

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF

CIMARRON HILLS FIRE PROTECTION DISTRICT

Held: Wednesday, July 20, 2022, 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:

1. Call to Order Director Miller opened the meeting at 5:30 p.m. with 5 directors in attendance.

2. Roll Call

Board Attendance	Present	Absent
Paul Miller	X	
Rene' Sintas	X	
Bryan Schofield	X	
Larry Keleher	X	
Erika Klassen	X	

Also present were:

Fire Chief Andrew York, Division Chief J. T. McLeod, and Executive Assistant Virpi Mattson taking minutes.

3. Pledge of Allegiance The Pledge of Allegiance was recited.

4. Approval of the Agenda – Changes, Additions and Deletions The Board discussed the July 20, 2022 Agenda.
Upon motion by Director Keleher, seconded by Director Schofield, the Board voted unanimously to approve the Agenda.

5. Conflict of Interest Disclosures None
6. Public Comments for Items Appearing on the Agenda **Public Comment for Items appearing on the Agenda**
None
7. Approval of Minutes A. **June 15, 2022 Regular Meeting:** The Board reviewed the minutes from the June 15, 2022 regular meeting.

Upon motion by Director Schofield, seconded by Director Keleher, the Board voted unanimously to approve the June 15, 2022 Regular Meeting minutes.
8. Reports A. **Financial Presentations:**

1) **Treasurer's Report:** Chief York presented the June 2022 Treasurer's Report.

a. **Approval of June 2022 Treasurer's Report:** Upon motion by Director Klassen, seconded by Director Keleher, the Board voted unanimously to approve the June 2022 Treasurer's Report.

Chief York reviewed the June check report with the Board.

B. **Chief's Report:**

Chief York presented the Chief's Report to the Board (see attached Incidents Statistics) and reviewed some highlights from the month.

 - **Annual Open House and 50th Anniversary Celebration update**
Chief York provided an update on event planning for the September 10th Open House. Invitations for special guests have gone out. The formal 50th ceremony part of the celebration is planned to start at 10am.
 - **State EMS Grant**
The Department requested \$88,292.61 and was awarded \$80,106.16. The 50/50 matching grant will be used towards the purchase of a new squad and cardiac monitors.

- Wildland Deployments

This has been an extremely busy year for us. Brush 1340 has been deployed in Texas since June 23rd. We are on our 2nd extension, deployed for initial attack/severity (responding to “new” fire starts).

Not including the current Texas deployment, crews have been deployed 54.5 days to date.

- City of Colorado Springs Annexation of 20 Acres

Chief York briefed on an annexation of vacant land located at the intersection of Space Village Ave./Marksheffel Rd.

- CHFD Ambulance transport services

The Ambulance donation from Ellicott Fire Department was received yesterday, and the apparatus will go in for some mechanical work. It is anticipated to be road ready as a reserve apparatus in approximately one month.

The “Go Live” on July 1 for CHFD ambulance transport services went very well. The ambulance crews have been busy. The only issue has been a delay in receiving supplies, such as a cardiac monitor ordered in January which is now anticipated to be received in October..

Our agreement with the UC Health Mobile Stroke Unit starts tomorrow, 7/21/22. This is a great opportunity for us and the citizens in our district. If crews suspect stroke, this unit may be requested. It is a larger ambulance equipped with a CT scanner, providing the ability to quickly diagnose. It is staffed with a paramedic, EMT and a nurse. CHFD is currently the only El Paso County Department outside of Colorado Springs with a contract.

The crews are trying to get the old antique fire truck up and running. One of our firefighters was a mechanic in her prior job. The goal is to use it in parades and on our Santa Run, weather permitting. The crews are finishing up the cover over the antique truck and are hoping to include some solar lights.

C. **Fire Prevention Report:** Division Chief Mcleod reviewed the monthly snapshot of Fire and Life Safety activities.

The housing development at Meadowbrook/Hwy 24 (74 track homes) has broken ground. The new apartments are moving forward with water supply.

Chief Mcleod briefed on the 4th of July activity. Although we were still under stage 1 fire restrictions, fireworks sales were authorized by the County Commissioners so permits were issued. There were no major incidents in our district.

The first two permits for food truck vendors were issued under new criteria. 35+ agencies are now using the same form for inspection/permit, and the vendor can use the same permit throughout those jurisdictions.

The crews are putting together a “welcome back to school” event.

Division Chief McLeod assisted with fire investigations in Ellicott and Tri-County fire jurisdictions.

Director Keleher inquired about the progress of the apartment complex at Powers/Galley. Division Chief Mcleod commented on some security challenges and soil issues they have come up against.

9. Unfinished
Business

A. none

10. New
Business

A. **Family and Medical Leave Insurance Program (FAMLI)**

Executive Assistant Mattson explained the Colorado Paid Family and Medical Leave Insurance Act, 8-13.3-501 C.R.S. The Board discussed the District’s option as a Local Government to Opt Out of the program.

Upon motion by Director Sintas, seconded by Director Keleher, the motion for the Cimarron Hills Fire Protection District to decline (all) participation in the Colorado Paid Family and Medical Leave Insurance (FAMLI) Program passed unanimously by roll call vote.

Board Member	Decline	Participate
Paul Miller	X	
Rene’ Sintas	X	
Bryan Schofield	X	
Larry Keleher	X	
Erika Klassen	X	

B. 2023 Budget Priorities

Chief York addressed the Board, inquiring about their budget priorities for 2023. Initial assessed values will be received in August.

Director Sintas: “I don’t think we should be spending money. The increase in pay (cost of living adjustment) is going to be a big hit.” Chief York responded that while we don’t anticipate any major changes in our operating budget, we will have to watch for increases in lines such as utilities, medical, and fuel. With reference to planned 2022 purchases we may have to push some items, such as the cardiac monitors and a 14’ ground ladder, into 2023 due to delivery delays.

Director Miller agreed with Director Sintas. “We have done a lot (this year) and we are looking at a pretty substantial COLA increase, possibly leaning at 7 ½ % or higher.” Chief York reiterated that planned capital items such as the future squad, the ambulance monitor and wildland PPE are being paid for by the wildland program which is self-sustaining.

Director Klassen inquired about tax revenue from the apartments under construction and expressed a potential future need for increased staffing in response to increasing population and call volume. Chief York responded that while call volume is expected to increase, the need for additional staffing will probably need to be considered in the next 5 years, along with associated costs such as increased living space at the Station.

Director Keleher stated we also need to look at additional apparatus. Chief York agreed, stating discussion of a new ambulance purchase needs to start now as the build time is approximately two years. The Board also discussed a need for covered reserve apparatus parking. Chief York recommended a metal shell garage with utilities, and the Board discussed potential locations for such a structure.

Director Miller inquired about the longevity of the current ambulance and the timeline for ordering a new one. Chief York stated payment would not be required until delivery, and ordering would depend on build time which could be a couple years.

Director Keleher commented that he believed the Cherokee Water District had voted to pay for a couple (sets) of body armor (for the firefighters.) Director Sintas said she understood the donation would be going to Shield 616.

11. Public
Comment

None

12. Board
Comment None

13. Next Regular
Meeting **Director Miller** acknowledged the next Regular Board meeting to be at 5:30 p.m. on Wednesday, August 17, 2022.

14. Adjourn **Upon motion duly made by Director Keleher, seconded by Director Schofield, the meeting was adjourned at 7:00 p.m.**

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 17th day of August, 2022.

Respectfully submitted,

A handwritten signature in cursive script, reading "Rene' Sintas", is written over a horizontal line.

Rene' Sintas, Secretary



Cimarron Hills Fire Protection District Treasurer's Report

Period Ending June 30, 2022
Prepared 7/19/22

	Month	Year to Date	Budget	Remaining Budget	% of Budget
1 Beginning Fund Balance	\$ 2,460,321	\$ 2,460,321	2,460,321		
Operating Revenue					
2 4021 - Fees	\$ 5,300	\$ 9,450	\$ 10,000	\$ 550	95%
3 4025 - Donations	-	20	-	\$ (20)	
4 4030 - Reimbursements	133	333	-	\$ (333)	
5 4035 - Grants	-	-	-	\$ -	
6 4040 - Wildland/Disaster Billing	28,435	193,360	335,000	\$ 141,640	58%
7 4045 - Ambulance Billing	-	-	304,971	\$ 304,971	
8 TOTAL OPERATING REVENUES	\$ 33,868	\$ 203,163	\$ 649,971	\$ 446,808	31%
Non-Operating Revenue					
9 Assess Valuation: \$135,497,500					
10 Mil Levy: 16.200 mills (Total)					
10a Operation General Fund (94%)	\$ 280,334	\$ 2,210,759	3,111,119	900,360	71%
10b Capital Fund (6%)	17,894	141,112	198,582	57,470	71%
11 4005 - Property Taxes	298,227	2,351,871	3,309,701	957,830	71%
12 4010 - Special Ownership Taxes	26,801	161,762	235,000	73,238	69%
13 4105 - Deposit Interest	718	2,796	-	(2,796)	
14 4110 - Insurance Recovery	-	-	-	-	
15 TOTAL NON-OPERATING REVENUES	\$ 325,746	\$ 2,516,429	\$ 3,544,701	\$ 1,028,272	71%
16 TOTAL OPERATING AND NON-OPERATING REVENUES	\$ 359,614	\$ 2,719,592	\$ 4,194,672	\$ 1,475,080	65%
17 TOTAL AVAILABLE RESOURCES	\$ 2,819,935	\$ 5,179,913	\$ 6,654,993		
EXPENDITURES					
Administrative					
18 6005 - Audit & Consulting	-	\$ 4,081	13,675	9,594	30%
19 6010 - Awards, Incentives, and Events	315	\$ 3,136	30,250	27,115	10%
20 6020 - Bank Service Charges	782	\$ 3,805	3,630	(175)	105%
21 6020.5 - Payroll Service Charges	377	\$ 2,483	6,200	3,717	40%
22 6027 - County Treasurer's Fees	4,473	\$ 35,278	49,646	14,368	71%
23 6030 - Data Automation	73	\$ 4,046	14,490	10,444	28%
24 6040 - Election	308	\$ 3,332	8,000	4,668	42%
25 6050 - Legal Fees & Notices	-	\$ 999	20,000	19,002	5%
26 6055 - Office Supplies and Equipment	378	\$ 6,312	9,446	3,134	67%
27 6060 - Tax Refunds	2,589	\$ 2,589	20,000	17,411	13%
28 Total Administrative	\$ 9,295	\$ 66,060	\$ 175,337	\$ 109,277	38%



Cimarron Hills Fire Protection District

Treasurer's Report

Period Ending June 30, 2022
Prepared 7/19/22

	Month	Year to Date	Budget	Remaining Budget	% of Budget
Operations					
6122 - Utilities	\$ 1,190	\$ 10,199	20,400	10,201	50%
6133 - Fire/Rescue Operations	\$ 1,267	\$ 9,129	18,700	9,571	49%
6134 - Wildland Fire Operations	\$ 5,407	\$ 24,746	79,500	54,754	31%
6129 - Insurance	\$ 1,874	\$ 17,575	20,900	3,325	84%
6131 - EMS/Medical Operations	\$ 1,486	\$ 6,278	42,700	36,422	15%
6136 - Personal Protective Equipment (PPE) Operations	\$ 4,893	\$ 7,038	19,000	11,962	37%
6127 - Structures, Roads, and Grounds Operations	\$ 1,003	\$ 6,992	18,500	11,508	38%
6138 - Communication Operations	\$ 1,440	\$ 9,978	32,018	22,040	31%
6144 - Vehicle and Apparatus Fuel	\$ 2,363	\$ 11,230	30,000	18,770	37%
6146 - Salary	\$ 267,825	\$ 1,056,938	2,451,025	1,394,087	43%
6148 - Benefits	\$ 63,778	\$ 301,172	625,856	324,684	48%
6135 - Unemployment Insurance	\$ -	\$ -	500	4,980	
6240 - Workers Compensation Insurance	\$ -	\$ 48,339	84,744	36,405	57%
6151 - Health and Wellness Operations	\$ 250	\$ 350	14,200	13,850	2%
6159 - Director Stipend	\$ 1,000	\$ 2,700	12,000	9,300	23%
6165 - Uniforms	\$ 3,394	\$ 9,034	26,300	17,266	34%
Total Operations	\$ 357,168	\$ 1,521,698	\$ 3,496,343	\$ 1,979,126	44%
Maintenance					
6265 - Structures, Roads, and Grounds Maintenance	\$ 4,706	\$ 12,181	19,272	7,091	63%
6283 - Vehicle and Apparatus Maintenance	\$ 17,757	\$ 34,016	58,350	24,334	58%
Total Maintenance	\$ 22,463	\$ 46,197	\$ 77,622	\$ 31,425	60%
Training & Associations					
6303 - Training	\$ 1,565	\$ 31,054	76,500	45,447	41%
6308 - Recruiting, Testing, and Hiring	\$ -	\$ 3,026	5,738	2,712	53%
6310 - Association/Subscription Services, Fees, and Dues	\$ -	\$ 2,558	\$ 3,725	1,168	69%
Total Training & Associations	\$ 1,565	\$ 36,637	\$ 85,963	\$ 49,326	43%



Cimarron Hills Fire Protection District Treasurer's Report

Period Ending June 30, 2022
Prepared 7/19/22

	Month	Year to Date	Budget	Remaining Budget	% of Budget
Prevention, Safety and Community Services					
53 6100 - Plans, Permits, and Code Compliance Inspections	\$ -	\$ -	1,000	1,000	
54 6104 - Fire Investigations	\$ -	\$ -	2,000	2,000	
55 6105 - Fire Prevention Education	\$ -	\$ 99	7,900	7,801	1%
56 6116 - Community Outreach	\$ 1,428	\$ 1,428	\$ 7,850	\$ 6,422	
57 Total Prevention, Safety and Community Services	\$ -	\$ 1,527	\$ 18,750	\$ 17,223	8%
58 Total Operating	\$ 390,492	\$ 1,672,118.94	\$ 3,854,015	\$ 2,186,376	43%
Debt Service					
59a Debt Service	\$ -	\$ -	-	-	
59 Total Debt Service	\$ -	\$ -	\$ -	\$ -	
Capital Purchases					
60 6345 - Structures, Roads and Grounds	\$ -	\$ 15,381	15,500	119	99%
61 6335 - General Operations	\$ 8,930	\$ 8,930	47,000	38,070	19%
62 6352 - Administration Operations	\$ -	\$ -	-	-	
63 6365 - Communications Operations	\$ -	\$ 21,492	22,000	508	98%
64 6337 - Vehicles and Apparatus	\$ 2,040	\$ 17,661	12,800	(4,861)	138%
65 6340 - Personal Protective Equipment	\$ -	\$ 29,773	57,600	27,827	52%
66 6370 - Wildland and Disaster Operations	\$ -	\$ 1,877	4,000	2,123	47%
67 6375 - EMS Operations	\$ 929	\$ 66,233	118,000	51,767	56%
68 Total Capital / Sustainment Expenses	\$ 11,899	\$ 161,347	\$ 276,900	\$ 115,553	58%
69 TOTAL EXPENSES	\$ 402,391	\$ 1,833,466	\$ 4,130,915	\$ 2,301,929	44%
70 ENDING FUND BALANCE	\$ 2,417,545	\$ 3,346,447			
71 3-Month O&M Reserve (incl. in Beginning Balance)			\$ 963,503		
72 TABOR Reserves (incl. in Beginning Balance)			\$ 123,927		

Summary of Deposits and Funds

73 Wells Fargo Checking	\$ 93,301
74 Wells Fargo Savings	\$ 3,852,207
75 Petty Cash	\$ 755
CD	\$ -
TOTAL DEPOSITS	\$ 3,946,264

Statement of Accuracy:

This report represents all revenue and expenditures on record for the reporting period, available at the time of the report's generation.

All Deposit and Fund amounts reflect balances on the final date of the reporting period.



Cimarron Hills Fire Department

1835 Tuskegee Place Colorado Springs, CO. 80915

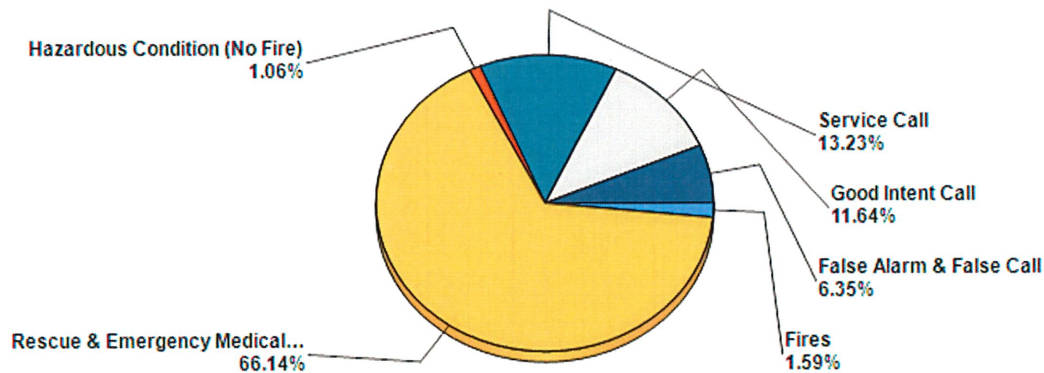
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Fax: (719) 591-0996

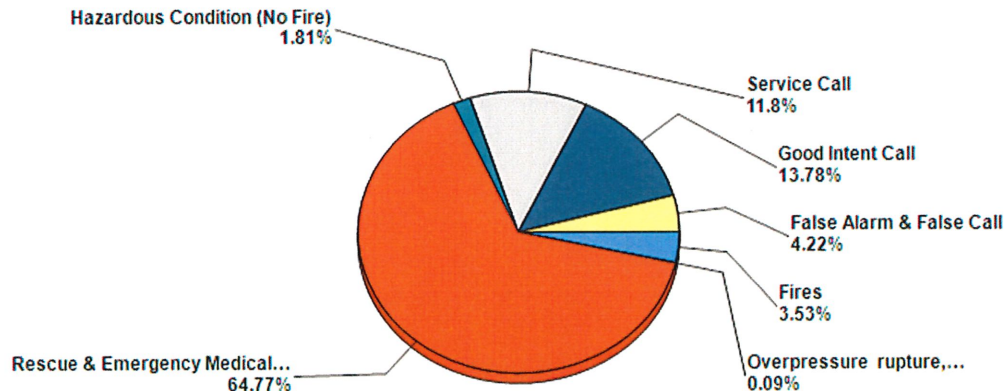
INCIDENT STATISTICS

June 2022

Total incidents for month: 189
Average Response Time: 4:52 minutes
(Dispatch to Arrival)
Average Turnout Time: 1:17 minutes
(Dispatch to Enroute)



Total incidents year-to-date: 1163



The information found in this report reflects reporting as of the date produced and is subject to update.

AID REPORT

MUTUAL AID RECEIVED -

Incidents responded to by other agencies in the Cimarron Hills Fire District

Total – 9

DUAL RESPONSE INCIDENTS -

Incidents at NBPWR, SBPWR, and MOU-HWY 94

Total – 6

ZONE	NUMBER OF CALLS
CHFD - Cimarron Hills Fire Protection District	174
CSFD - Colorado Springs Fire Department	2
Falcon-4 - Falcon District 4	4
Falcon – non-district 4	1
Other Fire District	2
EFD - Ellicott Fire Protection District	0
MOU-EPSO Marksheffel / Space Village / 94	2
NBPWR – Northbound Powers (Platte – Const)	2
SBPWR – Southbound Powers (Platte – Const)	2
TOTAL:	189

EMS INCIDENT BREAKDOWN

Total EMS incidents for the month: 125

Total EMS incidents year-to-date: 754

Total Patient transports for the month: 68

Total Patient transports year-to-date: 438

AMR STATISTICS for June 2022

Stationed AMR Unit Response: 28.24%

12 Minute (ESA Zone) 88.07%

10 Minute 74.31%

8 Minute 48.62%

TRANSPORTS PER MONTH BY YEAR		
Month/Yr.	2022	Average
January	71	71
February	66	66
March	77	77
April	72	72
May	84	84
June	68	68
July		
August		
September		
October		
November		
December		
Average	73	73
Total	438	438

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SIGNIFICANT CALLS OR INFORMATION

COVID-19 Incident Stats:

- Month Suspected: 1
- Year Suspected: 13
- Month Confirmed: 5
- Year Confirmed: 17
- Month Unknown: 24
- Year Unknown: 192

Significant Incidents:

- 6/2: Structure Fire in Falcon
- 6/4: Fatal Traffic Accident

Overlapping Incidents:

- Month: 24.87%
- Year: 29.03%

HISTORICAL COMPARISON DATA

The following information is presented as a historical data comparison for previous years:

TOTAL INCIDENTS	
YEAR	# INCIDENTS
2022	1163
2021	2171
2020	1898
2019	1960
2018	2031

EMS INCIDENTS	
YEAR	# INCIDENTS
2022	754
2021	1413
2020	1216
2019	1273
2018	1353

AMB TRANSPORTS	
YEAR	# TRANSPORTS
2022	438*
2021	865*
2020	641*
2019	576*
2018	661*
*AMR only (no mutual aid)	

INCIDENTS PER MONTH BY YEAR						
Month/Yr.	2022	2021	2020	2019	2018	Average
January	217	150	137	153	173	166
February	198	156	152	162	161	166
March	183	167	173	154	187	173
April	178	186	125	143	204	167
May	198	184	146	161	170	172
June	189	184	147	145	168	167
July		187	152	169	174	171
August		184	159	179	163	171
September		186	154	175	137	163
October		207	203	177	162	187
November		181	151	153	185	168
December		199	187	189	147	181
Average	194	181	157	163	169	171
Total	1163	2171	1886	1960	2031	1842

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