

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
November 19, 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, November 19, 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 Hendrix
2. Robert Sontag
3. Jacob Sliemers
4. Dick Scheurer
5. Timothy Cusick
6. Patrick Ahern
7. Stacy Dorian
8. Jen Sliemers
9. Jon Schreiner
10. Joe Beasley

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda: Rick Hughes
- Seconded: John Findling
- Discussion: Marvin Miller made a motion to add an executive session. Seconded: Rick Hughes. John Findling asked for clarification on the Ralston Elementary name.
- Vote: Unanimous

- B. Review And Approve Minutes Of The October 15th, 2002 Regular Meeting (Enclosed).
- Motion to Approve Minutes Of The October 15th, 2002 Regular Meeting: Marvin Miller
 - Seconded: Rick Hughes
 - Discussion: None
 - Vote: Unanimous

III. FINANCIAL MATTERS

- A. Review and approve payment of claims through the period ending November 19th, 2002, totaling \$45,120.63 for operations (preliminary list enclosed).
- Motion to approve payment of claims through the period ending November 19th, 2002, totaling \$45,120.63 for operations: Marvin Miller
 - Seconded: Richard Kunter
 - Discussion: Rob Sontag explained the details of some of the items in question.
 - Vote: Unanimous
- B. Review And Accept Unaudited Financial Statements For The Period Ending October 31st, 2002 (Enclosed).
- Motion to Accept Unaudited Financial Statements For The Period Ending October 31st, 2002: Marvin Miller
 - Seconded: Rick Hughes
 - Discussion: Tim Cusick explained the reason for the cover letter. Tim Cusick also explained the correction that will take place in order to record the expenditures when they occur, not when they are actually paid. Tim Cusick explained this is the typical manner to comply with accepted accounting principals.
 - Vote: Unanimous

C. Public Hearing on adoption of 2003 Budget and Setting of 2003 Mill Levy for the District. (enclosures).

- Motion to Adopt the 2003 Budget as submitted and Set the 2003 Mill Levy for the District at 8 Mills: Richard Kunter
- Seconded: John Findling
- Discussion: Dick Scheurer clarified a correction to the budget on page 2. Marvin Miller asked for clarification on the 2 figures in question. Jon Schreiner asked if the board had any plans on putting money back into the surplus in future budgets. Richard Kunter explained the board's plans for the future, as well as the reason for the past withdraws from our surplus.
- Vote: Unanimous

D. Presentation by Chad Wanger of Municipal Services Group to consider refinancing of 530/570 Lease

- Motion to Accept Proposal: Richard Kunter
- Seconded: Rick Hughes
- Discussion: Chad provided detailed information in addition to the packet he provided, explaining the possible savings to the district over the term of the leases for 530/570. The saving's figures are respectively \$2100 a year and \$15,000 over the 7 year lease. Rob Sontag suggested that Dick Scheurer review the packet for legal compliance, and will proceed forward if there are no issues.
- Vote: Unanimous

E. Discussion of Insurance Proposals by ESIP and VFIS for 2003 Insurance Season..

- Discussion: Rob Sontag informed the board of his recent dealings with ESIP. The district is still waiting on a proposal from VFIS. The two proposals will be discussed at the December 2002 meeting.

IV. LEGAL MATTERS

A. Discussion of Denver Metro Intergovernmental Mutual Aid Agreement impact on Negotiations with City of Denver. (enclosure)

- District counsel Dick Scheurer confirmed that signing this agreement would compromise our negotiations with the City and County of Denver. Execution tabled until the issue with Denver is resolved.

B. Denver Mutual Aid Agreement Status

- Discussion: Dick Scheurer is in the process of drafting a letter to Denver Fire to try and keep the process going. The draft is expected to be completed by the end of this week.

V. DEPARTMENT ISSUES

A. Discuss and Adopt First Part of the Draft Long Range Plan:

- Discussion: John Findling was hoping to have 3 appendix in this long range plan that clarifies the said long range plan. John Findling asked the board not to approve this until those appendices are completed. He asked Rob Sontag to meet with him and clarify a few issues. Rob Sontag suggested the board come up with some alternatives to proceed further. Rob Sontag also suggested the board use select members of the community for input on these issues. John Findling recommended that the board get more input than the board has gotten thus far. John Findling said he would like to see the board provide alternatives to the community, as opposed to having the community develop alternatives.
- Vote: Unanimous

B. Administrator's Report and Status of Fleet Repairs (Enclosed):

1. FEMA Grant Status:

- The board has received official notification from FEMA that Foothills Fire Protection District has obtained our requested Grant.
- Discussion: The district is proceeding forward with SCBA bids and plans to make the request for money the same day that we purchase the SCBA's.
- Motion to provide Jon Schreiner with a letter and dinner for him and his wife: Rick Hughes
- Second: John Findling.
- Vote: Unanimous

C. Fire Marshal's Report

2. Ralston Elementary – Fire Marshall not present. No Discussion.

D. Chief's Report:

- Discussion: The chief positions are up for vote in December. All 3 of the current chiefs are up for re-election.

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

1. Fitness Club Membership for 2003

- Discussion: Marvin Miller asked for the details of the cost from Joe (owner of Genesee Fitness Center) Chief Jacob Sliemers asked Tim Hendrix to call each member to see what their choice of workout options would be, and obtain the details of each facility, travel times, etc. This item is tabled until December.
- Vote: None

F. Report From Support Auxiliary:

- Discussion: Jen Sliemers officially resigned as head of the Auxiliary, and Nancy Burke will be the new Auxiliary President.
- Reminder that the Christmas Party is scheduled for December 10th, at Christies. Rob Sontag informed the board that the district has a plaque for Christies, thanking them for their help with past parties.
- Jen Sliemers asked Dick Scheurer for help with tax issues regarding the Auxiliary.

G. Status report on the Communications Authority.

- Discussion: Rick Hughes updated the board that the authority's radio plan should be completed by mid December.

II. ADJOURNMENT

- Motion to Adjourn at 8:08 P.M.: Move made to go to executive session by Marvin Miller at 8:08 PM. The executive session was adjourned at 8:30 PM.
- Seconded: Rick Hughes
- Vote: Unanimous

Next regular meeting scheduled for December 17th, 2002.

THESE MINUTES APPROVED AS THE OFFICIAL NOVEMBER 19th, 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