



**Board of Directors Meeting**  
**January 27, 2020 6:00 p.m.**  
**3561 N. Stagecoach Road, Longmont, CO 80504**

## **MINUTES**

### **I. OPENING OF MEETING**

#### **A. Call to Order**

The regular meeting of the Board of Directors of the Mountain View Fire Rescue District was held on Monday, January 27, 2020, at 3561 N. Stagecoach Road, Longmont, CO 80504, and was called to order by President Tim Parker at 6:00 p.m.

#### **B. Roll Call**

The following Board members attended the meeting: President Parker, Director Christian, Director McConnell, Director Osborn.

Director Christian moved to excuse Director Whitlow from the meeting. Director McConnell seconded the Motion, and the Motion was unanimously approved.

Other persons present were: Attorney John Chmil, BC Mike Lee, Assistant Chief Keith Long, Assistant Chief Jeff Webb, Local 3214 representative Jim Leist, Jennie Rosique, Tonya Olson, Melissa Meehan, Dustin Sorensen, and Martha Dexter.

#### **C. Pledge of Allegiance**

#### **D. Approval of Agenda**

Director McConnell moved to approve the Agenda, as written. Director Christian seconded the Motion, and the Motion was unanimously approved.

### **II. PUBLIC/MEMBER PARTICIPATION**

NONE

### **III. CONSENT AGENDA**

#### **A. December 2019 Meeting Minutes**

Director Christian moved to approve the December 2019 Meeting Minutes, as written. Director McConnell seconded the Motion, and the Motion was unanimously approved.

### **IV. PRESENTATIONS**

#### **A. Pre-Inclusion IGA (Attorney John Chmil)**

Attorney John Chmil explained the pre-inclusion IGA. Both agencies determined that it is the best interest of the public to merge emergency services. There were discussions on timelines, and board make-up.

## V. ACTION ITEMS

### A. November and Preliminary December 2019 Financials

Finance Director Olson presented the November and December preliminary Financial Reports for the Board's approval. Ms. Olson highlighted the following:

The District spent 83% (\$15,598,041) of the General Fund Budget in November  
The District spent 70% (\$4,528,448) of the Capital Reserve Budget in November

Director McConnell moved to approve the November and Preliminary December 2019 Financials.  
Director Christian seconded the Motion, and the Motion was unanimously approved.

### B. Resolution for the Regular Election to be held May 5, 2020 and Appointing a Designated Election Official (DEO) and Authorizing the DEO to Cancel Election.

Director Assistant Chief moved to approve the Resolution for the Regular Election to be held May 5, 2020, and Appointing a Designated Election Official (DEO) and Authorizing the DEO to Cancel Election.  
Director McConnell seconded the Motion, and the Motion was unanimously approved.

### C. Resolution Adopting the Use of Electronic Meeting Notices

Director McConnell moved to approve the Resolution Adopting the Use of Electronic Meeting Notices.  
Director Christian seconded the Motion, and the Motion was unanimously approved.

### D. Resolution Establishing the 2020 Board Meeting Dates, Locations, and Places for Posting Notices

Director McConnell moved to approve the Resolution Establishing the 2020 Board Meeting Dates, Locations, and Places for Posting Notice  
Director Christian seconded the Motion, and the Motion was unanimously approved.

### D. Resolution Establishing the 2020 Board Meeting Dates, Locations, and Places for Posting Notices

Director McConnell moved to Resolution Establishing the 2020 Board Meeting Dates, Locations, and Places for Posting Notices.  
Director Christian seconded the Motion, and the Motion was unanimously approved.

### E. 2020 Staffing Levels

Tonya Olson presented an origination chart to the Board

### F. Adopt a Fund Balance Policy

Tonya Olson stated that it is the best interest of the District and its citizens to adopt a policy to establish and maintain fund balances within the general fund pursuant to GASB statement No. 54.  
The amount of the fund balance may not be less than 50% of anticipated expenditures for the following fiscal year. The balance may only go below the 50% minimum with prior Board approval and adoption of a plan to restore the total fund balance to an amount not less than 50%.  
Director Christian moved to approve the Resolution to Adopt a Fund Balance Policy. Director McConnell seconded the Motion, and the Motion was unanimously approved.

### G. The City of Dacono IGA

Chief Beebe stated that Mountain View Fire will provide emergency medical transport and fire services to the City of Dacono.

Director McConnell moved to approve The City of Dacono IGA. Director Christian seconded the Motion, and the Motion was unanimously approved.

#### H. Contract to Purchase and Sell Real Estate with the City of Dacono

Chief Beebe stated that the City of Dacono is interested in purchasing MVFRD's maintenance facility located at 100 S. Forrest Street in Dacono, after MVFRD's new maintenance facility, is finished.

Director Christian to approve the Contract to Purchase and Sell Real Estate with the City of Dacono. Director McConnell seconded the Motion, and the Motion was unanimously approved.

#### I. Auditors Engagement Letter-2019

Tonya stated that we will continue to use Haynie and Company for the 2019 audit.

Director McConnell moved to approve the 2019 Auditors Engagement Letter. Director Christian seconded the Motion, and the Motion was unanimously approved.

### VI. **OLD BUSINESS**

#### A. Merger Update

The Board is reviewing the pre-inclusion IGA. The attorneys are working on a realistic timeline for the merger completion.

#### B. Station 8 Update

Assistant Chief Webb stated that Scott Cox and Associates has agreed to do the surveying of station 8. Core samples will be drilled in the bays, and back patio.

Terracon, Hurst, and Roche have been invited for mediation, and to participate in the investigation.

### VII. **BOARD MEMBER ITEMS**

### VIII. **REPORTS**

#### A. Oral Division Reports

Assistant Chief Long reported the following:

- Max and Carlos graduated from Paramedic School
- Task books for Acting Officer, Acting Engineer, and Acting Battalion Chief have been completed
- Training for the new aerial engine will be ready to implement in March

Assistant Chief Webb reported the following:

- Maintenance Facility is moving quickly and should be completed by April 2020
- Accreditation hearing March 3 in Orlando, FL
- Station 8 bay floors are being surveyed

Melissa Meehan reported the following:

- LT promo process
- EVT interviews this week
- Merger meetings with Rocky Mountain Fire

Tonya Olson reported the following:

- Meeting deadlines for the State
- Review FPPA
- Rolling out payroll with ADP

**IX. EXECUTIVE SESSION**

- A. Executive Session to discuss Chief Beebe's contract, pursuant to CRS Section 24-6-402(4)(f), and to discuss negotiations of the Rocky Mountain Fire Pre-Merger IGA, pursuant to CRS Section 24-6-402(4)(e).

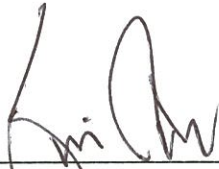
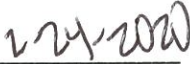


The Board moved into Executive Session at 7:45 p.m.

The Board came out of Executive Session at 8:50 p.m.

**X. ADJOURNMENT**

There being no further business to come before the meeting, Director McConnell moved to adjourn. Director Christian seconded such Motion, and it was unanimously approved to adjourn the meeting at 9:00 p.m.

Approved:

	
_____ President	_____ Date
	
_____ Secretary	_____ Date