

**REGULAR BOARD OF DIRECTORS MEETING**  
**May 14, 2009**  
**Temporary Administrative Offices**  
**201 W. Perry Park Avenue**  
**Larkspur, CO 80118**

**MEETING MINUTES**

**Present:**

Darol Yarman, President	Jamey Bumgarner, Fire Chief
James Burke, Treasurer	Stuart Mills, EMS Div Chief
Scott Simms, Secretary	Becky Hernandez, Admin Assist.
Mike Andersen, Board Member	Lou Kirkland, Bookkeeper
Larry Sutton, Board Member	

**I. MEETING CALL TO ORDER**

President Yarman called the meeting to order at 1903 hours.

**II. PUBLIC COMMENT/RECOGNITION**

No public comment.

**III. CONSENT AGENDA**

**A.** April 9, 2009 Regular Meeting Minutes

**B.** Payment to WO Danielson and change order

A motion was made by President Yarman and seconded by Mr. Andersen to approve the April payment to WO Danielson for \$301,472.71. All were in favor and the motion carried.

**C.** Financial:

1. Accounts Payable
2. Financial Report

Mrs. Kirkland to create a simple schedule sheet including any contingencies, second loan purchases, and any change orders.

A motion was made by Mr. Simms and seconded by Mr. Andersen to approve the Consent Agenda. All were in favor and the motion carried.

**IV. CHIEF'S REPORT**

**A.** Construction Updates

Station 161 – The south side of the building is approx 80% complete and within the next two weeks they expect its completion. Chief Bumgarner performs a walk-through every morning. Colors have been chosen: carpet, wall base, interior walls, and tiles (floor and bathrooms). The Larkspur Historical Society offered to help decorate the community room with pictures and informational items. Patio has been poured along the outside. Curbs, gutters, and dumpster pads are being poured. President Yarman led a discussion on the change order requests.

Station 162 – Once fencing is completed, grading will begin.

1. Sewer project update – WO Danielson bid the project out and accepted one of the bidders. An easement agreement is to be drawn up between LFPD, Water District, and the homeowner for this utility easement.

2. Perry Park Metro Board voted to give the Fire District all their computer equipment (weather station), which is currently housed at Station 162.
3. Sprinkler system is an add-on at this point and not currently planned for at Station 162.

**B. Update on Chief's Annual Report**

Chief Bumgarner updated the Board with regard to the 2008 Annual Report. President Yarman stated that Lieutenant Wagner is doing an exceptional job with the Training Division stating "The amount of certificates and training hours are impressive." Chief Bumgarner mentioned that the Prevention Division is also doing a great job with pro-bono work being done at the Griffith's Center. He also noted that Chief Mills has done a wonderful job working with SkyRidge Hospital for the past 18 months on our Performance Improvement (PI) program. Mr. Sutton acknowledged the excellent work that Garrett Chism and Dr. Heinz have been doing with our organization. Lastly, two of our Firefighters of the year have attended the IAFC conference earlier this month. The Annual Report will be posted online and a mass mailing will be done within our district during the next month.

**C. Update on SDA conference**

Mr. Burke shared that it was well worth the time and effort to attend the conference by Mr. Collins. Mr. Simms concurred with Mr. Burke's assessment. The presentation handouts will be made available for all Board Members.

Discussion was held on the following informational items:

- Inquiry Disclosure that is filed with the secretary of state on a quarterly basis
- Email correspondence disclaimer: *No action will be taken on replies*
- Emails to be stored for one year plus the current year, in essence two years from date of email. Recommendation is to create an LFPD Board folder in your Larkspur email account to house the emails.

**V. ACTION ITEMS**

**A. Presentation to PPWA regarding station #162 sewer cost sharing**

President Yarman to contact Perry Park Water & Sanitation in an effort to hold a joint special meeting for discussion on the cost sharing of the sewer project.

**B. W.O. Danielson change order for Station #162 sewer line**

A motion was made by Mr. Andersen and seconded by Mr. Burke to approve the change order for WO Danielson to manage the Station #162 sewer line project in the amount of \$117,547. All were in favor and the motion carried.

A motion was made by Mr. Simms and seconded Mr. Andersen by to approve change order #1 in the amount of \$20,233, #2 in the amount of \$13,536, and #3 in the amount of \$39,017 for Station 161 as read by President Yarman. All were in favor and the motion carried.

A motion was made by President Yarman and seconded by Mr. Burke to approve a one year warranty with the contractor. All were in favor and the motion carried.

**VII. EXECUTIVE SESSION**

No session necessary

**VIII. ADJOURNMENT**

A motion was made by Mr. Andersen to adjourn the regular board meeting by 2105 at hours.