

South Metro/Cunningham Fire Rescue Authority
Regular Board of Directors' Meeting Minutes
February 20, 2019

Present:	Laura Simon, Chair	Bob Baker, Fire Chief
	David Jackson, Vice Chair	Mike Dell'Orfano, Assistant Chief
	Rich Sokol, Treasurer	Vince Turner, Assistant Chief
	Mark Lampert, Secretary (via phone)	Troy Jackson, Assistant Chief (absent)
	Ronda Scholting, Parliamentarian	Kevin Milan, Assistant Chief
	Hank Eng	Jerry Rhodes, Assistant Chief
	Danny Gaddy	Dillon Miskimins, Chief Financial Officer
	William Shriver	Isela Nejbauer, Chief Human Resources Officer (absent)
	Patricia Shaver	Kristin Eckmann, Communications Director
	Jim Albee	Bob Cole, Legal Counsel
	Renee Anderson (excused absence)	
	Debbie Brinkman (absent)	

Others Present: SMFR Personnel, CFPD Advisory Board, Guests

MEETING CALL TO ORDER

Chair Simon called the regular meeting of the South Metro Fire Rescue Authority to order at 7:09 p.m. and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited at the South Metro Fire Rescue Fire Protection District Board Meeting.

ROLL CALL

Renee Anderson has a conflict and her absence is excused. Debbie Brinkman was absent. All other Board Members were present either in person or via phone.

PUBLIC COMMENT

There was no public comment.

SPECIAL RECOGNITION

Chiefs Dell'Orfano and Baker recognized Legal Counsel Bob Cole, Kathryn Winn, Allison Ulmer and Peggy Rupp of Collins Cockrel and Cole for their dedication and support provided to the South Metro Fire Rescue Authority. Their Team's extraordinary efforts during the recent unifications and related elections, intergovernmental agreements, and critical legal guidance have helped SMFR to provide high-quality, responsible service to our communities.

Legal Counsel Cole expressed appreciation for Kathryn, Peggy and Allison because they are the ones doing all of the work behind the scenes and thanked the organizations for letting them be a part of their success.

CONSENT AGENDA

January 16, 2019 South Metro/Cunningham Fire Rescue Authority Board of Directors' Regular Meeting Minutes
February 11, 2019 South Metro/Cunningham Fire Rescue Authority & Cunningham Fire Protection District Board of Directors' Special Meeting Minutes

Director Shriver recommended the word on page 2, paragraph 2 be changed to "at" stations in Arapahoe, Douglas and Jefferson Counties.

A motion was made by Ronda Scholting and seconded by Mark Lampert to approve the consent agenda as amended. All were in favor and the motion carried.

ACTION ITEMS

December 2018 Financial Statements – Chief Financial Officer Miskimins reviewed the December Financial Statements, highlighting the fund balance decreased by \$6.9 million over last month to a total of \$40.8 million with the district receiving \$528,810 from taxes in December and just over \$190,000 of property taxes were diverted due to TIF in 2018; General Fund non-property tax revenues ended over budget by \$900,000, primarily due to reimbursements from deployments; General Fund expenditures ended the year \$120,000 under budget; according to the Department of Local Affairs’ Division of Property Taxes, the preliminary Residential Assessment Rate is 6.96%, this is up from the original projection of 6.11%; the reduction of the RAR to 6.96% from 7.20% is projected to cause a \$2.3 million reduction in property tax revenue; data from the report also projects the District will see an 16.7% increase in assessed values, up from the 13.4% used in previous projections for 2019 taxes collected in 2020; this information means that the growth in assessed values outpaces the reduction in the residential assessment rate and we are estimating an \$11 million increase in revenue, which is \$6 million more than projected, even with the dropping of CFPD’s mill levy to 9.25. Miskimins added that the December 2018 Financial Statements are in draft form until the 2018 year-end audit is completed.

In response to the Board, CFO Miskimins reminded that one of the main reasons the salary and benefits are over budget is that the 2018 budget is set prior to the final salary and compensations packages are finalized. Also, embedded in the budget number is a salary estimate for attrition which was probably overstated. The numbers used for 2019’s budget should be closer to actual/attrition numbers. As planned, in December \$7 million was taken from Reserves to fund Capital Projects.

A motion was made by Rich Sokol and seconded by William Shriver to accept the December 2018 Financial Statements as presented. All were in favor and the motion carried.

SMFRA Resolution No. 2019-03 Adopting the 2018 Edition of the International Fire Code – Chief Valdez, as stated in the SMFR District Meeting, that it is time for the district to adopt the latest edition of the International Fire Code. The amended resolution presented includes all of the proposed amendments and are consistent with other municipal 2018 fire code amendments. This adoption will be enforceable within the Unincorporated portions of Arapahoe and Jefferson Counties and the Town of Parker, after each entity respectively adopts a resolution. Due to the possibility of the Authority being dissolved, the fire code needs to be adopted by both the SMFR District Board and the Authority Board in order to keep it enforceable within the aforementioned areas. The code amendments are identical in nature.

At the Board’s request, CFO Miskimins reviewed the Colorado State Fire Chiefs’ Critical Issues Briefing and Chief Baker agreed to provide the bullet points for the proposal regarding transport billing to Directors Scholting and Sokol.

A motion was made by Hank Eng and seconded by Patricia Shaver to approve SMFRA Resolution No. 2019-03 Adopting the 2018 Edition of the International Fire Code as presented. All were in favor and the motion carried.

DISCUSSION ITEMS

2019 Board Meeting Schedule – Simon opened the Board meeting schedule for discussion. The Board agreed to the following meeting dates for the remainder of 2019:

March 20th

April 24th

May 22nd

June 26th

July 24th

August 28th

September 25th

October 23rd

November 20th

December 11th

INFORMATION ITEMS

Station 20 Progress Update – Chief Turner reported that he has been working closely with the Highlands Ranch Metropolitan District Public Works personnel and SMFR’s Strategic Services Bureau in identifying a suitable Station 20 site. Existing infrastructure location, accessibility and other site development issues are being considered. Ten potential sites were initially identified by HRMD, with two additional locations recently placed under consideration. The list had been narrowed to three viable sites from a constructability standpoint and proximity to existing homes and based on input received by citizens during HRMD’s Board Meeting and a separate community meeting, two viable sites remain. The two sites are located in the “Historical Park” space and currently in the control of Shea Homes awaiting conveyance to HRMD. HRMD personnel have been keeping Shea Homes in the information loop as the plans are being developed and we will be starting discussions with Shea Homes to determine the land ownership and transfer process moving forward. We will be following Douglas County’s Location and Extent process for this development when it reaches the submittal stage, which requires only the Douglas County Planning Commissions approval.

At the Board’s request, Chief Turner informed that all 10 site developments are similar in cost and are viable locations and is hoping to finalize the location in order to break ground in July or August and then allow for a 10 month build out. He will take the direction received from the Board tonight to the next community meeting.

The Board directed that SMFR be represented in the discussions with Shea Homes and Highlands Ranch Metro District to get a confirmed timeline as to when the land will be transferred to HRMD and provide information on how each site was considered and why Site A is optimal for the District.

Engine ½ - Chief Rhodes informed that during the 2019 budgeting process, the SMFR Safety Foundation has partnered with the Wheat Ridge Fire Department Volunteers to utilize their Engine ½ as an educational tool to be put into service for parades, special events, recruiting, and marketing.

Correspondence items in the Board’s packet are summarized below as well as other information items that were communicated:

- On February 27th, the Parker Rotary Club will be introducing their Impact Award nominees and provide information what each of these individuals do for our community. Our own Risk Reduction Specialist Colleen Potton is one of the nominees who will be recognized for her work in public education.
- The Board packet included a copy of the SMFR Monthly Roundup and SMFR Newsletter – Winter 2019.
- Received notification that SMFR’s Comprehensive Annual Financial Report for the fiscal year ended 2017 qualifies for GFOA’s Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, as its attainment represents significant accomplishment by a government and its management.
- Thank you letter received from West Metro Fire Rescue for assistance received from Chiefs Jackson and Bloomquist for making arrangements for Engine 31 to the Fire Protection Engineers monthly meeting in January.
- Thank you letter received from a citizen for Firefighter/Paramedic Justin Comfort’s going above and beyond to help their son who is going through a difficult time.

EXECUTIVE SESSION (UPON MOTION)

N/A

NEXT MEETING

The next Regular South Metro Fire Rescue Authority Board of Directors’ Meeting is to be held on March 20, 2019 at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

ADJOURNMENT

A motion was made by Ronda Scholting and seconded by Hank Eng to adjourn the meeting at 9:28 p.m. All were in favor and the motion carried.

Attested by: W. J. [Signature] Date: 3/20/19