

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
JULY 16TH, 2002 (TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, July 16th, 2002 at 6:30 P.M., at the Mount Vernon Country Club, 24933 Club House Circle, Golden, Colorado.
The meeting was open to the public.

I. ATTENDANCE:

A. Directors In Attendance Were:

1. John A. McKenry, III, Chairman
2. Marvin Miller
3. W.R. "Rick" Hughes
4. John Findling
5. Richard Kunter

B. Also In Attendance Were:

1. Tim O'Hayre
2. Tim Hendrix
3. Robert Sontag
4. Kristina Emperor
5. Josh Smith
6. Dick Scheurer.

II. ADMINISTRATIVE MATTERS

A. Approve Agenda – with the addition of item I.C.

1. Motion to Approve: Marvin Miller Seconded: Richard Kunter
Vote: Unanimous

B. Review and Approve Minutes of the June 18th, 2002 Regular Meeting (enclosed).

1. Motion to Approve: Mark Miller Seconded: John Findling
Vote: Unanimous

C. Accept Kammy Tinney's resignation as secretary to the board of directors, and accept Rob Sontag as secretary to the board of directors.

1. Motion to Approve: Marvin Miller Seconded: Jon Findling
Vote: Unanimous

III. FINANCIAL MATTERS

A. Review and approve payment of claims through the period ending July 16th, 2002, totaling \$35,913.80 for operations.

1. Discussion of garage door cost issues at grapevine station, and towing cost for 581 repair.
2. Motion to Approve: Richard Kunter Seconded: Marvin Miller
Vote: Unanimous

B. Review and accept un-audited Financial Statements for the period ending June 30th, 2002.

1. Discussions by Kammy Tinney – Budget looking positive. Details of Budget discussed. Insurance proceeds – look good.
2. Expenditures – Elections – Are higher than budgeted and expected. Overall the districts within Budget – Long range plan caused spike in expenditures. The Pension will remain as is, until the end of the year.
3. Motion to Accept: Richard Kunter Seconded: Jon Findling Vote: Unanimous

C. Review and consider proposals for financial services.

1. Discussion: Discussion of financial service bids, and details associated within. Rob Sontag recommended we use Mason Russell West. Richard Kunter expressed concern with regard to a few of the vendors, and would like to interview some of the presented vendors. John Findling and Rick Hughes suggested we should continue with Clifton Gunderson LLP, due to our past positive history with them. This issue was tabled, until Director Kunter and Rob Sontag could interview, and make a suggestion.

IV. LEGAL MATTERS

A. Dick Scheurer – Discussion of resolution of Lookout Mountain Water District dispute and settlement of cost issues. The resolution also released Ed Daniels. Dick Scheurer expected request for payment to reach Foothills Fire Protection District offices very soon. Richard Kunter expressed that the water district is in favor of the decision made.

Richard Kunter informed the board about the current water (and water storage issues) both at present, and in the future

V. DEPARTMENT ISSUES

A. Discuss long-range master planning and truck replacement plan. Consider recommendations for the purchase of a light rescue truck.

1. Discussion: Issue tabled until further notice.

B. Discuss request from Mount Vernon County Club Metropolitan District for annual fire hydrant maintenance.

1. Discussion: Rob Sontag explained details of issue. Richard Kunter explained technical details of hydrant and water issue, with regard to Mt. Vernon. Richard Kunter also informed the board, of Mt. Vernon Metropolitan District's options for a contract solution for hydrant maintenance. Group decided to return this issue to Mt. Vernon, to resolve internally.

C. Administrator's Report.

1. Status of fleet repairs.

a. Discussion: Robert Sontag informed the Board of our new fleet maintenance vendor. Robert Sontag explained the details of our new vendor, and the current fleet issues, especially 542. Other vendor bids, as well as details on 543 and 542, were requested from the board.

2. EMS Grant Status.

a. Discussion: Robert Sontag informed the board, that the district did not get grant funded, and the details associated with this grant status.

3. FEMA Grant Status.

a. Discussion: The district did not make the first round of grant approval. Rob Sontag explained the details of this grant. Several rounds still remain. We will wait for the final notice.

4. Clerical Employee.

- a. Discussion: The district has closed the position announcement, and the staff will be interviewing potential applicants in the coming weeks.

D. Chief's Report

- 1. Discussion: Kristina Emperor explained details of our bi-annual membership reviews, and the details of this review. Kristina Emperor also informed the board that some people have been asked to leave, due to inadequate calls, training, and/or hours.

E. Approval of purchase requisitions for department supplies and equipment.

- 1. Laptop Computer - \$3,000. There was some discussion on the actual cost, and the need for a laptop.
 - a. Motion to approve purchase of new computer, not to exceed \$2000.00
John Findling Seconded: Richard Kunter Vote: Unanimous

F. Fire Marshal's Report

- 1. Denver Mountain Parks.
 - a. Discussion: Tim O'Hayre informed the board, of the current state of the agreement with the City of Denver. That agreement is essentially that, Foothills Fire and Rescue calls Denver to respond for any response in Denver Mtn. Parks. Tim O'Hayre received a call from Denver Fire Department, requesting information on any calls we have run in Denver Mtn. Parks, in 2001. It looks positive for an agreement with Denver Fire Department, for compensation, call response assistance, etc. Dick Scheurer informed the board of the past history between Denver Fire Department and Foothills Fire Protection District.
- 2. Ralston Elementary.
 - a. Discussion: Tom O'Hayre discussed the current status of this issue. The school cannot find the paperwork for the required hydrant in their area. Their fire alarm system also needs to be upgraded/repaired. Tim O'Hayre has recommended that they update their alarm system, and is following up with the county on the hydrant paperwork.

C. Motion to pay 45% of cost, to attend the wildfire academy to Josh Smith, contingent of presentation of proof of completion by Rick Hughes Seconded: Richard Kunter: Motion Failed. Vote: Rick Hughes and Richard Kunter For, Jack McHenry, Jon Findling, and Marvin Miller Opposed.

VIII. ADJOURNMENT

- Next regular meeting scheduled for August 20th, 2002.

Respectfully Submitted,

By: _____
Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL JULY 16TH, 2002 MINUTES OF THE
FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING
BELOW:

John A. McKenry, III

John Findling

Marvin Miller

Richard Kunter

W.R. "Rick" Hughes