

# **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 4:10 p.m. on February 19, 2025.

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

District Personnel present: Fire Chief Shawn Bittle and Administrative Chief Dottie Barrett. Audience members: Sean Buldoc; Fire Corps member

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

It was moved and seconded (Pesicka/Willcox) to approve the regular Board meeting minutes for January 15, 2025. The motion passed unanimously with all Directors voting.

It was moved and seconded (Pesicka/Willcox) to approve the special Board meeting minutes for January 29, 2025. The motion passed unanimously with all Directors voting.

## **Approval of Agenda**

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

## **Public Comment**

## **Unfinished Business**

## **New and Miscellaneous Business:**

## **Fire Chief Report –**

- January Calls per District – will be given in March
- Status reports
  - Chiefs' notes – see attached informational sheet)
    - Informed the Board that the District received eight (8) applications for the Deputy Chief position and Chief settled on the three (3) strongest applicants. He informed the Board that on Monday, February 17<sup>th</sup>, Tuesday, February 18<sup>th</sup> and Wednesday, February 19<sup>th</sup> a group of command staff and others met with each candidate at the Aspen Grill for a meet and greet. He will inform the candidate that is chosen on Friday of the job offer.
    - Chief Bittle wants to work with the Board of Directors on a list of expectations for the next Fire Chief. Chief Bittle plans to retire in January of 2026, and he wants to ensure that the

department continues on the upward trend that he has set.  
More discussion will follow soon.

- Apparatus - (responsibility assigned to – D/E Patalano)
  - Chief informed the Board that while Engine 418 was in San Bernardino California – it was involved in an accident causing approximately \$28,000.00 in damages. The weather was the factor (it had snowed 18 inches the weekend before) and because the crew was not actively fighting fires, the Fire District's Insurance company will be responsible for the repairs.
  - The Command Vehicles that have been ordered had a delay due to tire production problems, but Chevrolet has worked it out and production is back on schedule.
- Training (responsibility assigned to – Chief Bittle)
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
  - Informed the Board that the James Light Fire Academy has sixteen (16) students and a soldier in the CSP program will be joining the Academy in early March.
- Gear (responsibility assigned to – FF Walker)
- EMS (responsibility assigned to D/E Bosch)
- Wildland (responsibility assigned to D/E Scott)

### **Administrative Chief Report**

Nothing to report

### **2024 Amended Budget**

Chief Barrett informed the Board of Directors that the Fire District is over budget for 2024 and as a result an Amended 2024 Budget must be submitted and approved by the Board. An amendment to the 2024 budget is necessary due to the unbudgeted expenses for the numerous line items overbudgeted. It was moved and seconded (Pesicka/Willcox) to approve the enclosed Notice as to Proposed Amended Budget for 2024 and set the approval date of March 19, 2025. The motion passed unanimously with all Directors voting.

### **Annual Contract Renewal**

Chief Barrett informed the Board of Directors that it is time to renew our annual contract with Rocky Top Resources with the updated coverage charges due for 2025. Mr. Jared Martin has already signed a copy of the contract and submitted payment. It was moved and seconded (Pesicka/Willcox) to approve the Rocky Top Resources Annual Contract Renewal and allow President Colgrove and Secretary/Treasurer Willcox to sign the contract. The motion passed unanimously with all Directors voting.

## **Vehicle Maintenance Intergovernmental Agreement**

This matter has been tabled until March Board meeting.

## **V9 - Volunteer Stipend Policy Update**

Chief Bittle informed the Board that with the Mill Levy Increase staff planned to upgrade the Stipend amount in compliance with the Master FF Plan and is requesting that the policy update be approved on the first reading. It was moved and seconded (Pesicka/Willcox) to approve the V9 Volunteer Stipend Policy update on the first reading. The motion passed unanimously with all Directors voting.

## **CE 4 Career Employee Conduct Policy Update**

Chief Bittle informed the Board that staff has recently updated this policy in light of the recent actions by a former employee. He is requesting that the policy update be approved on the first reading. Director Dent pointed out several grammatical errors and it was moved and seconded (Pesicka/Willcox) to approve the amended CE4 Career Employee Conduct Policy Update on the first reading. The motion passed unanimously with all Directors voting.

## **V3 Volunteer Member and Recruit Conduct Policy Update**

Chief Bittle informed the Board that staff has recently updated this policy in light of the recent actions by a former employee. He is requesting that the policy update be approved on the first reading. Director Dent pointed out several grammatical errors and it was moved and seconded (Pesicka/Willcox) to approve the amended V3 Volunteer Member and Recruit Conduct Policy Update on the first reading. The motion passed unanimously with all Directors voting.

## **Financial Reports**

The January 2025 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 the State of Colorado has paid approximately \$80,000.00 to the Fire District for the 2024 Wildland Deployments. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of January 2025, 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**

- Chief Bittle informed the Board that upon John Ortiz's resignation, he hired a new Wildland Coordinator, Paul Scott. Paul actually applied for the Deputy Chief position, however, Chief Bittle felt he would be better suited as the Fire District's Wildland Coordinator and then Paul plans to work his way to the Deputy Chief position upon Chief Bittle's retirement. Paul is an Engine Boss and plans to deploy as much as possible and get the Wildland program up and running.

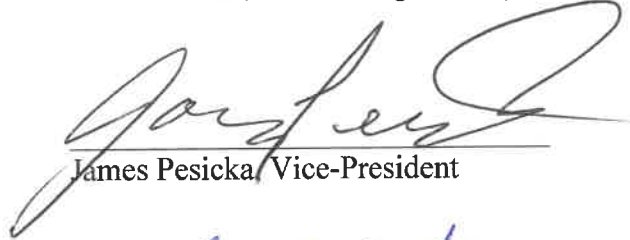
## Adjournment

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

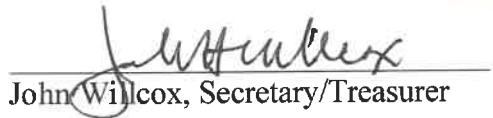
As there was no further business to come before the Board, the meeting was adjourned at 4:35 pm. (Pesicka/Willcox)



Robert Colgrove, President



James Pesicka, Vice-President



John Willcox, Secretary/Treasurer



Cindy Dent, Board Director



Richard Qull, Board Director