

## 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, August 2, 2017 at 3:00 p.m.

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

Also present were:

Greg White, Secretary, Loveland Rural Fire Protection District  
Mark Miller, Loveland Fire Rescue Authority  
Ned Sparks, Loveland Fire Rescue Authority  
Tim Smith, Loveland Fire Rescue Authority  
Bob Boggio, Rural Citizen

President Legits called the meeting to order.

The minutes of the July 5, 2017 regular meeting were presented. Upon motion by Swanty, seconded by Gustafson, and unanimously carried, the minutes were approved.

White presented the July 2017 bills including the bill for Svoboda & Sons Construction in the amount of \$4,493.95 which is the second half of the work on Station 8. White noted that if this bill is approved, he will not deliver the check until such time as the Canyon Department has confirmed that all of the construction activities have been satisfactorily completed. Upon motion by Gustafson, seconded by Swanty, and unanimously carried, including the requirement for the delivery of the Svoboda & Sons Construction check, the following bills were approved:

Loveland Fire Authority (1)	\$	<b>212,990.00</b>
Full Circle Creative		
Miscellaneous (5)		<b>95.40</b>
USPS		
Office Supplies & Expense (10)		<b>49.00</b>
Svoboda & Sons Construction, LLC		
Contingent (13)		<b>4,493.95</b>
Gregory A. White		
Legal (12a)		<b>2,100.00</b>
Haynie & Company		
Accounting & Audit (11)		<b>400.00</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>
Leroy Anderson		
Board Meetings (8b)		<b>100.00</b>
Jeff Swanty		
Board Meetings (8b)		<b>100.00</b>
	TOTAL \$	<b>222,003.35</b>

White presented the financial report. He noted that revenues and expenditures in the financial report were within budgeted parameters. White presented the updated revenue chart to the Board. It was noted by the Board that property tax revenues for 2017 are tracking about \$50,000 below 2016 revenues.

Chief Miller presented the Chief's Report. On July 28, 2017, Chief Miller, former Chief Mirowski, Dan Englehardt, Ty Drage, and LFRA Chairman Swanty met with the Commission on Fire Accreditation International in Charlotte, North Carolina. The result of the meeting was that the Loveland Fire Rescue Authority received accreditation from the Commission. Chairman Swanty commended the Department on all of its activities leading up to and the presentation to the Commission. Swanty emphasized the need to continue to maintain the standards required for accreditation for the Department. Chief Miller noted that only 232 departments are accredited internationally.

Miller stated that the 2018 LFRA Budget will be presented to the LFRA Board at its meeting on August 30, 2017. Miller noted that the Department is currently revising the Budget after preliminary review by representatives of the Rural District and LFRA. Miller stated that there are necessary increases in the Budget, including a \$200,000 increase in the cost for city services in 2018. A discussion ensued among all present as to what services the City should provide to LFRA in the future and the cost of those services.

Miller stated that the LFRA Board authorized the Department to move forward with an offer for the property on County Road 27 for Station 7. The only remaining due diligence issue is the need to provide adequate water pressure for the proposed sprinkler system in the Station. Upon resolution of this issue, an offer will be presented to the owners of the property.

Miller briefed the Board on the current status of LFRA Impact Fees. Miller made a presentation before the Loveland and Johnstown City Council at their recent joint meeting. As a result of comments made at that meeting, Miller will move forward to make a formal presentation to the Town of Johnstown with regard to the approval of an IGA authorizing the collection of LFRA Impact Fees within the portion of Johnstown located within the Rural District.

Miller briefed the Board on the restructuring of the Administrative Services Division after the resignation of Public Services Director Wheeler. Her duties have been reallocated throughout the administrative staff. However, the current administrative staff is unable to perform all of said duties. He has determined that a new position of Administrative Battalion Chief shall be created with current battalion chiefs rotating through this position. The duration of the rotation has yet to be determined. The new Administrative Battalion Chief duties will include, but not limited to, accreditation management, IT supervision, special projects, LFRA budget, and other duties as assigned. Miller hopes to have this position filled in September.

Chief Sparks presented the Community Services Division Report. The new Larimer County Humane Society facility has an issue with obtaining adequate water service to the facility. The Division is working with the Fort Collins – Loveland Water District and the Humane Society to address this issue.

Sparks reported that the Division's investigation into the Spring Mill fire (Coyote Ridge) showed that the fire was caused by a mowing operation. He also noted that the Department delegated authority to the Larimer County Sheriff's Office early in the incident as air resources were requested.

Sparks noted that the Department continues in cooperation with Scheels to address any issues. He noted that the grand opening of the facility is scheduled for September 30, 2017 and all concerns will be addressed by that time.

Sparks stated that August is the annual month of festivals which causes additional work for the Division.

In the absence of Chief Ward, Chief Smith stated that there were no other significant incidents than those previously discussed with the Board.

In the absence of Canyon Chief Neal, President Legits reported that there were no significant calls within the past month.

White briefed the Board on discussions he had with representatives of CDOT for CDOT to obtain temporary construction access easements across the old Station 7 site owned by the Rural District. White met with two representatives of CDOT at the site on July 12, 2017. He noted that the site was fully covered with rock and road base which was placed there by CDOT during the repair of US 34 following the 2013 flood. White stated that he had requested CDOT purchase the property from the Rural District. He noted that in conversation with CDOT, CDOT stated they had purchased the property directly adjacent to the Rural District site. Following the meeting, White received a phone call from the CDOT representative stating that CDOT is considering offering to purchase the property for a price in excess of \$10,000. Based upon that discussion, White waived the necessity of receipt of an appraisal of the property. Following discussion, upon motion by Gustafson, seconded by Swanty, and unanimously carried, the Board authorized White to continue discussions with CDOT for the Rural District to transfer fee title to the property to CDOT for a sum in excess of \$10,000.

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