

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
September 16th, 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, September 16th, 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

Marvin Miller

Jack McKenry

Richard Kunter

John Findling – Excused

Rick Hughes - Excused

Tim Cusick – District Accountant

Jacob Sliemers - Chief

Tommy Raye – District Resident

Tim Hendrix – Operations Assistant

Dick Scheurer – District Attorney

I. ADMINISTRATIVE MATTERS

- A. Approve Agenda as Amended, adding Item III.B (A Question from Resident Tommy Raye) and Item II.C. (Accept a Draft Budget and Discussion of Setting the Mill Levy). The Old Item III.B. is Now Consolidated into item II.C.**
- Motion Made to Approve by: Richard Kunter
 - Seconded by: Marvin Miller
 - Discussion: See above
 - Vote: Unanimous
- B. Review and Approve Minutes of the August 19th, 2003 Regular Meeting as Amended.**
- Motion Made to Approve Minutes by: Richard Kunter
 - Seconded by: Jack McKenry
 - Discussion: Under department issues, Rob Sontag, Richard Kunter and Marvin Miller will review the water bill issue before presenting this to the board. Tim Cusick clarified his statements on the budget.
 - Vote: Unanimous

- C. Motion made to Excuse Rick Hughes and John Findling by: Richard Kunter
 - Seconded by: Marvin Miller
 - Vote: Unanimous

II. FINANCIAL MATTERS

- A. Review And Approve Payment Of Claims Through The Period Ending September 16th, 2003 Totaling \$26,161.29 For Operations.
 - Motion Made to Approve Payment of Claims made by: Richard Kunter
 - Seconded by: Marvin Miller
 - Discussion: None
 - Vote: Unanimous
- B. Review And Accept Un-Audited Financial Statements For The Period Ending August 31st, 2003.
 - Motion Made to Accept Un-audited Financial Statements by: Richard Kunter
 - Seconded by: Marvin Miller
 - Discussion: None
 - Vote: Unanimous
- C. Budget Draft and Discussion of Mill Levy.
 - Motion to Accept Draft Budget: Richard Kunter
 - Seconded by: Marvin Miller
 - Discussion: Tim Cusick informed the board of the draft budget process. The assessed amount will not meet our expenditures. Dick Scheurer informed the board of the legal language that is present in the mill levy. Marvin Miller asked how the mill levy number was decided on. Tim Cusick informed the board that the new mill levy would generate the same tax revenue as would the old mill levy if the Governor had not adjusted the assessment rates.
 - Vote: Unanimous for Revision B

III. LEGAL MATTERS

- A. Status of Denver Fire Agreement Discussions. – Dick Scheurer reported that Foothills Fire Protection District has sent Denver Fire Department recent invoices, and Denver Fire Department has decided to table these invoices until they have decided upon their course of action.

- B. Resident with a question – Resident Tommy Raye had a concern over his road access and the fire dept. role when the building permit is in process. He asked how the dept. and the county decide what is acceptable leeway and what is not, and the process of this permit. Rob Sontag informed Tommy Raye on the roles of both Jefferson County and Foothills Fire Protection District and the process of a fire access road permit.

IV. DEPARTMENT ISSUES

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

1. Discussion of Proposal for Rebuild of Unit 543's engine. (enclosed)
 - Motion Made to Proceed Forward with the Repair By: Marvin Miller
 - Seconded by: Richard Kunter
 - Discussion: Rob Sontag informed the board of the mechanics recommendation to proceed with the in-chassis repair on unit 543.
 - Vote: Unanimous

B. Fire Marshal's Report – Nothing to Report.

C. Chief's Report

1. New Officer Structure OG's (enclosed)
 - Jacob informed the board of the OG's, and the planned changes. Jack McKenry asked about the details of this restructuring. Jacob Sliemers informed the board of the reasons behind this desired change. Kris Emperor updated the board on the current situation with the Captains. Kris Emperor asked about clarification on the Captain elections, and the length of the assigned positions. Kris asked about the specific verbiage regarding the appointment/election for the Administrative Chief. Rob Sontag explained the hierarchy of the chiefs and captains appointments in the draft OG.
 - Motion made to approve this OG with the understanding that there may be minor changes after consultation with the membership: Richard Kunter
 - Seconded by: Marvin Miller
 - Vote: Unanimous
2. Jon Schreiner has been working on the D/O course qualifications. Under this agreement, the Chief position was not included in the D/O guideline, and Jacob Sliemers has asked that the board qualify him so he is not signing his own paperwork. Richard Kunter asked that this be signed on behalf of the board and not just the board president.
 - Motion Made: Marvin Miller
 - Seconded by: Richard Kunter
 - Vote: Unanimous

3. The shift system is receiving mostly positive feedback from the members.

D. Approval of purchase requisitions for department supplies and equipment. – Nothing to Approve.

E. Status Report From Support Auxiliary – No one present to report.

F. Status Report on the Communications Authority. – Rob Sontag informed the board of the current pending status on the federal grant for our radios.

V. ADJOURNMENT

- Motion Made to Adjourn at 7:48PM by: Marvin Miller
- Seconded by: Richard Kunter
- Vote: Unanimous
- Next regular meeting scheduled for October 21st, 2003.

THESE MINUTES APPROVED AS THE OFFICIAL SEPTEMBER 16TH, 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