

RECORD OF PROCEEDINGS

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LOVELAND RURAL FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Loveland Rural Fire Protection District was held at Station No. 2 on Wednesday, February 3, 2016 at 3:00 p.m.

The following members were present: Dave Legits, Mike McKenna, Barry Gustafson, Andy Anderson, and Jeff Swanty.

Also present were:

Greg White, Secretary, Loveland Rural Fire Protection District
Mark Miller, Loveland Fire and Rescue Authority
Renee Wheeler, Loveland Fire Rescue Authority
Greg Ward, Loveland Fire Rescue Authority
Ned Sparks, Loveland Fire Rescue Authority
Carrie Dann, Loveland Fire Rescue Authority
Ingrid McMillan-Ernst, Loveland Fire Rescue Authority
Bill Lundquist, Big Thompson Canyon Volunteer Fire Department
Bob Boggio, Rural Citizen

President Legits called the meeting to order.

The minutes of the January 6th, 2016 regular meeting were presented. Upon motion by Swanty, seconded by Gustafson, and unanimously carried, the minutes were approved.

White presented the December 2015 and January 2016 bills. Upon motion by Gustafson, seconded by Swanty, and unanimously carried, the following bills were approved:

Loveland Fire Rescue Authority		\$ 196,962.00
City of Loveland		
Canyon Facilities (2)		114.26
Poudre Valley REA		
Canyon Facilities (2)	29.47	
Canyon Facilities (2)	38.24	67.71
Schrader Propane		
Canyon Facilities (2)		1,487.40
CenturyLink		
Canyon Facilities (2)		115.00
CenturyLink		
Canyon Facilities (2)		400.00
Gregory A. White		
Legal (12a)		2,650.00
Haynie & Company		
Bookkeeping (8c)		350.00
Gregory A. White		
Administrative (12b)		1,000.00
Board Secretary Fee (8a)		375.00
Dave Legits		
Board Meetings (8b)		100.00

Mike McKenna	
Board Meetings (8b)	100.00
Barry Gustafson	
Board Meetings (8b)	100.00
Leroy Anderson	
Board Meetings (8b)	100.00
Jeff Swanty	
Board Meetings (8b)	100.00

TOTAL \$ 204,021.37

White presented the financial report. He distributed a new financial report that had just been completed that corrected two line items in which revenue and expenses had been incorrectly calculated. The changes did not change the overall financial report.

White noted that revenues were above budgeted figures while expenses were below budgeted amounts. Wheeler reminded the Board that the final 2015 financial report will be completed following the completion of the City's year-end calculations which should occur at the end of February 2016.

Chief Miller presented the Chief's Report. He stated that the Authority had been chosen to host the first national curriculum for Active Threat Integrated Response. Previously the event had only been hosted in North Carolina. The Authority will host the three day event in March or April 2016.

Miller briefed the Board on items discussed at the LFRA Board Planning Workshop held on January 27, 2016 as follows:

- Convert part-time CSD Inspector to full-time Inspector in 2016
- Hire a new firefighter to provide coverage for firefighters who will be on military relieve in 2016 and 2017

The LFRA Board requested that Miller bring back revised financial information regarding these proposed staffing changes. There will be no effect on the 2016 Budget, but if instituted, there will be an increase in the personnel costs for the 2017 Budget.

Miller also reviewed with the Board the Strategic Plan that showed 70% of the Strategic Plan is completed. The Department is currently working on an itemized summary of the Strategic Plan.

Miller briefed the LFRA Board on the status of Station No. 7 and potential operational needs for station facilities in the eastern portion of the LFRA service area. The Authority needs approximately one-half to two acres for the Station No. 7 location and anticipates acquisition in 2016.

Miller stated that at the February 2016 LFRA Board meeting there will be a discussion led by Dino Ross concerning roles and responsibilities of the LFRA Board.

Miller reported that the first neighborhood meeting held been held for the Training Center annexation as required by City Code. The annexation process is moving forward. Only one neighbor attended the meeting and had no concerns with the annexation.

Miller briefed the Board on House Bill 16-1088 which authorizes fire districts to adopt impact fees. White informed the Board that he had reviewed this proposed legislation and impact fees are treated the same as municipalities are currently authorized to impose impact fees. White noted that approval of this legislation does not require fire districts to impose impact fees. Director Swanty noted that imposition of any additional fee to be paid by developers or residents of the Rural District increases cost of developed property. Swanty also noted that this would be an important tool to have in

the event the Rural District decides to seek other forms of revenue. It was the consensus of the Board that Miller as Fire Chief, if authorized by the LFRA Board, and White on behalf of the Rural District, address the Rural Board's support of this legislation by letters to appropriate legislators.

Wheeler gave the Public Safety Administrative Director Report. She noted that the Authority is looking at streamlining the current budget development process and will return it to the LFRA Board in February with a streamlined process. There was discussion regarding the possibility of contingency budgeting to address this issue.

Chief Sparks presented the Community Safety Division Report. Sparks introduced a presentation on the role and responsibility of the Community Safety Division.

Director McKenna joined the meeting at 3:48 p.m.

Sparks presented an overview of the Division and the development review process. He reviewed his responsibilities as Division Chief and the makeup of the current staff.

Carie Dann presented a review of the Development Review process. She reviewed the responsibilities of the Division including planning which addresses addressing, access and water issues; fire protection systems; code review of preliminary plats; the building permit process; and inspections of development during and upon completion of projects.

Dann presented statistical information on Division activities between 2012 and 2015 which shows an increase in reviews and inspections in the Division.

Dann and Ingrid McMillon-Ernst briefed the Board on two review processes which were successful in the case of the first review project and unsuccessful in the case of the second review project.

Chief Sparks summarized the CDS presentation and thanked the Board for its time.

Chief Ward presented the Operation Division Report. He noted that significant events were listed in the Monthly Report. In June, the Division will host the "Kill the Flashover" event which is the development of new fire control strategies through collection and observation of actual fire behavior. In order to host this conference, the Department will require additional personnel from surrounding departments and several out-of-state departments.

Canyon Chief Bill Lundquist gave the Canyon Department Report. There were only minor incidents in the last month. There are currently four students in the Aimes Fire Academy. The Canyon Awards Banquet will be held on February 27, 2016.

President Legits reported on Station No. 9. A temporary Certificate of Occupancy is anticipated in the near future. This will allow occupancy of the Station in the next month.

White opened discussion on the proposed Intergovernmental Agreement with Berthoud Fire relating to the Heron Pointe annexation to the Town of Berthoud. White briefed the Board on the current status of the request by Berthoud Fire to include this property which has been annexed to the Town of Berthoud. White noted that, due to the fact that Berthoud Fire has an IGA with the Town of Berthoud which designates Berthoud Fire as the primary response authority for property within the Town of Berthoud, it was his legal opinion that the Rural District cannot successfully prevent exclusion of this property from the Rural District and inclusion into the Berthoud Fire District.

Upon questions raised by Director McKenna, White briefed the Board on the process of annexation into the Town of Berthoud by property owners, and the potential of further annexation into the Town of Berthoud for property located south of the Campion Road from the Weld County line to the Carter Lake Road currently located within the Rural District. Chief Miller stated that it was his opinion that failure to approve the IGA would

potentially be detrimental to the current very successful working relationship between Berthoud Fire and LFRA. Miller noted that exclusion of the property from the Rural District and inclusion into Berthoud Fire would not affect operational response in the area.

After discussion, upon motion by Gustafson, seconded by Anderson, and carried with Director McKenna voting no, the Board approved the IGA between Berthoud Fire and the Rural District as presented.

White noted that there was still an opening on the Fire Rescue Advisory Commission. At the present time, there are no candidates for appointment.

Due to the fact that it is possible that the remodel of Station No. 1 will not be completed by March, the March 2 meeting of the Rural Board will be held at 3:00 p.m. at Station No. 2.

There being no further business, the meeting was adjourned.

Gregory A. White, Secretary/
Assistant Treasurer

ATTEST:

President