

**MINUTES
BOARD OF DIRECTORS REGULAR MEETING
NORTH METRO FIRE RESCUE DISTRICT**

The meeting was held electronically. Information regarding public participation in the meeting was posted on the District's website at least 24-hours in advance.

Date: May 18, 2021

BOARD MEMBERS PRESENT:

Richard Miller, President
Peter Billera, Vice President
Tim Long, Treasurer
Jenni Murphy, Secretary
Robert Nielsen, Asst. Secretary

STAFF PRESENT:

David Ramos, Fire Chief
David Anderson, Deputy Chief, Support Services
Jeff Bybee, Deputy Chief, Operations
Lisa Willis, Chief Financial Officer
Steve Gosselin, Division Chief, Fire Prevention
Eileen Gomez, Human Resources Manager
Sara Farris, Public Information Officer

LEGAL COUNSEL:

Dino Ross

A. Call to Order

President Miller called the Board of Directors meeting to order at 3:00 p.m.

B. Pledge of Allegiance – Led by Director Long

C. Additions/Deletions to Agenda

None.

A MOTION WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR MURPHY TO ACCEPT THE AGENDA. THE MOTION PASSED UNANIMOUSLY.

D. Public Comment (Agenda Items Only)

None.

E. Executive Session

A MOTION WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR MURPHY TO GO INTO EXECUTIVE SESSION AT 3:05 P.M. PURSUANT TO C.R.S. § 24-6-402(4)(a) AND (b) TO RECEIVE ADVICE OF LEGAL COUNSEL REGARDING THE POTENTIAL PURCHASE OF FIRE STATION PROPERTY. THE MOTION PASSED UNANIMOUSLY.

Attorney Ross certified for the record that the Executive Session will constitute privileged attorney-client communications and will not be recorded.

A MOTION WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR BILLERA TO COME OUT OF EXECUTIVE SESSION AT 4:29 P.M. THE MOTION PASSED UNANIMOUSLY.

F. Presentation

1. December 31, 2020, Audit Report – Feis & Company, P.C.

Treasurer Tim Long noted that the Audit Committee had met with the District's auditors, Bob Feis and Jim Pauley. They learned that Feis & Company has a peer review every three years, and recently the North Metro Fire audit was selected as part of this peer review process.

Bob Feis, auditor with Feis & Company, thanked CFO Willis and the accounting team. 2020 was a unique and challenging year. He had submitted a draft audit report, that included the required reports on federal funding and the use of federal moneys. He offered an unqualified opinion, with no exceptions, unusual items or misappropriations. He stated that the District is in strong financial condition heading into 2021.

Director Murphy appreciated the graphs and explanation. She appreciated the hard work of the auditors, the Audit Committee and the accounting staff. Director Billera agreed.

Director Long recommended that the Board approve the audit.

President Miller congratulated CFO Willis and her staff as this was a team effort.

G. Staff Reports

1. Public Information Officer Presentation

PIO Farris shared recent media exposures, including the recent live burn training. The Ura Lane fire received a lot of media coverage. She invited the Board to attend a Tech Rescue Academy open house later that week.

2. April 30, 2021 YTD Financial Statements – General Fund

Chief Financial Officer Willis asked the Board if they had any questions regarding the financial statements for the month ending April 30, 2021. There were none.

3. Medic Units Purchase Agreement

Chief Bybee asked the Board to approve the purchase of two medic units for a price not to exceed \$450,000. These medic units are in the 10-year Capital Plan. There are extended build times due to supply chain issues, with an estimate of 225 days to build after chassis delivery in August or September 2021. The expenditure would occur in 2022. Director Billera asked what kind of chassis will be used. Chief Bybee replied that these would be Ford 4x4 chassis.

4. Auto Aid IGA with Louisville Fire

Chief Ramos discussed the Automatic Aid IGA with Louisville Fire Protection District and noted that the IGA is the same form agreement that the Board approved on the Automatic Aid IGA with

Mountain View Fire Protection District last month. This will improve service and response times for the community. Director Long asked if CAD-to-CAD applies to these new agreements. Chief Ramos replied that it does not apply as these agencies are not part of the original project. Initially, the Boulder County CAD will not be connected to the North Area CAD-to-CAD system, but he hopes it will be eventually. Director Nielsen asked if there is an agreement with Greater Brighton Fire Protection District (Brighton Fire). Chief Ramos noted that Brighton Fire is part of the original CAD-to-CAD agreement. Director Nielsen asked about the City of Boulder Fire Department's involvement with the City of Lafayette Fire Department and the Louisville Fire Protection District. Chief Ramos indicated that these are each independent fire departments, but work collaboratively under Boulder County Communications.

5. Station 61 Remodel

Chief Ramos advised the board that the District had received three bids for the construction of a temporary site to house Engine 61 during the rebuild of Station 61. He plans to award the bid to Taylor Kohrs Construction, which is under \$100,000.

6. Station 62 Remodel

Chief Anderson noted that the District had received the Certificate of Occupancy for Station 62 on May 4, and the firefighters have moved back in. They are completing a few more projects including the parking lots. President Miller asked when the front parking lot would be complete. Chief Anderson replied that once the project starts, it will only take a couple of weeks to complete.

7. Resolution NM21-001 Establishing Electronic Board Meeting Policy

Attorney Ross presented Resolution NM21-001 and explained that it outlines a new policy which would permanently allow the Board to determine on an ad hoc basis if it needs to hold its Board meetings in person, hybrid or fully virtual platform. This replaces the 2020 pandemic policy.

8. News and Other Project Updates

Chief Ramos announced that IT staff have been upgrading the Board room. He is ready to move forward with hybrid Board meetings, with the community participating via Zoom. When the Board is ready for in-person Board meetings, Staff is ready. Attorney Ross noted that he had experienced hybrid style Board meetings, with the Board members and staff in person and the community participating on Zoom. Staff would monitor the community participants and share this with the Board during the meeting.

President Miller asked if the Board is comfortable meeting in person and when the Board might be ready to do so. The Board agreed to schedule the June 15 Board meeting as a hybrid meeting with Board members meeting in person and permitting the public to attend in person or virtually via zoom. The June 15, 2021 meeting will begin at 5:00 p.m., and all remaining 2021 meetings will begin at 4:00 p.m.

H. Action Items

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.

a) Approval of accounts payable checks 51336 through 51483 and online Bill Pay

2021-33 through 2021-39 for a net total of \$390,418.22. Voided checks 51380, 51381, 51382, 51383, 51384, 51385, 51386, 51387, 51388, 51389 and 51390.

- b) Approval of minutes from the April 20, 2021 regular district board meeting.
2. A MOTION TO APPROVE RESOLUTION NM21-001 ESTABLISHING ELECTRONIC BOARD MEETING POLICY WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.
3. A MOTION TO ACCEPT THE FIRE DISTRICT'S 2020 AUDIT REPORT, AS SUBMITTED BY FEIS & COMPANY, P.C. WAS MADE BY DIRECTOR LONG AND SECONDED BY PRESIDENT MILLER. THE MOTION PASSED UNANIMOUSLY.
4. A MOTION TO AUTHORIZE THE FIRE CHIEF TO SIGN A PURCHASE AGREEMENT WITH FRONT RANGE FIRE APPARATUS FOR THE PURCHASE OF TWO MEDIC UNITS FOR A TOTAL SALES PRICE NOT TO EXCEED \$450,000 WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.
5. A MOTION TO APPROVE INTERGOVERNMENTAL AGREEMENT FOR EMERGENCY SERVICES AUTOMATIC AID WITH LOUISVILLE FIRE PROTECTION DISTRICT WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.

I. Attorneys' Report

Attorney Ross stated that he had submitted a written report and a legislative update. He will provide the Board with his firm's most recent legislative update.

President Miller had been listening to SDA updates on the pending legislation. Attorney Ross offered to spend more time next month reviewing the new legislation that was passed this year.

Attorney Ross noted that the Medical Director Agreement had not yet been signed. He will share this with the Board once it is fully executed.

J. Public Comment

Mr. Dave Feineman, resident of Skyestone, asked if the June meeting would be run as a hybrid. Chief Ramos replied that the June meeting will be run as a hybrid if the Board agrees. President Miller is OK if the public wants to attend in person. Director Billera is OK with the public attending in person if they are vaccinated. Attorney Ross stated that he does not think the District can require proof of vaccination for a public forum.

K. Directors' Reports

Director Murphy thanked everyone for adjusting during the pandemic.

Director Long complimented Senior Staff for the information provided in Executive Session. He also complimented the District on the audit report.

Director Nielsen congratulated CFO Willis on her hard work on the audit. He enjoyed participating in the interviews for a contractor for Station 61. He looks forward to monthly updates on the Station 61 project with photos each month.

Director Billera appreciated the efficient meeting tonight.

President Miller also enjoyed the Station 61 contractor interviews and learned a lot. He complimented Ms. Brown for shepherding the Board through the virtual meetings. Director Murphy complimented the IT Department as well for their help.

L. Executive Session

A MOTION WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR NIELSEN TO GO INTO EXECUTIVE SESSION AT 5:35 P.M. PURSUANT TO C.R.S. § 24-6-402(4)(b) and (f) TO RECEIVE ADVICE OF LEGAL COUNSEL IN CONNECTION WITH ADVISING AND DEVELOPING STRATEGIES FOR NEGOTIATION ON THE SELECTION OF CONTRACTOR FOR THE STATION 61 PROJECT AND TO DISCUSS A PERSONNEL MATTER. THE MOTION PASSED UNANIMOUSLY.

Attorney Ross certified for the record that the first portion of the Executive Session regarding construction contractor selection will constitute privileged attorney-client communications and will not be recorded. The personnel matter will be recorded.

A MOTION WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR BILLERA TO COME OUT OF EXECUTIVE SESSION AT 6:17 P.M. THE MOTION PASSED UNANIMOUSLY.

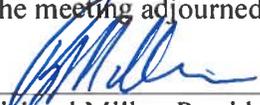
M. Action Items (continued)

6. A MOTION TO ACCEPT THE BID OF, AND AWARD THE STATION 61 CONSTRUCTION PROJECT TO, GOLDEN TRIANGLE CONSTRUCTION INC., ON CONDITION THAT THE CONTRACTOR SIGN A CONTRACT THAT IS ACCEPTABLE TO CHIEF DAVID A. RAMOS AND LEGAL COUNSEL AND, FURTHER, AUTHORIZING CHIEF RAMOS TO SIGN SUCH CONTRACT WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED 4-0; DIRECTOR LONG ABSTAINED FROM THE VOTE.

N. Recess/Adjournment

A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR BILLERA. THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 6:18 p.m.

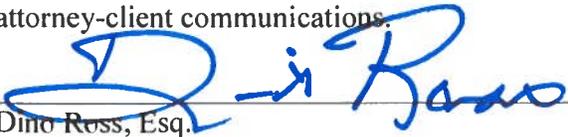


Richard Miller, President



Jenni Murphy, Secretary

I hereby attest that the information communicated during the first part of the Executive Session concerning construction contractor selection, which was not recorded, constituted privileged attorney-client communications.



Dino Ross, Esq.

I hereby attest that the Executive Sessions were confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. §24-6-402(4)(a), (b) and (f).



Richard Miller, President