

South Metro Fire Rescue Fire Protection District  
Special Board of Directors' Meeting Minutes  
May 20, 2024 - **AMENDED**

Present:	Jim Albee, Chair	Bob Baker, Fire Chief (Absent)
	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 (Absent)	Dillon Miskimins, CFO Business Services
	Bruce Stahlman	Camie Chapman, CHRO Employee Services
		Bob Cole, Legal Counsel

Others Present: Lobbyist Camille Driver, 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 6:15 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 & Shriver's absences were excused. All of the other Board members were present in person.

**APPROVAL OF THE AGENDA**

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

**CONFLICT OF INTEREST DISCLOSURE**

Chair Albee asked if there were any changes to conflict of interest affirmation:

- Director Stahlman – no changes
- Director Roche – no changes
- Director Anderson – no changes
- Chair Albee- no changes
- Director Shriver – no changes (absent)
- Director Leung – no changes (absent)
- Director Sokol – no changes

**PUBLIC COMMENT**

N/A

**ACTION ITEMS**

**1. Public Hearing – 2023 Budget Amendment**

Chair Albee opened the Public Hearing at 6:17 p.m.

CFO Miskimins noted that as presented at the last meeting, the Self-Insured and Building Rental Funds exceeded their appropriate budget amounts in 2023 causing the need to amend the 2023 budget. Two main factors caused the Self-Insurance fund to exceed its original budget amount: the district's contributions to employees' health savings accounts (HSA) were incorrectly budgeted in the General Fund rather than the Self-Insured Fund and dental claims exceeded the

original budget amount. This was the first year being self-insured for dental claims and Staff confirmed it under budgeted the amount of dental claims and there were more claims than previous years. Two main factors caused the Building Rental Fund to exceed its original budgeted amount: higher than anticipated utility costs and unanticipated expenses related to repairing a flood in the basement. The Self-Insured Fund exceeded the original budget by \$527,000. The Building Rental Fund exceeded the original budget by \$3,309.

Chair Albee invited public comment.

There was no public comment and Chair Albee closed the Public Hearing at 6:21 p.m.

Director Sokol motioned to approve Resolution No. 2024-06 To Amend 2023 Budget and Appropriate Sums as presented. Director Stahlman seconded the motion. All were in favor and the motion carried.

## **2. Financial Report – Q1 – CFO Miskimins presented the financial statements executive summary.**

CFO Miskimins noted that Julie Hughes with Chandler Investments will present an update at the Board's July 1st meeting.

At Director Stahlman's request, Director Sokol stated the averages are weighted by the value of the investment. CFO Miskimins stated Staff will also confirm that is the case.

At Director Anderson's request, CFO Miskimins stated that the portfolio rates seem low because it is of a one-to-five-year duration, some were purchased five years ago when they were at much lower rates. With ebbs and flows, the District is currently yielding 5.4% in our CSIP balance. He will make sure that this is addressed in Chandler's presentation at the next meeting. Director Sokol added **usually** the longer the maturity the higher the interest rate. CFO Miskimins will look into the P&L report to make sure the math is correct.

At Chair Albee's request, CFO Miskimins, noting on page 24 it shows the portfolio compared to the benchmark, a pure 1 to 3 or pure 1 to 5 doesn't make sense for this portfolio. Chandler believes it should be a blended portfolio and Ms. Hughes will present her recommendation and how that works and how Chandler is being graded on our investments.

At Director Anderson's request, CFO Miskimins stated that the District receives tax revenues each month, as reflected on page 12, but the next significant chunk will be received in June.

At Director Anderson's request, Chief Curtis stated that we are constantly chasing the transport numbers, which have increased since COVID but cannot pinpoint why the numbers fall but as summer picks up and kids are out of school, he anticipates they will go back up.

Director Sokol motioned to accept the 2024 Q1 Financials as presented. Director Anderson seconded the motion. All were in favor and the motion carried.

## **DISCUSSION/POTENTIAL ACTION ITEMS**

- 1. Fire Chief Selection Process** – Chair Albee reviewed the spreadsheet included in the board packet, noting that they are fundamentally done with identifying the twelve competencies and the job description is fundamentally complete also. Next step is the "what" phase to finalize the job description and compensation package by the end of June followed by the "who" phase, from determining job announcement materials to selection, and the timing of the process, which is generally a year out. Most target dates align with regular meeting dates, except for those highlighted in yellow. The transition and change of command are about a year or less from now.

At Director Sokol's request, Chair Albee stated that about three months ago the Board agreed to have the process be open to internal and external candidates.

## INFORMATION ITEMS

**1. Legislative Update** – Lobbyist Camille Driver reviewed the 74<sup>th</sup> General Assembly End of Session Report, highlighting the top 5 legislative issues overall, for employees, for operations, for community, bottom line, as well property tax relief and a closer look at Property Tax Ballot Initiatives 233 vs. 50 vs. 108 and their implications.

At Chair Albee's request, Lobbyist Driver stated that all signatures must be obtained by July 25<sup>th</sup>, and they have until August 22<sup>nd</sup> to pull their initiative.

At Director Sokol's request, Director Anderson stated she has confirmation that Initiatives 50 and 108 will go to the ballot. At Director Stahlman's request, CFO Miskimins stated that on one hand the flat cap makes it easier to make projections but within the bill there are a lot of additional nuances that will be incredibly difficult to forecast. Staff is working on how best to walk everyone through the forecasting process.

At Director Anderson's request, CFO Miskimins agreed that it would be good to request SDA's assistance in getting some software assistance from the county assessors for the budgeting process. Staff is interested in putting together some models to see the true delta of one bill passing or all three.

At Director Anderson's request, CFO Miskimins confirmed that if these pass, they supersede the old legislation.

Chair Albee stated that the Board needs to pay super close attention to understand as we get into the budget process & recognize that one of the fire district funding options now available is the potential for charging voter-approved sales tax if revenue is at a point that something needs to happen.

At Director Anderson's request, The Board expressed their gratitude toward Lobbyist Driver for the wonderful work she has done for the district and the information provided.

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

- Chief Weller:
  - Met last Thursday regarding getting Station 15 back on track. Currently, the walls are being demolished, which should be done this week, and the masonry contractor will begin the reconstruction. This is a much more robust process than the last time with various steps of quality control. Still waiting for information on a completion date.
- Chief Curtis:
  - It is National EMS Week this week. Communications went out today recognizing the dedication, skill and compassion of our EMS personnel. EMS Captain Piche was a big part of putting together the information to recognize the 50<sup>th</sup> anniversary the Littleton Fire Paramedic program.
- Local 2086 Representative Jacoway:
  - The Local E-Board made a presentation to the membership last week with high level points regarding the contract negotiations & there were a lot of questions. The Board is working with Staff to come up with a presentation with more detail that will hopefully be accepted and be ready to go for a full vote and be ratified in the near future.
  - The Local 2086 Foundation held its annual hockey tournament this past weekend, which is their biggest fundraiser of the year. A huge thanks to Staff and Operations for their participation in the tournament and silent auction. There was a great turnout again this year and the final numbers are still being tallied. Director Stahlman stated that he attended the hockey tournament on Saturday afternoon, it was very well-organized, and everyone seemed to be having a lot of fun while, hopefully, raising a substantial amount of money.
- Chair Albee:
  - Expanding upon the agreement with Local 2086, the Board had instructed negotiators in a previous executive session and prior to the off-site negotiation session last week between Chief Baker, the Deputy Chiefs, and Local Representatives. Subsequent to the negotiation session, a give and take was compiled

that was reviewed by himself, Director Sokol, Chiefs Baker & Weller and CHRO Chapman. Everything was fundamentally within the framework, but the details were substantially different. There is a general agreement on a three-year deal based on the unknown property tax legislation and to start aligning negotiations with tax reassessment cycles. Longevity pay, education differentials, and pay adjustment protections in year 3 were also areas of negotiation. Overall, the negotiations are just slightly outside of the guidelines provided by the Board.

**EXECUTIVE SESSION (UPON MOTION)**

N/A

**NEXT MEETING**

The next Regular South Metro Fire Rescue District Board of Directors' meeting will take place on June 3, 2024, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

The next Special South Metro Fire Rescue District Board of Directors' meeting will take place on June 17, 2024, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**ADJOURNMENT**

Chair Albee adjourned the meeting at 8:00 p.m.

Attested by: James E. Albee

Date: Jun 3, 2024