

South Metro Fire Rescue Fire Protection District  
Special Board of Directors' Meeting Minutes  
July 17, 2023

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	Dillon Miskimins, CFO Business Services
	William Shriver	Camie Chapman, CHRO Employee Services
	Bruce Stahlman (absent)	Allison Ulmer, 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 6:04pm 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**

All of the Board members were present in person.

**APPROVAL OF THE AGENDA**

A motion was made by Secretary, Roche and seconded by Vice Chair, Anderson to approve the agenda as presented. All were in favor and the motion carried.

**PUBLIC COMMENT**

N/A

**DISCUSSION ITEMS**

**2026 Fleet Replacement Schedule – Aerial/Engine/Medic** – Chief Richardson informed that Line Support and Fleet Services has been working closely with Operations and Finance to identify apparatus replacement needs, keep capital spending amounts within the previously approved replacement schedule, and balance continued long lead times. Currently, the selected Medic Vendor (AEV) and Aerial/Engine Vendor (Pierce) are projecting 150 weeks order to delivery for apparatus. If SMFR placed an order for Medics, Towers or Engines today, we would not take delivery until sometime in 2026. With delays to build times, Fleet Services is proposing capital funding be pushed from 2025 to 2026 to fund the order of – Two (2) Engines (\$1.3M EA), five (5) Medics (\$302K EA) & two (2) Aerial units (\$2M EA) for a total spend of \$8.105M in 2026. This could result in a possible action item approval for the August board meeting.

The Board would like to look at what would Plan B be if prices are too high by the time we pay in 2026.

Fleet Manager Frank expressed the current efficiency challenge the mechanics face due to bay space. Fleet Manager Frank also expressed the cost savings it provides to conduct the majority of vehicle maintenance in-house versus through a third-party vendor. In order to accommodate this, it is critical that they have the space to house and repair the apparatus, as it stands now, it is definitely a challenge.

Fleet Manager Frank provided a PowerPoint presentation of the current Fleet Services Division statistics including number of personnel and apparatus. Fleet Manager Frank expressed that he feels the division is fully staffed and expressed his gratitude in the fact that South Metro Fire Rescue has longevity with their employees and really only through attrition do they see trends of personnel changes. As well as, during those personnel changes we keep a list of alternates from the large pool of candidates interviewing. Fleet Manager Frank expressed the need for one and a half engines yearly, one aerial every three years, and two medics a year, which puts medics at roughly 12 years before liquidation.

Fleet Manager Frank led a tour for the board and staff of the Fleet facility and bay areas.

Chief Richardson showed the used training tiller just purchased to the group.

**Board Bylaws Modifications** – Chief Dell’Orfano reported that the Board Bylaws Committee has reviewed the February 17, 2020, Restated Bylaws and has proposed several modifications. These changes are recommended in order to clarify intent, formalize processes, and incorporate legislative updates & are requesting Board input on the proposed modifications.

The board gave staff direction to make additional changes to the “Emergency appointment of the fire chief” section to allow more flexibility, and the “Voting” section within Exhibit A to clarify a board member’s ability to abstain from a vote.

#### **ACTION ITEM**

**2022 Annual Comprehensive Financial Report and Audit** – CFO Miskimins informed that the ACFR and Audit presented for approval includes the changes recommended at the July 10<sup>th</sup> meeting as well as some spelling corrections.

A motion was made by Treasurer, Rich Sokol and seconded by Bill Shriver to approve the 2022 Annual Comprehensive Financial Report and Audit as presented. All were in favor and the motion carried.

#### **INFORMATION ITEMS**

**Club Valentia Fire Update** – Chief Curtis

Chief Curtis reiterated that he feels the suppression tactics, as well as our ability to force entry into the individual units, were warranted to keep people safe in a center hallway construction.

CFO Miskimins informed the Board and Staff that he was in contact with both Jerry and Cole Agenbroad and they both were pleased with the conversation and agreement. The Settlement Agreement was signed by Cole Agenbroad and Finance has already reimbursed Cole Agenbroad for his insurance deductible cost.

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

- Deputy Chief Eckmann informed the Board and Staff that the State of the District will be October 3, 2023, at the Highlands Ranch Mansion with lunch to be served. A calendar invite will be out shortly
- Vice Chair, Anderson wanted to remind everyone that the Special Districts Conference starting on 9/12/23 will fall in conjunction with the regular Board Meeting and to be aware for travel purposes
- Chief Curtis announced the upcoming **Hero’s Journey 5k Run** in honor of the Aurora Theater Shooting Victims, and one of our own fire fighters, Zach Golditch on Saturday July 22, 2023

**EXECUTIVE SESSION (UPON MOTION)**

N/A

**NEXT MEETING**

The first Budget Study Session will take place on July 19, 2023, at 12:00 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 August 7, 2023, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**ADJOURNMENT 8:55pm**

Attested by:

A handwritten signature in blue ink, appearing to read "James L. Allen", written over a horizontal line.

Date:

A handwritten date in blue ink, "Aug 7, 2023", written over a horizontal line.