

**REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS
FOR June 20, 2023 at 9:00 a.m.
STATION 45 At 5275 Owl Creek Road Snowmass, Village CO 81615**

Swearing in full-time members:

- FF/EMT Austin Every
- FF/EMT Matthew Rotman
- FF/EMT Sander Olson

Call to Order

A Regular Meeting to the Board of Directors for the Roaring Fork Fire Protection Rescue Authority was held on Tuesday June 20, 2023, at 9:27 a.m. Noting that a quorum was present President Van Walraven called the meeting to order at 9:27 a.m.

Roll Call

President Van Walraven, Other Board members present Elizabeth Striegler, Leroy Duroux, Dave Heivly, Scott Arthur, Bill Boineau, John Young (Lifesize), Chief Thompson, Financial Director Thompson, HR Director Thomas, Deputy Chief Issel, Deputy Chief Cornelius, Executive Assistant Diamond, Attorney Cole (Lifesize), Tom Dunlop, Hilary Fletcher (Lifesize), IT Director Johnson, Division Chief Training Palmer, Deputy Chief Fire Marshal Mele, Firefighter / Paramedic Mackoff, Firefighter Every, Battalion Chief Goldyn (Lifesize), Battalion Chief Hutter (Lifesize), Lieutenant Paramedic Perusse (Lifesize), Lieutenant Paramedic Mo McPhee (Lifesize) Firefighter / Paramedic Goldberger, Firefighter EMT Smith, Dave Detwiler

Approval of Minutes:

President Van Walraven asked for a motion to approve minutes from May 16, 2023, motion made by Director Duroux seconded by Treasurer Striegler all in favor of approving minutes from May 16, 2023; non opposed passes 6-0.

Attorney Bob Cole – Report

- Summary of SB23-303 (see below)

June 5, 2023

MEMORANDUM

TO: Scott Thompson, Fire Chief
Jennifer Thompson, Finance Director
**Roaring Fork Fire Rescue Authority
Snowmass-Wildcat Fire Protection District
Basalt & Rural Fire Protection District**

FROM: Robert G. Cole



RE: **Summary of SB23-303 (Proposition HH)**

SUMMARY

Senate Bill 23-303 (sometimes “Bill”) is lengthy and complicated legislation that was hastily introduced and passed in the last week of the legislative session. It has significant implications on local government property tax revenues. The Bill builds off tax relief provided by SB22-238 and is essentially a 10-year property tax relief measure designed to off-set the large increases in many communities in recent years in residential property values and resulting property taxes. It also includes measures to fund education and housing. The majority of the Bill is subject to voter approval at the November 7, 2023, statewide election. This memorandum primarily discusses SB23-303’s local government property tax revenue limitations, reductions in property tax assessment rates, and the limited opportunities for local governments to receive backfill for resulting property tax revenue reductions. In summary, SB23-303 will:

1. Place Proposition HH on the November 2023 state wide ballot.

2. Limit the growth in local governments property tax revenues beginning in 2023¹, to inflation and several other allowances, and excepting (a) revenue from a mill levy approved by the voters without limitation as to rate or amount, or (b) revenue from a mill levy approved by resolution or ordinance following notice and a public hearing.
3. Reduce assessed valuations for the next 10 years for many classes of real property, including several new subclasses of property, resulting in reduced local government property tax revenue.
4. Allow limited backfill to local governments of lost revenue, funded by \$128 million from the state's General Fund and reducing TABOR refunds to taxpayers.
5. Adjust deadlines for 2023 for certifying revenues, mill levies, and levying of taxes.

DISCUSSION

Proposition HH

SB23-303 refers a ballot measure ("Proposition HH") to voters at the November 7, 2023, statewide election. With voter approval, Proposition HH enacts SB23-303, making numerous changes to property taxes through 2032. If approved by the voters Proposition HH/SB23-303 will impose local government property tax revenue limits and reduces certain property assessment rates discussed below. Proposition HH/SB23-303 would create the Proposition HH General Fund Exempt Account, to be funded by reducing TABOR refunds to taxpayers and increasing the amount of surplus tax revenues the state may retain under TABOR ("Proposition HH Cap").

The Proposition HH Cap is calculated similar to the current Referendum C Cap adopted pursuant to SB22-238, which is adjusted annually for inflation, population growth, qualification and disqualification of enterprises, and debt service changes. In addition, the Proposition HH Cap includes a growth factor of 1 percent per year. After 2032, the Cap reverts to the Referendum C Cap unless the General Assembly acts to continue or provide equal or greater assessment rate reductions to those under Proposition HH.

¹ References are generally to the stated tax year, which results in payments of tax revenues to the applicable local government in, and thus affecting the local government's budget for, the following year.

The Proposition HH General Fund Exempt Account will fund three programs. Twenty percent will be used to reimburse (“backfill”) local governments for reductions in their property tax revenue resulting from assessment rate reductions. Lost property tax revenue that results from reduced mill levies, for example as a result of the local property tax limit in this bill, however, are not reimbursed. Five percent of the Proposition HH General Fund Exempt Account or \$20 million, whichever is smaller, will be transferred to the Housing Development Grant Fund for rent assistance for payment of property taxes. The remaining money, which will be the bulk of the funds placed in the Proposition HH General Fund Exempt Account will be transferred annually to the State Education Fund.

Local Government Property Tax Revenue Limits

If Proposition HH is approved, SB23-303 imposes a new limit on property tax revenue a local government can collect, beginning in 2023. School districts and home rule cities and counties are exempted. Property tax revenue is limited to the prior year’s amount plus inflation as measured by the Denver-Aurora-Lakewood Consumer Price Index. The limitation does not apply to property tax revenue from new construction, changes in classification, annexations or inclusions, refunds and abatements and omitted property, previously exempt property, oil and gas production, producing mines, and for payment of voter approved bonds and other contractual obligations. The limitation also does not apply to property tax revenue from a voter approved mill levy that does not have a limitation as to rate or amount.

Local governments may exceed the revenue limit if they provide notice, conduct a public hearing, and hear public testimony before adopting a resolution or ordinance authorizing the excess. The notice must be published 10 days in advance of the public hearing in a newspaper in each county in which the local government is located or on its website, must give notice of intent to exceed the property tax limit, and must include the proposed mill levy, any temporary property tax credits, and the date, time, and location of public hearing. If a local government exceeds the limit without following the required process, that local government is required to refund the excess amount to taxpayers. If a local government must reduce its mill levy to meet the property tax revenue limit, it can do so with a temporary mill levy reduction without permanently reducing its mill levy.

Changes in Property Assessment Rates

If Proposition HH is passed, SB23-303 will create additional property tax classes and reduce property tax assessment rates through 2032, resulting in tax savings to property owners and reduced tax revenues to local governments. Two new residential real property subclasses are created beginning with the 2025 tax year: (1) owner-occupied primary residences, and (2) qualified-senior primary residences. To qualify for the new residential subclasses, property owners must complete and file an application with their local county assessor. The Bill also creates a new subclass of agricultural property for renewable energy agricultural land.

The following Tables, contained in the Revised Fiscal Note for SB23-303, show the assessment rate reductions that will result if Proposition HH is approved by the voters. In some years and for some property classes a dollar amount is subtracted from a property’s actual value before applying the stated assessment rate.

Table 2

Residential Property Assessment Under SB23-303

*Amounts in italics show current law without
SB23-303/approval of Proposition HH*

Property Tax Year	2023	2024	2025-2032	2033 and later
Owner-Occupied Primary Residence	6.7% after \$50,000 reduction from 6.765% after \$15,000 reduction	6.7% after \$40,000 reduction from 6.976%* for single family, 6.8% for multifamily	6.7% after \$40,000 reduction from 7.15%	7.15% unchanged
Senior Owner-Occupied Primary Residence	6.7% after \$50,000 reduction from 6.765% after \$15,000 reduction	6.7% after \$40,000 reduction from 6.976%* for single family, 6.8% for multifamily	6.7% after \$140,000 reduction from 7.15%	7.15% unchanged

Other Multifamily	6.7% after \$50,000 reduction <i>from 6.765% after \$15,000 reduction</i>	6.7% after \$40,000 reduction <i>from 6.8%</i>	6.7% after \$40,000 reduction <i>from 7.15%</i>	7.15% <i>unchanged</i>
Other Residential	6.7% after \$50,000 reduction <i>from 6.765% after \$15,000 reduction</i>	6.7% after \$40,000 reduction <i>from 6.976%*</i>	6.7% <i>from 7.15%</i>	7.15% <i>unchanged</i>

** Current law requires the Property Tax Administrator to determine the 2024 assessment rate for residential property other than multifamily property so as to accomplish a cumulative \$700 million property tax reduction attributable to Senate Bill 22-238 over the 2023 and 2024 property tax years. The December 2022 LCS forecast projected this rate at 6.976%. SB23-303 repeals this requirement.*

Table 3
Nonresidential Real Property Assessment Under
SB23-303

*Amounts in italics show current law without
SB23-303/approval of Proposition HH.
Omits producing mines and oil & gas, as these are not
affected.*

Property Tax Year	2023	2024-2026	2027-2028	2029-2030	2031-2032
Lodging and Other Improved Commercial Property	27.85% after \$30,000 reduction <i>from 27.9% after \$30,000 reduction</i>	27.85% <i>from 29%</i>	27.65% <i>from 29%</i>	26.9% <i>from 29%</i>	26.9% or 25.9% ¹ <i>from 29%</i>
Other Commercial, Industrial, Natural Resources, State Assessed	27.85% <i>from 27.9%</i>	27.85% <i>from 29%</i>	27.65% <i>from 29%</i>	26.9% <i>from 29%</i>	26.9% or 25.9% ¹ <i>from 29%</i>
Vacant Land	27.85% <i>from 27.9%</i>	29% <i>unchanged</i>	29% <i>unchanged</i>	29% <i>unchanged</i>	29% <i>unchanged</i>
Agricultural, Renewable Energy Producing Property	26.4% <i>unchanged</i>	26.4% <i>from 29%</i> ²	26.4% <i>from 29%</i>	26.4% <i>from 29%</i>	26.4% or 25.9% ¹ <i>from 29%</i>
Renewable Energy Agricultural Land ³	26.4%	21.9%	21.9%	21.9%	21.9%

¹ For 2031 and 2032, assessment rates for these classes are reduced to 25.9% if growth in assessed values among the 32 counties with the least growth in assessed values between 2030 and 2031 is greater than or equal to 3.7%.

² For 2024, the current law assessment rate for these classes is 26.4% under both current law and the bill.

³ This property subclass is created in the bill in 2024 and is assessed as agricultural property under current law.

Local Government Backfill

If Proposition HH is approved, SB23-303 creates the Local Government Reimbursement Cash Fund to reimburse local governments for property tax revenue reductions. The Bill modifies and extends through 2032 the backfill mechanisms initially created in Senate Bill 22-238. Backfill is limited to property tax revenue reductions based on changes in property assessment rates. Property tax revenue reductions resulting from SB23-303's property tax revenue limits are not reimbursable.

Backfill Eligibility

2022 serves as the base year for calculating the difference in assessed value resulting from SB23-303. In any year from 2023 through 2032 if a local government's assessed value has increases 20% or more, backfill is unavailable. Backfill is also unavailable for the next year if a local government that is ineligible because of the 20% assessed value increase limit is within a county with a population of 300,000 or more. Special treatment is given to fire, health service, and ambulance districts that would otherwise be ineligible for reimbursement because of increases in assessed value of 20% or more, allowing them 50% backfill of lost revenue.

Backfill Amount

For calculating property tax revenue reductions, and thus computing backfills amounts, 2022 is also the base year for a local government's mill levy, excluding mills for bond payments and other voter approved obligations. In calculating the amount of backfill, SB23-303 also gives special treatment to "select special districts," which are fire, health service, water, sanitation, and library districts. The amount of potential backfill is calculated as follows:

- I. Counties with population of 300,000 or less:
 - a. the entire amount of property tax reduction for local governmental entities that had an increase of less than 10% of assessed value from 2022 to the year of calculation; and
 - b. 90% of reduction for local governments that had an increase of 10% or more.

- II. Counties with population of more than 300,000:
- a. the entire amount of property tax reduction for each municipality or select special district that had an increase of less than 10% of assessed value from 2022 to the year of calculation; and
 - b. 90% of reduction for each municipality or select special district that had an increase of 10% or more.
 - c. 65% of reduction for each local governmental entity except municipalities or select special districts.

Backfill payments are also reduced to comply with a local government's TABOR revenue limit. If the amount of money available statewide for backfill payments is insufficient, fire, health service and ambulance districts get their full 50% reimbursement, and then all other local governments are reduced proportionally.

Despite the amount of backfill calculated for a local government, the actual amounts paid to most local governments are likely to be less. For 2024 through 2032, total reimbursements statewide may not exceed 20% of the Proposition HH General Fund Exempt Account on the date of reimbursement. 2023 also includes a \$128 million transfer from the state general fund. The SB23-303 Revised Fiscal Note indicates that without the 20% limit, backfill to local governments would total about \$284.2 million in FY 2024-25 and \$267.0 million in FY 2025-26. The 20% funding limit, however, is expected to result in a 43 percent reduction in the amount that would otherwise be backfilled for FY 2024-25. Local governments that would otherwise receive 100 percent of their loss will instead receive 57 percent; local governments that would otherwise receive 90 percent will instead receive 51 percent; and local governments that would otherwise receive 65 percent will instead receive 37 percent. In FY 2025-26, the 20% funding limit results in a 73 percent reduction, or backfill equal to 18 percent, 24 percent, or 27 percent of what the local governments would otherwise receive for the 65 percent, 90 percent, and 100 percent backfill levels, respectively.

Changes to Property Tax Deadlines

With SB23-303 being dependent on voter approval in November 2023, numerous revisions are necessary to the deadlines associated with the property tax imposition process for 2023. The deadline for county assessors to provide certification of the final

assessed values to local governments is changed from December 10, 2023, to December 29, 2023. The deadline for local governments to certify their property tax mill levies to the county commissioners is changed from December 15, 2023, to January 5, 2024. The deadline for boards of county commissioners to levy property taxes of the various local governments is postponed from December 22, 2023, to January 12, 2024. The deadline for the county assessor to deliver the tax warrant to the county treasurer is postponed from January 10, 2024, to January 19, 2024, and the treasurers shall mail tax statements as soon as practicable after January 19, 2024.

CONCLUSIONS

SB23-303 is extremely complicated legislation that creates much uncertainty. It is subject to voter approval at the November 7, 2023, election, and will be subject to litigation prior to the election. A competing citizen's-initiated measure may also be on the ballot.

The numerous property classes and assessment rates will make long term budgeting very complicated. Because of uncertainty as to future property values and thus assessed values, for many local governments there will be uncertainty as to eligibility for backfill payments from the state. Because of uncertainty as to state revenues, and thus the amount of TABOR surplus funds, if any, the amount of money available to fund backfill payments is uncertain. These uncertainties will challenge long-term budgeting and may justify considering multiple property tax revenue scenarios.

Local governments should conditionally plan on alternate property tax calendars and governing body meeting schedules for 2023 to facilitate the calendar changes that will take place if Proposition HH is approved this November.

Local governments should analyze any voter approved property tax authorizations to see if they may be outside SB23-303's property tax revenue limits. Local governments subject to SB23-303's property tax revenue limits should consider SB23-303's ability to exceed the limit with proper notice, hearing, and authorizing resolution or ordinance. Previous voter authorizations for a floating mill levy should be analyzed to determine whether they will allow mill levy adjustments to offset some or all of the property tax revenue reductions resulting from SB23-303's changes to property assessment rates. In most cases, if voter approved adjustments could be made last year under SB22-238, they

are likely also allowed under SB23-303.

As local governments consider future property tax voter authorizations, they should consider options for insulating property tax revenues from the uncertainties of SB23-303. These options may include an adjustable mill levy rate to offset revenue reductions. Another option could be authorizing a revenue limit with adjustments for inflation, growth and other factors that may escalate costs of government services, coupled with an adjustable mill levy as needed to meet the revenue amount, similar to a general obligation bond mill levy.

Please let us know if you have any questions.

Questions for Attorney Cole- President Van Walraven asked if there are mechanisms to circumvent the two scenarios Attorney Cole reviewed? Chief Thompson said the key would be the public hearing to exceed the limitations. Chief Thomson said his best guess is asking for 25% of an increase; that goes to 12 firefighters and meets our career progression and compensation needs. Attorney Cole reminds the Board that under this bill, one of the features without a public hearing is proper tax revenue can't go above what it was in the prior year, plus growth factor; it is another calculation that has to be done; however, you can exceed that if you have a public hearing and explain that to the public why you need to utilize all your authorizations and all your authorizations by law to go above that amount. Attorney Cole said one thing he will need to review is a provision for those budget hearings; you don't have to go there if your previous voter approval was worded in a way that gave the right authorization. Attorney Cole said the 2018 authorizations would allow us to avoid that extra public hearing. You always need a public hearing to approve your budget, but this public hearing requires additional notice to be published; Attorney Cole thinks it is four times, and he will look into this and get it to Chief Thompson the information before the next meeting.

Chief Scott Thompson – Report

Capital

- David Detwiler Presentation- Mr. Detwiler presented to the RFFRA Board a proposed expansion and remodel to Station 42 in ElJebel. Mr. Detwiler said the costs were for a 2024 build estimated total cost of \$24-\$26 million. Mr. Detwiler breaks it down to Land Cost of \$3 million, Training Center / Administration estimated cost of \$9.5 - \$10 million, Fire Station estimated cost of \$3.5- \$4 million, Vehicle Maintenance Facility estimated cost of \$5.5 - \$6 million. Mr. Detwiler points out that construction costs will continue to rise. Mr. Detwiler said ways to decrease expenses could include using pre-build structures vs. stick build.

Polling - Hilary Fletcher

- Polling Hillary; Chief Thompson advised that Hillary Fletcher was in another meeting, and he will touch on the polling that must be accomplished. Chief Thompson ponders whether the Basalt citizens will fund our 25-million-dollar project. Chief Thompson said the Northern Front Range, with 1-2 %, asks for 400 interviews with 25- 30 questions that can be worded to see where they are going with voters. Chief Thompson said polling could be done by calling, interviewing, and texting younger voters. Chief Thompson said the cost to do this polling just for Basalt voters is \$15,000 and needs to start immediately. Chief Thompson would like the Boards approval to move forward with polling and advised that the funds are in the budget. President Van Walraven asked if the Board would get to see a survey. Chief Thompson said yes. Regarding the land cost, Director Duroux confirmed that the price is 3 million dollars. Chief Thompson advised that was the cost when they were thinking of an ice rink with housing; Chief Thompson said the property accessor could come down a bit depending on prior sales.

Vice President Arthur asked if any other agencies would like to go in on a training facility. Chief Thompson said he and Aspen Fire Chief went to Pitkin County to see about a training facility near the Pitkin County Landfill, and the County was unwilling to do it. The Board decided they all favored spending the money on polling.

Finance Director Jennifer Thompson –

Financial Report

Roaring Fork Fire Rescue Authority

June 2023

2022 Budget/Audit:

Finance Director Thompson advised the Draft Audit has been included in your packets and the only issue identified is the lack of annual tracking of our fixed assets greater than \$5,000. Finance Director Thompson said staff is currently working on an option to track these items while taking into consideration the enormity of the task and determining how to accomplish with current staffing; otherwise, there were no budget violations or issues brought up in the Audit.

2023 Budget:

Finance Director Thompson said the budget numbers look good to date; we received a significant amount in property taxes in May and June and the operating cash flow is looking very healthy at this time.

Basalt Apartments:

Finance Director Thompson said The Basalt River Apartments have been purchased and the \$10,000 earnest money returned; we currently have one unit occupied.

2023 Wildfire Season:

Finance Director Thompson and Deputy Chief Cornelius attended the wildfire workshop on billing for the 2023 season; there were no major changes and she is confident going into the wildfire season.

SB23-303:

	2024	Projected 2024	2.0 Mill	Projected 2024
Assessed	Revenue Generated		Credit	Revenue Generated
Valuation	Full Mill levy			2.0 Mill Credit

Basalt	746,060,450	\$5,968,484	5.85	\$4,364,454
SWFPD	950,042,510	\$6,271,231	4.601	\$4,371,146
	Credit Amount to Taxpayers		28% Inc in taxes	\$3,392,206

Roaring Fork Fire Rescue Authority
1089 JW Drive
Carbondale, CO 81623
970.340.7040
roaringforkfire.org



SCOTT THOMPSON
FIRE CHIEF

*Regarding SB23-303 ***Based on this assumption, the Authority would need to retain approximately 28% of the estimated 58% increase in overall assessments. That being said, we are still unclear regarding the impact of 5823-303 on the assessed valuations if the bill passes in November.*

Projected 2024 Budget:

After working closely with staff over the past month, I have created a budget for 2024. This budget includes the direction staff is hoping to pursue in 2024 based on items from the master plan and the strategic plan. In building the 2024 Budget I have taken into account the following factors:

- Addition of FTEFF/Paramedics
- Addition of 3 FTE Lieutenants (approximately 12% increase in operations budget for 6 FTE)
- Inception of the Compensation Plan (Steps/Longevity) (Approximately 5% increase in overall payroll)
- 3% Cost of Living
- Increase in Building Maintenance to account for Station 46
- Allocation of \$500,000 from Operations to Capital for funding for capital purchases

Discussion ensues regarding more staff, President Van Walraven refers the Board to the Master Plan which covers these staffing issues.

Human Resource Director Renee Thomas – Report

- ☐ Strategic Plan
- ☐ Compensation Plan Recommendation Presentation

ROARING FORK



FIRE
RESCUE

Memo

To: Fire Chief Scott Thompson
From: Renee Thomas
cc: Authority Board of Directors
Date: June 20, 2023
Re: Authority Strategic Plan Compensation Recommendations

HISTORY:

In 2021 the Authority created a team to evaluate our current compensation plan. The team has worked over the last two years surveying staff, reviewing compensation philosophy and pay structure; to make a plan that provides the following to staff: 1) It's legal, 2) adequate, 3) motivating, 4) Equitable, 5) Provide security, and 6) is cost-benefit effective. We felt that overall, these objectives were important in developing a sound compensation system.

RECOMMENDATIONS:

We are proposing to move away from our current compensation salary structure to a structure that uses step increases that are based on performance (meets expectations of above), and length of services. The purpose of this plan is to meet some core ideas of what the staff wanted which was a plan that was: 1) easy to understand, and 2) would help them to better plan in their personal lives by knowing future compensation opportunities they had. This is a common pay practice in the fire service and we are recommending this compensation plan for all staff members in the organization. The team is also recommending a two percent bonus for staff called longevity pay. This bonus would pay out to staff members based on the following schedule: 7, 9, 11, 13, and 15 years.

EXAMPLES OF OLD VS. NEW PLAN:

Current Compensation Plan Example

**Roaring Fork Fire Rescue Authority
Salary Ranges & Compensation Table
2023**

Executive		Minimum	Midpoint	Maximum
Deputy Chief	Exempt	\$119,439.45	\$143,327.33	\$162,654.81
		\$57.42	\$68.91	\$78.20
Division Chief	Exempt	\$100,524.58	\$120,629.50	\$136,896.20
		\$48.33	\$57.99	\$65.82

Proposed Compensation Plan Example

Basic Minimum Requirement	1 YR Service	2 YRS Service	3 YRS Service	4 YRS Service	5 + YRS Service
	Step 1	Step 2	Step 3	Step 4	Step 5
		5%	5%	5%	5%
	NA	NA	NA	NA	NA
CO EMT-Basic					
	\$ 21.72	\$ 23.49	\$ 25.40	\$ 27.47	\$ 29.71
		5%	5%	5%	5%
CO FFI, HazMat Ops					
ICS 100, 200					
IS 700, 800					
BLS Provider					

- Each step is a five percent increase
- We will continue to do market analysis

- We will continue with our pay philosophy starting Step 1 at 107% of the market minimum to set pay standards
- Will increase steps as well based on any approved cost of living adjustments granted
- Top-out pay is at Step 5, and staff can then see some continued compensation through the longevity bonuses (details below)
- Longevity is a 2% bonus one eligible years (retention strategy and acknowledgement of continued service)

Overall Budgetary Impact – Compensation Only (excludes increase to benefits)

Overall Compensation Cost Approximation (including longevity):

2024	2025	2026	2027
\$4,668,426.42	\$4,842,580.12	\$4,903,695.61	\$4,970,575.47

HR Director Thomas reviewed with the Board the Compensation Plan Objectives:

- Team charter Goals Compensation Analysis -Reviewed existing wage and benefit philosophy/guidelines used by HR / Adjust compensation guidelines meaningfully for local livable wages.
- Completed - Created and conduct internal wage and benefitsurvey
- Completed - Complete comprehensive review of compensation results
- Review 5/16/2023 RFFRA agenda - Secure budget approval
- Current Team Responsibilities - Utilize retention subcommittee to review organizational communication about benefit and compensation information
- Still to develop – Develop semi-annual communication of benefits and compensation summary to all members
- Work in progress December 2023 implementation - Establish adjust compensation guidelines to be used by HR.

HR Director Thomas said the major themes for surveyed staff for the most important aspect of the overall compensation package in order of importance was: wages, benefits, being competitive with other agencies in the valley, tied; career progression, increases outside COLA, wages based on cost of living in the valley then housing and training. HR Director Thomas advised that as a team all of the analysis was determined that it was very complex to tie compensation into career progression and we determined it was not an avenue that we should be going down. HR Director Thomas said it was complex and created a lot of possible liability legal issues.

HR Director Thomas brings us back to basics “What does staff want?” Building the Foundation

- An easy plan to understand
- A plan that helps them understand future compensation and opportunities
- Top compensated Fire / EMS Agency in the valley
- Retention
- Appropriate for the organization
- Keeping Compliant
 - FLSA
 - EPFEWA
- Communicate Plan Effectively

Proposed Compensation Plan Example

Basic Minimum Requirement	1 YR Service	2 YRS Service	3 YRS Service	4 YRS Service	5 + YRS Service
	Step 1	Step 2	Step 3	Step 4	Step 5
		5%	5%	5%	5%
	NA	NA	NA	NA	NA
CO EMT-Basic	\$ 21.72	\$ 23.49	\$ 25.40	\$ 27.47	\$ 29.71
		5%	5%	5%	5%
CO FFI, HazMat Ops					
ICS 100, 200					
IS 700, 800					
BLS Provider			18		

- Each step is a five percent increase / COLA is not built in here, if this plan is accepted moving forward the step increase and the COLA would be represented in the hourly wage.
 - A longevity bonus would happen every year after 5 years based on a two-year program up to 15 years, they would get a 2% bonus on what their current wagewas.

HR Director Thomas said a market analysis will still be done every year as the base wage could change every single year which will also change that 5%. HR Director Thomas said she and Financial Director Thompson work together each year on the budget. HR Director Thomas said they wanted to create equality in this plan so we're recommending that every division of the Authority has the same plan so it would be equal and consistent throughout the Board. HR Director Thomas said this will help with any type of liability issues we have in compensation and pay. HR Director Thomas goes on to talk about career progression for example, moving from a Firefighter / EMT to a driver operator aerial pumper, this is something that would be worked out with a supervisor for their career goals but we wouldn't tie in at this point to compensation for that. HR Director Thomas said it would allow them as careers progress to require higher levels of certification. Lieutenant Paramedic Brett Perusse advised that with each step increase it is years of service that validates the next step but also coupled with meets expectation on yearly evaluations. HR Director Thomas said the next step is compression and how we shift.

HR Director Thomas said the current estimated annual compensation cost from 2024-2027

- Forecasting out for the next four years this is the approximate breakdown for payroll for each year including step increase (5%), 3% COLA and longevity pay for current staff
- All increases are based on what the Authority can pay

2024	2025	2026	2027
\$4,668,426.42	\$4,842,580.12	\$4,903,695.61	\$4,970,575.47

Finance Director Thompson advised that new hires are not in the forecasting cost & neither is part-time staff, special events; this forecasting cost is only for current full-time staff.

HR Director Thomas said future objectives for this group will be:

- The Authority will continue doing market analysis annually to determine pay ranges
- Continue to start step pay ranges at 7% above market
- Continue to explore starting pay at 10% to account for the cost of living and continued valley-wide competition
- Analyze what the valley's market is and base financial increased on the valley specifically
- Always keep in mind – what the Authority can pay

QUESTIONS?

Vice President Arthur says the work done by the team was amazing. Vice President Arthur adds competition for firefighters is going to get worse and worse, we need to make sure that we are at the top of the Heap in order to bring in the right people. Vice President Arthur thinks it may be good to bring back the PTO for hours worked benefit that he believes firefighters find appealing and part of the competition among other departments.

HR Director Thomas wants to make sure that we have the approval of the Board to move forward with this plan. The Board agrees that this is a priority and is in favor of moving forward.

Deputy Chief Richard Cornelius – Report

May Volunteer Hours

286 total volunteer hours
153 In-station hours
118 Responding from Home/Work (91 were OCO hours)
15 All Call Only from Home/Work

April Volunteer Hours

248 total volunteer hours
174 In-station hours
74 Responding from Home/Work (all were OCO hours)

Incidents

May 2023

155 Total Incidents
74 EMS related incidents

May 2022

155 Total Incidents
57 EMS related incidents
No increase

2023 YTD

1082 Total Incidents
525 EMS related incidents

2022 YTD

1039 Total Incidents
520 EMS related incidents
Increase of 43 incidents 4.1%

Pitkin County Mass Casualty Incident (MCI) Plan

The Pitkin County MCI plan has been finalized. I will be serving as the point of contact for Pitkin County.

Major Incident and Automatic Aid Response Model

We are moving forward with the Major Incident Response Model. Unfortunately, PCREDC has not been able to update the dispatch recommendations necessary for paging. In an effort to expedite the implementation, the participating agencies (AAD, AFPD, CRFPD and RFFRA) will issue operational guidance via a memorandum that authorizes operating within the intent of the Roaring Fork Valley Major Incident Response Model and the Roaring Fork Valley Automatic Aid Agreement. Hopefully at some point in the future PCREDC will be able to update the dispatch recommendations.

Deputy Chief Kevin Issel – Deputy Chief Issel reports currently 19 employees in our housing units which is quite an accomplishment as this is almost 25% of our employees. Deputy Chief Issel said they are doing chip and seal at Station 42 on 6/21/2023 and 6/22/2023; avoid station if you can.

Fire Marshal's Report –

Deputy Chief Fire Marshal Mele reports business as usual.

Master Plan Discussion

Short- and Long-Term Strategic Items

Public Comments -None

Board Member Comments Staff - None

Comments - None

Old Business - None

New Business- None

Volunteer Meeting

July 11, 2023 18:00@Station 42 – Ed Van Walraven will attend

Adjournment

President Van Walraven asked for a motion to adjourn Treasurer Striegler made a motion and it was seconded by Director Duroux all in favor and non-opposed meeting adjourned at 11:17.