

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

**June 11, 2014**

- Call to Order

Vice President Gerhardt called the meeting to order at 6:02 p.m.

- Roll Call

Present

Dean Morris, President  
Scott Gerhardt, Vice President  
Frank Serafini, Treasurer (Absent and Excused)  
Arlin Riggi, Secretary (Absent and Excused)  
Don Rowe, Assistant Secretary

Also in Attendance

Mark A. Bodane, Fire Chief	Ken Maine, Firefighter
Kris Krengel, Division Chief - Fire Marshal	Carl Craigle, PVA
John Schissler, Division Chief – Tech. Svcs	Robert Baumgartner, Retiree
Rita Saunders, Finance Manager	Ron Delvanthal, Retiree
Carol Thompson, Administrative Assistant	Robert Feis, Lemke Feis CPA
Michelle Ferguson, District Legal Counsel	Jim Pauley, Lemke Feis CPA

- Call for Changes to the Agenda

Call for Changes to and Approval of Agenda was moved to item 3 on the agenda and Presentations was moved to item 4. The 2013 Annual Audit Approval, Item b under new business, was moved to item b under Presentations.

MOTION: Vice President Gerhardt made a motion to approve the agenda, as amended.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

- Presentations

- a. 2013 Annual Audit – Robert Feis

Robert Feis, of Lemke Feis and Co., reviewed the 2013 Annual Audit with the Board. He highlighted the Pension Fund and noted that the Pension Fund investments for 2013 performed well. Mr. Feis also noted that the audit itself went well and there were no concerns to bring before the Board. Mr. Feis thanked Rita Saunders and Chief Bodane for their assistance in the audit preparations.

- b. 2013 Annual Audit Approval

MOTION: Vice President Gerhardt made a motion to accept the 2013 Annual Audit as presented by Lemke Feis, and Co.

SECOND: Assistant Secretary Rowe

## RECORD OF PROCEEDINGS

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APPROVAL: Motion carried unanimously

- Public Comment

There were no public comments.

- Action Items

- Consent Agenda

1. Approval of Financial Report year-to-date ending April 30, 2014
2. Approval of May 2014 accounts payable checks  
GF check numbers 25115 to 25195 and ACH Standard AFLAC and Standard Insurance  
HW check numbers 296 to 302 and check numbers 1710 to 1714 and ACH Anthem, Cigna Health, Standard Insurance and on-going Flexible Spending Account  
CD check numbers 26235 to 26239  
Total May 2014 expenditures: \$663,621
3. Approval of May 14, 2014 Board Meeting Minutes

MOTION: Vice President Gerhardt made a motion to approve the Consent Agenda as presented.

SECOND: Assistant Secretary Rowe

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:

1. SDA Conference is scheduled for September. 10 – 12, 2014. Directors Morris and Rowe expressed interest in attending.
2. The Economic Development Dinner is scheduled for July 17, 2014. The District will sponsor a table again this year.
3. Legislation updates;
  - Oil and Gas - Oil well location and tax distribution – The Governor took no action on the bill, so it becomes law by default. Prior to 2013, the oil and gas taxes were based on the location of the well head. Special Districts had voiced their concerns to the Department of Local Affairs, arguing that tax revenues were being unfairly calculated and distributed. The Department of Local Affairs issued a ruling that tax distribution would be based on the location of the horizontal lines. The new law returns oil and gas tax calculations to the former method of calculation. Chief Bodane noted that neither process would affect the District one way or the other, as most of the oil and

## RECORD OF PROCEEDINGS

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gas property taxed by the District has both the well heads and horizontal lines within the District.

- Circulatory System Insurance – The Governor signed SB14-172, a bill that requires fire departments to carry specific insurance covering heart attacks and other circulatory system issues that occurred while the firefighter was on duty. The bill requires the District carry this supplemental insurance for paid firefighters and makes it optional for volunteers. The State of Colorado will refund the District's cost if it is included in the State's budget. If it is not included within the State's budget, the insurance policy will become optional for the District. Because the bill is complex, legal counsel is analyzing it and will advise the District on options available (i.e. pooling or individual policy etc.) The District should plan for and include the insurance coverage in the 2015 budget.
- Bill Malone is retiring as Director from ADCOM effective July 1<sup>st</sup>. An interim Director will be appointed at ADCOM's next board meeting.
- Platte Valley Medical Center is looking to affiliate with another health care system to expand their level of services.
- The Safety Expo was an incredible success. Chief Bodane offered his appreciation to Division Chief Krenzel and his staff for their efforts and planning of the event. Other community businesses have asked whether future events can be done at their locations.
- Chief Bodane and Rita Saunders met with City of Thornton's Fire Chief and Financial Director regarding cost sharing of operating Station 55 and future annexations.
  - Share 40% of operating costs of Station 55 as a minimum.
  - If Thornton annexes any of the District's current territory, Thornton will evaluate the assessed value for the property at the time of annexation then directly pay the District any tax revenue the District would have received from that property. Thornton indicated that they have no intention to annex any property north of Road 2 for at least 20 years or more, if ever.

Chief Bodane advised the Board that he will have a full outline of the discussions available at the next study session.

### Division Chief – Fire Prevention Report:

Division Chief Krenzel added the following to his written report:

1. Safety Expo attendance doubled from the previous year. This year's participants have already indicated that they want to come back next year.

### Division Chief – Technical Services Report:

Division Chief Schissler added the following to his written report:

1. Nick's Tree Service is donating the landscaping and all materials surrounding the memorial statue, at no cost to the District. The only concession they are requesting is to allow the vendor to post a sign at the project site during construction.
2. Septic systems at Station 54 and Station 55 have been repaired.

### Division Chief – Operations:

Division Chief Schuppe was on vacation.

## RECORD OF PROCEEDINGS

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### Financial Report:

Rita Saunders noted that receipts from specific ownership taxes have increased from \$29,500 to \$40,000 for this year.

### Attorneys' Report

Attorney Ferguson added the following to her written report:

1. Vestas – The District's legal counsel is waiting on Vestas' legal counsel to provide the final Gift Agreement. Division Chief Krengel received a subpoena to testify on a case involving a dispute between two property owners regarding the required emergency access for a subdivision. Division Chief Krengel ended up not being required to testify.
2. Legal counsel distributed information regarding the Defense of Marriage Act and how it may impact the District's various employee benefit plans.

### City Liaison Report

No report was submitted.

- Old Business

No old business to report.

- New Business

1. Resolution 2014-04 Public Records

Legal counsel advised the Board that changes to the Open Records Act by the legislature required an update to the District's current policy, and recommended the Board adopt a new Open Records Act policy, which is outlined in Resolution 2014-03

MOTION: President Morris made a motion to approve Resolution 2014-03  
***A RESOLUTION ESTABLISHING A POLICY FOR REQUESTS FOR PUBLIC RECORDS AND ASSESSING CHARGES FOR THE PRODUCTION OF PUBLIC RECORDS***

SECOND: Vice President Gerhardt

APPROVAL: Motion carried unanimously.

2. Director Rowe asked to meet the District's current Medical Director. Chief Bodane will make arrangements for a meeting or have the Medical Director attend an upcoming Board meeting.
3. Director Morris also requested that the Directors tour all of the stations. Chief Bodane will report back to the Board with possible dates.

- Adjournment

MOTION: Assistant Secretary Rowe made a motion to adjourn at 6:52 p.m.

SECOND: Vice President Gerhardt

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 6:52 p.m.

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Don Rowe, Assistant Secretary