



# Foothills Fire Protection District

(In case of Emergency call 911)

## NOTICE OF REGULAR MEETING AND AGENDA OF THE FOOTHILLS FIRE PROTECTION DISTRICT

**DATE: Tuesday, January 17<sup>th</sup>, 2012**

**Time: 6:30 P.M.**

**Place: Mount Vernon Country Club  
24933 Club House Circle  
Golden, CO 80401**

The meeting is open to the public.

### **I. ATTENDANCE**

### **II. ADMINISTRATIVE MATTERS**

- A. Approve agenda
- B. Review and approve minutes of the December 20th, 2011 regular meeting

### **III. COMMUNITY FEEDBACK**

### **IV. LEGAL MATTERS**

### **V. DEPARTMENT MATTERS**

- A. Station updates
- B. Fleet status report
- C. Chief Report
- D. Status report from Auxiliary

### **VI. FINANCIAL MATTERS**

- A. Review and approve payment of claims
- B. Approval of purchase requisitions for department supplies and equipment

### **VII. NEW MATTERS**

- A. Discussion of revised job description for Fleet Officer
- B. Discussion of process to fill open Fleet Officer Position

### **VIII. OLD MATTERS**



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## **IX. ADJOURNMENT**

**Enclosures:**

**December 20<sup>th</sup>, 2011 Minutes**

**Balance Sheet**

**Budget vs. Actual**

**Cash Distribution**

**Income and Expense Report**

**Credit Card Reconciliation**

**Attorney's Invoice**

**Response Reports**

**Chief's Report**

**Revised Fleet Officer Job Description**