

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
SEPTEMBER 20TH, 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, September 20th, 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
Marvin Miller
Debra Medved
Richard Kunter
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
Patrick Ahern – Captain
Christopher Brunette – Firefighter/Operations Assistant
Dennis Polhill – District Resident
Debby Polhill – District Resident
Brenda Ratkiewicz – District Resident
Michael Ratkiewicz – District Resident
Bill McCartney – Commercial Truck Services

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda as Amended: Marvin Miller
- Seconded by: Debra Medved
- Discussion: Move item V,A,2 to II,C.
- Vote: Unanimous

B. Review and Approve Minutes of the August 16th, 2005 Regular Meeting

- Motion to Approve Minutes of the August 16th, 2005 Regular Meeting as Presented: John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

C. Discussion of Vehicle Maintenance Service Contract Proposal by Commercial Truck Services, Inc.

- Discussion: Bill McCartney presented a proposal by Commercial Truck Services (CTS), Inc to enter into a service contract for the District's vehicle maintenance. Mr. McCartney offered up the idea as a starting place for the District and CTS to begin communications on creating an agreement. The Board tasked Rob Sontag and Tim Cusick with obtaining the information necessary to draft an agreement.

III. FINANCIAL MATTERS

A. Review And Approve Payment Of Claims Through The Period Ending September 20th, 2005 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending September 20th, 2005 For Operations totaling \$35,202.26: Marvin Miller
- Seconded by: Debra Medved
- Discussion: The Board had questions about several of the claims. Rob Sontag explained each claim in question.
- Vote: Unanimous

B. Review And Accept Un-Audited Financial Statements for the Period Ending August 31st, 2005.

- Motion to Accept Un-Audited Financial Statements For The Period Ending August 31st, 2005: Marvin Miller
- Seconded by: Richard Kunter
- Discussion: Tim Cusick provided and explained a budgetary analysis for the District's finances in addition to the regular un-audited financial statements.
- Vote: Unanimous

- C. Review and Accept the Preliminary 2005 Certification of Value from the Office of the County Assessor
- Motion to Accept the Preliminary 2005 Certification of Value from the Office of the County Assessor: Richard Kunter
 - Seconded by: Marvin Miller
 - Discussion: Rob Sontag advised that the assessed value of the District has increased, resulting in an increase in revenue of about \$50,000.00, which will take effect in 2006.
 - Vote: Unanimous
- D. Presentation By Rob Sontag on Budget Measures to Address Projected Shortfall in Collected Revenues
- Discussion: Information item presented by Rob Sontag.
- E. Review and Discussion of the Proposal by the Truck Committee Regarding the District's Next Vehicle Purchase
- Discussion: Information item only.

IV. LEGAL MATTERS

- A. Discussion of the Status of the Denver Agreement
- Discussion: Dick Scheurer advised that he received a draft IGA from Denver Fire. Mr. Scheurer made changes in line with the District's requests and returned the IGA for Denver's review. Denver requested that Foothills and Denver set a time that they can sit down together and work on the agreement.
- B. Discussion of the Lookout Mountain Station Task Force
- Discussion: Dick Scheurer deferred opening comment to Richard Kunter. Director Kunter advised that an effort must and will be made to interact with the neighbors surrounding Lookout Mountain station, especially concerning the exterior appearance of the addition, the road usage by our equipment on Hess Avenue, and any issues with light pollution caused by the new addition. Mr. Scheurer asked that the Board ratify that Rob Sontag and the FFPD staff are acting with the knowledge and the blessing of the Board.

V. DEPARTMENT ISSUES

A. Administrator's and Fleet Status Reports.

1. Discussion and Acceptance of the \$15,000 El Pomar Foundation Grant to Up-fit the Pending Water Tender
 - Motion to Accept the \$15,000 El Pomar Foundation Grant to Up-fit the Pending Water Tender: Richard Kunter
 - Seconded by: John Findling
 - Discussion: Rob Sontag explained that the Grant will be used to add foam capabilities and increase compartment space on the pending water tender. The board and Mr. Sontag expressed their thanks to Assistant Chief Schreiner for his effort in obtaining this Grant.
 - Vote: Unanimous
2. Discussion of Upcoming SDA Annual Business Meeting
 - Discussion: Rob Sontag advised that Richard Kunter, Debra Medved, and he would be attending the conference. The above listed asked the Board if they had any requests on the voting that would take place at the conference. In response, the Board advised them that they trust that their votes will be in line with the Boards' interest.
3. Discussion of Results of the Statewide Health Care Defined Benefit Plan
 - Discussion: Information item only.

B. Chief's Report

1. Calls
 - a. Total number of calls:
June – 35, July – 68, August – 58, September – 26 to date
 - b. Call volume in July and August was closer to our historical averages, calls for September are once again running below average so far.
2. Summaries of IAFC benefits from attendees
 - a. Chief Kilpatrick handed out an informational document advising the Board of the benefits perceived by the members who attended the conference. The Board requested that the members relay the same information to the community. John Findling expressed his thanks to Chief Kilpatrick, Captain Dorian, Captain Ahern, and Rob Sontag for providing the document.

3. Firefighters deployed to the hurricane Katrina relief effort.
Don Koogle in Houston with DMAT – Don has recently returned to Denver
Casey Brigham and Brad Danek to Atlanta, GA and Orlando, FL
Noah Harkless and Josh Venerable to Atlanta, GA and Orlando, FL
4. Truck committee working on recommendation for new heavy rescue truck acquisition and suggested truck replacement schedule.
5. Cleaning day for Grapevine station on Saturday, October 1, 2005

C. Approval of purchase requisitions for department supplies and equipment

- Discussion: None to approve

D. Status Report from Support Auxiliary

- Discussion: None

VI. EXECUTIVE SESSION

- Motion to Move to Executive Session at 20:02: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

- Motion to Exit Executive Session at 20:34: Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

VII. RESPONSE TO ANALYSIS OF DISTRICT'S FINANCES

- Motion to Accept the Analysis of Finances Prepared by the District's Accountant: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

VIII. ADJOURNMENT

- Motion to Adjourn: John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous

- **Next regular meeting scheduled for October 18th, 2005 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL SETEMBER 20TH, 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