



**SOUTH METRO FIRE RESCUE**  
**Regular Board of Directors' Meeting**  
**February 5, 2024**  
**9195 East Mineral Avenue, Centennial, CO**

**I. REGULAR BOARD MEETING – 6:00 P.M. – Board Room**

**A. MEETING CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

**D. APPROVAL OF THE AGENDA**

**E. CONFLICT OF INTEREST DISCLOSURE**

**F. PUBLIC COMMENT**

*Public Conduct at Meetings. Comments by members of the public shall be made only during the "Public Comment" portion of the meeting or a specified "Public Hearing," and shall be limited to three minutes per individual and five minutes per group spokesperson unless additional opportunity is given at the Board's discretion. Each member of the public wishing to speak shall identify themselves by name, address, and agenda item, if any, to be addressed. Disorderly conduct, harassment, or obstruction of or interference with meetings by physical action, verbal utterance, nuisance or any other means are prohibited. Such conduct may result in removal of person(s) responsible for such behavior from the meeting, a request for assistance from law enforcement, and criminal charges filed against such person(s).*

**G. RECOGNITION**

1. Local 2086

**H. CONSENT AGENDA**

*Consent Agenda items are provided for study in the Board packets and introduced in the General Session for the Board's review. They can be adopted by a single motion. All resolutions and proposed actions must be read by title prior to a vote on the motion. Any Consent Agenda items may be removed at the request of a Director and heard separately or tabled.*

1. January 8, 2024 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes
2. January 22, 2024 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes

**I. ACTION ITEMS**

N/A

**J. DISCUSSION/POTENTIAL ACTION ITEMS**

*With a two-thirds (2/3) vote of the board members in attendance, the board has the discretion to amend the Agenda to move any Discussion/Potential Action Item to an Action Item.*

1. Specialty Apparatus Replacement – Dive Boat - Marine – Frank
2. Specialty Apparatus Replacement – Dive Road Unit(s) – Frank
3. Fire Chief Selection Process

**K. INFORMATION ITEMS**

1. IGA Update – Dell’Orfano
  - i. Amended and Restated IGA for the Provision of SWAT Team Medics with Arapahoe County
  - ii. CDHSEM CSEPP Equipment Transfer Agreement

**L. EXECUTIVE SESSION (upon motion)**

**M. NEXT MEETING(S)**

Special Board of Directors’ Meeting to be held on February 26, 2024, 6:00 p.m. at AdventHealth Parker Hospital, Inspiration Room A, 9395 Crown Crest Blvd., Parker, CO.

Regular Board of Directors’ Meeting to be held on March 4, 2024, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**N. ADJOURNMENT**

South Metro Fire Rescue Fire Protection District  
Regular Board of Directors' Meeting Minutes  
January 8, 2024

Present:

Jim Albee, Chair	Bob Baker, Fire Chief (absent)
Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
Rich Sokol, Treasurer (absent)	John Curtis, Deputy Chief– Emergency Services
Sue Roche, Secretary	Kristin Eckmann, Deputy Chief – Community Services (absent)
Kevin Leung	Matt Weller, Deputy Chief – Employee Services
William Shriver	Dillon Miskimins, CFO Business Services
Bruce Stahlman	Camie Chapman, CHRO Employee Services
	Bob Cole, Legal Counsel

Others Present: SMFR Staff Members and Citizens

**MEETING CALL TO ORDER**

Chair Albee called the Regular Meeting of the South Metro Fire Rescue Fire Protection District to order at 6:02 p.m. and welcomed everyone to the meeting.

**PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

Chair Albee stated that Rich Sokol's absence is excused. All of the other Board members were present in person.

**APPROVAL OF THE AGENDA**

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

**PUBLIC COMMENT**

There was no public comment.

**RECOGNITION**

1. **ACC 911 Board Excellence in Support Award** – Tech Services Director Sund introduced 911 Support Technician Russ St. Myers, who was recognized by the ACC 911 Authority Board for his exceptional efforts in building out the back-up dispatch center at Station 22, which the Board toured in the fall of 2023. Russ was required to put in a lot of long days on a tight timeframe to complete the back-up center to the standards of not only SMFR but the other six PSAP's who may potentially use the center.

The Board thanked Support Technician St. Myers for his work and congratulated him on his award.

**CONSENT AGENDA**

December 11, 2023 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes

Director Shriver recommended a couple of references to the downtown Capital be changed to Capitol under correspondence items.

William Shriver motioned to approve the consent agenda as amended. Sue Roche seconded the motion. All were in favor and the motion carried.

## **ACTION ITEMS**

- 1. SMFR Resolution No. 2024-1 Resolution to Adopt 2024 Budget and Appropriate Sums & SMFR Resolution No. 2024-02 Resolution to Set Mill Levies** – CFO Miskimins stated that Staff received final assessed value certifications on January 3<sup>rd</sup> from the counties and reviewed the numbers without the backfill. Douglas County was required to revert their numbers back, removing the 4 percent adjustment. Jefferson County had an over \$1M tax increase due to business personal taxes that is also reflected in the final numbers.

CFO Miskimins added that the 2024 Final Budget when compared to the prior version shows a .17% increase in property taxes. A \$30M transfer, which leaves a 23 percent reserve amount in the general fund, is budgeted for 2024 and the exact amount will be provided after the 2023 audit is finalized.

At Director Leung's request, CFO Miskimins stated that even with Douglas County's 4%, it is not much of an increase because as the property taxes were increased the backfill was reduced, ending with a \$200K difference. As far as Staff is aware, the backfill is only for the 2024 fiscal year.

CFO Miskimins reviewed the various fund appropriations.

At Chair Albee's request, CFO Miskimins stated that we budget at the total amount by fund so if one fund is underbudget in order for the funds to be applied to another fund it would require a budget amendment.

Chair Albee requested a motion to approve the resolution and appoint William Shriver to sign and attest as Rich Sokol.

Renee Anderson motioned to approve SMFR Resolution No. 2024-01 Resolution to Adopt 2024 Budget and Appropriate Sums as presented and also to appoint William Shriver to sign as the attester in place of Rich Sokol. Kevin Leung seconded the motion. All were in favor and the motion carried.

CFO Miskimins noted in SMFR Resolution No. 2024-02 Resolution to Set Mill Levies the 2<sup>nd</sup> whereas mentions the amount of money generated from property taxes as necessary to balance the budget for general operations expense, which at Legal Counsel's recommendation, does not include backfill as the numbers are very much an estimate at this point so just the property tax portion is included. The next whereas regarding the valuation for assessment as certified by the County Assessors is stating explicitly that we are not levying a bill for abatements.

At Director Leung's request in the essence of transparency, CFO Miskimins reiterated that there is no need to amend the budget unless we are over and that each county will send SMFR their portion of the backfill sometime in April or May but no budget amendment will be needed.

Bruce Stahlman motioned to approve SMFR Resolution No. 2024-02 Resolution to Set Mill Levies as presented and also to appoint William Shriver to sign as the attester in place of Rich Sokol. Sue Roche seconded the motion. All were in favor and the motion carried.

- 2. SMFR Resolution No. 2024-03 Resolution Adopting 2024 Regular Board Meeting Schedule** – Chief Dell'Orfano reminded that the Board Bylaws stated that the regular meetings of the Board shall be conducted at the dates and times designated by Resolution of the Board at its first regular meeting of each year. Included in the Board packet is the 2024 Board Meeting schedule, based on the 2023 schedule that the Regular Board meeting be held on the first Monday of each month, and a Special Meeting to be held on the third Monday of each month January through October, at the South Metro Fire Rescue Mineral Headquarters beginning at 6:00 p.m. The meeting dates in January,

February and September have been adjusted as noted to avoid conflicts with national holidays & December to accommodate the Budget deadlines, at the Board's direction.

At Director Andersons' request, Chief Dell'Orfano stated that they can look at a potential conflict with the annual SDA Conference with the September 9<sup>th</sup> meeting as it gets closer. Legal Counsel Cole confirmed the conference begins on September 10<sup>th</sup>. Chief Dell'Orfano added that the first Monday was a holiday conflict. All agreed to keep the meeting schedule as presented.

Chair Albee requested the Board members take a close look at the special meeting dates. On behalf of Rich Sokol the March 18<sup>th</sup> meeting is spring break for his family. No other Board members had a conflict with the date to the meeting date was not changed.

Renee Anderson motioned to approve SMFR Resolution No. 2024-03 Resolution Adopting 2024 Regular Board Meeting Schedule as presented. Sue Roche seconded the motion. All were in favor and the motion carried.

- 3. SMFR Resolution No. 2024-04 Resolution Designating Location to Post Meeting Notice** – Chief Dell'Orfano reminded that intergovernmental authorities are required to designate annually at the Board's first meeting of each calendar year, the place at which notice will be posted at least 24 hours prior to each meeting.

Sue Roche motioned to approve SMFR Resolution No. 2024-04 Resolution Designating Location to Post Meeting Notice as presented. Kevin Leung seconded the motion. All were in favor and the motion carried.

- 4. November 2023 Financial Statement** – CFO Miskimins presented the financial statements executive summary.

Director Anderson requested a report tracking the ambulance transports since 2019 when the departments consolidated to determine what areas and how many emergency responses there were which could probably make a difference in future decisions based on the data. Chief Dell'Orfano suggested it be provided with the year-end reports.

At Director Shriver's request, CFO Miskimins stated that the fleet supplies is very unpredictable to budget due to unknown repairs and pretty substantial increases in the cost of parts and third party repair service. In response to Director Anderson's statement, Fleet Services Director Frank agreed it is going to be a pretty busy year putting new equipment into service but the schedule is staggered so that should help. At Chair Albee's request, Fleet Services Director Frank stated that of the 2023 rollover capital items, Staff took possession of the new hazmat unit in late 2023, rather than originally planned mid-year delivery, so won't go into service until February. At Director Anderson's request, Fleet Services Director Frank stated that the original quote was for 150 weeks, which would have been delivery in July of last year.

At Director Leung's request, CFO Miskimins stated that Staff intentionally put aside \$20K of IT's 2023 budget for the new software rollout, which is now budgeted in the hardware line but the actuals are hitting the software line. Tech Services Director Sund confirmed that they delayed purchasing a few items in order to support the implementation of the new software.

William Shriver motioned to accept the November 2023 Financial Statements as presented. Kevin Leung seconded the motion. All were in favor and the motion carried.

## **DISCUSSION/POTENTIAL ACTION ITEMS**

1. N/A

## **INFORMATION ITEMS**

1. **Cybersecurity Update** – Tech Services Director Sund introduced Senior Systems & Security Analyst JR Noble, noting that JR just received his Certified Information Systems Security Professional (CISSP) certification, which is a very difficult and high-level certification to received. JR provided an overview highlighting the following:

- Team Information
- Crossing the Cyber Rubicon (Today's Threat Environment)
- Colonial Pipeline
- Whole of Agency (Communication, Partnership, Information Sharing)
- Security Snapshot & Metrics
- NIST Cybersecurity Framework
- Security Architecture
- O365 Security Growth
- Device & Network Protection
- Challenges (Known knowns, Known unknowns, Unknown unknowns)

Director Stahlman stated that the IT Staff is doing terrific work but thinking down the road, next gen kind of stuff & hearing a lot about AI, have we started any sort of process of what that might look like and how it integrates into the cyber security profile. S&S Analyst Noble stated that it is a matter of determining when to rely on AI and prioritize what is handled by the analyst which has been discussed internally. Technology Manager Webb added that their programmers use external AI sources and use the programming language and knowledge to make things work better, which is how Staff constructs policies on how to make things work better in the future.

Director Leung stated that a wonderful job was done when the energy lab in Idaho was hacked & asked if SMFR has a policy of not negotiating with terrorists. S&S Analyst Noble stated that SMFR has a pretty robust policy within IT. Tech Services Director Sund stated that it would be an ETeam decision on how to negotiate if there is a ransom threat. CFO Miskimins added that would be based on the recommendation of our insurance company.

At Director Anderson's request, S&S Analyst Noble stated that sometimes the bad guys are caught but it is difficult to determine whether it's a kid in a dorm room or a major organization who is the threat.

At Director Shriver's request, S&S Analyst Noble stated that utilization of outside agencies such as Palo Alto starts with looking at the capabilities within the team, then look externally where support is needed, and then look at who our peers are using and Gartner research to determine who we want to work with. Tech Services Director Sund stated some risks have to be accepted but Staff analyzes the level of risk and provided an example of how Arctic Wolfe are always watching our cortex alerts. Technology Manager Webb added that they looked at multiple systems and vetted out multiple sources to determine what best fit our budget and skills of the team. S&S Analyst Noble stated that Staff also takes advantage of any of the free services provided by State and Federal agencies.

At Director Stahlman's request, S&S Analyst Noble stated that one of the goals for this year is a full interruption test to see how long it takes to get everything spun back up and data restored. Technology Manager Webb added that there are several back up data locations so even if the entire system is taken down, Staff can go back to the tapes and prioritize what needs to be recalled.

The Board thanked JR and the Team for the update.

2. **IGA Update** – Chief Dell'Orfano provided an update on the following IGA changes:

- **Third & Fourth Amendment to IGA for Provision of SWAT Team Medics with Douglas County Sheriff's Office**  
– We have IGAs for both Arapahoe and Douglas County to be renewed for the period 2024 to 2026. The third amendment was signed to address SMFR's excess 2023 costs to participate in the Douglas County team. The cap, which was \$75,000, was raised to \$100,000. The fourth amendment is for the period 2024-2026 and the cap is \$125,000 for 2024 and \$150,000 for 2025 and 2026 to cover our costs. It is anticipated next month Staff will finalize the agreement renewal for Arapahoe County.

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

- Dell'Orfano:
  - Now that budget approved, wondered if the Board wants to respond to the Ridgeway West Village Community Association request. Chair Albee stated he will work with Staff on the response.
  - Reminded that usually at this time of year, the Board signs an acknowledgement that they reviewed the bylaws but since last year there was a fresh review, Staff decided not to add it to today's agenda, but the Board can sign the acknowledgement if they so desire. The Board directed Staff to send out the acknowledgement and receipt form to the board members. At Chair Albee's request, it was confirmed that the bylaws acknowledge conflicts of interest, but the Board may be more comfortable with a more explicit statement. Chief Dell'Orfano stated there are a couple of options, can sign it as a part of the bylaws and add it as an agenda item at the start of each meeting. Director Anderson stated that Highlands Ranch does it at the start of each meeting. The Board agreed to have it on the agenda for each meeting.
- Curtis:
  - In mid-December crews assisted Aurora on a fire alarm at an apartment complex under construction which turned out to be the biggest fire in Aurora's history. Our crews did a great job assisting. Chiefs Sarver and Richardson also came in to assist and the IDT team was there. It was really nice need to see the change with Denver and Aurora and our ability to operate seamlessly with them.
  - Introduced new Deputy Chief Matt Weller, who is getting acclimated to his new position.
- Local 2086 E-Board Member Pierce Jacoway:
  - Happy New Year to everyone! Appreciates the Board passing the budget and looks forward to working together in 2024.
- Hurst:
  - Since December, the Board agendas, summaries, and proclamations are posted on various social media platforms including Nextdoor which reaches 303,103 members in 501 neighborhoods.
- Valdez:
  - At Director Stahlman's request, SMFR continues to work with our task force partners to find the fugitive who started the Prince Street fire. The building will need to be torn down but there are no structural issues with the apartment building next door but believes they are still going through the insurance investigation process.
- Special Recognition:
  - Emergency Communications November report was included in the packet.
  - Emergency Communications Manager Chris Carnahan was recognized in the Castle Pines Connection for his work as a part of the SMFR Drone Team in an article titled *Drones Aid Public Safety*.
  - SMFR's Lieutenant Dave Petau and half-brother Firefighter Keegan Petau were highlighted in the Castle Pines Connections in an article titled *Generations in the Fire Service*.
  - SMFR's EVT Wayne Mittelstadt was a runner up in the list of strong candidates for EVT of the Year for 2023 by Firehouse Magazine.
- Thank you notes:
  - To Tower 32, Medic 32 and Med 2 A Shift for their response to a cardiac arrest on November 22<sup>nd</sup> from a friend and neighbor of the patient, who commended the care provided.

#### **EXECUTIVE SESSION (UPON MOTION)**

Jim Albee motioned to convene to Executive Session at 7:24 p.m. Pursuant to §24-6-402(4)(e), 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 regarding the Lone Tree URA. Bruce Stahlman seconded the motion. All were in favor and the motion carried.

The regular meeting reconvened at 8:01 p.m. with no action taken.

**NEXT MEETING**

Special Board of Directors' Meeting to be held on January 22, 2024, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

Regular Board of Directors' Meeting to be held on February 5, 2024, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**ADJOURNMENT**

Chair Albee adjourned the meeting at 8:01 p.m.

Attested by: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT



South Metro Fire Rescue Fire Protection District  
Special Board of Directors' Meeting Minutes  
January 22, 2024

Present:

Jim Albee, Chair	Bob Baker, Fire Chief
Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
Rich Sokol, Treasurer	John Curtis, Deputy Chief – Emergency Services
Sue Roche, Secretary	Kristin Eckmann, Deputy Chief – Community Services
Kevin Leung (Absent)	Matt Weller, Deputy Chief – Internal Services
William Shriver	Dillon Miskimins, CFO Business Services
Bruce Stahlman	Camie Chapman, CHRO Employee Services
	Bob Cole, Legal Counsel

Others Present: SMFR Staff Members & Guests

#### **MEETING CALL TO ORDER**

Chair Albee called the Special Meeting of the South Metro Fire Rescue Fire Protection District to order at 6:05 p.m. and welcomed everyone to the meeting.

#### **PLEDGE OF ALLEGIANCE**

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

#### **ROLL CALL**

Director Leung's absence was excused. All of the other Board members were present in person.

#### **APPROVAL OF THE AGENDA**

Director Sokol motioned to approve the agenda as presented. The motion was seconded by Director Shriver. All were in favor and the motion carried.

#### **CONFLICT OF INTEREST DISCLOSURE**

Director Anderson stated that HRMD's agenda states it as an affirmation of disclosure that confirms nothing has changed in their lives that would create a conflict. Chief Dell'Orfano confirmed that the bylaws include a section regarding the disclosure of conflict of interest. Legal Counsel Cole added that conflicts need to be disclosed and cannot participate in the discussion, attempt to influence members, and cannot act unless to create a quorum and need to disclose it to the Secretary of State, which can be done in advance.

Chair Albee polled the Board for acknowledgement that there are no conflicts and in the future the agenda items will be identified as an affirmation of disclosure. Director Sokol stated that he is being appointed to the State Board of Equalization and their legal staff does not believe there is a conflict. Legal Counsel Cole stated that there may be conflict in matters that come before the Board, but they can be addressed as they come up.

#### **PUBLIC COMMENT**

N/A

#### **ACTION ITEM**

- 1. 2023 Audit Engagement Letter** – CFO Miskimins reminded that the Board bylaws, in accordance with state statute, requires that the Fire Chief "causes an annual audit to be made at the end of each fiscal year in accordance with generally accepted auditing standards by a registered or certified public accountant who has not maintained the books, records and accounts of the District during the fiscal year". The board Bylaws also establishes an Audit

Committee, comprised of the Board Chair and Treasurer or such other Director appointed by the Board Chair, that is responsible for recommendations to the Board regarding the appointment, compensation, retention and oversight of the work of an independent certified public accountant engaged to prepare the audit report. This is the second year that the District has engaged with FORVIS to conduct the District's audit. There is a new accounting standard required to be implemented during this year's audit (GASB 96) which requires the District to change its methods of accounting for software subscriptions. In addition, because the District received its reimbursement in 2023 from FEMA for additional costs related to the COVID pandemic that exceeds \$750,000, an additional single audit will be required. Lastly, the engagement letter references an audit for the retirement plan. FORVIS does complete that audit outside of the financial statement audit, however, the fees are paid from the participants of the plan and the process is governed by the Pension Board of Trustees. Attached to this cover letter is FORVIS' proposal from 2022 and the Engagement letter. The costs of the financial audit is \$60,900. The single audit requirement will cost an additional \$8,000. Additional costs will be incurred for the review of the new GASB 96 standard estimated to be \$3,000 - \$6,000. Staff recommends approval of the engagement letter for the District's 2023 audit.

At Director Anderson's request, CFO Miskimins confirmed that there were additional costs for conducting the single audit and another \$3,000 - \$6,000 will be incurred for the review of the new GASB 96 standard.

At Director Stahlman's request, CFO Miskimins stated that this is the second year the District has contract with FORVIS. His professional assessment is that the District had been with the previous audit firm for decades and it was a nice reset since FORVIS is a higher tier of audit firm and was pleased that everything went great last year and was impressed with how thorough they were. Chair Albee echoed the statement, adding that they met all of the RFP requirements, they were very thorough, and did a great job. Director Sokol concurred and explained that this is to set up a second-year pricing agreement with them.

Director Anderson motioned to approve the engagement letter from FORVIS for the District's 2023 audit and delegate the authority to execute such agreements to the Board Chair and Chief Financial Officer as presented. Director Stahlman seconded the motion. All were in favor and the motion carried.

#### **DISCUSSION/POTENTIAL ACTION ITEMS**

N/A

#### **INFORMATION ITEMS**

1. **Legislation Update** – Lobbyist Camille Driver stated she was going to review three main items:
  - a. Legislative Philosophy: A draft document was distributed outlining the general parameters of how we will evaluate proposed legislation and align ourselves with our industry partners.
  - b. Quick Update: SMFR has been plugged into coalitions, and opportunities for testimony/feedback, including next week on a bill that classifies dispatchers as first responders, which is supported by SMFR.
  - c. SMFR's Bill Update: the proposed bill to allow special districts to cancel the uncontested portions of an election will not be introduced this legislative session. The plan is to reintroduce next year, which alleviates some of the pressure that we'll see during this year's general election cycle. Currently, there is a good coalition of partners and support looks really good.

At Director Sokol's request, Chief Dell'Orfano stated that he does not think that, outside of legislation, we have any options to enable us to cancel a part of an election.

At Director Anderson's request, Chief Dell'Orfano distributed the first weekly update for the Board to review. Director Anderson state that she believes the weekly updates are going to be fabulous information for the Board and Board members should let Chief Dell'Orfano know if they have any questions or comments. At Chair Albee's request, Lobbyist Driver stated that each week the list will grow through the end of the session. SMFR will be monitoring and gauging approximately 30-40 bills.

At Director Sokol's request, Lobbyist Driver stated that a lot of bills were pushed out and some legislation that had been waiting for a couple of years moved forward. She stated that anytime there is an election bill in an election year, that will not play well.

Director Anderson informed that the election in 2025 will have to be done the way we do it now because there won't be time if the bill passes in the next session to make the change. Hopefully it will pass and be ready to implement changes for the 2027 election.

#### **INFORMATION ITEMS**

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

1. Chief Curtis provided a follow up to the email regarding Squad Units for the high call volume day due to thawing pipes, fire alarms, BLS calls and non-emergent calls & gave a shout out to Chiefs Tasker, Richardson, Burke, and Pietrzyk for putting together the plan. We want to be calculated about it in the future so staff will be putting a lot of thought and time into making it even more effective. At Director Anderson's request, Chief Eckmann stated that there are some educational messages provided to mitigate some of the pipe freezes. PIO Hurst noted that their observation was that some of the issues arose from the infrastructure that did not allow prevention of some of the events. The Fire Marshal's Office does a direct outreach, the PIO's carry out the messages and it is felt that there was a decrease in events & will continue to work with the Fire Marshal's Office on the message. Chief Curtis stated we are definitely moving in the right direction.
2. Chair Albee reminded that the Promotion Ceremony is this Wednesday at Arapahoe Community College.

#### **EXECUTIVE SESSION (UPON MOTION)**

Chair Albee motioned to convene to Executive Session at 6:35 p.m. pursuant to §24-6-402(4)(f), C.R.S. and §24-6-402(b) C.R.S., for a personnel matter concerning the Fire Chief's performance evaluation, who has been notified of the executive session and consented to it, and receiving legal advice from the District's legal counsel on specific legal questions related to the same subject. Director Anderson seconded the motion. All were in favor and the motion carried.

The regular meeting reconvened at 8:01 p.m. with no action taken.

#### **NEXT MEETING**

The next Regular South Metro Fire Rescue District Board of Directors' meeting will take place on February 5, 2024, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

#### **ADJOURNMENT**

Chair Albee adjourned the meeting at 8:01 p.m.

Attested by: \_\_\_\_\_

Date: \_\_\_\_\_

# BOARD OF DIRECTORS AGENDA ITEM STAFF REPORT



**Meeting Date:** 2/5/2024  
**Agenda Item Type:** Discussion Item  
**Agenda Item:** Specialty Apparatus Replacement- Dive Boat- Marine  
**Submitted By:** John Frank  
**Approved:** Scott Richardson

## **SUMMARY:**

In the budget year 2025, a critical focus has been placed on replacing Boat 16 (marine apparatus), Dive 31 (road apparatus) & Dive 16 (road apparatus). The decision to allocate funds for this purpose is driven by the need to enhance the three dive units is to address efficiency, effectiveness and reliability of aging units that are no longer meeting operational needs. Fleet capital replacement schedule reflects funding of \$1.2M for budget year 2025. \$200K for dive boat (marine) replacement and \$800K for dive response (road) apparatus.

## **BACKGROUND:**

Boat replacement - Station 16's dive members are currently operating out of an Inmar 470-SR-HD with a 25HP Yamaha 4 stroke outboard motor. This is an inflatable craft that sits just 12" off the waterline. It's top speed with divers on board is just under 5MPH. Boat 16 is a safety hazard to its members while in use on the busy waters of Chatfield reservoir. It is under powered, hard to maneuver, and over capacity when divers and equipment are on board. Because it sits so close to the water line, it is susceptible to being swamped anytime a larger boat passes by. The new surfing boats are creating waves more than 4 feet high, and boat 16 is simply no match for that in open water. Boat 16 is also too small to get all the necessary equipment to the operating area of a boat-based dive call, and boat 31 has been needed to shuttle equipment and/or divers on all our recent dive calls. This delay takes life saving time away from our citizens in need.

## **FINANCIAL IMPACT:**

Boat- quoted Boat price, \$173,048, requesting five percent (5%- \$8700) contingency monies for unanticipated expenses. Total- \$181,748. Payment is due at boat delivery. Boat ETA - TBD upon PO submission, estimated 1 year after production slot established.

## **STRATEGIC INITIATIVE:**

Replacement of the South Metro Fire Rescue dive boat is a strategic decision that enhances safety and preparedness for the community, aligning with the district's strategic goal (3B) which addresses impacts of growth, and optimizes resource allocation. By investing in modern equipment tailored to the

### **FINANCIAL IMPACT:**

Dive road unit- quoted price, \$394,836.71ea, requesting \$15,000 contingency monies for unanticipated expenses. Total amount \$409,836.71ea, \$819,673.42 to replace two units. Payment is due with executed contract. Several options for payment are offered by the vendor. ETA of units is first quarter of 2025.

### **STRATEGIC INITIATIVE:**

Replacement of the South Metro Fire Rescue dive boat is a strategic decision that enhances safety and preparedness for the community, aligning with the district's strategic goal (3B) which addresses impacts of growth, and optimizes resource allocation. By investing in modern equipment tailored to the challenges at Chatfield Reservoir, the South Metro is taking a proactive step toward securing the well-being of the community and ensuring that it can effectively respond to the needs of a busier and growing region.

### **RECOMMENDED ACTION/MOTION:**

Unit replacement discussion.

### **ALTERNATIVE OPTIONS:**

As we consider the replacement of Dive31 and Dive16 within the South Metro Fire Rescue (SMFR) fleet, it is imperative to evaluate alternative options to address the challenges posed by the aging equipment. While the preferred course of action is replacement, we acknowledge that alternative strategies can be explored. The alternative option consists of continued regular maintenance and upgrades of the existing apparatus: Continue a rigorous maintenance and repair schedule for Dive31 and Dive16 to maximize their operational lifespan. This option involves investing in continued regular inspections, repairs, and technology upgrades to address safety and efficiency concerns. While this may temporarily extend the units' service life, it might not fully mitigate the risks associated with the current equipment. This alternative option provide an approach to address the challenges posed by aging equipment not fully meeting the needs of current operations.

### **ATTACHMENTS:**

# BOARD OF DIRECTORS AGENDA ITEM STAFF REPORT



**Meeting Date:** 2/5/2024

**Agenda Item Type:** Discussion Item

**Agenda Item:** Specialty Apparatus Replacement- Dive Road Unit(s)

**Submitted By:** John Frank

**Approved:** Scott Richardson

## **SUMMARY:**

In the budget year 2025, a critical focus has been placed on replacing Boat 16 (marine apparatus), Dive 31 (road apparatus) & Dive 16 (road apparatus). The decision to allocate funds for this purpose is driven by the need to enhance the three dive units is to address efficiency, effectiveness and reliability of aging units that are no longer meeting operational needs. Fleet capital replacement schedule reflects funding of \$1.2M for budget year 2025. \$200K for dive boat (marine) replacement and \$800K for dive response (road) apparatus.

## **BACKGROUND:**

South Metro Fleet Services & Special Operations is submitting a comprehensive request for the replacement of Dive16 and Dive31 (road apparatus), driven by distinct operational needs and adherence to established fleet management practices. Dive16, currently in service, is no longer meeting the operational needs of the SMFR dive team. The unit's capabilities have become outdated, including safety features, towing capacity, technology, and modern standards. This proactive measure is consistent with SMFR's commitment to maintaining a fleet that meets the evolving demands of specialized operations. Dive31, having served admirably for three decades, has reached the end of its expected service life. Recognizing the importance of maintaining a fleet at the forefront of technology and safety standards, SMFR has adopted a model of replacing specialty units, including dive units, at the 20-year mark. Replacing Dive31 this year is in effort to adhere to this established practice, guaranteeing that the dive team has access to state-of-the-art equipment, thereby enhancing their capabilities and ensuring the highest standards of safety and efficiency. By concurrently replacing Dive16 and Dive31, SMFR aims to ensure consistency in fleet management, uphold the safety and effectiveness of its specialized operations, and align with the established replacement model for specialty units. The proactive approach to fleet maintenance and upgrades reflects SMFR's commitment to excellence and responsiveness in serving the community.

## **FINANCIAL IMPACT:**

Dive road unit- quoted price, \$394,836.71ea, requesting \$15,000 contingency monies for unanticipated expenses. Total amount \$409,836.71ea, \$819,673.42 to replace two units. Payment is due with executed contract. Several options for payment are offered by the vendor. ETA of units is first quarter of 2025.

### **STRATEGIC INITIATIVE:**

Replacement of the South Metro Fire Rescue dive road apparatus is a strategic decision that enhances safety and preparedness for the community, aligning with the district's strategic goal (3B) which addresses impacts of growth, and optimizes resource allocation. By investing in modern equipment tailored to the challenges at Chatfield Reservoir, the South Metro is taking a proactive step toward securing the well-being of the community and ensuring that it can effectively respond to the needs of a busier and growing region.

### **RECOMMENDED ACTION/MOTION:**

Unit replacement discussion. Additional information will be presented during the meeting.

### **ALTERNATIVE OPTIONS:**

As we consider the replacement of Dive31 and Dive16 within the South Metro Fire Rescue (SMFR) fleet, it is imperative to evaluate alternative options to address the challenges posed by the aging equipment. While the preferred course of action is replacement, we acknowledge that alternative strategies can be explored. The alternative option consists of continued regular maintenance and upgrades of the existing apparatus: Continue a rigorous maintenance and repair schedule for Dive31 and Dive16 to maximize their operational lifespan. This option involves investing in continued regular inspections, repairs, and technology upgrades to address safety and efficiency concerns. While this may temporarily extend the units' service life, it might not fully mitigate the risks associated with the current equipment. This alternative option provides an approach to address the challenges posed by aging equipment not fully meeting the needs of current operations.

### **ATTACHMENTS:**