

# CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

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

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

## Public invited to attend

### Board of Directors

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Mike Whittimore, 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 January 9, 2023 (included in packet).
5. **Financial Matters**
  - a. Acceptance of Unaudited Financial Statements as of January 31, 2023 – Balance Sheet and Profit and Loss/Budget Report
  - b. Ratification and Approval of Payables for the period ending February 13, 2023
6. **Cascade Volunteer Fire Department Chief's Report**
7. **Old Business**
  - a. Mitigation Grant
  - b. SAFER Grant
8. **New Business**
  - a. May 2023 Election Discussion
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 March 13, 2023, at 7:00PM.
11. **Adjournment**



**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CASCADE FIRE PROTECTION DISTRICT  
HELD JANUARY 9, 2023, AT 7:00 PM**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, January 9, 2023, at 7:00 PM, at Cascade Fire Station, 8015 Severy Road, Cascade, CO, and via video teleconference. The meeting was open to the public.

**Directors in Attendance:**

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

**Also in Attendance:**

Adam Noel, WSDM District Managers

1. **Call to Order:** President Whittemore called the meeting to order at 7:03 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum was present.
3. **Approval of Agenda:** Mr. Noel added agenda item 8.b. Insurance Provider. Director Lewis moved to approve the agenda as amended; seconded by Director Seachris. Motion passed unanimously.
4. **Approval of Board Meeting Minutes – from the meeting on November 14, 2022:** After review, Director Issacson moved to approve the November 14, 2022, Meeting Minutes; seconded by Director Seachris. Motion passed unanimously.
5. **Financial Matters**
  - a. Acceptance of Unaudited Financial Statements as of November 30, 2022, and December 31, 2022 – Balance Sheet and Profit and Loss/Budget Report: Mr. Noel presented the Unaudited Financial Statements. After review, Director Seachris moved to accept the Unaudited Financial Statements; seconded by Director Lewis. Motion passed unanimously.
  - b. Ratification and Approval of Payables for the period ending January 9, 2023: Mr. Noel presented the Payables. The Board reviewed the WSDM invoice for grant writing. Director Seachris moved to pay WSDM \$1,500 for their grant writing labor related to pursuit of the 2022 mitigation grant; seconded by Director Issacson. Motion passed unanimously. After review, Director Seachris moved to approve the Payables for the period ending January 9, 2023, with the correction of the typo on the utilities invoice that

should be 2023; seconded by Director Issacson. Motion passed unanimously.

**6. Cascade Volunteer Fire Department Chief's Report:** There was no discussion.

**7. Old Business:** There was no discussion.

**8. New Business**

- a. SAFER Grant: Mr. Noel reported the SAFER grant is officially open and accepting applications as of today. There is a meeting with Green Mountain Falls on Wednesday to discuss the details and coordination of the grant application process. The SAFER grant targets staffing and can be used to hire firefighters or for recruitment and retention of volunteer firefighters. It is a 2-year performance, 2024 to 2026.
- b. Insurance Provider: Mr. Noel informed the Board that insurance has dropped the primary choice care provider, Health Quest Medical effective March 12, 2023. Insurance has provided a list of alternative care providers and Mr. Noel selected the two closest.

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

**10. Other Business**

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

**11. Adjournment:** Director Lewis moved to adjourn at 7:55 PM; seconded by Director Seachris. Motion passed unanimously.

Respectfully submitted,

By:

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

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 9, 2023, MINUTES OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Mike Whitemore

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Quentin Deramus

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Steve Lewis

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Farris Issacson

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Bruce Seachris



## Cascade Fire Protection District

## Balance Sheet

As of January 31, 2023

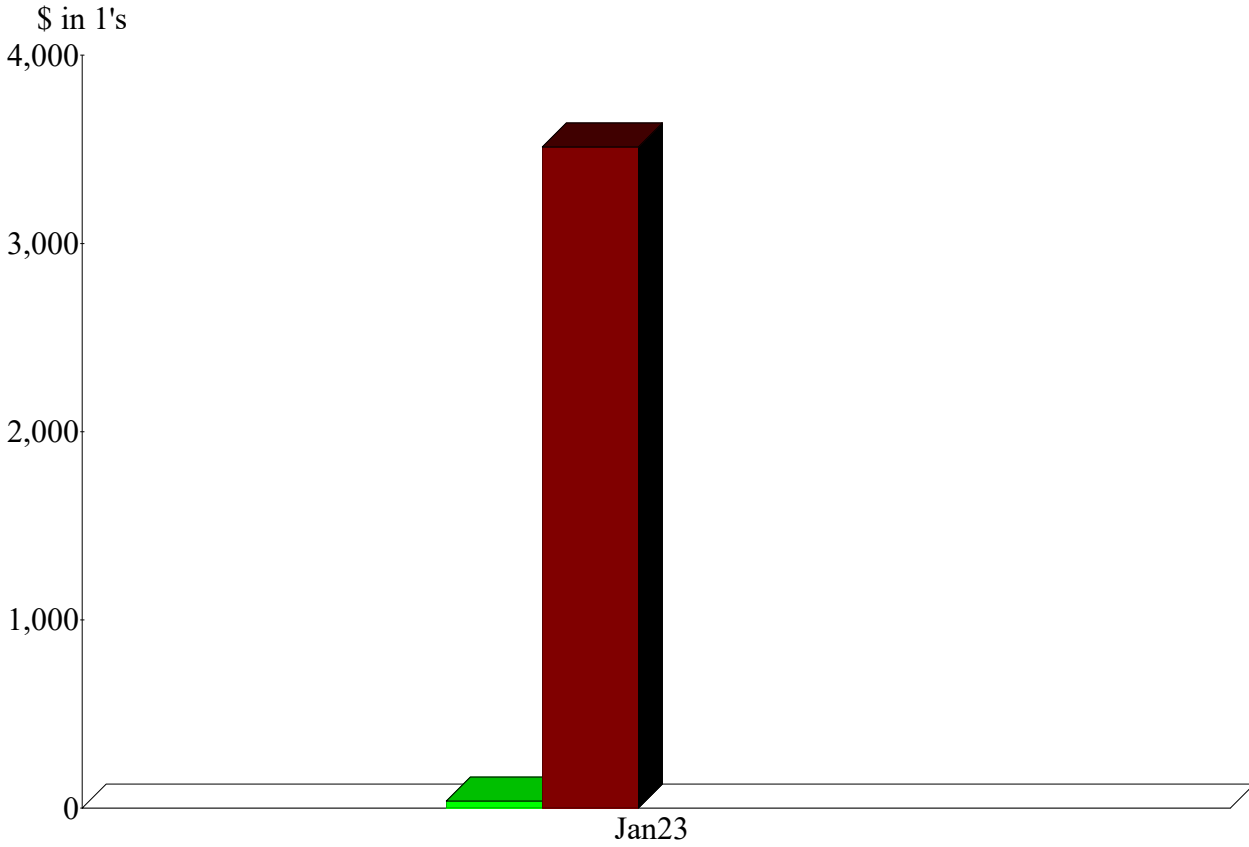
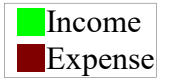
	<u>Jan 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
ENT (00) Savings	163,756.54
ENT (10) CHECKING	305,021.90
ENT (52) 7-Month CD	51,594.26
ENT (53) 25-Month CD	26,463.33
<b>Total Checking/Savings</b>	<u>546,836.03</u>
<b>Accounts Receivable</b>	
Property Tax Receivable	145,025.00
<b>Total Accounts Receivable</b>	<u>145,025.00</u>
<b>Total Current Assets</b>	<u>691,861.03</u>
<b>TOTAL ASSETS</b>	<b><u>691,861.03</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	2,961.46
<b>Total Accounts Payable</b>	<u>2,961.46</u>
<b>Other Current Liabilities</b>	
Deferred Property Tax	145,025.00
<b>Total Other Current Liabilities</b>	<u>145,025.00</u>
<b>Total Current Liabilities</b>	<u>147,986.46</u>
<b>Total Liabilities</b>	147,986.46
<b>Equity</b>	
Unrestricted Net Assets	376,251.31
Opening Balance Equity	171,098.07
Net Income	-3,474.81
<b>Total Equity</b>	<u>543,874.57</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>691,861.03</u></b>

## Cascade Fire Protection District Profit & Loss Budget vs. Actual January 2023

	<u>Jan 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>Income</b>				
General Property Tax	0.00	145,025.00	-145,025.00	0.0%
Vehicle Registration Tax	0.00	10,152.00	-10,152.00	0.0%
Interest earned	114.88			
<b>Total Income</b>	<u>114.88</u>	<u>155,177.00</u>	<u>-155,062.12</u>	<u>0.07%</u>
Grants received	0.00	20,000.00	-20,000.00	0.0%
<b>Other Types of Income</b>				
Shoemaker Building Income	-77.00	6,445.00	-6,522.00	-1.2%
<b>Total Other Types of Income</b>	<u>-77.00</u>	<u>6,445.00</u>	<u>-6,522.00</u>	<u>-1.2%</u>
<b>Total Income</b>	<u>37.88</u>	<u>181,622.00</u>	<u>-181,584.12</u>	<u>0.02%</u>
<b>Expense</b>				
<b>District Budget</b>				
Administrative / Operations	1,001.20	12,000.00	-10,998.80	8.34%
Ballot item/Mill Levy Increase	0.00	100.00	-100.00	0.0%
Collection-Treasurer's Fees	0.00	2,175.00	-2,175.00	0.0%
Insurance	428.00	11,000.00	-10,572.00	3.89%
Pension	0.00	13,369.00	-13,369.00	0.0%
Rent	0.00	5,000.00	-5,000.00	0.0%
Tax Abatements	0.00	100.00	-100.00	0.0%
<b>Total District Budget</b>	<u>1,429.20</u>	<u>43,744.00</u>	<u>-42,314.80</u>	<u>3.27%</u>
<b>Stations &amp; Buildings</b>				
Operations	966.42	5,000.00	-4,033.58	19.33%
Building Capital	0.00	8,000.00	-8,000.00	0.0%
<b>Total Stations &amp; Buildings</b>	<u>966.42</u>	<u>13,000.00</u>	<u>-12,033.58</u>	<u>7.43%</u>
<b>Fire Department's Budgets</b>				
Communications-Capital Outlay	0.00	2,000.00	-2,000.00	0.0%
Communications-Supplies & Exp.	0.00	2,000.00	-2,000.00	0.0%
Communications-Dispatch	1,000.00	1,000.00	0.00	100.0%
Radios - Repairs & Maintenance	0.00	3,000.00	-3,000.00	0.0%
Radio User Fees	0.00	6,000.00	-6,000.00	0.0%
Firefighting-Capital Outlay	0.00	10,000.00	-10,000.00	0.0%
Firefighting-Supplies & Exp's	117.07	9,000.00	-8,882.93	1.3%
Medical Services-Supplies & Exp	0.00	2,000.00	-2,000.00	0.0%
Medical Services-Capital Outlay	0.00	1,000.00	-1,000.00	0.0%
Training-Supplies & Expenses	0.00	0.00	0.00	0.0%
Repair Svc Contr.(Committed)	0.00	2,700.00	-2,700.00	0.0%
Supplies & Expenses-Trucks, ...	0.00	6,000.00	-6,000.00	0.0%
<b>Total Fire Department's Budgets</b>	<u>1,117.07</u>	<u>44,700.00</u>	<u>-43,582.93</u>	<u>2.5%</u>
<b>Contract Services</b>				
Firefighter	0.00	125,000.00	-125,000.00	0.0%
<b>Total Contract Services</b>	<u>0.00</u>	<u>125,000.00</u>	<u>-125,000.00</u>	<u>0.0%</u>
<b>Total Expense</b>	<u>3,512.69</u>	<u>226,444.00</u>	<u>-222,931.31</u>	<u>1.55%</u>
<b>Net Income</b>	<u><u>-3,474.81</u></u>	<u><u>-44,822.00</u></u>	<u><u>41,347.19</u></u>	<u><u>7.75%</u></u>

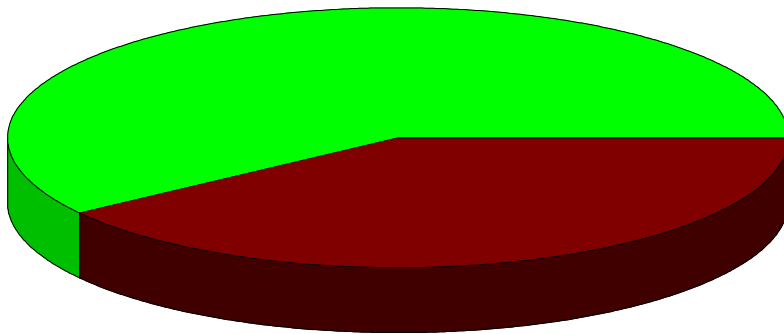


Income and Expense by Month  
January 2023



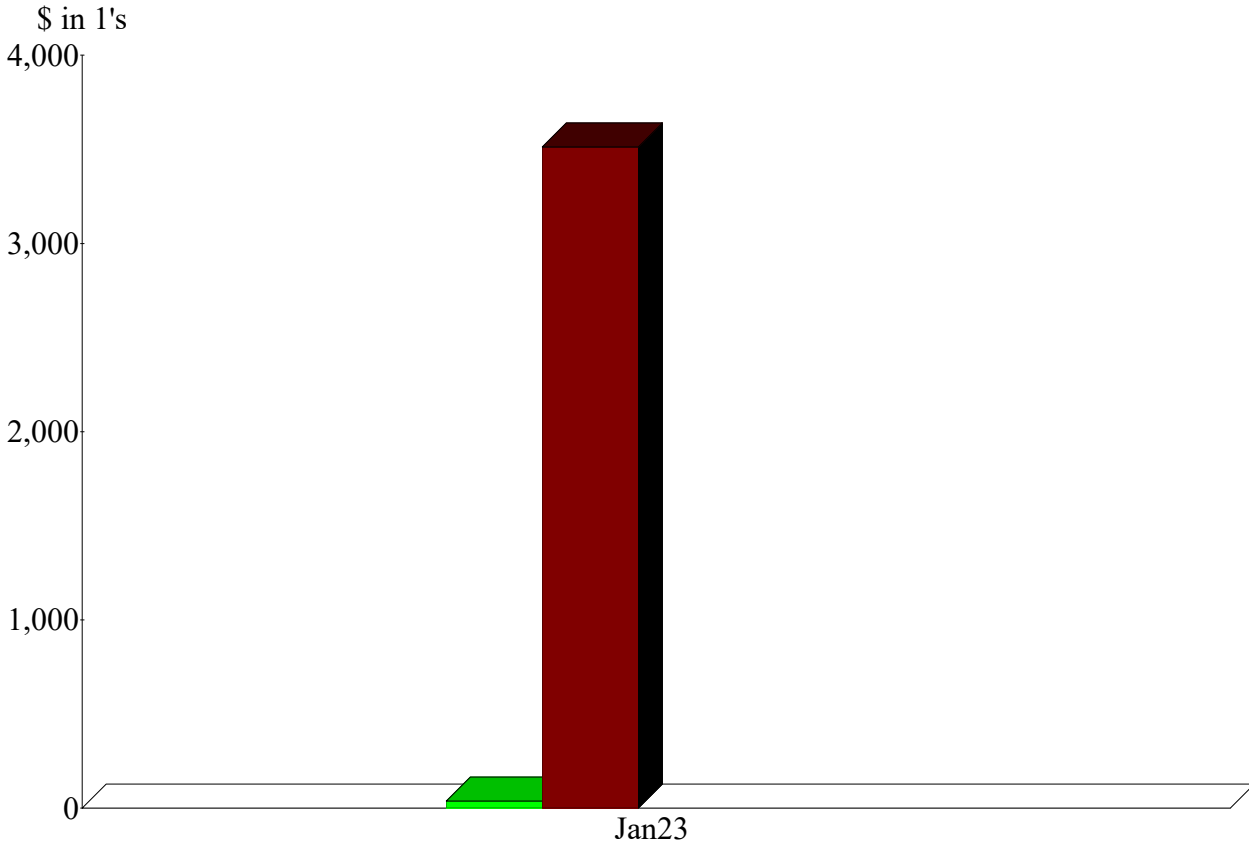
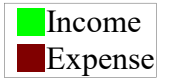
Income Summary  
January 2023

Income	100.00%
Other Types of Income	\$-77.00
Sub-Total	\$37.88



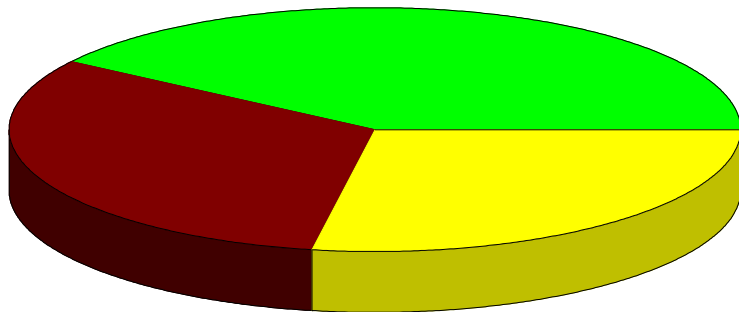
By Account

Income and Expense by Month  
January 2023



Expense Summary  
January 2023

District Budget	40.69%
Fire Department's Budgets	31.80
Stations & Buildings	27.51
Total	\$3,512.69



By Account



**Cascade Fire Protection District**  
**PAYMENT REQUEST**  
2/13/2023

<b>Company</b>	<b>Invoice</b>	<b>Date</b>	<b>Amount</b>	<b>Comments</b>
Black Hills Energy	7132643370	1/30/2023	\$ 112.26	
Cascade Metropolitan District	10623	2/6/2023	\$ 96.12	Paid VIA ACH
Colorado Springs Utilities	6595858371	2/1/2023	\$ 199.10	
Colorado Springs Utilities	9562766079	2/1/2023	16.63	
El Paso County	23010038-RI	1/3/2023	\$ 1,000.00	
Emergency Medical Products	11192022KB	11/21/2022	\$ 721.03	
Karl Kruezer	20923	2/9/2023	\$ 1,153.82	
Pinnacol	21159644	1/23/2022	\$ 428.00	
Steve Lewis	13023	1/30/2023	\$ 420.00	
Teller County Waste	101130414150	2/3/2023	\$ 67.00	
WEX	0490-00-81888-0	1/23/2023	\$ 112.48	Paid VIA ACH
WSDM District Managers	7318	1/31/2023	\$ 1,001.20	
<b>TOTAL</b>			<b>\$ 5,327.64</b>	

**TOTAL FOR ALL FUNDS**

\$ 5,327.64

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