

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
LOVELAND RURAL FIRE PROTECTION DISTRICT
HELD
September 1, 2021

A regular meeting of the Board of Directors of the Loveland Rural Fire Protection District (referred to hereafter as "Board") was convened on Wednesday, the 1st day of September 2021, at 3:00 P.M.

ATTENDANCE

Directors in Attendance Were:

David Legits, President
Jeff Swanty, Vice President
Tom Chesney, Treasurer
Leroy Anderson, Director
Paul Bukowski, Director

Also in Attendance Were:

Interim Chief Ned Sparks, Division Chief Greg Ward, and Firefighter Dan Engelhardt; Loveland Fire Rescue Authority
Kammy Tinney; Pinnacle Consulting Group, Inc.

Chairman Legits called the meeting to order at 3:00 P.M.

Chairman Legits declared that a quorum of the Board was present, with five of five members in attendance.

ADMINISTRATIVE MATTERS Agenda: The Board reviewed the proposed agenda for the regular meeting. Following review and discussion, upon motion duly made by Director Bukowski, seconded by Director Anderson and, upon vote, unanimously carried, the agenda was approved as presented.

Minutes: The Board reviewed the minutes of the August 4, 2021 regular meeting. Following review and discussion, upon motion duly made by Director Swanty, seconded by Director Anderson and, upon vote, unanimously carried, the Board approved the minutes of the August 4, 2021 regular meeting, as presented.

District Management Report: Ms. Tinney reviewed with the Board the written District Management report detailing August activity. Ms. Tinney noted that a sample investment policy was included as an informational attachment to the agenda packet, and distributed draft governance policies for the Board's review. Director

Chesney suggested that he review the sample investment policy and provide comments to the Board in the next couple months. Ms. Tinney requested that Board members provide her with comments and any questions to the raft governance policy prior to the October 6, 2021 regular meeting.

Ms. Tinney and Interim Chief Sparks provided background regarding the suggestion from Chief West with Front Range Fire Rescue that the Loveland Rural Fire Protection District consider calling an election to exclude those properties located south of Hwy 402 and east of I-25 versus utilizing the process for inclusion and exclusion as outlined in the recently adopted Memorandum of Understanding between the parties. The premise is to complete the process all at one time versus when individual properties petition to annex into the Town of Johnstown. Interim Chief Sparks recommended the two Boards of Directors meet to discuss and further understand the intent. It was added that the new Fire Chief may have a different perspective. Ms. Tinney will work with Ms. Janzen to determine the amount of oil and gas revenue currently collected by the District for the area.

Public Comments: There were no public comments.

FINANCIAL
MATTERS

Ratify Approval of Claims: The Board reviewed the expenditures for the period August 1, 2021 through August 31, 2021, totaling \$282,675.50. Following review and discussion, upon motion duly made by Director Chesney, seconded by Director Bukowski and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period August 1, 2021 through August 31, 2021, totaling \$282,675.50.

Budget versus Actual Report and Cash Position Statement: Ms. Tinney reviewed with the Board the Budget versus Actual report for the period ended July 31, 2021, and the Cash Position Statement as of August 24, 2021.

Following review and discussion, upon motion duly made by Director Bukowski, seconded by Director Chesney and, upon vote, unanimously carried, the Board accepted the Budget versus Actual report for the period ended July 31, 2021, and the Cash Position Statement as of August 24, 2021.

2022 Draft Budget Process and Timeline: Ms. Tinney reported that the 2022 Budget process is underway. An initial draft budget will be completed by October 1st. District management will schedule a time to meet with Director Chesney to review the 2022 draft budget between October 1st and October 14th, with distribution of the draft to the Board of Directors no later than October 15, 2021. The public hearing to consider adoption of the 2022 budget is scheduled for November 3, 2021.

Interim Chief Sparks requested any additional input to the LFRA draft budget. Following review and discussion, upon motion duly made by Director Chesney, seconded by Director Bukowski and, upon vote, unanimously carried, the Board accepted the 2022 proposed LFRA budget as adopted by the LFRA Board of Directors on August 25, 2021.

DEPARTMENT/
PERSONNEL
MATTERS

Station/Facilities: **Station No. 3.** Interim Chief Sparks informed the Board that the City of Loveland is donating land for a new Station No. 3.

Station No. 10. Division Chief Ward reported that Golden Triangle Construction will begin mobilization on September 20, 2021 and a groundbreaking ceremony is planned for October 6, 2021.

Vehicles/Equipment Status: Interim Chief Sparks informed the Board that a Purchase Order was submitted August 31, 2021 to Boise Mobile Equipment for the Type V wildland engine. The Authority will be invoiced once the chassis is available in 2022.

Wildland Response: Interim Chief Sparks informed the Board that the Authority has deployed wildland crews to fires in Montana and California in the last 60 days. Urban Search and Rescue crews responded to Louisiana on August 30, 2021 for Hurricane Ida assistance.

City of Loveland Annexation of Property from Windsor-Severance Fire Protection District: Interim Chief Sparks reported that the City of Loveland is moving forward with a property annexation and subsequent exclusion of property from the Windsor Severance Fire Protection District pursuant to an agreement between the City, LFRA and Windsor-Severance Fire Protection District. The property is within the City municipal boundaries where it

is already provided emergency services from LFRA. Excluding the property from Windsor-Severance Fire Protection District will promote development of the property, which development is likely to have a positive economic impact on the property and surrounding area.

Other Matters: The new Fire Chief's contract negotiations are proceeding. The new Fire Chief's proposed start date is October 4, 2021.

LEGAL
MATTERS

Fourth Amended Intergovernmental Agreement of Larimer Emergency Telephone Authority: Following review and discussion, upon motion duly made by Director Chesney, seconded by Director Swanty and, upon vote, unanimously carried, the Board accepted the Loveland Rural Fire Protection District Resolution 2021-09-01, A Resolution Authorizing Signature on the 2021 Fourth Amended Intergovernmental Agreement of Larimer Emergency Telephone Authority.

OTHER
BUSINESS

There were no Other Business matters to come before the Board.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made and seconded, the meeting was adjourned at 4:16 P.M.

Respectfully submitted,

By: 
Secretary for the Meeting