



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE EVERGREEN FIRE PROTECTION DISTRICT
JULY 10, 2012**

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on July 10, 2012 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

ATTENDANCE

DIRECTORS IN ATTENDANCE: Jeff deDisse, Charles Dykeman, David Christensen, Charlie Simons.

EXCUSED DIRECTORS: George Kling

ALSO IN ATTENDANCE: Bob Walter, Frank Dearborn, Bob Benson, Paul Peil, David Montesi, Greg Meyerhoff, Jeff Ashford, Larry Hayes, Robert Gottsman, Brent Worthington, John Cutler, Mike Weege, Chris Johnson, Sylvia Ross.

MEETING CALLED TO ORDER Director Simons called the meeting to order at 7:02 P.M.

TIME OF REMEMBRANCE AND REFLECTION: The pledge of allegiance was recited and a moment of silence was observed.

LIFE SAVER AWARD: A certificate was presented to Kate Delles who due to taking our CPR class was able to save her brother's life.

APPROVAL OF AGENDA: The order of presentations was changed so the 2011 Audit will be presented first under presentations.

PUBLIC COMMENT:

Becky Hicks, Evergreen resident, read the following into the minutes: Charlie asked me to speak tonight and put a face on the problem in the hope that you can see it from my perspective and the anxiety you are creating for me, my friends and my neighbors. I have lived in Hiwan for 30 years and have never felt this level of vulnerability, anger and sadness. And most of this is directly attributed to the "training" activities you are conducting on these premises. My husband passed away 18 years ago and for the first time I am having to pack up memories, take pictures off the walls and preserve my husband's life stories and his fighter pilot jacket away in a storage locker for my daughter. I have to locate important papers, my daughter's beloved stuffed animal, and things I love to see daily and lock them away in a safe place because you are taking unnecessary risks with my life, my pets, my home, my income, my daughter's inheritance and the neighborhood I love.

There are over 800 homes in the Hiwan area. Many of my neighbors are in the 70's and 80's having lived here over 40 years and are paralyzed just trying to figure out what to do if they get an evacuation call. Charlie even graciously offered to help me pack up and get organized as he and his wife are already prepared and have their contingency plans in place. That is why I don't understand how in good consciousness you can continue to put all of us at this unnecessary risk.

When your staff members and even the Chief say, "It isn't a matter of if but when" and yet the department still continues with their training exercises especially as they did on Monday, June 25th – one of the hottest days in Evergreen, with our usual prevailing westerly winds blowing down the valley, a fire ban in effect, water rationing in effect and the Waldo fire just destroying 350 homes – and they are out cutting cars – arching and sparking with saws until 10:15 at night teaching probies in an undesignated area filled with trash, pine needles, weeds and other flammable materials resembling more of a junk yard than a controlled training site – I don't even know how to comment on

the lack of judgment and leadership that was occurring that night. The Chief has no idea what type of training was taking place that evening and others present at our meeting later that week seemed to see no problem with the training or the debris or the potential danger. They promised to clean the area within the week, but it still wasn't clean as of Sunday night when I last checked – in fact an old mattress was added to the junk heap.

It is this cavalier attitude that is frightening. It is the lack of common sense that is highly questionable. And the disregard for proper safety procedures that is unconscionable. This is why so many of us are “up in arms.” You say you care about this neighborhood that you have a vested interest, but if you really care, you would not be conducting any live fire training, anything which creates sparks and anything with toxic fumes. This is first and foremost a residential community and our safety should be your first consideration and never compromised. Human error is frequently a huge factor in many tragedies. There are good options for your training elsewhere, (as previously mentioned Metro Fire Academy has a state-of-the-art fully contained facility in an industrial district 25 minutes away) perhaps not as convenient – but definitely safe and stops putting this residential community at risk.

I beg you for our well being, please stop all dangerous training and stop all thoughts of contributing to the problem by adding an unnecessary burn building. Get the training at a safe and an appropriate site. It is time for a reality check. We've dodged the bullet long enough. It is time for the hard decisions. It's time for the right decisions. Please give us back some peace of mind, be a good neighbor, and be responsible and respectful firefighting professionals in protecting this community which you gave an oath to serve and protect. Thank you.

Larry Hayes, read into the minutes a letter from the President of the Trails at Hiwan HOA, On February 20, 2012, Mr. Chris Johnson, representing your organization, presented a briefing on the proposed fire training facility to the Trails at Hiwan HOA Board. Mr. Johnson's briefing was an informational/educational briefing, not a request for any HOA Board action, such as approval or disapproval. Any HOA Board action would have required a motion, followed by a vote from the Board. No motion was made, no vote taken. A copy of the minutes is attached.

Subsequently, Mr. Chris Johnson and others in your organization have misrepresented the Trails HOA Board, by saying in public meeting, and in the presence of press representatives, that the Trails HOA Board approved the construction of the fire training facility. This statement is patently inaccurate. The Trails HOA Board is quite concerned at being misrepresented in this fashion, and requests that the EFPD Board enter an official correction in your board minutes. Sincerely yours, Donald E. Cluxton, Jr., President, The Trails At Hiwan HOA Board.

Chris Johnson responded to the comment by stating that if there was any misrepresentation it was not intentional, when he presented this to the Board the action taken away was that the Board would send a letter of support. That was the action they took and he took away from the meeting. A discussion ensued between Mr. Johnson and Mr. Hayes. Director Simons added that if anything transpired between Mr. Johnson and that HOA it was a misunderstanding and was not intentional. Greg Meyeroff added that just to clarify a little bit, there is a difference between bringing information and saying this is a done deal. Everyone has different perceptions and can get misinterpreted. The Trails HOA just wants it to be clear in our minutes that there is no approval on their part of this project. He also commented that the group is doing a fine job and that it is really bringing the community together, we are moving ahead in the right direction bringing the community and the fire department together. He then announced that there is a tour on Thursday of the West Metro Fire Facility at 10 am anyone is welcome to attend. He also thanked Chief Weege for answering all their questions and appreciates his cooperation. Director deDisse commented on the fear of sparks from our trainings and wildland fires to the biggest threat is a structure fire that can spread to the forest and the neighbors homes. So being able to attack a structure fire fast and contain it to a room and contents is very critical. So think about how a lightning strike or the flammable material around your house is as critical as any wildland fire that can sweep through a neighborhood. He reiterated that he

is here to listen to what the community has to say but to have no training is not feasible to this department. We have to keep up our training and we have been training at this facility since 1978 and going down the hill every Monday night is just not feasible we are pushing it now to get three hours of training every week. To get the same amount of fire protection in this district with paid firefighters would cost the community thousands of dollars in additional property tax, the mil levy would have to almost triple. Keep that in mind. He does empathize with everyone.

Director Simons addressed getting a training checklist put together so that good decisions can be made on training nights regarding weather conditions, etc. Chief Weege addressed the training issue that Ms. Hicks referred to: appropriate action has been taken and the area will be cleaned up.

APPROVAL OF MINUTES:

- June 12, 2012 Regular Meeting Minutes – Approved as presented.

PRESENTATIONS:

- 2011 Audit Report: John Cutler presented the 2011 Audit to the Board. The district increased its revenue by \$30,000 by controlling its spending in 2011. In this day and age that is a good accomplishment. Also we were not over budget in any area and there is nothing to be concerned about that they discovered. There was a question and answer period regarding the report. A motion was made to accept the 2011 Audit report by Director deDisse and that the auditor will file the appropriate paperwork with the state to meet our statutory requirements, Director Dykeman seconded the motion the motion passed unanimously.

- May 2012, Financial Report :

Cash & Investments:

First Bank	\$ 178,238
C-Safe General Fund	\$ 785,222
Strategic Capital Fund	\$ 1,820,521
Capital Projects	\$ 199,630
Debt Service	\$ 552,397
Apparatus Replacement	\$ 1,294,976
Tabor Reserve	\$ 120,287
Charitable Donations	\$ <u>4,438</u>

Total \$ 4,955,709

Variance Analysis: General Fund Revenues are at 108.3% of budget, and 100.2% of last year. Please note- the large positive variance in Other Revenue is due to the sales of vehicles, which were not budgeted for 2012. General Fund Expenditures are at 98.7% of the budget, 107.8% of 2011 YTD. Please note- there were 3 pay periods in May, which resulted in a spike in the total monthly expenditure. This will smooth out. EMS Revenues are at 121.8% of Budget, and 129.9% of 2011 YTD. EMS Expenditures are at 99.8% of Budget, 113.3% of last year. The same note regarding the extra pay period applies.

Director Dykeman made a motion to accept and place on file the May 2012 Financial Report, Director Christensen seconded the motion, the motion passed unanimously.

DIVISION REPORT

Administration/HR:

- Historical archiving of photographs and documents has made significant progress with the efforts of Medic Dorchak while she is on light duty following knee surgery.
- UMB Purchasing cards have been distributed to division managers and a training session was held on reconciling the cards.
- Interviewing of Certified Public Accountants has begun. Sylvia getting trained on Sage. Ben arranging training from High Plains for division heads.
- Employee Handbook is to be reviewed for updates. This will be discussed at the July 24th M&M meeting.
- Budget worksheets have been distributed to the division for 2013
- No word on Stevenson Dam fill site from legal
- Kudos for firefighter patrols, Kevin Evens and Mike Mendelsohn
- Ben C., John Porter completed work on Assistance to Firefighters Grant (AFG). Grant submitted July 6. Ben and Keith Haugrud are working on a Wildland Urban Interface Grant through Colorado State Forest Service for multiband radios

Communications:

- Jefferson County Emergency Communications Authority (JCECA) is in the process of drafting a document to solicit bidding for a company who will provide the Emergency Notification System in the future. This will serve 10 E911 Public Safety answering points in JeffCo and Broomfield Counties. Dates are to be determined.
- \$28,000 was requested from JCECA for the IP Admin phone system to complement the Patriot upgrade and Shane Palmer as provided 3 bids to Chris Johnson for review. No start date for the new phone system has been determined at this time.
- Working with Human Resources to develop a posting for two part time dispatch positions. The flex position will not be continued.
- The Communications division has been busy with taking smoke check calls. For the week of 6/22 – 6/29 we dispatched 27 calls specifically for smoke or possible illegal burns and for every call dispatched at least 2-3 more were usually received in the same area. A couple of the calls had positive results such as firefighters discovering illegal burns/campfires in the area.
- The Searcy family welcomed a healthy baby boy. Jenny has now had both knees repaired. Thank you to the part time dispatchers that have been filling in for these two positions.

EMS:

- FREE CPR class numbers are at 470
- Two new part-time Paramedic's are on board - Demetrios Zannis & Todd Stubblebine - both come with many, many years of experience. Demetri has worked as a Medic with Denver Health and is currently a Medic with West Metro. Todd has recently returned from a medical deployment in Iraq and was formerly a Medic with Denver Health.
- Review and updating EMS Standard Operating Guidelines'
- Finalizing EMS portion of the 5 year plan
- Finalizing re-search on the automated CPR devices

Fire Prevention:

- Doug supported the City of Colorado Springs as a Public Information Officer (answering phones) at the Joint Information Center, 28 June 2012, during the Waldo Canyon fire.
- In the planning stage for our Safety day on 22 Sept
- All fire danger signs are up, thanks to Doug and the Littleton Eagle Scouts.

- Looking into an electronic sign for station 2 to be purchased with the \$10,000 donation from an Evergreen resident.
- Will be applying for a grant through WalMart for the Christmas with Firefighters program.
- Shelley conducted fire inspections with Denver Fire Department for the Lakehouse, Keys on the Green main building and all their maintenance buildings.

Maintenance:

- The new Yukon was been damaged following a hail storm the day it was delivered to the graphics installer. Their insurance is covering the repair which entails a major portion of the vehicle. This setback has a created an opportunity to coordinate the color of this vehicle to align with the fleet.
- With the arrival of the brush truck chassis, all components have arrived and the unit is being assembled as quickly as possible. The pump module performed as specified and the payment has been released for it and the chassis.
- Bollards have been installed surrounding the antenna at station #2 as recommended by our insurance provider.
- The manufacturing of the training aid is stalled due to welding machine issues. Replacement will resolve the issue and should arrive soon.
- New more reliable and comprehensive gas detectors and chargers are available in E-3 & E-8.
- The compartments have been installed under the bed of unit 3817, making it more user friendly.
- Frank O. has completed an initial snow plow operator's familiarization class for the EMS staff following a recent EMS staff meeting. This preparation will enable more rapid and comprehensive snow removal during the upcoming season.
- Aerial ladder testing is scheduled to begin August 2, 2012 and conclude that week. Ground ladder testing is being contracted and our window will be August 6 – 24 with details to follow.
- Assisted Platte Canyon Fire with a contract maintenance apparatus repair while their mechanic was deployed on a wildfire.

Fire Operations Update:

- An aggressive Wildland response is a big focus for all of us at this time; the drought, lack of live fuel moistures and what we see on the daily news has us all on our toes.
- Smoke checks reports are being aggressively responded to, the best way to explain this is our citizens are tuned in and our firefighters have their combat face on, as of July 3; we toned out 81 smoke checks in the last 60 days. On those red flag days, code responses were authorized. Comment: The size of our firefighter force and equipment is an exceptional advantage during such times.
- During the past few weeks, individual firefighters have by personal initiative manned stations and scheduled roving patrols with the Brush Trucks; we had 3 such patrols during the week of the 4th of July.
- Brush 2 was deployed to the Springer fire (Lake George) and after 4 days reassigned to the High Park fire, on both fires aggressive tactics keep the fire from crossing trigger points and on the High Park Fire, in our division we only lost one structure. Provided exceptional tactical experience for the crew, we have been able to cycle 8+ firefighters by a rotation to deployable fires. This 13 day deployment of Brush 2 will result in approximately \$13,000 reimbursement back to the district.
- The secondary evacuation routes are completed for Brook Forest and Echo Hills, all that remains is getting buy in from the Clear Creek Sheriff's Office and distributing those announcements.

- Emergency Paging via JEFFCO is now being sent to all officers/Dispatch and is working well, dispatch was able to add Clear Creek to my texting each time the Marmots are activated, in turn as appropriate forwarded this is sent to the officer corps as appropriate.
- While we all have public awareness of the drought and fire conditions at this time; as these fires are contained fire and we start to get some moisture; we need to remain vigilant and public education needs to continue. Facts are that we can have heavy rains and just a few days' later Red Flag conditions.
- From recent memory, Evergreen Fire winning the best in show at the Rodeo Parade is a first, thanks to the patriotic ambiance of the Honor Guard leading Evergreens finest. the applause from crowd was inspiring
- The new Brush truck is coming along just fine and should be in service this month.
- The probies are all hanging in there and doing well, we can expect a new crop of rookies later this year. Peter Rueth has already started recruiting for next year's class.
- Bob Walter has been very effective in getting joint CE classes with our neighboring districts.
- The EVFD board was provided by Chief Marshall and Ben a mid-year update of the status of each firefighter to insure their engagement, certs, YTD training/calls and needs.
- At the August board meeting, Captain Wayne Sheppard will be presenting to the board a Reserve concept from the Officer corps.

TRAINING:

- Academy- Still working to get 2 probes through the remainder of their 130/190 requirements due to absences.
- Certifications- All but 2 fire fighters have completed their FFI renewal requirements.
- Company Training- June training will be fire fighter survival.
- IQS/ROSS- IQS updated. We are still maintaining a handful of fire fighters as "available" for deployment via ROSS. We have had further certification updates in IQS, but an update to ROSS requires CSFS action.
- FireManager- We are getting close to upgrading to the newest version of FireManager. Subsequent to the upgrade we will have HighPlains train/refresh various employees and managers on the software.

Radio Update:

- Radio frequencies are on track, they have from APCO to FCC which is a really big step, so now we can track it on the FCC website.
- We got a few more letters of concurrence that were signed.
- RFP for the VHF infrastructure closes this Friday and we will find out exactly how much its going to cost and we will select vendors by August 1, 2012.
- We are still in the yellow because we still need our narrow-banding compliance. He filled out a narrow-banding compliance waiver that will be sent to the FCC as a plan "B" because the consequences are huge, we can be fined \$16,000/day and we could lose our license.
- Everything else is tracking well.

BOARD MEETING TOPICS: The topics were updated.

UNFINISHED BUSINESS:

- **Bond RFP:** Finance Director, Brent Worthington presented to the board the following memo regarding the refunding of our current bond issues:

In May, the District requested proposals from Underwriters and other Finance firms to provide a schedule of costs and a pro-forma setting forth the estimated savings (stated as Net Present Value) for the re-funding of the 2003 G.O. Bonds.

4 proposals were received. The responders were:

- PiperJaffrey
- George K. Baum
- BLX
- Stifel Nicolaus

The summary, by firm:

Piper Jaffrey:	NPV Savings for Debt Service	509,212
	Fees	<u>(39,992)</u>
	Actual NPV Saving	469,220
George K Baum:	NPV Savings for Debt Service	530,333
	Fees	<u>(27,954)</u>
	Actual NPV Saving	502,379
BLX:	NPV Savings for Debt Service	437,365
	Fees	<u>(14,000)</u>
	Actual NPV Saving	423,365
Stifel Nicolaus:	NPV Savings for Debt Service	531,510
	Fees	<u>(28,248)</u>
	Actual NPV Saving	503,262

- On the NPV basis, Stifel Nicolaus offers the most attractive cost option. They are a very experienced and qualified firm, and are well able to handle the District's re-funding. Baum was the original issuer of the bonds.
- There will be additional issuance costs; these costs will be included in and paid from the new Bond proceeds. These costs are included in the proformas, so the NPV analysis above includes the COI.
- The District will need to engage the services of legal counsel. Collins, Cockrell, and Cole have recommended Sherman and Howard, who was Bond Counsel on the original issue. Legal fees would be in addition to the above cost breakdown. We have not inquired about these costs, pending direction from the Board. Also, at the Board's discretion, it would be possible (but not necessary) to issue an RFP for Bond Counsel.
- In order to simplify the process, and provide an apples-to-apples comparison, the Proposals were done based on debt-financing the entire refunding. However, the District currently has excess fund balance in the Debt Service Fund, some or all of which could be applied to the refunding. This would further increase the NPV savings.

NEW BUSINESS:

- None

MEETING ADJOURNED Director Dykeman made a motion to adjourn; Director Christensen seconded the motion; the motion carried; the meeting adjourned at 9:45 PM.

NEXT MEETING DATES

Regular District Board Meeting: August 14, 7pm Training Rooms A & B

Volunteer Pension Meeting: August 14, 2012, 6:30pm in Training Rooms A & B

Respectively Submitted,

Sylvia Ross
Recording Secretary