

## **CARBONDALE & RURAL FIRE PROTECTION DISTRICT**

### **MINUTES OF THE SPECIAL MEETING**

### **BOARD OF DIRECTORS**

### **CARBONDALE FIRE HEADQUARTERS**

**JANUARY 28, 2015**

The Board of Directors of the Carbondale & Rural Fire Protection District met for a special meeting on January 28, 2015 at the Carbondale Fire Headquarters/Training Building.

President Gene Schilling called the meeting to order at 11:03 a.m. Directors present were Mike Kennedy, Bob Emerson and Carl Smith. Also present were Ron Leach, Jenny Cutright, Rob Goodwin, Bill Gavette, Frank Nadell, Eric Gross, Ron Kroesen and Jeff Wadley. Secretary/Treasurer Louis Eller arrived at 11:42 a.m.

#### **PERSONS PRESENT NOT ON THE AGENDA**

There were no comments from the public.

Ron Leach asked the Board of Directors to have the firms being interviewed express their opinion about having their proposals made public and what their cost is for the services proposed. Ron Leach said that he did not make the proposals public based on the consensus made at the January 14, 2015 Board of Directors meeting, when the Board unanimously agreed not to make the proposals public. He said that Eric Gross' legal opinion is that they made not be made public at this time.

Eric Gross said that the issue is if the proposals have propriety info. He said that the general rule regarding open records is that they are public documents unless they include trade secrets or proprietary data. Eric Gross said that when he looked at a guiding case in relation to the statue, it was clear that access must be denied at this time. Eric Gross said that it is his opinion that the proposals may be made available to the public after the interview process, but not necessarily post them on the website.

Discussion regarding talking to the vendors about making their proposal public and different ways that they may be made available followed. Eric Gross said that there may be some parts of the proposals that the vendors may not want made public. Carl Smith said that he originally asked that the proposals be made public but after Eric Gross' opinion he agreed that they should not be made public. He added that he told that to the newspaper when interviewed. Gene Schilling noted that the Board of Directors made a decision that only the President or his designee speak to the press about Board issues. Discussion followed.

#### **INTERVIEW ALMONT ASSOCIATES**

Representing Almont Associates attending by telephone were Mike Tucker and Tom Weber.

Almont Associates reviewed their proposal for the Board of Directors and answered questions. Their cost is \$68,225 as proposed in the RFP. They also said they are willing to have their proposal, including references, made public after the selection process.

The Board of Directors recessed the special meeting at 12:05 p.m.

The Board of Directors reconvened the special meeting at 12:24 p.m.

#### **INTERVIEW MARK CHAIN CONSULTING**

Representing Mark Chain Consulting in person was Mark Chain, Leslie Lamont (Lamont Planning Services), Steven Kirk (SGM) and Pat Curry (Footsteps Marketing). Attending by telephone was Ford Frick (BBC), Jacob Rowberry (BBC) and Chris Cares (RRC).

Mark Chain Consulting LLC reviewed their proposal for the Board of Directors and answered questions. They said they are willing to have their proposal made public once the interviews are complete and a firm is selected. Their cost is \$98,500 as proposed in the RFP.

The Board of Directors recessed the special meeting at 1:32 p.m.

The Board of Directors reconvened the special meeting at 1:45 p.m.

#### **INTERVIEW FITCH AND ASSOCIATES, LLC.**

Representing Fitch & Associates attending by telephone was Steve Knight, Jay Fitch, Guillermo Fuentes and Jim Broman.

Fitch and Associates LLC reviewed their proposal for the Board of Directors and answered questions. Their cost as proposed in the RFP is \$66,400. There was a lot of discussion about if Fitch and Associates LLC were willing to make their proposal public once the selection process is over. They requested the opportunity to discuss if they were agreeable to releasing their proposal and noted their concern is that their proposal and work plan being copied by competitors.

The Board of Directors recessed the special meeting at 2:39 p.m.

The Board of Directors reconvened the special meeting at 2:54 p.m.

#### **INTERVIEW JVIATION, INC.**

Representing Jviation, Inc. in person was Hilary Fletcher (Jviation), Elizabeth Spleth (Jviation) and Tim Malloy (TG Malloy).

Jviation, Inc. reviewed their proposal for the Board of Directors and answered questions. Their cost as proposed in the RFP is \$150,000. They said they would like to redact part of their proposal before it is made public, if possible, but they would comply with the law.

## **BOARD DISCUSSION**

General discussion regarding the firms interviewed. It was noted that the local companies have the best public outreach plan but the least amount of fire/EMS master planning experience. Carl Smith said that he thinks the public wants to see an outside company with expertise reviewing the District's service.

Further discussion regarding the goal of the master plan followed. Carl Smith said it was to educate the public about the fire department so they know what levels of service there are and decide if they are willing to pay for them. Discussion regarding the Garfield County Federal Mineral Lease District grant followed.

Carl Smith said that the master plan should evaluate and validate from an outside perspective, but that a local company should do the public outreach. Louis Eller said that he agrees with Mike Kennedy's previous concept about the advantages of using two consultants, one to evaluate the District operations and a local firm to head up the public outreach.

Discussion regarding adding members of the public to the master plan committee followed. The Board of Directors authorized Mike Kennedy or Ron Leach to talk to Jviation, Inc. and Mark Chain Consulting about the concept of using two firms for the master plan. Bob Emerson said he thinks the financial portion of the master plan also needs to be done by a local firm.

Further discussion regarding if the proposals should be released at this time followed. Louis Eller said that the interview process is not complete and no vendor decisions have been made.

**MOTION:** made at 5:13 p.m. to continue the Special Meeting of the Board of Directors until Thursday, February 5, 2015 at 12:00 p.m. and to allow the staff to disclose the hard bid numbers that were presented by the firms today, if requested by the public or press. It carried and passed unanimously.

Respectfully submitted,

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Jenny Cutright, Recording Secretary

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Gene Schilling, President