CIMARRON HILLS FIRE PROTECTION DISTRICT

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

Held: Wednesday, July 15, 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
- Alissa McCartney
- Britt Kruse - Absent

Upon motion by Director M. Gass, seconded by Director Graham, the Board voted unanimously to excuse Director Kruse from the meeting.

Also present were:

Fire Chief Andrew York, Division Chief Matthew Gortner, Division Chief Thomas Joyce, 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 July 15, 2026 Agenda.

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

Conflict of Interest Disclosures
- None

Public Comment
- None – Chief York introduced Jim Kuhn, CHFD Fire Inspector

Approval of Minutes

June 24, 2026 Regular Meeting

The Board reviewed the minutes from the June 24, 2026 regular meeting.

Upon motion by Director Graham, seconded by Director E. Gass, the Board voted unanimously to approve the June 24, 2026 regular meeting minutes.

Reports

Financial Presentations: Treasurer's Report presentation and approval

Chief York presented the June 2026 Treasurer's Report and reviewed the June check report with the board.

Upon motion by Director Graham, seconded by Director E. Gass, the Board voted unanimously to approve the June 2026 Treasurer's Report.

Chief's Report

Chief York presented the Chief's Report and reviewed June operational statistics.

The Board received an update on the District's special sales tax. Online revenue continued to trend positively, while brick-and-mortar collections remained slower to develop. Approximately 500 additional businesses were expected to be added through a state system update. CHFD will monitor state reports for registered businesses showing no payments and for businesses not appearing on the reports, then refer those matters to the State for follow-up. The State advised that full brick-and-mortar implementation may take a year or longer and reiterated confidence in its prior revenue projections.

The Board continued its discussion regarding the possible removal of director term limits. Chief York reviewed special-election timing and estimated costs, noting that a polling-place election would be substantially less expensive than a coordinated mail-ballot election. Because no director is expected to be term-limited in the next election, the Board favored further review of placing the question on the May 2027 election ballot. Chief York will confirm the available process and dates with legal counsel and report back in August.

Chief York reported on Wildland deployments since the prior meeting. Engine 1340 completed a 14-day assignment on the Aspen Acres Fire, and BC Evers served three days as Operations Section Chief. Engine 1311 completed a 14-day assignment on the Willow Fire near Leadville. Engines 1314 and 1340 are scheduled to deploy to the Willow Fire tomorrow.

Chief York reported that the auditor met with CHFD staff to identify ways to reduce redundant processes and paper records. The District will move toward consolidated signature pages, digital document review, and SharePoint-based file management. The District also plans to eliminate petty cash and move to card-only payments at events. Staff will begin evaluating alternatives to payroll vendor ADP due to recurring payroll-processing and customer-service difficulties.

Fire and Life Safety Report

Chief Joyce acknowledged the District's new Fire Inspector, Jim Kuhn, and recognized the progress being made by the Fire and Life Safety team.

Chief Joyce reported successful coordination on the Hill Point Apartments project to preserve emergency access despite a proposed median and roadway changes. He also reported that the VASA parking-lot concerns were being corrected after an extended review process.

Open House planning was progressing for August 8, 2026.

The Fire and Life Safety team continued consolidating occupancy, inspection, Knox, fire-suppression, pre-fire plan, and sales-tax information across ESO and other systems.

2026 Amended Budget Hearing

Opening of CHFPD 2026 Amended Budget Hearing

Upon motion by Director E. Gass, seconded by Director Graham, the Board voted unanimously to open the 2026 Amended Budget Hearing at 6:20 p.m.

Presentation of 2026 Amended Budget

Chief York presented a proposed $740,000 increase to the Structures, Roads and Grounds Capital line item. The amendment increases the General Fund appropriation from $12,562,707 to $13,302,707. Chief York stated that the District was still projected to maintain a strong year-end capital balance, particularly after the anticipated sale of the current administrative property and additional Wildland revenue.

2026 Amended Budget Board Discussion and Comment

None

2026 Amended Budget Public Comment

None

Closing of CHFPD 2026 Amended Budget Hearing

Upon motion by Director E. Gass, seconded by Director M. Gass, the Board voted unanimously to close the 2026 Amended Budget Hearing at 6:40 p.m.

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 2026-004, Adopting the CHFPD 2026 Amended Budget, passed unanimously by roll call vote:

Roll Call

Erika Gass - Yes
Mark Gass - Yes
Paul Graham - Yes
Alissa McCartney – Yes

Certification of the Amended Budget

Upon motion by Director Graham, seconded by Director M. 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
Alissa McCartney - Yes

Unfinished Business

Facilities Update
Chief York provided an update on the Valley Street Station 2 remodel. Anticipated completion closer to mid-September.

The purchase agreement for the current administrative building remained under attorney review. The parties were targeting an early-November closing, which would allow time to complete the Station 2 move and close the transaction before year end.

New Business

Chief Contract Amendment
Chief York requested an amendment to his employment contract increasing the required residence response radius from 15 minutes to 30 minutes. The original restriction was adopted before the District had Battalion Chiefs providing continuous command coverage.

Upon motion by Director E. Gass, seconded by Director Graham, the Board voted unanimously to approve Chief Andrew York's contract amendment.

2027 Budget Discussion - Board Priorities [information/discussion]
Chief York opened the preliminary 2027 budget discussion and requested Board priorities. The Board discussed a potential cost-of-living adjustment and requested a salary study showing the District's position with the estimated cost of adjustments from 1% through 5%.

Potential 2027 capital priorities discussed included resurfacing the Station 1 bay floor to address slip hazards; providing an additional vehicle for the Fire and Life Safety Division, potentially by converting Brush 1342 to a utility vehicle; replacement of SCBA; and continuation of the normal personal protective equipment replacement cycle. Staff will meet with program managers and executive staff and bring refined capital estimates to the August meeting.

Public Comment
None

Board Comment
The Board expressed appreciation for the District's professionalism, Wildland program, apparatus investments, and positive reputation within and outside Colorado.

Next Regular Meeting
Director M. Gass acknowledged the next Regular Board of Directors meeting to be at 5:30 p.m. on Wednesday, August 19, 2026.

Adjourn
Upon motion duly made by Director Graham, seconded by Director E. Gass, the meeting was adjourned at 7:01 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 19th day of August, 2026.

Respectfully submitted,

/s/ Alissa McCartney, Secretary