

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 March 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, Deputy Chief David Haley and Administrative Chief Dottie Barrett. Audience members: Sean Buldoc

Approval of Previous Board Meeting Minutes

It was moved and seconded (Pesicka/Willcox) to approve the regular Board meeting minutes for February 19, 2025. The motion passed unanimously with all Directors voting.

Approval of Agenda

It was moved and seconded (Pesicka/Willcox) to approve the amended agenda to add F-8 – Office Space Lease. The motion passed unanimously with all Directors voting.

Public Comment

Unfinished Business

New and Miscellaneous Business:

Fire Chief Report –

- January & February Calls per District –
- Status reports
 - Chiefs' notes – see attached informational sheet)
 - The new DC lives in Black Forest, and he currently lives twenty-five (25) -miles away and Chief Bittle is requesting that he be able to take the Command Vehicle 450 to and from work. Under the job description he has eighteen (18) months to move into the Fire District. The Board agreed to allow the DC to take 450 to and from work.
 - Deputy Chief David Haley gave a short presentation to the Board and those in attendance.
 - Apparatus - (responsibility assigned to – D/E Patalano)
 - Fire Engine 418 – this vehicle is currently at Diversified getting repaired from the California fire damage and on Monday, March 24th it will be going to SVI for some warranty work.
 - Fire Engine 414 – in 2021 the radiator had to be repaired and Chief Bittle had to take the radiator to Denver to be repaired,

then take it back to Transwest in Fountain for them to install the radiator – as a result Transwest charged the department almost \$7,000.00 for the repairs. Chief Bittle contacted the General Manager for Transwest and informed him of the issues that were caused and Transwest if refunding the Department \$1,700.00 due to the problems.

- The two (2) new command vehicles should be delivered by early June of 2025.
- Training (responsibility assigned to – Chief Bittle)
 - The month of March has been dedicated to Wildland Refresher Course and the Wildland Pack Tests.
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
 - The Recruit class has completed their Wildland portion of the Fire Academy and are now on to the Hazmat Materials portion.
- Gear (responsibility assigned to – FF Walker)
- EMS (responsibility assigned to D/E Bosch)
 - The new DC and Wildland Coordinator are both Paramedics and the department currently has a Volunteer Paramedic and with Fire Lt. Bosch attending Paramedic school – the department is on its way for ALS staffing.
- Wildland (responsibility assigned to D/E Scott)

Administrative Chief Report – Informational Item (Barrett)

- Chief Barrett informed the Board that the 2024 Audit was conducted on Monday, February 3rd and Tuesday, February 4th with Melissa Sainz and Tom Sistare. Due to the Amended Budget for 2024, Tom Sistare will be able to present the Audit report at the April Board meeting.

Amended 2024 Budget

Chief Barrett informed the Board of Directors at the January 2025 Board meetings that the Fire District is over budget 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. A Notice as to Proposed Amended Budget has been published and posted for all District residents. It was moved and seconded (Pesicka/Willcox) to approve the enclosed **RESOLUTION TO ADOPT THE AMENDED 2024 BUDGET AND APPROPRIATE SUMS OF MONEY FOR THE STRATMOOR HILLS FIRE PROTECTION DISTRICT FOR THE YEAR BEGINNING JANUARY 1, 2024, AND ENDING DECEMBER 31, 2024.** The motion passed unanimously with all Directors voting.

2025 Board Election

Designated Election Official (DEO) Dottie Barrett informed the Board and public that there will be a Board of Directors Election as there are three (3) candidates (Richard Bond, Cynthia Dent and Sean Bolduc) running for the two (2) four-year (4-year) Board positions. The Election will be conducted on Tuesday, May 6, 2025, from

07:00 – 19:00 hrs. here at the Fire Station. The Ballot lot was conducted on Thursday, March 6, 2025, and Chief Barrett is working on the hiring of Election Judges, training the judges and other election aspects. Chief Barrett will be available to discuss this subject with the Board if needed.

V9 - Volunteer Stipend Policy Update

Chief Bittle informed the Board that with the Mill Levy Increase staff had planned to upgrade the Stipend amount in compliance with the Master FF Plan and is requesting that the policy update be approved on the second and final reading. It was moved and seconded (Pesicka/Willcox) to approve the V9 Volunteer Stipend Policy update on the second and final 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. This policy was amended and now Chief Bittle is requesting that the policy update be approved on the second and final reading. It was moved and seconded (Pesicka/Willcox) to approve CE4 Career Employee Conduct Policy Update on the second and final 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. This policy was amended and now Chief Bittle is requesting that the policy update be approved on the second and final reading. It was moved and seconded (Pesicka/Willcox) to approve V3 Volunteer Member and Recruit Conduct Policy Update on the second and final reading. The motion passed unanimously with all Directors voting.

Response to Traffic Accident SOP

Chief Bittle informed the Board that Wildland Coordinator Paul Scott updated this Standard Operating Procedure with numerous updates and Chief Bittle has approved of the updates. The Board will get a copy in their notebooks.

D10 Wildland Response Policy Update

Chief Bittle informed the Board that Wildland Coordinator Paul Scott has updated this policy with numerous changes. WC Scott has received approval from the Division of Fire and Public Safety to allow the paid staff extra funds for their hourly and overtime pay to help incentivize them to deploy. Chief Bittle is requesting approval on the first reading. It was moved and seconded (Pesicka/Willcox) to approve the D10 Wildland Response Policy Update on the first reading. The motion passed unanimously with all Directors voting.

Commercial Office Space Lease Agreement

Chief Bittle informed the Board at the January Board meeting that with the hiring of the Deputy Chief and the purchase of the Tactical Tender, staff needs to make room in the existing building for both purchases. To help alleviate some of the crunch, Chief Bittle has contacted the owner of the building next to the Fire Station for the

possible renting of three (3) rooms to move the work-out gear, bunker gear and other items over to the rooms. The Board directed Chief Bittle to inquire about purchasing a building and putting it on the west side of the Fire Station and report back to the Board. Chief contact Hammers Construction and for the storage, training and meeting room, it would cost the Fire District \$500,500.00 to have the building built. Chief Bittle stated that it could be a possibility years down the road, but for now he is requesting that the Commercial Lease Agreement for the rooms in the building next to the Fire Station be approved so that staff can start working on the transition. Director Dent inquired about the Insurance cost and discussion regarding locks, cameras etc. for security reasons. It was moved and seconded (Pesicka/Willcox) to approve the Commercial Lease Agreement. The motion passed unanimously with all Directors voting.

Financial Reports

The February 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 reported that the department has received eighty (80)% for the 2024 Wildland Deployment payments so far. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of February 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.

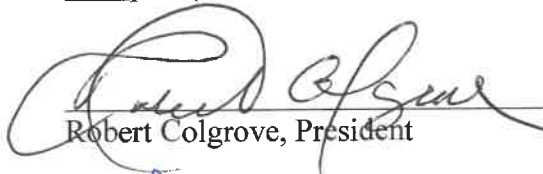
Executive Session

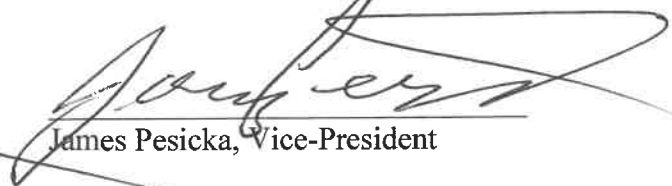
Other Business

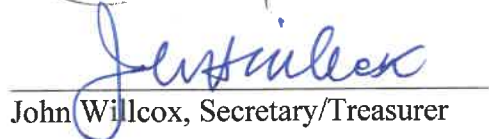
Adjournment

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on April 16, 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 3:43 pm. (Pesicka/Willcox)


Robert Colgrove, President


James Pesicka, Vice-President


John Willcox, Secretary/Treasurer


Cindy Dent, Board Director


Richard Dull, Board Director