

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

February 14, 2018

A. Call to Order

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

B. Roll Call

Present

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

Also in Attendance

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

C. Presentations

1. Vehicle Extrication

Fire Chief Bodane introduced Lieutenant Kevin Carson who presented a video and narrated a slide show presentation on vehicle extrication training and the various extrication tools used.

Call for Changes to the Agenda

MOTION: Vice President Gerhardt made a motion to approve the Agenda as presented.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

D. Public Comment

None.

E. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending December 31, 2017
2. Approval of January 2018 accounts payable checks:
GF check numbers 31446 to 31513 and ACH Bank Transactions
CD check numbers 20198 to 20202
Total January 2018 expenditures: \$907,276

MOTION: Vice President Gerhardt made a motion to approve the Consent Agenda as amended.

SECOND: Treasurer Serafini

RECORD OF PROCEEDINGS

APPROVAL: Motion carried unanimously.

F. Reports/Informational Items

Chief's Report:

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

1. Status of Atlas Tower and the potential cellular site at the Training Center. Chief Bodane stated that Legal Counsel is reviewing the Lease Agreement. Chief Bodane also noted that there is a possibility of adding another tower at Station 52.

Deputy Fire Chief:

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

1. A rendering of the striping was shown for the new Brush Trucks. Staff anticipates picking up the apparatus around the first part of March.
2. Bid requests for the new engine were sent to twenty manufacturers. Bids are due by March 2nd. Chief Staff anticipate providing the Board with a recommendation around April, after they have reviewed the bids.
3. Class A uniforms have arrived and new employee photos are being taken this week.
4. First In – Chief Staff is working with Adcom on the WestNet server. There are still a few configuration issues. No “go live” date has been set.
5. Tech Rescue - Ice training took place the end of January and first part of February. Chief Schuppe thanked Battalion Commander Woolley, Lieutenant Colin Brunt and Lieutenant Scott Griffith for their help during the ice rescue training. This week is confined space training at Station 52.
6. Image Trend/RMS data management training is scheduled for April. Deputy Fire Marshal Whitney Even and the Inspectors Jessika Epley and Carla Gutierrez are using the occupancy, inspections and location module out in the field. The District is the only agency using that module at this time.
7. There were 6600 calls for service in 2017. In January 2018 there were 599 calls.

Financial Report:

Finance Manager Saunders updated the Board on the following items:

1. Status of the year end financials, general fund and capital fund.
2. She noted that the 2017 Audit starts on Tuesday, February 20th.

Deputy Fire Marshal

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

1. Current and new projects within the District.
2. Fire Inspectors Jessika Epley and Carla Gutierrez are using ImageTrend out in the field. They are reporting any programming issues they come across. Year-to-date they have completed over 200 inspections.
3. Impact Fees – The District has collected 40 single-family-homes impact fees for a total of \$27,520.

Public Information Officer Report

Public Information Officer Ridderbos presented the following:

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

RECORD OF PROCEEDINGS

Attorneys' Report:

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

1. She requested an Executive Session in order to update the Board on the Vestas matter and other items on the Attorney's report.
2. The Board was provided a copy of the 2017 Retainer Summary.
3. Legislative updates will start in March.

City of Brighton Liaison Report:

Councilwoman Lynn Baca updated the Board on the following items.

1. Ms. Baca was assign as the District's City Liaison for the next two years. J.W. Edwards is the alternate.
2. The City is considering an IGA with Adams County regarding animal control services. The City is considering discontinuing animal control services and using Adams County's services.
3. There is a fund raiser for a police officer who was being treated for cancer. There is also a Go Fund Me page for donations. The District staff raised funds and purchased gifts for him and his family as well as provided a tablet to use at chemo appointments, a gift card for some apps, and \$1,250 in cash.
4. Director Riggi asked if, with all the growth coming to Brighton, the City is planning to do anything regarding the streets and traffic. Ms. Baca stated that at the City Council's Council Retreat in March they will be discussing where their funding will go.

G. Old Business

1. Fleet Maintenance Facility Update

Chief Bodane showed a slide presentation and updated the Board on the District's construction project. District is looking for a May move-in date.

H. New Business

1. Public Hearing and Resolution 2018-03 – Inclusion of Real Property – School District 27J

MOTION: Vice President made a motion to open a public hearing at 7:00p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

There was no public comments received.

MOTION: Vice President made a motion to open a public hearing at 7:01p.m

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

MOTION: Vice President made a motion to approved Resolution 2018-03 - **RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREATER BRIGHTON FIRE PROTECTION DISTRICT FOR INCLUSION OF REAL PROPERTY- SCHOOL DISTRICT 27J**

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

RECORD OF PROCEEDINGS

2. Fire Chief Employment Agreement

MOTION: Vice President Gerhardt made a motion to approve the Fire Chief Employment Agreement

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

I. Executive Session

MOTION: Vice President Gerhardt made a motion at 7:05 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: Treasurer Serafini

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 7:05 p.m.

President Morris had to leave the meeting at 7:05 p.m.

MOTION: Vice President Gerhardt made a motion to return to general meeting at 7:55 p.m.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously

J. Adjournment

MOTION: Vice President Gerhardt made a motion at 7:55 p.m. to adjourn meeting.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

Vice President Gerhardt adjourned the meeting at 7:55 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