

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, November 1, 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
Michael Cervowski, Loveland Fire Rescue Authority

Bob Boggio, Rural Citizen

President Legits opened the meeting.

The minutes of the October 4, 2017 regular meeting were presented. Upon motion by Swanty, seconded by Anderson, and unanimously carried, the minutes were approved.

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

Loveland Fire Authority (1)	\$	212,990.00
Gregory A. White Legal (12a)		5,350.00
Watson Coon & Associates Accounting & Audit (11)		4,450.00
Haynie & Company Accounting & Audit (11)		400.00
Gregory A. White Administrative (12b) Board Secretary Fee (8a)		1,000.00 375.00
Dave Legits Board Meetings (8b)		100.00
Barry Gustafson Board Meetings (8b)		100.00
Andy Anderson Board Meetings (8b)		100.00
Jeff Swanty Board Meetings (8b)		100.00
TOTAL \$		224,965.00

White presented the financial report. He noted that revenues will probably exceed budgetary amounts, and there appear to be no expenditures that will exceed the budgetary amounts.

President Legits opened a public hearing for the 2018 Budget.

White stated that the required notice of the budget hearing had been published as required by State statute, and that he had received no inquiries or correspondence concerning the 2018 Budget.

White reviewed the 2018 Budget with the Board as follows:

- Property Taxes. There is an increase of approximately \$500,000 in general property taxes from 2017 to 2018 due to the increase in the assessed valuation in the District.
- Specific Ownership Taxes. These remain the same as 2017.
- Interest Income. Based upon the current .3% interest being received by the Rural District on its investments.
- Expenditures. \$2,701,209 for the Fire Authority is the Rural's share of the adopted 2018 Fire Authority Budget.
- Canyon Pension Fund has been increased from \$25,000 to \$30,000 in order to provide increased funding based upon the 2017 Actuarial Report and recommendation of the Canyon Pension Board.
- 2017 Special Budget Request. This \$200,000 is for the loan to LFRA to purchase property for Station 7.
- Apparatus Replacement Fund. \$152,250 is the required amount to reimburse LFRA for the Rural District's participation in the Apparatus Replacement Fund.
- Contingency. \$100,000 is to provide funding for any unanticipated requests in 2018 and is subject to Board approval prior to use.
- Election Expense. \$50,000 in anticipation of the possibility of a contested Board election in May of 2018. The County Elections Office does not hold a coordinated election for special district elections in even numbered years.

White presented the Board with the October 24, 2017 Loveland Rural Fire Protection District Ten Year Budget. White reviewed the projections in the Ten Year Budget with the 2018 Budget with the Board.

Upon motion by Swanty, seconded by Anderson, and unanimously carried, the following Resolutions were adopted:

RESOLUTION

WHEREAS, the Board of Directors of the Loveland Rural Fire Protection District appointed Gregory A. White, Secretary-Assistant Treasurer, to prepare and submit a proposed Budget to said governing body at the proper time; and

WHEREAS, Gregory A. White, Secretary-Assistant Treasurer submitted a proposed Budget to this governing body for its consideration; and

WHEREAS, upon due and proper published notice, said Budget was open for inspection by the public at a designated place, a public hearing was held on November 1, 2017, and interested taxpayers were given the opportunity to file or register any objections to said proposed Budget; and

WHEREAS, whatever increase may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LOVELAND RURAL FIRE PROTECTION DISTRICT;

Section 1. That estimated expenditures for each fund are as follows:

General Fund:	\$3,182,988
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Section 2. That estimated revenues are as follows:

General Fund:	
From general property tax levy:	\$2,986,445
From sources other than general property tax:	\$ 978,486
TOTAL REVENUES:	\$3,964,931

Section 3. That the Budget submitted and hereinabove summarized by fund, approved and adopted as the Budget of the Loveland Rural Fire Protection District for 2018.

RESOLUTION

WHEREAS, the Board of Directors of the Loveland Rural Fire Protection District adopted the annual Budget in accordance with the Local Government Budget Law on November 1, 2017; and

WHEREAS, the Board of Directors of the Loveland Rural Fire Protection District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures set forth in said Budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the Budget to provide for the operations of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LOVELAND RURAL FIRE PROTECTION DISTRICT.

Section 1. The following sums are hereby appropriated from the revenues of each fund, to each fund, for the purpose stated therein:

General Fund:	\$3,278,478
Capital Outlay:	\$ 0
Contingent:	\$ 100,000
Current Operating Expenses:	\$3,082,988
TABOR Reserve	\$ 95,490
Total:	\$3,278,478

RESOLUTION

WHEREAS, the Board of Directors of the Loveland Rural Fire Protection District has adopted the annual budget in accordance with the local government budget law on November 1, 2017; and

WHEREAS, the amount of money from real property tax assessments necessary to balance the budget for the general operation expense is \$2,986,445 for the General Fund; and

WHEREAS, the 2017 valuation for the assessment for the Loveland Rural Fire Protection District is \$342,954,168.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LOVELAND RURAL FIRE PROTECTION DISTRICT.

Section 1. For the purpose of meeting all general operating expenses for the Loveland Rural Fire Protection District during the 2018 Budget year, there is hereby levied a tax of 8.708 mills upon each dollar of the total valuation for assessment for all taxable property within the Loveland Rural Fire Protection District for the year 2018.

Section 2. The Secretary-Assistant Treasurer is hereby authorized and directed to certify to the County Commissioners of Larimer County, Colorado, the mill levy for the Loveland Rural Fire Protection District as herein above determined and set.

Chief Miller gave the Chief's Report. He noted that the Department is currently updating the LFRA website. It is the Department's intention to incorporate the Rural District website into the LFRA website. White stated this is appropriate to enable citizens to contact the correct entity. The new website should be up and running in December.

Miller briefed the Board on the status of Station 7. A Purchase Contract for the property has been executed by LFRA and forwarded to the owners of the property for their review. It is anticipated that the Purchase Contract will be executed by the owners in the near future.

Miller handed out a document providing cost estimates for the new fire Station 7. This document provides an estimate of the design costs, construction costs, and soft costs for completion of the construction of Station 7. Total anticipated amount is \$3,976,830. This does not include equipment for the station. Due to the fact that this estimate is greater than the previous estimate, the equipment for the station will probably be purchased using City CEFs.

Miller briefed the Board on the status of impact fees. Currently, there are three IGAs pending with the Town of Johnstown, Larimer County, and the City of Loveland. Miller anticipates these IGAs will be approved by the three entities in the near future. If so, the impact fees will be effective January 1, 2018.

Former Chief Mirowski presented the 2018 Strategic Plan Compendium to the Board. Mirowski outlined the process that led to this document. He noted that the 2018 Strategic Plan is similar to the 2012 Plan. FRAC is responsible for the production and editing of the Plan. Mirowski complimented FRAC for its work on this project. The 2018 Strategic Plan including the Compendium is still undergoing minor editing.

Mirowski asked the Board to review the Essential Service Expansion Plan (ESEP) found in the Compendium. Mirowski went through the various components of the Plan and noted that only three of the components being the Inspector for the Community Safety Division in 2018, the three firefighter positions for Heavy Rescue 2 in 2021, and the quick response vehicle company in 2025 were not funded in the Ten Year Budget Plan. The Compendium will be on the November 13, 2018 Authority Board meeting agenda for approval by the Authority Board. Following approval, the Compendium will be forwarded to the City Council and the Rural Board for approval. White noted that it was important for the City and the Rural Board to approve the 2018 Strategic Plan in order for the City, the Rural and the Fire Authority to have an approved plan for future activities of LFRA.

Director McKenna stated he agreed with White's comments and was pleased that the ESEP was affordable to the Rural District.

Mirowski noted that the 2018 Strategic Plan also contains a provision that the Rural allocation formula be reviewed in the future in order to correctly reflect the circumstances of the City, the Rural District, and the Fire Authority at the time of review.

Director Swanty also commented on the importance of the approval of the 2018 Strategic Plan by the Fire Authority, the City, and the Rural Board to provide accountability to all involved for the future direction of the Fire Authority.

President Legits asked if there was consensus among the Board members to recommend that the Fire Authority approve the 2018 Strategic Plan. All Board members indicated that they were in favor of approval by the Fire Authority of the 2018 Strategic Plan.

In the absence of Chief Sparks, Chief Cervowski presented the Community Services Division Report. He noted that the Division has completed, with the Thompson School District, presentations for prevention to 1st graders in the District. He noted this has been a great partnership between the Fire Authority and the School District.

He briefed the Board on an issue involving a homeowner in the Rural District who wishes to turn off a sprinkler system. The Department is working with this homeowner to discourage turning off of the sprinkler system.

In the absence Chief Ward, Chief Cervowski presented the Operation Division Report. He provided an update to the Board on the new apparatus for the Fire Authority. He noted that the Authority is continuing to work with Estes Valley Fire for response in the Big Thompson Canyon during the closure of the road for construction.

Cervowski noted that two new divers had been certified as part of the Special Operations Team.

There was a recent explosion on Highway 60 with no injuries. Due to the recent explosion in Firestone, the Department is working with investigation agencies to determine the cause of the explosion.

On October 19, 2017, there was a structure fire on north Madison to which the Department responded and contained the blaze.

Last weekend there was a haz-mat issue on Highway 60 which was a capped oil well leaking drilling mud. The EPA and the owner are working to clean-up the incident.

In the last month, the Department supported two SWAT incidents with the Loveland Police Department.

In the absence of Canyon Chief Neal, President Legits presented the Canyon Report. He noted there were very few calls in the last month. There are two Canyon firefighters in the Firefighter I Academy in Estes Park and it is anticipated that both will graduate from the Academy in the near future. Legits noted that he is still working on getting the generator operational for Station 9. Due to Hurricanes Irma and Harvey, parts for generators are in great demand.

White presented the Loan and Repayment Agreement for Real Property Purchase between the Rural District and LFRA. White noted that the Rural Board had previously authorized the advancement of up to \$200,000 to LFRA to enable the Authority to purchase the property for Station 7. The Agreement provides that the District will advance up to \$200,000 for the purchase of the property. The Authority will be responsible for paying back the amount of the advancement either upon funding of the Station 7 project which includes reimbursement for costs of acquisition of the property, or two years from the date of the advancement of the funds from the District to the Authority. In the event that the Authority does not reimburse the Rural District the appropriate amount within said timeframe, the District is authorized to withhold the amount from its next monthly payment to the Authority. Upon motion by McKenna, seconded by Anderson, and unanimously carried, the Board approved the Agreement.

President Legits opened a public hearing on a Supplemental Budget for 2017. White stated that the required notice had been published as required by State statute and that he had received no comments or inquiries regarding this matter. White stated that the reason for the supplemental budget was to appropriate \$200,000 in 2017 from unreserved funds in the General Fund for transfer by the Rural District to the Fire Authority for the purchase of the property for Station 7. Upon motion by McKenna, seconded by Swanty, and unanimously carried, the following Resolution was approved:

RESOLUTION

WHEREAS, the Loveland Rural Fire Protection District adopted its 2017 Budget on November 2, 2016 (the 2017 Budget); and

WHEREAS, the Rural District has agreed to advance a maximum of \$200,000 to the Loveland Fire Rescue Authority (the Authority), to allow the Authority to purchase property for location of Fire Station 7; and

WHEREAS, this request from the Authority and the Rural Board's decision to advance said funds was made after the adoption of the 2017 Budget; and

WHEREAS, sufficient unreserved funds exist in the Rural District's General Fund to appropriate \$200,000 for advancement to the Authority in 2017 to purchase property for Station 7; and

WHEREAS, the proposed 2017 Supplemental Budget has been submitted to the Rural Board for its consideration; and

WHEREAS, the Rural Board desires to adopt the 2017 Supplemental Budget and appropriate the necessary funds to provide for the advancement to the Authority of \$200,000 for the purchase of property for Station 7; and

WHEREAS, upon due and proper published notice, said Supplemental Budget was open for inspection by the public at a designated place, a public hearing was held on November 1, 2017, and the taxpayers were given the opportunity to file or register any objections to said proposed Supplemental Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LOVELAND RURAL FIRE PROTECTION DISTRICT;

Section 1. The Rural Board hereby authorizes and approves the appropriation in 2017 from its General Fund in additional money of \$200,000 for advancement to the Authority to enable the Authority to purchase property for Station 7.

Section 2. The Board hereby ratifies and approves the expenditure of an additional \$200,000 to the Authority from the General Fund during 2017.

Section 3. At the time the Board adopted the 2017 Budget in the fall of 2016, it could not have reasonably foreseen the need to approve this additional appropriation of moneys to and expenditures of moneys from the General Fund for fiscal year 2017.

There being no further business, the meeting was adjourned.

Gregory A. White, Secretary/
Assistant Treasurer

ATTEST:

President