



Foothills Fire Protection District

BOARD MEETING MINUTES

Tuesday, September 8, 2026 | 6:30 p.m.

Rainbow Hill Station, 28812 Rainbow Hill Rd., Evergreen, CO 80439

The meeting was open to the public and available via Zoom

The minutes are intended to reflect the discussions that occurred and the decisions that were made.

They are not intended to be a transcription of the meeting.

● ATTENDANCE & PLEDGE OF ALLEGIANCE

- Meeting called to order at 6:36
- Verbally identify present board members and Chief for the record (Director Hartman, Meeting Chair)
- BOARD MEMBERS: Dan Hartman, Dave Stajcar, Rob Johnson, Dick Shaw
- IN-PERSON ATTENDEES: Chief Rod Cameron, Asst. Chief Alpine, FF Stephen Garran, Office Manager Steph Bajorek, FF Ted Abariotes, FF Kirk Geisler, FF Levi Olsen, Lt. Tom Darr
- ZOOM ATTENDEES: FF Jennifer Darr, FF Steve Telgener, Lt. Kira Brannan
- Pledge of Allegiance – (Asst. Chief Alpine)

● ADMINISTRATIVE MATTERS

- Approve Agenda - We need to make adjustments to the posted agenda to correct the numbers of the resolutions that will be voted on, and also to approve Dir. Graf's absence. (Director Hartman, Meeting Chair)
Motion to approve Agenda as amended - *Dir. Stajcar/2nd Dir. Johnson 4/0
- Approve Meeting Minutes from August 18, 2026 Regular Board Meeting (Director Hartman, Meeting Chair)
Motion to approve - Dir. Johnson/2nd Dir. Stajcar 4/0
- Director Updates – *Each Director gives an update on 2-3 things they have been working on to advance the District's needs since the previous meeting*
 - Dir. Johnson updates: Spent time working on the secretarial duties. Attended the September membership meeting and the graduation ceremony.

- Dir. Shaw updates: Attended the September membership meeting and the graduation ceremony. Commented on how the impressive increase in membership in the past year.
- Dir. Stajcar updates: Worked on treasury duties and tasks; met with Chief on financial issues
- Dir. Hartman updates: Reached out to John Sullivan and asked him to review the resolutions we plan to vote on this evening. Mr. Sullivan made a couple of small edits online, so we can vote on them as presented. Dir. Hartman also spoke with Mr. Sullivan regarding the meeting next month on the petition for inclusion. He will explore that further prior to that meeting. Dir. Hartman spent more time on the salary surveys for the discussion this evening. He has heard nothing from the state on the Park & Ride party nor from the county on the QT development.
- **LEGAL MATTERS**
 - None –
- **FINANCIAL MATTERS** (Dir. Stajcar)
 - August payments and financials (Dir. Stajcar & Chief Cameron); No questions or concerns.
 - Dir. Johnson asked exactly what the amount of Chief Cameron's spending limit without authorization is. It is in our SOPs, and the limit is \$10,000.
- **DEPARTMENT MATTERS**
 - Prevention/Community Risk Reduction
 - FF Steve Garraan provided updates. Working with Jeffco Wildland Mitigation Team partners and the will-serve letters.
 - Has spent the past month preparing the resolutions we will be reviewing in this meeting.
 - Grant Updates (Chief Cameron) -
 - Did not get the grant that was applied for. Nothing else active or available right now.
 - Fleet Updates (Chief Cameron)
 - Was interested in purchasing a used vehicle from Clear Creek Fire Authority, they decided it was not a good fit for us. There is another that might be a better option in the coming months.
 - Station Updates - (Chief Cameron)
 - Everything is good at all stations
 - Member Updates - (Lt. Tom Darr)
 - Had the membership meeting and academy graduation

- **Training Officer's Report (Asst. Chief Alpine) -**
 - Accomplishments – Past Month
 - Tested for the Driver-Operator certification through DFPC
 - Meetings and Events
 - Attended the FFR and Genesee Graduation Ceremony
 - Membership meeting
 - Attended the West Metro Traffic Incident Management (TIM) meeting
 - Spoke with Captain Vigil to plan upcoming Denver Burn Building
 - Training
 - The Officers and I went and toured the CDOT Traffic Operations Center (TOC)
 - Company training: forcible entry and ventilation
 - Continue to assist with Evergreen Fire's FF I Academy
 - Assisted with the FF II Review and JPR practice day.
 - Ongoing Projects
 - Continuing to identify and document hydrants and other water sources throughout the district as additional locations are discovered.
 - Starting to work on the weekend Officer schedule for 2027

- **Chief's Report (Chief Cameron) -**

- Executive Summary**

- August focused on maintaining operational readiness, continuing personnel development, improving communications, and advancing equipment replacement projects. The district continues to make positive progress in several key areas, including the replacement of SCBA masks, continued Firefighter training, recruitment efforts, and coordination with the Jefferson County Fire Marshal's Office regarding communications planning.
 - All apparatus and equipment remain operational, and staff continue to work toward maintaining a high level of preparedness while responsibly managing District resources.

- **Administrative & Operational Updates**

- **Equipment Replacement**

- The district has begun replacing SCBA masks as part of our ongoing commitment to firefighter safety and equipment readiness. This project will help ensure that members have reliable, properly maintained respiratory protection while operating in hazardous environments.

- **Meetings & Coordination**

- **Internal Meetings**

- Membership Meeting

- **External Meetings**

- Met with the Jefferson County Fire Management Officer regarding the new communications plan.

- Met with the Chiefs of Evergreen Fire, Indian Hills Fire, Highland Rescue, and Genesee Fire to discuss conducting a feasibility study in 2027.
 - Continued coordination with county and regional partners remains important as the District works to improve communications capabilities, interoperability, and regional cooperation.
- **Training & Readiness Activities**
 - **Training**
 - Firefighter I training continues to progress as scheduled.
 - Members continue to participate in training activities designed to maintain operational readiness and develop the skills necessary to provide effective emergency response.
 - No additional significant training activities were conducted during the reporting period.
- **5. Ongoing Projects**
 - **5.1 Apparatus & Equipment**
 - All District apparatus and equipment remain fully operational.
 - The district continues to monitor the condition and readiness of all frontline equipment and address maintenance needs as they arise.
 - The district has decided not to purchase the truck currently being offered by Clear Creek Fire, as they have another truck available that appears to be a better fit for our needs. I will continue to evaluate this option and keep the Board informed as additional information becomes available.
 - **5.2 Communications & Public Interface**
 - The district continues to work on updates and improvements to the District website. These improvements are intended to provide the public with better access to District information, resources, announcements, and community outreach.
 - The district is also continuing to work with the Jefferson County Fire Marshal's Office on the new communications plan.
- **6. Personnel**
 - **6.1 Training & Development**
 - Personnel development remains a priority for the district. Firefighter training continues to progress, providing members with the foundational skills and knowledge necessary to operate safely and effectively during emergency incidents.
 - **6.2 Recruitment**
 - Recruitment efforts remain active, with continued onboarding activities for new recruits. The district continues to seek qualified individuals interested in serving their community and becoming members of the Foothills Fire Protection District.
- **7. Closing Summary**
 - The district continues to make positive progress in operational readiness, personnel development, regional coordination, and equipment

improvements. The replacement of SCBA masks is an important investment in firefighter safety, while continued Firefighter I training and recruitment efforts are strengthening the district's future staffing capabilities.

- Coordination with the Jefferson County Fire Marshal's Office regarding the new communications plan will help support improved communication and interoperability with our regional partners. Discussions with neighboring fire and rescue agencies regarding a potential feasibility study will also provide an opportunity to evaluate future regional cooperation and service delivery.
- Staff remain committed to maintaining a high level of emergency preparedness, providing quality service to the community, and responsibly managing the district's resources.

● ON-GOING MATTERS

- Presentation of Resolutions for Adoption
 - Adoption of Resolution No. 2026-09-08-01 — To Adopt the Countywide Wildfire Resiliency Code
Motion to approve - Dir. Johnson/2nd Dir. Shaw 4/0
 - Adoption of Resolution No. 2026-09-08-02 — To Abandon the Code Requirements of the International Wildland Urban Interface [2021 Edition]
Motion to approve - Dir. Shaw/2nd Dir. Johnson 4/0
 - Adoption of Resolution No. 2026-09-08-03 — To Adopt the 2024 International Fire Code with Amendments
Motion to approve - Dir. Shaw/2nd Dir. Johnson 4/0
 - Adoption of Resolution No. 2026-90-08-04 — To Adopt the Fee Schedule, Dated 2026-09-08
This meeting was opened for public comment at this point...
no comments were made.
Motion to approve - Dir. Shaw/2nd Dir. Johnson 4/0
- Review of salary ranges (Dir. Hartman) - Dir. Hartman provided an extensive report regarding salary ranges for paid positions. He made suggestions to make the salary levels of those positions more competitive and commensurate with other agencies. Those adjustments include:
- Adjust the salary range for the position of Fire Chief to:
Low: \$127,500; Mid: \$149,000; High: \$170,000
Adjust the Chief Cameron's compensation to \$138,975
- Adjust the salary range for the position of Fire Training Officer to:
Low: \$88,500; Mid: \$106,750; High: \$125,000
Adjust the Assistant Chief Alpine's compensation to \$93,800

- No adjustment to the salary range for the position of Fire Community Risk Manager. But we adjust the Fire Community Risk Manager, FF Stephen Garran's compensation to \$85,000
- Adjust the salary range for the position of Fire Equipment Engineer and Maintenance Technician to:
 Low: \$80,000; Mid: \$85,000; High: \$90,000
 Adjust the Fire Equipment Engineer and Maintenance Technician, Brian Davis' compensation to \$82,400

Motion to approve these adjustments - Dir. Shaw/2nd Dir. Johnson 4/0

- **NEW MATTERS**

- none

ADJOURNMENT

**Motion to adjourn - Dir. Stajcar/2nd Dir. Shaw – Pass 4/0 Time: 8:41 p.m.*

NEXT REGULAR BOARD MEETING Tuesday, October 13, 2026 @ 6:30 PM.

VICE PRESIDENT DIR. DAN HARTMAN	<u><i>Dan Hartman</i></u>	DATE	<u>10/14/2026</u>
TREASURER DIR. DAVE STAJCAR	<u><i>David Stajcar</i></u>	DATE	<u>10/17/2026</u>
SECRETARY DIR. ROB JOHNSON	<u><i>Rob Johnson</i></u>	DATE	<u>10/14/2026</u>
ASST. SECRETARY DIR. DICK SHAW	<u><i>Dick Shaw</i></u>	DATE	<u>10/25/2026</u>



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