



Arvada Fire Protection District Board of Directors Regular Meeting Minutes

Date	Wednesday, July 6, 2022	Chair	Director 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; Mark McGoff, treasurer; and Leah Martin, assistant secretary treasurer.		
Staff Present	Mike Piper, fire chief; Nicole Stewart, finance director; and Attorney John Chmil.		

I. **Call to Order**

The regular meeting of July 6, 2022, was called to order at 5:30 p.m. by Jim Whitfield, president via live participation and livestream on Zoom.

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

Director 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 Terranova, seconded by Director Loveridge, the District Board unanimously approved the agenda for the regular meeting of July 6, 2022, as presented.

IV. **Public Comment**

No public comment.

V. **Report from Local 4056**

President Ryan Weir discussed with the Board a plan to collaborate with human resources on presenting information to the members regarding the Colorado Firefighter Heart and Cancer Benefits Trust Cancer Award Program as well as information on retirement procedures. Also discussed was an agenda item for Garry Briese, executive director of Colorado State Fire Chiefs, at the August study session.

VI. **Fire Chief**

Chief Piper provided a summary on agenda related items in the monthly report and provided an update on informational items including a possible agreement with WellPower for the co-responder program; update on the delay in construction at station 9 due to a gas line design issue with Xcel Energy; requests for proposal received for the training center remodel and station 5 fire sprinkler system retrofit; the completion of the succession plan and the Annual Compliance Report (ACR); and an update on new recruits.

VII. **Report from Board Members**

Director Terranova provided an update on the Friends of Arvada Fire CarFest (August 7, 2022) and reported on the success of the volunteer program with Dave's Locker.

Director Martin appreciated having Engine 51 present prior to the meeting.

President Whitfield encouraged board members to attend the Special District Association of Colorado (SDA) Annual Conference.

VIII. Report from Finance Director

Finance Director Nicole Stewart reviewed the financial report for May 2022 reporting cash receipts trending slightly favorable to budget, due to higher than anticipated ambulance revenue and both property tax and SOT coming in slightly higher than originally anticipated. Total revenue year to date is slightly under budget by \$446k due to the Candelas house sale that was budgeted in the current year, but revenue was received in the prior year. Total expenditures are under budget by \$546k year to date. This favorability is not expected to continue through the end of the year; however, Director Stewart will continue to monitor if a supplemental budget request is needed for the purchase of land for station 1.

IX. Proposed Changes to Administration Fund

Brandon Lincoln of Lincoln Financial Services presented information related to action item 7.01 - Consideration and approval of Proposed Changes to Administration 401(a)/457(b) Fund, on behalf of and based on recommendations by the plan's co-fiduciary and the employee 401(a) committee. A summary of the proposed fund changes was included in the packet along with the recommendation to seek board approval for the changes.

X. Report from Attorney

John Chmil provided a summary of items contained in the attorney-client privileged memorandum and commented on the final legislative update provided to board members. On an item of note, Attorney Chmil commented on potential future legislative impacts related to the violation of the state's open meetings law by the Douglas County School Board.

Director McGoff inquired about the required public notice for bidding for all construction projects that exceed \$60,000 in cost of labor and/or materials. Discussion included a suggestion to explore the parameters at the next legislative session.

XI. Consent Agenda

Upon motion by Director Terranova, seconded by Director Martin, the District Board unanimously approved the following items on the consent agenda for the meeting of July 6, 2022, as presented.

- Regular Meeting Minutes – June 1, 2022
- Financial Report – May 2022
- Colorado Special Districts Property and Liability Pool Repayment Agreement – Colorado Firefighter Heart and Cancer Benefits Trust Cancer Award Program
- Resolution 22-03: Appointing a District Budget Officer

XII. Discussion Agenda

No agenda item.

XIII. Strategic Agenda

The District Board was provided with a second quarter update for the Strategic Plan for review. No action required.

XIV. Action Items

Upon motion by Director Martin, seconded by Director Terranova, the District Board unanimously approved the proposed changes to administration 401(a)/457(b) fund.

Upon motion by Director Loveridge, seconded by Director Terranova, the District Board unanimously approved the contract termination with Jefferson Center for Mental Health.

XV. **Executive Session**

No agenda item.

XVI. **Good of the Department**

No agenda item.

XVII. **Adjournment**

Upon motion by Director Loveridge, seconded by Director Terranova, the meeting was adjourned at 6:23 p.m. The next regular meeting is scheduled for August 3, 2022.

Minutes approved and entered the proceedings of the District on August 3, 2022.

Ted Terranova

[Ted Terranova \(Aug 6, 2022 13:20 MDT\)](#)

Ted Terranova, District Board Secretary







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Final Audit Report

2022-08-06

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