

Parker Fire Protection District
Regular Board of Directors' Meeting Minutes
December 14, 2015

Present: Danny Gaddy, President	Bob Baker, Fire Chief
Gary Culig, Vice President	Mike Dell'Orfano, Deputy Fire Chief
Ronda Scholting, Treasurer	Bill Potts, Assistant Chief
Al Johnson, Secretary	Vince Turner, Assistant Chief
William Shriver, Director	Kevin Milan, Assistant Chief (absent)
	Bob Cole, Legal Counsel
	Barb Andrews, Executive Assistant

Others Present: South Metro Fire Rescue Board of Directors,
SMFR Authority Personnel, MetCom personnel

MEETING CALL TO ORDER

Danny Gaddy called the meeting to order at 5:38 p.m.

PUBLIC HEARING

2016 Budget - The public hearing for the 2016 budget was opened. There was no comment and the public hearing was closed.

PUBLIC COMMENT

There was no public comment and the session was closed.

CONSENT AGENDA

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A motion was made by William Shriver and seconded by Gary Culig to approve the consent agenda as presented. Ronda Scholting was absent from the November meeting and abstained. The remaining Board members were in favor and the motion carried.

ACTION ITEMS

PFPD Resolution No. 2015-08 Adoption of Life Safety Bureau Fee Schedule – Chief Dell'Orfano, for Chief Valdez, reported that the Life Safety Bureau has worked with an independent consultant to develop a comprehensive, cost recovery model fee schedule over the last several years. The proposed 2016 fee schedule presented is the result of the collaborative work by the consultant and our staff. The intent of the fee schedule is to recover only the fees associated with new construction and development, modifications to existing conditions and systems, and all other fees requiring permitting and/or inspection. Through this year's analysis with the consultant, it was determined the fee schedule we have has been mis-calibrating the total fees necessary for our recovery model. Furthermore, in an effort to meet service delivery expectations in plan review turnaround from the jurisdictions we serve, there is a need to increase resource allocation, requiring an increase in fees. Based on this process, the overall new proposed fee increase will be 36% above our current adopted fee schedule. It is Staff's recommendation that the Board approve the resolution as presented.

A motion was made by Ronda Scholting and seconded by William Shriver to approve PFPD Resolution No. 2015-08 Adoption of the Life Safety Bureau Fee Schedule as presented. All were in favor and the motion carried.

PFPD Resolution No. 2015-09 Adoption of the 2015 Edition of the International Fire Code – Deputy Fire Marshal Rich Conroy, for Chief Valdez, reported that currently SMFRA enforces the 2009 Edition of the International Fire Code within unincorporated portions of Arapahoe County. The proposed adoption of the 2015 Edition will keep SMFRA up-to-date with the latest technology and accepted national standards of fire protection, containing minimum amendments but are consistent with the City of Centennial's 2015 adoption for consistency of code provisions in intertwined jurisdictions. The adoption of the 2015 Edition, and after acceptance by the Arapahoe County Board of Commissioners, will become a code of record for SMFRA's portion of unincorporated Arapahoe County. In addition to Arapahoe County, the Town of Parker will be adopting a resolution recognizing our adopted code for the purposes of continuing with our existing building/business inspection program within the town limits where they will be assuming plan review and permitting responsibilities. It is Staff's recommendation the Board approve the resolution adopting the 2015 Edition of the International Fire Code as presented.

A motion was made by Ronda Scholting and seconded by Gary Culig to approve PFPD Resolution No. 2015-09 Adoption of the 2015 Edition of the International Fire Code as presented. All were in favor and the motion carried.

PFPD Resolution No. 2015-10 Adoption of the 2016 PFPD Budget – Chief Financial Officer Marie Hoover reminded that Colorado Budget Law requires that each Special District adopt a budget by December 31st of each year. Since the November meeting the change in revenue, with the final assessed values, is down about \$91,000 in Douglas County and down \$89,000 in Arapahoe County. Once the merger between South Metro Fire Rescue and the Parker Fire Protection District is complete, the funds will be combined and presented as one budget at another public hearing in January. Staff recommended that the Board approve the PFPD 2016 budget as presented.

PFPD Resolution No. 2015-11 Appropriate Sums of Money for the 2016 PFPD Budget – Chief Financial Officer Marie Hoover reminded that Colorado Budget Law requires that each Special District appropriate sums of money for the budget presented. Staff recommended that the Board approve the Resolution to Appropriate Sums of Money for the 2016 PFPD budget.

PFPD Resolution No. 2015-12 Set Mill Levies for the 2016 PFPD Budget – Chief Financial Officer Marie Hoover reminded that Colorado Budget Law requires that each Special District set the mill levies for the District and certify those mill levies to the counties by December 15th of each year. Staff recommends the Board approve the Resolution to set the mill levies for the Parker Fire Protection District and certify such to Arapahoe and Douglas Counties.

A motion was made by William Shriver and seconded by Ronda Scholting to approve PFPD Resolution No. 2015-10 Adoption of the Parker Fire Protection District 2016 Budget, PFPD

Resolution No. 2015-11 Appropriating Sums of Money for the 2016 PFPD Budget, and PFPD Resolution No. 2015-12 Set Mill Levies for the 2016 PFPD Budget as presented. All were in favor and the motion carried.

2016 Board Meeting Date/Time/Location – Chief Baker referred to the 2016 Board meeting schedule, based on the continuation of the Board meeting on the fourth Monday of each month at the South Metro Fire Rescue Mineral headquarters beginning at 6:00 p.m. Staff recommends the December meeting date be moved to accommodate the December 15th budget submission deadline and adjusting any other dates as recommended by the Board.

The Board agreed to set the meeting date/time location as presented and adjust meeting dates as needed once the SMFR Board is seated.

A motion was made by Gary Culig and seconded by Ronda Scholting to approve the 2016 Board meeting date/time location schedule as presented. All were in favor and the motion carried.

PFPD Resolution No. 2015-13 Calling for the Regular District Election and Appointing a Designated Election Official – Chief Dell’Orfano reported that Staff will be moving forward with the utilization of Collins Cockrel & Cole to help prepare for and manage the 2016 regular election for six of the seven director positions. This resolution sets the date and time of this mail ballot election for Director Districts A-F, calls for nominations, establishes Executive Assistant Barb Andrews as the Designated Election Official, and addresses other matters.

PFPD Resolution No. 2015-14 Changing the District Name, Increasing the Size of the Board of Directors from Five to Seven, Setting the Boundaries of Director Districts, and Setting the Initial Terms of Office of Each Director District – Chief Dell’Orfano reported that this resolution is to finalize several business items of the consolidation including a name change of the Parker Fire Protection District, an increase in the number of directors, finalizing the director district boundaries, setting initial terms of office, and instructing legal counsel to take such action as required to initiate these items.

PFPD Resolution No. 2015-15 Adopting by Reference Various Legislative and Administrative Enactments of the South Metro Fire Rescue Authority – Chief Dell’Orfano informed that this resolution outlines Parker Fire Prevention District’s adoption of all the legislative and administrative policies and fees in effect for SMFRA as of the consolidation. A list of specific policies, fees, and similar enactments are included, but not limited to the listed enactments. This will give the Parker Fire Protection District the basic authority to move forward under the SMFRA enactments; however, over the next several board meetings, staff may bring some or all of them to the board for re-adoption as they are evaluated.

Joint Resolution Concerning the Consolidation of South Metro Fire Rescue and Parker Fire Protection District – Chief Dell’Orfano reminded that this is a joint resolution for all three boards which re-states the intent of the consolidation established in the IGA and ensures the authority of the Parker Fire Protection District to take necessary actions to carry out the consolidation and continue service to the entire district.

A motion was made by Ronda Scholting and seconded by Gary Culig to approve PFPD Resolution No. 2015-13 Calling for the Regular District Election and Appointing a Designated Election Official; PFPD Resolution No. 2015-14 Changing the District Name, Increasing the Size of the Board of Directors from Five to Seven, Setting the Boundaries of Director Districts, and Setting the Initial Terms of Office of Each Director District; PFPD Resolution No. 2015-15 Adopting by Reference Various Legislative and Administrative Enactments of the South Metro Fire Rescue Authority; and the Joint Resolution of the South Metro Fire Rescue Authority and South Metro Fire Rescue and Parker Fire Protection District concerning the consolidation of South Metro Fire Rescue and Parker Fire Protection District as presented. All were in favor and the motion carried.

INFORMATION ITEM

Board Member Service Recognition for Gary Culig and Al Johnson was deferred to the Authority meeting.

NEW BUSINESS

There was no new business for discussion.

OLD BUSINESS

There was no old business for discussion.

EXECUTIVE SESSION

There was no motion to convene to executive session.

NEXT MEETING

The next regular South Metro Fire Rescue Board of Directors' meeting will be held on January 25, 2016, 6:00 p.m. at 9195 E. Mineral Avenue, Centennial, CO.

ADJOURNMENT

A motion was made by William Shriver and seconded by Gary Culig to adjourn the meeting at 6:03 p.m. All were in favor and the motion carried.

Attested by  Date January 25, 2016