The regular meeting of the Board of Directors of the Loveland Rural Fire Protection District was held at Station No. 2 on Wednesday, January 3, 2018 at 3:00 p.m.

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

Also present were:

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

President Legits opened the meeting.

The minutes of the December 6, 2017 regular meeting were reviewed. Upon motion by McKenna, seconded by Anderson, and unanimously carried, the minutes were approved.

White presented the December 2017 bills. White requested that the amount of $450,201 be added to the bills for January 2018 bills. The Rural District is required to pay LFRA the first of one-sixth of the Rural’s portion of the 2018 LFRA Budget pursuant to the IGA. Upon motion by Anderson, seconded by McKenna, and unanimously carried, the following bills were approved with the inclusion of White’s request:

**December 2017**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>FedEx Office</td>
<td>$120.83</td>
</tr>
<tr>
<td>Gregory A. White, Legal (12a)</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Haynie &amp; Company, Accounting &amp; Audit (11)</td>
<td>400.00</td>
</tr>
<tr>
<td>Gregory A. White, Administrative (12b)</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Board Secretary Fee (8a)</td>
<td>375.00</td>
</tr>
<tr>
<td>Dave Legits, Board Meetings (8b)</td>
<td>100.00</td>
</tr>
<tr>
<td>Mike McKenna, Board Meetings (8b)</td>
<td>100.00</td>
</tr>
<tr>
<td>Andy Anderson, Board Meetings (8b)</td>
<td>100.00</td>
</tr>
<tr>
<td>Jeff Swanty, Board Meetings (8b)</td>
<td>100.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$4,295.83</strong></td>
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**January 2018**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loveland Fire Rescue Authority (1)</td>
<td><strong>$450,201.00</strong></td>
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**TOTAL** $450,201.00
White presented the November 30, 2017 Financial Statement. White noted that the closing of the CDs and Self-Insurance Vehicle account were not shown on the statement, but will be shown in next month’s statement. White reviewed the revenue and expenditures. He noted that property tax will come in approximately $10,000 under budget. However, specific ownership tax should be substantially above the budgeted amount resulting in an increase in revenues from the budgeted figures. White noted that all expenses were within budgeted amounts.

Chief Miller gave the Chief’s Report. Miller reported that the closing of the purchase of the property for Station 7 would occur on January 4, 2018. At closing, the Rural District loan of $200,000 will be used with other LFRA funds to pay the purchase price. The current projection for funds for the amount estimated to be needed for design and construction of Station 7 is estimated at $4.3 million. This is a result of the City informing LFRA that the $800,000 budgeted from the City’s TABOR Excess Funds would not be available for use for the design and construction of Station 7. Miller stated he is continuing discussion with the City to determine the finality and basis of this decision. Miller reported that he is expected to finalize financing for Station 7.

Miller reported on the status of the impact fees. The City of Loveland finalized the IGA with LFRA on December 9, 2017. The Town of Johnstown, at its December meeting, authorized the IGA to be placed upon the January agenda of the Town Board. Miller noted he felt that there was no opposition to approval of this IGA in his meetings with the Johnstown Town Board. Miller stated that the IGA with Larimer County is pending with minor changes in the IGA. Miller anticipates the Board of County Commissioners will approve the IGA in the near future.

Miller presented the Board with Challenge Coins which honor the accreditation of LFRA. Miller stated that the annual LFRA appreciation dinner will take place on January 20, 2018 at the Fire Side Café at Group Publishing. Formal invitations will be sent in the near future.

Chief Ward presented the Operation Division Report. Ward noted that the three new water tenders had been delivered and were currently being processed and will be in service in approximately two weeks. The Type 3 Engine is ready for final inspection on January 29, 2018. LFRA dispatched an apparatus plus crew to the Custer State Park fire in South Dakota.

He noted the following incidents:

- **December 20** – Wildland fire in the Chimney Hollow area. This was caused by construction activities for the Chimney Hollow Reservoir project. The wildland fire was approximately one acre and was quickly contained. Larimer County also responded to this incident.
- **December 22** – There was a major oil and gas fire at an oil and gas facility located one mile east of the Town of Windsor on Highway 392. LFRA responded with numerous apparatus including the two AFR engines from the Airport. The AFRs were dispatched because of their ability to provide foam for this type of incident. Ward noted that this was a major incident with ten agencies responding. LFRA was on scene for approximately sixteen hours. Ward stated, as this was a hazmat incident, that the Department will be reimbursed for its response including costs of apparatus and personnel except for the mobile command vehicle.
- **December 28** – There was a wildland fire in the Pinewood area started by a wood pile fire due to a resident leaving ashes outside on a very windy evening. Winds in the area approached 70 mph causing considerable fire activity plus spot fires in the area. PFA, Berthoud and the County also responded to this incident. Three LFRA vehicles suffered damage due to the high winds during this response.

Chief Sparks presented the Community Services Division Report. The Division is continuing to work with Larimer County in arson investigations. Scott Pringle will be focusing on public wildland fire prevention information.
In the absence of Canyon Chief Neal, President Legits presented the Canyon Report. He stated there had been very little activity in the Canyon.

White noted that the Rural District’s insurance has responded by providing funds to replace the damaged generator at Station 8 minus the $500 deductible. White noted he had executed a contract on behalf of the Rural District for replacement of the generator. White noted also that the purchase of 20 radios authorized by the Board in December, is moving forward with the radios having been ordered.

White requested the Board consider the moving of the location of the monthly meeting of the Board from Station 2 to Station 1 in the EOC. LFRA Board meetings have been moved to this location for 2018. White noted that this would be helpful to LFRA Staff. Upon motion by Anderson, seconded by McKenna, and unanimously carried, the Board approved the following Meeting and Posting Resolution:

**A RESOLUTION ESTABLISHING THE 2018 MEETING LOCATION, TIME AND DATES, AND DESIGNATING THE LOCATION FOR POSTING MEETING NOTICES OF THE LOVELAND AND THE RURAL DISTRICT**

**WHEREAS,** Section 32-1-903 (2) C.R.S. provides that the Rural Board shall determine a place of the regular meetings of the Board and posting of the notice of meetings; and

**WHEREAS,** pursuant to Section 24-6-402 C.R.S., the Rural Board is also required to provide full and timely notice of such meetings by annually designating a public place for posting of such notices that is within the local public body’s boundaries.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE LOVELAND RURAL FIRE PROTECTION DISTRICT AS FOLLOWS:**

**Section 1.** The regular Board meetings shall be held at Fire Station No. 1, 410 East 5th Street, Loveland, Colorado at 3:00 p.m. on the first Wednesday of each month.

**Section 2.** The designated location for the posting of meeting notices of the Rural District shall be at Canyon Station No. 8, 1461 Big Thompson Highway, Loveland, Colorado.

**Section 3.** The Rural Board designates the office of the Secretary, Gregory A. White, 1423 West 29th Street, Loveland, Colorado as the District’s office.

**Section 4.** That this Resolution shall go into effect as of the date and time of its adoption.

White noted that the regular election for Board of Directors was scheduled for May of 2018. He requested that the Board pass an appropriate Election Resolution. Upon motion by Anderson, seconded by McKenna, and unanimously carried, the following Resolution was adopted:

**A RESOLUTION OF THE BOARD OF DIRECTORS CALLING AN ELECTION FOR THE LOVELAND RURAL FIRE PROTECTION DISTRICT**

**WHEREAS,** the terms of office of Directors Dave Legits, Leroy Anderson and Jeff Swanty shall expire after their successors are elected at the regular election to be held on May 8, 2018 (“Election”), and take office.

**NOW, THEREFORE,** be it resolved by the Board of Directors of the Loveland
Rural Fire Protection District, in the County of Larimer, State of Colorado that:

1. Date and Time of Election. The regular election of the eligible electors of the District shall be held on May 8, 2018, between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, the Code and other applicable laws. At that time, three Directors will be elected to serve for a term of four years.

2. Conduct of Election. The Election shall be conducted as a mail ballot election in accordance with all relevant provisions of the Colorado Local Government Election Code. There shall be no election precinct or polling place. All mail ballots shall be returned to the Designated Election Official’s office located at 1423 West 29th Street, Loveland, CO 80537.

3. Designated Election Official. The Board hereby designates Gregory A. White as the Designated Election Official of the District, who is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Act, the Code, or other applicable laws. Among other matters, the Designated Election Official shall publish the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election (either by mail or publication) and printing of ballots, and direct that all other appropriate actions be accomplished.

4. Self-Nomination and Acceptance Forms. Self-nomination and acceptance forms are available at the Designated Election Official’s office located at the above address. All candidates must file self-nomination and acceptance forms with the Designated Election Official no later than the close of business on Friday, March 2, 2018.

5. Cancellation of Election. If the only matter before the electors is the election of Directors of the District and if, at the close of business on March 6, 2018, there are not more candidates than offices to be filled at the Election, including candidates’ timely filing Affidavits of Intent no later than March 5, 2018, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code.

6. Severability. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board’s intention that the various provisions hereof are severable.

7. Ratification. Any and all actions previously taken by the Designated Election Official or the Secretary of the Board of Directors or any other persons acting on their behalf pursuant to the Act, the Code or other applicable laws, are hereby ratified and confirmed.

8. Repealer. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with the Resolution are hereby repealed to the extent only of such inconsistency of conflict.

9. Cost. The District shall be responsible for the payment of any and all costs associated with the conduct of the Election, including its cancellation, if necessary, and those costs incurred pursuant to the terms and conditions of an election agreement with the County, if any.

10. Effective Date. The provisions of this Resolution shall take effect immediately.

In response to a question from Director McKenna, Chief Miller stated that the Department has a plaque to be presented to Jack Sullivan. The plaque and shadow box contains pictures from the original start of work on the Training Area. Miller stated
that the Department hopes to present this honor to Jack in the near future and will inform Board members of the time for the presentation. He urges all Board members to attend this event.

White reported that he had been contacted by Berthoud Fire with regard to its obligations for reimbursement to the Rural District pursuant to the Annexation IGA. White reported that approximately $24,000 will be due to the Rural District in 2018.

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