

CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station
8015 Severy Road Cascade, Colorado
Monday, May 13, 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 April 8, 2024 (included in packet).
- 6. Financial Matters**
 - Acceptance of Unaudited Financial Statements as of April 30, 2024 – Balance Sheet and Profit and Loss/Budget Report (included in packet).
 - Ratification and Approval of Payables for the period ending May 13, 2024 (included in packet).
- 7. Cascade Volunteer Fire Department Chief's Report**
- 8. Old Business**
 - VHF Communications Tower Damage
 - Increased Response to Calls
- 9. Legal Matters**
- 10. New Business**
- 11. Executive Session**
- 12. 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)

13. Other Business

- a. Next Meeting scheduled for June 10, 2024, at 6:30PM.

14. Adjournment



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

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, April 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)
Steve Lewis
Quentin Deramus
Farris Issacson (Excused)
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 6:37 p.m.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** Mr. Noel confirmed a quorum was present.
3. **Approval of Agenda:** Director Lewis moved to approve the Agenda as presented; seconded by Director Seachris. Motion passed unanimously.
4. **Approval of Board Meeting Minutes – March 11, 2024:** After review, Director Seachris moved to approve the March 11, 2024 Minutes; seconded by Director Lewis. Motion passed unanimously.
5. **Financial Matters**
 - a. **Acceptance of Unaudited Financial Statements as of March 31, 2024 – Balance Sheet and Profit and Loss/Budget Report:** Mr. Noel presented the Unaudited Financial Statements as of March 31, 2024. After review, Director Deramus moved to approve the Unaudited Financial Statements as of March 31, 2024; seconded by Director Seachris. Motion passed unanimously.
 - b. **Ratification and Approval of Payables for the period ending April 8, 2024:** Mr. Noel presented the Payables for the period ending April 8, 2024. After review, Director Deramus moved to approve the Payables for the period ending April 8, 2024; seconded by Director Seachris. Motion passed unanimously.
6. **Cascade Volunteer Fire Department Chief’s Report:** Chief Bodine presented the Chief’s Report. She noted that there have been 100 calls year-to-date, 55 of which have

been Green Mountain Falls incidents. There are currently 10 active members, 2 of which are retired-active, and 2 of which are auxiliary. Truck 1820 is back from the repair shop – rust and water damage in the oil box was fixed, and the bumper-to-bumper was completed. When we receive the invoice for the oil that was used in the truck, maintenance records will be included in the Fire District’s records. Flow testing will be completed at the end of April. Cascade is now using Pulsara for medical devices, which there is no charge to the Department for. MES will be on site this week for the Tech Gen Fitting. Truck 1880 will now be changed to 1870 for dispatching reasons and what kind of unit it is.

7. Old Business

- a. VHF Communications Tower Damage: Director Deramus announced that this work order is on his schedule to repair.
- b. Increased Response to Calls: Chief Bodine discussed the feedback received from the members of the Department, which included no coverage-specific times; they would like the paid-per-call option at all times, continue with the base-rate pay for a few years, and then implement the tiered training structure due to the need of responses. Agree to become a member in good standing for tax purposes. The Board is going to require regulation on the call response decision and verification of timecards, etc., by the Board of Directors.

8. Legal Matters: There were no legal matters.

9. New Business

- a. Wildland is saying that it is forecasting to be a bad year when it comes to fire danger, but the department will have 5 red cards this year for response.

10. Executive Session: The Board determined there was no need for an executive session.

11. Public Comment: There was no public comment.

12. Other Business

- a. Next Meeting scheduled for May 13, 2024 at 6:30 p.m. with the pension board meeting scheduled.

13. Adjournment: The Board unanimously adjourned the meeting at 7:18 p.m.

Respectfully submitted,

By:

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 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

05/09/24

Balance Sheet

Accrual Basis

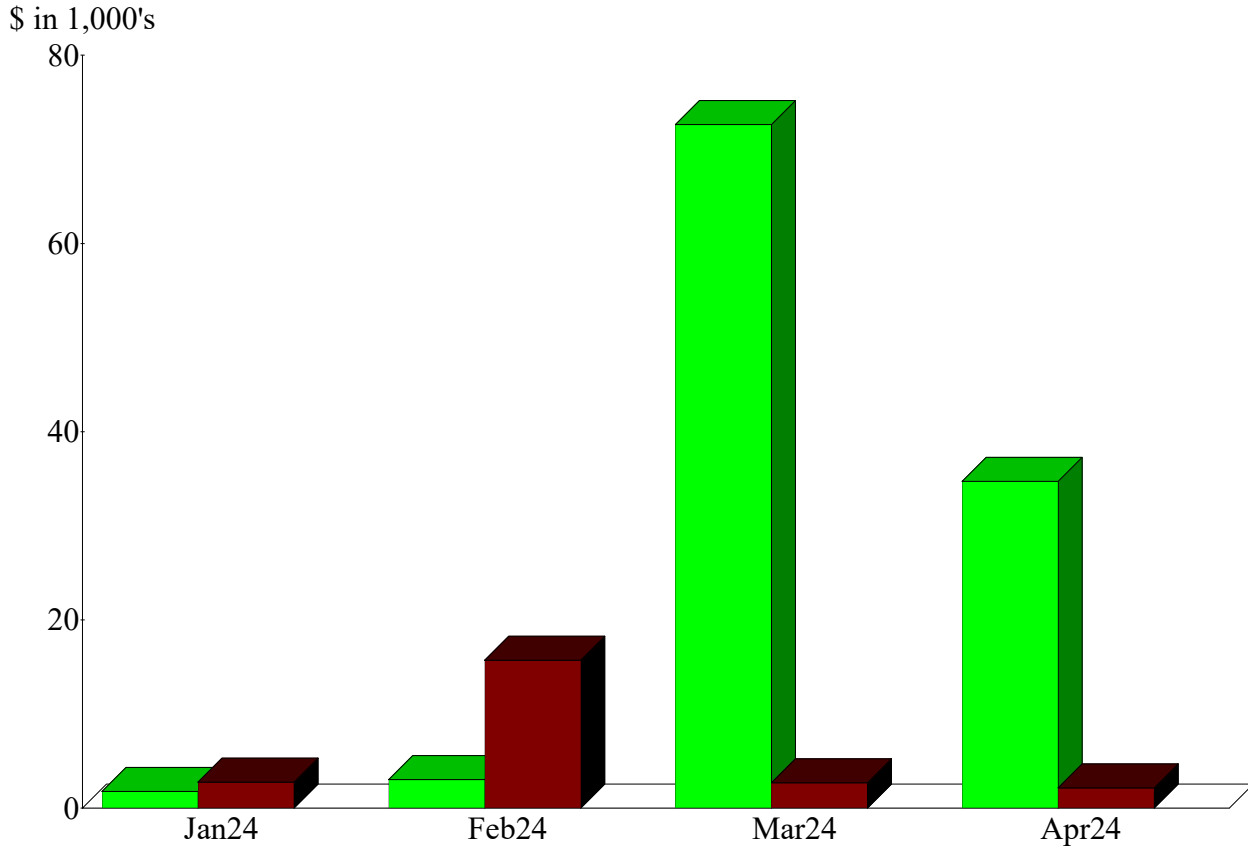
As of April 30, 2024

	<u>Apr 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
ENT (00) Savings	68,198.17
ENT (10) CHECKING	210,892.41
Ent (57) 3 month CD	206,543.42
Ent (55) - 13 Month CD	82,301.43
Ent (56) - 13 Month CD	52,867.17
ENT (58) - 5 Month CD	105,919.27
Total Checking/Savings	<u>726,721.87</u>
Accounts Receivable	
Accounts Receivable	12,738.00
Property Tax Receivable	95,988.32
Total Accounts Receivable	<u>108,726.32</u>
Total Current Assets	<u>835,448.19</u>
TOTAL ASSETS	<u>835,448.19</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,484.54
Total Accounts Payable	<u>1,484.54</u>
Other Current Liabilities	
Deferred Property Tax	95,988.32
Total Other Current Liabilities	<u>95,988.32</u>
Total Current Liabilities	<u>97,472.86</u>
Total Liabilities	97,472.86
Equity	
Unrestricted Net Assets	477,967.13
Opening Balance Equity	171,098.07
Net Income	88,910.13
Total Equity	<u>737,975.33</u>
TOTAL LIABILITIES & EQUITY	<u>835,448.19</u>

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

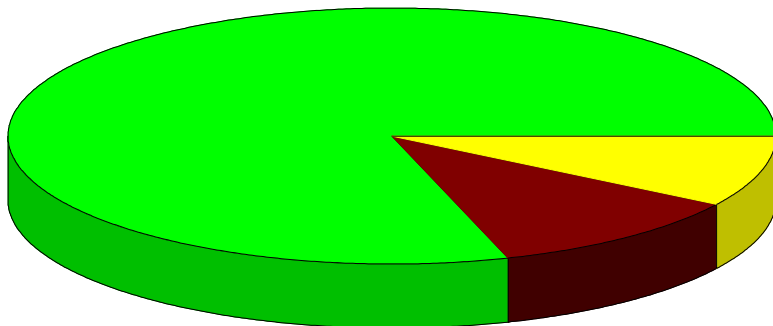
	TOTAL				
	Apr 24	Jan - Apr 24	Budget	\$ Over Budget	% of Budget
Income					
Income					
Delinquent Tax	0.02	0.02			
General Property Tax	31,673.47	78,432.68	186,916.00	-108,483.32	41.96%
Vehicle Registration Tax	1,189.44	3,970.16	13,084.00	-9,113.84	30.34%
Interest earned	1,960.55	7,333.88	4,000.00	3,333.88	183.35%
Total Income	<u>34,823.48</u>	<u>89,736.74</u>	<u>204,000.00</u>	<u>-114,263.26</u>	<u>43.99%</u>
Direct Public Support					
Individ, Business Contributions	0.00	10,000.00			
Total Direct Public Support	<u>0.00</u>	<u>10,000.00</u>			
Other Types of Income					
Shoemaker Building Income	-82.25	12,506.50	13,860.00	-1,353.50	90.23%
Total Other Types of Income	<u>-82.25</u>	<u>12,506.50</u>	<u>13,860.00</u>	<u>-1,353.50</u>	<u>90.23%</u>
Total Income	<u>34,741.23</u>	<u>112,243.24</u>	<u>217,860.00</u>	<u>-105,616.76</u>	<u>51.52%</u>
Expense					
District Budget					
Administrative / Operations	1,014.40	4,832.63	12,000.00	-7,167.37	40.27%
Bank Fees	0.00	0.00	300.00	-300.00	0.0%
Collection-Treasurer's Fees	475.12	1,176.49	2,804.00	-1,627.51	41.96%
Insurance	291.00	13,191.00	11,500.00	1,691.00	114.7%
Pension-State Match	0.00	0.00	17,230.00	-17,230.00	0.0%
Rent	0.00	0.00	5,000.00	-5,000.00	0.0%
Total District Budget	<u>1,780.52</u>	<u>19,200.12</u>	<u>48,834.00</u>	<u>-29,633.88</u>	<u>39.32%</u>
Stations & Buildings					
Operations	377.36	3,526.04	6,000.00	-2,473.96	58.77%
Building Capital	0.00	0.00	10,000.00	-10,000.00	0.0%
Total Stations & Buildings	<u>377.36</u>	<u>3,526.04</u>	<u>16,000.00</u>	<u>-12,473.96</u>	<u>22.04%</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	0.00	2,000.00	-2,000.00	0.0%
Communications-Dispatch	0.00	0.00	1,000.00	-1,000.00	0.0%
Radio User Fees	0.00	0.00	6,000.00	-6,000.00	0.0%
Radio M&R contract	0.00	0.00	3,000.00	-3,000.00	0.0%
Firefighting-Capital Outlay	0.00	0.00	10,000.00	-10,000.00	0.0%
Firefighting-Supplies & Exp's	10.00	237.18	9,000.00	-8,762.82	2.64%
Medical Services-Supplies & Exp	0.00	67.27	2,000.00	-1,932.73	3.36%
Medical Services-Capital Outlay	0.00	0.00	1,000.00	-1,000.00	0.0%
Training-Supplies & Expenses	0.00	0.00	2,000.00	-2,000.00	0.0%
Repair Svc Contr.(Committed)	0.00	0.00	2,700.00	-2,700.00	0.0%
Supplies & Expenses-Trucks, ...	0.00	302.50	4,000.00	-3,697.50	7.56%
Total Fire Department's Budgets	<u>10.00</u>	<u>606.95</u>	<u>44,700.00</u>	<u>-44,093.05</u>	<u>1.36%</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>2,167.88</u>	<u>23,333.11</u>	<u>234,534.00</u>	<u>-211,200.89</u>	<u>9.95%</u>
Net Income	<u><u>32,573.35</u></u>	<u><u>88,910.13</u></u>	<u><u>-16,674.00</u></u>	<u><u>105,584.13</u></u>	<u><u>-533.23%</u></u>

Income and Expense by Month
January through April 2024



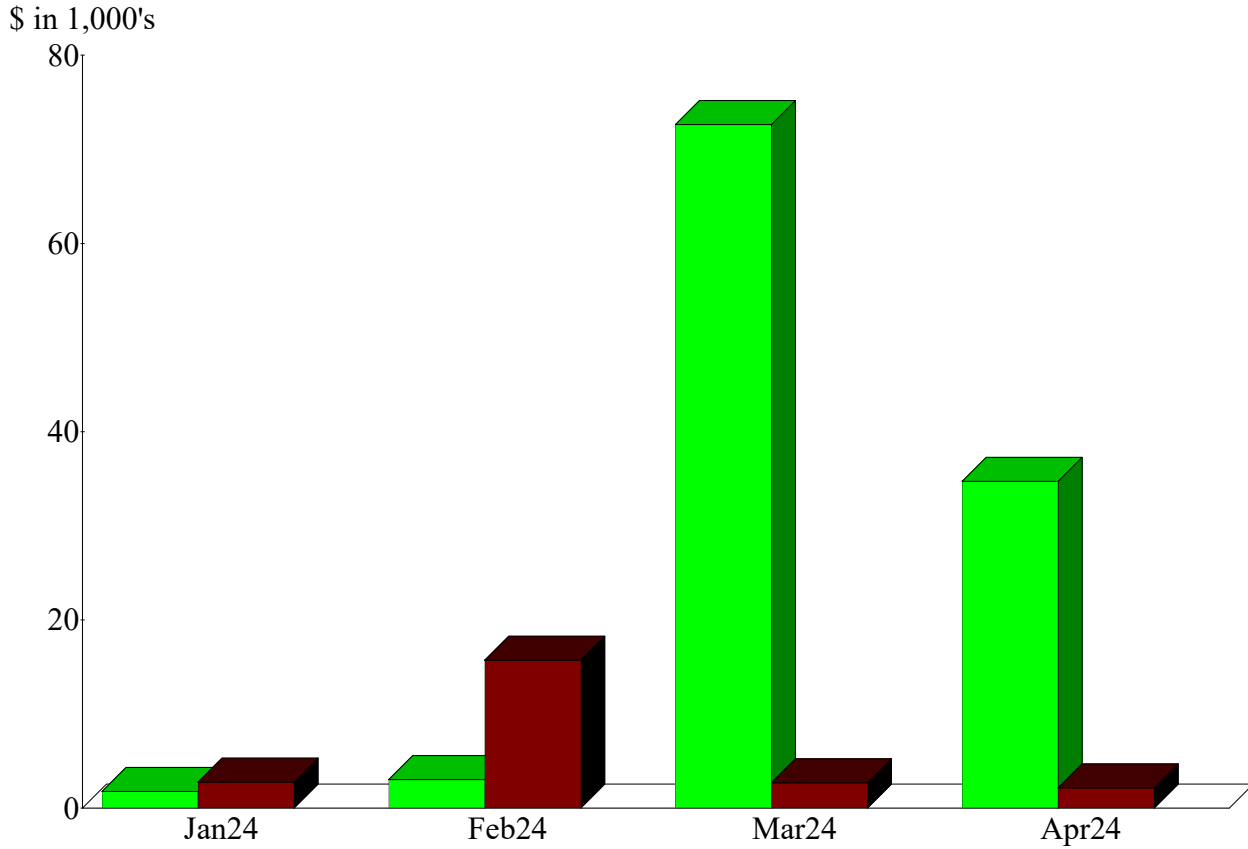
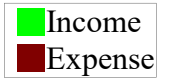
Income Summary
January through April 2024

Income	79.95%
Other Types of Income	11.14
Direct Public Support	8.91
Total	\$112,243.24



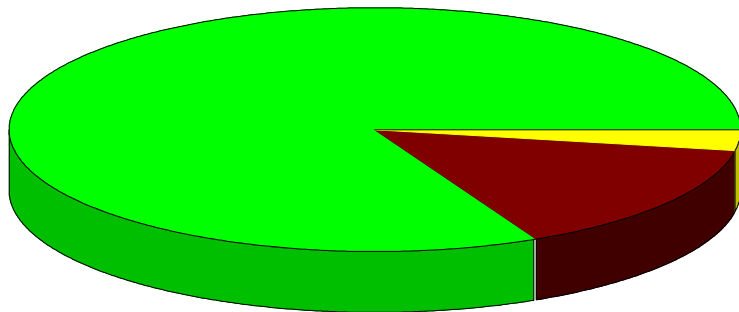
By Account

Income and Expense by Month
January through April 2024



Expense Summary
January through April 2024

District Budget	82.29%
Stations & Buildings	15.11
Fire Department's Budgets	2.60
Total	\$23,333.11



By Account



Cascade Fire Protection District
PAYMENT REQUEST
5/13/2024

Company	Invoice	Date	Amount	Comments
Black Hills Energy	7132643370	4/30/2024	\$ 49.14	
Cascade Metropolitan District	30624	5/6/2024	\$ 133.34	Paid VIA ACH
Colorado Springs Utilities	6595858371	5/2/2024	\$ 168.14	
Pinnacol	21663472	4/22/2024	\$ 291.00	
Teller County Waste	50124	5/1/2024	\$ 82.25	
Watts Upfitting, Inc	4171	12/29/2023	\$ 130.00	
WEX	0490-00-81888-0	4/23/2024	\$ 49.72	Paid VIA ACH
WSDM District Managers	7975	4/30/2024	\$ 1,014.40	
TOTAL			\$ 1,917.99	

TOTAL FOR ALL FUNDS \$ 1,917.99 _____, President