

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

December 12, 2018

A. Call to Order

President Dean Morris called the meeting to order at 6:05 p.m.

B. Roll Call

Present

Dean Morris, President
Scott Gerhardt, Vice President
Frank Serafini, Treasurer
Arlin Riggi, Secretary
Don Rowe, Assistant Secretary

Excused

Also in Attendance

Mark Bodane, Fire Chief
Matthew Court, Legal Counsel
Rita Saunders, Finance Manager
Andria Koenig, Administrative Manager
Whitney Even, Fire Marshal

Natalie Ridderbos, Public Information Officer
Other Guests
Emily Haskin, Administrative Assistant
Lynn Baca, Brighton City Council

C. Presentations

None.

D. Call for Changes to the Agenda

MOTION: Treasurer Serafini made a motion to approve the agenda, as presented

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

E. Public Comment

Brighton Professional Firefighter's Association Local 4477 ("Union") President Kevin Carson introduced himself and stated that he would like to personally thank the Board on behalf of the Union, and discussed some updates about Union negotiations and the ratification of the 2019 Collective Bargaining Agreement.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending October 31, 2018
2. Approval of November 2018 payments of \$1,234,368
3. Approval of November 8, 2018 and November 14, 2018 Board Meeting Minutes

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

SECOND: Secretary Riggi

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APPROVAL: Motion carried unanimously.

G. Reports/Informational Items

Chief's Report:

In addition to his written report, Chief Bodane discussed the following items:

1. There is a retention/detention pond at Station 51 to the west of the building. The pipe that drains the pond isn't working properly. The District attempted to determine the location of the water leak, but couldn't find the exit point. Upon further inspection, it has been determined that the pipe was infiltrated by tree roots and has collapsed. Fixing the pipe is a priority, and Chief Staff is considering options.
2. The lease for the Administrative Offices with the City of Brighton is up in May of 2019. The District can renew the lease for another 8 years with 90 days' notice. The Board had no objection to renewing the lease.
3. The IGA for Emergency Services with the City of Brighton is up in April of 2019. The Board will discuss this at its next study session.
4. The City has informed the District that it will be installing a fiber optic line along Highway 85 near Station 51. The District will be able to access that line for Station 51 internet and communications. Chief Bodane is working with the City to prepare the necessary easement agreement with the Brighton Housing Authority.
5. Chief Bodane made a recommendation to cancel the December 26, 2018 Study Session.

MOTION: Vice President Gerhardt made a motion to cancel the Study Session on December 26, 2018

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

Deputy Fire Chief:

Deputy Fire Chief Schuppe discussed the following items:

1. New engine update –The chassis for the new engine should be on the Pierce production floor just after the 1st of the year.
2. As Chief Staff worked through the Assistance to Firefighters Grant (“AFG”) process, they discovered the District can only be awarded up to 1 million dollars in grant funds per fiscal year. With that in mind, Chief Staff submitted grants for SCBA and the Blue Card ICS system.
3. 1st Responder Sleep Recovery Workshop – The Workshop addressing sleep and sleep recovery for 1st Responders will be held the week of 12/17.
4. The District had 508 calls for service and 82 mutual/automatic aid calls in November.

Financial Report:

In addition to her written report, Finance Manager Saunders updated the Board on the following:

1. Audit update – Auditors were in the office the week of 12/3. The building construction audit went well and no issues were identified.
2. The District has a Money Market account set up with the Bank of Colorado which will enable the District to take credit cards for impact fees and permit fees. Training on the point-of-service system will be held on 12/17/18.

Administrative Manager:

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In addition to her written report, Administrative Manager Koenig updated the Board on the following items:

1. Staff is starting to track time in Crewsense, allowing the District to move away from paper files/spreadsheets.
2. Administrator Koenig will be on maternity leave beginning sometime the first part of January for approximately 12 weeks. Emily Haskin will be attending the Board meetings in Ms. Koenig's place to take minutes and assist.

Fire Marshal

Fire Marshal Even updated the Board on the following items:

1. She reviewed the new and on-going construction projects within the District.

Public Information Officer Report:

1. PIO Ridderbos provided highlights of District activities and incidents.
2. She presented a video highlighting Firefighter/Medic Brent Palizzi.

Attorneys' Report:

Attorney Ferguson was not in attendance. Attorney Matthew Court, attending in her absence, stated that he would answer any questions the Board may have regarding Attorney Ferguson's written report. He also updated the Board on the following:

1. Gallagher Update –Attorney Court discussed with the Board the Colorado Supreme Court's decision to decline the Interrogatories on the interplay between TABOR and the Gallagher Amendment submitted by Governor Hickenlooper.

Brighton City Liaison Report

Councilwoman Lynn Baca updated the Board on various City Projects and Priorities.

1. There will be no increase in the water service rate in 2019.
2. The City is decreasing the standard charge for past due utility bill payments.
3. The City has put together a committee to select an auditing firm for the City. The committee has representation from each ward as well as citizens.

H. Old Business

1. None

I. New Business

- a. Public Hearing – Proposed 2019 Annual Budget

MOTION: Vice President Gerhardt made a motion to open the public hearing on the proposed 2019 Annual Budget

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

Attorney Court stated for the record that the Notice of Public Hearing on the proposed 2019 Budget had been duly published in a newspaper with general circulation in the District and posted in accordance with Colorado law. He

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also stated that the District did not receive any written comments regarding the proposed 2019 Budget prior to tonight's public hearing.

Public Hearing

There were no comments from the public.

MOTION: Vice President Gerhardt made a motion to close the public hearing on the proposed 2019 Annual Budget

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

b. Resolution 2018-09 Adopting the 2019 Annual Budget

MOTION: Vice President Gerhardt made a motion to approve Resolution 2018-09 Adopting the 2019 Annual Budget

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

c. IGA for Emergency Services Automatic Aid

Chief Bodane presented the IGA for Emergency Services Automatic Aid by and between ten individual contracting members in the northern part of the greater Denver metro area.

MOTION: Treasurer Serafini made a motion to approve the IGA for Emergency Services Automatic Aid.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

J. Executive Session

MOTION: Treasurer Serafini made a motion at 6:52 p.m. to enter into an Executive Session pursuant to C.R.S. § 24-6-402(4) (b), and (e) to Receive Advice of Legal Counsel regarding contract negotiations with the Union and personnel matters.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

Attorney Court noted for the record that the executive session shall constitute a privileged attorney-client communication and therefore will not be recorded.

The Board went into Executive Session.

MOTION: Assistant Secretary Rowe made a motion to return to general meeting at 8:04 p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

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K. New Business, Continued

a. Approval of 2019 Collective Bargaining Agreement

MOTION: Vice President Gerhardt made a motion to approve the 2019 Collective Bargaining Agreement between the District and Brighton Professional Firefighter's Association Local 4477.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

L. Adjournment

MOTION: Vice President Gerhardt made a motion at 8:04 p.m. to adjourn the meeting.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 8:04 p.m.

Dean Morris, President

Arlin Riggi, Secretary