

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, July 6, 2016 at 3:00 p.m.

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

Also present were:

Greg White, Secretary, Loveland Rural Fire Protection District
Mark Miller, Loveland Fire Rescue Authority
Greg Ward, Loveland Fire Rescue Authority
Jason Starck, Loveland Fire Rescue Authority
Shawn Neal, Big Thompson Canyon Volunteer Fire Department
Bob Boggio, Rural Citizen

President Legits called the meeting to order.

The minutes of the May 25, 2016 regular meeting were presented. Upon motion by Gustafson, seconded by McKenna, and unanimously carried, the minutes were approved.

White presented May 2016 bills for ratification and the June 2016 bills. Upon motion by Swanty, seconded by Gustafson, and unanimously carried, the following bills were approved:

May 2016 Bills for Ratification:

Loveland Fire Rescue Authority	\$ 180,898.00
City of Loveland	
Canyon Facilities (2)	103.38
Poudre Valley REA	
Canyon Facilities (2)	29.00
Poudre Valley REA	
Canyon Facilities (2)	45.97
CenturyLink	
Canyon Facilities (2)	125.00
CenturyLink	
Canyon Facilities (2)	350.00
CenturyLink	
Canyon Facilities (2)	109.44
Haynie & Company	
Bookkeeping (8c)	350.00

TOTAL \$ 182,010.79

June 2016 Bills

Loveland Fire Rescue Authority	\$ 190,580.00
City of Loveland	
Canyon Facilities (2)	81.26
Poudre Valley REA	
Canyon Facilities (2)	29.00
Poudre Valley REA	
Canyon Facilities (2)	51.47

CenturyLink	
Canyon Facilities (2)	135.00
CenturyLink	
Canyon Facilities (2)	400.00
CenturyLink	
Canyon Facilities (2)	113.30
Awards Unlimited	
Miscellaneous (5)	95.10
DeDecker Land Surveying	
Miscellaneous (5)	2,800.00
Big Thompson Canyon Volunteer Fire Department	
Canyon Department (7)	1,162.38
Big Thompson Canyon Volunteer Fire Department	
Canyon Department (7)	15,000.00
Gregory A. White	
Legal (12a)	4,306.00
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 \$ 216,978.51

White presented the financial statement. He noted that revenues were above budgeted projections and expenditures within budgeted parameters. White presented the Board with the updated chart showing property tax and specific ownership tax through June 2016. Property tax revenues remain significantly higher than 2015 with specific ownership taxes ahead of 2015. White noted that the January through June collection of property taxes is substantially all of property taxes collected in a calendar year due to payment deadlines for property taxes.

Chief Miller presented the Chief's Report. Chief Miller briefed the Board on the status of the Apparatus Replacement discussions. The Department is close to finalizing the necessary financial information to present the proposed Plan to the Rural Board. It is anticipated that the necessary information will be received within the next week by the Department. Chief Miller requested that the Rural Board hold a special meeting to review the proposed Plan in order to continue to move this process forward. Upon motion by Swanty, seconded by McKenna, and unanimously carried, the Rural Board set a special meeting of the Rural Board for July 20th, 2016 at 3:00 p.m. at Station 2.

Chief Miller briefly asked if there were any comments or questions concerning the Monthly Report. There were none.

Chief Miller reported that at the upcoming July Board meeting that the LFRA Board will be reviewing the final draft of LFRA documents for the transfer of equipment and Station leases. Following review by the LFRA Board, those documents will be forwarded to the City and the Rural District for their review and possible approval.

Chief Miller recently met with the new City Manager Steve Adams to discuss LFRA issues. City Manager Adams will assume his position as a member of the LFRA Board

at its July meeting. Miller advised the Board he thought it would be beneficial for the Rural Board to invite City Manager Adams to an upcoming Rural Board meeting. White stated that he would forward an invitation to City Manager Adams.

In the absence of Administrative Services Director Wheeler, there was no Administrative Services Director Report.

Chief Miller reported that Chief Sparks was on vacation and there was no report from the Community Safety Division.

Chief Ward presented the Operation Division Report. He reviewed significant calls in the past month including a haz-mat spill at Cardinal Glass. The spill involved sulphur dioxide. Poudre Fire Authority was part of the response providing sophisticated air monitoring equipment for this incident.

Recently there was a wildfire in the Bobcat Ridge nature area of three to four acres. Poudre Fire Authority, the Forest Service and LFRA participated in the two day response to this incident. During the same period of time there was a structure fire on East Eisenhower which allowed the Department to test its new technique of not ventilating the structure in an attempt to prevent further spread of the fire.

During June, the Department hosted the "Kill the Flashover" training exercise. Firefighters from nine states and three countries participated in this training exercise. The Department is incorporating information learned at this training session into its operational policies.

Chief Miller commented that as part of the "Kill the Flashover", a cancer prevention and education training was conducted, including the use of a specially trained dog to detect possible cancer problems in individuals. The Department is hoping to have another session in October of this year.

Chief Ward and Canyon Chief Neal are continuing to refine operational policies to address the Highway 34 rebuild and the closing of Highway 34. They have also been meeting with Estes Valley Fire Protection District for these response policies.

Chief Ward briefed the Board on a new system used by the Castle Rock Fire Department for integration of wildland fire information into map pages used by the Department. This program is superior to the current policy of wildland pre-planning conducted by the Department.

Chief Neal gave the Canyon Department Report. The Canyon Department has obtained a license to raffle off the 1983 Jeep. This raffle will be conducted in October of this year. The Department had 23 calls in June including two wildland and one mutual aid with the Estes Valley Fire Protection District. Chief Neal commented on the grand opening of Station 9 and thanked all who attended this function. Neal reported that two Canyon firefighters had obtained Firefighter I certification.

Chief Neal briefed the Board on the current process which budgeted Rural District funds are used by the Department. The Canyon is reimbursed by the Rural District for expenses incurred on a quarterly basis. This causes the Canyon Department to have low cash flow and the need to use Big Thompson Canyon Volunteer Fire Department Inc. funds for expenses prior to being reimbursed by the Rural District. The Canyon Department has spent approximately \$10,300 to date of the \$38,000 budgeted for 2016. At the present time, the Canyon Department's account contains less than \$200 until the Rural District reimburses the Canyon for its second quarter request of \$1,200. Following that payment, the Canyon will have approximately \$1,400 in its bank account for the third quarter. Chief Neal proposes that the Rural District transfer one-quarter of the yearly budgeted funds at the start of each quarter to allow the Canyon to properly manage its funds and make appropriate purchases. The Canyon will provide the Rural District a monthly accounting of purchases. Secretary White confirmed the statements made by Chief Neal and recommended the Board consider this method of funding the Canyon expenses. Upon motion by McKenna, seconded by Gustafson, and

unanimously carried, the Board authorized White to transfer approximately one-quarter of the Rural 2016 Canyon Budget to the Canyon at the start of each quarter.

White presented Resolution No. R-066 which is a resolution adopting a Supplemental Budget for appropriation of moneys for LFRA. White noted that the LFRA IGA requires the City and the Rural District to approve the supplemental budget appropriations of LFRA. The purpose of this supplemental appropriation is to appropriate an additional sum of \$65,244 which represents revenue from grants awarded to LFRA and the Rural District for hoods, gloves and helmets, replacement of 18 sets of bunker gear, and emergency operations center communications equipment as specified in the Resolution. Since these moneys are grant funds, there is no negative impact to the Fire Authority nor the Rural District's budget. Upon motion by Gustafson, seconded by McKenna, and unanimously carried, the Board approved Resolution No. R-066 of the Fire Authority.

White presented a proposed Resolution adopting a Supplemental Budget regarding appropriation of moneys for the Rural District 2016 Budget. President Legits opened the public hearing on this Resolution. White stated that a notice of this Supplemental Budget hearing had been published as required by statute on June 27, 2016. White noted he had received no communications concerning the Supplemental Budget. White stated the purpose of the supplemental budget was to appropriate the sum of \$28,134 for capital equipment from the Rural District's General Fund received as a grant from the State of Colorado Division of Fire Prevention and Control for the replacement of 18 sets of bunker gear for the Canyon Department. President Legits asked if there were any public comments. There being no public comments, President Legits closed the hearing. Upon motion by Swanty, seconded by Gustafson, and unanimously carried, the Board approved the Supplemental Budget Resolution.

White provided information to the Board on the amount of money spent by the Rural District in the negotiation of the IGA with Berthoud Fire for annexations into the Town of Berthoud. The sums were \$1,900 in 2015 and \$1,300 to date in 2016. Director McKenna thanked him for providing this information. White also stated that the Rural District has yet to receive the required Petition from the landowners of Heron Pointe in order to process the exclusion of the property from the Rural District. White has spoken with the attorneys for Berthoud Fire and informed them of this fact. White and Miller will follow-up with the property owners in an attempt to have the property owners file the required petitions for exclusion with the Rural District.

Director Swanty thanked the Department, the Larimer County Sheriff's Office and Thompson Valley Emergency Medical Service for their response for a family emergency in June of this year. Due to the professional response, Director Swanty informed the Board that his daughter's life was saved and is doing well. He noted that this excellent response is what is needed by the citizens of LFRA when emergencies occur.

Director McKenna thanked the Department for the 4th of July breakfast. He noted that this event is very special for retired Department members. Director Swanty inquired as to the Rural participation in this event. White noted that no funds were requested from the Rural for 2016. After discussion by the Board, White stated that he would write a letter to the Firefighters Union, which sponsors the event, and request the Union submit a request for funds from the Rural District for any upcoming 4th of July breakfast celebration.

There being no further business, the meeting was adjourned.

Gregory A. White, Secretary/
Assistant Treasurer

ATTEST:

President