

# LIVERMORE FIRE PROTECTION DISTRICT

## Board of Directors Meeting Minutes

June 15<sup>th</sup>, 2023

Meeting called to order by Bruce Huey at 4:37

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### In Attendance

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NAME	TITLE	IN ATTENDANCE
Bruce Huey	President	Present
Cindy Cosmas	Director	Present
Sheri Furlott	Secretary	Present
Mark Steputis	Director	Present
Wanda Pomeroy	Director	Present
Jerry Lang	Director	Present
Chad Uthmann	Director	Present
Jim Herrington	Fire Chief	Present
Patti Herrington	Admin Captain	Present
Joel Meeter	Assistant Chief Training/Retirement	Present

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### Public Access and Comment

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None

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### Secretary's Report of Filings/Notices

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None

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### Fire Chief's Report

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See attached report.

- Co.gov is still in process. Haven't heard back after application.
- Med 1 needs important work soon including brakes and upgraded emergency lighting.
- Chief will decide which vehicle in our fleet is best equipped for towing new Extended Incident Trailer
- New Type IV needs a light bar installed.
- New E131 will go into service 6/17/23.
- New discussion re: renting the county space across the street. Previously it was felt too expensive to due to water fees that come with the space. Approx.= \$500/month. Now most in the room feel this is a reasonable expense for gaining valuable space for new apparatus.

- A motion to approve renting space across the street was made by Wanda Pomeroy and seconded by Mark Steputis. Motion approved unanimously.

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### Grants Report

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See attached report.

- The department was asked to write a letter in support of Larimer County's peer training for assisting with mental health and critical incidence calls.

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### Corrections/Approval to Last Month's Meeting

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A motion to approve the minutes from May 18<sup>th</sup>, 2023, was made by Cindy Cosmas and seconded by Wanda Pomeroy. Motion approved.

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### Treasurer's Report

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See attached reports.

A motion to approve the treasures report was made by Sheri Furlott and seconded by Wanda Pomeroy. Motion approved.

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### Unfinished Business

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Joel Meeter gave an updated date of September 2023 for completion of actuarial analysis of pension plan.

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### New Business

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None

Motion to adjourn was made at 5:47 p.m. and was passed unanimously.

Next meeting will be held July 20<sup>th</sup>, 2023.

Approved by Director-President Barbara E. Huey

Attested to by Director S Furlott

Livermore Fire Protection District  
Grant Report June 14, 2023

No.	GRANT NAME	ITEM/EQUIPMENT	STATUS	Project Cost (\$)	TOTAL GRANT AWARD (\$)	LFPD MATCH (\$)
<b>Current Existing Grants</b>						
1	Volunteer Fire Assistance (VFA)	Extended incident support equipment including fire hoses and hardware, a portable water tank, and safety signs. This would be a reimbursement grant.	Remainder of the equipment has been received. Reimbursement request to be submitted as soon as the last of the cancelled checks is received.	\$19,217.84	\$19,217.84	\$9,608.92
2	Northeast All Hazards Region (NEAHR) Homeland Security Grant	8 dual band radios plus accessories. This would be a reimbursement grant.	Submitted Jan 2, 2023. If the state receives full funding from Homeland Security, our funding would be awarded in <u>Feb 2024</u> .	\$30,178.08	\$20,000 recommended for funding	Estimated \$10,178.08 (maximum grant award would be \$20,000).
3	Emergency Medical and Trauma Services (State EMS grant)	Zoll X, 12 lead EMS cardiac monitor. This would be a reimbursement grant.	Submitted Feb 13. Awards to be announced prior to July 1. Mary Makris and Karyn participated in the RETAC meeting March 21 and SEMTAC meetings May 11.	\$47,395.35	TBD. State's portion would be a maximum of \$17,750 for the monitor and 50% of the accessories	\$27,225.72
4	Larimer County Fire Agency Grant	Hose reducers and portable generator for extended incident support. This would be a reimbursement grant.	<b>We were awarded \$4,200.</b> Quartermaster Shafer to order equipment.	\$5,200.00	\$4,200.00	None
<b>Coming up soon</b>						
5	CL Fires	TBD. This grant is available at any time, \$500 max. We have used it for firefighting equipment and mannikins in the past. This would	Use this grant at any time.			

No.	GRANT NAME	ITEM/EQUIPMENT	STATUS	Project Cost (\$)	TOTAL GRANT AWARD (\$)	LFPD MATCH (\$)
		not be a reimbursement grant, they typically send a check.				
6	HB 22-1194	There will likely be another round of equipment grants from the state in 2023. We should evaluate what we did not receive last year and reapply. This would not be a reimbursement grant, the state will purchase the equipment.	Waiting for the grant to open.			

invited to participate in LC Grant for peer training to help  
 to mental health, critical incidence, canceling  
 invited to write a letter of support for  
 -we aren't writing - just needed a letter of support

LFPD Chief's Report  
June 15, 2023

Calls: 15 calls since last BOD Mtg

No Fires

2 ATV accidents at the same time on the same road

6 MVAs

2 MVAs at the same place and time but not a collision (Rain)

2 extrications, one tool broken

2 Fatalities, 3 people extricated (2 Livermore Residents)

Very difficult extrications

1 Injury with off trail evacuation at night

2 Illness calls

3 Patients transported by Air

1 Investigation, report situation to dispatch

Office: Zoll reporting working OK. Still learning

Co.gov is still in process *-haven't heard back after application*

Web page: work in progress, BOD agendas on line

Looking for Web designer

LFPD (Patti) now able to post BOD Agendas and Newsletter

Post Approved Minutes?

Membership: No changes

Apparatus: E132 needs electrical work. Charger not working.

Med 1 needs some maintenance work and upgraded emergency *-new brakes*

Extended Incident trailer should be here in a couple to weeks *-lighting*  
*-will decide which vehicle will tow.*

Colorado Division of Fire Prevention and Control to trade out E432 for a new(er) Type IV.

5 ton, first Gulf War vintage

*Needs light bar*

Huge upgrade for us

Contract signed, waiting for counter signature \$7.00/year

Vehicle is now covered by our VFIS ins.

Extended incident trailer on order. 2-3 weeks for delivery

Discussion on which vehicles we own will be satisfactory to pull it.

Ferrara (New E131) will go in service Saturday *6/17*

Many members trained on Driving and Pumping with test.

Foam system is not working, hoping it's a minor problem

Old E131 (White Pierce) will become E13R (Reserve)

Will place at station 2 when E132 goes in for repairs, then stored at Poudre Canyon Station 4

Mutual aid agreement: Joel F to create a DocuSign document for departments

Cost recovery contract: Sent to Covenant Solutions after we made suggestions to contract wording. Still waiting.

Eddie is contacting CSP and Covenant to bill a Truck MVA from two months ago

Training: Wildland refresher complete with almost all members finishing the "Pack Test".

11 Members at qualified at the "Arduous" level.

Focus on getting members trained on the new engine. Several sessions held on non-training days

New EMS training equipment has arrived and we will use this to increase hands-on skills for our EMTs who don't get enough hands-on with UCH training

EMS: Even after NLCERA wrote to have a meeting with the Poudre Fire Authority Chief there has been no response.

Many questions about the contract and how or who is monitoring it for compliance. *... Many other departments are struggling w/ current contract*

Station 1. R/O repairs are being attempted in a step-wise fashion: Replacing parts we know have failed. Testing water samples to see if it has solved the problem. If so we will have routine maintenance done to prevent further issues. If not we will continue to try various repairs/improvements

Station 2: No issues.

New Type IV will take up more room

Grants: See Grant Summary from Karyn

Larimer County Fire Agency Grant: Now ordering equipment

Satellite Stations: (No Update) Keith is pursuing sign for Station \$ (Red Mtn) to announce our intentions and to ask for donations and volunteers.

Virginia Dale Station: (No Update) Plans were delivered to Mr. Richardson who was going to talk to an architect about them.

Requests for BOD actions:

1. Do we need anything else for Saturday
  - a. Plates
  - b. Plasticware
  - c. Cups?



*motion to approve renting  
LC space across the street*

*1st  
Wanda*

*2nd  
Mark*

**Livermore Fire Protection District**  
**Balance Sheet**  
 As of May 31, 2023

	May 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Building Fund - Savings	65,311.76
Capital Reserve Fund-Vehicle	16,785.32
Emergency Catastrophic Fire	62,930.06
Emergency Reserve Fund - TABOR	7,579.00
General Fund - Checking	91,290.35
Red Mountain Building Fund	40,000.00
<b>Total Checking/Savings</b>	283,896.49
<b>Total Current Assets</b>	283,896.49
<b>Fixed Assets</b>	
Cash	-252,726.50
New E131 Engine	193,820.40
Type IV Brush Truck - 2022	325,453.00
<b>Total Fixed Assets</b>	266,546.90
<b>TOTAL ASSETS</b>	<b>550,443.39</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Tax-Exem Lease -New E131 Engine	103,820.40
Tax-Exep Lease - Type IV Brush	139,358.97
<b>Total Other Current Liabilities</b>	243,179.37
<b>Total Current Liabilities</b>	243,179.37
<b>Total Liabilities</b>	243,179.37
<b>Equity</b>	
Opening Bal Equity	156,917.14
Retained Earnings	114,300.06
Net Income	36,046.82
<b>Total Equity</b>	307,264.02
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>550,443.39</b>

Livermore Fire Protection Board  
Income Statement  
2023

	2023 Adopted Budget		Actual Monthly Income												Actual Total		
	Budget		1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23	9/23	10/23	11/23	12/23	Jan 23 - Dec 23	Under/Over Budget	
<b>OPERATING INCOME</b>																	
Donations	\$4,000.00	\$4,000.00															
Interest Income	\$800.00	\$800.00	\$300.23	\$592.78	\$298.65	\$222.28	\$381.18									\$1,395.22	\$766.72
Miscellaneous Income	\$0.00	\$0.00	\$458.73	\$4,968.41	\$87,424.24	\$34,435.48	\$48,346.02									\$107,772.28	\$107,772.28
Out-of-District Billings	\$1,000.00	\$1,000.00	\$1,000.00													\$1,000.00	\$1,000.00
Property Taxes	\$20,000.00	\$20,000.00	\$1,720.13	\$1,720.13	\$1,720.12	\$1,973.35	\$1,738.18									\$7,153.99	\$12,846.01
Sale of Equipment																	
Specific Ownership Tax																	
<b>Total Income</b>	<b>\$338,000.00</b>	<b>\$338,000.00</b>	<b>\$1,151.96</b>	<b>\$9,914.22</b>	<b>\$99,445.61</b>	<b>\$36,627.71</b>	<b>\$58,157.37</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$217,385.87</b>	<b>(\$120,614.13)</b>
<b>OPERATING EXPENSES</b>																	
<b>DISTRICT ADMINISTRATION</b>																	
County Treasurer Fees	\$5,400.00	\$5,400.00		\$89.38	\$7,848.50	\$886.74	\$1,233.15									\$10,377.83	\$4,968.17
Indemnity	\$20,000.00	\$20,000.00			151,500.00	\$17,077.80	(\$492.50)									\$168,085.30	(\$148,500.00)
Property Insurance	\$3,500.00	\$3,500.00	\$538.00	\$524.00	\$524.00	\$1,008.00										\$2,594.00	\$906.00
Workers Comp	\$2,000.00	\$2,000.00															
Director's Liability Insurance	\$3,000.00	\$3,000.00	\$371.30	\$316.72	\$1,545.38	\$488.38	\$376.04									\$2,701.72	\$228.28
Office Administration:																	
Office Supplies / IT Support	\$1,000.00	\$1,000.00															
Emergency Reporting Subscription	\$7,000.00	\$7,000.00		\$1,382.00	\$450.25	\$972.43	(\$555.94)									\$2,248.74	(\$4,751.26)
Travel Expense	\$5,000.00	\$5,000.00															
POV Mileage Reimbursement	\$20,000.00	\$20,000.00															
Professional Services:																	
Accounting Expenses	\$3,000.00	\$3,000.00				\$2,888.11										\$2,888.11	\$11.89
Legal Expenses	\$4,000.00	\$4,000.00				\$12.00										\$12.00	\$3,988.00
Training Expense	\$500.00	\$500.00															\$500.00
<b>Total District Administration</b>	<b>\$78,250.00</b>	<b>\$78,250.00</b>	<b>\$1,109.30</b>	<b>\$2,240.68</b>	<b>\$4,478.12</b>	<b>\$24,226.04</b>	<b>\$279.75</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32,333.91</b>	<b>\$45,916.09</b>
<b>EMERGENCY SERVICES</b>																	
Air Med Rescue Insurance	\$300.00	\$300.00															
Apparatus:																	
Fuel	\$16,000.00	\$16,000.00		\$778.18		\$524.88	\$1,087.68									\$1,590.74	\$14,409.26
Maintenance	\$12,500.00	\$12,500.00				\$1,657.98	\$1,593.00									\$3,251.00	\$9,249.00
Major ERT																	
Model 4																	
Rescue 1																	
Tender 1																	
Repair:	\$25,000.00	\$25,000.00															
Command 1																	
EIS1																	
EIS2																	
EIS3																	
Capital Equipment:																	
Model 1																	
Vehicle Purchase:	\$27,250.47	\$27,250.47				\$80,000.00										\$80,000.00	(\$52,749.53)
Annual Loan Payment on Type IV Truck	\$23,987.53	\$23,987.53				\$1,587.33	\$4,911.34									\$7,500.00	\$16,487.53
Communication Equip Purchase	\$10,000.00	\$10,000.00				\$1,053.78	\$4,911.34									\$6,965.12	\$3,034.88
Other Capital Purchase	\$50,000.00	\$50,000.00				\$10,370.00	\$1,597.33									\$12,967.33	\$37,032.67
Equipment Expenses (non-cap):																	
Command 1	\$3,000.00	\$3,000.00															
Command 2	\$2,000.00	\$2,000.00															
Command 3	\$2,000.00	\$2,000.00															
Command 4	\$2,000.00	\$2,000.00															
Command 5	\$2,000.00	\$2,000.00															
Command 6	\$2,000.00	\$2,000.00															
Command 7	\$2,000.00	\$2,000.00															
Command 8	\$2,000.00	\$2,000.00															
Command 9	\$2,000.00	\$2,000.00															
Command 10	\$2,000.00	\$2,000.00															
Command 11	\$2,000.00	\$2,000.00															
Command 12	\$2,000.00	\$2,000.00															
Command 13	\$2,000.00	\$2,000.00															
Command 14	\$2,000.00	\$2,000.00															
Command 15	\$2,000.00	\$2,000.00															
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