

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
AUGUST 15th, 2006(TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, August 15th, 2006 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

Marvin Miller

Debra Medved

TJ Carney

Richard Bartlett

Others in Attendance

Dick Scheurer – District’s Attorney

Rob Sontag – District Administrator

Tim Cusick – District Accountant

John Kilpatrick – Chief of Department

David Danek – Captain

Brad Danek – Captain

Justin Dusdal – Captain

Stacy Dorian – Captain

Todd Foster – Firefighter

Deborah Gillis – Firefighter

Jerry Williams – District Resident

Bonnie Skopinski – Canyon Courier Reporter

John Jarvis – District Resident

Julie Ann Courim – District Resident

Chris Courim – District Resident

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda as Amended: TJ Carney
- Seconded by: Debra Medved
- Discussion: Administrator Sontag asked that section VI. be changed to “Executive Session for Personnel Matters” and that “Adjournment” be moved to item VII.
- Vote: Unanimous

RECORD OF PROCEEDINGS

B. Review and Approve Minutes of the July 18th, 2006 Regular Meeting

- Motion to Approve Minutes of the July 18th, 2006 Regular Meeting as Amended: Richard Bartlett
- Seconded by: TJ Carney
- Discussion: Item III side note was amended to insert "information to discuss" after "...requested" and before "a RFP..."
- Vote: Unanimous

C. Presentation by Murray Wynes and Chief Kilpatrick Regarding the Buffalo Bills Circle Fire

- Discussion: Director Miller opened the session with a brief history of the discussions that he has had with various members of the Paradise Hills Home Owners Association. Then Mr. Wynes read aloud the questions he had submitted to Chief Kilpatrick and Chief Kilpatrick read the answers he had prepared. After this presentation the floor was opened to public comment. Several members of the public asked questions of the Board and Department.

III. FINANCIAL MATTERS

A. Review and Approve Payment of Claims Through the Period Ending August 15th, 2006 for Operations

- Motion to Approve Payment Of Claims Through The Period Ending August 15th, 2006 For Operations: TJ Carney
- Seconded by: Debra Medved
- Vote: Unanimous

B. Review And Accept Un-Audited Financial Statements for the Period Ending July 31st, 2006.

- Motion to Accept Un-Audited Financial Statements For The Period Ending July 31st, 2006: Richard Bartlett
- Seconded by: Debra Medved
- Discussion: TJ Carney requested documentation of architectural fees paid out of the \$140,000 grant to build an addition onto the Lookout Station. Invoices will be presented at the September Board meeting. Richard Bartlett asked about where the funding for the recently purchased office computers came from.
- Vote: Unanimous

RECORD OF PROCEEDINGS

C. Consideration of Preparing a Request For Proposals for Accounting and Legal Consulting Services.

- Motion for the District to Let RFP's for Accounting and Legal Consulting Services with the understanding that the existing professionals will be interviewed as finalist.: TJ Carney
- Seconded by: Richard Bartlett
- Discussion: The draft RFPs are to be presented at the Sept meeting and then advertised for a 90 day period with an expected start date of the first of the year.
- Vote: Unanimous

IV. LEGAL MATTERS

A. Discussion of the Status of the Boundary Adjustment Request from William and Judy Dickson

- Discussion: Dick Scheurer advised that we are waiting on the survey instrument to be finalized and the county review. The consensus of the Board was to have Marv Miller sign as soon as it is ready since it has been previously authorized by the Board.

B. Status of Request to County Commissioners for Assistance in Filling the Vacant Board Seat and Discussion

- Discussion: Nothing new to report from the commissioners.
- Motion to Elect Steve Close to the Board of Directors: TJ Carney
- Seconded by: Richard Bartlett
- Roll Call Vote: TJ Carney – Yea, Richard Bartlett – Yea, Debra Medved – Nay, Marvin Miller – Nay,
- Motion to execute an IGA with the Jefferson County Clerk to allow a coordinated vote in the November election to elect a candidate to fill the vacancy on the Board: Richard Bartlett
- Seconded by: TJ Carney
- Discussion: This action is conditioned on the finding by District Counsel and me as Designated Election Official that to do so was “legal and feasible”. This evaluation will be done by close of business on Friday 18th of August.
- Roll Call Vote: TJ Carney – Yea, Richard Bartlett – Yea, Debra Medved – Yea, Marvin Miller – Nay,

RECORD OF PROCEEDINGS

V. DEPARTMENT ISSUES

A. Presentation by Station Project Work Group

- Discussion: Director Miller advised that the work group is continuing to look at reducing the size and cost of the current proposed station addition. The Group is scheduled to meet on Wednesday the 16th, of August to continue this effort.

B. Administrator's and Fleet Status Reports.

- Discussion: There was a general discussion about the EF Johnson Radios and if we should consider returning the radios and purchasing Motorollas instead. The general consensus was that we would continue to let EF Johnson try and solve the problems but that they should be aware that an answer must be found soon.

C. Chief's Report

1. Calls

a. Total number of calls:

July:	62
August to Date:	19
Total	153

- b. Calls for 2006 1st qtr. 133, 2nd qtr. 153 Total 348
 Calls for 2005 1st qtr. 116, 2nd qtr. 124, 3rd qtr. 167, 4th qtr. 107 Total 514
 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
- c. Status of securing temporary quarters at a private residence in the district for use by firefighters was discussed. After checking with the county it was found that the Planning and Zoning Process is time and cost prohibitive to ask a potential landlord to go through for a short term lease. The below improvements were suggested as a temporary alternative.

RECORD OF PROCEEDINGS

D. Approval of Purchase Requisitions for Department Supplies and Equipment

- Motion to redecorate the dayroom at Lookout with a new window, new paint, new furniture (if needed), carpet, and a New TV. All of which should be as reusable as possible in any future expansion at the station. Approximate Budget is \$2,000. - Richard Bartlett
- Seconded by: TJ Carney
- Discussion: The funding for this project will come from the salary reimbursement from the Administrator's IMT deployment to California.
- Vote: Unanimous

E. Status Report from Support Auxiliary

- No one present to report.

VI. EXECUTIVE SESSION FOR PERSONNEL MATTERS

- Motion To Adjourn Into Executive Session For Personnel Matters: TJ Carney
- Seconded by: DB
- Vote: Unanimous

- Motion To Adjourn Out Of Executive Session: TJ Carney
- Seconded by: DB
- Vote: Unanimous


- It was noted that Chris Brunette has tendered his resignation with the District and is leaving with the regret of the Board effective September 1, 2006.

VII. ADJOURNMENT

- Motion to Adjourn: TJ Carney
- Seconded by: Richard Bartlett
- Discussion: None
- Vote: Unanimous

RECORD OF PROCEEDINGS


THESE MINUTES APPROVED AS THE OFFICIAL AUGUST 15TH, 2006 MINUTES OF THE
FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING
BELOW:



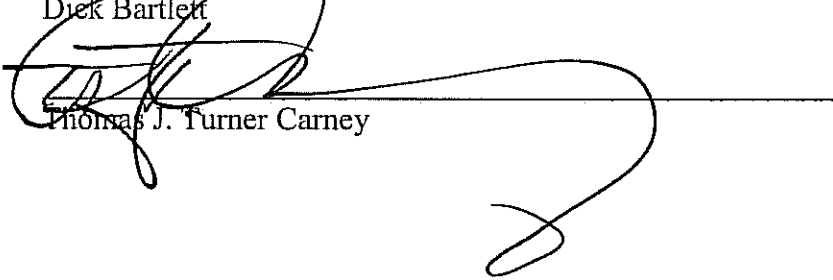
Marvin Miller



Debra Medved



Dick Bartlett



Thomas J. Turner Carney