

## RECORD OF PROCEEDINGS

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF

#### CIMARRON HILLS FIRE PROTECTION DISTRICT

Held: Wednesday, March 16, 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 5:32 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 Graham opened the meeting at 5:32 p.m. with 4 directors in attendance.

2. Roll Call

Board Attendance	Present	Absent
Paul Miller, President	X	
Paul Graham, Vice President	X	
Rene' Sintas, Secretary	X	
Bryan Schofield, Treasurer		X
Larry Keleher, Director	X	

Also present were:

Fire Chief Andrew York, Deputy Chief Michael Wupper, Division Chief J. T. McLeod, Finance Assistant Heath Bichel, EMS Lieutenant Leah Grissom, and Executive Assistant Virpi Mattson taking minutes.

Director Miller was present by phone, arriving in person at 5:59 p.m.

3. Pledge of Allegiance      The Pledge of Allegiance was recited.
4. Approval of the Agenda – Changes, Additions and Deletions      The Board discussed the March 16, 2022 Agenda.  
**Upon motion by Director Keleher, seconded by Director Sintas, the Board voted unanimously to approve the Agenda.**

5. Conflict of Interest Disclosures      Director Keleher advised he and Director Sintas serve on the Board of Directors of the Cherokee Metropolitan District.

6. Public Comments for Items Appearing on the Agenda      **Public Comment for Items appearing on the Agenda**  
None.

7. Approval of Minutes      A. **February 16, 2022 Regular Meeting:** The Board reviewed the minutes from the February 16, 2022 regular meeting.  
  
**Upon motion by Director Keleher, seconded by Director Miller, the Board voted unanimously to approve the February 16, 2022 Regular Meeting minutes.** Director Sintas abstained as she was not present for the February 16, 2022 Regular Meeting.

8. Reports      A. **Financial Presentations:**  
  
1) **Treasurer's Report:** Chief York presented the February 2022 Treasurer's Report.  
  
a. **Approval of February 2022 Treasurer's Report:** Upon motion by Director Keleher, seconded by Director Sintas, the Board voted unanimously to approve the February 2022 Treasurer's Report.

Chief York reviewed the February check report with the Board.

B. **Chief's Report:**

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

Call volume is not slowing down; Incident count is already 109 calls higher than this time last year. Citizen Roger Stolz inquired about the reason for increase in call volume. Chief York responded there is no single indicator; call volume in general has increased.

Chief York briefed the board about several major incidents during the month of February and within the last two weeks, to include:

- Suspected arson/vehicle fire on Tuskegee Place.
- Suspected arson/pirate ship fire on the miniature golf course at World Golf. Chief York commented on response to a golf cart fire in the middle of the night at this location in December.
- Structure fire on Chiricahua Loop resulting in the displacement of two families.
- A shooting and a dumpster fire (both in the month of March)

The overlapping incident rate for February is 16.67% . The rate stands at 24% for the year.

Chief York presented statistics revealing the District is on pace to see an additional increase in call volume in 2022.

- 2019-2021: 34% increase in patient transports
- 2020-2021: 26% increase in patient transports
- 2020-2021: 14% increase in medical calls (on pace for an additional 9% in 2022)
- 2020-2021: 13% increase in total call volume

Ladder Truck update: After nearly 19 months in rebuild, 1331 is waiting to pass a UL test. Due to the delays, the president of the company has agreed to waive the cost of some additions, including the med-vault installation.

State EMS Grant: We have applied for a 50/50 match grant for a new squad, radios, and two cardiac monitors. We anticipate an answer in June.

The Pikes Peak Fire Chiefs Council Behind the Badge Gala will be held on April 30.

A thank you letter was received from Mountainview Fire Protection District for our assistance with the Marshall Fire.

New Personnel:

Our new Firefighter-Paramedic has been hired and is on the line. He comes to us with previous experience from AMR.

Four offers were made and accepted today for part-time firefighter positions.

Archived Run Reports. As we are required to maintain a copy of our reports indefinitely, 20,537 paper files going back to 1972 have been scanned/digitized. The project took about 14 months, much of it utilizing personnel on light duty. Chief York highlighted the good work of Firefighter Mackenzie Buckmiller who managed approximately 15,000 of those files.

ISO update: Chief York advised the audit is complete and announced we have been given unofficial word the District is moving from an ISO-3 to ISO-2. This will go into effect July 1 and will have a positive impact on insurance premiums. Chief York complimented the staff for their work on the process.

Wildland Program: 1340 and crew have been deployed to Lubbock, TX for two weeks.

Ambulance Update: Chief York requested a quick recess for the Board and attending public to view the new ambulance. The meeting recessed at 6:00 p.m. and resumed at 6:07 p.m.

- Inspections and permitting by the County will take place in the next couple weeks. We currently have 5 applications for paramedic and 16 for EMT positions. The application process closes on March 21<sup>st</sup>.

Director Miller commented on the great deal the District received on the ambulance purchase.

Chief York briefed the Board about an offer from another fire district to donate a used ambulance (which would be used as a reserve). After discussing the minimal costs to bring the donated apparatus into CHFD operation, the Board agreed the donation is a good opportunity and directed the Chief to move forward with having it checked out mechanically.

- C. **Fire Prevention Report:** Deputy Chief Wupper reviewed the monthly snapshot of Fire and Life Safety activities on behalf of Chief McLeod. Activities included five (5) plan reviews, a fire drill at Colorado Military Academy, continuing education for inspector certification, and three (3) fire investigations within the district.

9. Unfinished  
Business

A. **2022 Election Update:**

Executive Assistant Mattson provided an update to the Board. There are six (6) candidates for the 2022 election. Self-nomination forms have been filed with/accepted by the State and are visible on the TRACER website.

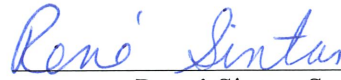
UOCAVA ballots have been mailed, and Absentee Ballots will be mailed out by April 4.



10. New Business
- A. Apparatus Replacement Plan:** Chief York addressed some new (better) options that have surfaced regarding the purchase of a new squad in 2023. As the new option is in line with the current approved apparatus replacement plan, the Board gave direction to move forward with the process.
- B. Ambulance Fee Schedule:** Chief York presented the ambulance fee schedule to the Board. The fee schedule does not include any upcharge; it is based on replacement costs. Following discussion, the Board requested frequent reviews (initially) of cost recovery for items on the fee schedule to ensure the District isn't losing money on these items, keeping pace with inflation.
11. Public Comment
- Michelle Marie Kinney:** Introduced herself as a candidate running for the Cherokee Metropolitan District Board. She is advocating for transparency and honest/open communication and requested the support/vote of those in attendance.
- Robert Hernandez:** Introduced himself as a candidate for the Cherokee Metropolitan Water District Board, advocating to improve relationships between Cherokee and Cimarron Hills and improve the image of Cherokee Metropolitan District. He requested the support/vote of those in attendance.
12. Board Comment
- Director Keleher:** no comment
- Director Sintas:** no comment
- Director Graham:** no comment
- Director Miller:** Expressed his support for the firefighters and their handling of the recent structure fire.
13. Next Regular Meeting
- Director Miller** acknowledged the next Regular Board meeting to be at 5:30 p.m. on Wednesday, April 20, 2022.
14. Adjourn
- Upon motion duly made by Director Graham, seconded by Director Keleher, the meeting was adjourned at 6:56 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 20th day of April, 2022.

Respectfully submitted,



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Rene' Sintas, Secretary



# Cimarron Hills Fire Protection District Treasurer's Report

Period Ending February 28, 2022  
Prepared 3/16/22

	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	\$ 500	\$ 3,400	\$ 10,000	\$ 6,600	34%
3 4025 - Donations	-	-	-	-	
4 4030 - Reimbursements	20	20	-	(20)	
5 4035 - Grants	-	-	-	-	
6 4040 - Wildland/Disaster Billing	75,692	75,692	335,000	259,308	23%
7 4045 - Ambulance Billing	-	-	304,971	304,971	
8 TOTAL OPERATING REVENUES	\$ 76,212	\$ 79,112	\$ 649,971	\$ 570,859	12%
Non-Operating Revenue					
9 Assess Valuation: \$135,497,500					
10 Mill Levy: 16.200 mills (Total)					2%
10a Operation General Fund (94%)	\$ 67,707	\$ 67,769	\$ 3,111,119	\$ 3,043,350	2%
10b Capital Fund (6%)	4,322	4,326	198,582	194,256	
11 4005 - Property Taxes	72,029	72,094	\$ 3,309,701	\$ 3,237,607	2%
12 4010 - Special Ownership Taxes	26,907	52,184	235,000	182,816	22%
13 4105 - Deposit Interest	308	679	-	(679)	
14 4110 - Insurance Recovery	-	-	-	-	
15 TOTAL NON-OPERATING REVENUES	\$ 99,244	\$ 124,958	\$ 3,544,701	\$ 3,419,743	4%
16 TOTAL OPERATING AND NON-OPERATING REVENUES	\$ 175,457	\$ 204,070	\$ 4,194,672	\$ 3,990,602	5%
17 TOTAL AVAILABLE RESOURCES	\$ 2,635,778	\$ 2,664,391	\$ 6,654,993		
EXPENDITURES					
Administrative					
18 6005 - Audit & Consulting	\$ 3,581	\$ 3,581	\$ 13,675	\$ 10,094	26%
19 6010 - Awards, Incentives, and Events	-	149	30,250	30,101	0%
20 6020 - Bank Service Charges	706	927	3,630	2,703	26%
21 6020.5 - Payroll Service Charges	614	929	6,200	5,271	15%
22 6027 - County Treasurer's Fees	1,080	1,081	49,646	48,565	2%
23 6030 - Data Automation	316	2,351	14,490	12,139	16%
24 6040 - Election	-	49	8,000	7,951	1%
25 6050 - Legal Fees & Notices	205	794	20,000	19,207	4%
26 6055 - Office Supplies and Equipment	2,117	3,095	9,446	6,351	33%
27 6060 - Tax Refunds	-	-	20,000	20,000	
28 Total Administrative	\$ 8,619	\$ 12,957	\$ 175,337	\$ 162,380	7%



# Cimarron Hills Fire Protection District Treasurer's Report

Period Ending February 28, 2022  
Prepared 3/16/22

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# Cimarron Hills Fire Protection District Treasurer's Report

Period Ending February 28, 2022  
Prepared 3/16/22

	Month	Year to Date	Budget	Remaining Budget	% of Budget
<b>Prevention, Safety and Community Services</b>					
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	\$ -	\$ -	7,850	7,850	
57 <b>Total Prevention, Safety and Community Services</b>	\$ -	\$ 99	\$ 18,750	\$ 18,651	1%
58 <b>Total Operating</b>	\$ 226,746	\$ 479,080.57	\$ 3,854,015	\$ 3,379,414	12%
<b>Debt Service</b>					
59a Debt Service	\$ -	\$ -	-	-	
59 <b>Total Debt Service</b>	\$ -	\$ -	\$ -	\$ -	
<b>Capital Purchases</b>					
60 6345 - Structures, Roads and Grounds	\$ -	\$ -	15,500	15,500	
61 6335 - General Operations	\$ -	\$ -	47,000	47,000	
62 6352 - Administration Operations	\$ -	\$ -	-	-	
63 6365 - Communications Operations	\$ -	\$ 5,621	22,000	22,000	
64 6337 - Vehicles and Apparatus	\$ -	\$ 4,060	12,800	7,179	44%
65 6340 - Personal Protective Equipment	\$ -	\$ -	57,600	53,540	7%
66 6370 - Wildland and Disaster Operations	\$ 7,449	\$ 37,449	4,000	4,000	
67 6375 - EMS Operations	\$ 7,449	\$ 47,130	118,000	80,551	32%
68 <b>Total Capital / Sustainment Expenses</b>	\$ 14,898	\$ 84,579	\$ 276,900	\$ 229,770	17%
69 <b>TOTAL EXPENSES</b>	\$ 234,195	\$ 526,211	\$ 4,130,915	\$ 3,609,184	13%
<b>ENDING FUND BALANCE</b>					
70 3-Month O&M Reserve (incl. in Beginning Balance)	\$ 2,401,583	\$ 2,138,180	\$ 963,503		
71 TABOR Reserves (incl. in Beginning Balance)			\$ 123,927		
72					

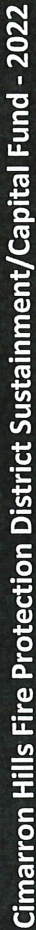
## Summary of Deposits and Funds

73 Wells Fargo Checking	\$ 242,745
74 Wells Fargo Savings	\$ 2,449,333
75 Petty Cash	\$ 655
CD	\$ -
<b>TOTAL DEPOSITS</b>	<b>\$ 2,692,733</b>

## 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.



	\$	\$	\$	\$	\$	\$
SPENT 2022	\$	-	\$	-	\$	(4,060.18)
	\$	-	\$	-	\$	(5,621.00)
	\$	-	\$	-	\$	(30,000.00)
	\$	-	\$	-	\$	-





# Cimarron Hills Fire Department

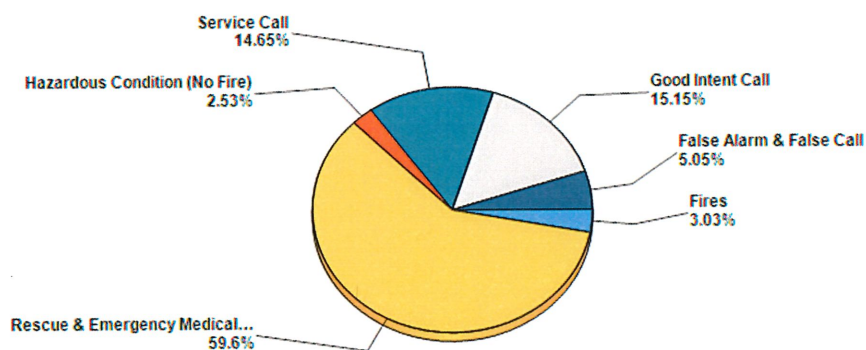
1835 Tuskegee Place Colorado Springs, CO. 80915

Office: (719) 591-0960 Fax: (719) 591-0996

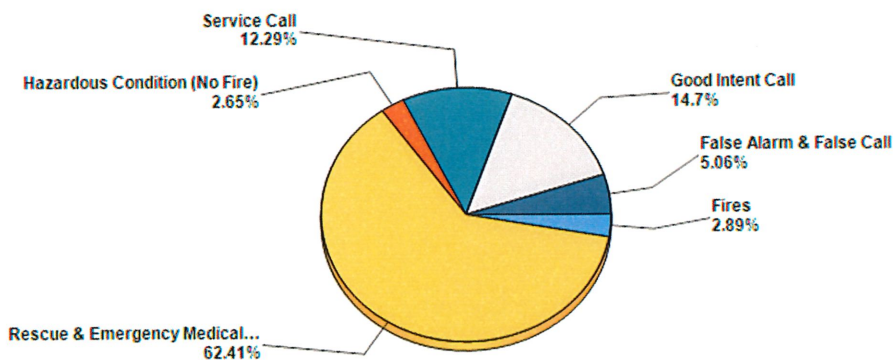
## INCIDENT STATISTICS

February 2022

Total incidents for month: 198  
Average Response Time: 4:47 minutes  
(Dispatch to Arrival)  
Average Turnout Time: 1:17 minutes  
(Dispatch to Enroute)



Total incidents year-to-date: 415



*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 – 13*

### DUAL RESPONSE INCIDENTS -

*Incidents at NBPWR, SBPWR, and MOU-HWY 94*

Total – 8

ZONE	NUMBER OF CALLS
CHFD - Cimarron Hills Fire Protection District	177
CSFD - Colorado Springs Fire Department	3
Falcon-4 - Falcon District 4	5
Falcon – non-district 4	2
Other Fire District	3
MOU-EPISO Marksheffel / Space Village / 94	1
NBPWR – Northbound Powers (Platte – Const)	4
SBPWR – Southbound Powers (Platte – Const)	3
<b>TOTAL:</b>	<b>198</b>

## EMS INCIDENT BREAKDOWN

Total EMS incidents for the month: 118

Total EMS incidents year-to-date: 259

Total Patient transports for the month: 66

Total Patient transports year-to-date: 137

### AMR STATISTICS for February 2022

Stationed AMR Unit Response: 32%

12 Minute (ESA Zone) 89.17%

10 Minute 73.33%

8 Minute 56.67%

TRANSPORTS PER MONTH BY YEAR		
Month/Yr.	2022	Average
January	71	71
February	66	66
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Average	69	69
Total	137	137

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



## SIGNIFICANT CALLS OR INFORMATION

### COVID-19 Incident Stats:

- Month Suspected: 3
- Year Suspected: 10
- Month Confirmed: 0
- Year Confirmed: 10
- Month Unknown: 33
- Year Unknown: 76

### Significant Incidents:

- 2/22: Car Fire
- 2/25: Pirate Ship at World Golf
- 2/27: Structure Fire on Chiricahua Loop (2 families displaced)

### Overlapping Incidents:

- Month: 16.67%
- Year: 24.58%

## HISTORICAL COMPARISON DATA

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

TOTAL INCIDENTS	
YEAR	# INCIDENTS
2022	415
2021	2171
2020	1898
2019	1960
2018	2031

EMS INCIDENTS	
YEAR	# INCIDENTS
2022	259
2021	1413
2020	1216
2019	1273
2018	1353

AMB TRANSPORTS	
YEAR	# TRANSPORTS
2022	259*
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		167	173	154	187	170
April		186	125	143	204	165
May		184	146	161	170	165
June		184	147	145	168	161
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
<b>Average</b>	208	181	157	163	169	169
<b>Total</b>	415	2171	1886	1960	2031	1693

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