

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
FOOTHILLS FIRE PROTECTION DISTRICT  
HELD  
SEPTEMBER 21ST, 2004 (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 21st, 2004 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

Board Members

Jack McKenry  
John Findling  
Marvin Miller  
Debra Medved  
Richard Kunter

Others in Attendance

Dick Scheurer – District Attorney  
Tim Cusick – District Accountant  
Rob Sontag – District Administrator  
Jacob Sliemers - Chief  
Jon Schreiner – Assistant Chief  
John Kilpatrick – Captain  
Pat Smith – Captain  
Brad Danek – Captain  
Patrick Ahern – Firefighter  
Dave Danek - Firefighter  
Stacy Dorian – Firefighter  
Brian Zoril - Firefighter  
Christopher Brunette – Firefighter/Operations Assistant

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda as Amended: John Findling
- Seconded by: Marvin Miller
- Discussion: Need to change item VI. to an Executive Session and move Adjournment to item VII.
- Vote: Unanimous

B. Review and Approve Minutes of the August 17th, 2004 Regular Meeting

- Motion to Approve Minutes of the August 17th, 2004 Regular Meeting as Corrected: John Findling
- Seconded by: Marvin Miller
- Discussion: Remove the statement advising there was a Quarterly Budget Report given in III, B, 3.
- Vote: Unanimous

III. FINANCIAL MATTERS

a. Review And Approve Payment Of Claims Through The Period Ending September 21st, 2004 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending September 21st, 2004 For Operations totaling \$30,028.97 as corrected: Marvin Miller
- Seconded by: Richard Kunter
- Discussion: It was found that a mistake was made on the Preliminary Claims list, whereas a check was left off. The corrections were made and noted. John Findling also asked that several items on the list be discussed and explained. Rob Sontag explained each of the items in question.
- Vote: Unanimous

b. Review And Accept Un-Audited Financial Statements for the Period Ending August 31st, 2004.

- Motion to Accept Un-Audited Financial Statements For The Period Ending August 31st, 2004: Marvin Miller
- Seconded by: Richard Kunter
- Discussion: Tim Cusick advised that the expenditures are higher than normal somewhat due to an attempt to catch up on member benefits. He also explained that the Property tax for this month was higher than normal, but the District can expect to see a drop in this revenue in the coming months. Debra Medved utilized this time to advise the Board and membership that she believes the Medved Dealerships can lower the cost to the District for maintaining our apparatus. Dick Scheurer advised he would look into it and make sure there are no legal limitations to a District utilizing the services offered by one of the Board members.
- Vote: Unanimous

- c. FPPA Proposed Rule Making
  - Discussion: Rob Sontag explained that this was a handout that did not require any decisions to be made at this meeting. It was handed out as an ‘FYI.’
- d. 2004 Assessed Valuation
  - Discussion: Dick Scheurer advised that no action is necessary at this time. This too was handed out as an ‘FYI.’ At this time the preliminary assessed valuation of new construction in the District is \$649,000.
- e. Designation of Director Medved as an Alternate Designee for ColoTrust
  - Motion to designate Director Medved as an Alternate Designee for ColoTrust: Marvin Miller
  - Seconded By: John Findling
  - Discussion: None
  - Vote: Unanimous

#### IV. LEGAL MATTERS

(Dick Scheurer advised all legal matters would be discussed during the Executive Session.)

- a. Status Of Denver Legal Action
  - Discussion: None
- b. Discussion of 2004 Fee Schedule
  - Discussion: None

#### V. DEPARTMENT ISSUES

- a. Administrator’s and Fleet Status Report.
  - 1. Billing confusion letter from Highland Rescue
    - Discussion: Rob Sontag explained that the letter from Highland Rescue expressed their concern that the Collection Company that Foothills uses has been labeling Foothills as an ‘Ambulance Service.’ Highland stated in the letter that it has caused difficulty with their own collections because the billed party believes they have already paid for the ambulance services when they paid the Foothills bill. Mr. Sontag advised the Board that the Collection Company has been made aware of the error. The Board asked that Mr. Sontag write a letter back to Highland Rescue advising them of the action taken for Richard Kunter’s signature as District Treasurer.
  - 2. Request to revise 286 Lease from Highland Rescue
    - Discussion: Rob Sontag explained that the letter from Highland Rescue expressed their desire to revise their 286 lease from the District. The lease currently reads that Highland Rescue would have to surrender the ambulance

back to the District upon dissolution of the Non-Profit “Highland Rescue Team Ambulance Service” that would result from the possible creation of the Highland Rescue Ambulance District which is on the Ballot this November. Richard Kunter will contact Highland to begin this revision process.

### 3. Fleet Status Report

- Discussion: John Findling stated that he would like to see the year of purchase added to the Fleet Status Report. Debra Medved added that she would like to see the year, make, and model added as well. John Kilpatrick asked that the mileage and/or engine hours also be added.
- b. Consideration of Proposed Long Range Plan sections for Personnel, Apparatus, and Stations
- Motion to Accept the Proposed Long Range Plan sections for Personnel, Apparatus, and Stations thus completing the Long Range Plan For the District with the exception of the appendices: John Findling
  - Seconded by: Marvin Miller
  - Discussion:
  - Vote: Unanimous
- c. Chief’s Report
1. Chief Sliemers stated that he would not be running for chief next year.
  2. Discussion of Equipment Issuance Forms Proposal from Officers.
    - Rob Sontag and John Kilpatrick will rework the form and present at a future Board meeting.
- d. Approval of purchase requisitions for department supplies and equipment.
- None to Approve
- e. Status Report from Support Auxiliary
- Discussion: None
- f. Status Report on the Communications Authority.
- Motion to exclude the District from the Communications Authority effective 00:01 on September 22<sup>nd</sup>, 2004: Marvin Miller
  - Seconded By: John Findling
  - Discussion: Rob Sontag advised that the District is now completely off Low Band.
  - Vote: Unanimous

VI. EXECUTIVE SESSION

- Motion to move to Executive Session at 19:58 for attorney-client privileged discussions regarding possible pending litigation: John Findling
- Seconded By: Marvin Miller
- Discussion: None
- Vote: Unanimous
  
- Motion to come out of Executive Session at 21:07: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

VI. ADJOURNMENT

- Motion to Adjourn at 21:08: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous
  
- **Next regular meeting scheduled for October 19th, 2004 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL SEPTEMBER 21ST, 2004 MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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John A. McKenry, III

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John Findling

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Marvin Miller

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Richard Kunter

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Debra Medved