

**Minutes of the Regular Meeting of the Board of Directors of the  
Sunshine Fire Protection District  
June 08, 2010**

**Call to Order**

- The meeting was held at Fire Station #1, 311 County Rd 83, Boulder, CO 80302.
- It was called to order at 7:35 pm by the chair and quorum was established.

**Attendance**

- Board Members Present: Pavel Bouska, Don Dick and Frank McGuire.
- Absent: Jennifer Lansky, excused; Joyce Schroeder, excused.
- Others Present: Brett Haberstick

**Approval of Minutes**

- **Motion:** To approve May meeting minutes as written and amended. Motion was seconded and carried unanimously.

**Treasurer's Report**

- Report for May 2010 was submitted, reviewed and discussed.
  - Zions First National Bank requested from SFPD board a "Resolution of Governing Body" to certify the authorization of SFPD officers and officials to execute the Brush Truck Lease/Purchase Agreement. It was noted that the board has previously approved the lease and authorized its Chairman to execute it. Resolution detail can be found on page three of this document.
  - **Motion:** To approve the Resolution of Governing Body. Motion was seconded and carried unanimously.
  - **Motion:** To approve the Treasurer's Report. Motion was seconded and carried unanimously.

**Fire Chief's Report (emailed)**

- Bruce Honeyman is traveling and will submit his report at the next meeting.

**CWPP Report**

- No updates this month, See Fire Marshal's Report

**Fire Marshal's Report**

- A beetle workshop at Sunshine FS1 was well received by residents.
- A meeting with Boulder Rural captains is scheduled for Friday.
- Four Mile Fire Chief Brett Gibson submitted an IGA proposal to his board. Pavel will contact the Four Mile board to request a joint discussion meeting.
- Brett Haberstick is joining the Personnel Planning task force to explore options to attract and retain volunteers, including the Fire Chief, fire fighters and other support personnel.
- Report summarizing the Personnel Planning task force meeting on May 29, 2010 was presented to the Board. Summary detail can be found on page 4 of the minutes.
- CWPP meeting schedule was discussed. It was noted that the committee should meet earlier than September.
- The spring newsletter contributions and schedule were discussed.

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- Applied for a \$4000 chipping grant from Boulder County Land Use.
- Applied for 3 AFG grants (FEMA - Assistance to Firefighters Grant).
- Resubmitted an updated vehicle grant application.
- Statistical data for Sunshine-Four Mile-Gold Hill joint operations were discussed.

**Other Business**

- Bruce Joss filed the May board election documents with DOLA DLG and the District Court.
- The organization of the upcoming Flapjack Fling community event was discussed.

**Adjournment**

- With no further business, the meeting was adjourned at 9:41 pm.

**Minutes Prepared by:** Pavel Bouska

**Attest:**

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Jennifer Lansky, Secretary

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RESOLUTION OF GOVERNING BODY

**A resolution approving the form of the Lease/Purchase Agreement with Zions First National Bank, Salt Lake City, Utah and authorizing the execution and delivery thereof.**

*Whereas*, The Board of Directors (the "Governing Body") of Sunshine Fire Protection District (the "Lessee") has determined that the leasing of the property described in the Lease/Purchase Agreement (the "Lease/Purchase Agreement") presented at this meeting is for a valid public purpose and is essential to the operations of the Lessee; and

*Whereas*, the Governing Body has reviewed the form of the Lease/Purchase Agreement and has found the terms and conditions thereof acceptable to the Lessee; and

*Whereas*, either there are no legal bidding requirements under applicable law to arrange for the leasing of such property under the Lease/Purchase Agreement, or the Governing Body has taken the steps necessary to comply with the same with respect to the Lease/Purchase Agreement.

*Be it resolved* by the Governing Body of Sunshine Fire Protection District as follows:

SECTION 1. The terms of said Lease/Purchase Agreement are in the best interests of the Lessee for the leasing of the property described therein.

SECTION 2. The appropriate officers and officials of the Lessee are hereby authorized and directed to execute and deliver the Lease/Purchase Agreement in substantially the form presented to this meeting and any related documents and certificates necessary to the consummation of the transactions contemplated by the Lease/Purchase Agreement for and on behalf of the Lessee. The officers and officials of the Lessee may make such changes to the Lease/Purchase Agreement and related documents and certificates as such officers and officials deem necessary or desirable, such approval to be conclusively evidenced by the execution and delivery thereof.

SECTION 3. The officers and officials of the Governing Body and the Lessee are hereby authorized and directed to fulfill all obligations under the terms of the Lease/Purchase Agreement.

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## **Personnel Planning Task Force Meeting Summary May 29, 2010**

**Peter Beresford, Don Dick, Bruce Honeyman, Joyce Schroeder**

The task force discussions centered on the role of the fire Chief, Bruce's planned departure in December, and who might serve as our next Chief. Two common models exist for volunteer fire departments:

1. **Minimalist.** Little activity outside of responding to incidents.
2. **Active.** Emphasize professionalism of department with certification required and extensive participation with other fire districts, especially administrative planning.

SFPD fits in the second category and also has emphasized the role of the fire department as a focus of community involvement and activities.

In order to attract new people into taking on the responsibilities of Chief, it seems imperative to either spread out the load or reduce the load. It is not clear what the community expects of our fire department and what they would be willing to see happen to reduce the load. Nonetheless, we do need to spend time exploring ways in which we could cut back on what we currently do and understand the impact of these cuts on our core mission of emergency services to respond to medical, fire, and vehicle accidents.

A lot of discussion centered on the possibility of increasing our cooperation with 4-Mile and Gold Hill. Even without a formal merger, we could have a single person serving the same function for all three departments. Example of this include wildfire coordinator (Eric Bader), medical coordinator (Biz in 4-M), truck maintenance, radio & pager support, base radio station operation, procurement person, treasurer. We currently duplicate a lot of this work since each of the three departments supports all of these services. There is considerable interest by both 4-M and SFPD in taking this further with a possible formal merger. If GH were interested, we would welcome that as well.

Other topics include reducing the Chief's duties by getting non-firefighters in the community to take on tasks such as keeping the station clean and maintaining the fire stations. Possibly someone other than the Chief might take on the administrative tasks of attending meetings and responding to inquiries from within the community. Definitely such a person would have less influence at meetings than the Chief, but it seems better to accept this effect rather than have no influence because no one will serve as Chief. It might be possible to reduce the certification requirements for the Chief to increase the pool of possible candidates. Establishing a definite shorter term of office for the Chief to one or two years could also help.

The possibility of paying a salary or pension to the Chief came up, but SFPD finances will be extremely tight for the next 5 years at least, so this doesn't seem possible.

The task force did not arrive at any specific recommendations but instead needs the Board to provide further direction if it wants the task force to continue.