



Arvada Fire Protection District Board of Directors Regular Meeting Minutes

Date	Wednesday, February 2, 2022	Chair	President Jim Whitfield
Time	Regular Meeting 5:30 p.m.	Minutes	Executive Assistant Amy Rogers
Location	Arvada Fire Board Room and Zoom	Purpose	Regular Monthly Meeting
Members Present	Jim Whitfield, president; Bob Loveridge, vice president; Ted Terranova, secretary (Remote); Andrea Romero, treasurer; and Mark McGoff, assistant secretary treasurer.		
Staff Present	Mike Piper, fire chief; Kirk Lock, deputy chief; Vikki Fininen, finance director; and Attorney John Chmil.		

I. **Call to Order**

The regular meeting of February 2, 2022, was called to order at 5:30 p.m. by Jim Whitfield, president of the District Board via live participation and livestream on Zoom.

II. **Pledge of Allegiance and Moment of Silence**

President Whitfield led those present in the pledge of allegiance and a moment of silence for U.S. firefighters lost in the line of duty, civilians lost in fire-related deaths and the Arvada Fire retired volunteers who have passed year to date.

III. **Approve Regular Meeting Agenda**

Upon motion by Director Romero, second by Director Loveridge, the District Board unanimously approved the agenda for the regular business meeting of February 2, 2022, as presented.

IV. **Public Comment**

No public comment.

V. **Pension Board Meeting**

Upon motion by Director Romero, second by Director Loveridge, the District Board unanimously moved to recess to the Regular Meeting of the Pension Board. The Pension Board meeting was held from 5:33 to 5:54 p.m.

VI. **Report from Local 4056**

President Ryan Weir was not in attendance.

VII. **Report from Fire Chief**

Chief Piper provided a summary on agenda related items in the monthly report and provided an update on informational items including securing property to relocate station 1, status of co-responder applications, station construction update, reserve engine donation, replacing the finance director, and the promotion of two lieutenants to be sworn in at the regular meeting of March 2, 2022. Chief Piper also advised the free KN95 and surgical masks referenced last week by Governor Polis are now available in all stations and headquarters.

VIII. **Report from Board Members**

Director McGoff commented on the benefit of the recent Denver Fire Museum tour and encouraged other Board members to attend.

On behalf of Director Romero's business, Country Financial, a donation was made to the Colorado Professional Firefighters (CPFF).

Director Loveridge summarized the topics from a recent meeting with Councilmember Lisa Smith including strategic planning for the City and suggested other items to include on the agenda for the upcoming coordinating committee meeting.

President Whitfield commented on the recent JCBL Legislative Update given to Board members and invited them to share any feedback on legislative bills of interest.

IX. **Report from Finance Director**

Finance Director Vikki Fininen reviewed the financial report for December 2021, reporting cash receipts below budget for the month due to timing of the reimbursement request from the Candelas escrow fund. Total revenue was above budget for the month by \$2.3M and \$0.9M above budget for the year due to favorability in EMS revenue and fire inspection fees offset by timing of escrow draws to support the construction projects. Total expenses were \$173k below budget for the month and \$4.2M below budget on a YTD basis.

X. **Staff Report**

Digital Marketing and Communications Specialist, Brady Johnson, presented the Board with information on the new website hosted at www.arvadafireco.gov and explained the design process, the benefits and outcomes, as well as new features available to the citizens and text compliant updates for users with disabilities.

XI. **Report from Attorney**

Attorney John Chmil provided a summary on items contained in the attorney-client privileged memorandum and discussed possible upcoming changes to the mask mandates and consideration of impact fees. At the request of the Board, an agenda item to discuss impact fees will be included on the March 16, 2022, study session agenda.

XII. **Consent Agenda**

Upon motion by Director Loveridge, second by Director McGoff, the District Board unanimously approved the following items on the consent agenda for the meeting of February 2, 2022, as presented.

- Regular Meeting Minutes – January 5, 2022
- Financial Report – December 2021

XIII. **Strategic Agenda**

The 2021 fourth quarter response time matrix was provided to the Board in review of year-to-date progress.

XIV. **Action Items**

Upon motion by Director Loveridge, second by Director Romero, the District Board unanimously approved the Second Amendment to Member Handbook: Vacation Accrual Schedule.

XV. **Good of the Department**

No report.

XVI. **Adjournment**

Upon motion by Director McGoff, second by Director Romero, the meeting was adjourned at 6:35 p.m. The next regular meeting is scheduled for March 2, 2022.

Minutes approved and entered the proceedings of the District on March 2, 2022.

Ted Terranova

[Ted Terranova \(Mar 6, 2022 10:30 MST\)](#)

Ted Terranova, District Board Secretary


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Final Audit Report

2022-03-06

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