

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
LOVELAND RURAL FIRE PROTECTION DISTRICT
HELD
OCTOBER 6, 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 6th day of October 2021, at 3:00 P.M., at the Loveland Fire Rescue Authority Fire Station No. 1, 410 East 5th Street, Loveland, Colorado.

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:

Chief Tim Sendelbach, Division Chief Ned Sparks, and
Division Chief Greg Ward; Loveland Fire Rescue Authority

Kammy Tinney, Molly Janzen, and Lyndsey Paavilainen;
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 September 1, 2021 regular meeting. Following review and discussion, upon motion duly made by Director Bukowski, seconded by Director Anderson and, upon vote, unanimously carried, the Board approved the minutes of the September 1, 2021 regular meeting, as presented.

District Management Report: Ms. Tinney reviewed with the Board the written District Management report detailing September activity. Ms. Tinney thanked Director Chesney for his review of the sample investment policy. Director Chesney will review his comments with Ms. Tinney and Ms. Janzen when they meet to discuss the draft 2022 budget.

Ms. Tinney noted that a revised draft of the proposed governance policies will be distributed for review once comments have been provided.

Ms. Tinney reported that the Town of Johnstown contacted her requesting information about LFRA operations such as the number and location of stations, personnel, apparatus and EMS. Ms. Tinney provided general information and directed further inquiries to Division Chief Sparks and Division Chief Ward.

Director Bukowski reminded Ms. Tinney and Division Chief Sparks that the Board wishes to provide the opportunity for LFRA staff to attend District Board meetings via Zoom and requested that LFRA staff provide that option for subsequent meetings.

Public Comments: There were no public comments.

FINANCIAL
MATTERS

Ratify Approval of Claims: The Board reviewed the expenditures for the period September 1, 2021 through September 29, 2021, totaling \$283,603.20. Following review and discussion, upon motion duly made by Director Chesney, seconded by Director Swanty and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period September 1, 2021 through September 29, 2021, totaling \$283,603.20.

Budget versus Actual Report and Cash Position Statement: Ms. Tinney reviewed with the Board the Budget versus Actual report for the period ended August 31, 2021, and the Cash Position Statement as of September 29, 2021.

Following review and discussion, upon motion duly made by Director Bukowski, seconded by Director Anderson and, upon vote, unanimously carried, the Board accepted the Budget versus Actual report for the period ended August 31, 2021, and the Cash Position Statement as of September 29, 2021.

2022 Draft Budget Preparation: Ms. Tinney reported that she and Ms. Janzen are scheduled to meet with Director Chesney to review the 2022 draft budget on October 14th. Distribution of the draft budget to the Board is required no later than October 15, 2021. The public hearing to consider adoption of the 2022 budget is scheduled for November 3, 2021. Division Chief Sparks noted that first reading of the City's proposed 2022 budget is scheduled for October 19th and the second reading is scheduled for November 2nd.

DEPARTMENT/
PERSONNEL
MATTERS

Leadership Transition: The Board welcomed Chief Sendelbach and thanked Division Chief Sparks for his willingness to serve as Interim Chief since July 1st.

Division Chief Sparks reported that current happenings of the Department include preparing for recertification as an accredited agency, and a scheduled review of the proposed Station No. 3 site with the City of Loveland's Parks and Recreation and Transportation Departments. Division Chief Sparks also noted that the LFRA Pension Board may approach the LRFPD Board with a request for additional funding.

Division Chief Ward reported that September was a busy month for the Department, with an oil and gas fire off County Road 11 that was easily controlled, and ongoing preparation for the upcoming Blue Angels air show.

Other Matters: There were no Other Business matters brought before the Board.

LEGAL
MATTERS

Ms. Tinney reported that District Management continues regular communication and coordination with legal counsel. Attorney Glesne is currently working with Greg White to prepare a final inclusion agreement between the District and Pinewood Lake Fire Protection District.

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 3:29 P.M.

Respectfully submitted,

By: 
Secretary for the Meeting