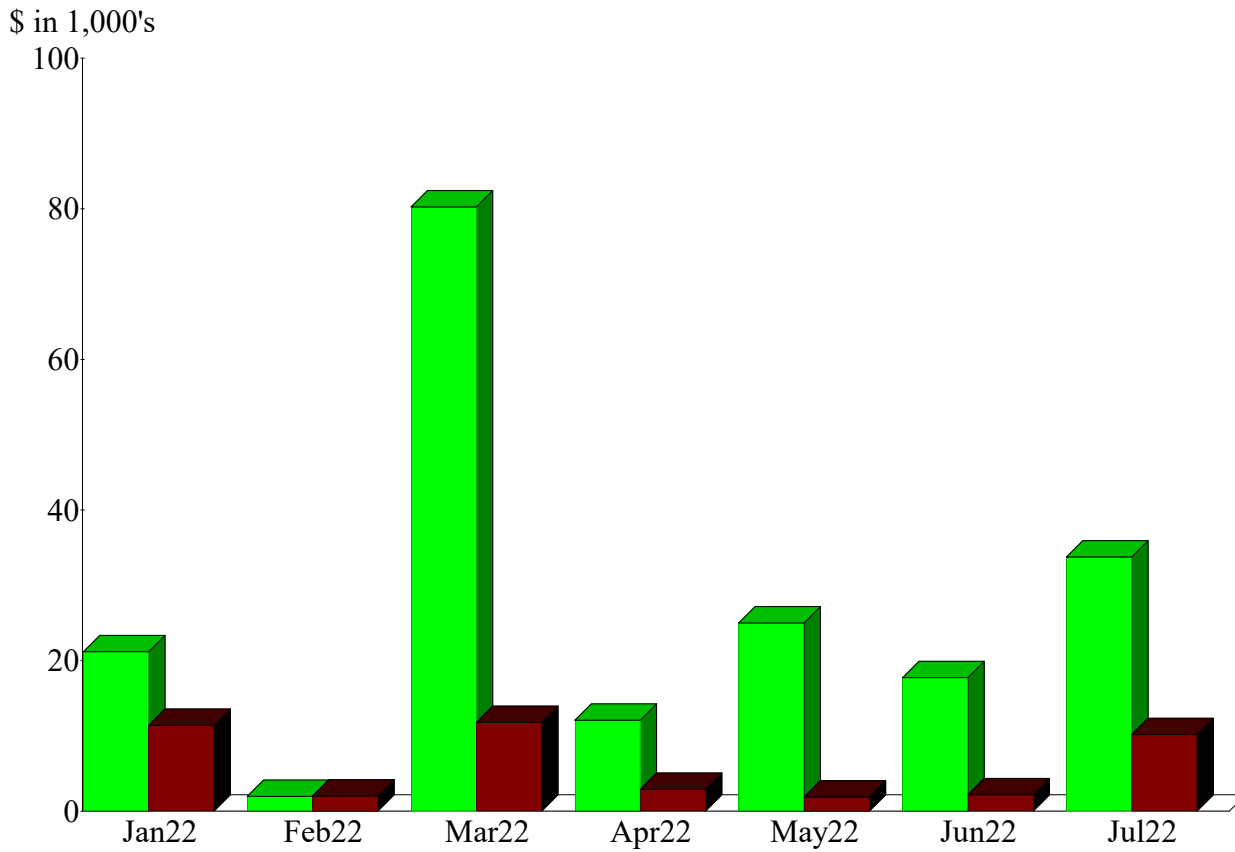
Income	78.81%
Other Types of Income	14.47
Government Grants	6.72
Total	\$192,023.23



By Account

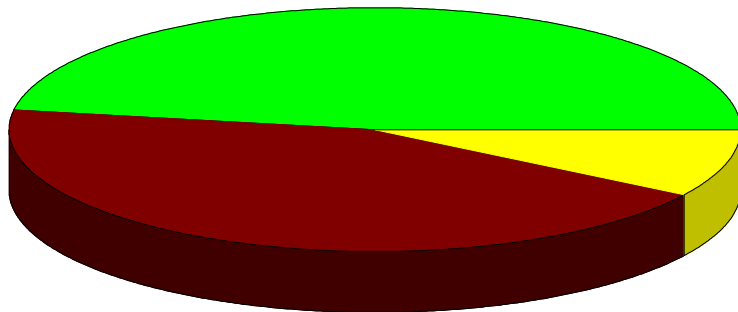
# Income and Expense by Month January through July 2022

Income  
Expense

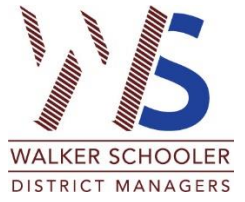


## Expense Summary January through July 2022

Fire Department's Budgets	47.57%
District Budget	43.72
Stations & Buildings	8.71
Total	\$42,332.82



By Account

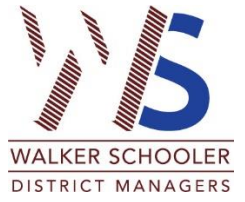


**Cascade Fire Protection District**  
**PAYMENT REQUEST**  
8/8/2022

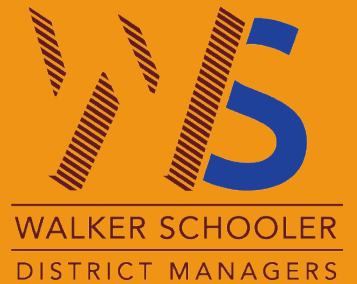
Company	Date	Amount	Amount this Draw	Comments
Black Hills Energy	7/29/2022	\$ 22.01	\$ 22.01	
Cascade Metropolitan District	8/8/2022	\$ 92.75	\$ 92.75	Paid VIA ACH
Colorado Springs Utilities	8/1/2022	\$ 25.26	\$ 25.26	
Colorado Springs Utilities	8/1/2022	\$ 136.49	\$ 136.49	
Colt Reents	7/13/2022	\$ 90.83	\$ 90.83	
Dennis Shipley	7/1/2022	65.00	\$ 65.00	
Feld Fire	7/20/2022	\$ 7,279.80	\$ 7,279.80	
Mike Whittemore	7/3/2022	\$ 390.14	\$ 390.14	
Teller County Waste	8/2/2022	\$ 55.00	\$ 55.00	
Walker Schooler District Managers	7/31/2022	\$ 800.00	\$ 800.00	
WEX	7/23/2022	\$ 157.51	\$ 157.51	Paid by Phone
<b>TOTAL</b>			<b>\$ 9,114.79</b>	

**TOTAL FOR ALL FUNDS**

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



# Cascade Fire Protection District Call Analysis for Firefighter Staffing



Presented by:

Kevin Walker, President, WSDM

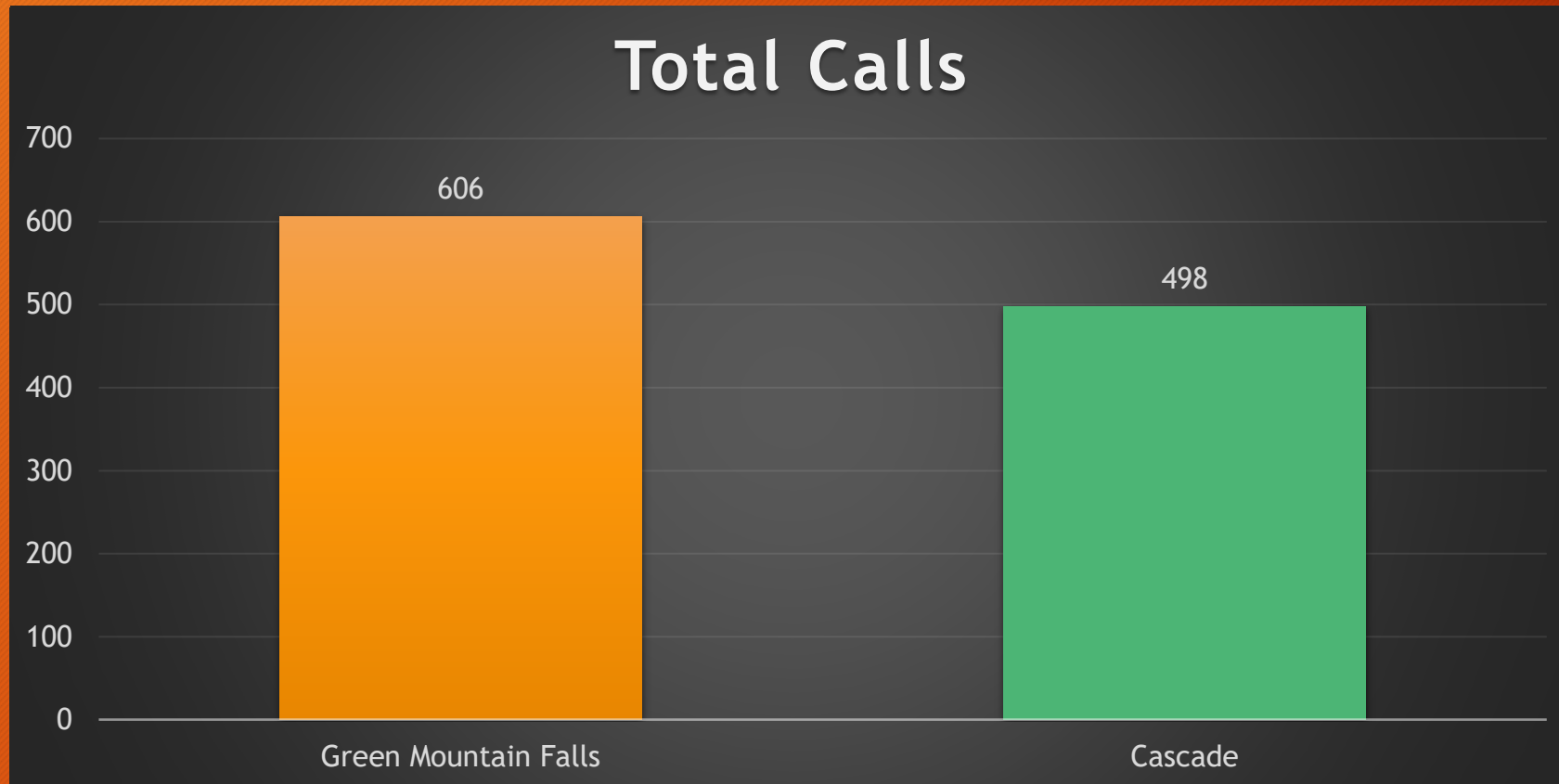
Adam Noel, District Manager, WSDM

# Study Objectives

- To measure the objective relationship of calls between Cascade and Green Mountain Falls
- To measure the overall level of activity between the two districts
- To develop alternatives for call response to supplement or replace all volunteer responses



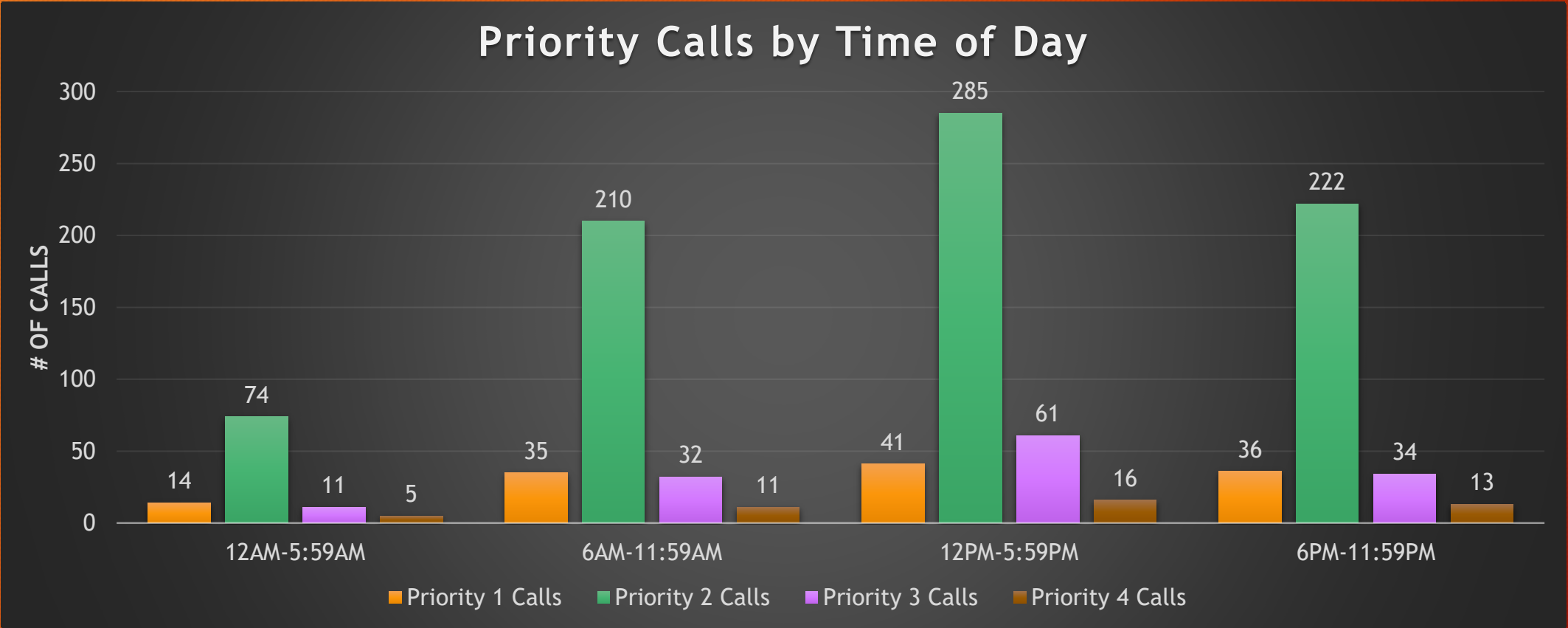
# Total Number of Calls Between Districts



Based on data provided from the El Paso/Teller County 9-1-1 Authority from 1/9/2020 - 7/10/2022

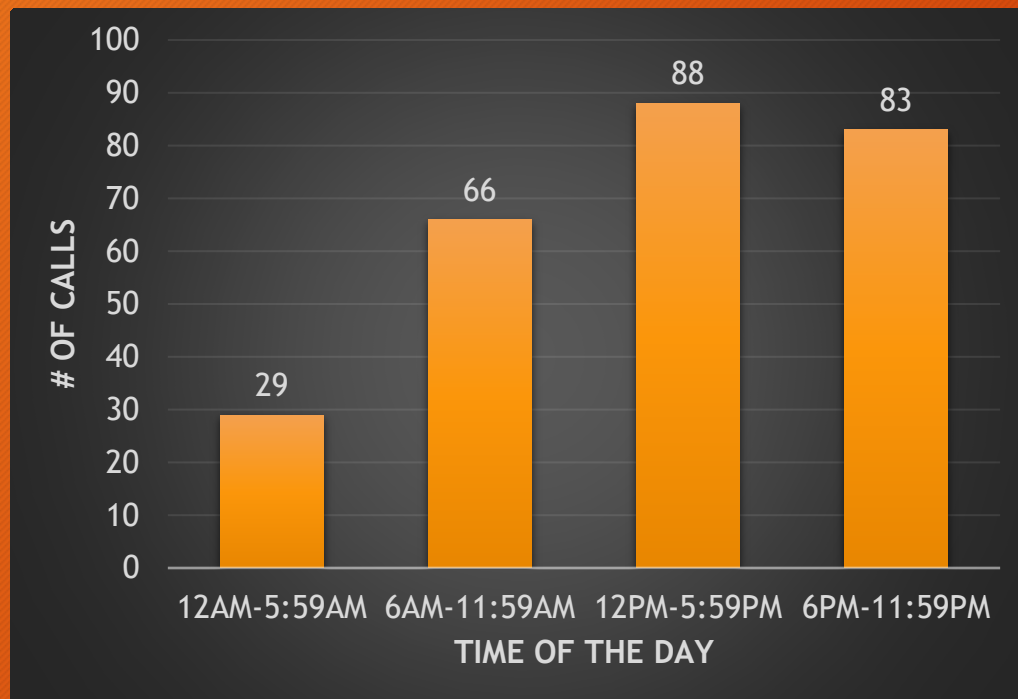


# Combined Call Analysis by Day/Time

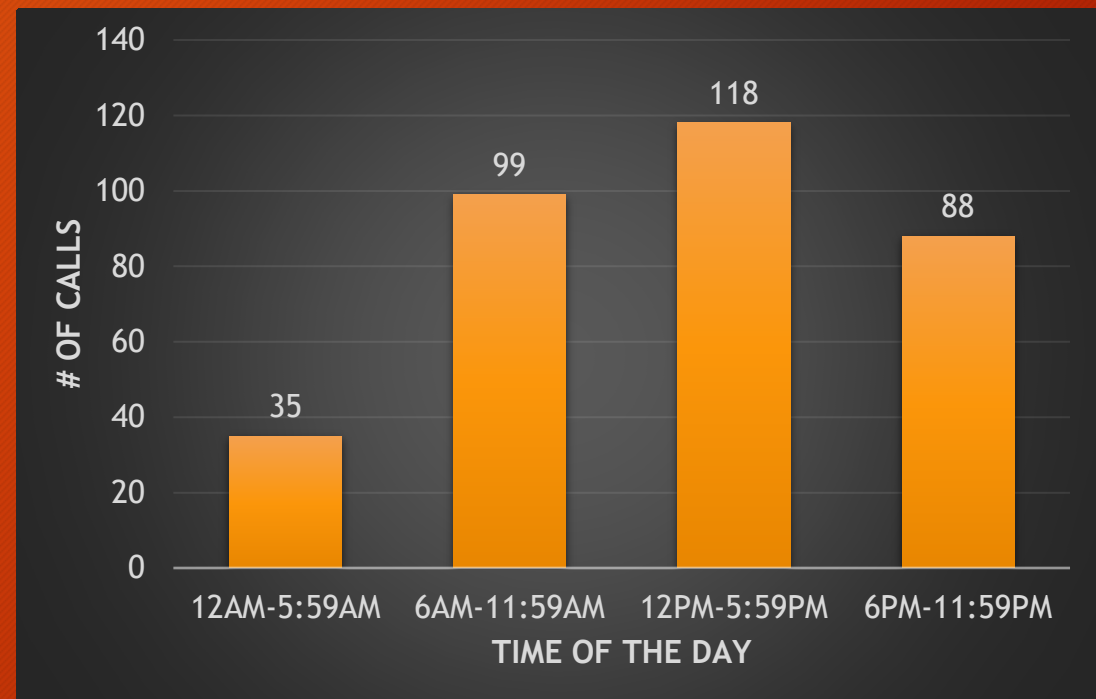


# Green Mountain Falls Call Analysis by Day/Time

## # Of Calls Fri-Sun

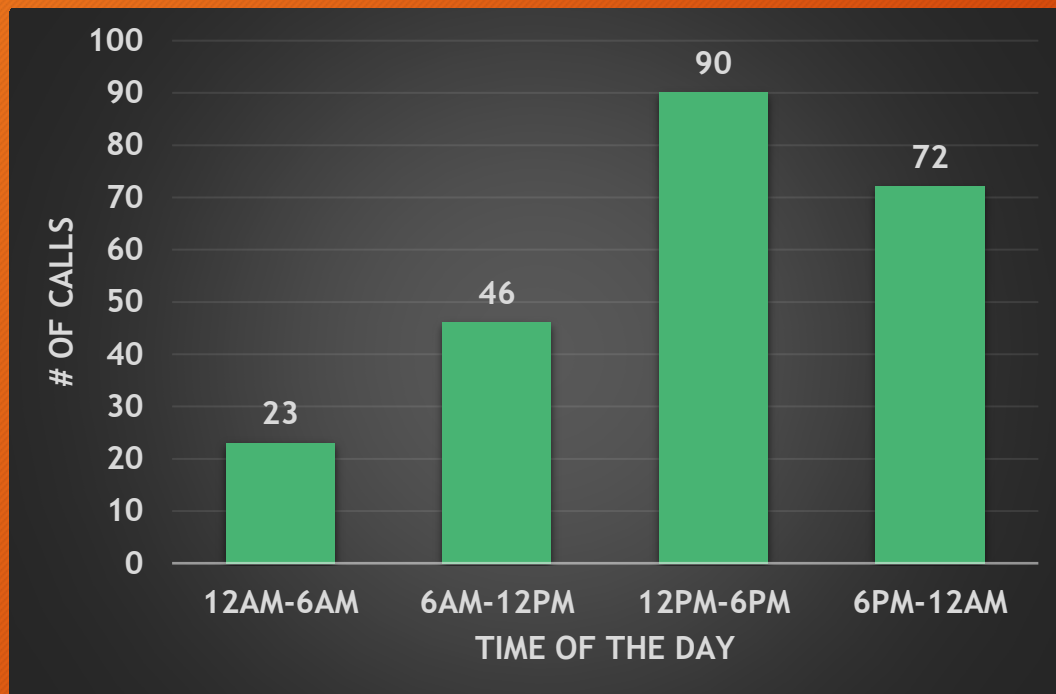


## # Of Calls Mon-Thurs

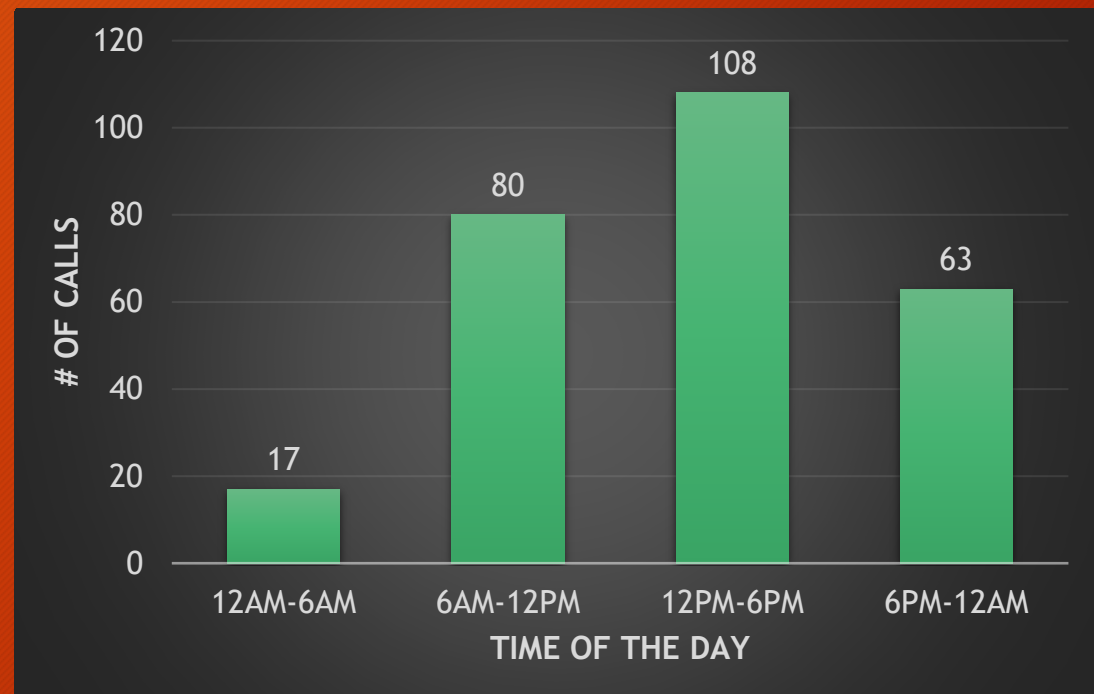


# Cascade Call Analysis by Day/Time

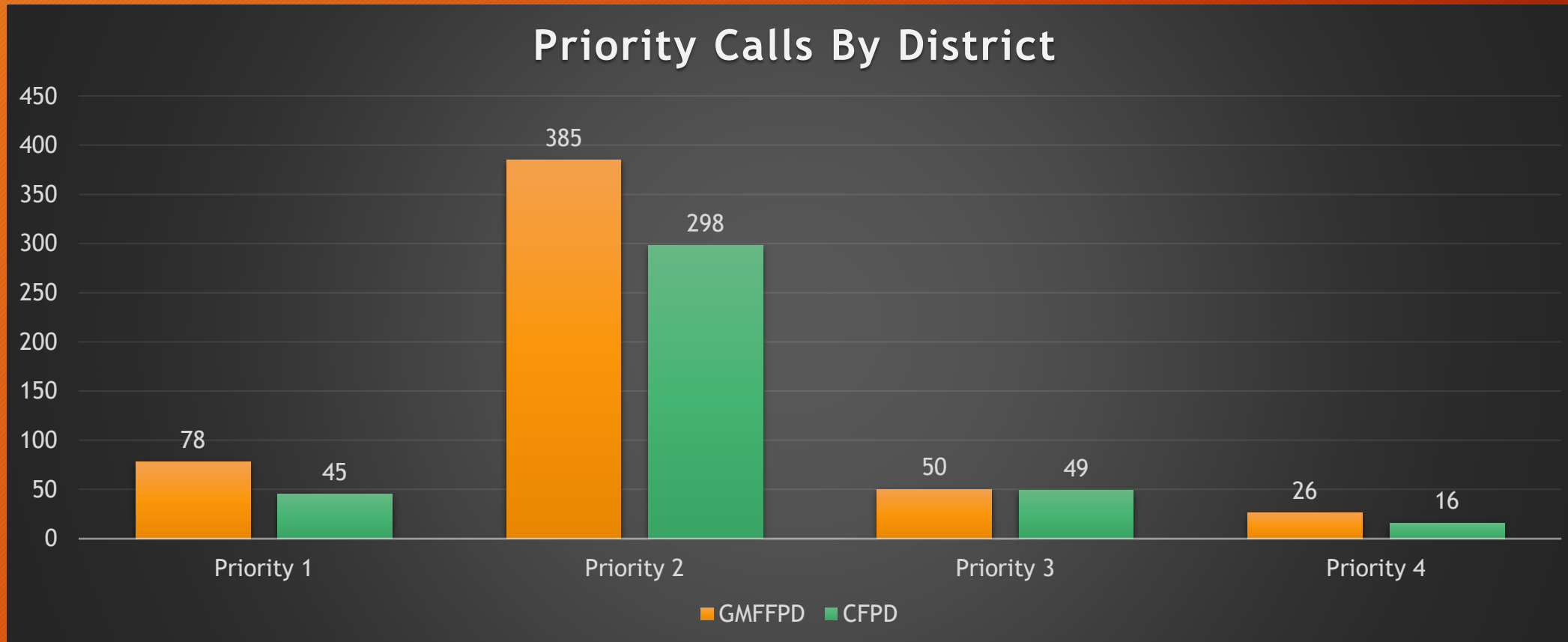
## # Of Calls Fri-Sun



## # Of Calls Mon-Thurs



# Priority Calls Between Districts

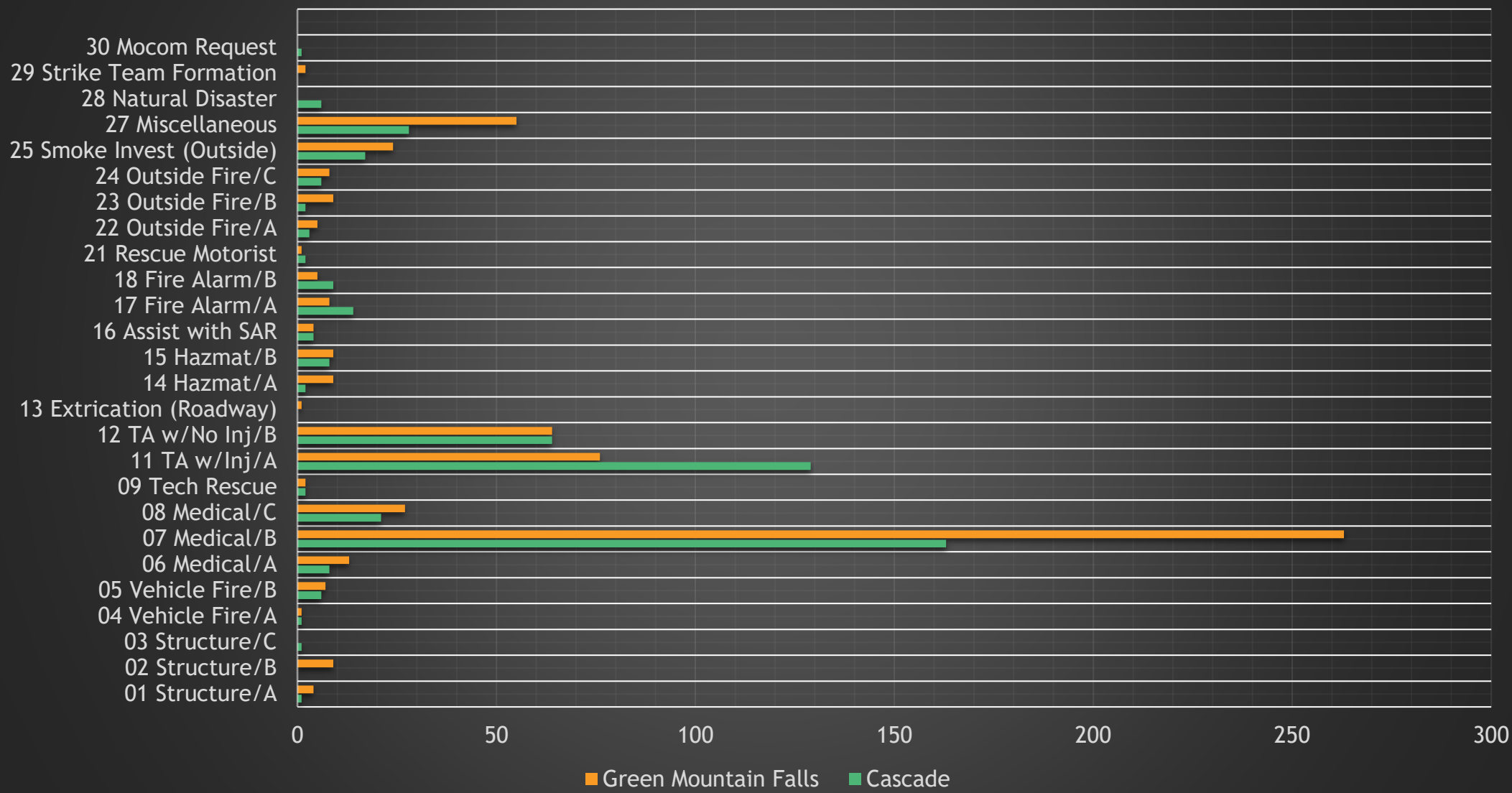


Based on data provided from the El Paso/Teller County 9-1-1 Authority from 1/9/2020 - 7/10/2022



# Call Response by District

# # of Calls By Incident



Based on data provided from the El Paso/Teller County 9-1-1 Authority from 1/9/2020 - 7/10/2022

# Current Coverage By Paid Firefighters

	12AM-8AM	8AM-4PM	4PM-12AM
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

- Total hours per week (24/7) = 168 hrs
- Covered hours per week = 40 hrs
- Available hours per week= 128 hrs



# Final Questions/Moving Forward

- Professional coverage 6PM - Midnight?
- Will volunteers be compensated for assisting firefighter on shift?
- How do we staff this?
  - 24 hours shifts?
  - 18 hours shifts?
- How much do we have to pay?
- Savings in non personnel costs?
- Distribution of costs 54.89%-GMF and 45.11%-Cascade
  - GMF has the capital facility - does CAS cover a portion of these costs?