

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

April 12, 2017

A. Call to Order

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

B. Roll Call

Present

Dean Morris, President
Frank Serafini, Treasurer
Arlin Riggi, Secretary

Absent

Scott Gerhardt, Vice President (excused)
Don Rowe, Assistant Secretary (excused)

Also in Attendance

Mark Bodane, Fire Chief	Carol Thompson, Administration
Mike Schuppe, Deputy Fire Chief	Christopher Woolley, Battalion Chief
Michelle Ferguson, Legal Counsel	Whitney Even, Deputy Fire Marshal
Rita Saunders, Finance Manager	Lynn Baca, City Councilwoman
Natalie Ridderbos, PIO	Other Guests

C. Presentations

1. Wildland Firefighting

Battalion Chief Christopher Woolley updated the Board and narrated a slide presentation on the District's Wildland Firefighting program, apparatus and open burning requirements.

D. Call for Changes to the Agenda

Approval of the Brookfield Development Easement Agreement was added as item "b" under New Business. Item 10 Executive Session was deleted.

MOTION: Treasurer Serafini made a motion to approve the agenda with changes.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

E. Public Comment

None.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending February 28, 2017

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2. Approval of March 2017 accounts payable checks:
GF check numbers 30632 to 30717 and ACH Bank Transactions
CD check numbers 20068 to 20082
Total March 2017 expenditures: \$1,223,111
3. Approval of March 8, 2017 District Board Meeting Minutes
Approval of March 22, 2017 Study Session Meeting Minutes

MOTION: Secretary Riggi made a motion to approve the Consent Agenda as presented.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

G. Reports/Informational Items

Chief's Report:

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

1. Directors Scott Gerhardt, Arlin Riggi, Fire Chief Bodane, and Attorney Ferguson attended the Commerce City City Council Study Session to discuss impact fees and the District's impact fee study. The presentation on the impact fee concept and the need for impact fees for the District was well received by Commerce City. Commerce City is protected by three separate fire districts, South Adams County Fire Protection District ("South Adams"), Sable-Altura Fire Protection District ("Sable-Altura") and Greater Brighton Fire Protection District, and the City Council wants to receive information regarding all three fire departments' impact fee studies before taking any action. The District was the first to approach Commerce City regarding impact fees. It was noted that South Adams is currently doing their impact fee study and it is not known when Sable-Altura will be doing an impact fee study. On Thursday, April 13th, all fire districts in Adams County, including the District, will be meeting with Staff from Adams County Board of County Commissioners to discuss impact fees. Impact fees will also be discussed during the District's joint meeting with Brighton City Council on Tuesday, April 25th.
2. Proposal for the energy/mineral use of the land under Station 53 has been sent to legal counsel for review.
3. The Firefighter Cancer Insurance program has worked its way through legislation and on its way to the Governor's desk. This optional program will allow the District to participate in a trust fund to provide benefits to those firefighters diagnosed with cancer. This program is a replacement for the presumptive cancer portion of the worker's compensation statute. Ultimately, participating in the Trust is expected to lower the District's workers' compensation rates. Cost is approximately \$250 per firefighter annually.
4. The request for a Phase I Environmental Study on the Vestas property was approved. June 6, 2017 is the estimated closing date.
5. Ryan Johnson, Brighton Urban Renewal Authority Interim Director may have someone interested in purchasing the current vehicle maintenance building. A meeting will be set up between the interested party and Chief Bodane to discuss the property.

Deputy Fire Chief:

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

1. The two new brush truck chassis are scheduled to be delivered to BFX Fire Apparatus in Texas on April 28th. The Prevention Equinox SUV has been put into service. The Apparatus Committee is working on the specifications for the engine and rescue apparatus. Engine 52 is back in service following the chassis rails and ball joint recall notices.
2. New MDT's have been installed in all apparatus. March was a busy month with 575 calls. TriTech went

RECORD OF PROCEEDINGS

live on March 21st. Chief Schuppe is working with Tritech and ADCOM on some GPS issues on the routing and mapping of incident calls. Chief Schuppe thanked Battalion Chief Sheldon and Lieutenant Dawson for their hard work on the implementation of this project.

3. The District is working with the Denver Fire Department on a joint airport incident training to be held in July.

Financial Report:

Accountant Saunders updated the Board on the following items:

1. Pinnacol Assurance annual audit has been completed. The District received a credit of \$6,019 in overpaid premiums. District also received a \$9,785 dividend for 2015.
2. District received \$1,435 for two months of oil and gas revenues for Station 55.

Deputy Fire Marshal

In addition to the written report Deputy Fire Marshal Even updated the Board on the following:

1. Various new business construction projects and upcoming District events.
2. The Fire Prevention Division is working with the City to develop a process to prosecute fire code violations in Brighton municipal court. This process would help with the chronic violation offenders.

Public Information Officer Report

Public Information Officer Natalie Ridderbos presented the following:

1. Slideshow of various incidents, training events and other District events.
2. Video of the month - Inside ADCOM 911 – to correspond with Telecommuter Week.

Attorneys' Report:

Attorney Michelle Ferguson had nothing to add to her written report.

City of Brighton Liaison Report:

Councilwoman Lynn Baca updated the Board on the following events.

1. Councilwoman Baca thanked Chief Bodane for his participation in the City Manager recruitment focus group over the last month. Ms. Baca highlighted the position requirements and noted the recruitment process will be open for about one month.

H. Old Business

1. Station 52 Update

Chief Bodane updated the Board on the progress of Station 52. The projected move in date is around May 20th.

2. Vehicle Maintenance Facility Update

Chief Bodane updated the Board on the progress of the Vehicle Maintenance Facility. First submittal will include the site plan, exterior elevations and storm drainage and will be submitted next week.

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I. New Business

1. Approve Station 52 Settlement Agreement

MOTION: Secretary Riggi made a motion to approve the Station 52 Settlement Agreement in the amount of \$63,093.69 and authorize Kelly Duke, Legal Counsel to negotiate the actual terms of the settlement agreement and to give Fire Chief Bodane and/or Board President Morris authorization to execute the agreement.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

2. Easement Agreement for the Brookfield Development

The Easement Agreement is for the construction, maintenance, repair, upgrade, removal, and replacement of fiber optic cable and telecommunications infrastructure for the new Station 52.

MOTION: Treasurer Serafini made a motion to approve the Easement Agreement between Brookfield Residential (Colorado) LLC and Greater Brighton Fire Protection District/ DBA Brighton Fire Rescue District dated April 12, 2017.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

J. Adjournment

MOTION: Secretary Riggi made a motion at 7:17 p.m. to adjourn the meeting.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 7:17 p.m.

Arlin Riggi, Secretary