

**MINUTES OF THE BOARD OF DIRECTORS
OF
STRATMOOR HILLS FIRE PROTECTION DISTRICT**

The regular monthly meeting of the Board of Directors for the Stratmoor Hills Fire Protection District was held pursuant to notice at 3:00 p.m. on November 20, 2024.

Board Members present: President Robert Colgrove, Vice-President James Pesicka, , Director Cindy Dent and Director Richard Dull. Secretary/Treasurer John Willcox was late and excused.

District Personnel present: Fire Chief Shawn Bittle and Administrative Chief Dottie Barrett. Audience members: Juan Moscoso; former employee for the Fire District.

Approval of Previous Board Meeting Minutes

It was moved and seconded (Pesicka/Dull) to approve the Board meeting minutes for October 16, 2024. The motion passed unanimously with all Directors voting.

Approval of Agenda

It was moved and seconded (Pesicka/Dull) to approve the agenda. The motion passed unanimously with all Directors voting.

Public Comment

Unfinished Business

New and Miscellaneous Business:

Fire Chief Report

- Calls per District – Chief reported on the calls for August and September and informed the Board that the Fire District is on target for the same calls as last year.
- Status reports
 - Chiefs' notes –
 - Chief informed the Board that he has been investigating the financing of the Tactical Tender that was part of the Mill Levy Increase purchase plan. He explained that the finance guy that he has been working with informed him that he can not only purchase the Tactical Tender, but the district can also get two (2) Command Vehicles and combine the lease payment for all three (3) vehicles into a payment less than what the Fire District had planned for just the Tactical Tender. Chief's plan is to drive one (1) of the command vehicles and allow the Deputy Chief to drive the other. After some discussion – it was decided by the Board to authorize Chief to look into the purchase of the Tactical Tender and

one (1) command vehicle at this time. Chief stated he would allow the Deputy Chief to drive the new Command Vehicle, and he would continue using the vehicle he currently has due to the fact that he plans to retire in 2026, and his hope is that the Deputy Chief will take over as the Fire Chief. President Colgrove requested that Chief wait a few months into 2025 in hopes that the interest rates come down and the Fire District can get a better rate. Further discussion on this matter will take place either in December or after the first of the year.

- Apparatus - (responsibility assigned to – D/E Patalano)
 - Engine 414 – went in for the annual maintenance service, got four (4) new tires, discovered a DEF problem and that has been repaired. Waiting on the Exhaust repair to be finished.
- Training (responsibility assigned to – Chief Bittle)
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
 - The Fire District will be testing new recruit candidates on Saturday's December 7th and 14th.
- Gear (responsibility assigned to – FF Jones)
- EMS (responsibility assigned to D/E Bosch)
- Wildland (responsibility assigned to D/E Ortiz)

Administrative Chief Report –

- Informed the Board about the Election results – Unofficial results show that the Mill-Levy Tax Increase shows that it has passed – the Fire District is awaiting the final certificate from the Canvassing Board.
- Chief Barrett reminded the Board that the December Board meeting is early due to the Budget process. The meeting will be Wednesday, December 11, 2024, at 3:00 pm.
- Informed the Board the annual Department Christmas party will be held on Saturday, December 7, 2024, from 6:00 – 10:00 pm at the Double Tree Hotel. Please RSVP to Dottie no later than Monday, December 2, 2024.

2025 Proposed Budget and Public Hearing

Chief Barrett informed the Board that Colorado Statutes require a public hearing be held to provide the public with an opportunity to comment on the proposed 2025 Budget. The hearing has been properly posted and published and is now open for public comment. At this time members of the public are invited to question or make comments on the proposed Fire District budget.

Employee Christmas Bonus

Chief Barrett explained that in past years, the Board of Directors have graciously provided a Christmas bonus to the full-time employees. This year the Chief Officers are requesting the Board provide a Christmas bonus of \$600.00 to six (6) full-time employees and \$800.00 to two (2) employees for the total amount to be paid will be \$5,200.00. Director Dent inquired as to why two (2) employees received higher

amounts and Chief Bittle explained that Lt. Bosch and D/E Ortiz covered for him during his vacation time in June and July and he felt since they put their personal lives on hold – they deserved a little extra bonus. It was moved and seconded (Pesicka/Dull) to approve a Christmas bonus of \$600.00 to six (6) full-time employees and \$800.00 to two (2) employees for the total amount to be paid will be \$5,200.00. The motion passed unanimously with all Directors voting.

Deputy Chief (DC) updated Job Description

Chief Bittle informed the Board that with the mill levy tax increase passing – one of the items on the Fire District's list was to hire a Deputy Chief. Chief Bittle has updated the Fire District's current DC job description and is requesting approval on the first reading. Director Dent pointed out some grammatical errors and wording that she felt was redundant and the Chief Officers stated they would correct the Job Description for the second and final reading. It was moved and seconded (Pesicka/Dull) to approve the amended updated Deputy Chief Job Description on the first reading. The motion passed unanimously with all Directors voting.

Class 4 Firefighter/EMT Job Description

Chief Bittle informed the Board that with the mill levy tax increase passing another item was to hire three (3) full-time FF/EMT employees. Chief Bittle has created the enclosed the enclosed job description and is looking for approval on the first reading. Chief reported that twelve (12) volunteers applied for the position, ten (10) took the written test, eight (8) moved on to the Senior Driver interviews and six (6) will now move on to the Chief Officer interviews on Friday, November 22, 2024. It was moved and seconded (Pesicka/Willcox) to approve the Class 4 Firefighter/EMT Job Description on the first reading. The motion passed unanimously with all Directors voting.

Financial Reports

The October 2024 check register report where the taxes and employee retirement (Electronic Funds Transfers (EFT)) payments are highlighted was enclosed for the Directors' review. Chief Barrett reported that the Fire District may have to take as much as \$125,000.00 out of reserves to balance the budget, however, she will not know for sure until the end of November. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of October 2024, subject to audit. The motion passed unanimously with all Directors voting. Copies of the financial reports are attached to these minutes and made a part hereof.

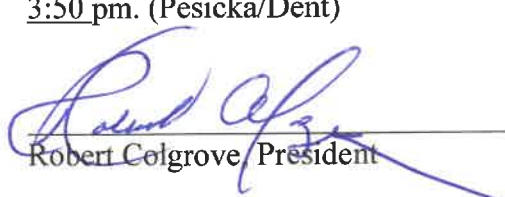
VII. Executive Session

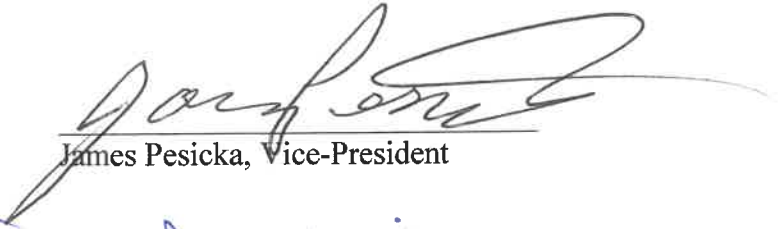
Other Business

Adjournment

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on December 11, 2024, at 2160 B Street, Colorado Springs, CO 80906.

As there was no further business to come before the Board, the meeting was adjourned at
3:50 pm. (Pesicka/Dent)


Robert Colgrove, President


James Pesicka, Vice-President


Cindy Dent, Board Director


John Willcox, Secretary/Treasurer


Richard Dull, Board Director