

MINUTES
GREATER BRIGHTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
500 S. 4TH AVENUE, 6TH FLOOR, BRIGHTON, COLORADO 80601

March 14, 2018

A. Call to Order

Chairman Gerhardt called the meeting to order at 6:04 p.m.

B. Roll Call

Present

Scott Gerhardt, Vice President
Frank Serafini, Treasurer
Arin Riggi, Secretary
Don Rowe, Assistant Secretary

Excused

Dean Morris, President

Also in Attendance

Mark Bodane, Fire Chief
Mike Schuppe, Deputy Chief
Michelle Ferguson, Legal Counsel
Rita Saunders, Finance Manager
Natalie Ridderbos, Public Information Officer

Whitney Even, Deputy Fire Marshal
Carol Thompson, Administrative Assistant
Christopher Woolley, Battalion Chief
Other Guests

C. Presentations

1. Fire District Website

Natalie Ridderbos presented the new District website to the Board.

Call for Changes to the Agenda

MOTION: Treasurer Serafini made a motion to approve the Agenda as presented.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

D. Public Comment

None.

E. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending January 31, 2018
2. Approval of February 2018 accounts payable checks:
GF check numbers 31514 to 315472 and ACH Bank Transactions
CD check numbers 20203 to 20207
Total January 2018 expenditures: \$924,985
3. Approval of February 14, 2018 Board Meeting Minutes

RECORD OF PROCEEDINGS

Approval of March 1, 2018 Study Session Minutes

4. First Amendment to the April 13, 2016 Member Policy Manual

MOTION: Treasurer Serafini made a motion to approve the Consent Agenda.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

F. Reports/Informational Items

Chief's Report:

Chief Bodane had nothing to add to his written report.

Director Riggi inquired about Weld County's closure of WCR 4. Chief Bodane stated that he will be attending a meeting with Vestas and Weld County Commissioner on Monday, March 19th. He noted that the City of Brighton annexed the entire road. The City of Brighton is not sure if Weld County has the ability to close the road, as it is not a county road any longer at the railroad tracks. Chief Bodane stated that originally, it was believed that the railroad had requested the closure of several road crossings in Weld County. However, the railroad has officially stated that Weld County requested those closures.

Deputy Fire Chief:

In addition to his written report, Deputy Fire Chief Schuppe discussed the following items.

1. The new Brush Trucks have been completed. Doug Tweedy and Battalion Chief Christopher Woolley will be traveling to Texas next week to pick them up.
2. The District received 6 bids for the new engine; Pierce, BME, Smeal, KME, SVI and Rosenbauer. The Bids are being reviewed by Staff.
3. WestNet is testing the station alerting system. A go live date has not been established.
4. Training for the month focused on mutual aid training at Vestas with South Adams County Fire Protection District, multi-agency/multi-company response. Later in the month, Captain John Blunt will be doing map training with the Adcom dispatchers covering the District and Weld County.
5. ImageTrend/RMS – Three days of training have been scheduled for April. Two days of training will take place at North Metro Fire Protection District and one day will be at the District office.
6. EMS Coordinator Austin Coleman applied for two EMS grants. One is a State EMS grant for a Lifepak heart monitor and two Lucas devices. Staff anticipates finding out in July if the District has been awarded this grant. The second grant applied for is a CREATE grant for three District members who have applied for the Denver Health Paramedic Program this summer. Staff will know if the Grant has been awarded, prior to the three members beginning their courses.
7. In February 2018 there were 535 calls. Mutual Aid given and received remains about 80 incidents per month. The District gave aid to South Adams County Fire Protection District 9 times and received aid from them aid 13 times.

Financial Report:

Finance Manager Saunders updated the Board on the following items:

1. The Volunteer Firefighter Pension Fund was very productive for earnings in 2017.
2. Audit field work has been completed. There were no changes to the year-end figures.

Deputy Fire Marshal

RECORD OF PROCEEDINGS

Deputy Fire Marshal Even updated the Board on the following items:

1. Since January 1,500 inspections have been completed.
 2. Current projects and upcoming new projects within the District.
 3. The City of Brighton and Adams County anticipate adopting the 2018 International Fire Codes.
 4. Impact Fees – The District has collected 68 single-family-homes impact fees for a total of \$46,440.
- Director Rowe congratulated Fire Inspector Carla Gutierrez on receiving her ICC Inspector II certification.

Public Information Officer Report

Public Information Officer Ridderbos presented the following:

1. A slideshow on District events, training events, and various incidents.

Attorneys' Report:

In addition to her written report, Attorney Ferguson stated the following:

1. The Joint Petition for the Transfer of Property with South Adams County for the 27J Property was filed with the Adams County District Court.
2. Legislative News –
 - a. Special District Elections will be moving to odd numbered years beginning in 2020. Terms in 2020 and 2024 will be three-year terms instead of four-year terms in order to get the cycle onto odd years.
 - b. Special Districts are now allowed to get permits to sell alcohol for special events.
 - c. There are discussions about a possible bill to be proposed this legislative session that would expand the residential assessment rate cycle from 2 years to 4 years, in an attempt to lessen the immediate impact of the lower rate on governmental entities. Attorney Ferguson presented a Resolution of Support on the matter. The Colorado Fire Chiefs and the SDA, are asking District Board members to get involved and to call their representatives to get the proposed bill passed.

MOTION: Assistant Secretary Rowe made a motion to approve Resolution 2018-04 - A RESOLUTION IN SUPPORT OF EXTENDING THE RESIDENTIAL ASSESSMENT RATE FOR FOUR YEARS subject to final revisions by Legal Counsel to include details regarding the bill.

SECOND: Treasurer Serafini

APPROVED: Motion carried unanimously.

3. Legal Counsel requested an Executive Session in order to update the Board on the Vestas matter.

City of Brighton Liaison Report:

Councilwoman Lynn Baca was not in attendance.

G. Old Business

1. Fleet Maintenance Facility Update

Chief Bodane showed a slide presentation and updated the Board on the District's construction project.

H. New Business

RECORD OF PROCEEDINGS

I. Executive Session

MOTION: Treasurer Serafini made a motion at 6:44 p.m. enter into an Executive Session pursuant to C.R.S. § 24-6-402 (a),(b) and (e) to Receive Advice of Legal Counsel on Contract Negotiations.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

Attorney Ferguson confirmed for the record that the executive session is considered privileged attorney-client information and will not be recorded. The Board entered Executive Session at 6:44 p.m.

President Morris joined the Executive Session by telephone.

MOTION: President Morris made a motion to return to general meeting at 7:46 p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

J. Adjournment

MOTION: President Morris made a motion at 7:46 p.m. to adjourn meeting.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

Chairman Gerhardt adjourned the meeting at 7:46 p.m.

Arlin Riggi, Secretary

I hereby attest that the Executive Session, which was not recorded, constituted privileged attorney-client communications.

Michelle B. Ferguson, Esq.

I hereby attest that the Executive Session was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. §§24-6-402(4)(a),(b), and (e).

Scott Gerhardt, Vice President