GREEN MOUNTAIN FALLS/CHIPITA PARK
FIRE PROTECTION DISTRICT
Regular Board Meeting
Thursday, June 12, 2025– 6:30 PM
2 Carsell Way, Green Mountain Falls, CO 80819,
or
Please join my meeting from your computer, tablet or smartphone.
https://video.cloudoffice.avaya.com/join/977128605
You can also dial in using your phone.
United States: +1 (213) 463-4500
Access Code: 977-128-605

Board of Director	Title	Term
Steve Walsh	President	May 2029
George Allen	Secretary	May 2027
Susan Turnbull	Treasurer	May 2029
Megan Kelly	Director	May 2027
Dan May	Director	May 2029

AGENDA

1. Call to Order/Introductions
2. Approval of Agenda
3. Chief's Report
4. Approval of the Minutes from Board Meeting on May 8, 2025 (see attached)
5. Financial Report
   a. Consider approval of Unaudited Financial Statements dated May 31, 2025 (see attached)
   b. Reading of Monthly Bills & Cash Transfer: Bills were submitted in the Amount of $_____ Transfer of $_____
   c. Capital Project Fund Report
6. Equipment Report
   a. VHF Repeater Replacement w/ Cascade Fire
7. Facilities Report
8. New Business
9. Old Business
   a. Cascade Fire Department Reimbursement Discussion
   b. Discuss Fire Chief Qualifications for New Hire – Committee Update
   c. Volunteer Officers in Outlook
10. Public Comment (Items Not on the Agenda Only. Comments Limited to 3 Minutes per Person)

11. Other Business
    a. Next Meeting scheduled for July 10, 2025, at 6:30 PM.

12. Adjournment

WSDM
MANAGERS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GREEN MOUNTAIN FALLS/CHIPITA PARK FIRE PROTECTION DISTRICT HELD MAY 8, 2025 AT 6:30 PM

Pursuant to posted notice, the special meetings of the Board of Directors of the Green Mountain Falls/Chipita Park Fire Protection District was held on May 8, 2025, at 6:30 PM, at Green Mountain Falls Fire Station, 2 Carsell Way, Green Mountain Falls, CO 80819 and via tele/videoconference: https://video.cloudoffice.avaya.com/join/977128605

Attendance:
In attendance were Directors:

Steve Walsh,	President
Dan May,	Director
George Allen,	Secretary
Megan Kelly,	Director
Susan Turnbull,	Treasurer

Also in attendance were:

Adam Noel,	District Manager
Chief Stephen Murphy,	Fire Chief

1. Call to Order:
   The meeting was called to order at 6:56 PM by Director May.

2. Declaration of Quorum/Director Qualifications/ Disclosure Matters:
   Mr. Noel indicated that a quorum of the Boards was present, stating that each Director has been qualified as an eligible elector of the District pursuant to Colorado law. The Directors confirmed their qualifications. Mr. Noel informed the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Noel reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Noel inquired into whether members of the Boards had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain quorum or otherwise enable the Board to act.

3. Appointment of Officers:
   Director May moved to keep the officer positions the same as stated on the agenda; seconded by Director Kelly. Motion passed unanimously.

4. Approval of Agenda:
   Director Allen moved to approve the Agenda as presented; seconded by Director May. Motion passed unanimously.

5. Chief's Report:
   Chief Murphy reported that the controlled burn was rescheduled and the new day/time will be sent to the Board once it is finalized. The Department appointed a new Captain, Randy Miles. Three probationary firefighters were voted on as full-time members, Coco, Hallie, and Andrew. The Department has also hired on a new member was a career firefighter at Cripple Creek as well as NETCO. There are three members of the Department taking the American Heart CPR instructor training in order to replace Chief Murphy. There is going to be a firefighter appreciation event held at the station on June 14. There were 29 calls in April, which brought the total year-to-date up to 118 calls.

6. Approval of April 10, 2025, Regular Board Meeting Minutes:
   After review, Director May moved to approve the April 10, 2025, Regular Board Meeting Minutes as amended, updating the date in the heading; seconded by Director Allen. Motion passed unanimously.

7. Financial Report:
   a. Approve Unaudited Financial Reports through April 30, 2025: Mr. Noel presented the unaudited financials. After discussion, Director Allen moved to approve the Unaudited Financial Reports through April 30, 2025 as presented; seconded by Director May. Motion passed unanimously.
   b. Reading of Monthly Bills & Cash Transfer: Director May moved to approve the Bills that were submitted in the Amount of $9,272.09, with a transfer of $11,000; seconded by President Walsh. Motion passed unanimously.
   c. Capital Project Fund Report: No action was taken.

8. Equipment Report:
   a. VHF Repeater Replacement w/ Cascade Fire: The Board is still holding on this item to hear of a final vote and approval from the Cascade Fire Protection District by the next regular board meeting.

9. Facilities Report:
   Chief Murphy announced that there is a new leak in the roof in the kitchen and crew area even after the money was spent on the necessary repairs. Chief Murphy recommended that there be some chip seal repairs done to the parking lot area, as well as some painting that has been worn down from the snowplowing. The estimated cost of those repairs is roughly $3,500. Northeast Teller County will be lending their ladder truck to replace the street lights in front of the station. The Board discussed the possible need of getting the building re-examined by an engineer to make sure it is structurally sound with the current foundation cracks. Director Turnbull made a motion to approve the asphalt re-sealing and painting up to $5,000 with Chief Murphy and Director Allen to discuss final approval between the two quotes received; seconded by President Walsh. Motion passed unanimously.

10. New Business:

a. Volunteer Officers in Outlook: Chief Murphy recommended to the Board that the District offer to give 4 of the Department members an outlook email domain to be used for work purposes. After discussion, Director May moved to approve 4 new domains for Molly, Tyler, Randy, and Eric; seconded by Director Allen. Motion passed unanimously.

11. Old Business:

a. Cascade Fire Department Reimbursement Discussion: Director Kelly informed the Board that the Cascade Fire Committee has not responded to her email, and the Board will hold on this item until more information is received from the Cascade Fire Protection District.
b. Discuss Fire Chief Qualifications for New Hire – Committee Update: Director May and President Walsh gave an update to the Board on the meeting held with the Fire Department. Director May will work with Director Allen before the next board meeting and come up with a job description for the new Fire Chief job posting. President Walsh will take a final look at the draft job description prior to the next board meeting.
c. Firefighter Driving Policy: Director Kelly will send the final draft of the driving age policy with the employee manual. Director Turnbull moved to approve the driving policy as presented while keeping the document separate from the employee manual; seconded by President Walsh. Motion passed unanimously.

11. Adjourn: Mr. Noel adjourned the meeting at 8:01 PM.

a. Next Regular Meeting scheduled: June 12, 2025 at 6:30 PM.

_____

Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 8, 2025 REGULAR MEETING MINUTES OF THE GREEN MOUNTAIN FALLS/CHIPITA PARK FIRE PROTECTION DISTRICT.

_____

Approved by: Secretary of the Board

WSDM
MANAGERS

Green Mountain Falls & Chapita Park Fire Protec District
Balance Sheet
As of May 31, 2025

	May 31, 25	
ASSETS		
Current Assets		
Checking/Savings		
BOTSJ - Bond Repayment 2532		135,444.61
BOTSJ - Bond Repayment MM 8210		140,833.71
BOTSJ - Capital Equipment 2761		140,609.79
BOTSJ - Checking 3979		9,000.03
BOTSJ - Emergency Operatn 2745		1,101.16
BOTSJ - Holding - 9526		166,858.32
Kirkpatrick Bank - 5740		100,978.64
Kirkpatrick Bank Cap Imp - 3716		220,651.95
Kirkpatrick Bank Emerg - 3705		73,800.08
Total Checking/Savings		989,278.29
Total Current Assets		989,278.29
Fixed Assets		
Land - Fire Station		914,256.37
Property & Equipment		
Accum Amort - Bond Costs	-6,719.00	
Accum Deprec - Buildings	-232,277.36	
Accum Deprec - Equipment	-236,347.85	
Accum Deprec - Vehicles	-433,267.93	
Accum Depreciation - Equipment	-4,762.00	
Buildings	3,397,061.39	
Equipment	204,871.90	
Equipment Acquired	14,805.48	
Furniture	16,670.47	
Land	201,449.99	
Vehicles	433,267.93	
Total Property & Equipment		3,354,753.02
Total Fixed Assets		4,269,009.39
TOTAL ASSETS		**5,258,287.68**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable		6,258.28
Total Accounts Payable		6,258.28
Other Current Liabilities		
A/P Visa		2,090.14
Payroll Liabilities		2,319.57
Total Other Current Liabilities		4,409.71
Total Current Liabilities		10,667.99
Long Term Liabilities		
Bond Payable		2,685,960.58
Total Long Term Liabilities		2,685,960.58
Total Liabilities		2,696,628.57
Equity		
Opening Balance Equity		1,524,271.25
Unrestricted Net Assets		662,060.88
Net Income		375,326.98
Total Equity		2,561,659.11
TOTAL LIABILITIES & EQUITY		**5,258,287.68**

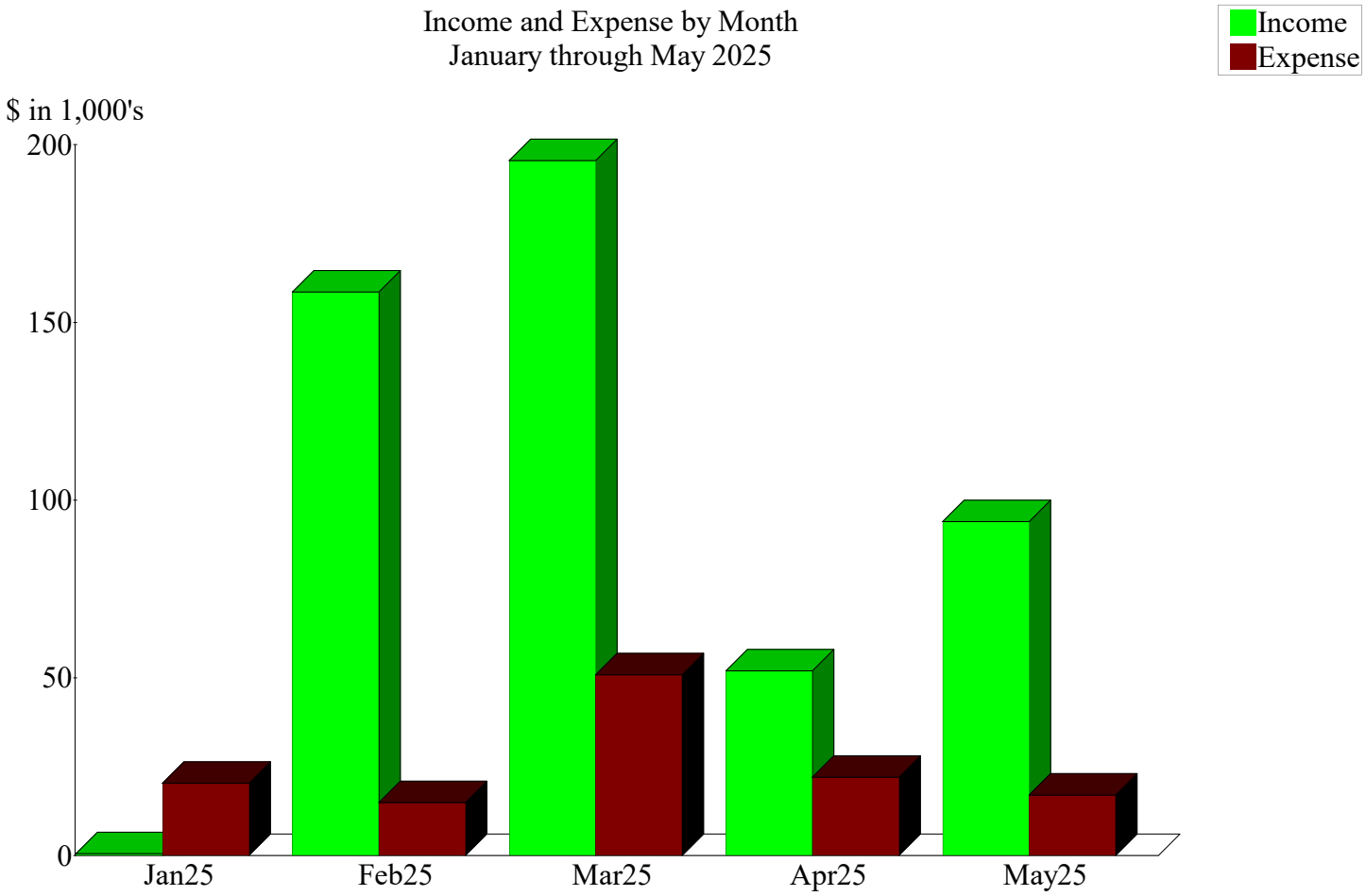
Green Mountain Falls & Chapita Park Fire Protec District
Profit & Loss Budget vs. Actual
January through May 2025

	TOTAL				
	May 25	Jan - May 25	Budget	$ Over Budget	% of Budget
Income					
Delinquent Interest - Debt EPC	5.13	6.92			
Delinquent Interest - O&M EPC	5.40	7.29			
Gain on Sale of Assets	0.00	150,000.00			
Interest Income	622.77	2,946.03			
Prior Year Tax - Debt EPC	0.00	0.73			
Prior Year Tax - O&M EPC	45,075.30	68,137.68			
Property Tax - Debt EPC	42,800.74	155,592.16	223,917.00	-68,324.84	69.49%
Property Tax - Debt TC	515.80	5,959.03	11,472.00	-5,512.97	51.94%
Property Tax - O&M EPC	0.00	95,723.87	235,816.00	-140,092.13	40.59%
Property Tax - O&M TC	543.21	6,137.27	12,081.00	-5,943.73	50.8%
Spec Ownership Tax - Debt EPC	1,691.68	7,118.73	15,674.00	-8,555.27	45.42%
Spec Ownership Tax - Debt TC	88.10	331.66	803.00	-471.34	41.3%
Spec Ownership Tax - O&M EPC	1,781.58	7,497.04	16,507.00	-9,009.96	45.42%
Spec Ownership Tax - O&M TC	92.79	349.29	846.00	-496.71	41.29%
State Senior/Vet Fund - Debt TC	375.38	375.38			
State Senior/Vet Fund - O&M TC	395.34	395.34			
Tax Abatement - Debt EPC	0.00	-2.65			
Tax Abatement - O&M EPC	0.00	-2.80			
Total Income	93,993.22	500,572.97	517,116.00	-16,543.03	96.8%
Gross Profit	93,993.22	500,572.97	517,116.00	-16,543.03	96.8%
Expense					
Administrative Expenses					
Bank Fees	0.00	0.00	100.00	-100.00	0.0%
Contingent Firefighter	0.00	330.00	45,760.00	-45,430.00	0.72%
Contingency	0.00	0.00	5,000.00	-5,000.00	0.0%
Director Fees	250.00	1,200.00	3,000.00	-1,800.00	40.0%
Election Expense	0.00	259.03	5,000.00	-4,740.97	5.18%
FIRE CHIEF - Benefits	0.00	0.00	6,000.00	-6,000.00	0.0%
Insurance - Volunteer Firefight	0.00	4,020.50	20,000.00	-15,979.50	20.1%
Insurance - Workers Comp	0.00	2,240.00	4,500.00	-2,260.00	49.78%
Legal Fees	0.00	0.00	3,000.00	-3,000.00	0.0%
Management & Accounting	2,750.00	13,750.00	33,000.00	-19,250.00	41.67%
Payroll Expenses	456.99	2,614.55	5,000.00	-2,385.45	52.29%
Retirement Fund Contribution	0.00	0.00	31,988.00	-31,988.00	0.0%
Salaries - Fire Chief	6,666.67	33,799.43	80,000.00	-46,200.57	42.25%
Supplies & Expenses	312.21	1,759.36	10,000.00	-8,240.64	17.59%
Total Administrative Expenses	10,435.87	59,972.87	252,348.00	-192,375.13	23.77%
Bond Interest Payment	0.00	21,466.27	85,393.00	-63,926.73	25.14%
Fire Department's Budgets					
Capital Outlay	0.00	10,500.00	190,000.00	-179,500.00	5.53%
Communications-Dispatch	0.00	1,875.00	1,750.00	125.00	107.14%

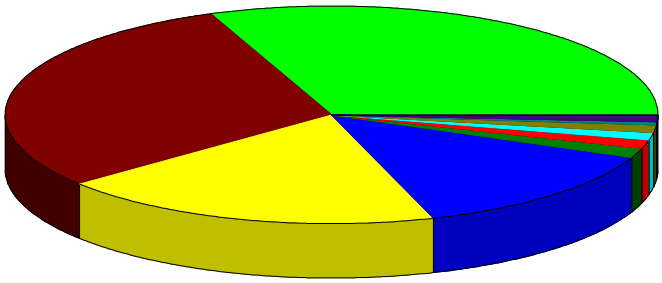
Green Mountain Falls & Chapita Park Fire Protec District
Profit & Loss Budget vs. Actual
January through May 2025

	TOTAL				
	May 25	Jan - May 25	Budget	$ Over Budget	% of Budget
Communications-Supplies & Exp.	134.95	674.75	5,000.00	-4,325.25	13.5%
Firefighting-Supplies & Exp's	1,082.89	3,870.02			
Medical Services-Supplies & Exp	585.19	2,058.76	3,000.00	-941.24	68.63%
Radio User Fees	0.00	0.00	5,500.00	-5,500.00	0.0%
Supplies & Expenses-Trucks, ...	151.88	1,520.09	12,000.00	-10,479.91	12.67%
Traning Classes	675.00	675.00	2,000.00	-1,325.00	33.75%
Uniforms	0.00	0.00	1,000.00	-1,000.00	0.0%
Total Fire Department's Budgets	2,629.91	21,173.62	220,250.00	-199,076.38	9.61%
Miscellaneous	0.00	0.00	25,000.00	-25,000.00	0.0%
Stations & Buildings					
Capital Improvements	0.00	0.00	40,000.00	-40,000.00	0.0%
MAINTENANCE - Generator	0.00	0.00	2,000.00	-2,000.00	0.0%
Snow Removal	0.00	730.00	1,000.00	-270.00	73.0%
Supplies & Expenses	582.41	7,907.42	15,000.00	-7,092.58	52.72%
Utilities	2,049.29	8,840.89	16,000.00	-7,159.11	55.26%
Total Stations & Buildings	2,631.70	17,478.31	74,000.00	-56,521.69	23.62%
Treasurer Fees					
El Paso County - Debt	642.09	2,334.00	3,359.00	-1,025.00	69.49%
El Paso County - O&M	676.22	2,458.03	3,537.00	-1,078.97	69.5%
Teller County - Debt	15.47	176.74	344.00	-167.26	51.38%
Teller County - O&M	16.30	186.15	362.00	-175.85	51.42%
Total Treasurer Fees	1,350.08	5,154.92	7,602.00	-2,447.08	67.81%
Total Expense	17,047.56	125,245.99	664,593.00	-539,347.01	18.85%
Net Income	**76,945.66**	**375,326.98**	**-147,477.00**	**522,803.98**	**-254.5%**

Income and Expense by Month
January through May 2025



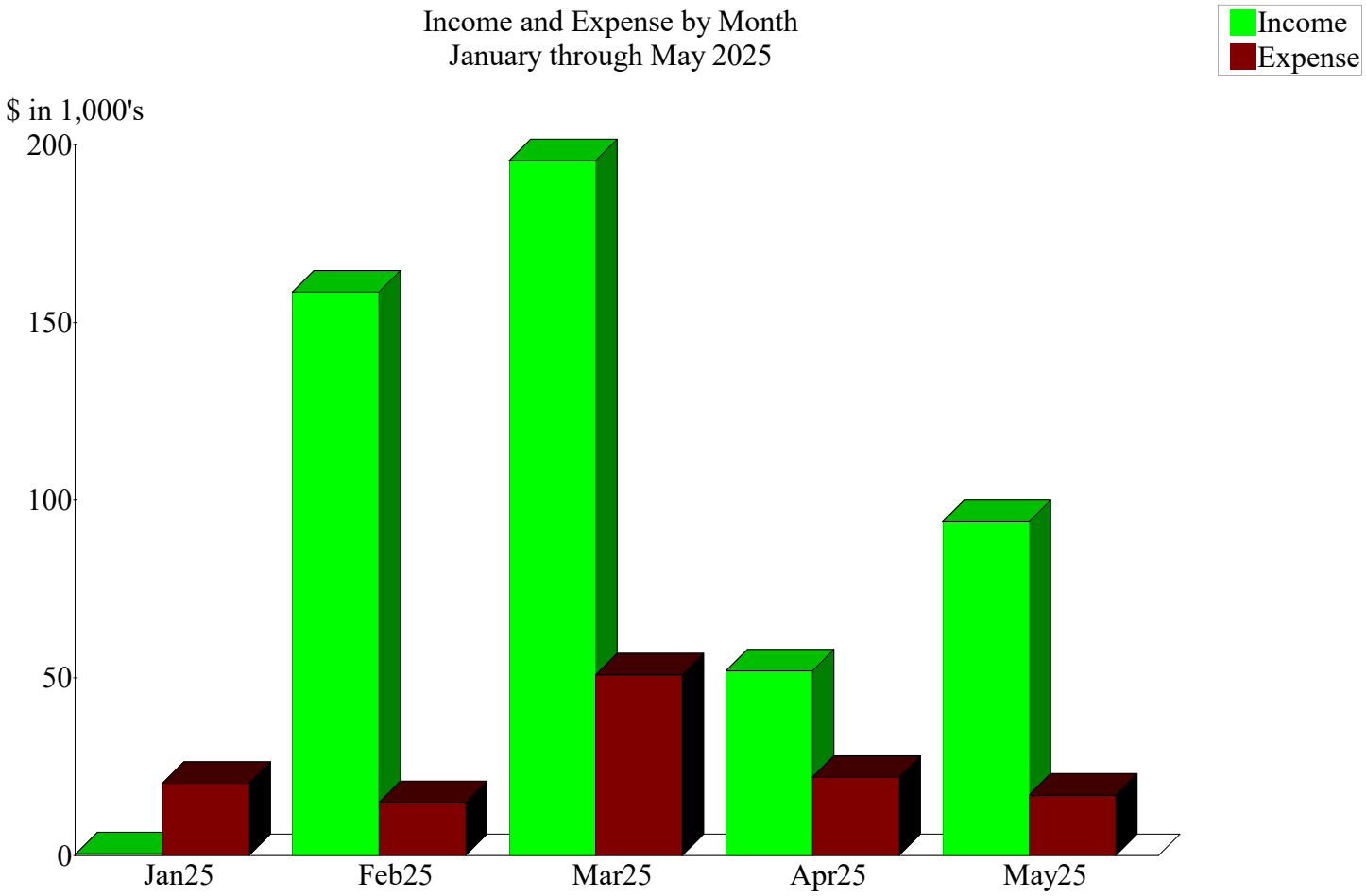
Income Summary
January through May 2025



Property Tax - Debt EPC	31.08%
Gain on Sale of Assets	29.97
Property Tax - O&M EPC	19.12
Prior Year Tax - O&M EPC	13.61
Spec Ownership Tax - O&M EPC	1.50
Spec Ownership Tax - Debt EPC	1.42
Property Tax - O&M TC	1.23
Property Tax - Debt TC	1.19
Interest Income	0.59
State Senior/Vet Fund - O&M TC	0.08
Other	0.21
Total	$500,572.97

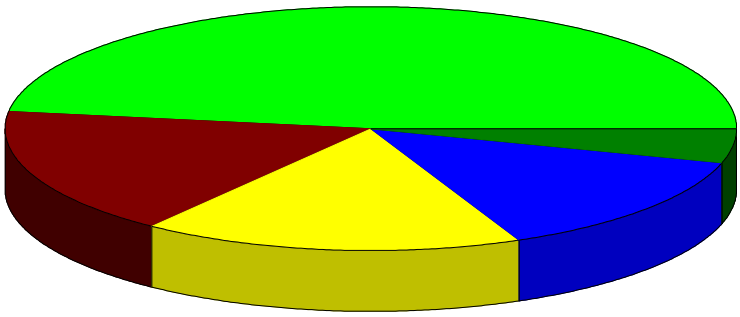
By Account

Income and Expense by Month
January through May 2025



Expense Summary
January through May 2025

Administrative Expenses	47.88%
Bond Interest Payment	17.14
Fire Department's Budgets	16.91
Stations & Buildings	13.96
Treasurer Fees	4.12
Total	$125,245.99



By Account

WSDM
MANAGERS

Green Mountain Falls Chipita Park Fire District

PAYMENT REQUEST

6/12/2025

GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Megan Kelly	61225	6/12/2025	$ 50.00	
Stephen Walsh	61225	6/12/2025	$ 50.00	
Dan May	61225	6/12/2025	$ 50.00	
Sue Turnbull	61225	6/12/2025	$ 50.00	
George Allen	61225	6/12/2025	$ 50.00	
Bankcard Center	52325	5/23/2025	$ 2,090.14	Credit Card Pmt
Black Hills Energy	2402362520	6/5/2025	$ 295.66	Credit Applied
CO Div of Fire Prevention & Control	25-86714	5/20/2025	$ 35.00	
Colorado Springs Utilities	4895014031	6/4/2025	$ 33.00	Set up for Autopay
Colorado Springs Utilities	9015963319	6/4/2025	$ 394.54	Set up for Autopay
Craig Fire & Safety, Inc	124835	6/5/2025	$ 1,713.44	
Environment Control	15253-439	6/1/2025	$ 582.41	
Flair Data Systems	R02137	5/13/2025	$ 134.95	
Lingo Telecom (Bullseye)	53744209	5/25/2025	$ 207.77	Set Up for Autopay
SeaWestern	43379	5/31/2025	$ 147.50	
ROI Fire & Ballistics Equipment, Inc.	21683	5/1/2025	$ 429.00	
ROI Fire & Ballistics Equipment, Inc.	21469	2/28/2025	$ 176.00	Past Due Invoice
ROI Fire & Ballistics Equipment, Inc.	21264	12/26/2024	$ 486.00	Partial Past Due
Steve Lewis	60225	6/2/2025	$ 165.00	May Snow Plowing
WEX	105098620	5/31/2025	$ 471.39	
Woodland Hardware & Home	2907928	3/20/2025	$ 28.47	Past Due Invoice
WSDM District Managers	810	5/31/2025	$ 2,765.00	
UL LLC Solutions	72020625467	10/31/2024	$ 1,201.75	Past Due Invoice
TOTAL			**$ 11,607.02**	

Green Mountain Falls Chipita Park Fire District