

CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station
8015 Severy Road Cascade, Colorado
Monday, February 12, 2024 - 6:30 P.M.

From computer, tablet or smartphone. <https://video.cloudoffice.avaya.com/join/915629954>
By phone United States: +1 (213) 463-4500 Access Code: 915629954

Public invited to attend

Board of Directors

Mike Whittemore, 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. Pension Board Meeting**
- 5. Approval of Board Meeting Minutes-** from the meeting on January 8, 2024 (included in packet).
- 6. Financial Matters**
 - Acceptance of Unaudited Financial Statements as of January 31, 2024 – Balance Sheet and Profit and Loss/Budget Report (included in packet).
 - Ratification and Approval of Payables for the period ending February 12, 2024 (included in packet).
- 7. Cascade Volunteer Fire Department Chief's Report**
- 8. Old Business**
 - FPPA Census
 - VHF Communications Tower Damage
- 9. Legal Matters**
- 10. New Business**
 - Discussion of Increased response to calls
 - Discussion of selling truck 1820
 - 2024 Insurance Renewal – Effective 3.1.24

11. 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)

12.Other Business

- a. Next Meeting scheduled for March 11, 2024, at 6:30PM.

13.Adjournment



**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE FIRE PROTECTION DISTRICT
HELD JANUARY 8, 2024, AT 6:30 PM**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, January 8, 2024, at 6:30 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 (Excused)
Quentin Deramus
Steve Lewis
Farris Issacson
Bruce Seachris

Also in Attendance:

Adam Noel, WSDM District Managers
Chief Karen Bodine, Cascade Volunteer Fire Department

1. **Call to Order:** Mr. Noel called the meeting to order at 6:45 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** Mr. Noel confirmed a quorum was present.
3. **Approval of Agenda:** Director Issacson moved to approve the Agenda as presented; seconded by Director Seachris. Motion passed unanimously.
4. **Approval of Board Meeting Minutes – November 13, 2023:** After review, Director Lewis moved to approve the November 13, 2023 Minutes; seconded by Director Deramus. Motion passed unanimously.
5. **Financial Matters**
 - a. Acceptance of Unaudited Financial Statements as of December 31, 2023 – Balance Sheet and Profit and Loss/Budget Report: Mr. Noel presented the Unaudited Financial Statements as of December 31, 2023. After review, Director Deramus moved to approve the Unaudited Financial Statements as presented; seconded by Director Seachris. Motion passed unanimously.
 - b. Ratification and Approval of Payables for the period ending January 8, 2024: Mr. Noel presented the Payables for the period ending January 8, 2024. After review, Director Issacson moved to approve and ratify the Payables for the period ending January 8, 2024; seconded by Director Seachris. Motion passed unanimously.
6. **Cascade Volunteer Fire Department Chief’s Report:** Chief Bodine presented the Chief’s Report. Topics under discussion were the ESO changeover, the ISO rating being

completed, and the truck/ladder testing being completed. Chief Bodine publicly apologized to Bruce Seachris' family for any offense that had been taken at the Christmas party. Chief Bodine stated that Pikes Peak America's Mountain Response invoice for \$10,000 will need to be invoiced by the District and she will send Mr. Noel an email request for this invoice, cc'ing Director Lewis.

7. Old Business: There was no old business.

8. Legal Matters: There were no legal matters.

9. New Business

- a. 2024 District Goals: The following items were named potential 2024 goals: finding new ways to increase the response to calls, the potential of selling truck 1820 and getting a new truck, mitigation solutions to include Pikes Peak Estates, and considering a Christmas party for the retired firefighters (separate from the banquet).
- b. FPPA Census: Mr. Noel relayed an email from Director Whittemore, as he was excused from the meeting, and requested that Chief Bodine email him the final training logs following their January business meeting so that they can update the FPPA census data by the end of January.

10. Public Comment: There was no public comment.

11. Other Business

- a. Next Meeting is scheduled for February 12, 2024, at 6:30 PM with the first Pension Board Meeting of 2024.
- b. A District resident brought it to the Board's attention that there are still light poles sitting near the station not being used for the past four years. Director Seachris stated that he would be the one to contact the appropriate party to have them removed/returned.

12. Adjournment: The Board unanimously adjourned the meeting at 7:38 p.m.

Respectfully submitted,

By:

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 8, 2024, 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

02/09/24

As of January 31, 2024

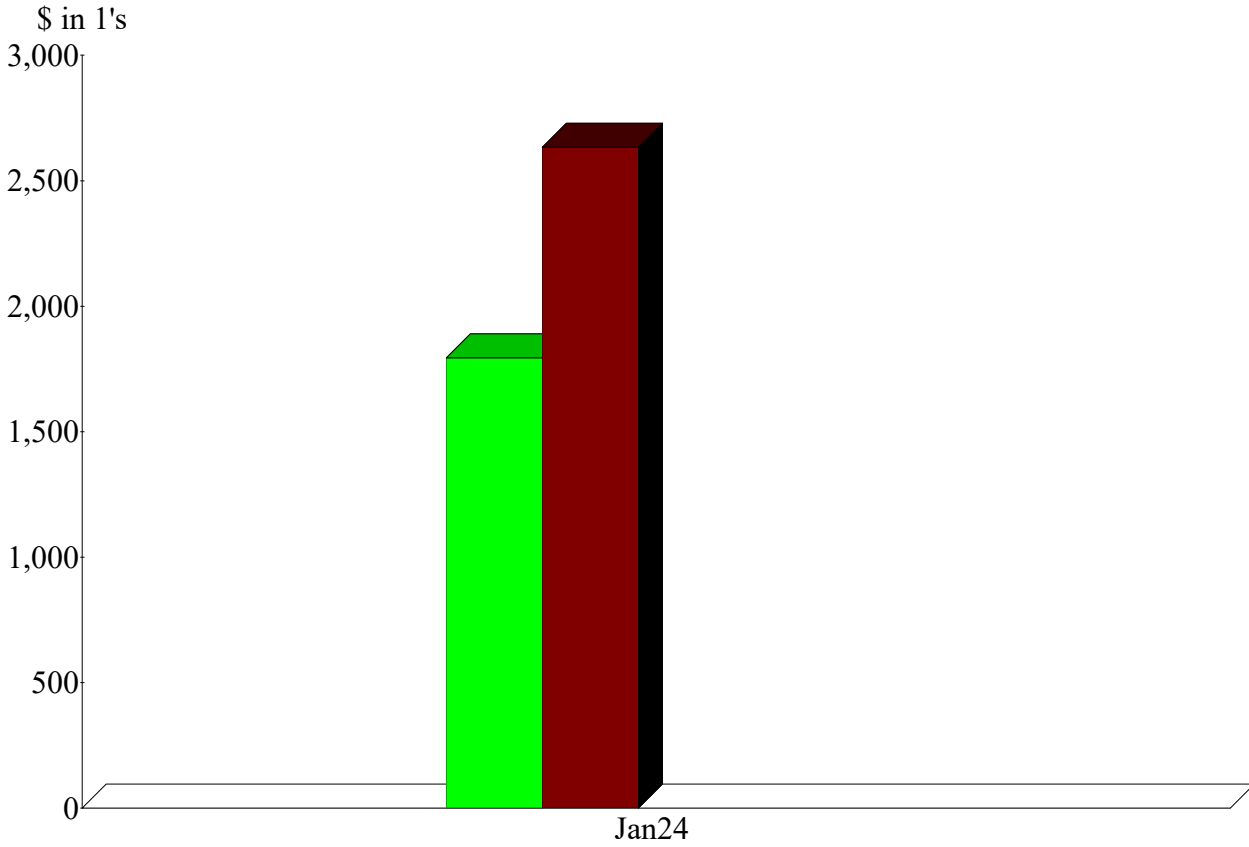
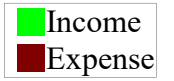
Accrual Basis

	<u>Jan 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
ENT (00) Savings	68,189.76
ENT (10) CHECKING	139,820.06
Ent (57) 3 month CD	203,997.59
Ent (54) - 13 Month CD	104,646.10
Ent (55) - 13 Month CD	81,322.81
Ent (56) - 13 Month CD	52,238.53
Total Checking/Savings	<u>650,214.85</u>
Accounts Receivable	
Property Tax Receivable	174,421.00
Total Accounts Receivable	<u>174,421.00</u>
Total Current Assets	<u>824,635.85</u>
TOTAL ASSETS	<u>824,635.85</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,088.65
Total Accounts Payable	<u>2,088.65</u>
Other Current Liabilities	
Deferred Property Tax	174,421.00
Total Other Current Liabilities	<u>174,421.00</u>
Total Current Liabilities	<u>176,509.65</u>
Total Liabilities	176,509.65
Equity	
Unrestricted Net Assets	477,867.13
Opening Balance Equity	171,098.07
Net Income	-839.00
Total Equity	<u>648,126.20</u>
TOTAL LIABILITIES & EQUITY	<u>824,635.85</u>


Cascade Fire Protection District Profit & Loss Budget vs. Actual January 2024

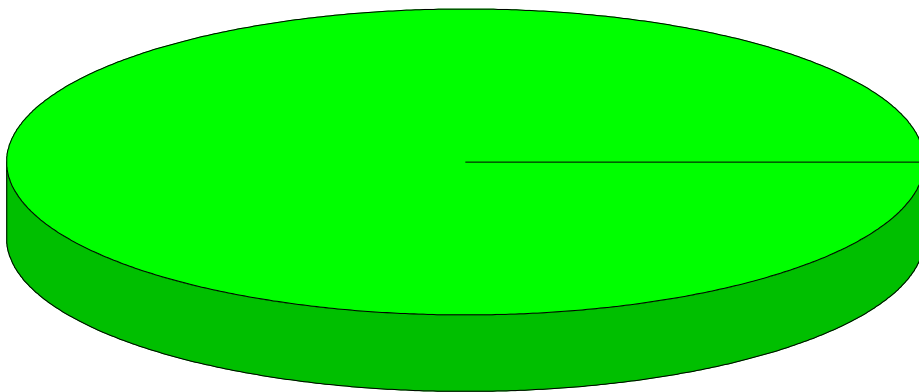
	<u>Jan 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
Income				
General Property Tax	0.00	186,916.00	-186,916.00	0.0%
Vehicle Registration Tax	0.00	13,084.00	-13,084.00	0.0%
Interest earned	1,794.61	4,000.00	-2,205.39	44.87%
Total Income	<u>1,794.61</u>	<u>204,000.00</u>	<u>-202,205.39</u>	<u>0.88%</u>
Other Types of Income				
Shoemaker Building Income	0.00	13,860.00	-13,860.00	0.0%
Total Other Types of Income	<u>0.00</u>	<u>13,860.00</u>	<u>-13,860.00</u>	<u>0.0%</u>
Total Income	<u>1,794.61</u>	<u>217,860.00</u>	<u>-216,065.39</u>	<u>0.82%</u>
Expense				
District Budget				
Administrative / Operations	1,000.00	12,000.00	-11,000.00	8.33%
Bank Fees	0.00	300.00	-300.00	0.0%
Collection-Treasurer's Fees	0.00	2,804.00	-2,804.00	0.0%
Insurance	486.00	11,500.00	-11,014.00	4.23%
Pension-State Match	0.00	17,230.00	-17,230.00	0.0%
Rent	0.00	5,000.00	-5,000.00	0.0%
Total District Budget	<u>1,486.00</u>	<u>48,834.00</u>	<u>-47,348.00</u>	<u>3.04%</u>
Stations & Buildings				
Operations	1,088.70	6,000.00	-4,911.30	18.15%
Building Capital	0.00	10,000.00	-10,000.00	0.0%
Total Stations & Buildings	<u>1,088.70</u>	<u>16,000.00</u>	<u>-14,911.30</u>	<u>6.8%</u>
Fire Department's Budgets				
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	0.00	1,000.00	-1,000.00	0.0%
Radio User Fees	0.00	6,000.00	-6,000.00	0.0%
Radio M&R contract	0.00	3,000.00	-3,000.00	0.0%
Firefighting-Capital Outlay	0.00	10,000.00	-10,000.00	0.0%
Firefighting-Supplies & Exp's	58.91	9,000.00	-8,941.09	0.66%
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	2,000.00	-2,000.00	0.0%
Repair Svc Contr.(Committed)	0.00	2,700.00	-2,700.00	0.0%
Supplies & Expenses-Trucks, ...	0.00	4,000.00	-4,000.00	0.0%
Total Fire Department's Budgets	<u>58.91</u>	<u>44,700.00</u>	<u>-44,641.09</u>	<u>0.13%</u>
Contract Services				
Firefighter	0.00	125,000.00	-125,000.00	0.0%
Total Contract Services	<u>0.00</u>	<u>125,000.00</u>	<u>-125,000.00</u>	<u>0.0%</u>
Total Expense	<u>2,633.61</u>	<u>234,534.00</u>	<u>-231,900.39</u>	<u>1.12%</u>
Net Income	<u><u>-839.00</u></u>	<u><u>-16,674.00</u></u>	<u><u>15,835.00</u></u>	<u><u>5.03%</u></u>

Income and Expense by Month
January 2024



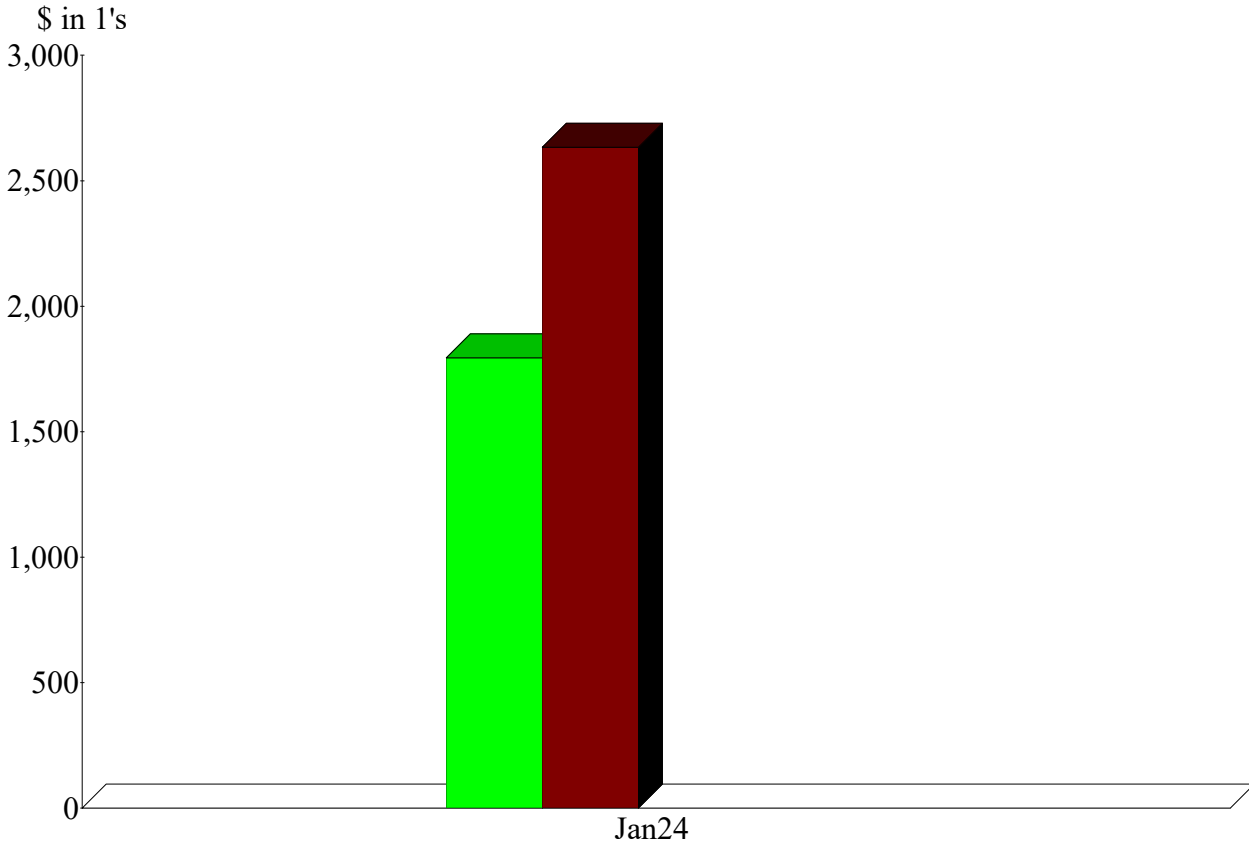
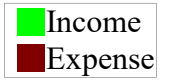
Income Summary
January 2024

 Income	100.00%
Total	\$1,794.61



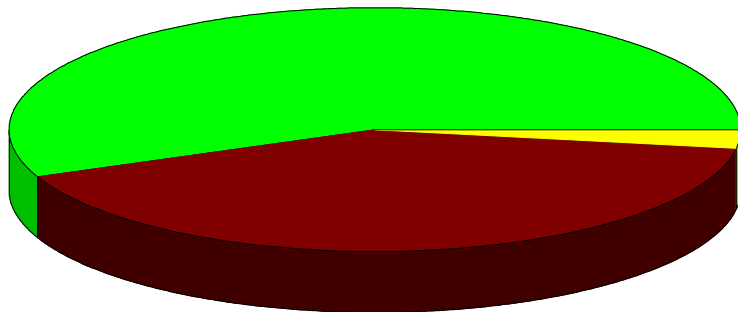
By Account

Income and Expense by Month
January 2024



Expense Summary
January 2024

District Budget	56.42%
Stations & Buildings	41.34
Fire Department's Budgets	2.24
Total	\$2,633.61



By Account



Cascade Fire Protection District
PAYMENT REQUEST
2/12/2024

Company	Invoice	Date	Amount	Comments
Black Hills Energy	7132643370	2/1/2024	\$ 126.11	
Cascade Metropolitan District	10624	2/6/2024	\$ 133.34	Paid VIA ACH
Colorado Springs Utilities	6595858371	2/1/2024	\$ 179.97	
Colorado Springs Utilities	6595858371	12/31/2023	\$ 282.65	Past Due Missed
Pinnacol	21560350	1/22/2024	\$ 486.00	
Steve Lewis	13024	1/30/2024	\$ 220.00	
Teller County Waste	20524	2/5/2024	\$ 67.00	
Tribbett Agency LLC	6709	2/6/2024	\$ 11,828.00	
WEX	0490-00-81888-0	1/31/2024	\$ 98.73	Paid VIA ACH
WSDM District Managers	7844	1/31/2024	\$ 1,000.00	
TOTAL			\$ 14,421.80	

TOTAL FOR ALL FUNDS

\$ 14,421.80

_____, President



First Fire Services

PROPOSAL

Named Insured: Cascade Fire Protection District
City, State: Cascade, CO
Policy Number: U24FFS12028-00
Effective Date: 03/01/2024

PREMIUM COMPARISON

Policy Coverage Part	Annual Premiums		Amount of Change
	Expiring Policy	Renewal Policy	
Property & Crime	\$ 2,599.00	\$ 5,086.00	\$ 2,487.00
Liability	\$ 1,238.00	\$ 1,220.00	(\$ 18.00)
Inland Marine	\$ 294.00	\$ 296.00	\$ 2.00
Vehicles	\$ 5,012.00	\$ 5,060.00	\$ 48.00
Terrorism	\$ 91.00	\$ 159.00	\$ 68.00
State Surcharges	\$ 7.00	\$ 7.00	\$ 0.00
Total	\$ 9,241.00	\$ 11,828.00	\$ 2,587.00

3 Yr. Rate Guarantee

03/01/2022 to 03/01/2025