



## Record of Proceedings Minutes of a Regular Meeting of the Board of Directors

Held: Wednesday, April 17, 2024, at 5:30 p.m., at the Cimarron Hills Fire Protection District Administrative Offices, 1835 Tuskegee Place, Colorado Springs, Colorado.

A regular meeting of the Board of Directors of Cimarron Hills Fire Protection District, Colorado Springs, Colorado, was called to order at 5:30 p.m. and held as shown above and in accordance with the applicable statutes of the State of Colorado with the following directors present and acting:

### Call to Order

Director Miller opened the meeting at 5:30 p.m. with 4 directors in attendance.

### Roll Call

- Rene' Sintas - Absent
- KaTarra Taylor - Present
- Mark Gass - Present
- Erika Gass - Present
- Paul Miller - Present

Also present were:

Fire Chief Andrew York, Division Chief Matthew Gortner, Division Chief Thomas Joyce, and Executive Assistant Virpi Mattson taking minutes.

**Upon motion by Director E Gass, seconded by Director Taylor, the Board voted unanimously to excuse Director Sintas from the meeting.**

### Pledge of Allegiance

The Pledge of Allegiance was recited.

### Approval of the Agenda – Changes, Additions and Deletions

The Board discussed the April 17, 2024 Agenda.

**Upon motion by Director Taylor, seconded by Director M Gass, the Board voted unanimously to approve the Agenda.**

### Conflict of Interest Disclosures

- None

## New Business

### [CHFPD 2023 Financial Audit Presentation](#)

Shani Cottrell from CBIZ (formerly Erickson, Brown, and Kloster) presented the 2023 draft audit to the Board.

In summary, no additional audit risks were found. There were no deficiencies found during the audit and no difficulties experienced. The overall result of the audit is a “clean opinion.”

**Upon motion by Director E Gass, seconded by Director Taylor, the Board voted unanimously to approve the CHFPD 2023 Audit.**

## Public Comment

- None

## Approval of Minutes

### [March 13, 2024 Regular Board Meeting](#)

The Board reviewed the minutes from the March 13, 2024 Regular Meeting.

### [April 2, 2024 BOD Work Session](#)

The Board reviewed the minutes from the April 2, 2024 Work Session.

**Upon motion by Director Miller, seconded by Director M Gass, the Board voted unanimously to approve the March 13, 2024 Regular Board Meeting Minutes and the April 2, 2024 Work Session minutes.**

## Financial Presentations

### [Treasurer’s Report presentation and approval](#)

Chief York presented the March 2024 Treasurer’s Report. He also reviewed the March check report and credit card report with the Board.

**Upon motion by Director M Gass, seconded by Director Taylor, the Board voted unanimously to approve the March 2024 Treasurer’s Report.**

## Reports

### [Chief’s Report](#)

Chief York presented the Chief’s Report to the Board and reviewed statistics for the month of March.

Executive Assistant Mattson and Administrative Assistant Carneal attended an accessibility training sponsored by the Colorado Special Districts Association and Streamline. They received an award (Certificate of Accessibility) on behalf of the department for the district’s 100% website accessibility compliance, noting the department’s dedication to inclusivity. The certificate was signed by the Honorable Representative David Ortiz (Colorado House District 38) and Ann Terry (CEO of the Colorado Special Districts Association)

Chief York briefed on Senate Bill 24-194, advising it had cleared the Senate this morning. It will now move to the House where opposition is not anticipated, and then to the Governor for signature. This bill clears the path for Special Districts to implement a sales tax within their districts (approved by the voters of the district) and to also assess impact fees on new builds. It is a step in the right direction for providing alternate sources of revenue for

special districts who have been hit hard by the reduction in property taxes. Chief explained the sales tax option distributes the cost to everyone making purchases within the district (gas stations, commercial businesses...) It must be noted that fire protection services also extend to those passing through or visiting our district, and up to now all funding for these services has been provided solely by our residents through property tax.

More good news: Chief briefed we were notified by the County Treasurer to expect \$481,489 in backfill this year.

Wildland Program: The new Type 3 (1313) is operational and should be on the board for deployment availability next week. We currently have a crew deployed in TX, now on an extension. To date, we are sitting at a net gain of \$45,727.31

### Fire and Life Safety Report

Chief Joyce provided an overview of Life Safety and Fire Prevention activities for March, briefing on an upsurge in Compliance Engine inspections. 53 deficiencies are currently being addressed. A coordinated fire extinguisher training (5 agencies) will be held at Power Technical (PTEC) next week.

## Unfinished Business

### Future CHFD Facility

Chief York provided the Board with cost-related information and results from a department survey requested at the prior work session. A survey related to a new combined facility build vs. addition/remodel was sent to all full-time staff. 28 responses were received. Sufficient space and storage for people, equipment, and apparatus was the top priority. Chief York advised that based on limited land for a new site, we are down to two options:

- 1- Addition and Remodel of the existing Fire Station, along with building a Reserve Apparatus structure behind Headquarters on the land we already own.
- 2- Build a New Consolidated Facility on the current Headquarters lots. This would include demolition of the current HQ building and sale of the existing fire station.

The Board discussed the options and inquired of the firefighters in attendance to hear their thoughts:

**Lieutenant Benoit** noted the importance of the location we have now and its accessibility for back to school events and general visibility.

**Firefighter Lancaster** stressed the importance of maintaining department history. "We are in a good spot. Give us more space, but don't touch the history."

**Engineer Lance Wynn** commented he is in favor of either option as long as there is appropriate space (for bedrooms, equipment, etc.)

Chief York provided his recommendation for the addition and remodel of the fire station, stating it meets the immediate and future needs of the department and the community with the lowest financial impact.

**Upon motion by Director E Gass, seconded by Director Taylor, the Board voted unanimously to proceed with the addition/remodel of the current station, along with the build of a reserve apparatus structure behind Headquarters.**

## New Business (continued)

### SDA regional conference – June 17

Executive Assistant Mattson inquired of Board member interest to attend both the SDA regional conference in June and the SDA annual conference in September. Accommodations for the annual conference have already been secured for Director Sintas and attending Admin staff. Director Miller expressed his interest in the annual conference and will confirm next week.

## Public Comment

- **Kim Wilson** – spoke about her grandson being a CHFD firefighter and the CHFD response to her husband during a cardiac issue. She also commented that she is running for the Board of Directors for the Cherokee Metropolitan District and asked the Board to vote for her.
- **Jeremy Atkins** – spoke about a recent fire that threatened the home of a disabled family member. He praised the Board for their solicitation of employee feedback during the meeting and their view of the public they serve. He voiced his support of the Board decision to keep the fire station at its current location. Mr. Atkins also commented that he is running for the Board of Directors for the Cherokee Metropolitan District.

## Board Comment

- **Director E Gass** thanked Fire Chief York for putting the Facility presentation together, commenting on the work required for him and the team.

## Next Regular Meeting

Director Miller acknowledged the next Regular Board of Directors meeting to be at 5:30 p.m. on Wednesday, May 8, 2024.

## Adjourn

**Upon motion duly made by Director M Gass, seconded by Director E Gass, the meeting was adjourned at 6:50 pm.**

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting and was approved by the Board of Directors of the District on the 8<sup>TH</sup> day of May, 2024.

Respectfully submitted,

/s/ Mark Gass, Secretary