

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

September 12, 2018

A. Call to Order

President Morris called the meeting to order at 6:00 p.m.

B. Roll Call

Present

Frank Serafini, Treasurer
Arlin Riggi, Secretary
Don Rowe, Assistant Secretary

Excused

Scott Gerhardt, Vice President

Also in Attendance

Mark Bodane, Fire Chief	
Michael Schuppe, Deputy Chief	Carla Gutierrez, Fire Inspector
Michelle Ferguson, Legal Counsel	Emily Haskin, Administrative Assistant to Fire Prevention
Rita Saunders, Finance Manager	Other Guests
Andria Koenig, Administrative Manager	

C. Presentations

1. Chief Bodane introduced Emily Haskin, the new Fire Prevention Administrative Assistant, and stated that she started on Monday, July 9th.

D. Call for Changes to the Agenda

Attorney Michelle Ferguson indicated there was no need for an executive session and asked to omit item 10 under Executive Session from the agenda.

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

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

E. Public Comment

None.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending July 31, 2018
2. Approval of August 2018 payments of \$767,105
3. Approval of August 8, 2018 and August 22, 2018 Board meeting minutes

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

SECOND: Secretary Rowe

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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. Chief Bodane discussed the renewal plan for the employee benefit package for 2019, and stated that Chief Staff's recommendation is to continue using the Synergy Plan for the District's employee medical insurance; to remain with Anthem for the dental and vision insurance; and to look for a better policy for life insurance and short-term disability insurance. There is an 8.4% increase overall for the District's employee insurance benefit package..
2. Annual Open Houses and Pancake Breakfast will be Saturday, September 22, 2018 from 8 a.m. to 11 a.m.

Deputy Fire Chief:

1. Deputy Fire Chief Schuppe stated that he visited Pierce for a pre-construction meeting, tour, and line-by-line specifications review. Staff anticipates the new Engine will be complete in March of 2019.
2. Brighton Fire Rescue District hosted regional training with CrewSense workforce management software. Attendees were Chief Bodane, Chief Schuppe, Battalion Chief Lutz, Rita Saunders and Andria Koenig. Other local fire districts also attended.
3. Lieutenant testing and Battalion Chief Training and Special Operations interviews are scheduled.
4. Future trainings include hose testing and site visits to an oil well on 136th and I-76.
5. Calls for service for August:
 - 548 Total Calls
 - 60 automatic aid calls
 - 10 calls to assist South Adams
 - 15 calls receiving aid from South Adams

Financial Report:

Finance Manager Saunders updated the Board on the following items:

1. She is working on the 2019 Budget and preparing alternate scenarios should the mill levy pass or not.

Administrative Manager

Administrative Manager Koenig updated the Board on the following items:

1. Administrative Manager Koenig noted that the employee benefits and health fair for District members is scheduled for the first week of October. There will be one session for each shift during the morning hours and one evening option for the spouses and their family. Representatives from all of the District's carriers will be present.

Deputy Fire Marshal

Deputy Fire Marshal Even is on leave. Fire Inspector Carla Gutierrez reported on the following items:

1. She reviewed current and new construction projects within the District.
2. Impact Fees – District has collected \$178,849 in impact fees.

Public Information Officer Report

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Public Information Officer Ridderbos is on leave. No Public Information Office report was given.

Attorneys' Report:

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

1. The Vestas deal has finally closed.
2. Her firm is working with Chief Staff on the November 6, 2018 election.
3. A Legal Advisement will be sent to Chief Staff next month. The Advisement analyses various pieces of legislation that impact special districts generally and fire protection districts specifically.

H. City of Brighton Liaison Report:

Councilwoman Lynn Baca was absent.

I. Old Business

There was no Old Business

J. New Business

1. Consideration of Resolution 2018-07: Advocating Voter Approval of the Fire District's Request for a Property Tax Increase During the November 6, 2018 Election

MOTION: Treasurer Serafini made a motion to approve Resolution 2018-07: Advocating Voter Approval of the Fire District's Request for a Property Tax Increase During the November 6, 2018 Election.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

2. Consideration of the Factual Summary, an informational summary written as part of the District's November 6, 2018 Election Question, pursuant to Chief Staff and Legal Counsel adding the Ballot Issue No. to the Summary.

MOTION: Treasurer Serafini made a motion to approve the Factual Summary, conditioned upon requested changes being made by Chief Staff and Legal Counsel.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

K. Adjournment

MOTION: Treasurer Serafini made a motion at 6:29 p.m. to adjourn meeting.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 6:29 p.m.

Frank Serafini, Treasurer

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Arlin Riggi, Secretary