

South Metro Fire Rescue Fire Protection District
Regular Board of Directors' Meeting Minutes
September 14, 2020

Present:	Jim Albee, Chair	Bob Baker, Fire Chief (absent)
	Renee Anderson, Vice Chair	Mike Dell'Orfano, Assistant Chief
	William Shriver, Treasurer	Vince Turner, Assistant Chief
	Hank Eng, Secretary	Dillon Miskimins, Chief Financial Officer
	Sue Roche	Jerry Rhodes, Assistant Chief
	Cindy Hathaway	Kevin Milan, Assistant Chief
	Alison Rausch	Jon Adams, Assistant Chief
		Isela Nejbauer, Human Resources Chief Officer
		Kristin Eckmann, Chief Communications Officer
		Breann Aragon, Controller
		Bob Cole, Legal Counsel

Others Present: SMFR Staff Members

MEETING CALL TO ORDER

Chair Albee called the Regular Meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Chair Albee led the Pledge of Allegiance to the United States of America.

ROLL CALL

All members of the Board were present. All audience members were introduced.

PUBLIC COMMENT

N/A

CONSENT AGENDA

August 3, 2020 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes
August 17, 2020 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes

A motion was made by William Shriver and seconded by Sue Roche to approve the consent agenda as presented. All were in favor and the motion carried.

ACTION ITEMS

July 2020 Financial Statements –Chief Financial Officer Miskimins reviewed the financial statements, highlighting:

- Fund balance decreased by approximately \$6.4 million compared to prior month bringing the fund balance to a total of \$101 million.
- Through July, the District has collected \$115 million in property and specific ownership tax revenue, which reflects 98.34% collection vs. 98.64% at this time last year for property taxes, and 51.56% vs. 58.76% for specific ownership taxes. A total of \$593,212 of property taxes have been diverted to TIF in 2020. Specific ownership tax revenue is trending under year to date budget by \$656,280 which is indicative of fewer automobile sales than originally expected. However, the District collected \$123k more of specific ownership taxes in July compared to June.
- As of July 31st, the District has expended \$75 million in the General Fund related to operations, which is \$3 million under the YTD budget not including Capital Projects transfers.
- Through July, the District has expended \$3.5 million or 29.01% of our total budget expenditures in the Capital Fund.
- Ambulance transport revenue is under the YTD budget by \$1.2 million due to the following factors:

- Number of year-to-date transports have decreased from 11,039 in July 2019 to 10,441 in July 2020. However, from June 2020 to July 2020, there was an increase to the number of transports from 1,442 to 1,549, respectively.
- The 2020 budget reflects an increase in base transport fees to have started in January, however, the increase went into effect in Q3.
- As of August 25th, \$242,823 has been expended on COVID-19 related resources.

At the Board's request, it was confirmed that in person DMV registrations are backlogged and their offices are minimally staffed but they should eventually catch up and assured that the COVID-19 related resource expenditures will eventually be at least 75% reimbursed. Staff also confirmed that the Overtime Other expenditures, which are running under budget due to less use during the early months of the pandemic, are primarily hourly staff working more than 40 hours a week and team coordinator off-shift work hours.

A motion was made by William Shriver and seconded by Cindy Hathaway to accept the July 2020 Financial Statements as presented. All were in favor and the motion carried.

SMFR Resolution No. 2020-06 Continuation of Declaration of Local Disaster Emergency – On behalf of Chief Baker, Chief Dell'Orfano reminded that the Board approved the initial resolution at the March 25th Emergency Board Meeting and extended the resolution at each regular meeting since. For the same reasons stated at the last meeting, including determining the impact on employees from schools starting up, staff recommends taking a long-term approach and continuing the disaster declaration. Staff will continue to evaluate and give a recommendation at each regular meeting.

A motion was made by Sue Roche and seconded by Allison Rausch to approve SMFR Resolution No. 2020-06 Continuation of Declaration of Local Disaster Emergency as presented. All were in favor and the motion carried.

DISCUSSION ITEMS

Budget Discussion – Chief Financial Officer Miskimins and Controller Aragon provided a 2021 budget update which included updated information regarding the 2021 budget process, budget rightsizing, abatements, potential funding options.

Chair Albee informed that he spoke with each of the board members individually over the past week about the budget process and providing guidance to Staff. After further discussion, it was agreed that the Board would like to continue discussing both revenue and expenditure solutions for long term financial planning.

Resolution in Support of Amendment B – Chief Dell'Orfano stated that at the Board's direction, staff has prepared a resolution in support of the November 3, 2020 ballot measure that would amend the Colorado constitution by repealing the property tax rate methodology established by the Gallagher Amendment (Amendment B) and reminded that Staff has previously provided recordings of presentations through SDA on the topic and attached additional summary documents in the Board packet.

The Board agreed that a statement be added regarding the smaller fire districts that would benefit from the amendment being approved for the overall good of the state's fire service and mutual aid with neighboring agencies. Staff and Legal Counsel will update the resolution for approval at the September 21st meeting. Legal Counsel reminded that notification that a resolution of support was approved legally can only be made through normal means and suggested putting a citizen educational plan in place before placing a de-Gallagher item on the ballot in 2021.

INFORMATION ITEMS

- Board Committee Reports:
 - Fire Chief Performance – Nothing new to report.
 - Salary & Benefits – Chief Dell'Orfano stated that the Committee has chosen Korn Ferry as the staff compensation consultant and the contract should be completed soon. The plan is to have them attend the September 21st meeting to provide introductions and outline the process.
 - Bylaws/Boardsmanship - Nothing new to report.

- Community Outreach –Chief D stated that the partnership of DC meeting is on Wednesday. Chief Dell’Orfano and Director Shriver are unable to attend, but Chief Dell’Orfano offered to provide a department update to Directors Rausch and Anderson, who will be attending. Chief Dell’Orfano also stated the strategic planning process is beginning, with Center for Public Safety Excellence’s assistance, and the external and internal stakeholder meetings will take place this week. The plan is to provide the Board with an overview of the results at the September 21st meeting.

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

- Chief Adams informed that a Wildland Team was deployed to California today; the Wildland Teams deployed to the Western Slope are back home; the USAR team is back home but may be deployed depending on Hurricane Sally’s impact.
- Chief Adams reported that the Aurora City Council voted to implement a moratorium on the use of ketamine used by their emergency responders until an independent investigation is complete. In addition, the CDPHE is conducting a study which will take approximately 12 weeks.
- Chief Rhodes reminded that the Board received information on the Emoji Virtual SMFR Classroom prototype and it is getting great reviews.
- Thank you note received for dispatch and the Tower 45 crew for their assistance with a faulty smoke detector with expired batteries.
- Thank you note received from the Indian Ridge Elementary School for a VIP Station Tour that helped their online auction raise over \$12,200.
- Thank you letter received from PDC Energy employee thanking the department, on behalf of PDC and his family, for the dedication, training & citizen education provided by SMFR employees.
- Thank you letter received from VFW Pat Hannon Post 4666 to Station 12 for their assistance with replacing the rope and pulley system on their Post Flagpole.
- Thank you note from a patient advocate to Engine 11 and Medic 12 for their professionalism and humanitarian concerns provided to a 69-year-old who was experiencing a series of Parkinson’s related events.
- Thank you letter received from The Woodman Company to FMO Supervisor Michelle Herian, Plan Reviewer Chip Kerkhove and Fire Inspector Paul Russell for their help getting their plans approved and on the job site within two days.
- Thank you note received for Community Risk Reduction Specialist Kim Spuhler for her assistance to the Cherry Creek School District in providing Fire Drill guidance during COVID-19.
- Thank you notes received for the Firefighters from the Back Country Camp students.
- DC Kirschke stated that, as a 25-year employee, he has seen many times that we have needed to be fiscally responsible and thanked the board for all that they do.

Break: 8:34 p.m.

Reconvened: 8:45 p.m.

EXECUTIVE SESSION (UPON MOTION)

A motion was made by Sue Roche and seconded by Hank Eng at 8:46 p.m. to convene to Executive Session for the purpose of consulting with Legal Counsel Pursuant to §24-6-402(4)(a), C. R. S., concerning the purchase, acquisition, lease, transfer, or sale of any real, personal or other property interest and §24-6-402(4)€, C.R.S., for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators. All were in favor and the motion carried.

The regular meeting reconvened at 9:24 p.m. with no action taken.

NEXT MEETING

The next Special South Metro Fire Rescue District Board of Directors’ Meeting will take place on September 21st, 2020 at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

The next Regular South Metro Fire Rescue District Board of Directors' meeting will take place on October 5th, 2020 at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

ADJOURNMENT

The meeting was adjourned by Chair Albee at 9:25 pm.

Attested by: James E. Albee Date: Oct 5, 2020