

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

**December 9, 2015**

- Call to Order

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

- Roll Call

Present

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

Absent

Scott Gerhardt, Vice President (Excused)

Also in Attendance

Mark Bodane, Fire Chief	Ken Maine, Firefighter, IAFF President
Mike Schuppe, Deputy Fire Chief	Bill Bennett, PM/Engineer
Michelle Ferguson, District Legal Counsel	Richard Towndrow, Firefighter
Rita Saunders, Finance Manager	Chris Mulberry, PVA
Gerard Lutz, Battalion Chief	Robert Baumgartner, Retiree
Jeff Jacobucci, Retiree	

- Presentations

None

- Call for Changes to the Agenda

MOTION: Assistant Secretary Rowe made a motion to approve the agenda as presented.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

- Public Comment

Ken Maine thanked the Board and Chief Staff and noted that the line staff are very appreciative and take nothing for granted. After serving eight years as IAFF President, his term as President will end on December 31, 2015.

- Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending October 31, 2015
2. Approval of November 2015 accounts payable checks:

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GF check numbers 26344 to 26404 and ACH AFLAC, Local 4477 and Anthem  
HW check numbers 402 to 407 and  
check numbers 1816 to 1819 and ACH ACH payments, Anthem premiums,  
and on-going Flexible Spending Account  
CD check numbers 26319 to 26321

Total November 2015 expenditures: \$949,134

3. Approval of November 12, 2015 Board Meeting Minutes

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

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

- 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.

1. Ken Maine has been researching grant/supplemental funding for a hazmat rescue vehicle. He was successful in securing the first \$25,000 from Phillips 66 for that project. The vehicle is budgeted for 2017. Chief Bodane thanked Ken for his work on this project.

- Deputy Fire Chief:

In addition to his written report, Chief Schuppe updated the Board on the following items:

1. Call volume year-to-date November 30th is 4,901. That is an increase over last year's total volume of 4,832. Call volume as of December 9th was 5,035. Number of calls by the end of December will show about 5400 calls, which is an 11% increase over last year.
2. Graduation at the North Area Fire Academy went very well. It was noted that all three of the Districts graduates were now online.
3. Fire Chief Matt Hilinski from Sable Altura Fire Rescue sent a thank you note along with a couple of photos of the vehicles that the District donated.
4. The Eagle Scout project has been completed. Station 52 will have a white box with the Boy Scout logo signifying the collection point for retired flags. Eagle Scout Ismael Solano will be recognized for his project at the January 13, 2016 meeting. There will be further discussions regarding a possible flag burning ceremony.

- Financial Report:

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

1. The District received a \$26,615 dividend check from Pinnacol Assurance for 2014 plan year.
2. Worker's Compensation premium decreased by 2%.
3. Property Tax and Specific Ownership Tax revenues will come within \$3,000 of the budgeted \$7.1 million.

- Attorneys' Report:

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

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1. She thanked the crews from A Shift at Station 55 who participated in the Dinner at the Firehouse that she attended in November. Everyone had a great time.
2. There still is no response on the Vestas Agreement.
3. Attorney Ferguson presented the 2016 Retainer Analysis and Agreement and discussed it with the Board. The current monthly retainer fee is \$750. Current retainer rates have been in effect since 2005. Legal Counsel asked the Board to approve a rate increase to \$1,000 per month. Chief Bodane noted that the District typically runs under budget for legal fees so felt that the increase in fees would not affect the budget.

MOTION: Assistant Secretary Rowe made a motion to increase the Ireland Stapleton legal retainer fees to \$1,000 per month beginning January 1, 2016.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

### City of Brighton Liaison Report:

Councilwoman Lynn Baca was not in attendance.

- Old Business

1. Station 52 Update

In addition to his written report, Chief Bodane reported:

- a. The preliminary and final plats are going through the City of Brighton approval process. The architect and engineer are working on the revisions to the preliminary plat comments. The final plat comments will arrive next week. Those revisions will need to be addressed. Currently, the single biggest issue is the temporary retention pond to be located on the north side of the DePaul property (i.e. should access be through an easement or a separate track of land).

Next week the study from the consultant on the viability of geo-thermal [heating and cooling systems] will be made available. Chief Bodane will make a presentation at the January Board Meeting to see if the District wishes to proceed with this option. Chief Bodane reported that according to the architect, it has become quite common for new fire stations to have geo-thermal [heating and cooling systems].

The District is still waiting on the results for the DOLA Grant.

- Public Hearing – Proposed 2016 Budget

MOTION: Assistant Secretary Rowe made a motion to open the Public Hearing for the proposed 2016 Budget.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously

Chief Bodane noted that Notice of the Proposed 2016 Budget was published in the Brighton Blade. A copy of notice was included in the Board packet. A copy of proposed budget was made available at the District Headquarters. It was noted that there was no public or telephone requests to review the document. There was no public comment during the Board meeting.

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MOTION: Assistant Secretary Rowe made a motion to close the Public Hearing for the proposed 2016 Budget.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously

- New Business

1. Approval of Resolution 2015-05 Adopting the 2016 Budget.

MOTION: Treasure Serafini made a motion to approve Resolution 2015-05 Adopting the 2016 Budget

SECOND: Assistant Secretary Rowe

DISCUSSION: Attorney Michelle Ferguson noted for the record that the resolution adopts the 2016 Budget, levies the general property taxes for the year 2016, establishes the District's reserves, and appropriates the necessary sums of money.

APPROVAL: Motion carried unanimously

2. Approval of Annual Audit Services

MOTION: Treasure Serafini made a motion to approve the Annual Audit Service Agreement with Bob Feiss.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

3. Portable Radio Replacement

Deputy Chief Schuppe presented to the Board the status of the District's current radios, which on average, are 14-years old. He noted that the 2500 series are no longer being produced and are hard to get parts and support. Further, the proposed narrow banding will not go into effect in 2017, but will eventually and the current radios will not be able to meet the narrow banding requirement. By purchasing now, the District can save 24% over the 2016 Western States Contracting Alliance contract pricing. Chief Schuppe is recommending the purchase of radios through Motorola for a total dollar amount of \$204,993 to replaced 55 portable radios and accessories.

MOTION: Treasure Serafini made a motion to approve the purchase of replacement portable radios as recommended.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

4. IGA for Weld County Mutual Aid

Chief Bodane noted that the proposed Weld County IGA replaces the existing IGA adopted in

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2002. The proposed revisions incorporate current language regarding the time length of aid and the potential reimbursement. The changes to the IGA were necessary in order to be consistent with Colorado requirements on mutual aid responses. The revisions also include a termination clause and a ten-year sunset provision.

MOTION: Assistant Secretary Rowe made a motion to approve the Weld County Intergovernmental Agreement for Mutual Aid – 2015

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously

5. Cancellation of December 23, 2015 Study Session

MOTION: Treasure Serafini made a motion to cancel the December 23, 2015 Study Session

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

Director Riggi thanked the firefighters for the job they have done over the past year. He was proud to be a part of this Fire District and to represent them. Director Morris reiterated the same and wished everyone a Merry Christmas and Happy New Year.

- Adjournment

MOTION: Treasurer Serafini made a motion at 6:40 p.m. to adjourn.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 6:40 p.m.

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Arlyn Riggi, Secretary