



**Board of Directors Meeting  
August 19, 2019  
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, August 19, 2019, at 3561 N. Stagecoach Road, Longmont, CO 80504 and was called to order by President Tim Parker at 6:00 PM.

B. Roll Call

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

Other persons present were Chief Beebe, Assistant Chief Rademacher, Tonya Olson, Assistant Chief Long, Attorney Catherine Tallerico, Melissa Meehan, Steve Steinbicker, Justin Robinson, and Martha Dexter.

C. Pledge of Allegiance

D. Approval of Agenda

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

**II. PUBLIC/MEMBER PARTICIPATION**

A. Lyon's Gaddis Attorneys Introduction

Catherine Tallerico gave a brief history of Lyons Gaddis, and the work the law firm will be doing for MVFR. President Parker stated that Lyons Gaddis is a temporary position for the District.

**III. CONSENT AGENDA**

A. July 15, 2019 Meeting Minutes

Director McConnell moved to approve July 15, 2019, Meeting Minutes, as written. Director Whitlow seconded the Motion, and the Motion was unanimously approved.

**IV. PRESENTATIONS**

NONE

**V. ACTION ITEMS**

A. Budget Presentation for Maintenance Facility

Assistant Chief Webb updated the Board on the cost of the Maintenance Facility. Elder Construction's team and Architecture West's team explained the potential changes to the design of the building and what additional items and equipment are needed.

Change Orders/Additional Costs:

- Moving the power line that crosses the site
- Supplying temporary power
- Water tap fee
- Underground storm water piping

- Structural slab design
- Changing the paving around the building
- Quartermaster Area
- Stairs to concrete pans
- Pylmovent system
- Bridge crane
- LEED consult and certification
- Construction verification engineering
- Moving expenses
- Signage

With all of the changes in the building project, the added costs exceed the board approved \$5M. The District is asking the Board to approve a final budget of \$5.562M to \$5.663M.

There were discussions on what additional equipment, staffing, and costs will be needed.

Director Christian moved to Increase the Maintenance Facility budget to \$5.663M. Director Osborn seconded the Motion, and the Motion was unanimously approved.

A roll call vote was taken, and the July 2019 Financials were unanimously approved.

#### B. July 2019 Financials

Finance Director Olson presented the July 2019 Financial Reports for the Board's approval. Ms. Olson highlighted the following:

- The District spent 52% (\$9,814,601) of the General Fund Budget
- The District spent 16% (\$1,041,669) of the Capital Reserve Budget

A roll call vote was taken, and the July 2019 Financials were unanimously approved.

#### C. Proposal to Dispose of Excess Equipment

Assistant Chief Rademacher stated that the City of Longmont does not want to take ownership of the Maze trailer, and the District will donate to another agency if possible.

MVFRD extrication equipment was updated, and the District would like to dispose of this equipment.

Director McConnell moved to approve the disposal of excess equipment. Director Osborn seconded the Motion, and the Motion was unanimously approved.

#### D. Gould Exclusion Hearing

President Parker opened the public hearing for property mentioned above at 6:51 p.m. There were no comments from the public, and President Parker closed the public hearing.

Director Osborn moved to exclude the Gould Property from MVFRD. Director Christian seconded the Motion, and the Motion was unanimously approved.

#### E. Strategic Plan Adoption

Chief Beebe stated that the board has copies of the updated strategic plan. The Mission, Vision, and Values of MVFR have been re-defined.

President Parker and Director Christian complimented the staff for completing the Strategic Plan that will shape the future of the District.

Director McConnell moved to adopt the 2019-2024 Strategic Plan. Director Whitlow seconded the Motion, and the Motion was unanimously approved.

#### F. Vista Ridge Property Acknowledgement

Chief Rademacher stated that the buyer of the Vista Ridge Property wishes to access the property based on the need to bring in fill-dirt for development of the property pre-closing.

Director Christian moved to approve the amended/extended Vista Ridge Property Acknowledgement. Director Whitlow seconded the Motion, and the Motion was unanimously approved.

## **VI. OLD BUSINESS**

### **A. Fire Authority Update**

- Chief Beebe Director McConnell and Tonya Olson attended a working group meeting.
- The working group agreed to move the start date to July 1, 2020.
- Director McConnell reported that a concern of the working group is a timeline for the communication plan. She feels that no communication is lack of transparency, which can lead to misinterpretation and rumors.
- The organization chart from the ESCI study is very preliminary.
- Director McConnell stated that the level of productivity has been excellent with the working groups.
- President Parker stated that feedback from the community is important, and we need a plan for communication from the District.

### **B. Employee Handbook Update**

Chief Beebe stated that a draft copy of the employee handbook was sent to the Board and the Membership for revisions. After legal reviews the handbook, the Board will be asked to adopt it.

## **VII. BOARD MEMBER ITEMS**

Director McConnell will be meeting with the Mead URA

## **VIII. REPORTS**

### **A. Oral Division Reports**

AC Long:

- The District is 100% DEA compliant - every vial of narcotics is tracked, and every station has the MedVault.
- New employee starts the fire academy next week
- The Fire Instructor class was completed on August 2 and had twenty-four students enrolled from throughout Colorado.
- MVFPD will be hosting a state-approved Fire Officer 1 class November 4 – 8th.
- Carlos Rodriguez and Max Cathcart have completed their ninth week of paramedic school and are doing well
- The EMS Committee has completed the recommendations for the Medical Director and possible Organization Chart for the new entity.

AC Webb:

- Submitted preliminary information to the town of Erie for enlarging Station 6's bay door to accommodate the new ladder truck
- Reviewing the self-assessment manual to determine which sections will need to be rewritten in light of the new strategic plan and soon-to-arrive standard of cover document. We anticipate a site visit by our team lead in late October or November.
- Image Trend training for the crews will begin in the 4th quarter

AC Rademacher:

- Working with Weld County on station alerting: VHF will cease at some point in time.
- There were alerting issues at stations, but they have been resolved with both Weld and Boulder Counties
- Working with Fleet on the 2020 budget
- Weekly meetings with the Authority

Tonya Olson:

- Working with the Authority finance group, building a preliminary 2020 combined budget
- Contract Negotiations
- Meeting with ADP to enhance payroll processing

Melissa Meehan:

- Captain and Lieutenant promotion process

## **IX. EXECUTIVE SESSION**

The Board went into executive session at 7:40 p.m. to receive legal advice, pursuant to C.R.S. Section 24-6-402(4)(b), and for negotiations pursuant to C.R.S. Section 24-6-402(4)(e).

Attorney Catherine Tallerico certified that all matters discussed in Executive Session would include advice of legal counsel and the recording device could be turned off.

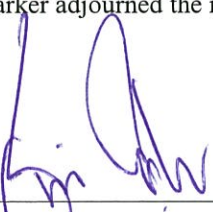
The Board came out of Executive Session at 8:15 p.m.

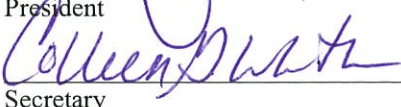
**X. ADJOURNMENT**

There being no further business to come before the Board, Director Whitlow moved to adjourn. Director McConnell seconded the Motion, and the Motion was unanimously approved.

President Parker adjourned the meeting at 8:25 p.m.

Approved:

  
\_\_\_\_\_  
President Date

  
\_\_\_\_\_  
Secretary Date