

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

September 13, 2017

A. Call to Order

President Morris called the meeting to order at 6:18 p.m.

B. Roll Call

Present

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

Absent

Arlin Riggi, Secretary (excused)

Also in Attendance

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

C. Presentations

There were no presentations.

D. 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.

E. Public Comment

None.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending July 31, 2017
2. Approval of August 2017 accounts payable checks:
GF check numbers 31022 to 31100 and ACH Bank Transactions
CD check numbers 20149 to 20159
Total August 2017 expenditures: \$873,977
3. Approval of August 9, 2017 District Board Meeting Minutes

RECORD OF PROCEEDINGS

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

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

G. Reports/Informational Items

Chief's Report:

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

1. The final punch list and payout for Station 52 are still open.
2. The District has submitted the final request for the DOLA grant funds. Final amount to be paid is \$100,000.
3. The 1999 Chevrolet Suburban is for sale.
4. There will be a garage sale at the Training Center. These are items from the old station that were not used at the new Station 52.
5. The Dedication and Open house went very well and was well attended. Chief Bodane appreciated the hard work by all the staff and thanked Natalie Ridderbos for coordinating the event.
6. 9/11 Ceremony was held at Station 52 on Monday, September 11th. A piece of steel from the Twin Towers has been installed at Station 52 and was well received.

Directors Gerhardt and Morris thanked everyone for their hard work in getting the station ready for the open house. The community was excited and impressed with the new station.

Deputy Fire Chief:

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

1. Brush Trucks – the chassis have been painted and they are now working on the mounting system for the boxes and are doing some electrical work, specifically, flashers and lights. The truck bodies and tanks will be delivered in October.
2. August calls – the District continues to be busy with 579 calls for service including 10 weed/brush fires, 2 structure fires and 72 aid-given-and-received calls.
3. The North Area Fire Academy started on Tuesday, September 5th.

Financial Report:

In addition to her written report, Finance Manager Saunders noted that she assisted Frederick-Firestone Fire Protection District as they are changing to a 48/96 work schedule effective the end of December 2017 or beginning of January 2018. She is working on the 2018 Budget and the year-end estimates. The District estimated a 24% increase in assessed values from Adams County. The District has received the preliminary Assessed Valuation and the actual assessed valuation shows a 17% increase.

Deputy Fire Marshal

Deputy Fire Marshal Even updated the Board on the following:

1. Fire Prevention did inspections and participated in Senior Day and Kids Day at the Adams County Fair.
2. Dawn Blunt is preparing for the October Fire Prevention Month activities.
3. Fire Inspectors Carla Gutierrez and Jessika Epley continue to work on the annual inspections.
4. Deputy Fire Marshal Even is working with Deputy Fire Chief Schuppe on the ImageTrend Inspection Module.

RECORD OF PROCEEDINGS

5. Two Compliance Summons were issued.
6. Deputy Fire Marshal Even highlighted various new business construction projects and potential projects.

Public Information Officer Report

Public Information Officer Natalie Ridderbos presented the following:

1. Slideshow of various incidents, training events and other District events during August.
2. She also showed a video of the Rocking Horse Farms Subdivision grass fire.

Attorneys' Report:

In addition to her written report, Attorney Ferguson updated the Board on the following items:

1. The Weld County Board of County Commissioners approved the District's Fire Code.

City of Brighton Liaison Report:

City of Brighton Councilwoman Lynn Baca congratulated the District on their Dedication and Open House for the new Station 52.

The new City Manager, Philip Rodriguez, started on Monday, September 11th. Acting City Manager Clint Blackhurst will stay until the end of September. Mr. Blackhurst will also be running for the Ward 3 City Council seat in the November elections.

Impact Fees – Discussion on the District's impact fees will again be discussed at the City Council meeting in October. Ms. Baca would like to see the City Council and District Board meet to discuss the issue.

H. Old Business

1. Fleet Maintenance Facility Update

Chief Bodane noted that work started on Monday, September 11th.

I. New Business

There was no new business

J. Executive Session

MOTION: Treasurer Serafini made a motion at 6:55 p.m. to 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 and on the Sale and Acquisition of Property.

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.

MOTION: Assistant Secretary Rowe made a motion at 9:09 p.m. to return to general meeting.

RECORD OF PROCEEDINGS

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

K. Adjournment

MOTION: Assistant Secretary Rowe made a motion at 9:09 p.m. to return to general meeting.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 9:09 p.m.

Don Rowe, Assistant 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).

Dean Morris, President