

CRESTED BUTTE FIRE PROTECTION DISTRICT
MINUTES OF BUDGET WORK SESSION
Mt. Crested Butte Fire Station #2
Thursday, October 29, 2020
Approved: November 10, 2020

Attendance

Board Members Present: Jack Dietrich, Tina Kempin, Ken Lodovico, Chris McCann, Eric Tunkey

Regular Meeting called to order by Chairman Dietrich at 2:08 PM.

Coronavirus update 25 new cases locally. The CBFPD will increase protocol messaging regarding: masks, cleaning, and PPE on calls.

Work Session

CEO Caffrey provided an update on the 2019 audit. The auditors were provided 2019 information in May for the initial July audit deadline. The auditors requested an extension to September yet, were unable to complete the audit by the deadline. We will likely be utilizing a new auditor next year. Caffrey will contact the and can utilize the State Auditor to determine options should the audit not be completed soon.

Caffrey presented the board with the 2021 District Budget in detail. Over all, the district is not looking to make big capital improvements or adjustments to salaries or staffing levels in 2021. Changes to the budget include increased property tax income to reflect new construction in 2020, a change to decrease the unrestricted reserve but increase operational reserve to 20%, increased rental fees as all the employee housing becomes occupied, but otherwise most income lines will remain flat. In expenses administrative costs have increased overall to reflect the addition of architectural fees to develop plans for the new station in front of the 2021 bond election, which is reflected in legal and professional, advertising, and elections line items. The board was educated on payroll salaries and Caffrey provided comparisons based on the Colorado average and also reports that the qualifications matrix has been an effective tool in getting staff certifications. Capital expenditures have decreased to 1/3 of the 2020 budget and reflects Rescue 2 replacement, LUCAS system purchase, and upgrades to Station 2 and Station 3. The board requested some clarification about grant income to support the purchase of medical equipment and Caffrey clarified that staff will seek grant income however, since it's not guaranteed it is conservatively left out of income.

The board discussion centered around the uncertainties surrounding the Coronavirus and impacts on the economy. Caffrey thanked the board for their counsel and feels that with the mill levy income captured a year in arrears following an updated assessed valuation the District will have the opportunity to foresee the impact of a recession before being faced with the financial consequences.

Moving on from the budget detail Caffrey recommends the board consider a one-time bonus \$2000 (non-progressive salary increase that will not change base pay) to be given in December 2020 to all regular employees to compensate for the absence of any cost-of-living or changes to pay rates in 2021. Caffrey feels this expenditure can be appropriated due to underspending in part-time and unscheduled overtime lines in 2020. Chief Weisbaum feels that this bonus would be good for moral and be appreciated by the staff. Chief Weisbaum further requested the board consider a bonus of \$10,000 for himself based on the number of overtime hours he has worked to cover open shifts. He has been tracking his hours and has fulfilled his salaried time as of September 1st. This request generated board discussion around shift coverage and the potential of hiring a "float" person to cover vacation time and uncovered shifts vs. hiring a 5th crew member for each regular shift. Caffrey and Weisbaum will look at these models and report back at a later board meeting.

The board determined that they will table the end of year bonus discussion until the November board meeting.

The Public Hearing for the 2021 Crested Butte Fire Protection District Budget will likely occur in November.

Executive Session

Motion to enter Executive Session pursuant to Per § 24-6-402(a) C.R.S. Concerning the purchase, acquisition, lease, transfer or sale of any real, personal or other property interest by Lodovico, seconded McCann. Motion passes unanimously.

Board entered executive session at 4:20 pm

Motion to exit executive session and adjourn meeting at 5:10 PM by Lodovico, seconded by McCann.