

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
SEPTEMBER 19, 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 19th day of September, 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:
John A. McKenry, III, Chairman
Marvin Miller
Jack Kintner
W. R. "Rick" Hughes

Upon motion duly made and seconded and, upon vote, unanimously carried, the absence of Richard Kunter was excused.

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

Richard A. Scheurer, Esq.; District counsel

Ed Daniels, Chief, Chris Tomford, Fire Marshal, John Findling, Nate Marshall, and Sean Malone; Foothills Fire and Rescue

Kevin Collins; VanSchooneveld & Co., Inc.

Joe Beasley; Genesee Fitness Center

ADMINISTRATIVE
MATTERS

Minutes: The Board reviewed the minutes of the August 29, 2000 special meeting. Following discussion, Director Kintner moved to approve the minutes as presented, Director Miller seconded the motion and, upon vote, the motion unanimously carried.

RECORD OF PROCEEDINGS

FINANCIAL
MATTERS

Disbursements: The Board considered approval of the payment of claims through the period ending September 19, 2000, totaling \$146,031.40, for operations. The Board asked that the charges from Mount Vernon Country Club be verified and the check to Director Kunter be voided. Following review and discussion, Director Miller moved to approve payment of the claims through September 19, 2000, as revised, Director Kintner 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 August 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 Miller, seconded by Director Hughes and, upon vote, unanimously carried, the unaudited financial statements were accepted as presented.

LEGAL MATTERS

Member Handbook: The Member Handbook has been printed and is ready for distribution. Chief Daniels is to develop a plan for distribution to the department members.

Status of Communication Authority: Director Hughes reported that the Authority has adopted its mission statement, 1) to maintain low-band equipment and 2) to explore improvements and alternatives. The Chiefs of the member Districts have met to discuss various issues. A budget will be accepted at the next meeting.

Operational Guidelines: The final Operational Guidelines were reviewed. Attorney Scheurer believes they are ready for adoption and noted that adoption of the guidelines incorporates them into the Rules and Regulations of the District. Following discussion, upon motion duly made by

RECORD OF PROCEEDINGS

Director Hughes, seconded by Director Kintner and, upon vote, unanimously carried, the Board approved the Operational Guidelines, as presented. Chief Daniels is to develop a plan for distribution of the Operational Guidelines to the department members.

Intergovernmental Agreement with the City and County of Denver: Chief Daniels and Attorney Scheurer have reviewed the proposed agreement. It was not satisfactory because it was boiler plate language for a mutual aid agreement and did not address the specifics of the situation. Assistant Chief Curtis is to discuss the agreement with Assistant Chief McMillan and work at revising the agreement.

Bill for water usage from Lookout Mountain Water District ("LMWD"): The Board requested that a copy of LMWD water use policy be obtained. Attorney Scheurer suggested that the District not set a precedent or assume liability for the bill. The Board directed that a letter be sent to LMWD requesting that they bill the homeowner directly.

Lawsuit filed by LMWD: The suit has been filed and the complaint has been reviewed by District counsel and counsel for our insurance company. The attorney for the insurance company will file the answer. It was confirmed that the District's insurance covers the District, the Board members and the Chief.

Chief Daniels has submitted the complaint to his homeowners insurance and has received assurance that the District's insurance will cover the claim made against him. Chief Daniels requested that formal action be taken by the Board to indemnify him and reimburse him for any occurrences or expenses he may incur due to the suit. Upon motion duly made by Director Hughes, seconded by Director Kintner and, upon vote, unanimously carried, the Board concurred that the Chief is indemnified and will be reimbursed for any expenses brought about by the suit.

RECORD OF PROCEEDINGS

DEPARTMENT
ISSUES

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

Status of purchase of new vehicles. The Interface Attack Vehicle (#530) is having finishing touches applied and is still not in service.

The Water Tender (#570) still has minor adjustments to be made and is not yet in service.

Administrative offices. The Chief asked that this item be tabled.

Operations employee. Mr. Collins reviewed three scenarios and some comparable information from other districts. An additional mill to cover the expense would be reasonable, based on comparisons to similar districts.

The department will continue to look at options for providing funding for additional personnel today, and in the future.

Chief Daniels discussed revisiting the possibility of a team effort with Genesee regarding the sharing of paid personnel.

A committee was formed to review the information provided and determine what options may be available. The committee members are Directors Kintner and Miller, Rick Hughes, in his capacity as a volunteer for the Department, and Chief Daniels.

Cistern repairs. Mr. Tomford reported that he has not received any additional quotes. He noted that Rainbow is still holding at 2/3 full and it appears to be OK to fill.

Access and water availability. There was no report.

Walker Ranch. Sean Malone reported on the Walker Ranch fire that broke out this week. The Department sent a crew of five to assist on

RECORD OF PROCEEDINGS

Saturday, September 16. Our crew was on-site for approximately 16 hours and was recognized for their work in finding and extinguishing two spot fires.

Administrator. Chief Daniels reported that Ms. Sebern quit. Pat Smith is reviewing the applications again.

Other. Chief Daniels reported on the departments response to a bus which caught fire on I-70. The driver evacuated all the passengers safely and there were no injuries.

Fire Marshal's report. The Board reviewed Mr. Tomford's written report. Mr. Tomford noted that he had spent a lot of time helping Ms. Sebern. The final inspection of the pool house has been completed. Genesee assisted with the pre-plan.

Purchase orders: EMT training. Upon motion duly made by Director Kintner, seconded by Director Miller and, upon vote, unanimously carried, the Board approved the purchase requisition for EMT training in the amount of \$525.32.

Long-Range Planning Committee: The committee did not meet.

Support Auxiliary: There was no report.

OTHER
BUSINESS

Genesee Fitness: Mr. Beasley presented a new proposal for use of the fitness facilities by the department. The Board will review the information. No action was taken.

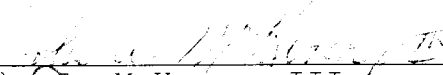
ADJOURNMENT:

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 *Harold J. McMillan*
Secretary for the Meeting

RECORD OF PROCEEDINGS

THESE MINUTES APPROVED AS THE OFFICIAL SEPTEMBER
19, 2000 MINUTES OF THE FOOTHILLS FIRE PROTECTION
DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



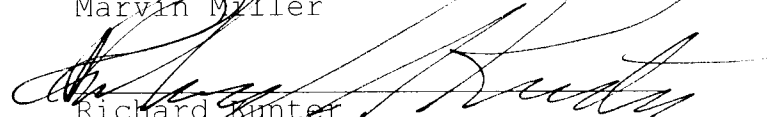
John A. McKenry, III



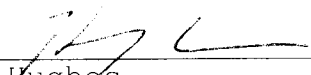
Jack Kintner



Marvin Miller



Richard Hunter



Rick Hughes