RECORD OF PROCEEDINGS

West Metro Fire Protection District
Regular Board of Directors' Meeting
Tuesday, December 7, 2010

I. CALL TO ORDER: The regular meeting of the West Metro Fire Protection District Board of Directors was called to order by Board President James Kullhem at 7:00 p.m. This meeting was held in accordance with the applicable statutes of the State of Colorado, at West Metro Fire Protection District Training Center, 3535 S. Kipling Street, Lakewood, Colorado.

II. ROLL CALL:

Director James Kullhem:	Present
Director Mike Munden:	Present
Director Manny Chavez:	Present
Director Ted Waller:	Present
Director Joseph Margotte:	Present
Director Pam Feely:	Present
Director Randy McConnell:	Present

Also present were Acting Fire Chief Donald Lombardi, Deputy Chief Michael Murphy, Richard Lyons, Esq., Ms. Cindy Matthews, Ms. Linda Gregory, Ms. Mellissa Staab, Shift Commander Bruce Kral, Division Chief Brian Daley, Lieutenant/Paramedic Michael Frainier, representing IAFF Union Local #1309, and the Recording Secretary Kathy Miller.

III. PLEDGE OF ALLEGIANCE:

Those present had previously recited aloud the Pledge of Allegiance at the Awards Ceremony. President Kullhem asked those in attendance to observe a moment of silence to honor all fallen firefighters.

IV. PUBLIC HEARING ON KEN CARYL INCLUSIONS:

President Kullhem requested that Mr. Lyons provide a summary of the process for including into the District, specifically the details regarding the inclusion of properties in the Ken Caryl Acres/West Fairview Subdivision.

A number of citizens in the Ken Caryl Acres/West Fairview Subdivisions attended this meeting to emphasize their intent to be included into the West Metro Fire Protection District.

An election by the property owners will be held on February 28, 2011, on this matter. The specific address for voting has not yet been determined. Voting will be done from

7:00 a.m. until 7:00 p.m. It will be a paper ballot. Each registered voter in that area may vote. The majority of those voting will determine the results.

Ms. Matthews reminded the public that the board had agreed to provide complete service to that area through the election.

President Kullhem thanked those attending this meeting for their input.

President Kullhem closed the public hearing at 7:30 p.m.

V. PUBLIC COMMENT:

President Kullhem stated that no one had signed up to address the board of directors on concerns other than the Ken Caryl Inclusions at this time.

VI. REVIEW OF MINUTES:

MOTION: It was moved and seconded to approve and accept the minutes of the West Metro Fire Protection District Board of Directors' Meeting held on November 16, 2010, as written. The motion was voted upon and adopted.

VII. REPORTS:

A. Updates and Reports, Acting Fire Chief Don Lombardi:

1. **US&R Update:** Acting Chief Lombardi expressed Chief McBee's regrets at missing this meeting as he is attending the FEMA Sponsoring Chief's meeting in Washington, D.C.

2. **Colorado State Fire Chiefs Leadership Conference:** This meeting was attended by Chief McBee, DC Lombardi and Lieutenant Rachael Koller. They attended a variety of classes. DC Lombardi has been assigned to a committee that will be reviewing the Colorado State Fire Chiefs budget and will be up for the Treasurer's position in 2011.

B. Administration Report, Acting Fire Chief Donald Lombardi:

1. **Construction Updates:**
   a. **Station 5:** The foundation walls are done, plumbing and electrical are being installed. There is a slight delay on the geothermal installation. Mr. Quinn is working with the contractor on this matter.

   b. **Station 2:** The finishing work is in process.

DC Lombardi noted that both projects are going well and are on budget.

C. Operations Report, Deputy Chief Michael Murphy:

1. **Review of Recent Activities:** DC Murphy distributed the Operations Update. He noted that CO Alarms always rise during the winter months. He also noted

that there has been a big increase in the lift assists calls. DC Murphy reviewed the recent structure fires, which mostly related to placing fireplace ashes in garages.

A news video clip regarding the recent Lakewood SWAT incident was played for the board. Shift Commander Kral summarized the incident and the TEMS Unit responsibilities.

2. **Communications Update: Priority Dispatch Update, Div. Chief Krapf**
   NOTE: This item has been removed from the agenda and will be addressed, possibly in February 2011.

D. Other Matters: None at this time.

E. Report of Legal Counsel, Richard Lyons, Esq.: No report at this time. Mr. Lyons stated he would obtain the Court Order concerning the inclusions tomorrow.

F. Report of the President, President James Kullhem:

1. **Civil Service Committee Appointments:** The Civil Service Committee informed the board that the terms for Jim Lawrence, Warren Teasdale and Tom Ashe would be expiring at the end of December 2010.

MOTION: It was moved and seconded to authorize another six year term to the Civil Service Committee for Tom Ashe, Jim Lawrence and Warren Teasdale starting in January 2011. The motion was voted upon and adopted. The board noted that these three gentlemen have provided excellent service for the District by serving on this committee.

G. Treasurer's Report, Treasurer Pam Feely:

MOTION: It was moved and seconded to approve and file for audit, the monthly financial documents dated October 31, 2010, as presented. The motion was voted upon and adopted.

H. Report of the Union, Lieutenant Mike Frainier: No report at this time.

I. Report of Committees:

1. **Civil Service Committee:** No report at this time. The next meeting will be held on December 9, 2010.

2. **Health Trust Committee:** President Kullhem noted the Committee will be ending the year in good shape, they are keeping close to the 80/20 breakdown and a budget has been adopted for 2011. Vice President McConnell thanked President Kullhem for covering a number of meetings for him this year.

3. **New Hires Pension Committee:** DC Murphy reported there will be one or two more meetings before the move is completed to join the FPPA.

VIII. OLD BUSINESS:

A. **Approval: Resolution 2010-5: Resolution to Adopt Budget, Resolution 2010-6: Resolution to Appropriate Sums of Money for 2011 and Resolution 2010-7: Resolution to Set Mill Levies for 2011.**

MOTION: It was moved by Director Feely and seconded by Director Chavez to approve Resolution 2010-5: Resolution to Adopt Budget, Resolution 2010-6: Resolution to Appropriate Sums of Money for 2011 and Resolution 2010-7: Resolution to Set Mill Levies for 2011. The motion was voted upon and unanimously adopted.

B. **Approval: Resolution 2010-8: A Resolution and Order of the Board of Directors of the West Metro Fire Protection District Including Certain Properties Located Within the Ken Caryl Acres/West Fairview Subdivisions Subject to the Approval of the Electors of Such Area.**

MOTION: It was moved by Director Feely and seconded by Director Chavez to approve Resolution 2010-8: A Resolution and Order of the Board of Directors of the West Metro Fire Protection District Including Certain Properties Located within the Ken Caryl Acres/West Fairview Subdivisions Subject to the Approval of the Electors of Such Area. The motion was voted upon and unanimously adopted.

C. Approval: Assistant Chiefs Policy, President Kullhem

MOTION: It was moved and seconded to approve the Assistant Chiefs Policy for 2011. The motion was voted upon and unanimously adopted.

D. Approval: Renewal of $2,000,000 First Bank Line of Credit

MOTION: It was moved and seconded to approve the renewal of the $2,000,000 line of credit with First Bank, which expires on December 31, 2010, to December 31, 2011. The motion was voted upon and unanimously adopted.

E. Approval: Termination of Tech Rescue Education Fund

MOTION: It was moved by and seconded to terminate the Tech Rescue Education Fund and transfer all balances therein to the District's General Fund. The motion was voted upon and unanimously adopted.

It was noted that these remaining funds will be directed for training or equipment for Tech Rescue purposes.

F. Approval: Set Hearing on Petition for Inclusion of Jefferson County Properties

MOTION: It was moved and seconded to direct staff to set a public hearing to consider the inclusion of certain Jefferson County owned properties into the West Metro Fire Protection District. The Public Hearing will be held on January 4, 2011, and this item will be added to the agenda. The motion was voted upon and unanimously adopted.

IX. OTHER MATERS: President Kullhem reminded the board of directors that the next meeting will be held on January 4, 2011, in the Board Room at 433 South Allison Parkway, Lakewood, CO.

X. NEW BUSINESS: None at this time.

XI. EXECUTIVE SESSION: None requested.

XII. ADJOURNMENT:
MOTION: There being no further business to be presented to the board of directors of the West Metro Fire Protection District, it was moved and seconded to adjourn this meeting. The motion was voted upon and adopted.

The meeting concluded at 8:10 p.m.

Recording Secretary: /s/s Kathy Miller
/s/ Manny Chavez