



Arvada Fire Protection District Board of Directors Regular Meeting Minutes

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|------------------------|--|----------------|--------------------------------|
| Date | Wednesday, August 3, 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; Kirk Lock, deputy chief; Nicole Stewart, finance director; and Attorney John Chmil (virtual). | | |

I. **Call to Order**

The regular meeting of August 3, 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, second by Director McGoff, the District Board unanimously approved the agenda for the regular meeting of August 3, 2022, as presented.

IV. **Public Comment**

No public comment.

V. **Pension Board Meeting**

Upon motion by Director Terranova, second by Director Martin, the District Board unanimously moved to recess to the Regular Meeting of the Pension Board. The Pension Board meeting was held from 5:32 to 6:05 p.m.

VI. **Report from Local 4056**

President Ryan Weir updated the Board on recent activities of the Union and thanked Chief Piper for the time and resources provided for the funeral services of retiree Jerry Luft.

VII. **Fire Chief**

Chief Piper provided a summary on agenda related items in the monthly report and provided an update on informational items including the tentative plan for opening station 9 at the end of September and hosting an open house on October 8; the training center design and pre-construction services, and reported no RFP was received for the station 5 fire sprinkler system retrofit project. Chief Piper also reported positive feedback on the recent station visits, the 2023 budget planning process, and the development of the wildfire protection plan. Board members were also invited to the engine 51 push in ceremony on August 10 at station 1.

VIII. **Swearing-In Ceremony**

Chief Piper administered the oath of office to Fire Prevention Specialist Chris Warren.

IX. Report from Board Members

Director Loveridge issued an invitation to the Friends of Arvada Fire CarFest (August 7, 2022).

Director Terranova provided a summary on agenda items discussed at the coordinating meeting with the City of Arvada including the co-responder program, residential sprinklers, and a wildfire mitigation update.

President Whitfield has entered discussion with June Ramos to begin the fire chief performance review process.

X. Report from Finance Director

Finance Director Nicole Stewart presented the board with the second quarter financial report highlighting the district has \$0.3M underspend to budget, in comparison to \$4.0M the previous year. Also discussed was a revenue update (favorable to budget \$384k year to date); expenditures updates by division, programs, and capital projects (down by \$0.3M overall year to date); cash flow reserves, budget development objectives and timelines, and future considerations.

XI. Fire Marshal's Office Presentation

Fire Marshal Parker presented the Board with an update on activities in the Fire Marshal's office related to development and construction, properties seeking inclusion, compliance inspections, fire investigations, and initiatives related to NFPA wildfire policies, mass notification in schools, and residential sprinklers.

XII. Report from Attorney

John Chmil provided a summary of items contained in the attorney-client privileged memorandum and commented on the final retainage payment related to finalizing station 9.

XIII. Consent Agenda

Upon motion by Director Terranova, seconded by Director Loveridge, the District Board unanimously approved the following items on the consent agenda for the meeting of August 3, 2022, as presented.

- Regular Meeting Minutes – July 6, 2022
- Financial Report – June 2022

XIV. Discussion Agenda

Members of the Board discussed the placement of following agenda items for the study session of August 17:

- Board and Labor Relations (Garry Briese)
- Board Member Handbook and SDA Manual Updates
- 2023 District Board Election (Sarah Shepherd)
- District Sponsorship of Chamber of Commerce
- Strategic Healthcare Committee Update (Chief Mitchell and Lt. Fox)
- Inflation Adjustment

The final notice including agenda items will be posted 24 hours in advance of the meeting.

Information was shared with the Board regarding the FAMLI Program for discussion and consideration at the regular meetings of September and October.

XV. **Strategic Agenda**

The District Board was provided with a second quarter Incident and Response Time Analysis for review. No action required.

XVI. **Action Items**

No agenda item.

XVII. **Executive Session**

No agenda item.

XVIII. **Good of the Department**

No agenda item.

XIX. **Adjournment**

Upon motion by Director Loveridge, seconded by Director Terranova, the meeting was adjourned at 7:43 p.m. The next regular meeting is scheduled for September 7, 2022.

Minutes approved and entered the proceedings of the District on September 7, 2022.

Ted Terranova

[Ted Terranova \(Sep 12, 2022 14:56 MDT\)](#)

Ted Terranova, District Board Secretary







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Final Audit Report

2022-09-12

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