



**Board of Directors Regular Meeting
January 17, 2023, at 6:00 pm
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 January 17, 2023, as an In-Person/Virtual Zoom meeting and was called to order by President Christian at 6:02 p.m.

b. Roll Call

The following Board members attended the meeting:

President Christian, Vice President Laura McConnell, Director DeVenny, Director Bloom, and Director Lathrop.

Other persons present were Fire Chief Dave Beebe, Deputy Chief Sterling Folden, Deputy Chief Jeff Webb, Administrative Services Director Pam Owens, Director of Finance Tonya Olsen, Communications Specialist Rick Tillery, and Legal Counsel John Chmil.

c. Pledge of Allegiance

d. Approval of Agenda

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

II. PUBLIC/MEMBER PARTICIPATION

None

III. CONSENT AGENDA

Director Lathrop moved to approve the consent agenda which included the December 6, 2022, Regular Meeting and January 10, 2023, Special Board of Director Meeting Minutes. The motion was seconded by Director McConnell and carried unanimously.

IV. REPORTS

Chief Beebe stated the staff reports were in the packet and asked for any questions. Director Bloom asked general questions about the timeline of Station 8, and Deputy Chief Webb responded. Director DeVenny asked about the new hires and when a swearing-in ceremony might be. **Action:** Director of Administrative Services Pam Owens said there isn't a scheduled date, but will email the Board when one is set.

V. NEW BUSINESS

a. November 2022 Financials

Director of Finance, Tonya Olson presented the November 2022 financials and answered questions. It was noted that the Agenda listed the financials as being the December financials. Ms. Owens said this will be corrected. Director Bloom moved to approve the November financials. The motion was seconded by Director McConnell and carried unanimously.

b. Engagement Letter from Haynie and Company for 2022 Audit

Director of Finance, Tonya Olsen presented the annual Engagement Letter from Haynie and Company for the 2022 Audit. Ms. Olson said that a small revision was made in the fee structure due to a new requirement lease. After discussion, **Motion:** Director Lathrop moved to accept the Engagement Letter with the revisions. The motion was seconded by Director McConnell and carried unanimously.

c. Consideration for Resolution 2023-1 Appointing a DEO and Authorizing the DEO to Cancel Election for the May 2nd Election.

Director of Administration Pam Owens presented the Board with Resolution 2023-1 appointing a Designated Election Official for the May 2023 Election and the authorization to cancel the election if necessary. After discussion, **Motion:** Director McConnell moved to approve Resolution 2023-1. The motion was seconded by Director Lathrop and carried unanimously.

d. Consideration to Waive Exclusion Fee for CDOT

Chief Beebe reported to the Board that Mountain View had received a request for an exclusion for properties in Firestone and that we waived the exclusion fee. The properties were not revenue-generating properties. Legal Counsel Chmil added that CDOT had reached out to him to ask the Board to waive the fee. After discussion, **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.

VI. OLD BUSINESS

a. Consideration of the Second Amendment to Revised and Restated Employment Contract

President Christian stated the copy of the revision was in the Boards packet and it

relates to Chief Beebe's employment contract. **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.

b. Station 8 Updates

Deputy Chief Webb updated the Board that the work at Station 8 is ahead of schedule due to some good weather and at this time under budget. After discussion about timelines and the prospect of finishing the project on time, **Action:** Director DeVenny asked for a date that the district will receive the final permits for Station 8. **Action:** Director McConnell asked for a timeline and trigger points that would illustrate when the need for a temporary station would be activated.

VII. BOARD MEMBER ITEMS

President Christian reminded the Board that he and Director Lathrop are working on a revision to the resolution that would govern our collective bargaining with the L3214 and should have a finished product to present to the Board at the February meeting.

Director DeVenny updated the Board that she attended the Santa Visit at Station Five in December. She said there were lots of families there and it was a great event. She also attended the Marshall Fire Commemorative Breakfast that was held at the Town of Superior Community Center. She thanked everyone that was able to attend. Director DeVenny attended First Friday this month for the Town of Superior. She asked Chief Beebe about setting up quarterly meetings with some of the town trustees. Chief Beebe responded that he is in close contact with the Town manager.

ADJOURNMENT

There being no further business to come before the meeting, Director Lathrop moved to adjourn the meeting at 7:02 p.m. It was seconded by Director McConnell 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.



02 / 27 / 2023

President, Chad Christian

Date



02 / 27 / 2023

Board Secretary, Cole Lathrop

Date

Action Items

December 6, 2022

Action: Ed Siebert to 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 on.

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.**

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.

Resolution 2023-2

Adopting and Amending the 2021 Edition of the International Fire Code®

WHEREAS, the Fire Chief and fire code official have reviewed the International Fire Code, 2021 Edition, and recommend the adoption of the same by the Mountain View Fire Protection District; and

WHEREAS, the Board of Directors of the Mountain View Fire Protection District deems it necessary and in the best interest of public safety to adopt and enforce the codes to establish rules of conduct and standards for protecting life, health, property, security, and welfare of the inhabitants and visitors to the District; and

WHEREAS, the International Fire Code, 2021 Edition, published by the International Code Council, is a model code for the regulation and governing of the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials, and devices and from conditions hazardous to life and property in the occupancy of buildings and premises.

NOW THEREFORE BE IT RESOLVED THAT BY THE BOARD OF DIRECTORS OF THE MOUNTAIN VIEW FIRE PROTECTION DISTRICT:

1 Adoption of the 2021 International Fire Code

1.1 Code Adopted

The 2021 International Fire Code is adopted in the form including the sections as amended including the following appendices: Appendix A, Board of Appeals; Appendix B, Fire-Flow Requirements for Buildings; Appendix C, Fire Hydrant Locations and Distribution; Appendix F, Hazard Ranking; Appendix I, Fire Protection Systems – Noncompliant Conditions.

The date on which this resolution shall take effect shall be the date of approval by the governing bodies of each county and municipality whose borders overlap the service area of the Mountain View Fire Protection District. This Code shall be in effect within the limits of the Mountain View Fire Protection District.

1.2 Code Described

The 2021 International Fire Code is published by the International Code Council, 500 New Jersey Avenue, NW, 6th Floor, Washington, DC 20001-2070.

1.3 Copies on File

At least one copy of the 2021 International Fire Code shall be kept on file in the office of the fire code official of the Mountain View Fire Protection District, 3561 Stagecoach Road, Longmont, Colorado 80504, and may be inspected during regular business hours.

1.4 Purpose

This code establishes the minimum standards consistent with nationally recognized good practice for providing a reasonable level of life safety and property protection from the hazards of fire, explosion, and dangerous conditions in new and existing buildings, structures, and premises, and to provide for the safety of firefighters, and emergency responders during emergency operations.

2 Definitions

Wherever the term "Board of Directors" is used, it shall be held to mean the Board of Directors of the Mountain View Fire Protection District.

Wherever the word "District" or phrase "Fire District" is used, it shall mean the Mountain View Fire Protection District.

3 Amendments Made in and to the 2021 International Fire Code

The 2021 International Fire Code is amended and changed in the following respects:

1. Subsection 101.1 is amended to read: **101.1 Title.** These regulations shall be known as the Fire Code of the Mountain View Fire Protection District, hereinafter referred to as "this code".
2. A new section 102.13 is added: **102.13 Conflicts with Other Adopted Codes.** Where a conflict arises between this Code and the International Building Code and/or the International Residential Code, the more stringent application of the respective codes shall apply.

Exception: When the Chief Building Official and the Fire Code Official agree upon any provision from the respective codes as being applicable and acceptable.

3. A new section 102.14 is added: **102.14 Other Adopted Codes.** Where this document refers to other ICC codes, the currently adopted edition for the location under consideration shall apply.
4. Subsection 103.1 is amended to read: **103.1 Code Compliance Agency.** The Mountain View Fire Protection District shall be the code compliance agency. The official in charge of the Life Safety Division shall be known as the *fire code official*. The function of the agency shall be the implementation, administration, and enforcement of the provisions of this code.
5. Subsection **104.7 Liability** shall be amended by the addition of the following sentence at the end of the section: "Nothing herein shall be construed as a waiver of any immunities provided by section C.R.S. 24 - 10 - 101, et seq., or by other statutes, or by common law."
6. Subsection **104.11 Fire investigations** shall be amended by the addition of the following sentence at the end of the section: "The authority of the Chief of the District, or authorize designee, including all *fire code officials*, to act as peace officers shall extend to the limits as authorized in C.R.S. 16-2.5-109."
7. Subsection **104.12 Authority at fires and other emergencies** shall be amended by the addition of the following sentence at the end of the section: "the authority of the Chief of the District, or authorized designee, including all *fire code officials*, to act as peace officers shall extend as far as the authority set forth in C.R.S. Section 32-1-1002, 16-2.5-109, and other applicable state statutes."
8. The following subsections are deleted in their entirety: 105.5.1 through 105.5.3, 105.5.6 through 105.5.9, 105.5.11 through 105.5.31, 105.5.33, 105.5.35 through 105.5.41, 105.5.43 through 105.5.48, and 105.5.50 through 105.5.52.
9. Subsection 105.5.34 is amended to read as follows: **105.5.34 Open Burning.** An operational permit is required for the kindling or maintaining of an open fire or a fire on any public street alley road or other public or private ground. Instructions and stipulations of the permit shall be adhered to.

Exception: No permit shall be required if burning is regulated under the regulations promulgated under C.R.S. Section 25-7-123 or regulated by the County Health Department.
10. Subsection 107 is deleted in its entirety and replaced with: **107 Fees.**
11. **107.1 Fees.** Fees for services under this code shall be established from time to time by resolution of the Board of Directors under Section 32-1-1002(1)(e) C.R.S. Said fees and charges may include a charge for reimbursement to the fire district of any consultation fees, expenses or costs incurred by the fire district in performing inspection related services under provisions of this code.

107.2 Payment of fees. A permit shall not be valid until the fees prescribed by law have been paid; nor shall an amendment to a permit be released until additional fees, if any, have been paid.

107.3 Operational permit fee. An inspection fee may be charged for any operational permit required by Section 105.5. The inspection fee shall be based upon the time required to conduct inspections authorized by Section 105.2.2 and associated activities, to determine compliance with this code and other applicable laws and ordinances as required by Section 105.2.4, and to issue the permit as specified in Section 105.3.7.

107.4 Construction permit fee. A fee may be charged for any construction permit required by Section 105.6 of this code. The construction permit fee is intended to cover the cost of inspections required or requested in connection with the work for which the permit is granted, and the associated costs of processing the application. An application shall include an estimate of the total value of the work, including materials and labor, for which the permit is being sought. If, in the opinion of the *fire code official*, the valuation is underestimated on the application, the permit shall be denied, unless written estimates are provided in a form acceptable to the *fire code official*, and that support the valuation set forth in the application. Final construction permit valuation shall be set by the *fire code official*.

107.5 Other inspection fee. Fees for re-inspections, for inspections outside normal business hours, or for inspections for which no fee is otherwise established may be charged.

107.6 Plan review fee. The plan review fee is intended to cover the significant costs and expenses incurred by the fire district in reviewing materials necessary to perform appropriate inspections of construction, uses, processes, and operations. The fee shall be assessed based on the reasonable, customary, and necessary time associated with reviewing or evaluating site plans; construction documents and calculations; changes, additions, or revisions to approved plans; construction documents resubmitted after the *fire code official/s* issuing a statement explaining the reasons that a previous submittal does not conform to the requirements of this code. When submittal documents are incomplete or changed and require additional plan review, an additional plan review fee shall be charged. The plan review fee required by this Section 107.6 is separate from the construction permit fee required by Section 107.4.

107.7 Unauthorized Work Inspection Fee. Any person or entity that begins any work before obtaining a construction permit required by Section 105.6 shall be subject to an inspection fee in an amount equal to the amount of the construction permit fee. The fee shall be separate from and in addition to a

construction permit fee. Payment of the inspection fee shall not relieve any person from compliance with all other provisions of this code or from any penalty prescribed by law. The inspection fee shall be assessed regardless of whether a construction permit is then or subsequently issued.

EXCEPTION: When approved in writing by the *fire code official*, work may begin prior to obtaining a construction permit.

107.8 Related Fees. The payment of the fee for construction, uses, processes, or operations authorized by an operational permit or construction permit shall not relieve the applicant or holder of the permit from the payment of other fees that are prescribed by law or required by Section 107.

12. Subsection 111.1 is repealed in its entirety and reenacted to read as follows.

111.1 Appeals Procedure-General. Any person, firm, or corporation who are grieved by an application, interpretation, or order made by fire district personnel, pursuant to any provision of the code for the standards adopted, may file within three days a written notice of appeal with the fire district requesting a hearing before the Fire Chief. All appeals must be made in writing to the Fire Chief at the district's administrative office. The Fire Chief shall establish reasonable rules for such appeal and shall make a record of all proceedings. The decision of the Fire Chief shall be considered a final administrative decision.

111.1.1 Appeals Procedure-Administrative Decisions. To determine the suitability of alternate materials and types of construction and to provide for reasonable interpretations of this code, upon request of an interested party, including the Fire Chief or designee, there shall be, and is hereby created a board of appeals consisting of five members who are qualified by experience and training to pass judgment upon pertinent matters. The board of appeals shall be appointed by the Board of Directors and shall hold office at its pleasure. The board of appeals shall adopt reasonable rules of procedure for conducting its business, and shall render all interpretations, decisions, and findings in writing to the appellant or requesting party with a duplicate copy to the Fire Chief. All appeals of the Fire Chief's decision shall be made in writing, within three days of the Fire Chief's decision, to the Board of Directors by delivery to the district Fire Chief or his representative at the district's administrative office.

111.1.2 Appeals Board and Procedures. See Appendix A, as adopted, for the makeup and procedures of the Board of Appeals.

13. Subsection 112.4 is amended to read: **112.4 Violation penalties.** Persons who violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall correct install alter repair or do work in violation of the approved construction documents or directions of the *fire code official* or of a permit or certificate used under this code, shall be guilty of a misdemeanor, punishable by a fine of not more than \$250. Each day

that a violation continues after due notice has been served shall be deemed a separate offense.

14. Subsection 113.4 is amended to read: **113.4 Failure to comply.** Any person who shall continue any work after having been served a stop work order except such work as that person is directed to perform to remove a violation or unsafe condition shall be liable to a fine and/or imprisonment up to the maximum specified in C.R.S. Section 32-1-1001 and C.R.S. section 32-1-1002. Each day in which such violation occurs shall constitute a separate violation under C.R.S. Section 32-1-1002 (3) (d).
15. Subsection 503.2.9 is added to read: **503.2.9 Driveway Access.** Driveways from platted roads to single-family residences shall be sized to meet the municipal or county transportation department specifications on straight sections. Inside and outside curve radii will be determined by the *fire code official* to accommodate the fire apparatus expected to respond to the residence.
16. Subsection 507.2.3 is added to read: **507.2.3 In-ground Cisterns.** In-ground cisterns for fire protection shall be designed, installed, and maintained to meet the requirements of the municipal code or county land use code and the *fire code official*.
17. Subsection 507.2.4 is added to read: **507.2.4 Community Cisterns.** Where an occupancy is close enough and has adequate access by firefighting apparatus, in the opinion of the *fire code official*, a community cistern may provide firefighting water supply, instead of an In-ground Cistern, as described in Subsection 503.2.3.
18. Section 507 of the International Fire Code is amended to add Section 507.5.3.1 and 507.5.7 to read as follows.

507.5.3.1. Privately Owned Hydrant Maintenance. Privately owned hydrants shall be maintained at the expense of the private property owner, subject to the direction and requirements of the *fire code official*. Such private hydrants shall be flushed and tested periodically according to the Fire Code. In the event such testing reveals that the flow from private hydrants is inadequate according to applicable standards, modifications necessary to meet these standards shall be ordered by the *fire code official* and made at the expense of the property owner. All private hydrants shall be painted the same color as hydrants on public rights-of-way or elsewhere throughout the City with a different color cap, that being white, to designate a private fire hydrant. Appropriate markings or signs restricting parking in front of or next to fire hydrants shall be designated by the *fire code official* and implemented at the expense of the owner of the property. No point of connection to any private fire hydrant shall be left uncapped without permission of the *fire code official*.

507.5.7 Existing Private Fire Hydrants. Existing hydrants that do not conform to the Mountain View Fire Protection District specifications or that do not face in the direction most consistent with emergency use by the Fire Department, as established by the *fire code official*, shall be changed to meet the District's requirements by the property owner and at the property owner's expense, within fifteen (15) days of service of notice of the required changes upon the property owner or its resident agent.

19. In jurisdictions where single family and two-family residences are not required to be sprinklered per the adopted building and residential codes, subsection 903.2.8.1 is amended to read: **903.2.8.1 Group R.** An automatic sprinkler system installed under Section 903.3.1.3 shall be permitted in group R-3 occupancies. Single family and two-family residences are exempt from this requirement where the municipality or county has removed this requirement from the adopted building and residential codes.
20. In jurisdictions where single family or two-family residences are required to be sprinklered per the adopted building and residential codes, Subsection 903.3.1.3 is amended to read as follows: **903.3.1.3 Residential Sprinkler Systems.** Automatic sprinkler systems installed in one and two-family dwellings, Group R-3, and R-4, condition 1, and townhouses shall be permitted to be installed throughout in accordance with the applicable jurisdiction's Building Code, its amendments, and Subsections 903.3.1.3.1 through 903.3.1.3.3.
21. Subsection 903.3.1.3.1 is added to read as follows: **903.3.1.3.1 Fire Department Connections.** Residential sprinkler systems which are supplied by atmospheric pressure tanks and fire pumps shall be installed with a Fire Department Connection, the size and location of which shall be determined by the *fire code official* and Section 912.
22. Subsection 903.3.1.3.2 is added to read as follows: **903.3.1.3.2 Attached Garage Sprinklers.** Residences with attached garages, where the garage may serve as an egress path, shall have the garage sprinklered, as determined by the *fire code official*.
23. Subsection 903.3.1.3.3 is added to read as follows: **903.3.1.3.3 Interior and Exterior Notification.** Residential sprinkler systems shall have adequate interior notification of the occupants provided to alert them that the sprinkler system is activated, in accordance with NFPA 72. Additionally, a horn and strobe device shall be installed above the Fire Department Connection noted in Section 903.3.1.3.1. Such sprinkler waterflow alarm devices shall be activated by the water flow equivalent to the flow of single sprinkler of the smallest orifice size installed in the system. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

24. Subsection 903.4.2 is amended to read as follows: **903.4.2 Alarms.** An approved audible device, located on the exterior of the building in an approved location, shall be connected to each automatic sprinkler system. An approved audible alarm shall be provided in the interior of the building, in a normally occupied location, to alert building occupants of sprinkler discharge. Such sprinkler waterflow alarm devices shall be activated by the water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.
25. Section 907 of the International Fire Code is amended to add Section 907.6.7 to read as follows. **907.6.7 Extent of coverage.** The *fire code official* shall approve the extent of zone coverage for fire alarm systems in all buildings and structures.
26. Appendix A is modified to read: **Appendix A - Board of Appeals and Procedures**
27. Section A101.3 is amended to read: **A101.3 Membership of Board.** The board shall consist of five voting members appointed by the chief appointing authority on an ad hoc basis to hear matters that come up for appeal. The fire chief shall be the chief appointing authority. The *fire code official* shall be an ex officio member of the board and shall not vote on matters before the board.
28. Section A101.3.3 is deleted due to the ad hoc makeup of the board.
29. Section A101.3.4 is amended to read: **A101.3.4 Chairperson.** The board shall select one of its members to function as chairperson to hear the matter brought before the board.

Approved _____, 2023 by the Board of Directors of the Mountain View Fire Protection District.



President – Board of Directors



Secretary – Board of Directors

Title	February 21st Meeting Documents
File name	1.17.2023 B...Minutes.pdf and 1 other
Document ID	a666c3c3505c8902eadba28448964c0224c584a1
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



SENT

02 / 27 / 2023

20:06:01 UTC

Sent for signature to Chad Christian (cchristian@mvfpd.org) and Cole Lathrop (clathrop@mvfpd.org) from powens@mvfpd.org
IP: 50.235.108.99



VIEWED

02 / 27 / 2023

22:06:55 UTC

Viewed by Cole Lathrop (clathrop@mvfpd.org)
IP: 174.215.23.144



SIGNED

02 / 27 / 2023

22:08:46 UTC

Signed by Cole Lathrop (clathrop@mvfpd.org)
IP: 174.215.23.144



VIEWED

02 / 27 / 2023

22:31:20 UTC

Viewed by Chad Christian (cchristian@mvfpd.org)
IP: 212.102.44.164



SIGNED

02 / 27 / 2023

22:31:38 UTC

Signed by Chad Christian (cchristian@mvfpd.org)
IP: 212.102.44.164



COMPLETED

02 / 27 / 2023

22:31:38 UTC

The document has been completed.