

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

May 11, 2016

A. Call to Order

President Morris called the meeting to order at 6:04 p.m.

B. Roll Call

Present

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

Absent - Excused

Scott Gerhardt, Vice President

Also in Attendance

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

Carol Thompson, Admin. Assistant
Chris Woolley, Battalion Chief
Kevin Carson, IAFF President
Bill Porterfield, Lieutenant

Lynn Baca, Councilwoman
Carl Craigle, PVMC
Robert Baumgartner, Retiree
Ron Delvanthal, Retiree

President Morris called for a moment of silence for the wives of retired members that the District has lost in the past couple of months.

C. Presentations

Carol Thompson, Designated Election Official noted that the Canvas Board met prior to the Board Meeting and certified the election results.

President Morris delivered the Oath of Office and swore in the recently reelected Directors Frank Serafini and Arlin Riggi. Scott Gerhardt will be sworn in within thirty days of the date of the election as required by statute.

D. Call for Changes to the Agenda

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

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

E. Public Comment

Kevin Carson, President of the IAFF Local congratulated the recently elected Board Directors. Local is pleased that they were reelected and looks forward to continuing to work together.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending March 31, 2016

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2. Approval of April 2016 accounts payable checks:
GF check numbers 26692 to 26766 and ACH Guaranty Bank Transactions

CD check numbers 26353 to 26363

Total April 2016 expenditures: \$803,880
3. Approval of April 13, 2016 Board Meeting Minutes
Approval of April 27, 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:

1. The ICS training for elected officials is on May 31, 2016 at 6:00 p.m. This is a joint training with the Brighton City Council during the Council's study session.
2. It was suggested that the May 25th Study Session be cancelled. Following discussions it was decided to keep the date open and possibly use the Special Meeting for the consideration and potential award of the construction bid for Station 52.
3. The Help for Homes project with the IAFF is scheduled for Saturday, May 14, 2016. CrossFit Salvo and Rotary Club of Brighton have also teamed up with the District on this project. It is the largest project that the City of Brighton had to give. The project is located on South 11th.
4. Chief Bodane and Inspector Whitney Means met with the Weld County Commissioners (BOCC) regarding the adoption of the District Fire Code. The Commissioners objected to the Fire District requiring sprinkler systems be installed in homes that do not have fire hydrants nearby. They asked that the District remove that requirement as the District would be the first Fire Department in Weld County to require fire sprinklers. However, we advised the Commissioners that in 2014 they approved that same requirement for Fort Lupton and Mountain View Fire Protection Districts. Chief Bodane noted that since the meeting with the BOCC, he has identified six to eight other Fire Districts where Weld County approved the fire sprinkler requirement. The Board of County Commissioners tabled the Item and directed its Staff to help them analyze adopting a single Weld County Fire Code in place of individual Fire District fire codes. District Legal Counsel Michelle Ferguson was directed to draft a letter to the Commissioners objecting to the fact that they allow this sprinkler requirement in other Fire Districts but not Brighton.
5. Historical Preservation Commission presented the District with a "brick" in recognition of the District's support of the Commission over the years. The District donates a dinner at the firehouse for their annual fundraising event.
6. 24HourFlex is the District's new flexible spending vendor.
7. Chief Bodane and crew will attend Jeanette Daily's funeral on Thursday, May 12th.

Deputy Fire Chief:

Deputy Chief Schuppe added the following updates on events that occurred in April. He also thanked the District for its support on the loss of his grandfather.

1. Pony Express Mini Storage Fire – source/ignition is still unknown at this time. Human cause cannot be

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ruled out. There were several heat sources observed inside the unit. Brighton PD still investigating.

2. Copart Fire – Seven vehicles involved. Fire originated in or near one of the hybrid vehicles.
3. House fire on East 166th – B shift initially responded to a garage fire but upon arrival they noticed smoke coming out of the structure. Upon entry, crews found a well involved kitchen fire. It appears the fire had been burning for couple of hours before crews arrived. Two dogs perished in fire. The cause of the fire is still under investigation but appears to have started in the kitchen area.
4. Several extrications on Highway 7 over the past couple of weeks. No serious injuries.
5. ALS/Paramedic upgrades - Station 54 is now staffed with a paramedic 24/7 365 days a year. Station 55 is staffed with a paramedic as staffing allows.
6. The District added a high side boat (something like a raft). Apparatus will be based at Station 55.
7. RMS Image Trend – replacement for Firehouse. Implementation training will occur in about 14 weeks. The CAD replacement with Tritec– implementation meetings are taking place.
8. Training – Deputy Chief Schuppe congratulated Battalion Chief Christopher Woolley on receiving his Chief Training Officer and Chief Fire Officer designation from CPSE Accreditation.
9. Captain Mark Brasel started his position as Training Captain on May 2, 2016.
10. The District participated in the Every 15 Minutes Drinking and Driving Program at Prairie View High School.
11. North Area Officer Development Program – The District had three officers and one acting officer attend the program. Graduation will take place the end of May.
12. North Area Tech Rescue Academy – The District had two members participate. Graduation is on Friday, May 13, 2016.
13. The District's Engineer Kevin Carson assisted Thornton Fire on their Driver Operator Aerial Testing.
14. One Firefighter attended the Fire Officer I Class and two Lieutenants attended the Fire Officer II Class. Battalion Chief Woolley was one of the instructors for the Fire Officer II Class and Assisted with Thornton Fire Department's Captain Assessment.
15. On May 11th the District participated in the Chaos Exercise Chemical Hazards and other Stuff, which was coordinated by Stephanie Hackett, Emergency Management Coordinator. The exercise was spread out over four different locations with over 100 people and approximately twenty agencies involved. The exercise simulated a train derailment at the Agfinity Facility. The Board thanked Ms. Hackett for a great job coordinating the exercise. There were a lot of positives that came out of the exercise. It was noted that one area always comes up needing improvement is communication. Chief Schuppe will provide the After Action Report to the Board when it becomes available.

Financial Report:

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

1. The District is moving accounts to Centennial Bank, previously known as Summit Bank.
2. North Metro Fire Protection District (North Metro) uses the same accounting software as the District. They recently designed and installed the Requisition and Purchase Order System. After meeting with them to see how the system worked, Ms. Saunders felt the system would work very well for the District. Since North Metro already designed their system, they know what worked and didn't work, which would help the District with the consultant fees. Ms. Saunders will meet with the consultant for a bid and timeline. The project could take five to six months to implement.
3. The 2017 Budget process has begun.
4. She is still working with 24HourFlex and waiting on the beginning balances.
5. The Capital Lease documents have been prepared. It is scheduled to close on May 17, 2016.

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Public Information Officer

Public Information Officer Natalie Ridderbos is attending a conference and unable to be present. Fire Chief Mark Bodane highlighted events from her report.

1. Taste of Adams County sponsored by the Brighton Chamber of Commerce is scheduled for Thursday, May 19th running from 5:00 p.m. to 9:00p.m. at the Adams County Waymire Building. The District has partnered up with the IAFF Local and will have a chili team there. Firefighter Clint Mader's chili will be served from the 1915 Fire Engine replica chili booth. The District will also have handouts for those in attendance.
2. Safety Expo is scheduled for Saturday, May 21st from 10:00 a.m. to 2:00 p.m. The Expo will be held at the Prairie Center. Public Educator Dawn Blunt is coordinating the event along with PIO Natalie Ridderbos and the PR Group.

Attorneys' Report:

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

1. The Colorado State Supreme Court ruled last week on a case regarding firefighters and the presumptive cancer statute. The 2007 presumptive cancer statute was put in to place to presume that when firefighters go on scene they will be exposed to carcinogens. There have been three cases filed by firefighters under that statute and the lower courts upheld the statute and said it was a presumptive statute and presumed to be a worker's compensation injury. The three cases were appealed to the Colorado Supreme Court by the insurance company and the employers. In its ruling, the Colorado Supreme Court stated that employees (firefighters) still have to produce evidence that the incident caused the cancer, and an employer can rebut that presumption based on the evidence. Legal Counsel noted that this ruling should not discourage any firefighter from filing a worker's compensation claim for exposure at incidents.
2. The Legislative Session has come to a close for the year and legal counsel will be providing an update to the Board regarding bills that may affect the District, and any corrections or changes to any District policy which the District might need to make.
3. The Colorado bill that allowed up to a 50% tax deduction for wildfire mitigation has been amended for 2017, 2018 and 2019 to allow up to 100% deduction up to \$2,500. President Morris asked for the District to put out a press release regarding this issue.
4. Impact Fee Legislation – The District hosted a meeting with several Adams County Fire Chiefs and with Dino Ross from Ireland Stapleton to talk about how all the local fire districts could work together and do a study on Impact Fees, then make a proposal to the County as a group, instead of doing so individually. The next step is to see if this approach is acceptable to Adams County. If so, the group would seek proposals from consultants who do this type of work. At that point, the issue would come before the Board to see if they wanted to opt in and at what cost.

City of Brighton Liaison Report:

Councilwoman Lynn Baca updated the Board on the following items:

1. She congratulated the Directors on their reelection.
2. She thanked Board for the joint meeting with City Council.
3. Culvert South of Palizzi farms – The City will look into clearing the concrete culvert of debris.
4. The City had a joint meeting with Brighton Chamber of Commerce.
5. Peerless Tire moved locations to Bridge Street
6. Dickies BBQ will be located at 44th and Bridge.
7. Canary Lofts downtown is moving forward.

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8. EDC has 130 new business prospects looking at Brighton.
9. Four prospects looking at old K-mart location on Hwy 85.
10. Tower and Southern hope to be completed by the end of summer
11. Joe Smith is retiring from the City on June 3rd.
12. Pavilions is at 95% occupancy.
13. AMC to do a \$1.8 million renovation.
14. Brighton Village Phase 2 is starting construction.
15. Harbor Freight will open in June.
16. Fairfield Inn Construction has started.
17. Adams Crossing announced ground breaking near Government Center
18. Prairie Center has four new commercial prospects.
19. 200 single family homes to be built at Prairie Center.
20. Element Apartments signed a development agreement for the Prairie Center.
21. Brighton City Employee Market Rate Adjustments was discussed. No market rate adjustments will take place in 2016. Salaries are still behind market.

H. Old Business

1. Station 52 Update

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

- a. Final documents are being submitted to the City of Brighton.
- b. The Development Agreement is being circulated for signatures. Once all documentation is complete, the City of Brighton will forward the plat to Adams County for recording. Once recorded, the District can purchase the property.
- c. Contractor bids were opened on May 10th. There were four bidders with prices arranging from \$4.9 million to \$5.3 million. Dirt is not included in the base bids, but geo thermal is. There are items that will be bid out separately. Brad Bonnet from Allred and Associates will analyze the data and will make a recommendation to the Board within the next couple of weeks.
- d. Ground breaking is planned for June. Board will be notified of the date when determined.

I. New Business

1. Resolution 2016-04 –Authorizing a Lease Purchase Agreement (Station 52)

Closing is currently scheduled to close on June 6, 2016.

MOTION: Assistant Secretary Rowe made a motion to approve Resolution 2016-04, subject to final approval of the documents by legal counsel.

A RESOLUTION AUTHORIZING THE PURCHASE OF REAL PROPERTY AND THE EXECUTION OF ALL DOCUMENTS NECESSARY TO ACCOMPLISH THE PURCHASE OF REAL PROPERTY.

SECOND: Treasurer Serafini

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APPROVAL: Motion carried unanimously

2. Resolution 2016-05 – Authorizing Purchase of Real Property (Station 52)

Finance closing is currently scheduled for May 17th.

MOTION: Secretary Riggi made a motion to approve Resolution 2016-05 pending final review by legal counsel.

A RESOLUTION AUTHORIZING A LEASE PURCHASE AGREEMENT FINANCING (STATION 52), subject to final approval of the documents by legal counsel.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

a. Election of Board Officers

MOTION: Assistant Secretary Rowe made a motion to seat Directors at their current positions:

President: Dean Morris

Vice President: Scott Gerhardt

Treasurer: Frank Serafini

Secretary: Arlin Riggi

Assistant Secretary: Don Rowe

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

J. Executive Session

MOTION: Treasurer Serafini made a motion to enter into an Executive Session at 7:12 p.m. pursuant to C.R.S. §§ 24-6-402 (b), (e) and (f) to receive advice of Legal Counsel on personnel matters and to discuss the IGA with Thornton, the Platte Valley IGA, and Weld County fire code issues. 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: Assistant Secretary Rowe.

APPROVAL: Motion carried unanimously.

MOTION: Assistant Secretary Rowe made a motion at 8:08 p.m. to return to general meeting

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

K. Adjournment

MOTION: Assistant Secretary Rowe made a motion at 8:08 p.m. to adjourn the meeting.

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SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 8:08 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), (e) and (f).

Dean Morris, President