SPECIAL MEETING MINUTES
GREATER BRIGHTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
500 S. 4th Avenue, 3rd Floor, BRIGHTON, COLORADO 80601

July 27, 2022

A. Call to Order
The Special Meeting of the Board of Directors of Brighton Fire Rescue District was called to order at 17:38 by Vice President Rowe. The Board members appeared at the meeting in person unless indicated. Call-in information was made available to the public by the meeting notice.

B. Roll Call

Present
Dean Morris, President (Excused)
Don Rowe, Vice President
Jeff Jacobucci, Treasurer
Cheryl Spottke, Secretary (Excused)
Frank Serafini, Assistant Secretary

Also in Attendance
District Staff
Brycen Garrison, Fire Chief
Gerard Lutz, Deputy Chief of Emergency Operations
Rand Sheldon, Deputy Chief of Administrative Operations

Michelle Ferguson, Legal Counsel

MOTION: Director Serafini made a motion to excuse Directors Morris and Spottke.
SECOND: Director Jacobucci
APPROVAL: Motion carried unanimously.

C. Administrative Items
Chief Garrison Updated the Board on the following:

A. DROP Contribution:
Currently, the District contributes 9% of the employee’s wages to a sworn members’ Fire & Police Pension Association (FPPA) retirement account. Chief level staff, both line and administrative, are not eligible. When an eligible sworn member enters the Deferred Retirement Option Plan (DROP), the member’s contributions go into a 457-retirement account and the District and member no longer contribute to FPPA for the duration of the period the employee remains in the DROP program. Chief is proposing that the District continue contributing the 9% to those employees participating in DROP, but putting it in a 457-retirement account. The average time members remain in DROP is between 2 – 5 years.

B. Roll In Ceremonies: There are two “Roll In” Ceremonies remaining. It is a long-standing Fire Department tradition where the water from an old engine is transferred to a new engine. Children then get to “Wash the Wheels” of the new engine, and the new engine is then “pushed” into the bay. These will be community events and families will be encouraged to attend.

C. Spouses Event Update
The District has provided training for members and their families on the difficulties of shift life.

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D. Brighton Fire Community Education Campaign
   Working with the PR firm Catalyst Public Affairs to provide educational information regarding the District and its services.

E. Update on Finance Division:
   Met with Bob Feis and Jim Pauley to discuss the direction of the finance division. Accounting Specialist Preston has resigned and a part time position in accounting is being posted.

F. 2021 Financial Audit Extension:
   The auditor has indicated they need additional time to complete the District’s audit. A request for extension of time to file the Audit of the District's 2021 Financial Statements has been filled with the State.

G. ADCOM Update:
   Due to the needs of the participating entities, ADCOM’s budget has been frozen for the past two years; ADCOM will need to increase its operations budget by 12% in 2023.

H. City Cost Agreement Update
   Met with the Brighton City Manager and the Finance Manager regarding the rental agreement between the City of Brighton and Brighton Fire for the headquarters. The agreement is to go back to the original rental cost.

I. Update on Weld County Assessments
   Weld County anticipates favorable increases to revenues from Oil and Gas.

J. NAFA 2022 Academy Graduation
   Brighton Fire had one Cadre Lieutenant Grein in the Academy teaching. He was well received and was honored for his work.

K. Chamber and Rotary Updates
   Chief Bednarcik has accepted the position as President of the Brighton Rotary.

D. Consideration and Approval of Third Amendment to Agreement with Platte Valley.
   MOTION: Director Jacobucci made a motion to approve the Third Amendment to Agreement with Platte Valley and authorize Chief Garrison to sign and execute the Agreement.
   SECOND: Director Serafini
   APPROVAL: Motion carried unanimously.

E. Adjournment
   MOTION: Director Serafini made a motion to adjourn the meeting.
   SECOND: Director Jacobucci
   APPROVAL: Motion carried unanimously.

President Rowe adjourned the meeting at 19:05.