

MINUTES  
GREATER BRIGHTON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
500 S. 4<sup>TH</sup> AVENUE, 6<sup>TH</sup> FLOOR, BRIGHTON, COLORADO 80601

October 25, 2017

A. Call to Order

Vice-President Gerhardt called the meeting to order at 6:09 p.m.

B. Roll Call

Present

Scott Gerhardt, Vice President  
Frank Serafini, Treasurer  
Arlin Riggi, Secretary  
Don Rowe, Assistant Secretary

Absent

Dean Morris, President (excused)

Also in Attendance

Mark Bodane, Fire Chief	Carol Thompson, Administrative Assistant
Michelle Ferguson, Legal Counsel	Christopher Woolley, Battalion Chief
Natalie Ridderbos, Public Information Officer	Lynn Baca, Brighton City Councilmember
Rita Saunders, Finance Manager	

C. Presentations

There were no presentations.

D. Call for Changes to the Agenda

Michelle Ferguson, Legal Counsel, recommended the following items be added to New Business:

1. Resolution number 2017-04 – A Resolution Establishing an Emergency Services Impact Fee and Adopting an Emergency Services Impact Fee Schedule.
2. Intergovernmental Agreement for the Assessment, Collection, and Remittance of Emergency Services Impact Fees

MOTION: Treasurer Serafini made a motion to approve the agenda as amended.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

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### E. Public Comment

None.

### F. Action Items

#### Consent Agenda

1. Approval of Financial Report year-to-date ending August 30, 2017
2. Approval of September 2017 accounts payable checks:  
GF check numbers 31101 to 31194 and ACH Bank Transactions  
CD check numbers 20160 to 20170  
Total September 2017 expenditures: \$844,545
3. Approval of September 13, 2017 District Board Meeting Minutes  
Approval of September 27, 2017 Special Board Meeting Minutes

MOTION: Secretary Riggi made a motion to approve the Consent Agenda as presented.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

### G. Reports/Informational Items

#### Chief's Report:

In addition to his written report, Chief Bodane discussed the following items:

1. Captain Garrison had surgery today to donate a kidney to a family member. He will be in the hospital for three to four days and will be on leave for four to six weeks. The Board extended their best wishes and speedy recovery to both.

#### Deputy Fire Chief:

Deputy Fire Chief Schuppe is on vacation. Chief Bodane addressed questions from the Board.

1. Reserve Engine 51 is back in service.
2. Director Rowe thanked Deputy Fire Chief Schuppe for adding the technical rescue calls to the monthly report.
3. Director Gerhardt congratulated Engineer Todd Godek, the MDA District representative and Lieutenant Kevin Carson, the MDA IAFF Local representative, for their coordinated efforts in raising \$19,128.36 during the MDA Fill the Boot Campaign. The amount surpassed last year's donations. Chief Bodane also noted that this was the second highest dollar amount ever collected. Chief Bodane noted that a presentation with MDA will be forthcoming.

#### Financial Report:

Finance Manager Saunders had nothing to add to her written report.

#### Deputy Fire Marshal

Deputy Fire Marshal Even is currently attending a Fire Investigator Conference. Chief Bodane updated the Board on current and new development projects in the community.

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## Public Information Officer Report

Public Information Officer Ridderbos presented the following:

1. Slideshow of various incidents, training events and other District events during September.
2. A video on the Station 52 construction process from start to completion.

## Attorneys' Report:

In addition to her written report, Attorney Ferguson indicated there were several items to be discussed during the Executive Session.

## City of Brighton Liaison Report:

On behalf of the Board, Vice President Gerhardt thanked Councilmember Baca for her comments and support of the District during the City Council Study Session/Special Meeting regarding the Intergovernmental Agreement for the Assessment, Collection, and Remittance of Emergency Services Impact Fees. He also commended Chief Bodane, Councilmember Baca, Councilmember Kniss and all of those involved for their hard work during the Impact Fee process. The Brighton City Council approved the IGA on Tuesday, October 24<sup>th</sup>.

Councilwoman Baca thanked the Board for their kind words and for the hard work the Board and Staff did during the entire impact fee process. It was quite an undertaking.

## H. Old Business

### 1. Fleet Maintenance Facility Update

Chief Bodane updated the Board on the construction progress. He also noted that Tower 51 has been moved to Station 52 during the construction process.

## I. New Business

### 1. Purchase of EMS Equipment (Cardiac Monitors & Compression Device)

The District applied for a Colorado EMTS Provider Grant through the Colorado Department of Public Health & Environment (CDPHE) to help offset some of the costs involved with continued effort to enhance EMS care in the District. The District was awarded the grant in July on a 50% match.

MOTION: Director Rowe made a motion to approve the purchase of EMS Equipment (Cardiac Monitors & Compression Device) from Physio Control Inc. in the amount of \$78,841.86. The District will be reimbursed by CDPHE in the amount of \$39,240.73 once the equipment has been received and the appropriate paperwork filed with and accepted by the State.

SECOND: Director Serafini

APPROVAL: Motion carried unanimously

### 2. Fleet Maintenance Facility Change Order PCR #2

MOTION: Assistant Secretary Rowe made a motion to approve the PCR#2 change order in the amount of \$67,498.20 for the removal and replacement of concrete on the apparatus pad at Station 51.

SECOND: Director Riggi

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APPROVAL: Motion carried unanimously

3. Confirm Receipt of Proposed 2018 Budget on October 9, 2017

Directors confirmed they received the proposed 2018 Budget on October 9, 2017.

4. Approval of Resolution 2017-04 - A Resolution Establishing an Emergency Services Impact Fee and Adopting an Emergency Services Impact Fee Schedule.

MOTION: Director Serafini made a motion to approve Resolution 2017-04 **A RESOLUTION ESTABLISHING AN EMERGENCY SERVICES IMPACT FEE AND ADOPTING AN EMERGENCY SERVICES IMPACT FEE SCHEDULE.**

SECOND: Director Rowe

APPROVAL: Motion carried unanimously

5. Intergovernmental Agreement for the Assessment, Collection, and Remittance of Emergency Services Impact Fees

MOTION: Director Serafini made a motion to approve the Intergovernmental Agreement for the Assessment, Collection, and Remittance of Emergency Services Impact Fees between the District and the City of Brighton.

SECOND: Director Rowe

APPROVAL: Motion carried unanimously

J. Executive Session

MOTION: Treasurer Serafini made a motion at 6:46 p.m. to enter into an executive session pursuant to C.R.S. §§ 24-6-402 (a), (b), (e), and (f) to Receive Advice of Legal Counsel on Contract Negotiations, the Sale and Acquisition of Property, and on Personnel Matters relating to the Fire Chief's contract.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

MOTION: Treasurer Serafini made a motion at 8:15 p.m. to return to general meeting.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

MOTION: Treasurer Serafini made a motion to amend the Fire Chief's Employment Agreement to eliminate the car allowance upon receipt of a District Vehicle.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

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### K. Adjournment

MOTION: Assistant Secretary Rowe made a motion at 8:17 p.m. to adjourn meeting.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 8:17 p.m.

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Arlin Riggi, Secretary

I hereby attest that the Executive Session, which was not recorded, constituted privileged attorney-client communications.

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Michelle B. Ferguson, Esq.

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

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Scott Gerhardt, Vice President