

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
April 15th, 2003 (TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, April 15th, 2003 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

Board members

Jack McKenry

John Findling

Richard Kunter

Marvin Miller

Rick Hughes

Others

Rob Sontag – District Administrator

Tim Hendrix – Operations Assistant

Tim Cusick – District's Accountant

Jacob Sliemers – Chief of the Department

Dick Scheurer – District's Attorney

I. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion Made to approve agenda: Richard Kunter
- Seconded: John Findling
- Discussion: None
- Vote: Unanimous

B. Review and Approve Minutes of the March 18th, 2003 Regular Meeting

- Motion Made to Approve Minutes as Amended: John Findling
- Seconded: Richard Kunter
- Discussion: Tim Cusick informed the board that there was direction from the board to the finance committee.
- Vote: Unanimous

II. FINANCIAL MATTERS

- A. Review And Approve Payment Of Claims Through The Period Ending March 18th, 2003 Totaling \$31, 471.83 For Operations (Preliminary List Enclosed).
- Motion Made to approve payment: Richard Kunter
 - Seconded: Marvin Miller
 - Discussion: Rick Hughes asked for clarification on the difference between this period's payments versus the previous period's payments.
 - Vote: Unanimous
- B. Review And Accept Un-Audited Financial Statements For The Period Ending March 31st, 2003 (Enclosed).
- Motion made to accept un-audited financial statements made by: Richard Kunter
 - Seconded: Marvin Miller
 - Discussion: Tim Cusick updated the board of the line item budget changes to reflect a more accurate representation of this year's budget. Tim Cusick went through this draft and explained each line item specific to a positive or negative variance. Tim Cusick updated the board on the premium adjustments regarding the departments health insurance. Rob Sontag updated the board on the change from Cigna Health Insurance to Blue Cross/Blue Shield Health Insurance. Rob Sontag updated the board on the situation with the Communications Authority Board and the option to reallocate the funds set aside for the Communications Authority, to offset the costs of some unexpected expenses this year. The option of leasing the equipment from the communications authority was also discussed.
 - Vote: Unanimous
- C. Review And Discuss Revised Budget Prepared By The Budget Committee.
- Discussion: Rob Sontag suggested that the board wait on the Communications Authority before deciding on how to reallocate the funds set aside. Rob Sontag made the suggestion to the board that the District maintain the current system, and wait to see the direction of the Communications Authority. Jacob Sliemers asked the board to take a serious look at maintaining our current system, and proceed cautiously with regard to the 800 megahertz option. Rob Sontag updated the board on the situation of fleet maintenance with regard to scheduled versus unscheduled maintenance.
- D. Discussion of ColoTrust Ballot
- Discussion: Rob Sontag asked for the board direction on how to vote regarding the ColoTrust ballot. The board authorized the District Administrator to vote to approve the change in money investment strategies.
 - Motion Made to Allow ColoTrust to do so: Marvin Miller
 - Seconded: Rick Hughes
 - Vote Unanimous

III. LEGAL MATTERS

A. Status of Auxiliary 501c3 status:

- Nothing to Report

B. Status of Denver Fire Agreement Discussions.

- Dick Scheurer updated the board that he is planning to meet with Denver Fire Department in the coming week, and will update the board on that meeting.

C. Status of CARE Appeal of Fire Marshal Decision re: Mt. Morrison Application

- Dick Scheurer informed the board that C.A.R.E. is proceeding with their appeal of Tim O'Hayre's interpretation of the International Fire Code. At the board's instruction, the appeal board has requested more specific information regarding the exact appeal issues Deb Carney and C.A.R.E have.

D. Discussion of Latest Appeal of Personnel Action and Implications to Revise the Appeal Process.

- Nothing to report.

IV. DEPARTMENT ISSUES

A. Administrator's Report and Fleet Status Report (enclosed).

- Discussion of how to disseminate objectives of the long range plan to the community for comment. Rob Sontag informed the board that the long range plan committee tried to bring in some community members for this task, and neither of the members were present at the first meeting. Rob Sontag suggested the long range plan be posted online, and the district residents be informed via postcard.
- Rob Sontag informed the board that the observatory is now under contract, and the regional transportation district is looking at a "land exchange" regarding their "park and ride" and our land. Rob Sontag asked that a board member accompany him to this meeting.

B. Fire Marshal's Report:

- Rob Sontag informed the board Tim O'Hayre has resigned, and we have a potential replacement candidate within our department. That person is Glen Saraduke, and he will be interviewed in the upcoming week.

C. Chief's Report

- The current recruit class is going well.

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

- Nothing to report.

E. Status Report From Support Auxiliary:

- Nothing to Report.

F. Status Report on the Communications Authority.

- Rick Hughes asked the board to review the copies of emails within the communications authority.

G. Adoption Resolution of Commendation 03-003 for Contributions to the District during the Snow Storm of March 21, 22, and 23.

- Motion made to adopt resolution of commendation made by: Richard Kunter
- Seconded: John Findling
- Discussion: Rob Sontag informed the board that the commendation certificates are completed, and ready for distribution.
- Vote: Unanimous

V. ADJOURNMENT

- Motion made to adjourn by: Richard Kunter
- Seconded: John Findling
- Meeting Adjourned at: 8:10PM
- Next regular meeting scheduled for May 20th, 2003.

THESE MINUTES APPROVED AS THE OFFICIAL APRIL 15TH, 2003 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