

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

January 13, 2016

- Call to Order

President Morris called the meeting to order at 6:06 p.m.

- Roll Call

Present

Scott Gerhardt, Vice President
Arlin Riggi, Secretary
Frank Serafini, Treasurer

Absent

Dean Morris, President (Excused)
Don Rowe, Assistant Secretary (Excused)

Also in Attendance

Mark Bodane, Fire Chief	Brian Nekvasil, Lieutenant	Ken Maine, Firefighter
Michelle Ferguson, District Legal Counsel	Bill Porterfield, Lieutenant	Owen McKeough, PM/Firefighter
Rita Saunders, Finance Manager	Bill Bennett, PM/Engineer	Devin Mellars, Firefighter
Carol Thompson, Administrative Assistant	Kevin Carson, Engineer	Herbie Roberts, PM/Firefighter
Gerard Lutz, Battalion Chief	Chris Elliott, Engineer	Carl Craige, PVA
Rand Sheldon, Battalion Chief	Jeremy Osgood, Engineer	Robert Baumgartner, Retiree
Lynn Baca, City Councilwoman	John Stevens, Engineer	Jeff Jacobucci, Retiree
Brycen Garrison, Captain	Logan Alberti, PM/Firefighter	Friends and Family
Chris Forbes, Captain	Brian Guyer, Firefighter	
Gary Dawson, Lieutenant	Matt Joslin, PM/Firefighter	

- Presentations

1. Eagle Scout Project

Chief Bodane introduced Eagle Scout Ismael Solano and updated the Board on the proposed American flag drop box to be located at Station 52, an Eagle Scout project submitted by Ismael. Ismael stated that the Brighton community doesn't have many places to retire American flags. His service project was to build and place a flag retiring box at Station 52 where citizens could deliver their old or worn flags to be collected and retired properly. Ismael thanked the Fire District for their cooperation and in providing a location for his project. Boy Scout Troop 109 will work with Ismael to check the box at least once a month to collect any deposited flags. Pictures of the project were shown to the Board. Director Gerhart asked that information about the project be submitted to the local paper so that the community will know the location of the flag retiring box.

2. Introduction of New Firefighters

Chief Bodane introduced Lieutenant Brian Nekvasil to update the Board on the North Area Fire Academy, which concluded in November of 2015. It was noted that this was the biggest academy class to date with 26 participants. Lieutenant Nekvasil was one of the instructors during the 13-week academy. The Fire District had three new firefighter/paramedics attending the academy: Herbie Roberts, Logan Alberti, and Owen McKough. Lieutenant Nekvasil thanked the new members for all their hard work and the great job they did. Lieutenant Nekvasil also thanked Chief Staff for allowing him to be one

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of the instructors. It was a great experience.

The three new members presented Lieutenant Nekvasil with a class plaque. Chief Bodane presented each member with the District's challenge coin.

3. Badging Ceremony – Engineer Jeremy Osgood

Fire Chief Mark Bodane delivered the Oath of Office and swore in Jeremy Osgood as the District's newest Fire Engineer.

Refreshments followed the presentations.

- Call for Changes to the Agenda

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

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

- Public Comment

There was no public comment.

Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending November 30, 2015
2. Approval of December 2015 accounts payable checks:
GF check numbers 26405 to 26487
and check numbers 408 to 410 and ACH Anthem Premiums, AFLAC, Local 4477, Steve Choe, Chris Kennison, FPPA, and on-going Flexible Spending Account

CD check numbers 26322 to 26330

Total December 2015 expenditures: \$672,385
3. Approval of December 9, 2015 Board Meeting Minutes

MOTION: Secretary Riggi 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. State of the City will be held at the Armory on Thursday, February 11, 2016 at 7:30 a.m.
2. The District's Christmas Family event went very well.
3. The Family living in the RV have been staying at a local hotel through the generosity of several people.

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Brighton Police Department and the District provided Christmas presents for the eight children in this family. Their story was broadcast in the media. Efforts are continuing to help provide a vehicle and employment for this family. Director Gerhardt thanked everyone involved with their help and assistance to this family.

4. Portable Radios have arrived. Once inventoried and programed they will be distributed - sometime in February.

Deputy Fire Chief:

Deputy Chief Schuppe was not in attendance. Chief Bodane noted that in addition to the written report, Chief Schuppe was gone doing a site analysis for ADCOM with a CAD-to-CAD vendor in Orange County, California this week; next week he will be doing another site analysis for a CAD-to-CAD vendor in Washington, D.C.

Financial Report:

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

1. Annual audit is scheduled for February 22 through February 24.
2. There are new figures to be added to box 12 on the 2015 W2's called DD. This box will show the amount the District paid for insurance for the employee.
3. Tax collections in 2015 were \$90,215 higher than the 2014 collections.

Attorneys' Report:

Attorney Ferguson had nothing to add to her written report and saved her comments for New Business. The Board had no questions

City of Brighton Liaison Report:

Councilwoman Lynn Baca updated the Board on the new City Council. She noted that Mary Ellen Pollack replaces Cynthia Martinez who was term limited. The new Mayor Pro Tem is Ken Kreutzer. She noted that the State of the City address will be in February. Councilwoman Baca has applied to stay on as the City Liaison to the District.

• Old Business

1. Station 52 Update

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

- a. The District will receive comments from City Staff on the preliminary final development plan on Thursday, January 14th. The District and consultants from both sides will make any revisions or adjustments based on those comments. The District is also waiting from City Staff regarding the Development Agreement that will go along with the final plat.
- b. The District received a \$2 million grant from DOLA. The grant will help fund the new station project. The District should receive the contract for the grant in February 2016. Any monies spent after the contract has been signed will be eligible for reimbursement from DOLA.
- c. Chief Bodane gave the Board an updated station floor plan. He also provided a draft copy of the outside station sign that has an LED component for messaging.
- d. Chief Bodane addressed the geo thermal cost with the Board. It was noted that Chief Staff does not have a final cost from the consultant yet. The current plan is to have geo thermal infrastructure throughout the entire station to cool and heat the living area, and radiant underfloor heating for the apparatus bays. The current estimate is \$80,000 higher than the projected cost for conventional heating. The return on investment from the lower utility costs is

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anticipated to be less than ten years. Where the return on investment is markedly apparent is that the District would not have any significant maintenance costs with air handling units, i.e. infrared units above. It was noted that there are also rebate options with United Power and TriState Generation that would be applied for additional savings. Consultants and United Power representatives have noted that this would be a positive move for the District considering that the new station will be at that location for at least thirty years. Chief Bodane noted that the District is looking at several alternative options for the use and location of the geo thermal system. DOLA requires the District to seek a Leadership in Energy & Environmental Design (LEED) Certification to receive grant monies.

- New Business

1. Approval of Resolution 2016-01 Adopting the 2016 Board Meeting Schedule and Meeting Posting Locations. Attorney Ferguson noted the Special District Act (Title 32) requires that the District approves and adopts a resolution every year setting the regular meeting dates, and designating locations where meeting notices will be posted.

MOTION: Treasurer Serafini made a motion to approve Resolution 2016-01 Adopting 2016 Board Meeting Schedule and Meeting Posting Locations.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously

2. Approval of Resolution 2016-02 Calling For a Polling Place Election on May 3, 2016.

The Local Government Election Code (Title 1-13.5) allows the District designate an election official. Attorney Ferguson noted the Resolution before the Board calls for a polling place election for May 3, 2016 and appoints Carol Thompson as the Designated Election Official.

MOTION: Treasurer Serafini made a motion to approve Resolution 2016-02 Calling for a Polling Place Election on May 3, 2016 and Appointing Carol Thompson as the designated election official.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously

A Call for Nominations will be published in the Brighton Blade on January 27, 2016 and the self-nomination forms are available at District Headquarters.

- Adjournment

MOTION: Treasurer Serafini made a motion at 7:00 p.m. to adjourn.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

Vice President Gerhardt adjourned the meeting at 7:00 p.m.

Arlin Riggi, Secretary