

Minutes
Summit Fire & EMS Fire Protection District
Regular Board Meeting
Tuesday June 15, 2021
Meeting Conducted via TeleCon
And In Person (for Board Members and Chief Staff Only)
at 0035 County Shops Road, Frisco, CO

Call to Order:

The Regular meeting of the Summit Fire & EMS Fire Protection District ("District") Board of Directors was called to order 9:15 AM.

Roll Call:

Board Members present via TelCon were Jim Cox, Jen Barchers, Lori Miller, Jim Lee, and Linda St. John. Staff members in attendance were Chief Travis Davis, Deputy Chiefs John Wilkerson and Brian Schenking, Division Chiefs James Woodworth and John Hall, Battalion Chief Ryan Cole, Fire Marshal Kim McDonald, Engineer Chris Romano, Community Risk Officer Steve Lipsher, Human Resources Manager Matt Scheer, Accounting Supervisor Jessica Fuller, Billing Specialists Gayle Cottingham and Martha Bird, Board Secretary/Finance Manager Mary Hartley, and Legal Counsel Emily Powell.

Guests:

Tyra Litzau, Audit Director of BDO
Bryan Webinger, District Manager of Copper Mountain Consolidated Metropolitan District ("CMCMD")

Approval of Agenda:

Upon motion duly made and seconded, the Board approved the agenda as presented.

Public Comments:

None

Consent Agenda:

The following items were presented:
Minutes for Board Meetings: May 18, 2021 Regular meeting
Warrants: May 15, 2021 – June 11, 2021
Financial Report for all funds - May 2021
After discussion and questions,

M/S/P Lee and Barchers to approve the Consent Agenda as presented.

Vote: All in favor, none opposed.

New Business:

Consider Approval of the Draft 2020 Lake Dillon FPD Audited Financial Statements:

The Audit Director of BDO, Tyra Litzau, presented the draft 2020 audited financial statements to the Board. After discussion and questions,

M/S/P Lee and St. John to approve the 2020 Lake Dillon Fire Protection District audited financial statements subject to non-material revisions as discussed.

Vote: All in favor, none opposed.

Facility Out-of-County Transport Reduction in Service:

Division Chief Woodworth reported on the reduction in out-of-county facility transport services to the Board. After a meeting with St. Anthony Summit Medical Center (hospital), the hospital clearly laid out the need for a dedicated out-of-county transport agency. They are contracted with Stadium Medical Inc (Stadium) currently, and will increase the number of units provided to meet the hospital's needs. The District agreed with this decision, which decreases the out-of-county transports in order to stabilize its mission as a fire-based EMS entity to ensure emergency medical coverage within our jurisdictional area. The District will continue to be a backup to Stadium as needed.

Initiative 27 & SB21-293:

Chief Davis and Attorney Powell discussed the new SB21-293 legislation and proposed Initiative 27 with the Board, which have implications for special district property tax revenue. SB21-293 - Property Tax Classification and Assessment Rates arrived very late and zipped through the last week of the legislative session. It was introduced on Wednesday, June 2, and passed out of the Senate on Monday, June 7. The House ran the bill through two committees and Second Reading on June 7 and passed the bill on Tuesday, June 8. As the title of the bill suggests, SB 293 addresses property tax assessments by redefining classes of residential and commercial property, and reducing some assessment rates for a short period of time (2-years).

The bill is expected to decrease local government property tax revenue by \$193.1 million in 2023 and by \$209.5 million in 2024, including an estimated loss of revenue to special districts of approximately 18.9%-20% across the board. Utilizing that ratio, the dollar loss to special districts would be approximately \$38.6 million in 2023 and \$41.9 million in 2024.

Initiative 27, which is currently collecting signatures, also seeks to dramatically decrease property taxes statewide. It would reduce the residential assessment rate from 7.15% to 6.5% and the non-residential assessment rate from 29% to 26.4%. The lost revenue if Initiative 27 should pass is estimated to be \$1.03 billion dollars to local governments; which, adjusted for special districts is approximately \$200.6 million. However, SB 21-293 is drafted in a way as to attempt to limit the impact of Initiative 27 by altering the way in which it would affect the property taxation statutes.

Cybersecurity Analysis:

DC Schenking presented the Cybersecurity Executive Summary Report to the Board. The report reviewed is one of four reports received after the cybersecurity audit by Lewan and Associates. Overall, the District scored 647.68 points which gives a Fair grade and is higher than the average of like agencies. The goal is to score 660 +. Four phases of controls were reviewed:

- Administrative Controls – “human” part of information security.
- Physical Controls – protect assets from physical theft, modification, and destruction.

- Internal Technical Controls – technical in nature and used within our organization; i.e. firewall.
- External Technical Controls – technical in nature and used to protect outside access to our organization.

Per DC Schenking, the next steps will include creating a task force to address the issues identified to begin after the Strategic Plan work is completed.

Continued Business:

Consider Resolution 2021-10 Adoption of the 2018 International Fire Code with Local Amendments:

Fire Marshal McDonald presented the 2018 International Fire Code adoption Resolution to the Board including the local amendments approved by the Board of County Commissioners. Attorney Powell reminded the Board that the District will only be able to enforce the fire code in the municipalities that have approved the same code, otherwise the municipality's adopted fire code adopted will be enforced.

After discussion and questions,

M/S/P Lee and Miller to approve Resolution 2021-08 Adopting the 2018 International Fire Code with Local Amendments as presented.

Vote: All in favor, none opposed.

Director Cox Resignation Discussion:

The Board discussed interested candidates for filling Director Cox's vacant Director's seat in July 2021. The Board requested Finance Manager Hartley to reach out to the candidates to arrange for Board interviews at the July 20, 2021 Board meeting. Attorney Powell shared that the Board can appoint the chosen candidate at the July Board meeting, but that they will not be allowed to actively participate as a Board member until the Oath of Office is filed with the County Clerk and Recorder after the July Board meeting.

Authority Dissolution Update:

Attorney Powell discussed the process of the assignment/termination of Summit Fire & EMS Authority ("Authority") contracts to the District. Attorney Powell reported reviewing approximately 100 contracts. Her team is ready to provide to Finance Manager Hartley a listing of individual assignment agreements, an omnibus assignment agreement, county agreements, and missing agreements to be processed. This process needs to be completed before the Authority can be dissolved. The goal is to dissolve the Authority in September, 2021.

Staff Reports:

Attorney: In addition to the written report, Attorney Powell reported working with Finance Manager Hartley in updating the District's name with the IRS. The IRS still shows the District's name as Lake Dillon Fire Authority, which was never changed when the District changed back to Lake Dillon Fire Protection District in 1998. Attorney Powell reported being successful in obtaining the State Archivist's approval of the District assuming the Authority's 2018 Document Retention & Destruction Schedule with local amendments.

Lastly, Attorney Powell reported the legislative session ended June 8, 2021 and their firm is working on the legislative update legal advisement, which is expected to be complete by September, 2021.

High Country Training Center: Director Miller reported that the Summit County Fire Protection Authority ("SFA") Board had a Board meeting last Thursday and approved the change of management direction away from the shared management between the District and Red, White and Blue Fire Protection District ("RWB") to RWB taking over full management of the Training Center. The SFA Board consists of 1 member from the District and 1 member from RWB along with the Deputy Chiefs of Operation from both entities. There will be no Division Chief of Training after DC Hall leaves, to be replaced by Training Captains.

Wildland Council: Director Cox reported that the chipping program has begun for the summer months and that the grant applications have been reviewed and sent on to the Board of County Commissioners for approval.

Finance: In addition to the written report, Finance Manager Hartley reported working on the Authority contract assignment/termination project with Attorney Powell as well as finalizing the 2020 audited financial reports.

Human Resources: In addition to the written report, HR Manager Scheer reported a higher than average turnover rate and lower than average applications received.

Community Risk Officer: In addition to the written report, CRO Lipsher reported being extremely busy with fire pit inspections and mitigation inspections for full HOA properties. CRO Lipsher is also collaborating with Wildfire Specialist Kyle Iseminger on wildfire public education.

Community Risk Division: In addition to the written report, Fire Marshal McDonald reported meeting with volunteer inspector Bob Hartley, who will begin working 1 ½ days per week to help out the CRD Division.

Admin Support Services: In addition to the written report, DC Schenking reported that the CPSE Board approved the Authority ACR report for 2020. DC Schenking shared the upcoming external shareholder meeting on Monday, July 12, 2021 as part of the strategic plan project.

OPS/EMS Services: Nothing in addition to the written report.

Chief: In addition to the written report, Chief Davis reported that the County is moving to stage 1 fire restrictions soon, bordering on a quick move to stage 2 fire restrictions due to conditions within the County.

Board Comments

Director Miller requested all Board members to fill out the Fire Chief evaluation that will be reviewed at the July Board meeting.

Adjournment:

M/S/P Miller and St. John to adjourn the meeting at 11:52 AM.

Vote: All in favor, none opposed.

Mary Hartley, Board Secretary

Approved this ____ day of _____ 2021.

Jim Cox, President