

RECORD OF PROCEEDINGS

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, December 6, 2017 at 3:00 p.m.

The following members were present: Dave Legits, Mike McKenna, Andy Anderson and Jeff Swanty.

Also present were:

Greg White, Secretary, Loveland Rural Fire Protection District
Mark Miller, Loveland Fire Rescue Authority
Randy Mirowski, Loveland Fire Rescue Authority
Ned Sparks, Loveland Fire Rescue Authority
Greg Ward, Loveland Fire Rescue Authority
Michael Cervowski, Loveland Fire Rescue Authority
Shawn Neal, Big Thompson Canyon Volunteer Fire Department
Bob Boggio, Rural Citizen

President Legits opened the meeting.

The minutes of the November 1, 2017 regular meeting and November 20, 2017 special meeting were presented. Upon motion by Swanty, seconded by Anderson, and unanimously carried, the minutes were approved.

White presented the November 2017 bills and January 2018 bills. Upon motion by Anderson, seconded by Swanty, and unanimously carried, the following bills were approved:

<u>November 2017</u>		
Big Thompson Canyon Volunteer Fire Department	\$	2,000.00
Canyon Department (7)		
Prairie Mountain Media		
Miscellaneous (5)		104.72
Colorado Division of Fire Prevention & Control		
Miscellaneous (5)		200.00
Gregory A. White		
Legal (12a)		2,500.00
Haynie & Company		
Accounting & Audit (11)		400.00
Gregory A. White		
Administrative (12b)		1,000.00
Board Secretary Fee (8a)		375.00
Dave Legits		
Board Meetings (8b)		100.00
Mike McKenna		
Board Meetings (8b)		100.00
Andy Anderson		
Board Meetings (8b)		100.00
Jeff Swanty		
Board Meetings (8b)		100.00
	TOTAL \$	6,979.72

<u>January 2018</u>		
Colorado Special Districts Property and Liability Pool Insurance (10a)	\$	4,950.75
Colorado Special Districts Property and Liability Pool Insurance (10b)		2,464.00
	TOTAL	\$ 7,414.75

White presented the financial report. He noted that the property tax mill levies were under budget and specific ownership tax revenues were considerably over budget. White anticipates that revenues for 2017 will exceed budgeted amounts. White noted that expenditures were within budgeted amounts.

White stated that he had recently reviewed the investments of the Rural District. One of the Guaranty Bank's CDs was up for renewal on November 24, 2017. He noted the interest for the renewal was .30% for six months. White reviewed the current return received through ColoTrust with the September PrimePlus account being 1.24% with the Prime account as .96%. Based upon those reviews and the fact that the Vehicle Self-Insurance Fund was scheduled to be closed effective January 1, 2018, White cashed both Guaranty Bank CDs and moved those funds plus the amount in the Vehicle Self-Insurance Prime ColoTrust account to the ColoTrust PrimePlus account. White noted that the ColoTrust accounts are liquid as the Rural District has the ability to withdraw without penalty at any time upon 24 hours notice. White stated that the Rural District will maintain only the PrimePlus account in ColoTrust, and he will continue to review possible investment options for Rural District funds.

White noted that the sale of old Station 7 had been closed with CDOT. The Rural District received a check in the amount of \$10,150 for transfer of the property to CDOT.

Chief Miller gave the Chief's Report. The closing of the contract for Station 7 will occur in December. The only delay remains the completion of an ALTA survey for the property. The Department has met with Belford Watkins for the design of the Station. The Department is setting up a committee to proceed with design with Belford Watkins.

Miller stated that the Fire Authority has been active in looking for financing for construction and equipping of the Station 7 in the amount of \$3.3 million to \$3.6 million. This amount has been reduced from previous estimates as the Fire Authority will use available CEFs and previously committed city funds to the Training Area to reduce the amount of financing. Miller stated he had been in active negotiations with three firms. One firm, Salisbury Financial, appears to have the best terms with financing at approximately 3%. Miller will continue to pursue financing to secure appropriate financing for the design, construction and equipping of Station 7 by January 1, 2018.

Miller briefed the Board on the 2018 Strategic Plan. On November 13, 2017, the Fire Authority Board approved the Strategic Plan. On November 28, 2017, Miller, Mirowski and Swanty presented the Plan to the City Council. All three reported that the City Council was very complimentary toward the Strategic Plan and commented that this Strategic Plan can serve as a model for other City Departments.

Mirowski provided the final Strategic Plan Compendium to the Board members. This Compendium will be distributed to all stakeholders with the entire Strategic Plan available online. There were comments from Board members and all present with regard to the importance of the 2018 Strategic Plan for the future operations and organization of LFRA including the responsibilities of the City of Loveland and the Rural District for implementation of the Strategic Plan.

Director Swanty commended everybody that had worked on the Strategic Plan for the amount of time, effort and expertise that they contributed to the completion of the Strategic Plan. Director McKenna inquired as to whether further action needed to be taken by the Board with regard to the Strategic Plan. White commented that the new

Amended and Restated IGA provided that any Strategic Plan would be presented to the City and the Rural Board, and therefore, the IGA did not contemplate approval of the Strategic Plan by either the City Council or the Rural Board. Director McKenna moved that the Rural Board accept and fully support the Loveland Fire Rescue Authority 2018 Strategic Plan. Said motion was seconded by Swanty, and unanimously carried.

White requested that the Board approve the impact fees adopted by the LFRA Board on November 13, 2017. White stated that the Amended and Restated IGA required all fees of LFRA to be approved by the City Council and the Rural Board. The City Council has approved the impact fees by the approval of the IGA between LFRA and the City of Loveland for collection of the impact fees within the City. However, the Rural District does not approve an IGA for impact fees as that is within the jurisdiction of the Larimer County Commissioners. Accordingly, it is necessary for the Rural Board to approve the new impact fees. Upon motion by Swanty, seconded by McKenna, and unanimously carried, the Rural Board approved the impact fees adopted by LFRA on November 13, 2017.

Miller reported that two firefighters had been injured. Both Jason Stark and Pat Mially suffered broken bones in non-work related incidents.

Miller reported that Jack Sullivan, former volunteer member and chief, was experiencing a severe decline in his health. Miller discussed Jack's service with the Volunteer Department. Miller noted that Jack was extremely proud of his work in the development of the Training Center. Miller suggested that it might be appropriate for recognition of Jack Sullivan with regard to his service with the Volunteer Department and specifically the Training Center. There was general discussion among all present with regard to appropriate recognition for individuals connected with the fire service.

Miller noted that Corey Lane of the City of Loveland's Fleet Department had received the National Emergency Vehicle Technician of the Year Award for his work on LFRA apparatus.

Miller noted that Councilman Rich Ball had been appointed as the City of Loveland representative on the LFRA Board to replace Cecil Gutierrez.

Chief Sparks presented the Community Services Division Report. The Department had numerous arson investigations for incidents last month. Sparks noted that the Department is looking to some changes in the emergency management administration in the Department. Sparks noted that building reviews continued to be filed in significant quantities.

Chief Ward presented the Operation Division Report. He noted the following incidents:

- November 2 – House fire on South County Road 13 with Berthoud also responding.
- November 6 – A fire at a unit in Maple Terrace that was gutted. This involved an extended response for arson investigation and relocation of residents.
- November 6 – House fire on Eagle Drive.
- November 21 – Commercial storage unit on West 4th Street. This incident involved an arson investigation.
- November 30 – Structure fire on SW 19th Street. There was significant damage to the house and also some damage to the neighboring house which the Department was able to minimize. This incident also involved an arson investigation.

Chief Ward noted that the three new water tenders would be delivered next week and the Type 3 Engine should be delivered in mid-January.

Director Anderson commended the Department for its response at Maple Terrace as he had been able to view the incident.

Canyon Chief Neal presented the Canyon Report. He noted that the outside generator at Station 8 had been severely damaged by a rock that had been naturally dislodged from the hillside above the Station. He has obtained two quotes for replacement of the generator. White is working with the Special District Association Insurance claim adjuster with regard to this incident. Neal noted that two firefighters had recently graduated from the Firefighter Academy. Chief Neal requested an additional \$2,000 out of the Canyon's Budget for activities in December including stocking Station 9 for incidents and the Canyon Christmas party.

Chief Neal requested that the Board consider authorizing the purchase of 20 VHF radios for communication in the Canyon. This will come out of the amount remaining in the Canyon Budget for 2017. Miller and Legits both commented that these were much needed acquisitions in order to solve ongoing communication issues. Miller noted that LFRA will incorporate the radios in its future maintenance and replacement budgets. Upon motion by Swanty, seconded by Anderson, and unanimously carried, the Board authorized the purchase of the radios.

White stated that he had recently received an email from Berthoud Fire with regard to the start of the property tax reimbursement for the Heron Pointe project pursuant to the IGA between Berthoud and the Rural District.

White noted that the final assessed valuation of the Rural District was \$3 million more than the preliminary August valuation. This will result in a \$25,000 increase in property tax for the Rural District. The final assessor's report also stated that \$35,000 was abated from the Rural District's taxes in 2017 which will be certified for collection in 2018.

Anderson stated that he recently visited SuperVac and felt that other Directors may be interested in a tour of SuperVac. Chief Ward noted that the Department is already setting up some tours for members of the Department and will include an invitation to Board members for those tours.

There being no further business, the meeting was adjourned.

Gregory A. White, Secretary/
Assistant Treasurer

ATTEST:

President