

**MINUTES OF THE REGULAR MEETING OF  
BOARD OF DIRECTORS OF THE  
MOUNTAIN VIEW FIRE PROTECTION DISTRICT**

**January 16, 2006**

**WORKSESSION:** Began at 1735 Hours, and was attended by: John Devlin, Steve Pischke, Donna Mullison, Judy Rusk, Randy Winsett, Stephen Walker, Mark Chambers. Louis Rademacher, Roger Rademacher and Mark Lawley arrived late.

Chief Devlin initiated discussion regarding proposed mil levy and bond questions for the May, 2006 ballot, as well as marketing strategies, press releases, etc.

Chief Devlin reported that he met with all District personnel and gave them initial information regarding the election. He has stated that there will be people in support of the ballot questions, and people who do not support them. Everyone is entitled to their opinion, but must use facts. Chief Devlin will not tolerate misinformation. Chief Devlin feels, based on feedback received, that most members are in favor of the ballot questions. We have distributed absentee ballot applications to the stations to be distributed to citizens. The citizens can mail completed applications in to admin, and when ballots are available (in April) Donna will mail them to the citizens and enclose a self-addressed, stamped envelope in which to return the completed ballot to admin by election day. Chief Devlin spoke with Ron Neiman, registered agent of the PAC (Citizens for a Safer Mountain View Fire), and the PAC intends to get up and running soon. Discuss laptop/PowerPoint presentations available, as well as fact sheets that can be used to get the word out. Asked members to make presentations to neighbors, relatives, homeowners associations, etc.

Chief Devlin stated we should start drafting press releases. We need to publish information in newspapers, etc. beginning in February. Rather than faxing information, perhaps we could have a meeting with all news agencies and field questions, etc.

Donna distributed copies of the latest proposed ballot questions, after receiving updated information from the financial representatives. Board consensus was to add “volunteer and career” after “additional” and prior to “medics” in the proposed general operating mil levy ballot question.

Discussion was held regarding absentee ballot applications, distributing at events, i.e. car seat events, senior citizen events, blood pressure checks, etc. and explaining that upon sending in the application, when ballots become available they will be sent out to their homes. They will be able to vote early. Discuss editorials available to combat any negative press, etc. as election day approaches. Editorials showing a positive experience with Mountain View Fire will be very helpful, as well as yard signs, etc. This gives people a reason to vote.

Chief Devlin reported on meetings he has had with entities who have had successful and failed mil levy/bond elections. He found that while it is important to state everything the entity can provide and what can be improved, added, etc., it is also important to give realistic information on what may not be able to continue and/or what may change to the citizens’ detriment should the ballot questions not be passed.

**Strategy ideas:**

President Rusk—Make sure no promises are made i.e. specific pieces of apparatus at certain stations, certain station locations, etc.

DC Pischke—St. Vrain Valley Schools’ Board President was great and attended many, many meetings in the communities. He feels it is important for the Board to go to all municipalities (Erie, Mead, Dacono and perhaps Niwot Community Association) in March. Not too early, and there could be changes in municipal boards in April due to their elections. Chief Devlin—perhaps make a long presentation at a worksession and a shortened version during actual board/council meetings.

Senior Center events—begin late March and into April for presentations.

President Rusk—Lions Club, Optimists Club, Chambers of Commerce should receive presentations.

Chief Devlin—General release of information should be placed in newspapers in February. The more involved the newspapers feel they are, perhaps the more positive and supportive they may be.

Dr. Walker asked about the emergency preparedness information. Chief Devlin stated we could download the information for free and we would thereafter pay for the printing. Dr. Walker stated that handing information out when going door to door, or to the organizations, would be a positive statement by the Fire District.

President Rusk—when will annual report go out? Donna stated that we would try to get information together from department heads as soon as possible to place in report, as well as factual election information. Chief Devlin stated the goal would be to get it out in April.

President Rusk—give handouts, etc. to developers to give to new residents.

Chief Devlin stated that to go along with the cultural change within the organization, needs were addressed; one of which was more leadership training/development. Staff wanted captains and lieutenants to attend, and sent out an interest questionnaire to all personnel. The response was overwhelming, and due to that, what began as a one Saturday per month class has expanded into two classes per month, for 2006. Chief Devlin is very excited about this program and thanked Mark for putting all this together.

Chief Lawley gave a presentation regarding the new Leadership Development class which will begin in January, 2006 for 31 District career and volunteer personnel. Culture change began last July, 2005. Chief Lawley spoke with all personnel regarding the changes that needed to happen. Found that there really wasn't any basic foundation regarding leadership, i.e. face to face interaction, best way to solve problems, etc. Rita Henning put together our program, based on our needs. The program will last nine months, 4-6 hours per month per class. There will be monthly projects, as well as one class project due at the end of the nine month course. We feel that this class will better train mid-level management, as well as better prepare individuals to promote into leadership positions. Rita will give regular feedback to each individual. Staff will receive action plans, etc. for all attendees, so there is a good checks and balances system for this program. After the class is completed we will ask Rita for her feedback re follow-up and what the District should consider offering next.

The worksession was adjourned at 1858 Hours.

## **I. OPENING OF REGULAR MEETING.**

### **A. Call to Order.**

The regular meeting of the Board of Directors of the Mountain View Fire Protection District was held at the Mead Community Building, 441 Third Avenue, Mead, Colorado, on January 16, 2006, and was called to order by Judy Rusk at 1900 Hours.

### **B. Pledge of Allegiance.**

All persons in attendance participated in the pledge of allegiance.

### **C. Roll Call.**

The meeting was attended by the following Board members: Judy Rusk, Louis Rademacher, Randolph Winsett, Stephen Walker and Mark Chambers.

Also present were: John Devlin, Steve Pischke, Donna Mullison, Mark Lawley, Twink Dalton, Roger Rademacher, Cody Bennett, Richard N. Lyons, Esq.

**D. Approval of Agenda.**

Chief Devlin asked for introduction of new employees and presentation of badges to newly promoted engineers. Chief Devlin stated an Executive Session is needed to receive legal advice pursuant to Section 24-6-402(4)(b), C.R.S. Randy Winsett moved to approve the agenda, as written. Louis Rademacher seconded such motion, and it was thereafter unanimously approved.

**E. Chief's Report.**

Chief Devlin had nothing to add to his submitted report.

**II. CONSENT AGENDA**

**A. December 12, 2005 Regular Meeting Minutes.**

Louis Rademacher moved to approve the December 12, 2005 regular meeting minutes, as written. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

**III. PUBLIC/MEMBER PARTICIPATION**

None.

**IV. ACTION ITEMS**

**A. November and December, 2005 Financial Statements.**

Chief Devlin reviewed each month's financial statements. November was unremarkable, and remained under budget. Staff recommends approval of November financial statements.

Randy Winsett moved to approve the November, 2005 financial statements. Mark Chambers seconded such motion, and it was thereafter unanimously approved.

Chief Devlin reported we ended the year with \$114,913 more revenue than budgeted. We were able to place \$220,000 into the capital reserve fund, and remained under budget by 0.4%, or \$22,872 for the year.

The 2005 audit is taking place this week. The final year-end figures will be available after the audit is completed.

Randy Winsett moved to approve the December, 2005 financial statements. Mark Chambers seconded such motion, and it was thereafter unanimously approved.

**B. Handbook Changes – Second Reading.**

Chief Devlin stated he had not received any changes after the first reading, therefore staff recommends approval upon second reading.

Louis Rademacher moved to approve the handbook changes regarding accidents and EMS services transport under employee benefits. Randy Winsett seconded such motion, and it was thereafter unanimously approved.

**C. Designate Posting Notice Locations.**

Chief Devlin stated that per State Statute the District must designate posting notice locations annually at the first meeting. Historically all stations have been designated.

Mark Chambers moved to designate all District stations as legal notice locations. Randy Winsett seconded such motion, and it was thereafter unanimously approved.

**D. Designate Election Official**

Chief Devlin recommended Donna Mullison be designated the 2006 election official.

Stephen Walker moved to designate Donna Mullison the District's 2006 election official. Mark Chambers seconded such motion, and it was thereafter unanimously approved.

**E. Ballot Questions – 2006 Election.**

Chief Devlin distributed updated proposed ballot questions; one for general fund mil levy increase of 2.0 mils and one with bond mil levy of 1.5 mils. President Rusk asked that "volunteer and career" be added after "retaining additional", and change for "the benefit of the District" to "the benefit of the Public health, safety & welfare". Richard Lyons stated that a formal resolution for both ballot questions will be presented at the February meeting.

Chief Devlin and D.C. Pischke introduced Chad Rademacher and Cody Bennett, two of our three newly promoted engineers, and thereafter presented them with their Engineer badges. Congratulations!

**F. Fireworks Stand Permit Fee.**

Chief Devlin reviewed the information submitted by Fire Marshal Penfold. Richard Lyons gave additional historical data and state-wide information. Discussion was held regarding the permit process, follow-up and inspection of stands throughout weeks prior and during the Independence Day holiday.

Stephen Walker moved to approve the increase in fireworks stand permit fees to \$1,000.00. Randy Winsett seconded such motion, and it was thereafter unanimously approved.

**V. REGULARLY SCHEDULED ITEMS**

**A. EMS Report.**

Chief Devlin stated that the report in the packet was through November, due to the early meeting in December this was not available last month. Year-end numbers are not available at this time, due to the audit occurring this week. We will present 2005 year-end reports to you in February.

President Rusk asked for a legislative update re insurance companies. Chief Devlin stated he has been in contact with State Chiefs representative, and we may have to send representatives to the legislature to testify.

**VI. REPORTS**

**A. Station Reports.**

Chief Devlin reported that the new roof has been completed on the Administration building. We are in the process of working on the Mead Station to renovate to allow staffing/sleeping quarters for an interim period.

D.C. Pischke reported that the Dacono planning commission approved the proposed new station and recommended it be presented in a positive light to the City Council on January 23<sup>rd</sup>. The architect has already begun to prepare a list of bid prospects and sent out pre-bid notification. We hope to go out to bid next week or, at the latest, the following week.

**B. Staff Reports.**

Chief Devlin reviewed the letter of commendation to acting B.C. Roger Rademacher for his outstanding job as interim Battalion Chief. He will resume his duties as captain.

**C. Other Reports.**

None.

**VII. BOARD MEMBER ITEMS**

None.

**VIII. EXECUTIVE SESSION**

Louis Rademacher moved to adjourn to Executive Session to receive legal advice pursuant to Section 24-6-402(4)(b), C.R.S. Randy Winsett seconded such motion, and it was thereafter unanimously agreed to adjourn to Executive Session at 1934 Hours.

Executive Session was adjourned and the regular meeting reconvened at 2007 Hours.

**IX. ADJOURNMENT**

There being no further business to come before the meeting, Louis Rademacher moved to adjourn the meeting. Randy Winsett seconded such motion, and it was thereafter unanimously approved to adjourn the meeting at 2008 Hours.

**Respectfully submitted,**

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President Date

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Secretary Date

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