

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

October 15, 2007

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 Administration Office, 9119 E. County Line Road, Longmont, Colorado, on October 15, 2007, 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, Randy Winsett, Scott Lyle, Anne Freeman Pawlowski, and Stephen Walker.

Also present were: Randy Templeton, Donna Mullison, Roger Rademacher, Rachel Glantz, Bill Daschiell, Shad Bennet, Chris Lawler, Twink Dalton, Mark Lawley, Starr Aldrich, Hal Plitt, Jeff Powley, Bill Schmanski, Beau Clark, Chad Rademacher, Jennifer Nay, Mike Stratton.

D. Approval of Agenda.

Randy Winsett moved to approve the agenda, as written. Scott Lyle seconded such motion, and it was thereafter unanimously approved

E. Chief's Report.

Chief Templeton introduced the new captains, Hal Plitt in Training and Jeff Powley on B Shift. He thereafter gave them their oath of office and their badges. The Board and all attendees congratulated the new captains.

Chief Templeton discussed his First 100 Days Memo that was included in the Directors' board packets. Chief Templeton stated he was proud that the staff has accomplished so much during this amount of time and helped him a great deal in his learning curve.

Dr. Walker asked to see the State of the District presentation. Chief Templeton will give that presentation during this meeting. Dr. Walker stated virtually every area that required attention has been attended to—good job.

Chief Templeton stated there was a question at the last meeting about District vehicles. He attended a class by Dino Ross about this matter as he was speaking on that matter at SDA. Staff vehicles were included, but they must be clearly marked and must be assigned to people subject to call back and used minimally for personal use. All staff vehicles fall under that criteria. The chief's vehicle is now clearly marked. Therefore, we have no liability in this regard at this time.

Chief Templeton reported MVFPD received a radio grant through North Metro's grant application. This is for upgrading mobile and pakssets, in the sum of \$45,000. All units will be 800 MHz capable after this is completed.

Chief Templeton asked for some guidance regarding the decision at the last meeting regarding the information Anne Pawlowski asked for regarding financials. The Board indicated last time that they didn't need it, but staff needs clarification on how to proceed. Judy Rusk stated that the entire year of salaries increases could be held off, however, whenever any board member desires information we need to provide it as it will be necessary for budgeting, i.e. which salaries coming out of which piece. Judy stated that the Chief feels this is not a business, but we need to treat it as a business. Dr. Walker stated that the weakest area for him is the knowledge of budgets. SDA helped, but it is somewhat difficult. The biggest area where the District was hammered during the elections is that we are dealing with a constituency that does not believe that we need what we say we need. There was a lot of discrediting in our appeal for the mil levy last time that our budget was not sound. We now have two sound financial people on the board. It is a great time to look at that information to put together into an entire package for the mil levy and as a Director I need to know how our budgets are put together and that we are accountable. Dr. Walker stated it is a healthy thing to do.

Anne Pawlowski stated how to quickly and effectively get the information. She discussed her reasons for wanting the information. She wants to know what people make and what they do and where they appear in the budget.

Randy Winsett stated that for the amount of time on this board and others, the information that has been requested is more than what has been needed as a Director. It overburdens staff, and to an extent it sets the board up for micromanaging that should not be done. He indicated he can extrapolate information from the budget and financials provided monthly. Anne Pawlowski stated that is what she does, but she needs to understand the District's financials. This is a service industry and the people make up the majority of the cost. It is driven by the head count and salary levels and she has the right to see it. Randy Winsett stated it is a full time job to put together the information. In the private world maybe it is different and a different mind set. In the public there are other things that take precedence. If we are over burdening our staff, that is not good. We have made sound decisions up to now. Anne Pawlowski stated that she is a taxpayer and an elected official and she demanded the information and wants it by Friday. This should be an exercise that does not take much time. Randy Winsett stated that it is authoritative the way Ms. Pawlowski is doing this and very unfair. It felt like an attack. What is behind this? This has never been an issue. He has never seen Ms. Pawlowski do this before. What is this aggressive demand based upon? Anne Pawlowski stated it was unfair that the decision was made without her attendance at the last meeting, stating that the reports were not necessary. She stated she has the right to this information. Randy Winsett stated we are a team, and this should have been done differently. He does not understand this.

Scott Lyle stated that Anne Pawlowski wants a personnel report by individual and by department. On the surface that request is OK. Randy Winsett contacted different public agencies and they stated they have never asked for this detailed information. It would be micromanaging to ask for this information. Directors are for guidance and direction and assistance to the Chief who is serving us and the District. Judy Rusk stated that in larger government agencies this information is broken down by department. We are smaller and more specialized and it should be done by individual. Randy Winsett said even the Humane Society board does not ask for this information as it is micromanaging.

Anne Pawlowski does not see why she cannot know whom and how much they make. This way she can look for savings opportunities. She stated she wants to see changes, trends and analysis. This District has very little analysis on the data. Judy Rusk stated the accountability piece has been huge when going for a mil levy in the past.

Dr. Walker stated that it makes sense that from the standpoint of strategic planning point of view and fire corps, and looking at all ways to staff, we need to know how the money is being used. If not monthly, we should get this at least annually. Judy Rusk stated that by law we should provide the information. Anne Pawlowski stated she wants the information by Friday in an Excel format.

Chief Templeton stated we were not attempting to be non-responsive. Chief Templeton stated that he thought they were being compliant with the Board's wishes. Anne Pawlowski stated she felt the Chief was not being professional by not replying. Chief Templeton stated he felt attacked by Ms. Pawlowski. He indicated she used her education as a weapon against him. Secondly he stated, she was angry with the Chief. She did not request this type of information for the 18 months she has been on the Board, and went through the budget process last year. The fact that she had a task list and were angry, makes the Chief wonder what is going on. We heard a lot of comments from people in the audience at the last meeting regarding Anne's anger at that meeting and she was on the attack—it was clear. Anne Pawlowski stated she was not trying to use her education as a weapon, but to do what she can to further the District. She resents and does not appreciate this. Each day she learns more, and last year she didn't have as much knowledge; now she has more knowledge, and she wants more information. This is how finance evolves. You find more areas that you need more information. Anne Pawlowski stated she wants to see salary, OT, per person, as well as salary for the entire year.

Chief Templeton is looking at the overtime drivers at this time, i.e. injuries, sick, vacation, and wildland, etc. This is an important piece.

Randy Winsett says there is something going on if you need further information. The monthly financials show where the overtime is coming from. This is an extra added burden and paperwork.

The consensus was that the information will be provided by Friday to the Board members.

II. CONSENT AGENDA

A. September 17, 2007 Regular Meeting Minutes.

Scott Lyle moved to approve the September 17, 2007 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. September, 2007 Financial Statements.

Chief Templeton stated we are under budget. Judy Rusk stated that we have done really well on tax revenue receipts this year. We have an incredible number of bankruptcies and foreclosures in 2007 which leaves the banks holding the notes and they don't want to pay penalties and interest, so they pay the taxes on time.

Scott Lyle asked about anticipated surplus. Donna Mullison explained the budget process. She indicated as a part of the process, department heads will be consulted regarding needs for this year as well as next. The information gleaned will enable staff to determine needs. Some of this information is contained in the budget summary distributed this evening. Judy Rusk asked about wildland and whether we will receive more revenue. Donna explained that we conservatively

budget revenue and expenditures equally in the event we don't get deployed. Donna explained how OT is reflected in wildland, training, FF and EMS divisions within the financials to more accurately depict where the overtime is expended.

Stephen Walker moved to approve the September, 2007 financial statements. Scott Lyle seconded such motion, and it was thereafter unanimously approved.

B. Fire Prevention Fee Increase – First Reading.

Chief Templeton stated that Fire Marshal Penfold has been studying rates charged by the Districts around us and found us to be wanting and provided a proposal for changes to the fee schedule. Fire Marshal Penfold reviewed her proposed increases and explained the same. This isn't a huge amount of money to the budget, but makes the District more comparable to surrounding Districts. Fire Marshal Penfold stated that other special districts, i.e. the school district, are not charged fees or plans review in our District, and we lose a significant amount of money in that regard. Randy Winsett asked if there were statutory maximums that the District can charge. The Statute states "reasonable fees", but no maximum. Does this fee schedule cover our needs? Is it enough of an increase? Fire Marshal Penfold stated we are covering our costs. Chief Templeton stated that it is reasonable if you are charging what other Districts are charging.

Scott Lyle asked why we don't charge for annual inspections. Our personnel use this for preplanning and familiarization of our District businesses. We do charge for reinspections. Chief Templeton stated that the consensus from other departments is that you don't recover the cost of billing for the services, much less for performing the service. Judy Rusk stated the annual inspection is good PR for the department and a good way to work on relationships between the District and its citizens/businesses.

Chief Templeton said we are looking at drafting a hazardous materials permit fee in the future. Fire Marshal Penfold will be working on this.

V. REGULARLY SCHEDULED ITEMS

A. Colorado Div. Of State Parks Update.

Chief Templeton stated that the Parks representative went to the Town of Firestone and thereafter met with the Town of Firestone/Frederick-Firestone Fire Protection District. Chief contacted the Chief of FFFPD and they were not interested in meeting or in talking about the State Park. They by-passed us and the Town of Firestone filed with the Court for the exclusion. We don't have to put this on the agenda for action.

B. JRA Update.

Chief Templeton distributed the JRA reports that were presented at the meeting earlier this evening, and reviewed the same.

Scott Lyle asked about the costs are regarding the MV portion of the JRA calls, etc. We have received \$11,488.75 to date. Are we covering our costs? Chief Lawley stated the cost split was put together by figuring what each District brings to the table, i.e. medical direction, fuel, apparatus, supplies, training, etc. by Mountain View, and three EMT-Bs by Boulder Rural. They recently met and changed the value of Twink's time as she is spending more than initially projected. Boulder Rural had projected more revenue than has been realized. The JRA oversight committee will be receiving a six-month report which will provide information regarding the costs. Judy Rusk stated that Mountain View is providing so much time with Twink, but BR still

pays for a medical director, etc. This is a concern. Chief Lawley stated next month's report will provide more information regarding costs by both entities. Judy Rusk wants to have this information when looking at the budget overview. This is very important for budget discussion.

Chief Templeton stated the ESCI study might share some of this information regarding sharing resources and saving costs, etc. Dr. Walker stated this information is necessary to properly budget and plan for the future. Chief Lawley stated ESCI has the information put together in the initial JRA presentation. Chief Templeton stated there should be a special meeting for the budget worksession, and at that time the JRA information would be presented, if that would be your wish. Chief Templeton stated a huge value to MV is that we are able to reassign personnel to alternative positions due to Boulder Rural providing three firefighters. Scott Lyle stated that is true, but we still have expenses that need to be accounted for and compared.

C. ESCI Update.

Chief Templeton stated there has been no news, although the report should be due some time between October 30-November 7th. He will provide the draft information to the Board upon receipt.

D. Fire Corps Update.

Staff Aldrich stated Dick Lentz has signed up for Fire Corps. He is working with Rachel on some things, but due to Fire Prevention Month everyone has been very busy. Staff is working on getting more participants.

E. Berthoud Fire/MVFPD Resolution – First Reading.

Chief Templeton stated staff met with Dick Lyons and he contacted Richard Samson with the Town of Mead and they said they would cooperate. Unfortunately, to do this it would require 100% property owner applications and/or an election. Therefore, we will be meeting with Chief Charles of Berthoud Fire to negotiate. There is no resolution at this time.

F. Mil Levy Campaign.

Chief Templeton reviewed the time line from Stifel-Nicolaus regarding items needing to be addressed per the 400 days to Victory (for a May election). At this time we need to put together the Blue Ribbon Panel. Discussion whether we are going for a ballot question next year. Chief has put together a PowerPoint presentation regarding the State of the District and would like to go "on the road" to present this throughout the District. If we are not going for a mil levy, it would not be appropriate to "go on the road" at this time. Chief Templeton asked to show the Board members the presentation and thereafter presented and explained it. The Chief's theme is that "it ain't broke, but it isn't good".

Chief Templeton distributed copies of his draft five year time table showing what we can do should our mil levy be increased to 11.747 (the same as Boulder Rural's), and includes increased staffing, purchase of apparatus and stations. This would not include any type of bond, we could make it happen with cash from the increases. The stations' costs are very reasonable, i.e. the Dacono Station \$1.47 Million, and many of the other stations would be smaller and less expensive (basically a big house that will fit into the neighborhoods) but functional.

Chief Templeton asked for direction, not a finalized plan at this time. If we are going ahead with a potential mil levy ballot question, he would like to get out to the public so they are fully informed. In the past, citizens have stated they didn't know the plan and were not informed.

Dr. Walker stated that to project the visual for the five year plan is a great help. This is not an easy sell, especially based on the past. The presentation gets to the nuts and bolts of the matter. The explanation of the redundancy piece should be enhanced. This can go toward helping different areas of the District understand that by staffing/building a station in another area does help their own area. We have been unable to do a good job at explaining this in the past. Discuss restructuring the way information is given to the public so they care and understand how it truly impacts them.

Discuss living within growth. Scott Lyle stated comparatively the call increase and population increase has not risen proportionately. Include slides that show where we are now, and where the District will be in two years, four years, etc. on response times. How have the demographics changed within the District; i.e. more baby boomers/aging population and therefore projected increase in need for response. Scott Lyle stated that the wording should be more simple/less technical so the public understands it easier/better. Also, graphs/visuals are helpful. Scott stated the presentation was great; well thought out. The five-year plan was a great use of time/effort to help everyone understand needs/time line. Great way to paint the picture. Chief Templeton stated the five-year plan is fluid as we are continuing to fine-tune it. Discuss future of maintenance facility at Station 7. Discussions have been had regarding a station at 71st and Mineral in the event a more permanent relationship with Boulder Rural is realized. They have funding for a new station. Discussion regarding five year plan pieces, station locations, basis for revenue, etc. The revenue was based on the difference between current MV mil levy of 7.817 and Boulder Rural's mil levy of 11.747, multiplied by the 2007 assessed values.

Discuss where the prevention piece for the citizen is addressed in the presentation.

Chief Templeton asked if he can take the presentation on the road. Dr. Walker asked to sit down with the Chief to adjust a few of the slides and then take the presentation on the road.

G. 2008 Budget.

Chief Templeton distributed his budget transmittal memo, the 2008 Budget staff recommendations, and the 2008 proposed budget. Judy Rusk asked when the workshop would be scheduled? Discussion regarding best possible dates for review. Worksession will be set for Saturday, November 17, 2007, 8:30 a.m. at the Administration Office.

VI. REPORTS

A. Station Reports.

None.

B. Staff Reports.

None.

(1) Operations/Training

None.

(2) EMS

Twink Dalton reviewed the distributed monthly breakdown of calls and reviewed training statistics for September.

(3) Fire Prevention

Fire Marshal LuAnn Penfold's report was included in the packet. She presented the award she accepted on behalf of Mountain View Fire at the Colorado National Speedway awards banquet.

(4) Admin

Chief Templeton stated we are remodeling some offices at Admin for additional staffing in the proposed budget. Training Division has moved to Station 4, which has been remodeled to accommodate them on the North side.

(5) Volunteer/Reserve Program.

None.

(6) Career Firefighters.

None.

C. Other Reports.

None.

VII. BOARD MEMBER ITEMS

None.

VIII. EXECUTIVE SESSION

None.

IX. ADJOURNMENT

There being no further business to come before the meeting, Scott Lyle moved to adjourn the meeting. Stephen Walker seconded such motion, and it was thereafter unanimously approved to adjourn the meeting at 2110 Hours.

Respectfully submitted,

President Date

Secretary Date

Minutes101507