

**REGULAR MEETING
BOARD OF DIRECTORS
ARVADA FIRE PROTECTION DISTRICT
7903 Allison Way, Arvada, Colorado
March 16, 2010**

CALL TO ORDER

President Jim Snyder called the March 16, 2010 regular meeting to order at 5:32 p.m.

ATTENDANCE

Board members present:

Jim Snyder, President
Doug Schneider, Vice-President
Mike Kerr, Secretary
Debi Luft, Treasurer
Ted Terranova, Assistant-Secretary

Also present:

Fire Chief Jon Greer
Dino Ross, District Legal Counsel
Matt Kramer, Director Elect

EXECUTIVE SESSION

Secretary Mike Kerr made a motion to go into Executive Session to determine the District's position on matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pursuant to C.R.S. §24-6-402(4)(e). Assistant-Secretary Ted Terranova seconded. The motion passed unanimously.

Secretary Mike Kerr made a motion to return to the regular meeting. Assistant-Secretary Ted Terranova seconded. The motion passed unanimously.

PLEDGE OF ALLEGIANCE

President Jim Snyder led those present in the Pledge of Allegiance.

MOMENT OF SILENCE FOR FALLEN FIREFIGHTERS

President Jim Snyder requested that all present observe a moment of silence for the 14 U.S. firefighters who have lost their lives in the line of duty in 2010. He also asked for remembrance of Retired State Senator Al Meiklejohn who was a great supporter of the District as a State Senator in the 1960's and 1970's.

ADDITIONS OR DELETIONS TO AGENDA

None.

PUBLIC COMMENT

None.

KIDS CAN VOLUNTEER PRESENTATION

Fire Educator Scott Pribble introduced Joel Malecka from the Remembering the Brave Foundation. Mr. Malecka thanked the District for its involvement in the "Kids Can Volunteer" fundraiser. The mission of this organization is to recognize our Colorado fallen heroes and assist their families wherever possible. The "Kids Can Volunteer" fundraising program was developed to teach youth that they can be heroes, too. Anyone who serves the community is a hero. This program used recycling of aluminum to raise money for the organization and involved 600 fourth and fifth grade students throughout the state. A part of the program was to introduce them to a hero each week. Mr. Malecka thanked Scott Pribble and the other District personnel "heroes" who went to the three schools within the District that were participating to talk to the students and collect the cans. 1200 pounds of aluminum were collected and the recycling company paid double the regular rate for the aluminum.

Secretary Mike Kerr thanked the District members who participated and thanked Mr. Malecka and the Remembering the Brave Foundation for their work.

OATH OF OFFICE FOR CHAPLAIN BRENDON DOUGHERTY

Chief Greer introduced Firefighter Brendon Dougherty to those present. Chief Greer said he was proud that Firefighter Brendon Dougherty will be the District's second Chaplain. Chief Greer administered the Chaplain's Oath of office to Chaplain Dougherty.

OATH OF OFFICE FOR CAREER FIREFIGHTER BEN HAMILTON

Chief Greer noted that Firefighter Hamilton was ranked by the District's officers at the top of the list to fill the position vacated when Chris Ambrosio moved to the Support Services Manager position. Firefighter Hamilton previously served as a District volunteer firefighter until he was hired by the City of Thornton. The District is pleased to have him back as a Career Firefighter. Chief Greer administered the Firefighter's Oath to Firefighter Hamilton. He offered congratulations on the job Firefighter Hamilton had done as a volunteer firefighter and welcomed him as a Career Firefighter.

RECESS TO VOLUNTEER PENSION BOARD MEETING

Secretary Kerr moved to recess to the Volunteer Pension Board Meeting. Treasurer Luft seconded. The motion passed unanimously. The District Board meeting was recessed at 7:24 p.m.

President Snyder reconvened the District Board meeting at 7:44 p.m.

APPROVAL OF MINUTES

Vice-President Schneider made a motion to approve the minutes of the February 16, 2010 regular meeting as presented. Treasurer Luft seconded. The motion passed unanimously.

ATTORNEYS' REPORT

Attorney Dino Ross provided a detailed review of Proposition 101 and Amendments 60 and 61, which will be on the November ballot. and Proposition 101 will be on the ballot in the November 2010 election. If any of these proposed laws are enacted, they would have considerable adverse impact on the District. If Proposition 101 becomes law, it could reduce the District's annual tax revenue by approximately 10%. Amendments 60 and 61 seek to significantly restrict the ability of local government (and the State) to borrow money. Board discussion followed.

Attorney Ross also reviewed in detail a number of bills that currently are pending before the Colorado State Legislature that will impact the District if they become law. Board discussion followed.

CHIEF'S REPORT

Fire Chief Jon Greer

Election Results

Chief Greer advised the Board that, because there were no more candidates that vacant positions to be filled, the Designated Election Official cancelled the May 4, 2010 and the candidates were elected by acclamation to the vacant positions, effective May 4, 2010. The individuals will be sworn into office at the May meeting.

USAR Promotion

Chief Greer told the Board that Captain Jamie Denison from Station 4, who also is the head of the District's HazMat Team, has received a promotion on the Colorado Task Force One Urban Search and Rescue team. Captain Denison was a Haz-Mat Specialist and has been promoted to Haz-Mat Team Manager. This position oversees the Haz-Mat group with the other five Haz-Mat Team Managers.

Division Reports

Administration

Administrative Director Shirley Grantham

The 2010 budget was adopted by the Board of Directors and submitted to the State of Colorado. Lighting has been installed on the building exterior and in the west parking lot to improve District member safety and security. The west parking lot will be resurfaced in April-May.

In accordance with Resolution 10-01, the District's Designated Election Official cancelled the May 4 2010 Director election. The new Directors will be sworn in at the regular District Board meeting on May 19th.

State matching funds were received and deposited to the Volunteer Firefighters Pension Fund

account in the amount of \$146,070. GRS performed a second Actuarial Study on the Pension Fund and a final report was submitted to the District Board and the Pension Board.

HR/Payroll Coordinator Sue Steward and Administrative Director Grantham met via conference call with Attorney Michelle Ferguson to audit the District's HR policies and practices. Administrative Director Grantham stated that Ms. Ferguson was pleased with the HR policies and practices that are in place. HR/Payroll Coordinator Steward, with the assistance of Tracy Vitalie and Jennifer Enochs, facilitated FireTEAM tests, fitness evaluations, interviews, and physicals for approximately 30 new volunteer applicants and communicated with the applicants regarding each step of the process. AFLAC presentations for employees and volunteers have been scheduled for March. HR/Payroll Coordinator Steward gathered the payroll documents required for the 2009 audit, audited the payroll set up with the CPA and made all recommended changes. The Taleo Business Edition web based performance evaluation system has been implemented for the 2009 annual performance reviews. The extensive 2010 Salary and Benefits survey specific to fire protection agencies is being completed on behalf of the Colorado State Fire Chiefs Association.

Accountant Sarah Kroonenberg gathered and prepared the required information for the 2009 audit. The auditors performed field work at headquarters on March 2 and 3. They will return for one day to complete field work specific to human resources and payroll. The audit is going well and is expected to be completed early this year.

Ken Olsen, CFO Consultant, has been contracted to work on financial matters in support of the District. His primary task over time will be to forecast the state of the District.

Public Information and Fire Safety Education

PIO/Fire Educator Scott Pribble

There were 285 public events held in 2009 and approximately 21,000 people were contacted. This does not include large events, such as the Harvest and Gold Rush Festivals and Safety Day.

Station 1 was the busiest and was responsible for 52 events. Station 8 was in second place. Fire Educator Pribble goes with the crews if there is a large group. Each shift was responsible for about 70 events.

Chief Greer told the Board that he and Fire Marshal Sparky Shriver attended the Colorado Fire Educators Annual Awards Banquet. Fire Educator Pribble was nominated for Fire Educator of the Year and was one of the finalists.

DIRECTORS' REPORT

The next meeting with City Council representatives will be on April 5, 2010 at George's Cafe. Assistant-Secretary Ted Terranova and Vice-President Doug Schneider will attend. Secretary Mike Kerr will be available as an alternate if needed.

FINANCIAL REPORT

Approval of Bills

Assistant-Secretary Terranova moved to approve payment of the bills for February 2010 as

presented. Secretary Kerr seconded. The motion carried unanimously.

OLD BUSINESS

Consideration of Resolution 10-04 for Purchase of Station 2 Property

Chief Greer notified the Board that zoning of the property at Ridge Road and Oak Street was unanimously approved by the City Council. The formal letter of approval has not yet been received, but should be sent next week. The closing on the property is scheduled for April 6, 2010. The closing on the financing for the Fire Station is scheduled for March 25.

Attorney Ross reviewed Resolution 10-04 with the Board. Assistant-Secretary Terranova moved to approve Resolution 10-04 authorizing the purchase of real property and the execution of all documents necessary to accomplish the purchase of the real property. Secretary Kerr seconded. The motion carried unanimously.

NEW BUSINESS

Pulse CO-Oximeter Grant Proposal Letter

With the growing number of carbon monoxide calls, the one pulse CO-oximeter that the District has is no longer sufficient. A grant proposal is in process to the El Pomar Foundation for funding of monitors for each of the District's front line apparatus. This grant does not require matching funds from the District. The Foundation has requested a letter from the Board approving submission of the grant proposal. Secretary Kerr moved to approve the proposed letter from the Board to the El Pomar Foundation Board of Trustees for funding the purchase of ten RAD 57 Pulse CO-Oximeters in the amount of \$37,500. Assistant-Secretary Terranova seconded. The motion passed unanimously.

No Man's Land Letter

Chief Greer advised the Board that there is a group of properties outside the District's boundaries that is not covered by any of the surrounding fire departments. Chief Greer reviewed with the Board a proposed letter to each property owner stating the property is not in the District and that it will not be responding to fires at the property. The letter also outlines the steps necessary to be included in the District's boundaries. The Board unanimously approved sending the letter to the property owners.

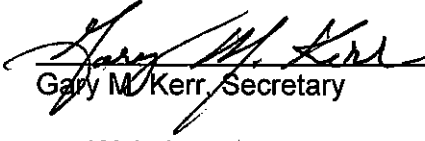
FOR THE GOOD OF THE DEPARTMENT

Assistant-Secretary Terranova addressed the financing of Station 2. He noted that the District's citizens need to know the financing structure selected by the Board was based on the efforts of Chief Greer and Attorney Ross. They took care of the public funding as if it were their own. He offered the thanks of the Board to both of them.

Referring to letters from citizens that had been included in the Board packet, Secretary Kerr thanked the fire crews and the Pipe and Drum Band for the work they have done in the community.

ADJOURNMENT

Secretary Kerr made a motion to adjourn the meeting. Vice-President Schneider seconded. The motion passed unanimously. The meeting was adjourned at 8:54 p.m.



Gary M. Kerr, Secretary

cc: Website