

## RECORD OF PROCEEDINGS

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West Metro Fire Protection District  
Board of Directors Meeting  
March 24, 2016

### I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by President Pam Feely 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's headquarters, 433 S. Allison Parkway, Lakewood, Colorado.

### II. ROLL CALL

President Pam Feely	Present
Vice President Kristina Moeder	Present – via conference call
Secretary Wendy Volmer	Absent
Treasurer Cassie Stenstrom	Present
Director Tony Gonzalez	Absent
Director Marta Murray	Present
Director Mike Munden	Present

Also present were Fire Chief Don Lombardi; Deputy Chief Bruce Kral; Deputy Chief Scott Rogers; Ms. Adele Reester, Esq.; Lieutenant Mike Frainier, representing IAFF Local #1309; Ms. Glenda Aragon; and, Ms. Kim Brewer as recording secretary.

### III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

President Feely led the Pledge of Allegiance and requested a moment of silence to honor all fallen firefighters.

### IV. PUBLIC COMMENT

None.

### V. REVIEW OF MINUTES

**MOTION:** It was moved by Cassie Stenstrom and seconded by Marta Murray to approve the minutes of the regular meeting of the board of directors dated February 16, 2016, as presented. The motion was voted upon and carried.

**MOTION:** It was moved by Cassie Stenstrom and seconded by Marta Murray to approve the minutes of the special meeting of the board of directors dated March 2, 2016, as presented. The motion was voted upon and carried.

## VI. REPORTS

### A. Report of the Fire Chief – Chief Don Lombardi

#### 1. US&R Update

##### a. Strategic Group Meeting

The Strategic Group and Advisory Group meetings were recently held in Denver, hosted by Captain Tyus at the Training Center. They are currently working on budgets. The House of Representatives put forth a resolution that allows three-year funding for Urban Search and Rescue. Typically US&R funds at \$32.5 million, however, the resolution allows funding at \$50 million for three years. The resolution is now with the Senate waiting approval. There are large capital funding expenditures coming up for fleet, radios and SCBAs for all 28 teams.

The appeal for NM-TF1 was denied. NJ-TF1 is now preparing to enter the system. New Mexico's equipment is being disbursed back into the US&R system.

#### 2. Finance Division Update

##### a. January and February 2016 Financial Statements

Ms. Aragon reviewed the January and February 2016 financial statements which will be brought to the board for approval at the April meeting.

##### b. US&R Audit

The auditors completed their US&R field audit at the end of February. There were no findings or recommendations. CO-TF1 should have a positive single audit when the final audit for West Metro is done in May.

#### 3. Accreditation Update

##### a. Excellence Conference

Chief Lombardi, Chief Krapf and Captain Parker attended the Excellence Conference in Orlando last week. They attended the Commission hearings where South Metro became re-accredited. The Commission's focus this year seemed to be on turn-out times.

Work continues on the 4<sup>th</sup> Annual Compliance Report and at the same time work has begun on the 2017 re-accreditation process.

4. Election

The board of directors' election will take place May 3<sup>rd</sup> for Districts 4, 6 and 7. The District's polling places will be Administration, the Training Center, Station 13 and Station 15. Oversees (UOCAVA) ballots have gone out, election judges have been selected, and election judge training will occur on April 20<sup>th</sup>.

B. Administration – Deputy Chief Mark Krapf

None.

C. Operations – Deputy Chief Scott Rogers

1. Recruit Academy Update

The first big written test for the recruits was today. We will know the results tomorrow to gauge how everybody is doing. Unfortunately, one of the Cunningham recruits has dropped out.

2. Jefferson County Regional Wildfire Exercise

The Jefferson County Regional Wildfire exercise will be held May 21<sup>st</sup> in the Ken Caryl valley. The Ken Caryl Master Association is handling the media and keeping the homeowners informed. There will be a Code Red evacuation notice sent out to the Ken Caryl residents. 28 apparatus from multiple agencies throughout Jefferson County will be responding to this exercise. The JeffCo Incident Management Team (IMT) will take over the incident from us. West Metro will be done with the exercise at noon, but the IMT will continue through the next day.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report – Electronic Report

Chief Kral highlighted some of the more interesting projects on his report.

E. Other Matters

Jeffcom Update – West Metro and Arvada's boards of directors have both approved the Jeffcom IGA. Chief Lombardi will be attending meetings at the municipalities involved to lend his support.

F. Report of Legal Counsel – Adele Reester, Esq.

Ms. Reester reported that Senate Bill 69 regarding community paramedic endorsements for paramedic licenses was referred favorably to Appropriations.

G. Report of the President – President Pam Feely

1. Chief Lombardi's 2015 Performance Appraisal (carried over from February 16, 2016 board meeting)

Chief Lombardi requested that his appraisal be handled in public session and released the District from any liability.

President Feely reviewed Chief Lombardi's 2015 performance appraisal. Following discussion, it was agreed that the chief's 2016 appraisal process will begin in November.

H. Treasurer's Report – Treasurer Cassie Stenstrom

None.

I. Report of the Union – Lieutenant Mike Frainier

None.

J. Report of Civil Service Committee – Treasurer Wendy Volmer

Chief Lombardi reported on the March 10<sup>th</sup> Civil Service Committee meeting. The next meeting is scheduled for April 14<sup>th</sup>.

## VII. OLD BUSINESS

A. Colorado Urban Search and Rescue Participating Agency MOA with North Metro Fire Protection District – Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Stenstrom and seconded by Mike Munden to approve and authorize the signing of the Colorado Urban Search and Rescue Participating Agency MOA with North Metro Fire Protection District. The motion was voted upon and carried.**

B. Approval of the IGA between West Metro Fire Protection District and Wheat Ridge Fire Protection District - Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Stenstrom and seconded by Mike Munden to approve the Intergovernmental Services and Pre-Inclusion/Dissolution Agreement between Wheat Ridge Fire Protection**

**District and West Metro Fire Protection District. The motion was voted upon and carried.**

- C. Approval of Parameters of Resolution 2016-02 – A Resolution Authorizing the Issuance by West Metro Fire Protection District of its General Obligation Refunding Bonds for the Purpose of Refunding Outstanding Bonds of the District at Lower Interest Rates; Providing for the Establishment of an Escrow Account to Pay the Refunded Bonds, for the Levy of Property Taxes to Pay the Refunding Bonds and Other Details in Connection Therewith; and Approving Documents Relating to the Refunding – Fire Chief Don Lombardi

Ms. Andrea Vlad from Stifel was present to discuss the upcoming bond refunding (which will save the District approximately \$68,000 per year) and ask the board to approve the parameters of the resolution to go to market. The District was recently given an Aa2 rating by Moody's, (an excellent rating held by only four or five other districts in the state) due to sound financial operations.

**MOTION: It was moved by Cassie Stenstrom and seconded by Mike Munden to approve the parameters of Resolution 2016-02 – A Resolution Authorizing the Issuance by West Metro Fire Protection District of its General Obligation Refunding Bonds for the Purpose of Refunding Outstanding Bonds of the District at Lower Interest Rates; Providing for the Establishment of an Escrow Account to Pay the Refunded Bonds, for the Levy of Property Taxes to Pay the Refunding Bonds and Other Details in Connection Therewith; and Approving Documents Relating to the Refunding. The motion was voted upon and carried.**

Resolution 2016-02 will be brought to the board for approval at the April meeting.

- D. Approval of Resolution 2016-03 – A Resolution Proposing the Consideration of a Resolution Calling for an Election on the Issue of Inclusion of Properties within the Wheat Ridge Fire Protection District, and Setting Public Hearing on the Issue of Consideration of such Proposed Resolution – Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Stenstrom and seconded by Marta Murray to approve Resolution 2016-03 – A Resolution Proposing the Consideration of a Resolution Calling for an Election on the Issue of Inclusion of Properties within the Wheat Ridge Fire Protection District, and Setting Public Hearing on the Issue of Consideration of such Proposed Resolution. The motion was voted upon and carried.**

## VIII. NEW BUSINESS

None.

## **IX. BOARD BRIEFS**

### **A. 2016 Network Hardware Purchase – Fire Chief Don Lombardi**

Chief Lombardi reviewed the board brief regarding the 2016 network hardware purchase, which will be brought to the board for approval at the April meeting.

## **X. OTHER MATTERS**

### **A. Good News Award – April 12<sup>th</sup>**

Chief Lombardi thanked President Feely, Director Murray and Jill Messinger for nominating West Metro for the Good News Award from the Jefferson County Good News Coalition. This year the Coalition is focusing on safety and protecting and building our community and celebrating positive values. The award will be presented at the Good News Breakfast on April 12<sup>th</sup>.

### **B. Community Meetings**

Chief Lombardi and Chief Olme will begin setting up community meetings regarding the operational changes brought about due to the merger between West Metro and Wheat Ridge. The first meeting will be held in Edgewater in the next three weeks. More meetings will be set up for Wheat Ridge residents and West Metro residents in the north part of the District.

## **XI. EXECUTIVE SESSION**

None.

## **XII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved by Cassie Stenstrom and seconded by Marta Murray to adjourn the regular meeting of the West Metro Fire Protection District board of directors. The motion was voted upon and carried.**

The meeting adjourned at 8:20 p.m.

Recording Secretary: /s/s/ Kim Brewer  
/s/ Wendy Volmer