



**Board of Directors Meeting
July 19, 2021
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 July 19, 2021, virtually and was called to order by President Christian at 6:05 p.m.

b. Roll Call.

The following Board members attended the meeting:

President Christian, Director McConnell, Director Whitlow, Director Bloom and Director DeVenny.

Other persons present were Fire Chief Dave Beebe, Deputy Chief Sterling Folden, Assistant Chief Jeff Webb, Finance Director Tonya Olson, Administration Director Pamela Owens, Administrative Special Cindy Wible, HR Specialist Jennie Rosique, Legal Counsel Cathy Tallerico, Firemedic Aaron Miller, Firemedic Luke Hawkins, and Lieutenant Ben Carter.

c. Pledge of Allegiance.

d. Approval of Agenda.

Chief Beebe asked the Board to update the agenda in section VI item c. for the consideration of Exclusion Petition and Set Public Hearing for August not June. Director Bloom moved to approve the agenda as amended. The motion was seconded by Director DeVenny and was unanimously carried.

II. PUBLIC/MEMBER PARTICIPATION

None

III. CONSENT AGENDA

a. June 21 2021-Regular Board of Directors Meeting Minutes

Director Whitlow moved to approve the consent agenda. The motion was seconded by Director McConnell and was unanimously carried.

IV. REPORTS

a. Staff Reports

Staff discussed the reports that were submitted in the Board packet.

Chief Webb did want to point out to the Board that Mountain View FPD did make national news on Good Morning America for our car seat installation demonstration. They were looking for a car seat installation demonstrations and Mountain View FPD was the only district doing it in the state. Michelle White was instrumental in getting this put together and gave the District some great exposure.

Director of Finance Olson updated the Board on Senate Bill 293 that was recently passed. In the last meeting the Board asked her to have an estimate of how that bill will affect the District. Tonya informed the Board that unofficial early predictions of assessed valuations for Boulder County will offset the loss of revenue from the oil and gas for 2022. Based on current assessed valuations, the Senate Bill would reduce revenue by 2.5% if all things remained the same.

President Christian asked Director of Finance Olson how the District's billing company worked with collections items. He was approached by a citizen that was contacted by someone identifying themselves from Mountain View FPD about a collection item. He thought it may be a scam so did not provide them with any information. Action: Tonya will get the process that Griffin RCM uses about collection items and if they identify themselves as Mountain View FPD.

b. SMPG Metropolitan District

Legal Counsel Cathy Tallerico updated the Board that legal counsel for the SMPG Metropolitan District has reached out and requested that the SMPG Metropolitan District be included in Mountain View response area. To do this, an intergovernmental agreement must be created. Legal Counsel Adele Reester has already sent a draft to the counsel for the SMPG Metro District. Representatives from the SMPG Metro District will be attending the August board meeting and giving a presentation and to discuss their vision and how they see this project developing.

Legal Counsel Cathy Tallerico gave a brief history on what a Metropolitan District is. This specific metropolitan district is located in Mead and contains about 500 homes. They are already in Mountain View's district but to form a metropolitan district, they must get fire, water, sewer and other facilities lined up before the Court will grant their request. This is different from an inclusion request. They need this IGA with Mountain View FPD to take to

the court to show them, they have set up all the items necessary to become their own entity. The presentation will be next month.

V. PRESENTATIONS

a. SWAT Intergovernmental Agreement

Chief Beebe reviewed previous discussion on the EMS component of the Boulder County SWAT team. The Board did express a desire to take on that program. The District does need an IGA to get that done. The final draft of this agreement has been through Boulder County legal counsel and Mountain View's legal counsel and was in the packet for the Board to review. There was discussion about on call pay, time commitments, and compensation for those personnel participating in this program. Chief Beebe will monitor the program and see how it progresses.

b. Wildland Program Operational Plan

Deputy Chief Folden updated the Board on the Wildland Program Operational Plan. He noted that this is part of a larger project that is undergoing in the operations side. We have started to work through the Wildland Program Plan to develop to meet strategic goals and protect the community needs. The document is included in the Board packet for review and will be on the agenda for the August meeting.

The document paints a picture of why the program is needed, what does the program do, how to protect the community and why the program is needed. It then breaks down into specific processes. If it is a team, how to get on the team, how do they support the Mission, Vision and Values, what is the program objectives, and all the way down to how to get on boarded, how to stay on the part of the program and how to get off boarded if you want to leave.

At the end there is a summary and some longer reaching goals of what the District would like to do to improve the program. The intent is to revisit this towards the end of the year and see where we are at and revamp to fit where the District is headed.

VI. ACTION ITEMS

a. June Financials

Director of Finance, Tonya Olson reported there were no significant changes to the reports for the month of June. The District has collected the majority of the revenue for the year we have about 37% remaining. **Motion:** Director Whitlow moved to approve the June 2021 financials. The motion was seconded by Director McConnell and was unanimously carried.

b. Consideration of SWAT IGA

After a short discussion, the Board had no issues with the SWAT IGA as presented. **Motion:** Director McConnell moved to approve the SWAT IGA. The motion was seconded by Director Whitlow and was unanimously carried.

c. Consideration of Exclusion Petition and Set Public Hearing for August 16th BOD Meeting for the Wright Property

President Christian opened the Public Hearing for the Exclusion Petition for the Wright property at 7:35 p.m. **Motion:** Director Bloom moved to set the Public Hearing for the August 13th meeting. The motion was seconded by Director DeVenny and was unanimously. President Christian closed the Public Hearing at 7:38 p.m.

OLD BUSINESS

d. Station 8 Update

In his staff report, Deputy Chief Webb gave the Board his updates on Station 8. He is currently working on remediation plan. The District is meeting with the engineers who did the forensic analysis and seeing if they will transition over to do the remediation plan since they have the best knowledge of the building and the site. Those would be the documents what we would send to contractors to bid for repair work. We have a rough estimate from the estimator that Lyons Gaddis used for as part of their considerations. We know roughly what it will cost but not an exact amount. Our goal is to have everything set so we are ready for repairs to begin the spring of 2022.

VII. BOARD MEMBER ITEMS

None

VIII. EXECUTIVE SESSION

None

IX. ADJOURNMENT

There being no further business to come before the meeting, Director Bloom moved to adjourn the meeting at 8:45 p.m. Director DeVenny seconded the motion, and the motion carried unanimously.

The foregoing minutes have been 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.



08 / 27 / 2021

Chad Christian, President

Date

Colleen G. Whitlow

08 / 19 / 2021

Colleen Whitlow, Secretary

Date

Action Items

January 19, 2021

Action: President Christian added, in looking at the budget, and taking 2020 and the pandemic into consideration, he would like to see if we can get back to the District celebrating our achievements and recognize employees for outstanding performance more in 2021.

February 24, 2021

✓ **Action:** President Christian asked for an update on the Communication Plan for 2021 at the March 15 meeting.

March 15, 2021

✓ **Action:** After discussion, it was decided that President Christian and Director McConnell would meet with legal and Chief Beebe to go through questions. An updated version of the Bylaws will be presented at a future meeting.

✓ **Action:** Director Whitlow asked to include the board packets as part of the meeting notification on the District website.

May 17, 2021

✓ **Action:** Director Whitlow requested an update on the Vista Property at the June board of directors meeting.

Action: President Christian requested a meeting be scheduled in June to start discussions about the mission and bylaws for the Mountain View Fire Foundation.

✓ **Action:** Set up quarterly meetings with Chief Beebe and two members of the board.

Action: President Christian requested Chief Beebe present the annual goals and objectives and how they tie into the Districts strategic plan at the June board meeting

June 21, 2021

Action: Ms. Olson had a meeting with the Weld County Assessor to discuss oil and gas revenues. They believe that the District may have seen the peak in revenues for oil and gas in 2019. Tonya will have an estimate on how that will affect the District by the next board meeting.

Action: The board requested to have a copy of the Wildland Operations Plan and asked to have a brief presentation on it at the next meeting.

Action: President Christian would like to see a 1, 5 and 10-year plan for the Annex property. What it is currently being used as, how much it costs to maintain the property, value of the property and where the District is headed with it.

Action: Director Whitlow requested a timeline for the preparation for the 2022 Budget.

July 19, 2021

Action: Tonya will get the process that Griffin RCM uses about collection items and if they identify themselves as Mountain View FPD.

Motions

January 19, 2021

Motion: Director Bloom moved to ratify the Medical Advisor contract for 2021, Director McConnell seconded. The motion was unanimously carried.

Motion: Director Whitlow moved to approve Resolution 2021-1 to adopt the Mountain View Fire Protection District Mission, Vision, Values Statement. The motion was seconded by Director McConnell and unanimously carried.

Motion: Director McConnell moved to approve Resolution 2021-2 Approving the Regular Board of Directors Meeting Schedule and Designating Posting Locations for Notices of Regular and Special Meetings. The motion was seconded by Director Bloom and unanimously carried.

Motion: Director Bloom moved to approve the Administrative Services Agreement between Rocky Mountain Fire Protection District and Mountain View Fire Protection District. The motion was seconded by Director DeVenny and unanimously carried.

February 24, 2021

Motion: Director Whitlow moved to approve Investment Policy, AOG FI-0093, as corrected by Director DeVenny. The motion was seconded by Director McConnell and was unanimously carried.

Motion: Director Whitlow moved to approve the request of Finance Director Olson. The motion was seconded by Director McConnell and was unanimously carried. This is in reference to the list of bank signatories that Finance Director Tonya Olson reported on.

Motion: Director McConnell moved to approve the Carbon Valley Comprehensive Emergency Management Plan. The motion was seconded by Director DeVenny and was unanimously carried.

Motion: Director Whitlow moved to approve Resolution 2021-4 Authorizing Trade of Certain Apparatus with Neighboring Fire Protection Entities. The motion was seconded by Director McConnell and was unanimously carried. The date of the approval of the resolution will be corrected to reflect that it was approved on February 24th not the 18th.

Motion: Director Whitlow moved to approve Resolution 2021-5. The motion was seconded by Director DeVenny and was unanimously carried. The date of the approval of the resolution will be corrected to reflect that it was approved on February 24th not the 18th.

Motion: Director Whitlow moved to set the public hearing for the exclusion petition for 9295 Nelson Road and associated properties for the March 15th Mountain View Fire Protection District Board of Directors meeting. The motion was seconded by Director McConnell and was unanimously carried.

March 15, 2021

Motion: Director Whitlow moved to approve the expenditures for the First In Alerting System. The motion was seconded by Director McConnell and was unanimously carried.

Motion: Director Bloom moved to approve Resolution 2021-3 adopting and amending the 2018 International Fire Code. The motion was seconded by Director Whitlow and was unanimously carried.

Motion: Director Whitlow moved to approve the exclusion request from the David E. Chaknova Trust. The motion was seconded by Director McConnell and was unanimously carried.

April 19, 2021

Motion: Director McConnell moved to approve the Frederick-Firestone Auto Aid Agreement as presented. The motion was seconded by Director DeVenny and was unanimously carried.

Motion: Director Whitlow moved to approve the North Metro IGA for Auto Aid as presented. The motion was seconded by Director McConnell and was unanimously carried.

May 17, 2021

Motion: Director Whitlow moved to approve the MVFPD 2020 Financial Audit. The motion was seconded by Director McConnell and was unanimously carried.

Motion: Director Whitlow moved to approve Resolution 2021-6 authorizing the use of electronic signatures for district documents. The motion was seconded by Director Bloom and was unanimously carried.

Motion: Director McConnell moved to set the Public Hearing for this request to the June 21, 2021 regular Mountain View Board Meeting. The motion was seconded by Director DeVenny and was unanimously carried.

Motion: Director Whitlow moved to approve the Board of Directors Bylaws draft as presented. The motion was seconded by Director McConnell and was carried unanimously.

June 21, 2021

Motion: Director Whitlow moved to approve the purchase of the Type 6 subject to legal counsel approval. The motion was seconded by Director McConnell and was unanimously carried.

Motion: Director DeVenny moved to approve to withdrawal from the Carbon Valley IGA. The motion was seconded by Director Bloom and was unanimously carried.

Motion: Director Bloom moved to approve the Mountain View FPD Caretaker Agreement. The motion was seconded by Director DeVenny and was unanimously carried.

Motion: Director Whitlow moved to approve the Exclusion Petition for the Grigsby/Fieling property. The motion was seconded by Director McConnell and was unanimously carried.

Motion: Director Whitlow moved to authorize legal counsel to proceed as directed in Executive Session. The motion was seconded by Director McConnell and was unanimously carried.

July 19, 2021

Motion: Director McConnell moved to approve the SWAT IGA. The motion was seconded by Director Whitlow and was unanimously carried.

Motion: Director Bloom moved to set the Public Hearing for the August 13th meeting. The motion was seconded by Director DeVenny and was unanimously

TITLE	Signatures for 8.16.2021 Meeting Documents
FILE NAME	07.19.2021- BOD Minutes.docx and 3 others
DOCUMENT ID	30762d883dcf19039992123eab060ad36432b51c
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	🟢 Completed

Document History



SENT

08 / 19 / 2021

18:01:35 UTC

Sent for signature to Chad Christian (cchristian@mvfpd.org) and Colleen Whitlow (cwhitlow@mvfpd.org) from powens@mvfpd.org
IP: 50.235.108.104



VIEWED

08 / 19 / 2021

20:54:50 UTC

Viewed by Colleen Whitlow (cwhitlow@mvfpd.org)
IP: 24.54.161.11



SIGNED

08 / 19 / 2021

20:55:31 UTC

Signed by Colleen Whitlow (cwhitlow@mvfpd.org)
IP: 24.54.161.11



VIEWED

08 / 27 / 2021

20:57:16 UTC

Viewed by Chad Christian (cchristian@mvfpd.org)
IP: 89.187.175.150



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08 / 27 / 2021

20:58:07 UTC

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20:58:07 UTC

The document has been completed.