

## RECORD OF PROCEEDINGS

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### 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, March 2, 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 Rescue Authority  
Renee Wheeler, Loveland Fire Rescue Authority  
Greg Ward, Loveland Fire Rescue Authority  
Ned Sparks, Loveland Fire Rescue Authority  
Bill Lundquist, Big Thompson Canyon Volunteer Fire Department  
Tim Brady, Big Thompson Canyon Volunteer Fire Department  
Bob Boggio, Rural Citizen

President Legits called the meeting to order.

The minutes of the February 3rd, 2016 regular meeting were presented. Upon motion by Swanty, seconded by McKenna, and unanimously carried, the minutes were approved.

White presented the February 2016 bills. Upon motion by McKenna, seconded by Swanty, and unanimously carried, the following bills were approved:

|  |       |                      |
|--|-------|----------------------|
| Loveland Fire Rescue Authority                 |       | <b>\$ 178,438.00</b> |
| City of Loveland                               |       |                      |
| Canyon Facilities (2)                          |       | <b>116.20</b>        |
| Poudre Valley REA                              |       |                      |
| Canyon Facilities (2)                          | 29.93 |                      |
| Canyon Facilities (2)                          | 49.92 | <b>79.85</b>         |
| Schrader Propane                               |       |                      |
| Canyon Facilities (2)                          |       | <b>411.80</b>        |
| CenturyLink                                    |       |                      |
| Canyon Facilities (2)                          |       | <b>125.00</b>        |
| CenturyLink                                    |       |                      |
| Canyon Facilities (2)                          |       | <b>400.00</b>        |
| Full Circle Creative                           |       |                      |
| Miscellaneous (5)                              |       | <b>95.40</b>         |
| Colorado Division of Fire Prevention & Control |       |                      |
| Miscellaneous (5)                              |       | <b>200.00</b>        |
| Gregory A. White                               |       |                      |
| Legal (12a)                                    |       | <b>2,200.00</b>      |
| Haynie & Company                               |       |                      |
| Bookkeeping (8c)                               |       | <b>700.00</b>        |
| Gregory A. White                               |       |                      |
| Administrative (12b)                           |       | <b>1,000.00</b>      |
| Board Secretary Fee (8a)                       |       | <b>375.00</b>        |
| Dave Legits                                    |       |                      |
| Board Meetings (8b)                            |       | <b>100.00</b>        |

|                     |               |
|---------------------|---------------|
| Mike McKenna        |               |
| Board Meetings (8b) | <b>100.00</b> |
| Barry Gustafson     |               |
| Board Meetings (8b) | <b>100.00</b> |
| Leroy Anderson      |               |
| Board Meetings (8b) | <b>100.00</b> |
| Jeff Swanty         |               |
| Board Meetings (8b) | <b>100.00</b> |

TOTAL   \$ 184,641.25

White presented two financial reports. One for January 2016 and the end of the year for December 2015. On the January report, White noted that revenues and expenditures were within budgeted parameters. With regard to the December 31, 2015 financial report, White noted that this end of the year summary included the reconciliation of the Authority payment. White noted that the difference between budgeted revenues and expenditures with actual revenues and expenditures was approximately \$120,000 savings. White noted that the February statement of collections from the Larimer County Treasurer's Office showed that property tax revenues for February 2016 were \$759,000 and specific ownership tax of \$23,890. In 2015, the property tax revenues for February were \$521,000 and \$13,500 for specific ownership taxes.

Chief Miller presented the Chief's Report. He noted that Roylene Sterkel was retiring after 25 years of service on October 1, 2016. Roylene has been an essential member of the Department and will be missed particularly with regard to her institutional knowledge.

Miller noted that the Rossum Drive Property is under contract with no contingencies.

The Loveland City Council approved the expenditures for the Training Center Master Plan. The permit has been pulled and the steel finally ordered for the relocation of the radio tower at Station No. 1. It is estimated that this project will finally be under construction near the end of May 2016.

Miller stated that the Department had attended the Scheels groundbreaking in the 2534 Development. Scheels is anticipating a grand opening of this project on September 30, 2017.

Wheeler gave the Public Safety Administrative Director Report. She gave a presentation on the supplemental budget request for LFRA for its 2016 budget. The supplemental request is for a total of \$705,079 to complete projects in progress at the end of 2015, adjust the budget for the paid firefighter pension fund, personnel related requests which include moving the CD inspector from full time to part time and hiring a firefighter rover in 2016, retirement and group benefits, and matching the grant for the Canyon bunker gear. The only new requests were for \$45,425 for four additional items.

The effect of the supplemental budget request on the District's 2016 Budget will be \$79,475.

After discussion, upon motion by Swanty, seconded by McKenna, and unanimously carried, the supplemental budget request for the 2016 Fire Authority budget was approved.

Chief Sparks presented the Community Safety Division Report. He briefed the Board on the current situation with the Heron Pointe plan review by the Department. After discussion, Sparks and Miller were asked to work with the Berthoud Fire Department in managing the transition of plan review following exclusion of the property from the Rural District. White noted that exclusion will not occur until the Court orders the exclusion which will take at a minimum of 90 days.

Canyon Chief Bill Lundquist gave the Canyon Department Report. There was one small structure fire and a motor vehicle accident with injuries in February in the Canyon. Lundquist reported on the Awards Banquet stating that the event was well attended and well received by the Canyon Department. He thanked the Board members for participating in the event, particularly Director Swanty for administering the oaths to all members of the Canyon Department. Lundquist stated that he announced at the Awards Banquet that he would be stepping down as Canyon Chief at the end of his term in May 2016. Miller thanked Canyon Chief Lundquist for his professionalism and ability to work with the Loveland Fire Rescue Department during his ten year term as Canyon Chief. Lundquist reported that the Department was undergoing its annual wildland safety refresher course, and also that Assistant Canyon Chief Brady had completed the Peer Support training through Loveland Fire Rescue.

President Legits reported on the progress of Station No. 9. A temporary CO has been issued by Larimer County. Phone and DSL internet have been installed. Legits is finishing up the interior work and remaining improvements to the project. The Board requested that a future meeting of the Board be held at Station No. 9.

Chief Ward presented the Operation Division Report. He noted significant incidents in February included two responses into the Berthoud Fire District for a garage fire and a grass fire. The Department is also doing leadership training with regard to the hiring process.

White reported that he, acting as the Designated Election Official, had cancelled the May 3, 2016 election for Board members, and Director Gustafson and Director McKenna were elected by acclamation for new four year terms. Those terms will begin following the May 3, 2016 election date.

There being no further business, the meeting was adjourned.

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Gregory A. White, Secretary/  
Assistant Treasurer

ATTEST:

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President