

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
OCTOBER 18TH, 2005 (TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, October 18th, 2005 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

John A. McKenry, III
Debra Medved
John Findling

Others in Attendance

Dick Scheurer – District's Attorney
Tim Cusick – District's Accountant
Rob Sontag – District Administrator
John Kilpatrick – Chief
Patrick Smith – Deputy Chief
Stacy Dorian – Captain
Sue Przekwas – Firefighter
Christopher Brunette – Firefighter/Operations Assistant
Brenda Ratkiewicz – District Resident
Michael Ratkiewicz – District Resident
Bill McCartney – Commercial Truck Services

- Motion to Excuse Directors Marvin Miller and Richard Kunter: John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda as Presented: John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

B. Review and Approve Minutes of the September 20th, 2005 Regular Meeting

- Motion to Approve Minutes of the September 20th, 2005 Regular Meeting as Presented: Debra Medved
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

III. FINANCIAL MATTERS

A. Presentation by Bill McCartney of Commercial Truck Services re: the Board's Request for an Analysis of What Would Not Have Been Covered Under the Proposed Service Contract

- Discussion: Bill McCartney provided the Board with a spreadsheet of the items that would not have been covered under the proposed service agreement during the past two and a half years since Commercial Truck Services has provided vehicle maintenance service to the District. The Board asked that a written proposal be presented at the next Board meeting.

B. Review And Approve Payment Of Claims Through The Period Ending October 18th, 2005 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending October 18th, 2005 For Operations totaling \$45,433.42: John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

C. Review And Accept Un-Audited Financial Statements for the Period Ending September 30th, 2005.

- Motion to Accept Un-Audited Financial Statements For The Period Ending September 30th, 2005: Debra Medved
- Seconded by: John Findling
- Discussion: Tim Cusick advised that the payments to VFIS, Municipal Services Group, and Highland Rescue Team Ambulance District are the final installments to those organizations for the year. Mr. Cusick also advised that a separate, restricted account had been created at ColoTrust for the purchase of the Tender.
- Vote: Unanimous

D. Accept the Engagement Letter for the Year End Audit of 2005 District Finances

- Motion to Accept the Engagement Letter for the Year End Audit of 2005 District Finances: John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

E. Accept Preliminary 2006 Budget

- Motion to Accept Receipt of the Preliminary 2006 Budget: John Findling
- Seconded by: Debra Medved
- Discussion: Rob Sontag advised that the Budget Meeting will be held in late November and the results will be subject to any changes made by the County's Assessors Office
- Vote: Unanimous

F. Review and Discussion of the Proposal by the Truck Committee Regarding their Proposal for the District's Vehicle Replacement Schedule

- Discussion: The Board asked that Tim Cusick and Rob Sontag calculate the long range financial burden to the District if the Truck Committee's proposal is accepted as presented. Mr. Cusick and Mr. Sontag advised they would provide the requested information at the next Board meeting.

IV. LEGAL MATTERS

A. Discussion of the Status of the Denver Agreement

- Motion to Approve Director John A. McKenry, III to Accept on Behalf of the Board the Final Draft of the Intergovernmental Agreement (IGA) as Presented: John Findling
- Seconded by: Debra Medved
- Discussion: Dick Scheurer advised that the IGA will provide FFR with the authority to operate in the Denver Mountain Parks, with the exception of Red Rocks Park. Mr. Scheurer also advised that the agreement would allow FFR to continue to bill for all wildland fires, as well as bill any third party for rescues or fires other than wildland. Dick Scheurer, John Kilpatrick, and John Findling all suggested that the Board accept the IGA.
- Vote: Unanimous

B. Discussion of the Lookout Mountain Station Addition

- Discussion: Rob Sontag advised that the Lookout Mountain Station Addition Task Force meets on the second Monday of every month. During the October meeting of the task force, the station's exterior lighting, paint schemes, and tree removal and replacement were all discussed.

V. DEPARTMENT ISSUES

A. Administrator's and Fleet Status Reports.

- Discussion: None

B. Chief's Report

1. Calls

a. Total number of calls:

October – 17 to date

- b. Calls for 2005 1st qtr. 116, 2nd qtr. 124, 3rd qtr. 167, Total 407
Calls for 2004 1st qtr. 130, 2nd qtr. 157, 3rd qtr. 124, 4th qtr. 131 Total 542
Calls for 2003 1st qtr. 189, 2nd qtr. 159, 3rd qtr. 178, 4th qtr. 115 Total 641
Calls for 2002 1st qtr. 152, 2nd qtr. 150, 3rd qtr. 187, 4th qtr. 135 Total 624

2. Shift System

- a. Changes proposed by Membership
- b. Changes, if any, take effect on January 1, 2006.

3. Pregnancy Leave for Volunteer Firefighters

- Motion to Adopt the Guideline for Pregnancy Leave for Volunteer Firefighters Pending Authorization by VFIS: Debra Medved
- Seconded by: John Findling
- Discussion: Chief Kilpatrick presented a guideline for pregnant firefighters. Director Medved requested that any firefighter taking leave or change of duties due to a pregnancy sign a form stating such.
- Vote: Unanimous

4. Holiday Party to be Held on Tuesday, December 13, 2005 at Christie's in Genesee Town Center Beginning at 6:00pm

5. Interesting Calls

- a. Few calls, none of great interest

6. Fire I Academy

- a. Being run by both Genesee FD and Evergreen FD this year. Lectures and Practical sessions will be at both Genesee and Evergreen
- b. FFR to have approximately 5-6 recruits in 2006 academy.
- c. All recruits for 2006 are out of district applicants.

C. Approval of purchase requisitions for department supplies and equipment

- Discussion: None to approve

D. Status Report from Support Auxiliary

- Discussion: Chief Kilpatrick advised that the auxiliary will be donating \$5000.00 to FFR for use in the 2006 budget, pending a vote for the members of the auxiliary.

VI. ADJOURNMENT

- Motion to Adjourn at 19:42: Debra Medved
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous
- **Next regular meeting scheduled for November 15th, 2005 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL OCTOBER 18TH, 2005 MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

John A. McKenry, III

John Findling

Marvin Miller

Richard Kunter

Debra Medved