



**Board of Directors Regular Meeting  
November 15, 2022, at 6:00 pm  
Hybrid/Virtual: Zoom**

**Meeting Minutes**

**I. OPENING OF MEETING**

a. Call to Order

The meeting of the Board of Directors of the Mountain View Fire Protection District was held on November 15, 2022, as an in Person/Virtual Zoom meeting and was called to order by President Christian at 6:01 p.m.

b. Roll Call

The following Board members attended the meeting:

President Christian, Director DeVenny, Director Bloom, and Director Lathrop.

Director Bloom moved to excuse Director McConnell from the meeting. The motion was seconded by Director DeVenny and carried unanimously.

Other persons present were Fire Chief Dave Beebe, Deputy Chief Jeff Webb, Administration Director Pam Owens, Finance Director Tonya Olson, Human Resources Director Melissa Meehan, and Legal Counsel John Chmil.

c. Pledge of Allegiance

d. Approval of Agenda

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

**II. PUBLIC/MEMBER PARTICIPATION**

L3214 President Ed Seibert updated the Board about upcoming E-Board Elections for the Local in December. There was a labor-management committee meeting with Chief Folden at which they agreed to meet again on the 21<sup>st</sup> about the Retirement Healthcare process.

### III. CONSENT AGENDA

Director Bloom moved to approve the consent agenda which included the October 11, 2022, Regular Meeting and November 1, 2022, Special Board of Director Meeting Minutes. The motion was seconded by Director DeVenny and carried unanimously.

### IV. REPORTS

Chief Beebe stated the staff reports were in the packet and asked for any questions. Director Bloom asked about Ballot Measure 1A that recently passed in Boulder County. He asked Chief Beebe if there was a way to put in a request for funding from that measure. Chief Beebe said at this time there is no mechanism for funding from Ballot Measure 1A or 1B, but he has been invited to attend a meeting to discuss the allocation process.

Director Bloom asked Human Resources Director Meehan about the district's current hiring process.

After reading about the involvement of Erie Officers at a house fire last month in the operations report, President Christian wanted to confirm that the district will be recognizing the officer's efforts. Chief Beebe informed him that Chief Folden is working with Erie PD to make sure those officers are being recognized. **Action:** Recognition to Erie Officers for house fire.

### V. NEW BUSINESS

#### a. October Financials

Director of Finance, Tonya Olson presented the October financials and answered questions. Director Bloom moved to approve the October financials. The motion was seconded by Director DeVenny and carried unanimously.

#### b. 2023 Board of Directors Regularly Scheduled Meetings Calendar

Administration Director, Pam Owens presented a tentative schedule for the 2023 Board of Directors Meetings. Meetings were proposed for the 3<sup>rd</sup> Tuesday of each month. After discussion, there were no changes made and Ms. Owens will have the resolution for consideration at the December meeting.

### VI. OLD BUSINESS

#### a. 2023 Budget Update

Director of Finance Tonya Olson reviewed the 2023 Proposed Budget. There was discussion about potentially adjusting the Mill Levy due to the lower Residential Assessment Ratio (RAR). After discussion, the Board decided there would be no adjustments to the Mill Levy. Staff will present a resolution at the December meeting for approval.

#### b. Denmore Exclusion Public Hearing

President Christian opened the Public Hearing at 7:04 pm. There was no public present. He then closed the Public Hearing at 7:04 pm. **Motion:** Director Bloom moved to

approve the Denmore Exclusion. The motion was seconded by Director DeVenny and carried unanimously.

c. May 2023 Election Discussion

Administration Director Pam Owens reported to the Board about the upcoming 2023 Election and asked them for direction on their preference, mail-out, or polling place election. The 2022 election was a polling place election. There were concerns from the public about communication and information for the upcoming election. After discussion, the Board decided to have a polling place election with extra postcards and social media information to promote and inform our constituents about the election.

d. Station 8 Update

Deputy Chief Jeff Webb updated the Board on Station 8 and the temporary station.

**Motion:** After discussion, Director Bloom moved to approve the AIA contract with Franz and Pittman to repair Station 8, subject to any final legal adjustments as approved by legal counsel, Chief Beebe, and Deputy Chief Webb and to authorize Chief Beebe to sign off on the guarantee maximum price not to exceed 2.5 million dollars. The motion was seconded by Director DeVenny and carried unanimously.

## VII. BOARD MEMBER ITEMS

Director Bloom asked if the cause and origin report has been released for the Marshall Fire. Deputy Chief Webb said that the Sheriff's Office is planning on releasing a report the first week of December.

Director DeVenny updated the Board that she and Director Bloom attended the awards/promotions ceremony. She thanked Chief Beebe, Deputy Fire Marshall Michelle Kelly, and Communications Specialist Rick Tillery for the presentation they made at the Superior Town Board meeting. She gave updates on the Town of Superior board elections. Director DeVenny asked about the first anniversary of the Marshall Fire and if the District had any plans to mark that anniversary. **Action:** The Board asked Communications Specialist Rick Tillery to look into how the District might address the anniversary and report back to the Board at the December meeting.

President Christian talked about the District direction for 2023. He asked the Board to think about priorities, goals, and directions for staff in 2023. Director DeVenny said she would like staff to let the Board know what they see as priorities and goals for 2023. Chief Beebe followed up by saying staff is already working on this. **Action:** Both the Board and staff will bring their ideas for discussion at the January meeting.

## ADJOURNMENT

There being no further business to come before the meeting, Director Bloom moved to adjourn the meeting at 8:12 p.m. It was seconded by Director Bloom 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.



12 / 12 / 2022

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President, Chad Christian

Date



12 / 08 / 2022

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Board Secretary, Cole Lathrop

Date

## Action Items

### January 5, 2022

None

### January 18, 2022

**Action:** Chief Beebe said that the Marshall Fire Thank You Letter is already in progress and will bring to the next Board meeting. **Mailed out the last week in January.**

### January 22, 2022

**Action:** Director DeVenny asked for a copy of the Strategic Plan. **Emailed after the meeting.**

**Action:** John Chmil will be preparing an Adopted Records Management Policy to present to the Board at the March meeting. **Completed at March Meeting.**

### April 19, 2022

**Action:** Send the Antelope Fire FLA to the Board. **Done**

**Action:** OSMP Burton Stoner-Parking on Flagstaff. **Chief staff met with Burton to discuss options. This is a Sheriff's Office issue so the district doesn't have much control.**

### May 17, 2022

**Action:** President Christian asked Deputy Chief Folden if he could have a review of the wildland plan and the staffing plan for the next meeting. **Presented at the June meeting.**

### June 28, 2022

**Action:** Director McConnell would like a list of the community events happening in the district sent out regularly. **Staff will work to give the BOD access to the Community Outreach calendar.**

**Action:** Director McConnell asked about the 3<sup>rd</sup> R&R day for crew members out on dispatch. Chief Beebe will follow up to see if the district will be reimbursed by the state for that third day. **Staff called the State. The extra day is recognized by the Federal Government and has not been adopted by the State. If the District wants to adopt the additional R&R Day it would not be a reimbursable item.**

**Action:** FLA/Internal AAR Report to the Board in August. **Due to be released on Oct 13 to agencies. Unknown when it will be released to the public.**

**Action:** Post the Boulder County Marshall Fire AAR on the website along with an explanation of what MVFPD is working on and waiting for before a report or statement is issued from the district. **Done**

**Action:** 2-5 year projection on growth and how that will affect the need for additional stations and positions. **Emailed the BOD.**

### July 19, 2022

**Action:** Director DeVenny asked about a Bond Analysis to look at the effects of the Marshall Fire. **Tonya discussed this at the August meeting.**

### **August 15, 2022**

**Action:** Staff to prepare a statement about the ballot measures to put on the website. Chief Beebe discussed this at the September 20<sup>th</sup> meeting.

### **September 20, 2022**

**Action:** Director Lathrop asked how much it would cost the District to participate. Ms. Meehan said she would have that for the next meeting. A presentation is scheduled for the October 11<sup>th</sup> meeting.

### **October 11, 2022**

**Action:** Director DeVenny would like an estimate on election expenses for 2023. Presented at the November 15<sup>th</sup> Board meeting.

**Action:** Set up a work session for budget information. Work Session was held on November 1<sup>st</sup>.

### **November 15, 2022**

**Action:** Recognition to Erie Officers for house fire.

**Action:** The Board asked Communications Specialist Rick Tillery to look into how the District might address the anniversary and report back to the Board at the December meeting.

**Action:** Both the Board and staff will bring their ideas for discussion on goals and objectives for 2023 at the January meeting.

## Motions

### **January 5, 2022**

**Motion:** Director DeVenny moved to approve Resolution 2022-1. A Resolution Extending the Declaration of a Local Disaster Emergency. Director McConnell seconded the motion and was carried unanimously.

### **January 18, 2022**

**Motion:** Director Bloom moved to approve the First Amendment to the Fire Chief's Contract. Director Whitlow seconded the motion and was carried unanimously.

**Motion:** Director McConnell moved to approve the request for permission to edit and update AOG AD-0024 and AOG FI-0089. Resolution 2021-9. Director Bloom seconded the motion and was carried unanimously.

**Motion:** Director DeVenny moved to approve the Haynie and Company engagement letter for the 2021 audit. Director Whitlow seconded the motion and was carried unanimously.

**Motion:** Director McConnell moved to approve the Stryker Purchase Agreement. Director Bloom seconded the motion and was carried unanimously.

### **February 22, 2022**

**Motion:** Director Bloom moved to approve the Policy Revision for AD101 and FI101, Chief's Authority for Contracts and Budgeted Expenditures/Budgeted Line Items. Director McConnell seconded the motion and was carried unanimously.

**Motion:** Director Whitlow moved to approve the Handbook Revision, Nepotism, and Personal Relationships. Director McConnell seconded the motion and was carried unanimously.

**Motion:** Director DeVenny moved to approve Resolution 2022-2 Designating a Custodian of Records and Adopting an Open Records Policy for the District. Director Whitlow seconded the motion and was carried unanimously.

**Motion:** Director Whitlow moved to approve the IGA for Automatic and Mutual Aid for Wildland and All-Risk Response. Director McConnell seconded the motion and was carried unanimously.

### **March 22, 2022**

**Motion:** Director Bloom moved to approve Resolution 2022-3. Director Whitlow seconded the motion and was carried unanimously.

### **April 19, 2022**

**Motion:** Director McConnell moved to approve the revised Strategic Plan. Director Whitlow seconded the motion and was carried unanimously.

### **May 17, 2022**

**Motion:** Director Whitlow moved to approve the timeframe update to Resolution 2022-5 Collective Bargaining Agreement Negotiations Timeframe. It was seconded by Director McConnell and was carried unanimously.

**Motion:** Directors Whitlow moved to set the Inclusion Hearing for June 28, 2022, for the Penner Parcel. It was seconded by Director McConnell and was carried unanimously.

#### **June 28, 2022**

**Motion:** Director McConnell moved to approve the Adoption of the 2021 Audit Report. The motion was seconded by Director Lathrop and was carried unanimously.

**Motion:** Director McConnell moved to approve the Agreement for the Heart and Cancer Trust. The motion was seconded by Director Bloom and was carried unanimously.

**Motion:** Director Lathrop moved to approve Resolution 2022-6 Granting Consent to the Provision of Services by Overlapping Title 32 Special District and the corresponding Intergovernmental Agreement. The motion was seconded by Director Bloom and was carried unanimously.

**Motion:** Director Bloom moved to approve the Board Order of Inclusion for the OEO/Penner Parcel. The motion was seconded by Director McConnell and was carried unanimously.

**Motion:** President Christian moved to approve the funding up to \$90,000.00 for the Station 8 temporary relocation project. The motion was seconded by Director Lathrop and was carried unanimously.

#### **August 15, 2022**

**Motion:** Director Lathrop moved to have Staff move forward with applying for the Energy and Mineral Impact Assistance Program Grant. Director DeVenny seconded the motion and it carried unanimously.

#### **September 20, 2022**

**Motion:** After discussion, Director Lathrop moved to remove the COVID Emergency Declaration. Director DeVenny seconded the motion and it carried unanimously.

**Motion:** Director Lathrop motioned to set a public hearing to determine the District's position on participation in FAMLI. Director DeVenny seconded the motion and it carried unanimously.

**Motion:** Director Lathrop motioned to approve the Memorandum of Agreement with L3214 as presented. The motion was seconded by Director DeVenny and was carried unanimously.

#### **October 11, 2022**

**Motion:** Director Lathrop moved to adopt Resolution 2022-07 and opt out of the FAMLI Act Program. The motion was seconded by Director Bloom and carried unanimously.

**Motion:** Director Bloom moved to approve the exclusion for 1021 Gaptor Road and authorize President Christian to sign the required documents. The motion was seconded by Director McConnell and carried unanimously.



**November 15, 2022**

**Motion:** Director Bloom moved to approve the Denmore Exclusion. The motion was seconded by Director DeVenny and carried unanimously.

**Motion:** After discussion, Director Bloom moved to approve the AIA contract with Franz and Pittman to repair Station 8, subject to any final legal adjustments as approved by legal counsel, Chief Beebe, and Deputy Chief Webb and to authorize Chief Beebe to sign off on the guarantee maximum price not to exceed 2.5 million dollars. The motion was seconded by Director DeVenny and carried unanimously.

Title	12.6.2022 BOD Meeting Documents
File name	11.15.2022 ...Minutes.pdf and 4 others
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## Document History



SENT

**12 / 08 / 2022**

15:57:53 UTC

Sent for signature to Chad Christian (cchristian@mvfpd.org) and Cole Lathrop (clathrop@mvfpd.org) from powens@mvfpd.org  
IP: 50.235.108.104



VIEWED

**12 / 08 / 2022**

17:53:21 UTC

Viewed by Cole Lathrop (clathrop@mvfpd.org)  
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SIGNED

**12 / 08 / 2022**

17:54:28 UTC

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**12 / 12 / 2022**

16:27:08 UTC

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SIGNED

**12 / 12 / 2022**

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16:27:39 UTC

The document has been completed.