

# **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 January 15, 2025.

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

District Personnel present: Fire Chief Shawn Bittle and Administrative Chief Dottie Barrett. Audience members: Fire Lt. Tara Bosch, Fire Corps. Member Sean Buldoc and John Watts with Truist Financial.

## **Approval of Previous Board Meeting Minutes**

It was moved and seconded (Pesicka/Willcox) to approve the Board meeting minutes for December 11, 2024. The motion passed unanimously with all Directors voting.

## **Approval of Agenda**

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

## **Public Comment**

## **Unfinished Business**

## **New and Miscellaneous Business:**

### **Fire Chief Report –**

- October, November and December Calls per District –
  - Chief Bittle reported that the Fire District ended 2024 with 2138 calls for service – which was about 16 calls less than 2023.
- Status reports
  - Chiefs' notes – see attached informational sheet)
    - Colorado Springs FD Mutual Aid/Auto Aid meeting – finally got a meeting scheduled for Tuesday, January 21 at 14:00 hrs. to finalize this agreement.
    - DC applications – staff has received six (6) applications, and the deadline is Friday, January 17, 2025. Chief will be organizing the timeline for interviews etc. Chief Bittle is hoping to have a final offer made by the end of January.
  - Apparatus - (responsibility assigned to – D/E Patalano)
    - Engine 418 is deployed to Los Angeles, California to help with the fires. Chief reported that Wildland Coordinator John Ortiz has been keeping constant communication with

him and the crew is doing good. They are staged at the Rose Bowl stadium parking lot and FEMA has provided trailers for beds and food for the crews on site.

- Training (responsibility assigned to – Chief Bittle)
  - January is dedicated to CPR renewal for all department members.
  - The Fire District will be sending Fire Lt. Tara Bosch to Paramedic school for a total cost of \$10,000.00 running from April 2025 to April 2026. Lt. Bosch will then sign a three (3) year contract to work for the district as a certified and licensed paramedic.
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
  - Staff is interviewing new perspective recruits this week for the Fire Academy. The Fire Academy will cost \$2,000.00 and begin February 3, 2025.
- Gear (responsibility assigned to – FF Jones)
- EMS (responsibility assigned to D/E Bosch)
- Wildland (responsibility assigned to D/E Ortiz)

### **Administrative Chief Report**

Chief Barrett reported that the 2024 Audit has been scheduled for Tuesday, February 4, 2025, with Melissa Sainz and Tom Sistare. Hopefully, Tom will be able to present the Audit report at the March Board meeting.

Chief Barrett reported that the 2025 Budget with budget message and associated paperwork has been filed with the County Assessor and the Colorado Department of Local Affairs. This information can be found at [www.colorado.gov/pacific/dola](http://www.colorado.gov/pacific/dola) under local government.

Chief Barrett provided the Board with a 2025 Transparency Notice that has been published on DOLA, SDA and Fire District websites.

### **2025 Official Meeting place/time and Posting Places**

Chief Barrett informed the Board that they need to set the official meeting place/time and posting places for notices of district meetings for 2025. It was moved and seconded (Pesicka/Dull) to approve the designation of the location, dates and time of the 2025 regular Board Meetings at the Stratmoor Hills Fire Department, 2160 B Street in El Paso County on the third Wednesday of each month at 3:00 p.m. except for the December meeting which will be held on December 10, 2025, at 3:00 p.m. The annual Budget Workshop will be on October 1, 2025. All required District notices will be prominently posted at the Stratmoor Hills Fire Department, the Stratmoor Hills Water District office at 1811 B Street and the Stratmoor Hills Elementary School at 200 Loomis Avenue. The motion passed unanimously with all Directors voting.

### **Approval of Resolution No. 2025-01**

Chief Barrett informed the Board that they must appoint a Designated Election Official (DEO) for the May 2025 Board of Directors Election at this time and staff is recommending Dorothy R. (Dottie) Barrett be appointed the DEO. It was moved and seconded (Pesicka/Willcox) to adopt Resolution No. 2025-01 to appoint Dorothy R. (Dottie) Barrett as the Designated Election Official (DOE) for the May 6, 2025, Election. The motion passed unanimously with all Directors voting.

### **Approval of Resolution No. 2025-02**

Chief Barrett informed the Board that the Directors must adopt Resolution No. 2025-02 to conduct regular election of the eligible electors of the District shall be held on May 6, 2025, between the hours of 7:00 A.M. and 7:00 P.M. in accordance with Uniform Election Code. At the time, two (2) Directors will be elected to serve a four-year (4) term. It was moved and seconded (Pesicka/Willcox) to adopt Resolution No. 2025-02 to conduct an election on May 6, 2025, to elect two (2) Directors will serve a four-year (4) term. The motion passed unanimously with all Directors voting.

### **Somers Investments LLC Fire Contract**

Chief Barrett informed the Board that Mr. Jerry Somers has reached out to staff and has requested to enter into a Fire Contract. Enclosed is a copy of the contract that Chief Barrett sent to Mr. Somers, and he has agreed to the contract. Mr. Somers will return the signed contract with a check. It was moved and seconded (Pesicka/Willcox) to enter into a Fire Contract with Somers Investments LLC effective January 2025. The motion passed unanimously with all Directors voting.

### **Tactical Tender and Command Vehicle( s) Purchase**

Chief Bittle informed the Board that part of the Mill Levy Increase was the purchase of a Tactical Tender Truck for the Wildland Program. Chief Bittle would also like to purchase two (2) Command Vehicles – one for the new DC and one for himself. Chief Bittle provided financial quotes for all of the vehicles and John Watts from the Truist financial institution that Chief Bittle has been working with spoke to the Board about the purchases. It was moved and seconded (Pesicka/Willcox) to approve the purchase of a Tactical Tender Truck and two (2) Command Vehicle(s). The motion passed unanimously with all Directors voting.

### **D-19 4<sup>th</sup> Seat Rider Policy**

Chief Bittle informed the Board that part of the Mill Levy Increase was the institution of the 4<sup>th</sup> Seat Rider program. Chief Bittle gave a description of the program and has written a policy for this program and is requesting the policy to be approved on the first reading. It was moved and seconded (Pesicka/Willcox) to approve the D-19 4<sup>th</sup> Seat Rider Policy on the first reading. The motion passed unanimously with all Directors voting.

## **Commercial Lease Agreement**

This matter was tabled until Chief Bittle can check into other options per the Board of Directors directions.

## **Financial Reports**

The December 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 informed the Board that she is awaiting word from the Auditor regarding the possibility of having to submit an Amended 2024 Budget. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of December 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.

## **Executive Session**

## **Other Business**

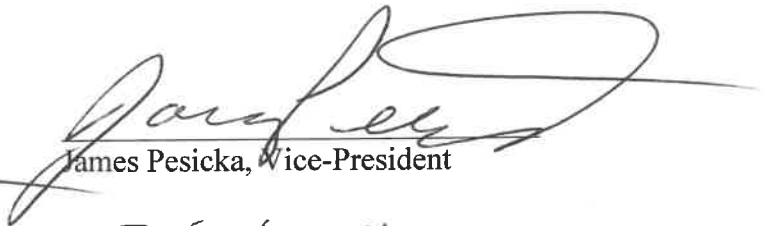
## **Adjournment**

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on February 19, 2025, at 2160 B Street, Colorado Springs, CO 80906.

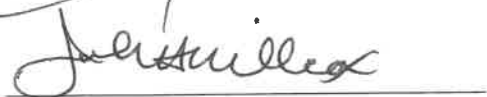
As there was no further business to come before the Board, the meeting was adjourned at 4:05 pm. (Pesicka/Willcox)



Robert Colgrove, President



James Pesicka, Vice-President



John Willcox, Secretary/Treasurer



Richard Dull, Board Director