MINUTES OF THE REGULAR MEETING OF
LOVELAND RURAL FIRE PROTECTION DISTRICT

HELD
March 13, 2024

The Board of Directors of Loveland Rural Fire Protection District (referred to hereafter as "the Board") held a regular meeting, open to the public, at Loveland Fire Rescue Authority, Fire Administration Building, Bartholf Conference Room, 410 E. 5th St, Loveland, Colorado, at 3:00 p.m., Wednesday, March 13, 2024.

ATTENDANCE

Directors in Attendance:
David Legits, President
Jeff Swanty, Vice President
Tom Chesney, Secretary/Treasurer (via videoconference)
Paul Bukowski, Director
William Lundquist, Director

Also in Attendance:
Fire Chief Tim Sendelbach, Assistant Chief Greg Ward, Frazier Spearman, Cheryl Cabaruvias, and Kristi Coleman; Loveland Fire Rescue Authority (LFRA)
Sara Simonton; James Vincent Group (JVG) (via videoconference)
Linda Glesne; CEGR Law (via videoconference)

Following the Pension Board meeting, the regular meeting was convened at 3:04 p.m. It was noted that a quorum was present.

ADMINISTRATIVE MATTERS

Agenda: The Board reviewed the proposed agenda for the regular meeting and accepted it as presented.

Minutes: The Board reviewed the minutes of the February 15, 2024, Special Board Meeting. Upon motion duly made by Director Lundquist, seconded by Director Bukowski and, upon vote, unanimously carried, the Board approved the minutes of the February 15, 2024, Special Board Meeting.

Public Hearing to consider approval of Petition for Exclusion filed on behalf of Blue Spruce Ridge Holdco, LLC. and consider adoption of Order by Board of Directors for Exclusion of Real Property: President Legits opened a public hearing to consider the Petition for Exclusion filed on behalf of Blue Spruce Ridge Holdco, LLC. Attorney Glesne certified for the record that notice of the public hearing had been published in a newspaper of general circulation as required by law. No public comment was received.
prior to the public hearing, and no members of the public present at the hearing desired
to provide comment. President Legits then closed the public hearing.

Following Board discussion, a motion was made by Director Bukowski to approve the
Petition for Exclusion filed on behalf of Blue Spruce Ridge Holdco, LLC. and adopt
the Order by the Board of Directors for the Exclusion of Real Property. Seconded by
Director Lundquist; motion carried unanimously.

District Management Report: Chief Sendelbach reviewed the written District
Management Report with the Board and answered questions.

Public Comment: There was no public comment.

---

DEPARTMENT/PERSONNEL MATTERS

Correspondence: Chief Sendelbach congratulated Oliver Smith and Jerrod Michalak,
two LFRA Volunteer Firefighters, on completing their Emergency Medical Responder
Program, enhancing medical response capabilities in the Storm Mountain area. He
also celebrated Lt. Matt DeDecker being awarded Elks Firefighter of the Year and
acknowledged a donation received in gratitude for the department's assistance with a
high smoke detector installation. Additionally, he highlighted the recent car show in
honor of retired Chief Andy Anderson, fire mitigation efforts at River Bend natural
area in partnership with the City of Loveland Parks department, and a dive operation
at Chasteen’s Grove Water Treatment Plant.

Chief Sendelbach discussed two proclamations that were acknowledged at a recent
City Council meeting: one for the HeartSafe Community initiative and another for
Restoration Ranch, which supports first responders. Chief Sendelbach also discussed
the donation of 14 AEDs from the McKee Wellness Foundation to be placed in staff
vehicles, ensuring that any vehicle with the LFRA logo is equipped to provide aid.

Chief Sendelbach noted because of the fatal fire on December 23, a door hanger fire
blitz was conducted in the affected community area, resulting in the installation of
smoke detectors in three residences. The initiative was successful in both providing
important fire safety information to the community and ensuring residents had
functioning smoke detectors installed.

Chief Sendelbach discussed the most recent First On The Scene (FOTS) Class with
members of the community participating. This is a joint endeavor with Thompson
Valley EMS, spearheaded by Chief Carmosino, January Windell, and Captain Ben
Anderson.

Chief Sendelbach acknowledged Kristi Coleman for her efforts in enhancing the
marketing for the active hiring process of three of the positions approved by the Rural
Board, which are currently attracting significant attention.
Chief Sendelbach highlighted the success of the recent family dinner for LFRA academy recruits, noting the event's role in connecting recruits' families with executive staff and chief officers. He stressed the value of family support in enhancing employee success and service quality.

Chief Sendelbach discussed the 45 recruits, from ten different agencies, participating in Front Range Fire Consortium (FRFC) academy class 2024-01 at the Forge campus. He expressed his gratitude to Dan Kamrath (Owner of The Forge) for allowing the FRFC to use the Forge Campus. He noted that three of the recruits are from LFRA.

**LFRA Day at the Capital:** Chief Sendelbach expressed his gratitude to Representative Weinberg for inviting LFRA to the Capitol where LFRA participated in a behind-the-scenes tour.

**LFRA/LRFPD Board Retreat:** Chief Sendelbach discussed the special board meeting and expressed his appreciation to the LRFPD Board for their attendance. He also noted that the next LFRA Board meeting will be a joint LFRA/LRFPD Board meeting where both Boards will be discussing the skeleton Pre-Inclusion Intergovernmental Agreement (IGA), a financial analysis prepared by LFRA staff, and the anticipated formation of a unification subcommittee, which will play a crucial role in Fire District unification process.

**LETA:** Chief Sendelbach reported on his participation in the Larimer Emergency Telephone Authority (LETA) strategic planning meeting, where a focus was on the importance of regionalized communications. He informed the Board that LETA is considering relocating to a new facility just south of the current LETA building. This move would enable the Colorado Division of Fire Prevention and Control (CoDFPC) to lease LETA's existing space. While no formal position has been taken, the potential benefits of such a change for the community and LFRA in regional communications were recognized.

**Grants:** Chief Sendelbach informed the Board about the pursuit of a regional Assistance to Firefighters Grant (AFG) involving twelve entities, aimed at acquiring mobile training equipment or props to benefit all communities involved. Additionally, a Colorado Strategic Wildfire Action Program (CoSWAP) grant of $70,000 has been secured to conduct mitigation work in three high-priority areas: Storm Mountain, Pinewood, and Waltonia Road, as identified in the Community Wildfire Protection Plan (CWPP).

**CSFS Interns:** Chief Sendelbach reported that interviews for the intern program in partnership with the Colorado State Forest Service (CSFS) have concluded, with 18 applicants and plans to bring on two interns starting July 1. The program is fully grant funded by the county, resulting in no expenditure for the LFRA.
Community Safety: Chief Ward highlighted the growth in food truck inspections, with 83 inspections conducted in 2023, compared to only five inspections a decade ago. Nine northern Colorado fire departments have collaborated on these inspections, allowing for mutual recognition of mobile Food Vendor inspections across jurisdictions, with Berthoud Fire Protection District (BFPD), Platte Valley Fire Protection District (PVFPD), Evans Fire Protection District (EFPD), and LaSalle Fire Protection District (LFPD) poised to join the initiative. Chief Dann and the staff were commended for their work in expanding the program.

Facilities/Station Update: Chief Ward updated the Board on the progress of the training center master plan. He reported that phase one is underway. A major challenge identified is the need to loop the water system, which requires drilling under a ditch that must be dry during the process. He noted the City’s support in facilitating negotiations with the ditch company to get this project started.

He reported on a recent public meeting regarding the new Station Three, which had approximately 25 attendees. He noted that the plans are currently in round 2 of review.

Community Outreach: Chief Ward reported on community engagement activities, including a fall prevention class for the 55+ age group led by Ms. Windell and Chief Carmosino, a Girl Scout tour at Station Two, participation in the Eagles hockey team first responder night, and a fire engine visit at Ponderosa Elementary School.

Operations Responses and Updates: Chief Smith provided an overview of significant calls including a rope rescue, residential structure fire, train derailment, a grass fire in Cheyenne, and two multifamily fires, one at the St. Valentine apartments. Chief Sendelbach noted that LFRA will be doing St. Valentine staff training in FOTS and fire safety.

Other Matters: There were no other matters discussed.

FINANCIAL MATTERS

Approval of January 2024 Financial Report: Ms. Simonton reviewed the financial report and summary reconciliation for the period ending February 29, 2024 and the Profit and Loss Budget Performance report for February 2024. Ms. Simonton also discussed an email she sent regarding unpaid bills and noted that this email discussed the details behind those and answered questions.

Following review and discussion, upon motion duly made by Director Bukowski, seconded by Director Lundquist and upon vote, unanimously carried, the Board accepted the financial report and Summary Reconciliation for the period ending...
February 29, 2024, and the Profit and Loss Budget Performance report for February 2024.

Concerns Over Potential City Budget Cuts to LFRA: The Board added discussion of budget regarding concerns about potential budget cuts by the City to City departments and also to LFRA. It was noted that such reductions, if implemented, would not only decrease the City's contributions but could also inadvertently reduce the Rural District's contributions due to the interconnected funding formula. The Board discussed the City's contractual obligations to LFRA and the importance of the City honoring its financial commitments to LFRA in the approved LFRA budget for 2024. The Board reflected on the mutual expectation that both the City and the Board would adhere to their funding responsibilities, as recent financial decisions were made based on this understanding.

The Board requested Attorney Glesne to draft a letter to be presented to the City Council, serving as a formal reminder of the Board's substantial financial contributions above the agreed upon contractual funding required by the IGA, and underscoring the expectation for the City to fulfill its funding obligation in the approved 2024 Budget for LFRA as a separate governmental entity. The Board directed Attorney Glesne to include in the letter specific information that would help the City Council understand the Board's financial contributions to the Fire Authority, including recent increases in budget allocation percentages, additional funds, and capital expenditures. The letter will also convey the Board's concerns about the potential impact of City budget cuts on LFRA's budget and the LRFPD Board's contributions.

The intent of this letter is to ensure that the City Council fully considers the implications of any budget cuts for LFRA before making their final decisions. The Board agreed that the letter should be delivered to the City Council before their decision-making process to ensure timely consideration, aiming for delivery at the next City Council meeting on March 19, 2024. Ms. Coleman was directed to prepare a Notice of Attendance for the March 19, 2024, City Council meeting, where the letter will be presented during the public comment period.

Ratification of Bills: Following review and discussion, upon motion duly made by Director Swanty, seconded by Director Chesney and upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period ending February 29, 2024.

LEGAL MATTERS

LRFPD Attorney’s Report: Ms. Glesne reviewed the written Attorney’s Report with the Board and answered questions. She discussed the status of the previously adopted Board Governance policies, noting that the Board may want to revisit these in light of
negotiations with the City and as the process to unify into a fire protection district progresses. Ms. Glesne will introduce a revised set of Governance Policies at a future meeting for Board consideration.

Review letter of agreement with the Loveland Fire Rescue Authority (LFRA) regarding additional staff positions: Attorney Glesne presented the letter and noted that it only covers the personnel funding. No action was taken regarding this letter.

Executive Session: No Executive Session was needed.

ADJOURNMENT
There being no further business to come before the Board, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 4:52 p.m.

Respectfully submitted,

Kristi Coleman, Recording Secretary