



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

Held: Wednesday, March 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 4 directors in attendance.

### Roll Call

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

Also present were:

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

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

### Pledge of Allegiance

The Pledge of Allegiance was recited.

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

The Board discussed the March 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

### February 18, 2026 Regular Meeting

The Board reviewed the minutes from the February 18, 2026 regular meeting.

**Upon motion by Director E. Gass, seconded by Director Kruse, the Board voted unanimously to approve the February 18, 2026 regular meeting minutes.**

## Reports

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

Chief York presented the February 2026 Treasurer's Report and reviewed the February check report with the Board.

Chief York informed a correction needed to be made on the financials - 1313 the ladder engine replacement needs to be placed under Capital. This correction will be provided at next month's board meeting.

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

### Chief's Report

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

Mutual and Automatic aid, with that system being updating we are still working on a report to accurately reflect these numbers – hopeful to have a new report by next board meeting.

We are finalizing hiring process, 95% complete. We are waiting for office space to finish. The majority of start dates will be 4/26/26, which will go through a six week academy. This will conclude June 7<sup>th</sup>, where both companies will run out of Station 1 until Station 2 completion.

Chief York introduced Kathy Neal, new administrative assistant. He also introduced the three new Battalion Chiefs – Michael Evers, Michael Wupper, and Michael Anthony. They are currently completing their onboarding process. They will officially hit the line 3/29/26, which will provide first ever 24/7 Chief Officer coverage.

The Community Risk Reduction position is temporarily being filled by LT Buckmiller, who has temporarily come off the line.

Wildland Season has started. We had a deployment in Texas, which included Chief York and CHFD team and another deployment in Texas which CHFD sent an engine boss. We sent our type 3 to NE, which was there 5 days before returning with pump damage. Looking into our options of fixing or replacing. We also sent 1340 brush truck to Custer, South Dakota, currently still there. This is likely to be a busy season.

### Fire and Life Safety Report

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

Chief Joyce gave an update on the Fire Code Adoption process. Falcon adopting the CWRC at their meeting 3/18.

Starting Cimarron Hills Neighborhood Ambassador Program, who are the face of our community. They will help deliver safety messages, build awareness, relationships and resilience.

The Rock Island Trailhead improvements include mitigation projects starting in June.

## 2026 Amended Budget Hearing

Opening of CHFPD 2026 Amended Budget Hearing

Upon motion by Director Graham, seconded by Director E. Gass, the Board voted unanimously to open the 2026 Amended Budget Hearing at 5:56pm.

### Presentation of 2026 Amended Budget

Chief York presented amendments to the 2026 which included supplies, appliances and furniture for station 2, station 1 parking lot, and type 1 structure engine.

### 2026 Amended Budget Board Discussion and Comment

Director Graham asked for clarification with the lease/purchase plan and if there is any impact on monthly payments. Chief York clarified no impact on payment.

### 2026 Amended Budget Public Comment

None

### 2026 Amended Budget Board Discussion and Comment

None

### Closing of CHFPD 2026 Amended Budget Hearing

**Upon motion by Director E. Gass, seconded by Director Kruse, the Board voted unanimously to close the 2026 Amended Budget Hearing at 6:01pm.**

### Adoption of the CHFPD 2026 Amended Budget Resolution

Director E. Gass read the resolution out loud.

**Upon motion by Director E. Gass, seconded by Director Graham, the motion to approve Resolution 2026-002, Adopting the CHFPD 2026 Amended Budget passed (unanimously) by roll call vote:**

### Roll Call

- Erika Gass - yes
- Mark Gass - yes
- Paul Graham- yes
- Britt Kruse- yes

### Certification of the Amended Budget

**Upon motion by Director Graham, seconded by Director E. Gass, the motion to certify the CHFPD 2026 Amended Budget passed (unanimously) by roll call vote:**

### Roll Call

- Erika Gass - yes
- Mark Gass - yes
- Paul Graham- yes
- Britt Kruse- yes

## Unfinished Business

### Facilities Update

Chief York provided an update on the Valley Street remodel project.

The updated occupancy date is July 27<sup>th</sup>.

### Executive Session

**Upon motion by Director E. Gass, seconded by Director Kruse, the motion to enter into Executive session, pursuant to 24-6-402(4)(a), C.R.S. for purchase, acquisition, lease, transfer, or sale of any property interest, AND pursuant to 24-6-402(4)(e), C.R.S. for instructing negotiators, both related to the sale of the current Headquarters property located at 1835 Tuskegee Place, passed unanimously.**

**The Board entered Executive Session at 6:08pm.**

**Upon motion by Director Kruse, seconded by Director Graham, the Board voted unanimously to return to public session at 6:23pm.**

## New Business

### Resolution to adopt Clerical-Administrative inclusion in FPPA Statewide Retirement Plan

Director Graham read the resolution out loud.

**Upon motion by Director Kruse, seconded by Director E. Gass, the motion to approve Resolution 2026-003, Adopting the Inclusion of clerical and other personnel whose services are auxiliary to Fire Protection under the FPPA statewide retirement plan reference passed (unanimously) by roll call vote.**

### Roll Call

- Erika Gass- yes
- Mark Gass - yes
- Paul Graham - yes
- Britt Kruse- yes

## Public Comment

Battalion Chief Michael Anthony spoke about Fire in the Sky class. Stated other agencies are watching our agency and our successful progress. This is a testament to our board, thank you.

James Doherty – Cub Master, thanked the CHFD for letting the cub scouts meet at headquarters. They are having an awards ceremony on April 15<sup>th</sup> and would like a Firefighter or Chief to assist in handing out awards. Mr. Doherty asked how cub scouts can assist the department, will coordinate with Tom on upcoming events.

## Board Comment

Director Kruse inquired about the sales tax report. Chief York updated due to a state system update, we are hopeful to have a report/update at the next board meeting.

## Next Regular Meeting

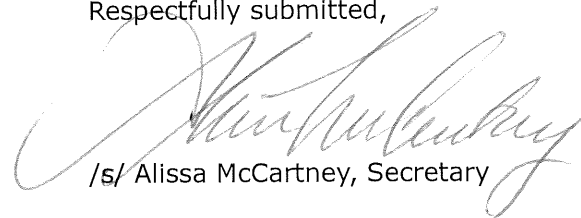
Director M. Gass acknowledged the next Regular Board of Directors meeting to be at 5:30 p.m. on Wednesday, April 15, 2026.

## Adjourn

**Upon motion duly made by Director Graham, seconded by Director E. Gass, the meeting was adjourned at 6:41 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 15th day of April, 2026.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Alissa McCartney".

/s/ Alissa McCartney, Secretary

