



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

Held: Wednesday, February 18, 2026, 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 M. Gass opened the meeting at 5:30 p.m. with 5 directors in attendance.

### Roll Call

- Erika Gass - present
- Mark Gass - present
- Paul Graham - present
- Alissa McCartney - present
- Britt Kruse - present

Also present were:

Division Chief Matthew Gortner, Division Chief Thomas Joyce, Chief of Staff Virpi Mattson and Executive Assistant Nikki Frailey taking minutes. Fire Chief Andrew York was absent.

### Pledge of Allegiance

The Pledge of Allegiance was recited.

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

The Board discussed the February 18, 2026 Agenda.

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

### Conflict of Interest Disclosures

- None

### Public Comment

- None

### Approval of Minutes

#### [January 22, 2026 Regular Meeting](#)

The Board reviewed the minutes from the January 22, 2026 regular meeting.

**Upon motion by Director E. Gass, seconded by Director Kruse, the Board voted unanimously to approve the January 22, 2026 regular meeting minutes.**

## Reports

### Financial Presentations: Treasurer's Report presentation and approval

Chief Gortner presented the January 2026 Treasurer's Report and reviewed the January check report with the Board.

**Upon motion by Director McCartney, seconded by Director Graham, the Board voted unanimously to approve the January 2026 Treasurer's Report.**

### Chief's Report

Chief Gortner presented the Chief's Report to the Board, reviewed monthly statistics for January and provided updates on significant events.

Chief Gortner informed updated stats for Dual Response will be provided at the March Board meeting. The number of calls is currently incorrect due to issues with NFIRS transferring into NERIS.

Significant incidents – On January 28<sup>th</sup>, CHFD responded to a double fatal traffic accident on Marksheffel and North Carefree. Chief Gortner briefed on peer support options that were provided to the CHFD team.

Chief Gortner presented Wildland season is upon us for 2026. 13-14 CHFD employees recently finished with the Winter Wildland Academy.

The Annual Financial Audit is next week. Anticipate presentation to the Board in April at the earliest.

We are still working through the hiring process. We have hired 3 BC's, 4 LT's, 3 Drivers, 2 Fire-Medics, 1 Paramedic, and 1 Admin Assistant. The Admin Assistant and BC's will start on 3/1/2026. They will attend March Board Meeting for introductions.

April 26<sup>th</sup> will be the start of the Academy. This will be six weeks long.

We are also starting the specification process for the new engine, which will likely be paid for and delivered in 2027.

We plan on going live with our new staffing model and double companies June 7<sup>th</sup>. It is likely both will run out of Station 1 until Station 2 is done.

### Fire and Life Safety Report

Chief Joyce provided an overview of Life Safety and Fire Prevention activities for January, 2026.

## Unfinished Business

### Facilities Update

Chief Gortner provided an update on the Valley Street remodel project. Tentative occupancy date is in July, due to metal siding delay pushing us 4-6 weeks back.

Current Headquarter office, no new updates. We are still waiting on Cherokee's appraisal and an offer from Cherokee. Our appraisal and inspection is complete.

## New Business

- None

## Public Comment

- James Doherty, Cub Master for Cub Scout pack 224. James is finalizing the details of switching their monthly meetings to CHFD Headquarters. These meetings are once a week on Wednesdays. Chief Gortner confirmed their meetings can take place at CHFD Headquarters starting February 25<sup>th</sup>.

## Board Comment

- None

## Next Regular Meeting

Director M. Gass acknowledged the next Regular Board of Directors meeting to be at 5:30 p.m. on Wednesday, March 18, 2026.

## Adjourn

**Upon motion duly made by Director Graham, seconded by Director E. Gass, the meeting was adjourned at 6:26 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 18th day of March, 2026.

Respectfully submitted,

/s/ Brittany Kruse, Vice President