

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
JUNE 20, 2000

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, the 20th day of June, 2000, at 6:30 P.M., at the Mount Vernon Country Club, 24933 Club House Circle, Golden, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:
Marvin Miller, Acting Chairman
Richard Kunter
Jack Kintner
W. R. "Rick" Hughes

Upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried the absence of John A. McKenry, III was excused and Marvin Miller was appointed Acting Chairman.

Also In Attendance Were:
Deborah D. McCoy and Kammy K. Tinney; Special District Management Services, Inc.

Richard A. Scheurer; District counsel

Ed Daniels, Chief, John Findling, and Jacob Sliemers; Foothills Fire and Rescue

Joanna Braun; Support Auxiliary

Russ Shephard; Lookout Mountain Water and Sanitation District

Carol Small; Evergreen Fire Protection District

ADMINISTRATIVE MATTERS

Minutes: The Board reviewed the minutes of the May 16, 2000 regular meeting. Following discussion, Director Kintner moved to approve the minutes as presented, Director Hughes seconded the

RECORD OF PROCEEDINGS

motion and, upon vote, the motion unanimously carried.

Budget Workshop and SDA Conference: Directors Hughes, Kunter and Kintner are interested in attending the Budget Workshop. Directors Kunter and Kintner are interested in attending the SDA Conference. Following discussion, upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried, the Board authorized payment of the registration fees for the Budget Workshop and SDA Conference for those Directors expressing interest in attending. The hotel costs for the SDA Conference will also be paid by the District.

FINANCIAL
MATTERS

Disbursements: The Board considered approval of the payment of claims through the period ending June 20, 2000, totaling \$259,071.01, for operations. It was noted that check #2800 to Jack McKenry would be voided as he was not in attendance at the meeting. Following review and discussion, Director Kunter moved to approve payment of the claims through June 20, 2000, as amended, Director Hughes seconded the motion and, upon vote, the motion unanimously carried.

Financial Statements: The Board next reviewed the unaudited financial statements of the District setting forth the cash deposits, investments, budget analysis, and accounts payable vouchers for the period ending May 31, 2000, a copy of which report is incorporated herein and made a part hereof by this reference. Following review, upon motion duly made by Director Kunter, seconded by Director Kintner and, upon vote, unanimously carried, the unaudited financial statements were accepted as presented.

LEGAL MATTERS

Committee report regarding water supply policy: Upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried, the Foothills Fire Protection District Water Use Policy was adopted. The Board directed staff to distribute the adopted policy to the water districts.

RECORD OF PROCEEDINGS

Intergovernmental agreement for funding and compensating agencies voluntarily responding to wild fires in the foothills area: One fire protection district, the County and the State Forest Service have agreed with the District that a gap exists in covering the costs of wildfires in the foothills. They have indicated their interest in pursuing a way of covering the costs, however, no other local agencies which may be affected have shown any interest in moving forward to resolve the issues.

The County has established a fund which will provide up to \$100,000 per incident. This fund appears to accomplish what the District originally approached the County to do. Alan Galamore of the State Forest Service and Scott Wells of the Sheriff's Department must be contacted, and they both must agree on the severity of the threat, to make the funds available for fire fighting support. They must be of the opinion that all other state funding and mutual aid resources are exhausted.

Emergency response to Denver mountain parks: Denver is drafting an IGA or a mutual aid agreement to define the legal responsibilities and relationship.

Status of statutory claim for damages to water mains: Attorney Scheurer reported on discussions with "LMWSD." They have sent a bill to our insurance carrier which cannot be paid without a valid claim or a lawsuit being pursued to determine liability.

Mr. Shepard informed the Board that LMWSD will proceed with a lawsuit if the District does not authorize full payment at this meeting. Upon advice of counsel, the District declined to make payment.

Jefferson County low band dispatch IGA: Following discussion, upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried, the Board authorized execution of the Intergovernmental Agreement with Jefferson County and payment of \$1,200 to the

RECORD OF PROCEEDINGS

Communications Authority.

Member Handbook, SOG's and Rules and Regulations:
This item was tabled until the next meeting.

DEPARTMENT
ISSUES

Chief's Report: Chief Daniels provided a verbal report.

Status of purchase of new vehicles. The pumper is ready for final inspection and will be delivered when accepted. The water tender is still about a month away from completion.

Disposal of vehicles. Truck 555 and 553 will need to be disposed of. Following discussion, upon motion duly made by Director Kintner, seconded by Director Kunter and, upon vote, unanimously carried, the Board authorized the Chief to sell the vehicles for the best price possible, after obtaining a determination of value.

Jefferson County 800MHz dispatch system. The system worked very well on the High Meadow Fire. There is nothing new regarding grant money and the Department continues to operate with the low-band.

Response to areas outside of jurisdiction. The IGA being drafted by the City and County of Denver, regarding response to Denver Mountain Parks, should resolve the issue of response in Denver areas. Chief Daniels has spoken with Golden about response in Golden's jurisdiction, specifically Exit 259, which the Department currently responds to. Chief Daniels will meet with Golden's Chief to finalize an agreement. There is a possibility that an IGA with Jefferson County Open Space could take care of coverage throughout much of the area.

Other. The Chief reported that a complaint was received regarding the Chief Hosa campground which has been forwarded to Denver. One of the major concerns is the limited access out of the campground after major events at Red Rocks and the need for emergency access via Lower Moss Rock Road.

RECORD OF PROCEEDINGS

The Department sent 10 crews in to the High Meadows fire to perform various duties. The auxiliary had a great showing and provided three crews of volunteers.

Fire Marshal. The Board discussed the health benefits to be provided to Mr. Tomford during the interim period of his change in employment from full-time to part-time. Following discussion, upon motion duly made by Director Kunter, seconded by Director Kintner and, upon vote, unanimously carried, the Board determined that the coverage costs will be paid by the District as currently agreed for ninety (90) days beginning June 1, 2000, after that, the District will pay 40% of the coverage costs. The Board directed that a letter be provided to Mr. Tomford explaining the determination and noting that the coverage may change in the future. A statement regarding accrual of vacation time for ninety (90) days should be included.

Fire Marshal's report. The Board reviewed Mr. Tomford's written report. It was noted that a bid for \$60,000 was received to repair all the cisterns.

Purchase orders: Following discussion, upon motion duly made by Director Kunter, seconded by Director Hughes and, upon vote, unanimously carried, the Board ratified the purchase requisition for Wildland Fire Equipment in the approximate amount of \$8,000.

Long-Range Planning Committee: A meeting is being scheduled.

Support Auxiliary: Ms. Braun reported on the pancake breakfast. The advance of \$500 from the District was repaid.

OTHER
BUSINESS

Department Administration: Director Kintner reviewed the organizational chart and the job description. Chief Daniels is in agreement with the proposed approach.

RECORD OF PROCEEDINGS

The Board discussed advertising for the position, title and salary.

The position will be advertised under "Office Manager" and will be run in the Denver Post, the Rocky Mountain News, the Canyon Courier and the Golden Transcript. If necessary, an ad will be run in the SDA newsletter. The salary range is \$35,000-42,000, depending on experience and a benefit package will be available. Application forms will be available at SDMS and at the Lookout Mountain Station.

A committee consisting of Directors Kintner and Miller and Chief Daniels and John Findling will conduct the interviews, review the benefit package and the employee manual.

Following discussion, upon motion duly made by Director Hughes, seconded by Director Kunter and, upon vote, unanimously carried, the Board directed that the position be advertised, using the scope of work as presented, with a salary range of \$35,000-42,000 plus a benefits package.

Directors Kintner and Miller will provide the language for the advertisement.

ADJOURNMENT:

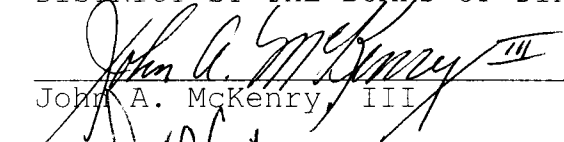
There being no further business to come before the Board at this time, upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

Respectfully submitted,


By *Kerwin A. Kintner*
Secretary for the Meeting

RECORD OF PROCEEDINGS

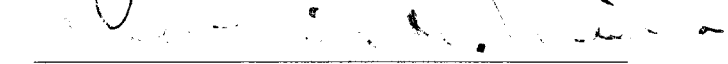
THESE MINUTES APPROVED AS THE OFFICIAL JUNE 20,
2000 MINUTES OF THE FOOTHILLS FIRE PROTECTION
DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



John A. McKenry, III




Jack Kintner



Marvin Miller

Richard Kunter



Rick Hughes