

**RECORD OF PROCEEDINGS**

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
FOOTHILLS FIRE PROTECTION DISTRICT  
HELD  
November 20<sup>th</sup>, 2007(TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, November 20<sup>th</sup>, 2007 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**

Marvin Miller -Board President	Richard Scheurer- District Attorney
Richard Bartlett -Board Treasurer	Stacy Dorian- Captain
Debra Medved- Board Member	John Kilpatrick- Firefighter
Ric Koogle -Board Member	Adam Goldman-Firefighter
T.J Carney -Board Member	Rob Sontag- District Administrator
Murry Wynes- Firefighter	Jacob Sliemers- Chief
Craig Moilanen- Firefighter	Patrick Ahern-Firefighter
Pati Stajcar- Firefighter	Dave Stajcar- Firefighter
Jack Sliemers- community member	Pat Sliemers- community member
Brian Zoril- Deputy Chief	Ruth Parsons- community member
Jen Sliemers- PIO Officer	Kassa Harrison- community member
Marci Grant-community member	Steve Close- community member
Noah Harkless- Captain	

**II. ADMINISTRATIVE MATTERS****A. Approve Agenda**

- Motion to Approve Agenda As Amended: Richard Bartlett
- Seconded by: Debra Medved
- Discussion: The Board added items for the Community Wildfire Preparedness Plan and the Acceptance of the 2006 Audit to the front of the Financial Matters section. They also decided to hold the Public Hearing on the 2008 Budget before the payment of claims and unaudited financial statement reviews. The Board also added a discussion of the financial software package used by the District to the end of the Financial Matters section and a discussion of the May 6<sup>th</sup>, 2008 election to the end of the Legal Matters section.
- Vote: Passed Unanimous

**B. Review And Approve Minutes Of The October 16<sup>th</sup>, 2007 Regular Meeting**

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- Motion to Approve the Minutes Of The October 16<sup>th</sup>, 2007 Regular Meeting: Richard Bartlett
- Seconded by: Debra Medved
- Vote: Passed Unanimous

**III. FINANCIAL MATTERS**

- A. Presentation by Contractor regarding start of Community Wildfire Preparedness Plan.
- George Greenwood of Walsh Environmental presented the general process for preparing the plan and the need to identify stakeholders and concerned parties. The Board members were encouraged to submit to Mr. Greenwood people and organizations which might participate in the process.
- B. Presentation of 2006 Draft Audit
- Motion to accept draft 2006 audit as presented subject to only non-material changes by the Auditor : T. J Carney
  - Seconded by: Ric Koogle
  - Vote: Unanimous
- C. Public Hearing regarding acceptance of proposed 2008 budget
- Motion to close public discussion at 19:46: T. J Carney
  - Seconded by: Richard Bartlett
  - Discussion: Public and Board discussion was opened at 19:28 and discussion ended at 19:46 as there were no concerned parties present requesting to address the Board about the Budget.
  - Vote: Unanimous
- PK* →
- Motion To Approve Budget And Set Mill Levy Per Presented Resolution: T. J Carney
  - Seconded by: Richard Bartlett
  - Vote: Unanimous
- D. Review Payment of claims through the period ending November 20<sup>th</sup>, 2007
- Approve payment of claims \$5,000.00 and above: T. J Carney
  - Seconded by: Richard Bartlett
- E. Review Un-Audited financial statements for the period ending October 31<sup>st</sup>, 2007
- F. Quick Books Upgrade
- Discussion: Richard Bartlett recommended the Board to purchase Quick Books Pro Edition under the state contract price for three licenses. This will be done prior to next month's meeting.

**IV. LEGAL MATTERS**

- A. Tabled Discussion of training and certification records
- Discussion: Consensus of the Board was that there was nothing further that needed to be discussed at the present time.
- B. May 6<sup>th</sup>, 2008 Election
- Discussion: The Election will be at Lookout Mtn Chapel and Dick Scheurer will look into the feasibility of breaking the District into polling place precincts to accommodate a second polling place in Idledale. Mr. Scheurer will report back at the December meeting.

**V. DEPARTMENT ISSUES**

- A. Update By Station / Apparatus Project Work Groups
- Station Addition Discussion: Richard Bartlett has a bid for \$1,500.00 to get a photo rendering of what the Dave Stajcar proposed addition would look like to the North Side of the Lookout Station.
  - Apparatus Discussion: The Board would like a competitive process to be let for the provision of the Lease Purchase of the District's half of the new Heavy Rescue which is being partially funded by the State's Limited Gaming Impact Fund Grant.
- B. Administrator's and Department Reports
- C. Discussion: Director Carney suggested that we issue a letter of non-continuance of the annually renewable RFP with Reynolds Henrie & Associates (RHA) due to lack of quality performance. Director Carney suggested that should RHA make some sort of appropriate fee adjustment for the year he would be amiable to recalling the letter and continuing with RHA in 2008.
- D. Discussion of leave carry over policy revision.
- Motion to move to adopt 60 hours for carryover anywhere it refers to "five days" or "5 days" in the carryover discussion of the leave section of the employee handbook: T. J Carney
  - Seconded by: Richard Bartlett
  - Discussion: The Board wants discourages comp time over overtime.
  - Vote: Unanimous
- E. Chief's Report
- Discussion: After discussion of his report to the Board, Chief Sliemers suggested we move forward on the expansion project of the Lookout Station as designed and permitted. There was extensive discussion of financing and practicality issues with his suggestion.
- F. Approval Of Purchase Requisitions For Department Supplies And Equipment
- Discussion: Nothing to Approve
- G. Status Report From Support Auxiliary


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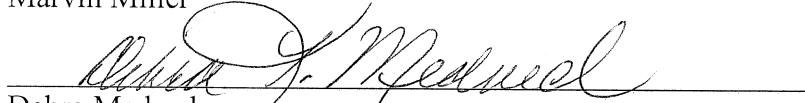
- Discussion: Holiday party is at Christie's in the Genesee Town Center on December 11, 2007 at 6:30 P.M.

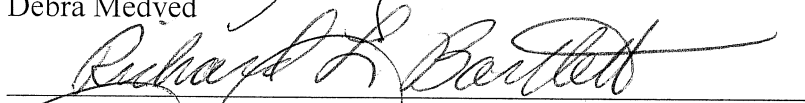
**VI. ADJOURNMENT**

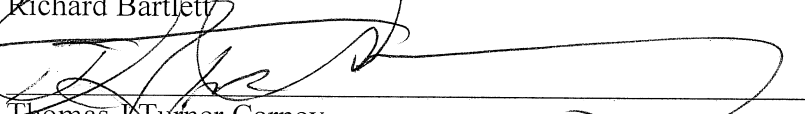
- Motion to Adjourn: Debra Medved
- Seconded by: Richard Bartlett
- Vote: Passed Unanimous

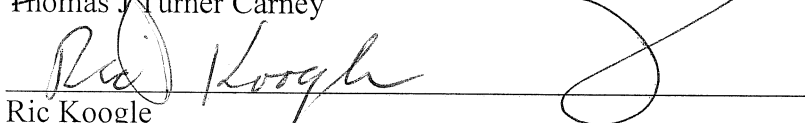
THESE MINUTES APPROVED AS THE OFFICIAL NOVEMBER 20<sup>th</sup>, 2007 MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
\_\_\_\_\_  
Marvin Miller

  
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Debra Medved

  
\_\_\_\_\_  
Richard Bartlett

  
\_\_\_\_\_  
Thomas J. Turner Carney

  
\_\_\_\_\_  
Ric Kooghe