

MINUTES
GREATER BRIGHTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
500 S. 4th Avenue, 6th Floor, BRIGHTON, COLORADO 80601

April 13, 2016

A. Call to Order

President Morris called the meeting to order at 6:10 p.m.

B. Roll Call

Present

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

Also in Attendance

Mark Bodane, Fire Chief
Mike Schuppe, Deputy Fire Chief
Michelle Ferguson, Legal Counsel
Rita Saunders, Finance Manager
Natalie Ridderbos, PIO

Carol Thompson, Administrative Assistant
Chris Woolley, Battalion Chief
Gerard Lutz, Battalion Chief
Brycen Garrison, Captain
Christopher Elliott, Engineer

Kenneth Maine, Firefighter
Carl Craigle, PVMC
Lynn Baca, Councilwoman
Jeff Jacobucci, Retiree
Robert Baumgartner, Retiree

C. Presentations

There were no presentations

D. Call for Changes to the Agenda

Attorney Ferguson added "ImageTrend Agreement" as Item D to New Business.

MOTION: Vice President Gerhardt made a motion to approve the agenda with changes.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

E. Public Comment

There was no public comment.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending February 29, 2016
2. Approval of March 2016 accounts payable checks:
GF check numbers 26616 to 26690
and check numbers 415 to 417 and ACH Guaranty Bank Transactions

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CD check numbers 26347 to 26352

Total February 2016 expenditures: \$608,436

3. Approval of March 9, 2016 Board Meeting Minutes
Approval of March 30, 2016 Special Meeting Minutes

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 updated the Board on the following items and stated he would address any Fire Prevention questions as well:

1. ISO Rating – The District will improve to a Class 2 rating. Brighton will be the only Fire District within Adams County to have a Class 2 rating. A Class 2 rating puts the District in the top 3% of Fire Departments in the United States. In areas where there are no hydrants, the rating will be a Class 3. The change to the ISO rating will go into effect upon receipt of an official letter from ISO, expected sometime this summer. Chief Bodane will inform the City of Brighton of the change in rating during the joint Board meeting on April 26, 2016. The Board thanked everyone who participated in helping to get this project completed.
2. Fire Code in Weld County – Staff will meet with the Weld County Board of County Commissioners on May 4th to provide explanations of and documents related to amendments made to the fire code. Staff will compare the District's fire code with the fire code used by Mountain View Fire Protection District and Fort Lupton Fire Protection District to show how the codes are similar.
3. FM Global Grant – a plaque commemorating the \$2,295 FM Global Grant the District received was passed amongst the Board. The Grant is for the purchase of ten-year batteries for our smoke detector program. Public Safety Educator Dawn Blunt completed the purchase.
4. FlexMagic – The District's Health Reimbursement account and Flex Spending account administrator, FlexMagic, experienced a credit card cyber-attack on their system. This attack did not directly affect the District or its employees, however it did require FlexMagic to shut down their entire system. The District is transitioning to a new vendor, 24HourFlex. 24HourFlex is the largest flex spending agency in the Rocky Mountain region. 24HourFlex was recommended by Gallagher Benefits Services.

Public Information Officer

Public Information Officer Natalie Ridderbos, updated the Board on the following items.

1. The Cinco de Mayo celebration is scheduled for May 1st at the Adams County Fairgrounds. The District will provide Fire/EMS coverage.
2. Operation Chaos is scheduled for May 11th. This will be a full scale railway hazmat response scenario. Stephanie Hackett, Emergency Manager is coordinating this event.
3. A Relay for Life City Fundraiser is on May 12th. The City of Brighton team asked if some of the District's firefighters would participate in a cool whip pie-in-the-face event for a donation.
4. Help for Homes – scheduled for May 14th. This is the 9th year that District will be participating.
5. Safety Expo is scheduled for May 21st at Prairie Center from 10 a.m. to 2 p.m. Approximately 13 vendors will be participating.
6. SummerFest (formerly CultureFest) – Scheduled for June 4th. The District will have a presence with a

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truck and the Safety Trailer. The event runs from 10 a.m. to 4 p.m.

7. Adams County Movie Nights at the Park will start in June. The District will have a presence at these events. There is also discussion about the District hosting a movie night at Station 55; if so, the movie would be Disney's Planes: Fire and Rescue.
8. Adams County Fair – Planning with Adams County has begun. Next meeting will be held in June.
9. It was noted that PIO Ridderbos will take over the compiling and presenting all District reports to the Board.

Deputy Fire Chief:

Chief Schuppe had nothing to add to his written report but wanted to recognize and thank all the dispatchers, technicians and management at ADCOM 911 for all of their hard work. April 10-16 is 911-Telecommunication Month.

Financial Report:

In addition to her written report, Rita Saunders, Finance Manager, updated the Board on the following items:

1. Ms. Saunders is reviewing the services and fees offered by Summit Bank and 1st Bank. The District is considering moving accounts from Guaranty Bank. United Power and Bob Feis have recommended Summit Bank, which is currently located in the Lark Ridge Shopping area off Hwy 7 and I-25. The Board indicated that staff should proceed with changes as indicated and inform the Board afterwards.
2. Participated in a required due diligence conference call with the servicers and lenders for the new capital lease for the new Station 52 and the upgrades to the existing Station 52.

Attorneys' Report:

Attorney Michelle Ferguson updated to Board on the following items.

1. Attorney Kelley Duke has been working on the Development Agreement.
2. The ImageTrend Elite Software Contract has been finalized. Later in the meeting, the Board will be asked to approve the Agreement.
3. Legislative update – The Colorado Legislature is still in session for another month. At the June Board meeting, Legal Counsel will review with the Board all of the bills that were passed. To date, four bills have passed that could affect the District. HB16-1046: The Designated Emergency Response Authority bill was signed by the Governor. This bill requires municipalities and counties to annually report their DERAs to Colorado State Patrol. DERAs can provide hazmat services directly or through mutual aid or private contract. The bill was necessary to eliminate potential confusion at the county level regarding responsibility and chains of authority for response to certain hazmat situations.
4. Impact Fee legislation (HB16-1088) has been passed by the House and the Senate. It has not yet been sent to the Governor.
5. There is no new information on Vestas.
6. Vice President Gerhard inquired about clarification on recent legislation in the news. HB16-1399 addresses the current practice by insurance companies of automatically excluding mental impairments from workers compensation coverage depending on an employee's occupation. The proposed legislation states that insurance companies cannot claim an automatic exclusion based on the industry in which an employee works. Each claimant would be required to be evaluated by a licensed psychiatrist or psychologist.

City of Brighton Liaison Report:

Councilwoman Lynn Baca updated the Board on the following items:

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1. The Brighton City Council has passed several master plans including the Comprehensive Plan and District Plan, which was a joint plan with Adams County. The Plans were supported by both the City and County Planning Departments.
2. Reviewing the water master plan. Change order should come before City Council Tuesday to increase the plan to cover the GIS mapping of pipes.
3. Ms. Baca confirmed her statement from last month's Board meeting that the old sugar factory building is not in the City Limits of Brighton. The sugar factory building is being considered for historic preservation. The "Silver" building, which was an old cannery, received historic preservation designation.
4. The City of Brighton supported and voted 9-0 in favor of hiring an independent investigator to look into the activities of consultant, David Fitzgerald, who worked on the South Main Street development from Jessup to Bromley Lane.
5. Vice President Gerhardt asked about cattail and weed control along the concrete water canal on the south side of Palizzi Farms. Ms. Baca will follow-up with Manual Esquibel and keep the Board updated on the issue. Director Serafini also noted that this problem runs all the way to the Prairie Center.

H. Old Business

1. Station 52 Update

In addition to his written report, Chief Bodane reported on the following:

- a. The final plat is on the City Council Agenda for April 19. Chief Bodane stated that this date may change due to some last minute changes to the Development Agreement requested by South Beebe Draw Metropolitan District, relating to their relationship to the owners of the rest of the property.
- b. Chief Bodane noted that the dirt stockpiling has been tabled.
- c. The District received information from United Power regarding the installation of street lights. The District will need to pay for two street lights on the east side of Tower Road which would prevent the District from adding two street lights on the District's side of the property.
- d. Final grading has started on the north side of Tower Road. The West side of Tower Road and Southern should be completed and striped by May.
- e. The District received four pre-qualification contractor packets. All four contractors have experience in doing municipal projects as well as fire stations. There is an item under New Business to authorize Staff to request bids from the four contractors.

I. New Business

1. 2016 Member Policy Manual Approval

The revised 2016 Member Policy Manual was discussed at length during the March 23, 2016 Study Session; suggested revisions and updates were made by Legal Counsel.

MOTION: Vice President Gerhardt made a motion to approve the April 13, 2016 Member Policy Manual as updated and approved by Legal Counsel.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

2. Station 52 Development Agreement with City of Brighton

The Station 52 Development Agreement was reviewed by Kelley Duke, Legal Counsel for the District, and

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Margaret Brubaker, Legal Counsel for the City of Brighton. The Development Agreement will accompany the final plat that goes before the City Council. Due to possible changes by South Beebe Water Draw for Lot 2 of the land parcel, the Development Agreement could have some changes. These changes would not affect the District's project.

MOTION: Vice President Gerhardt made a motion to approve the Station 52 Development Agreement with the City of Brighton, pending the final review and approval of District Legal Counsel.

3.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

4. Authorization to Seek Formal Bids for Station 52

The four contractors that applied to bid on the Station 52 construction project were deemed qualified. They include: Golden Triangle Construction (GTC), which built Stations 54 and 55, Himmelman Construction of Lakewood, Dohn Construction of Ft. Collins, and BVB General Contractors from Brighton. It was noted that GTC and Dohn have experience with the construction of fire stations. Chief Bodane recommended that the District seek formal sealed bids from these four contractors. Bids need to be submitted by May 9, 2016 at 4:00p.m.

MOTION: Vice President Gerhardt made a motion to authorize staff to seek sealed bids for the construction of Station 52. Bids must be received by 4:00 p.m. on May 10, 2016 at Brighton Fire District Headquarters, located at 500 S. Main Street, Brighton, CO 80601.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

5. ImageTrend Elite Software Contract

MOTION: Vice President Gerhardt made a motion to approve the ImageTrend Elite software contract.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

J. Adjournment

MOTION: Vice President Gerhardt made a motion at 6:59 p.m. to adjourn the meeting.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 6:59 p.m.

Arlin Riggi, Secretary