

# CASCADE FIRE PROTECTION DISTRICT NOTICE OF REGULAR MEETING AND AGENDA

Cascade Fire Station  
8015 Severy Road Cascade, Colorado  
Monday, September 13, 2021  
7:00 P.M.

Please join my meeting from your computer, tablet or smartphone.  
<https://global.gotomeeting.com/join/130451757>

You can also dial in using your phone.  
United States: +1 (872) 240-3412

Access Code: 130-451-757

**Public invited to attend**

## **Board of Directors**

---

Mike Whittlemore, President	Term Expires May 2022
Steve Lewis, Treasurer	Term Expires May 2023
Quentin Deramus, Assistant Secretary	Term Expires May 2023
Farris Issacson, Assistant Secretary	Term Expires May 2022
Bruce Seachris, Assistant Secretary	Term Expires May 2022

---

## **AGENDA**

- 1. Call to Order**
- 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
- 3. Approval of Board Meeting Minutes** from the meeting on August 9, 2021 (enclosure)
- 4. Financial Matters**
  - a. Acceptance of Unaudited Financial Statements as of August 31, 2021 – Balance Sheet and Profit and Loss/Budget Report (available at meeting)
  - b. Ratification and Approval of Payables for the period ending September 13, 2021 (available at meeting)
  - c. Preparation for Draft 2022 Budget
- 5. Cascade Volunteer Fire Department Chief's Report**
- 6. Old Business**
  - a. Combining Department and District into one entity
  - b. Remaining work to be done to Station and upper barn
  - c. Grant update
  - d. Pension fund update
- 7. New Business**

**8. 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)

**9. Other Business**

- a. Next Meeting scheduled for October 11, 2021 at 7:00 PM.

**10. Adjournment**



**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CASCADE FIRE PROTECTION DISTRICT  
HELD MAY 10, 2021**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, May 10, 2021, at 7:00 p.m. The meeting was open to the public.

**Directors in Attendance:**

Mike Whittemore

Quentin Deramus

Steve Lewis

Farris Issacson

Lavearl Moore

**Also in Attendance:**

Kevin Walker, Walker Schooler District Managers

**CALL TO ORDER:** The District Meeting was called to order at 7:03 p.m. by President Whittemore.

**OPENING MATTERS:**

1. After review, Mr. Issacson moved to approve the April 12, 2021 Minutes as presented; seconded by Mr. Lewis. Motion passed unanimously.
2. The Board reviewed the Treasurer's Report including the Balance Sheet and P&L Statement for April 2021.

**OLD BUSINESS:**

1. President Whittemore discussed the process of the District Board changes and noted they need new signatures for the FPPA.
2. There was discussion to combine the CVFD into one (1) entity. CVFD is currently a 501C3 entity. Mr. Whittemore requested this item remain open until an in-person meeting is held to discuss further.

**NEW BUSINESS:**

1. Chief's Call Report
  - a. Mr. Whittemore presented the Chief's Call Report. 134 toned calls for 2021. 21 Green Mountain toned calls for April. There are currently 14 active members including 1 active retired member.

- b. #1840 required maintenance and a new battery which was completed and back in service. Bids for painting stations will be completed by next month.
  - c. Mr. Whittemore confirmed with Mr. Walker that the water company truck parked by Station No. 2 will be moved this week.
  - d. Retired member Dennis Woolderman was hospitalized for a heart attack.
  - e. Mr. Whittemore requested that Mr. Walker provide draft minutes to Chief Karen Bodine. The Board requested last month's department minutes as well.
  - f. The Board closed the item regarding stucco work since it was completed. The Board discussed they rebuilt and repainted.
  - g. The Board was unsure on the status of the EMTS grant and noted the final decision on the grant should be received by June 30, 2021.
2. The community pet vaccinations were done on April 17<sup>th</sup>.
  3. Mrs. Moore will be resigning her position effective this evening due to her move to Albuquerque. If approved by the Board, Walker Schooler District Managers will be taking over the tasks of Treasurer and Secretary including preparing documents, payables, and board meeting prep. Mr. Walker noted the Board will need two reviewers of the bank statements. The Board discussed the Bill.com process and determined Mr. Lewis will be the Treasurer. Mrs. Moore moved to authorize Walker Schooler District Managers to take over Treasurer and Secretary responsibilities as discussed; seconded by Mr. Lewis. Motion passed unanimously.
  4. The Board discussed efforts moving towards pension and training hours as a mandatory call response to earn credit hours for pension. Mr. Whittemore said he will explore this and do more research.
  5. Mr. Walker discussed the preliminary Assessed Valuations and noted the values in the fire district have gone up 14%.

**ADJOURNMENT:** The Board adjourned the meeting at 5:54 p.m.

Respectfully submitted,

By:

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

THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 10, 2021 MINUTES OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Mike Whittemore

Quentin Deramus

---

Steve Lewis

---

Farris Issacson

---

Lavearl Moore



## Cascade Fire Protection District

## Balance Sheet

09/09/21

As of August 31, 2021

Accrual Basis

	<u>Aug 31, 21</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
ENT (00) Savings	128,960.65
ENT (10) CHECKING	292,535.38
ENT (52) 7-Month CD	51,417.06
ENT (53) 25-Month CD	26,324.76
<b>Total Checking/Savings</b>	<u>499,237.85</u>
<b>Accounts Receivable</b>	
Property Tax Receivable	3,390.83
<b>Total Accounts Receivable</b>	<u>3,390.83</u>
<b>Total Current Assets</b>	<u>502,628.68</u>
<b>TOTAL ASSETS</b>	<b><u>502,628.68</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	1,572.78
<b>Total Accounts Payable</b>	<u>1,572.78</u>
<b>Other Current Liabilities</b>	
Deferred Property Tax	3,390.83
<b>Total Other Current Liabilities</b>	<u>3,390.83</u>
<b>Total Current Liabilities</b>	<u>4,963.61</u>
<b>Total Liabilities</b>	4,963.61
<b>Equity</b>	
Unrestricted Net Assets	233,417.88
Opening Balance Equity	171,098.07
Net Income	93,149.12
<b>Total Equity</b>	<u>497,665.07</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>502,628.68</u></b>



## Cascade Fire Protection District Profit & Loss Budget vs. Actual January through August 2021

TOTAL

	Aug 21	Jan - Aug 21	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>Income</b>					
Delinquent Tax	0.00	33.03	50.00	-16.97	66.06%
General Property Tax	1,058.38	125,678.55	127,080.09	-1,401.54	98.9%
Vehicle Registration Tax	1,220.80	9,638.41	8,895.61	742.80	108.35%
Interest earned	137.67	1,114.01	500.00	614.01	222.8%
State Match funds (Pension)	0.00	0.00	5,857.31	-5,857.31	0.0%
<b>Total Income</b>	<b>2,416.85</b>	<b>136,464.00</b>	<b>142,383.01</b>	<b>-5,919.01</b>	<b>95.84%</b>
<b>Grants received</b>	<b>0.00</b>	<b>8,080.00</b>			
<b>Government Grants</b>					
State Grants	0.00	-8,080.00			
<b>Total Government Grants</b>	<b>0.00</b>	<b>-8,080.00</b>			
<b>Total Income</b>	<b>2,416.85</b>	<b>136,464.00</b>	<b>142,383.01</b>	<b>-5,919.01</b>	<b>95.84%</b>
<b>Expense</b>					
<b>District Budget</b>					
Administrative / Operations	800.00	6,546.89	10,000.00	-3,453.11	65.47%
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Collection-Treasurer's Fees	16.23	1,887.20	1,920.00	-32.80	98.29%
Insurance	0.00	8,797.00	9,000.00	-203.00	97.74%
Pension-State Match	0.00	0.00	5,891.00	-5,891.00	0.0%
Pension	0.00	0.00	11,781.00	-11,781.00	0.0%
Rent	0.00	0.00	5,000.00	-5,000.00	0.0%
Tax Abatements	0.00	1,379.98	100.00	1,279.98	1,379.98%
<b>Total District Budget</b>	<b>816.23</b>	<b>18,611.07</b>	<b>43,792.00</b>	<b>-25,180.93</b>	<b>42.5%</b>
<b>Stations &amp; Buildings</b>					
Operations	232.83	2,797.40	2,500.00	297.40	111.9%
Building Capital	0.00	12,500.00	20,000.00	-7,500.00	62.5%
<b>Total Stations &amp; Buildings</b>	<b>232.83</b>	<b>15,297.40</b>	<b>22,500.00</b>	<b>-7,202.60</b>	<b>67.99%</b>
<b>Fire Department's Budgets</b>					
Communications-Capital Outlay	0.00	0.00	2,000.00	-2,000.00	0.0%
Communications-Supplies & Exp.	0.00	350.18	1,500.00	-1,149.82	23.35%
Communications-Dispatch	0.00	750.00	1,000.00	-250.00	75.0%
Emergency Reporting Company	0.00	0.00	2,021.00	-2,021.00	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	2,430.00	-2,430.00	0.0%
Firefighting-Capital Outlay	0.00	0.00	20,000.00	-20,000.00	0.0%
Firefighting-Supplies & Exp's	74.35	2,760.46	19,000.00	-16,239.54	14.53%
Medical Services-Supplies & Exp	0.00	618.33	2,000.00	-1,381.67	30.92%
Medical Services-Capital Outlay	0.00	0.00	1,000.00	-1,000.00	0.0%
Training-Supplies & Expenses	0.00	3,000.00	4,000.00	-1,000.00	75.0%
Repair Svc Contr.(Committed)	0.00	0.00	2,700.00	-2,700.00	0.0%
Supplies & Expenses-Trucks, ...	0.00	1,927.44	3,500.00	-1,572.56	55.07%
<b>Total Fire Department's Budgets</b>	<b>74.35</b>	<b>9,406.41</b>	<b>67,151.00</b>	<b>-57,744.59</b>	<b>14.01%</b>
<b>Total Expense</b>	<b>1,123.41</b>	<b>43,314.88</b>	<b>133,443.00</b>	<b>-90,128.12</b>	<b>32.46%</b>
<b>Net Income</b>	<b>1,293.44</b>	<b>93,149.12</b>	<b>8,940.01</b>	<b>84,209.11</b>	<b>1,041.94%</b>

**Cascade Fire Protection District**  
**PAYMENT REQUEST**  
9/9/2021

<b>Company</b>	<b>Invoice</b>	<b>Date</b>	<b>Amount</b>	<b>Amount this Draw</b>	<b>Comments</b>
Cascade Metropolitan District	80621	8/6/2021	\$ 89.50	\$ 89.50	June & July Pmts
Cascade Metropolitan District	90721	9/7/2021	\$ 89.50	\$ 89.50	Never Cleared
Colorado Springs Utilities	9562766079	9/1/2021	\$ 22.48	\$ 22.48	
Colorado Springs Utilities	6595858371	8/30/2021	\$ 122.05	\$ 122.05	
Dennis Shipley	568934	7/19/2021	\$ 55.00	\$ 55.00	
Walker Schooler District Managers	6872	8/31/2021	\$ 800.00	\$ 800.00	
WEX	0490-00-81888-0	8/23/2021	\$ 327.23	\$ 327.23	
<b>TOTAL</b>			<b>\$ 1,505.76</b>	<b>\$ 1,505.76</b>	

**TOTAL FOR ALL FUNDS**

\$ 1,505.76

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