

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 1 on Wednesday November 5th, 2014 at 5:30 P.M.

The following members were present:

Dave Legits, Mike McKenna, Barry Gustafson, Leroy Anderson and Jeff Swanty.

Also present were:

Greg White, Secretary, Loveland Rural Fire Protection District
 Randy Mirowski, Loveland Fire and Rescue Department
 Ned Sparks, Loveland Fire and Rescue Department
 Greg Ward, Loveland Fire and Rescue Department
 Renee Wheeler, Loveland Fire and Rescue Department
 John Miller, Loveland Fire and Rescue Department
 Bill Lundquist, Big Thompson Canyon Volunteer Fire Department
 Shawn Neal, Big Thompson Canyon Volunteer Fire Department
 Bob Boggio, Citizen

President Legits called the meeting to order.

The minutes of the October 1st, 2014 regular meeting were presented. Upon motion by Anderson, seconded by Swanty, and unanimously carried, the minutes were approved.

White presented the October 2014 bills. Upon motion by Gustafson, seconded by Swanty, the following bills were approved:

City of Loveland (1)	\$ 162,515.00
Poudre Valley REA	
Canyon Facilities (2)	35.25
Canyon Facilities (2)	30.50
	65.75
City of Loveland	
Canyon Facilities (2)	64.86
CenturyLink	
Canyon Facilities (2)	125.00
CenturyLink	
Canyon Facilities (2)	350.00
Loveland High School Robert Lebsack Memorial Fund	
Miscellaneous (5)	75.00
CIRSA	
Miscellaneous (5)	500.00
Gregory A. White	
Legal Fees (12a)	1,980.00
Gregory A. White	
Administrative Fee (12b)	1,000.00
Board Secretary Fee (8a)	320.00
Haynie & Associates	
Bookkeeper Fee (8c)	250.00
Haynie & Associates	
Bookkeeper Fee (8c)	600.00
Dave Legits	
Board Meeting (8b)	100.00

Mike McKenna	
Board Meeting (8b)	50.00
Barry Gustafson	
Board Meeting (8b)	50.00
Leroy Anderson	
Board Meeting (8b)	100.00
Jeff Swanty	
Board Meeting (8b)	100.00
 TOTAL	 \$ 168,245.61

White presented the Financial Report. He noted that both general property and specific ownership tax revenues continued to be above budgeted projections. Expenditures were in line with budgeted amounts.

Chief Mirowski gave the Chief's Report. He reviewed the agenda for the upcoming Fire Authority Board meeting on November 13, 2014 including review and approval of an Auto Aid Agreement with Berthoud Fire, an update on the 2012 Strategic Plan, and the appropriation of funding for the 2015 Budget. Also, Mark Miller will be introduced and sworn in as the new Fire Chief. Mirowski invited all present to attend this meeting.

On November 18, 2014, the Loveland City Council will review and hopefully approve the sale of old Station No. 2 to TVEMS. Mirowski noted that the grand opening of Station No. 2 went well and had larger attendance than anticipated.

Mirowski commented on the transition process to Miller. They have been in daily communication. The Department has prepared and transmitted a Transition Report of 38 pages to Miller. Chief Miller will begin his official duties on November 10, 2014.

Mirowski noted that Chief Ward was recently honored as the 2014 Fire Instructor of the Year by the Colorado Division of Fire Prevention and Control. Also, on November 1, 2014, the Colorado Department of Fire Prevention and Control recognized Chief Sparks for his fostering and advancing of professionalism in fire prevention at the State level. Mirowski also recognized Renee Wheeler for her services in planning and managing the November 1st dinner, the opening event for new Station No. 2, and his retirement event on October 18th.

Wheeler gave the Public Safety Administrator report. She handed out the Third Quarter Budget Biz. She addressed the damage recovery section regarding the reimbursement for costs incurred during the 2013 Flood event. The City has recovered 58% of the Department's costs. She hopes to see more reimbursement up to the 75% amount from FEMA.

Chief Sparks gave the Community Safety Division report. It is anticipated that Bass Pro Shop will file their construction plans in the near future. The Value Plastics project is ongoing with discussion on fee waivers. The owners of the Lincoln Hotel have come to agreement with the Department for fire code issues. They will be installing fire sprinkler systems in the entire building by June of 2015.

The residential sprinkler system report was presented to the City Council at its last meeting. It is anticipated that this requirement for residential sprinklers will be included in the 2015 International Building Code adoption process.

Chief Sparks commented that PFA has adopted the 2012 International Fire Code and met with Larimer County regarding possible approval of the 2012 Fire Code in Larimer County. Currently, the County has only approved the 2006 International Fire Code for the areas within the Rural District. The Division will be meeting with Larimer County in the future to discuss this issue.

Chief Ward gave the Operations Division report. The new Ladder Truck is currently being manufactured. It is anticipated that delivery will occur in late December. The bid process has begun for refurbishing the current ladder truck. Bids are due to be reviewed on December 11, 2014.

The Reserve Firefighter Academy has been completed with five reserve firefighters to graduate on November 10, 2014. The Department will participate in a Firefighter 1 Academy with the Big Thompson Canyon Volunteer Fire Department and Johnstown Fire.

Ward briefed the Board on a fire at the Silver Leaf Apartments. The occupant of the unit in which the fire occurred was rescued during the fire operations. The individual was transported with serious injuries, but has recovered and has been released from the hospital. The Department has reviewed former incidents of this type, and it is the Department's opinion that this was the first successful rescue of this type in approximately 25 years.

President Legits opened the public hearing on the 2015 Budget.

White reviewed the 2015 Budget including revenues and expenses, presented the Board with a 12 year projection for the Rural District Budget as it relates to the Fire Authority, future needs of the Rural District, and answered all questions of 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 5, 2014, 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:

A. General Fund:	\$2,541,128
B. Vehicle Self-Insurance Fund:	\$ 342,066
TOTAL:	\$2,883,194

Section 2. That estimated revenues are as follows:

A. General Fund:

From general property tax levy:	\$2,106,000
From sources other than general property tax:	\$ 823,487
TOTAL REVENUES:	\$2,959,487

B. Vehicle Self-Insurance Fund:

From general property tax levy:	\$ 0
From sources other than general property tax:	\$ 342,066
TOTAL REVENUES:	\$ 342,066

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 2015.

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 5, 2014; 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:	\$2,541,128
Capital Outlay:	\$ 25,000
Contingent:	\$ 100,000
Current Operating Expenses:	\$2,342,114
TABOR Reserve	\$ 74,014
Total:	\$2,541,128
Vehicle Self-Insurance Fund	\$ 342,066
Expenses:	\$ 332,000
TABOR Reserve:	\$ 10,066
Total:	\$ 342,066

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 5, 2014; and

WHEREAS, the amount of money from real property tax assessments necessary to balance the budget for the general operation expense is \$2,106,000 for the General Fund; and

WHEREAS, the 2014 valuation for the assessment for the Loveland Rural Fire Protection District is \$241,847,793.

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 2015 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 2015.

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.

Canyon Chief Lundquist gave the Canyon Chief's report. There were few calls of significance during the month. The Department did have three training nights at the Loveland Training Area conducting live burns. This amounted to 13 ½ hours of live burn training which is valuable to the Canyon Department. Lundquist noted that County Road 43 is currently being rebuilt. However, the current project runs from approximately The Retreat up to Glenhaven and is not in the District. In the event of any mutual aid call into the Glenhaven area, the Department will consider the possibility of alternate routes. Shawn Neal briefed the Board on the upcoming Firefighter 1 Academy beginning January of 2015 at Aimes. LFR, Johnstown Fire, and the Canyon Department will provide instructors for this Academy. The current projection is four firefighters from the Canyon and six from Johnstown to participate in the Academy.

President Legits reported on the construction of Station No. 9. The roof is on, and he hopes the structure will be weather tight in the near future. President Legits presented the following bills for materials used for Station No. 9.

Fort Collins Truss	\$2,674.00
Loveland Ready Mix	\$1,567.11
Arthur Trucking	\$2,740.00
Bloedorns	\$ 498.87
Fort Collins Truss	\$2,828.67
Bloedorns	\$1,213.76
Calco	\$ 450.00

Upon motion by Anderson, seconded by Swanty and unanimously carried, the bills were ratified. Legits noted that for the remainder of 2014, he will use funds raised by the Volunteer Department for Station No. 9. White suggested that in the event there are insufficient funds available for work that needs to be done prior to 2015, that the \$25,000 appropriated in the 2015 Budget be used if necessary. It was the consensus of the Board that this was appropriate.

White presented the proposed First Amendment to the Intergovernmental Agreement for the Fire Authority IGA. The purpose of this amendment is to clarify that the Fire Authority Board will provide direction to the Fire Chief, establish goals and objectives for

each year, and evaluate the Fire Chief's performance. White noted that the Fire Chief will be an employee of the City and the City Charter provides that the City Manager has ultimate authority over all City employees. The language in the First Amendment is the language agreed upon by all concerned as appropriate with regard to the City Charter and the desire to have the Fire Authority Board be responsible for oversight of the Fire Chief. Upon motion by Gustafson, seconded by Swanty, and carried with Director McKenna abstaining from the vote, the Board approved the First Amendment as presented. McKenna stated that his abstention was based upon the process in moving the First Amendment through the Rural Board prior to the City Council, but he agreed with the substance of the First Amendment.

Director Swanty requested discussion concerning succession planning for legal and administrative service in the event that Greg White would not be available to provide the services. Following discussion, the Board requested that White provide the Board with a Succession Plan including legal and administrative support for when White is not able to provide these services.

There being no further business the meeting adjourned.

Gregory A. White, Secretary/Assistant Treasurer