

CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station
8015 Severy Road Cascade, Colorado
Monday, September 11, 2023 - 7:00 P.M.

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

Public invited to attend

Board of Directors

Mike Whittlemore, President	Term Expires May 2025
Steve Lewis, Treasurer	Term Expires May 2027
Quentin Deramus, Assistant Secretary	Term Expires May 2025
Farris Issacson, Assistant Secretary	Term Expires May 2025
Bruce Seachris, Assistant Secretary	Term Expires May 2025

AGENDA

1. **Call to Order**
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
3. **Approval of Agenda**
4. **Approval of Board Meeting Minutes-** from the meeting on August 14, 2023 (included in packet).
5. **Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of August 31, 2023 – Balance Sheet and Profit and Loss/Budget Report (included in packet).
 - b. Ratification and Approval of Payables for the period ending September 11, 2023 (included in packet).
6. **Cascade Volunteer Fire Department Chief's Report**
7. **Old Business**
 - a. CSFD/PPAM Agreement Update
8. **New Business**
9. **Public Comment** (Items Not on the Agenda Only. Comments are 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 October 9, 2023, at 7:00PM.
11. **Adjournment**



**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE FIRE PROTECTION DISTRICT
HELD AUGUST 14, 2023, AT 7:00 PM**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, August 14, 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
Steve Lewis
Farris Issacson
Bruce Seachris

Also in Attendance:

Adam Noel, WSDM District Managers
Tane Brown, Pension Board
Mike Whooper, 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:** Mr. Noel confirmed a quorum was present.
3. **Quentin Deramus Appointment/Oath of Office:** Director Lewis moved to appoint Quentin Deramus to the Board; seconded by Director Issacson. Motion passed unanimously.
4. **Approval of Agenda:** The Board added the Pension Board Meeting. Director Deramus moved to approve the Agenda as amended; seconded by Director Issacson. Motion passed unanimously.
5. **Pension Board Meeting:** The Board conducted the Pension Board Meeting.
6. **Approval of Board Meeting Minutes – May 8, 2023:** After review, Director Seachris moved to approve the May 8, 2023 Minutes; seconded by Director Issacson. Motion passed unanimously.
7. **Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of June 30, 2023 and/or July 31, 2023 – Balance Sheet and Profit and Loss/Budget Report: Mr. Noel presented the Unaudited Financial Statements as of July 31, 2023. The Board discussed putting funds in a money

market account. After review, Director Seachris moved to accept the Unaudited Financial Statements as presented; seconded by Director Issacson. Motion passed unanimously.

- b. Ratification and Approval of Payables for the period ending August 14, 2023: Mr. Noel presented the Payables for the period ending August 14, 2023. After review, Director Issacson moved to approve the Payables; seconded by Director Deramus. Motion passed unanimously.

8. Cascade Volunteer Fire Department Chief's Report: Mr. Whooper presented the Chief's Report. He discussed the CSFD/PPAM Agreement and noted the use of the City's maintenance agreement is a big perk of the agreement. Mr. Whooper reported they applied for a grant for \$50,000 for protective gear. Mr. Whooper noted the Pikes Peak Fire Chiefs may take on the cost of the notification system for all the agencies which would save the District \$225 annually.

9. Old Business: There was no discussion.

10. New Business

- a. CSFD/PPAM Agreement: The Board reviewed the new proposed CSFD/PPAM for responses on Pikes Peak Highway. The agreement proposes a fixed amount of \$10,000 to Cascade for the response to all hazardous incidents on the Peak.
- b. The Board and Mr. Noel discussed the lease agreement with the Library.

11. Public Comment: There was no public comment.

12. Other Business

- a. Next Meeting Scheduled for September 11, 2023, at 7:00 PM.

13. Adjournment: The Board unanimously adjourned the meeting at 8:09 PM.

Respectfully submitted,

By:

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 8, 2023 MINUTES OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Mike Whitemore

Quentin Deramus

Steve Lewis

Farris Issacson

Bruce Seachris



Cascade Fire Protection District

Balance Sheet

09/07/23

As of August 31, 2023

Accrual Basis

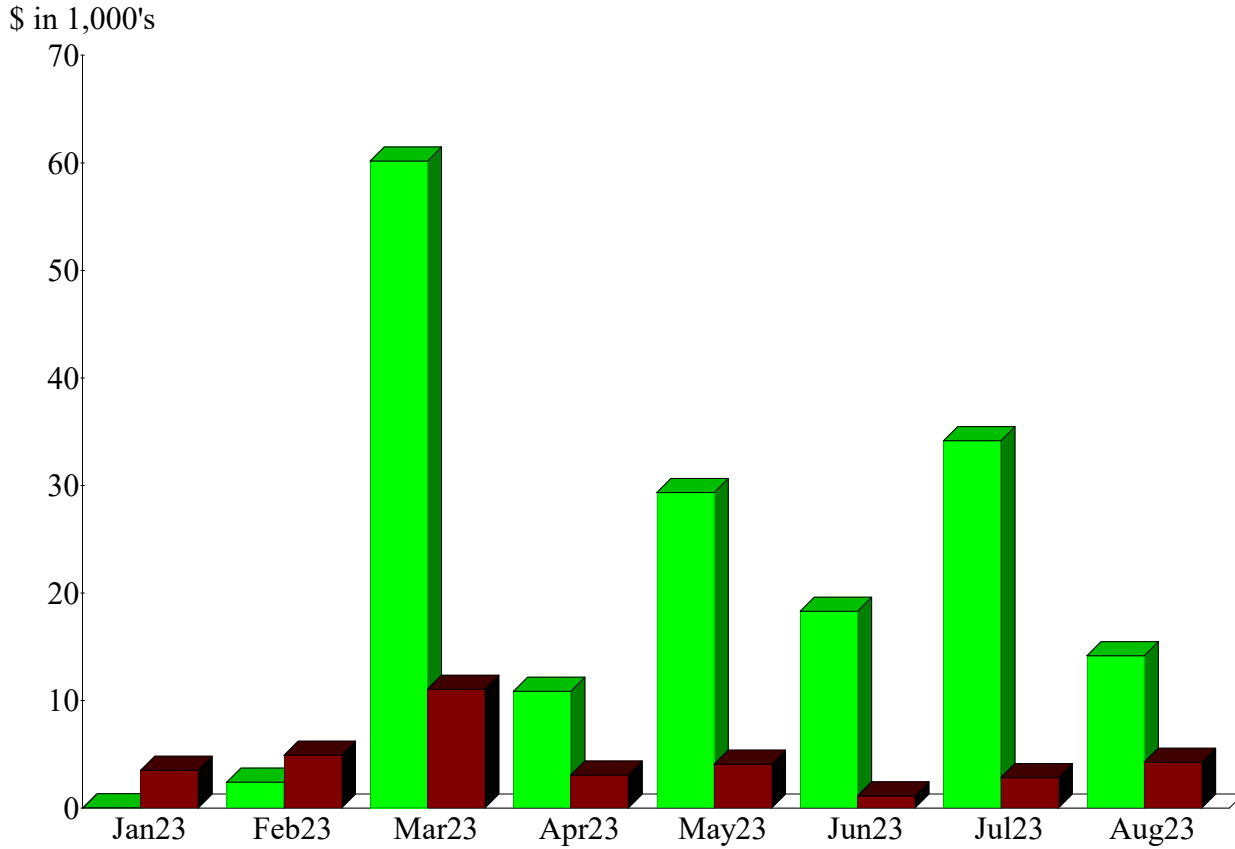
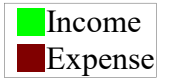
	<u>Aug 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
ENT (00) Savings	118,175.12
ENT (10) CHECKING	324,199.44
Ent (54) - 13 Month CD	102,672.86
Ent (55) - 13 Month CD	79,789.37
Ent (56) - 13 Month CD	51,253.52
Total Checking/Savings	<u>676,090.31</u>
Accounts Receivable	
Accounts Receivable	7,105.00
Property Tax Receivable	6,497.89
Total Accounts Receivable	<u>13,602.89</u>
Total Current Assets	<u>689,693.20</u>
TOTAL ASSETS	<u>689,693.20</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,263.32
Total Accounts Payable	<u>1,263.32</u>
Other Current Liabilities	
Deferred Property Tax	6,497.89
Total Other Current Liabilities	<u>6,497.89</u>
Total Current Liabilities	<u>7,761.21</u>
Total Liabilities	7,761.21
Equity	
Unrestricted Net Assets	376,251.31
Opening Balance Equity	171,098.07
Net Income	134,582.61
Total Equity	<u>681,931.99</u>
TOTAL LIABILITIES & EQUITY	<u>689,693.20</u>

Cascade Fire Protection District Profit & Loss Budget vs. Actual

January through August 2023 TOTAL

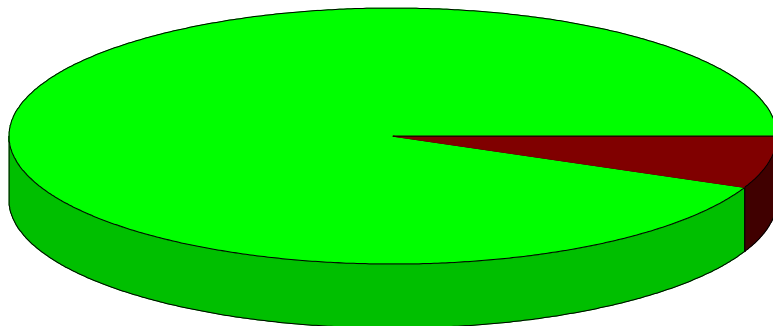
	<u>Aug 23</u>	<u>Jan - Aug 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
Income					
Delinquent Interest	144.47	217.97			
General Property Tax	4,805.49	143,332.65	145,025.00	-1,692.35	98.83%
Vehicle Registration Tax	1,211.21	8,536.79	10,152.00	-1,615.21	84.09%
Interest earned	973.75	6,461.64			
Total Income	<u>7,134.92</u>	<u>158,549.05</u>	<u>155,177.00</u>	<u>3,372.05</u>	<u>102.17%</u>
Grants received	0.00	0.00	20,000.00	-20,000.00	0.0%
Other Types of Income					
Shoemaker Building Income	7,038.00	6,559.00	6,445.00	114.00	101.77%
Miscellaneous Revenue	0.00	4,384.00			
Total Other Types of Income	<u>7,038.00</u>	<u>10,943.00</u>	<u>6,445.00</u>	<u>4,498.00</u>	<u>169.79%</u>
Total Income	<u>14,172.92</u>	<u>169,492.05</u>	<u>181,622.00</u>	<u>-12,129.95</u>	<u>93.32%</u>
Expense					
District Budget					
Administrative / Operations	1,000.00	8,507.09	12,000.00	-3,492.91	70.89%
Ballot item/Mill Levy Increase	0.00	0.00	100.00	-100.00	0.0%
Bank Fees	0.00	252.73			
Collection-Treasurer's Fees	74.25	2,153.27	2,175.00	-21.73	99.0%
Insurance	0.00	10,406.00	11,000.00	-594.00	94.6%
Pension	0.00	0.00	13,369.00	-13,369.00	0.0%
Rent	0.00	19.45	5,000.00	-4,980.55	0.39%
Tax Abatements	0.00	0.00	100.00	-100.00	0.0%
Total District Budget	<u>1,074.25</u>	<u>21,338.54</u>	<u>43,744.00</u>	<u>-22,405.46</u>	<u>48.78%</u>
Stations & Buildings					
Operations	422.00	4,488.46	5,000.00	-511.54	89.77%
Building Capital	0.00	0.00	8,000.00	-8,000.00	0.0%
Total Stations & Buildings	<u>422.00</u>	<u>4,488.46</u>	<u>13,000.00</u>	<u>-8,511.54</u>	<u>34.53%</u>
Fire Department's Budgets					
Communications-Capital Outlay	0.00	0.00	2,000.00	-2,000.00	0.0%
Communications-Supplies & Exp.	0.00	1,675.26	2,000.00	-324.74	83.76%
Communications-Dispatch	0.00	1,000.00	1,000.00	0.00	100.0%
Radios - Repairs & Maintenance	0.00	0.00	3,000.00	-3,000.00	0.0%
Radio User Fees	2,610.00	2,610.00	6,000.00	-3,390.00	43.5%
Firefighting-Capital Outlay	0.00	0.00	10,000.00	-10,000.00	0.0%
Firefighting-Supplies & Exp's	93.09	3,000.71	9,000.00	-5,999.29	33.34%
Medical Services-Supplies & Exp	0.00	721.03	2,000.00	-1,278.97	36.05%
Medical Services-Capital Outlay	0.00	0.00	1,000.00	-1,000.00	0.0%
Training-Supplies & Expenses	75.44	75.44	0.00	75.44	100.0%
Repair Svc Contr.(Committed)	0.00	0.00	2,700.00	-2,700.00	0.0%
Supplies & Expenses-Trucks, ...	0.00	0.00	6,000.00	-6,000.00	0.0%
Total Fire Department's Budgets	<u>2,778.53</u>	<u>9,082.44</u>	<u>44,700.00</u>	<u>-35,617.56</u>	<u>20.32%</u>
Contract Services					
Firefighter	0.00	0.00	125,000.00	-125,000.00	0.0%
Total Contract Services	<u>0.00</u>	<u>0.00</u>	<u>125,000.00</u>	<u>-125,000.00</u>	<u>0.0%</u>
Total Expense	<u>4,274.78</u>	<u>34,909.44</u>	<u>226,444.00</u>	<u>-191,534.56</u>	<u>15.42%</u>
Net Income	<u><u>9,898.14</u></u>	<u><u>134,582.61</u></u>	<u><u>-44,822.00</u></u>	<u><u>179,404.61</u></u>	<u><u>-300.26%</u></u>

Income and Expense by Month
January through August 2023



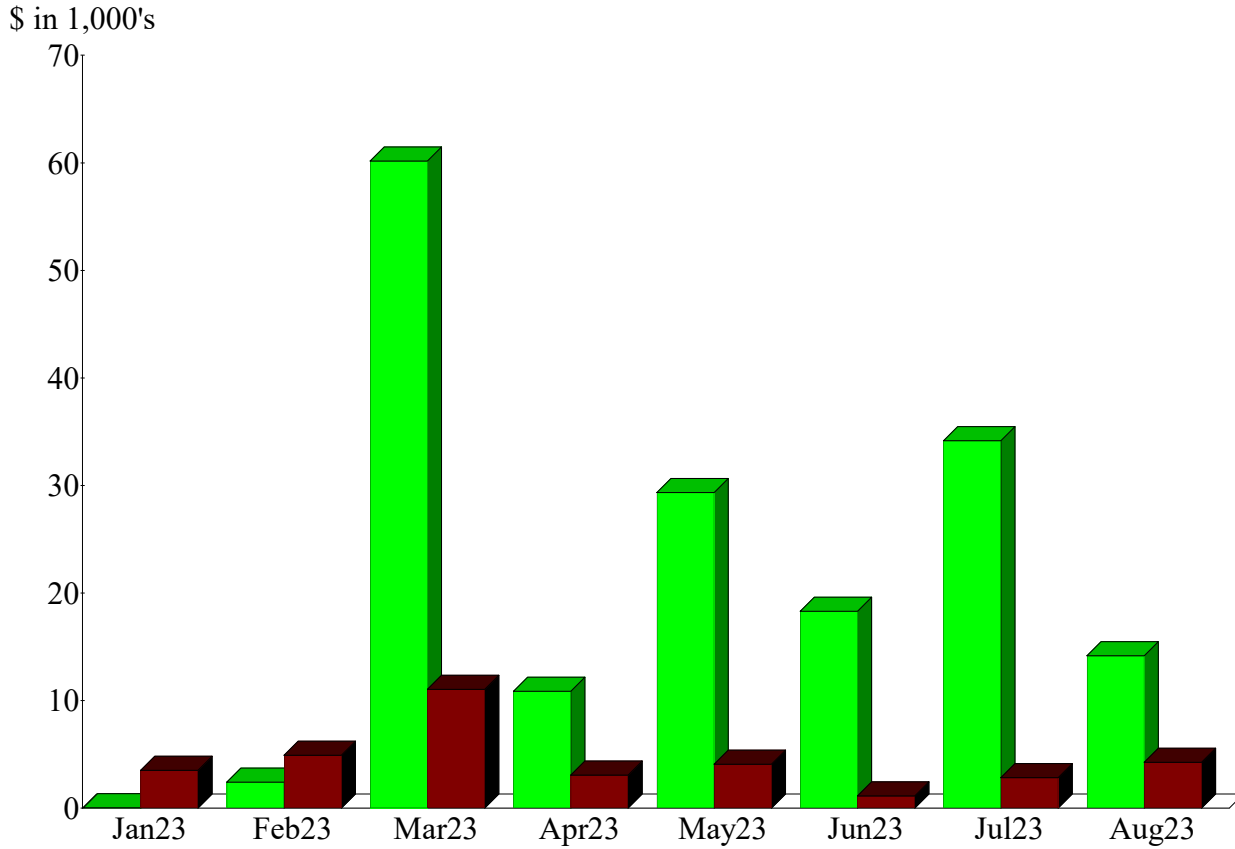
Income Summary
January through August 2023

Income	93.54%
Other Types of Income	6.46
Total	\$169,492.05



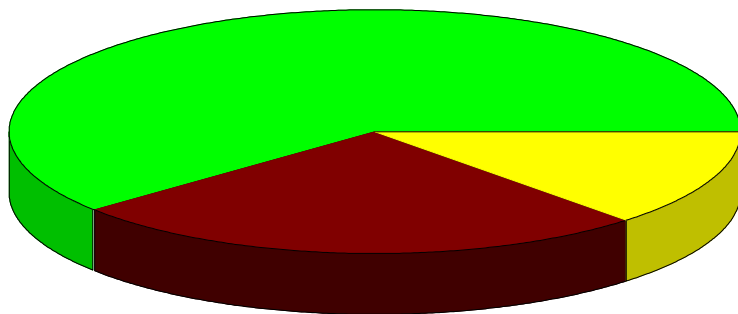
By Account

Income and Expense by Month
January through August 2023



Expense Summary
January through August 2023

District Budget	61.13%
Fire Department's Budgets	26.02
Stations & Buildings	12.86
Total	\$34,909.44



By Account



Cascade Fire Protection District
PAYMENT REQUEST
9/11/2023

Company	Invoice	Date	Amount	Comments
Black Hills Energy	7132643370	8/30/2023	\$ 20.88	
Cascade Metropolitan District	90623	9/6/2023	\$ 96.12	Paid VIA ACH
Colorado Springs Utilities	6595858371	9/1/2023	\$ 111.57	
High Country Pest Control	980598	8/15/2023	\$ 167.00	
Rich Kenyun	1.13668E+16	8/28/2023	\$ 75.44	
Teller County Waste	101130414150	9/5/2023	\$ 67.00	
WEX	0490-00-81888-0	8/23/2023	\$ 213.91	Paid VIA ACH
WSDM District Managers	7640	8/31/2023	\$ 1,000.00	
TOTAL			\$ 1,751.92	

TOTAL FOR ALL FUNDS

\$ 1,751.92

_____, President