



**Board of Directors Regular Meeting
September 19, 2023, directly following the Pension Board Meeting
Hybrid/Virtual: Zoom**

Meeting Minutes

I. OPENING OF MEETING

a. Call to Order

The regular meeting of the Board of Directors of the Mountain View Fire Protection District was held on September 19, 2023, as an In-Person/Virtual Zoom meeting and was called to order by Director McConnell at 6:07 p.m.

b. Roll Call

The following Board members attended the meeting:

President McConnell, Director DeVenny, Director Whitlow, Director Lathrop, and Director Venrick

Other persons present were Chief David Beebe, Deputy Chief Sterling Folden, Director of Administration Pam Owens, Director of Finance Tonya Olson, Deputy Chief Jeff Webb, and Legal Counsel John Chmil.

c. Pledge of Allegiance

d. Approval of Agenda

Director Whitlow moved to approve the agenda as written. The motion was seconded by Director Lathrop and was carried unanimously.

II. PUBLIC/MEMBER PARTICIPATION

None

III. CONSENT AGENDA

Director DeVenny moved to approve the consent agenda, including the August 10th Board Work Session Minutes, and the August 15th, 2023, Regular Meeting minutes. The motion was seconded by Director Whitlow and was carried unanimously.

IV. REPORTS

a. Local 3214 Report

Local 3214's report was in the packet; no additional questions or updates were requested.

b. Chiefs Reports

Chief Dave Beebe stated that the staff reports were in the packet and asked if there were any questions. He added that staff and two board members attended the Special District Association (SDA) Conference. Chief Beebe said it was a very informative conference and thanked Director Whitlow and Director DeVenny for attending.

Director DeVenny asked how many applications we received for the Assistant Chief Position, Deputy Chief Folden responded a total of 49 applications were submitted. She also asked about the insurance survey that went out. Director of Administrative Services Pam Owens added that we are working with Assured Partners (our current broker) on ways to address the employees' requests and concerns.

Director Venrick asked about filling Ms. Meehan's position. Chief Beebe stated that we are reevaluating the position and looking at all options.

V. NEW BUSINESS

a. August 2023 July Financials

Director of Finance Tonya Olson reviewed the August 2023 financials and took questions. After discussion, Director Whitlow moved to approve the August financials. Director DeVenny seconded the motion and was carried unanimously.

b. CWPP Community Meeting Update

Assistant Chief Keith Long reviewed the Community Wildland Protection Plan that is in the Board packet. He reviewed the timeline of events and community meetings. Chief Long presented maps of the District showing different fuels in the area and maps that showed the critical infrastructure in our District. The Core group meets in December to have this plan signed.

c. Proposed Fee Schedule Changes-Fleet and Life Safety

Chief Beebe updated the Board on the District's current fee schedule for Life Safety and Fleet. Deputy Chief Webb added that the fee schedule for Life Safety has not changed since 2017 and with current inflation, they need to be adjusted. The rates for Life Safety are based on the burden labor rate and the same with the fleet. After discussion, **Motion:** Director DeVenny moved to approve the proposed fee schedule for Life Safety and Fleet. Director Whitlow seconded the motion and was carried unanimously.

d. Strategic Site Design-Mead Final Plat Fee Proposal

Deputy Chief Jeff Webb updated the Board on the proposal from Strategic Site Designs. The proposal is for surveying, civil engineering, and landscaping architecture services necessary to assist with the final plotting stage of the Mead Municipal Facilities Master Plan. Deputy Chief Webb added that the Library District will reimburse Mountain View for half of that cost. After discussion, **Motion:** Director Lathrop moved to approve the

proposal from Strategic Site Designs for \$125,000.00 and the Library District will reimburse Mountain View for half that amount. Director DeVenny seconded the motion, and it was carried unanimously.

VI. OLD BUSINESS

a. 2023 Goals and Objectives Update

Chief Beebe reported to the Board that Mountain View had implemented a new tracking and project management system called Monday.com. He gave an update on the 2023 Goals and Objectives. He also presented an update on the Capital Projects. Chief Beebe then took questions from the Board. **Action:** He said he would talk to IT about attending a board meeting to give further training to the board on how the software works.

VII. BOARD MEMBER ITEMS

Director Whitlow thanked Staff for the planning for the SDA Conference. She said it was very well done and she learned a lot.

Director Lathrop asked Chief Beebe at what point will he be reporting to the Board regarding building new fire stations. Chief Beebe said that would probably be when we need to hire a contractor and contracts and expenses need to be approved. He also added with the potential changes that could come after the November vote, there could be edits made to the 2024 budget as late as January. There was discussion about the current and future station needs, Chief Beebe said that they are working with Town Planners on where stations would be the most needed. **Action:** Chief Beebe will schedule Town Planners (Erie, Mead, Superior, Dacono) to come to the Board Meeting to let the group know what they have planned for their towns.

Director DeVenny updated the Board that she attended the CWPP meeting in Erie. She attended First Friday and the Chilifest in Superior, and the 9/11 Ceremony at Station 5. She thanked Julia Dumond for the information booth that was set up at the CWPP Meeting in Erie. She thanked the Staff for the work that went into the SDA Conference.

Director McConnell thanked Director DeVenny and Director Whitlow for attending the SDA Conference.

a. Upcoming Board Items

Director of Administration Pam Owens reported on the Upcoming Board Items document in the Board packet. She added that the work session for November will most likely be on November 9th. Ms. Owens asked the Board if this type of information was helpful and if they would like to see anything else on the list.

Action: Director McConnell asked to schedule a work session for January and then again for April for big-ticket items that will be longer discussions such as redoing the Master Plan and Strategic Plan.

VIII. EXECUTIVE SESSION

Director Whitlow moved to go into Executive Session at 7:50 pm pursuant to Sec. 24-6-402(4)(b) C.R.S. for purposes of consulting with our attorney for specific legal advice on the ongoing

employee issues and the potential merger with a neighboring fire district. It was seconded by Director Lathrop and carried unanimously.

The Executive Session concluded at 9:20 p.m.

IX. ADJOURNMENT

There being no further business to come before the meeting, Director Lathrop moved to adjourn the meeting at 9:21 p.m. It was seconded by Director Whitlow and carried unanimously.

The preceding minutes are approved by the Mountain View Fire Protection District Board of Directors and constitute the official minutes of the meeting held on the date stated above.

<i>Laura McConnell</i>	11 / 06 / 2023
_____ President, Laura McConnell	_____ Date

<i>Cole Lathrop</i>	11 / 06 / 2023
_____ Board Secretary, Cole Lathrop	_____ Date

Action Items

December 6, 2022

Action: Ed Siebert will present what he learned at the Commissioners Meeting in January.

Action: Director Bloom asked if Rick could send out information about when the different interviews and stories will be aired. **Emails will go out with information on upcoming interviews. Staff will also forward any links available.**

January 10, 2023

None

January 17, 2023

Action: Director DeVenny asked if the Board could receive an email when the date of the swearing-in ceremony is decided.

Action: Director DeVenny asked for a date that the district will receive the permits for Station 8. **Deputy Chief Webb sent this information via email.**

Action: Director McConnell asked for a timeline and trigger points that would illustrate when the need for a temporary station would be activated. **This information was emailed to the Board in January.**

February 21, 2023

Action: Find a location in Mead for the 10th polling place. **Trying to contact Life Bridge Church to inquire if a polling place would be authorized.**

Action: We will update the schedule on the website and update the wording on the meeting notice. **Done**

March 21, 2023

Action: PIO Rick Tillery will email the link for The Chief Corner Blogs to the Board. **Done**

Action: Send to Board May 26th Academy Graduation Ceremony Announcement. **Done**

April 18, 2023

None

May 16, 2023

Action: Director of Administration Pam Owens will get access to all Board Members to Teams so they can view the grievances that are posted. **Done**

Action: Pam will get the numbers from the 2020 mail-in election for Director McConnell. **Done**

June 20, 2023

None

July 18, 2023

Action: Ms. Owens also said she sent everyone the updated SDA Board Member Manual electronically.
Done

Action: Pam to schedule CWPP presentation – **Upcoming**

August 15, 2023

Action: Director McConnell asked that staff put in the packets and on the agenda a preview of topics for the upcoming meetings.

Action: Monday.Com report on 2023 Goals and Objectives and Capital Outlay Projects status at the September meeting.

Action: Director McConnell asked to poll the Board for a date for the November works session.

Action: Director McConnell asked that the Board packets include legislative information affecting the District.

September 19, 2023

Action: Chief Beebe said he would talk to IT about attending a board meeting to give further training for the board on how the software works.

Action: Chief Beebe will schedule Town Planners (Erie, Mead, Superior, Dacono) to come to the Board Meeting to let the group know what they have planned for their towns.

Action: Director McConnell asked to schedule a work session for January and then again for April for big-ticket items that will be longer discussions such as redoing the Master Plan and Strategic Plan

Motions

January 10, 2023

None

January 17, 2023

Motion: Director Lathrop moved to accept the Engagement Letter with the revisions. The motion was seconded by Director McConnell and carried unanimously.

Motion: Director McConnell moved to approve Resolution 2023-1. The motion was seconded by Director Lathrop and carried unanimously.

Motion: Director Christian moved to waive the exclusion fee for the CDOT Mobility Hub in Firestone. The motion was seconded by Director Lathrop and carried unanimously.

Motion: Director Bloom moved to approve the Second Amendment to the Revised and Restated Employment Contract. The motion was seconded by Director Lathrop and carried unanimously.

February 21, 2023

Motion: Director Lathrop moved to adopt the 2021 Edition of the International Fire Code with Consideration for Resolution 2023-2 Adopting and Amending the 2021 Edition of the International Fire Code. The motion was seconded by Director DeVenny and carried unanimously.

March 21, 2023

Motion: Director Lathrop moved to approve the CDOT Exclusion Petition. The motion was seconded by Director DeVenny and carried unanimously.

April 18, 2023

Motion: Director DeVenny moved to approve the supplemental funds for the 2022 Audit for the Medicaid Supplement. The motion was seconded by Director Lathrop and carried unanimously.

Motion: Director Bloom moved to approve the Erie Gateway South Annexation Inclusion. The motion was seconded by Director Lathrop and carried unanimously.

Motion: Director DeVenny moved to approve the Christian Promise Fellowship Exclusion. The motion was seconded by Director Lathrop and carried unanimously.

May 16, 2023

None

June 20, 2023

Motion: A roll call was done to approve the slate for the Officers for the Board of Directors and all were in favor, and the slate carried unanimously.

Motion: A roll call was made to approve the 2022 Draft Audit Report, and all were in favor; it carried unanimously.

Motion: Director Lathrop moved to approve unbudgeted funds for the new Assistant Chief of Operations position. Director Whitlow seconded the motion and carried it unanimously.

July 18, 2023

Motion: Director Whitlow moved to approve the Irwin Thomas Exclusion. The motion was seconded by Director DeVenny and carried unanimously.

Motion: Director Lathrop moved to approve the Public Participation Meeting Process Change Considerations. The motion was seconded by Director Venrick and carried unanimously.

August 15, 2023

Motion: Director Whitlow moved to approve the proposal from Wember. The motion was seconded by Director DeVenny and carried unanimously.

Motion: Director DeVenny moved to approve the Oz Architecture Design Proposal. The motion was seconded by Director Venrick and carried unanimously.

September 19, 2023

Motion: Director DeVenny moved to approve the proposed fee schedule for Life Safety and Fleet. Director Whitlow seconded the motion and was carried unanimously.

Motion: Director Lathrop moved to approve the proposal from Strategic Site Designs for \$125,000.00 and the Library District will reimburse Mountain View for half that amount. Director DeVenny seconded the motion, and it was carried unanimously.

Glossary

A

AFG – Assistance to Firefighters Grant

Alpha Side – Front side of a structure

B

Bravo Side – Left side of a structure

BVSD – Boulder Valley School District

C

CBA – Collective Bargaining Agreement

Charlie Side – Back side of a structure

CORA – Colorado Open Records Act

CWPP – Community Wildfire Protection Plan

D

Delta Side – Right side of a structure

E

EMS – Emergency Medical Service

F

FPPA – Fire and Police Pension Association

G

H

I

J

K

L

M

MAFIT – Multi-Agency Fire Investigation Team

MVFR – Mountain View Fire Rescue

MVFPD – Mountain View Fire Protection District

N

NIST – National Institute of Standards and Technology

O

P

PERA – Public Employee’s Retirement Association

PIO – Public Information Officer

Q

R

RHS - Retiree Healthcare Savings

S

SDA - Special District Association

SSO - Single Sign On

SWAT - Special Weapons and Tactics

T

U

V

W

X

Y

Z