



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

Held: Wednesday, November 19, 2025, 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 E. 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:

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

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of the Agenda – Changes, Additions and Deletions

The Board discussed the November 19, 2025 Agenda.

Upon motion by Director Kruse, seconded by Director Graham, the Board voted unanimously by roll call vote to add Executive Session Item 10C under New Business for the purpose of discussing the sale of the Headquarters property and selecting/instructing negotiators.

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

Upon motion by Director M. Gass, seconded by Director McCartney, the Board voted unanimously to approve the Agenda with the addition of item 10C.

Conflict of Interest Disclosures

- None

Public Comment

- None

Approval of Minutes

October 8, 2025 Regular Meeting

The Board reviewed the minutes from the October 8, 2025 regular meeting.

Upon motion by Director Graham, seconded by Director M. Gass, the Board voted unanimously to approve the October 8, 2025 regular meeting minutes.

Reports

Financial Presentations: Treasurer's Report presentation and approval

Chief York presented the October 2025 Treasurer's Report and reviewed the October check report with the Board.

Upon motion by Director McCartney, seconded by Director Kruse, the Board voted unanimously to approve the October 2025 Treasurer's Report.

Chief's Report

Chief York introduced new hire Nikki Frailey to the Board. Nikki will be filling the Executive Assistant position vacated due to a pending retirement.

Chief York presented the Chief's Report to the Board, reviewed monthly statistics for October and provided updates on significant events. October was the busiest month in the history of CHFD.

Chief York provided an update that his work vehicle (1300) is back and fully operational after repairs. In the future, we will be going through a different dealership.

Events: The CHFD Holiday Party will be held on December 13th, invites to be sent 11/20/2025.

Director Graham asked for a breakdown in "good intent" calls, with the possibility of community outreach to reduce the number of incidents. Chief York will provide a further breakdown at a future meeting. Some of these calls come from miscoding, and we have already started working on additional training with the team on coding calls correctly.

Fire and Life Safety Report

Chief Joyce provided an overview of Life Safety and Fire Prevention activities for October, commenting on the success of fire prevention week and the use of mutual aid partners. He advised of plans to distribute monthly safety messages to our local school and churches.

Chief Joyce also briefed on the upcoming resolution approval request for the 2021 International Fire Code with the new Wildland Resiliency Code listed as appendices to be adopted by reference.

Unfinished Business

Facilities Update

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

- The contract will be signed tomorrow, 11/20/2025. Demolition started today. Starting 11/20/2025 through project completion, Chief York will meet with the contractors every Thursday. Construction is tentative to start in December.
- Cherokee Metropolitan District has expressed interest in the Tuskegee (Headquarters) property. Chief York has contacted an appraiser in preparation of a future sale.
- We will be selling the old Dodge Ambulance. The dealer we purchased the *new* ambulance from is interested in buying it.

November 4, 2025 Election Results – Sales Tax Question 6A

Chief York provided an update and thanked the Board for their support, tenacity, and trust in this process. Chief York stated he talked with each of the crews after the results were in. "This is a massive win for the district." We have already started posting some job listings for 2026 openings. Chief attributed much of our election success to the mailer sent out by the Union. All required information has been sent to the State. A postcard will be sent to all businesses/vendors in the Cimarron Hills District regarding implementation of the 1% sales tax increase that goes into effect January 1, 2026.

2026 Regular Board of Directors Meeting Schedule

The Board Discussed the draft schedule for 2026, requesting the following changes for June and September. The meeting schedule will be approved at the December meeting.

- June 24, 2026
- September 9, 2026

2026 Budget Updates

Chief York provided an update to the proposed 2026 Budget, with changes made due to an increase in projected revenue from the passing of the sales tax initiative on November 4th. Director E. Gass asked why we are not proceeding with covered parking (regarding Line item #61). Chief York indicated the funds this year will go towards paving the parking lots, and the covered parking will be proposed in 2027.

Director M. Gass asked if there could be a larger COLA raise for the staff above the 3% discussed. Chief York will provide additional COLA (with budget impact) options for the Board's consideration prior to the December meeting.

Director E. Gass stated she would like (the Board) to look at Chief York's contract to review the 1% annual COLA. This will be a discussion at the beginning of next year, along with a potential early contract renewal.

New Business

2026 CHFDP Fee Schedule

Chief York presented the 2026 CHFDP Fee Schedule for the Board's review. The proposed fees would bring us in line with industry standards. It also adds a consulting fee for Chief Joyce when there are requests that go beyond the standard plan review time. This would go

into effect January 1, 2026. The fee schedule will be presented along with a resolution for approval at the December meeting.

2025-005 Resolution Authorizing Lease Purchase Agreement

Director E. Gass read the resolution out loud.

Upon motion by Director Kruse, seconded by Director M. Gass, the board voted unanimously by roll call vote to adopt Resolution 2025-005 authorizing the Lease Purchase Agreement (for renovations and all items necessary for facility operations at the Property located at 1015 Valley Street.)

- o Erika Gass - yes
- o Mark Gass - yes
- o Paul Graham - yes
- o Alissa McCartney - yes
- o Britt Kruse - yes

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 negotiations, selection of/instructing negotiators, both related to the sale of the current Headquarters property located at 1835 Tuskegee Place.

Upon motion by Director Kruse, seconded by Director M. Gass, the Board voted unanimously 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 negotiations, selection of/instructing negotiators, both related to the sale of the current Headquarters property located at 1835 Tuskegee Place.

The Board entered Executive Session at 6:53 p.m.

Upon motion by Director P. Graham, seconded by Director B. Kruse, the Board voted unanimously to return to public session at 7:14 p.m.

With Board Direction, Chief York publicly disclosed that he is the appointed negotiator for the Headquarters property located at 1835 Tuskegee Place. All documents and conversations are confidential until after the sale of the property.

Public Comment

- o Eric Chaffee (CHFD Fire-Medic) congratulated the Board and Staff on the passing of Sales Tax Initiative 6A. He thanked the Board on behalf of his shift for the consideration of a higher COLA (for the 2026 budget year) and for acknowledging the crew's work on this year's haunted hallway. Eric also welcomed Nikki to the CHFD family.

Board Comment

- o Director E. Gass again recognized the haunted hallway, stated it was "amazing". Director Kruse recommended the incorporation of food trucks at next year's event.

Next Regular Meeting

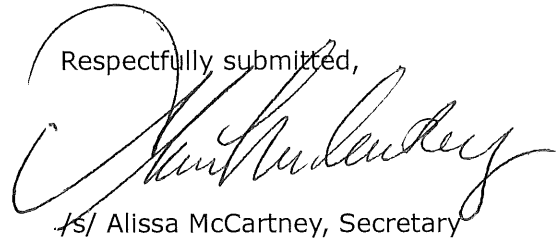
Director E. Gass acknowledged the next Regular Board of Directors meeting and 2026 Budget Hearing to be at 5:30 p.m. on Wednesday, December 10, 2025.

Adjourn

Upon motion duly made by Director M. Gass, seconded by Director Kruse, the meeting was adjourned at 7:21 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 10TH day of December, 2025.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Alissa McCartney", written in a cursive style. The signature is positioned below the text "Respectfully submitted," and above the typed name "s/ Alissa McCartney, Secretary".

s/ Alissa McCartney, Secretary