

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

June 8, 2016

A. Call to Order

President Morris called the meeting to order at 6:03 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
Natalie Ridderbos, PIO

Rita Saunders, Finance Manager
Carol Thompson, Admin. Assistant
Chris Woolley, Battalion Chief
Mark Brasel, Captain

Gary Dawson, Lieutenant
Carl Craigle, PVMC
Robert Baumgartner, Retiree
Bob Feis, Feis & Co.
Jim Pauley, Feis & Co.

C. Presentations

1. 2015 Audit

Robert Feis and Jim Pauley from Feis & Co. presented the 2015 Audit Report to the Board. Mr. Feis noted that the audit went very well and the District is in a good financial position going into 2016. It was noted that historically, the Volunteer Pension Plan was reported as a separate financial statement. However, due to GASB 68 (a new accounting standard for government entities), the Audit Report must now include any unfunded liability or surplus with the pension plans. The Board thanked Feis & Co. for their years of service to the District.

MOTION: Vice President Gerhardt made a motion to approve the 2015 Audit Report as presented.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

2. Help for Homes Recap

Public Information Officer Natalie Ridderbos, Lieutenant Gary Dawson and Captain Mark Brasel presented to the Board a history of the Help for Homes Program and the District' participation since 2008 along with a slide presentation of this year's project. This year's project was one of the largest the District has been assigned. Approximately 12 District members started on Thursday, May 12 with preparations and clean-up of the site. On Saturday May 14th there were approximately 30 people from the District, IAFF Local, CrossFit Salvo, Margolis Team, Rotary Club of Brighton and various family members who completed the project. The Board thanked those who participated and stated they appreciate the time and involvement of District members in the community the District serves.

D. Call for Changes to the Agenda

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

RECORD OF PROCEEDINGS

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

E. Public Comment

No public comment.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending April 30, 2016
2. Approval of May 2016 accounts payable checks:
GF check numbers 26767 to 26833 and ACH Bank Transactions

CD check numbers 26364 to 26381

Total April 2016 expenditures: \$784,622
3. Approval of May 11, 2016 Board Meeting Minutes
Approval of May 25, 2016 Special Meeting Minutes

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

SECOND: Secretary Riggi

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:

1. The various fire agencies that provide service to E-470 met with representatives of the E-470 Public Highway Authority ("E-470 PHA") to discuss an increase in the annual fee that each agency receives. For over 20 years the fire agencies have received a payment of \$1,000 per year, per mile of highway each agency responds to. Specifically, the District receives \$9,000 each year for the 9 miles they serve. In July, the E-470 PHA representatives will request from the E-470 PHA Board a 25% increase (\$1250 per mile) for each fire agency, and thereafter, a 3% annual increase. There will also be an annual review to discuss the impact of E-470 and the mitigation of traffic accidents. It was noted that Brighton Mayor Richard McLean is a member of the E-470 Board.

The City of Aurora Fire Department is the largest agency serving E-470, serving 22 miles, South Metro Fire Protection District serves 11 miles, Greater Brighton Fire Protection District serves 9 miles, South Adams Fire Protection District and the City of Thornton Fire Department each serve 4 miles.

2. The District filed an amendment to the DOLA Grant Agreement to make adjustments to the construction costs based on of the actual construction bids instead of estimated costs.
3. Firefighter Corey Carter was selected for the Firefighter Calendar, which is a fundraiser for Children's Hospital. The District should know in August which month he will represent.

RECORD OF PROCEEDINGS

4. Mobile Command and Communications Unit ("MCCU") – Thornton may no longer be interested in acquiring the MCCU unit. Chief Bodane met with Brighton Police Chief Clint Blackhurst to discuss other options. Chief Blackhurst will be meeting other area Police Chief's to see there is other interest. If not, the District would consider downgrading the unit and lower District expenses.
5. Director Gerhardt thanked the District, and in particular John Blunt, for putting together a surprise attendance to Destiny Bohlender's graduation. She wants to be more involved in upcoming District events.
6. The New Mechanic will start on June 16, 2016.

Fire Prevention

During Fire Inspector Whitney Means' absence, Chief Bodane has been attending preliminary new project meetings. Red Robin and Texas Roadhouse are considering opening locations at the Prairie Center, a Centura Health Clinic and Emergency room will be located near 50th and Bridge, and a daycare facility will also be located near 50th and Bridge. A Dickey's BBQ will be located at 40th and Bridge.

There is no new information on the Juvenile Detention Center project.

Deputy Fire Chief:

Deputy Chief Schuppe added the following updates on events that occurred in May.

1. The structure fire on Bromley Lane was caused by a propane grill explosion. There were three on-scene injuries that were transported to the burn center. Fire and EMS crews did an excellent job getting patients transported properly.
2. The North Area Officer Fundamentals Academy graduation took place on May 27th. Lt. Brian Olivas, Lt. Brian Nekvasil, Lt. Gary Dawson, and Engineer Chris Kennison completed the 90-hour course. BC Beehler was a cadre instructor and Cpt. Brycen Garrison worked as an assistant instructor.
3. Deputy Chief Schuppe stated he presented the District's \$1,000 Scholarship to Timothy Allen from Brighton High School.
4. Staff is planning for the 4th of July activities with the City of Brighton and Adams County. The District will have a presence at both events this year. Planning for the Adams County Fair has started.
5. Swift Water Training has been taking place in Golden on Clear Creek. Crews also did training with the new high side boat. This week crews will be training on the South Platte with the new high side boat. The high side boat will go into service at Station 55.
6. Firefighter written testing will start on Tuesday, June 14th. Skills and oral boards will take place on June 15th, 17th and 20th. The District has 8 Paramedic and 41 Firefighter/EMT applicants eligible for testing.
7. The District will start requesting bids for the concrete work and landscaping work at Station 55.
8. The Warning Siren project is moving forward. The equipment has been ordered. It was noted that there is an eight week delivery on the poles.
9. There was a water leak issue at Station 51 which appears to have been leaking for some time. Mold and water damage were found. Mold mitigation has been completed and the plumbing has been fixed. Final repairs are underway.
10. The SCBA maze trailer will be moved out to the Vestas training site.

Director Morris thanked the crews for their efforts and hard work responding to the recent fires within the District. Their response shows that all their training has paid off.

Financial Report:

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

RECORD OF PROCEEDINGS

1. The District is moving its accounts to Summit Bank. This will be a two to three month process.
2. The District anticipates receiving 3.6 million in oil and gas taxes from Weld County. Leaving about \$150,000 to collect by the end of the year.
3. Specific Ownership Tax for Weld County will be 90% higher this year vs. last year. Year-to-date the District has collected \$77,000 more than last year.
4. The 2017 Budget process is underway. Oil and Gas revenue is expected to decrease in 2017.
5. The closing for the final construction loan is scheduled for June 9th.

Public Information Officer

Public Information Officer Natalie Ridderbos updated the Board on recent events.

1. May 19th was Brighton Chambers 1st Annual Taste of Adams County. The District won 2nd place for Best Booth Display and Hospitality.
2. The May 21st Safety Expo was a big success.
3. The City of Brighton SummerFest was held on June 4th. The District had a truck display and the safety trailer presence. The District had a lot of foot traffic through the displays.
4. June 25th – Annual Brighton Chamber Duck Race. The District will again help load all of the ducks. The District will have ducks in the race and be a part of the duck hunt.

Attorneys' Report:

Attorney Michelle Ferguson requested an Executive Session to discuss a couple of the District's current IGA's and other District matters. Attorney Ferguson updated the Board on the following items.

1. Legal Counsel submitted a letter to Weld County Board of County Commissions ("BOCC") regarding the Weld County Fire Code issue. Attorney Ferguson advised the District Board that the BOCC responded by essentially saying that the District's Fire Code was different from other fire districts in Weld County that have been approved so that's why the BOCC didn't adopt it. It was suggested by Chief Bodane that if Weld County would approve the Windsor-Severance Fire Protection Code for Brighton Fire Rescue District, the Board would accept and resubmit that as its proposed Fire Code for that area. Attorney Ferguson will update the District Board on any response to this latest communication.
2. In the coming months, Ireland Stapleton will provide the District with a detailed analysis of any bills passed in the 2016 Colorado Legislative Session that could have an impact on the District and what, if any, action the Board may need to take as a result. .

City of Brighton Liaison Report:

Councilwoman Lynn Baca was not in attendance.

H. Old Business

1. Station 52 Update

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

- a. The District closed on the land.
- b. The loan closing is in process.
- c. Legal Counsel is working on the contract with Dohn Construction.
- d. Permitting is still being address with the City of Brighton.
- e. Tower Road still has not been paved due to weather.

RECORD OF PROCEEDINGS

- f. Discussions regarding ground breaking will take place soon. The ground breaking could possibly tie in with the City's opening of Tower Road.
- g. Chief Bodane commended all the attorneys with Ireland Stapleton for their hard work during the land purchase and loan process. Ireland Stapleton represented the District very well and always looked out for the District's interests. The Board also thanked Attorney Michelle Ferguson and her firm for all their help and looking out for the District's best interest.

I. New Business

1. Resolution 2016-07 – Financing for Station 52

Attorney Michelle Ferguson noted that following some new negotiations regarding the gap collateral issue, the bank requested that the previous Resolution 2015-04 that the Board approved last fall declaring its intent to reimburse itself for expenses related to Station 52 with the lease purchase agreement be amended. In order to meet the various closing deadlines, the Resolution was signed by President Morris and attested by Secretary Riggi on Friday, June 3rd. The Board is now being asked to ratify Resolution 2016-07.

MOTION: Vice President Gerhardt made a motion that the Board ratify Resolution 2016-07 for the financing of Station 52.

A RESOLUTION AUTHORIZING A LEASE PURCHASE AGREEMENT FINANCING AND DECLARING THE DISTRICT'S OFFICIAL INTENT TO REIMBURSE ITSELF WITH PROCEEDS OF THE LEASE PURCHASE AGREEMENT FINANCING

SECOND: Treasurer Serafini.

APPROVAL: Motion carried unanimously.

J. Executive Session

MOTION: Vice President Gerhardt made a motion to enter into an Executive Session at 7:30 p.m., pursuant to C.R.S. § 24-6-402 4(b) and (e) to receive advice of Legal Counsel and to discuss negotiation of contracts and IGA's. No action will be taken following Executive Session.

Attorney Ferguson certified for the record that matters discussed during executive session will constitute privileged attorney-client communication and will not be recorded

SECOND: Treasurer Serafini.

APPROVAL: Motion carried unanimously.

MOTION: Treasurer Serafini made a motion at 8:15 p.m. to return to general meeting

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously

K. Adjournment

MOTION: Treasurer Serafini made a motion at 8:15 p.m. to adjourn the meeting.

RECORD OF PROCEEDINGS

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 8:15 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)(b) and (e).

Dean Morris, President