

# LIVERMORE FIRE PROTECTION DISTRICT

## Board of Directors Meeting Minutes

October 19<sup>th</sup>, 2023

Meeting called to order by Mark Steputis at 4:35pm

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### In Attendance

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NAME	TITLE	IN ATTENDANCE
Bruce Huey	President	Absent
Sheri Furlott	Secretary	Present
Cindy Cosmas	Treasurer	Present
Mark Steputis	Director	Present
Wanda Pomeroy	Director	Present
Chad Uthmann	Director	Absent
Jerry Lang	Director	Present
Karyn Coppinger	Grant Manager	Present
Jim Herrington	Fire Chief	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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### Grants Report

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See attached report.

- Karyn reports that grants have been less successful this year possibly due to a large balance in our general fund. A decision was made to create separate accounts for the priorities identified by the department. Appropriate monies will be placed into these accounts to show grantees that we are fundraising for specific needs.
- Karyn suggests further identifying special projects and creating task forces to identify the needs of the special projects.

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### Fire Chief's Report

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See attached report.

- Chief Herrington reported that the Zoll system may not work well for inventory and other needs. He is looking at another way to accomplish everything we need.
- Pat is doing a great job with the website. She has many ideas and is looking for feedback. She also has recommendations for improving computer security.
- Bob Grimmer volunteered as a medic in Ukraine. It was an amazing experience for him and the department is very proud of his work.
- New estimated delivery for new Type 4 is second quarter 2024

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

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A motion to approve the minutes from October 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.

- Discussion of proposed 2024 budget. Will vote at November meeting

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

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### Unfinished Business

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Brief discussion on pension plan and increasing the contribution. Will need a vote at the November meeting

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### New Business

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- Discussion on the current status of 501c3. All on the LFPD board wish for the foundation to remain viable and active. There are matters that need to be addressed including contacting the Secretary of State and communication with the email and website vendors.

Motion to adjourn was made at 6:59 p.m. and was passed unanimously

Next meeting will be held November 16<sup>th</sup>, 2023

Approved by Director-President



Attested to by Director



Grant Report October 19, 2023

Livermore Fire Protection District  
Grant Report October 19, 2023

No.	GRANT NAME	ITEM/EQUIPMENT	STATUS	Project Cost (\$)	TOTAL GRANT AWARD (\$)	LFPD MATCH (\$)
<b>Current Existing Grants</b>						
1	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 Feb 2024.	\$30,178.08	\$20,000 recommended for funding	Estimated \$10,178.08 (maximum grant award would be \$20,000).
2	Emergency Medical and Trauma Services (State EMS grant)	Zoll X, 12 lead EMS cardiac monitor. This is a reimbursement grant.	Contract has been executed and PO has been received. M. Makris is purchasing the equipment.	\$47,395.35	\$20,169.62.	\$27,225.73
4	Larimer County Fire Agency Grant	Hose reducers and portable generator for extended incident support. This would be a reimbursement grant. Note, on Oct 11, K. Coppinger and P. Herrington hosted a meet and greet at Station 1 with Larimer County Emergency Services personnel Kohl Parrott and Nateal Dunsmore.	Reimbursement request has been submitted, we are awaiting payment of \$4,200.	\$5,200.00	\$4,200.00	None
5	HB 22-1194	Scott SCBA masks, structure gloves, particulate blocking hoods, leather structure boots, large fire shelters. This is a direct equipment distribution grant, so no money is involved.	Grant was not awarded.	\$0	\$0	\$0
7	DOLA Pension Fund	\$4,500 for the pension fund.	Application submitted Sept 28.	We must make an annual contribution to	NA	NA

No.	GRANT NAME	ITEM/EQUIPMENT	STATUS	Project Cost (\$)	TOTAL GRANT AWARD (\$)	LFPD MATCH (\$)
<b>Coming up soon</b>						
7	Fire Fighter Safety	TBD	Grant to open in Dec.	our pension fund		
8	VFA	TBD	Grant to open in Oct.			
9	State EMTS	TBD	Grant to open in Dec.			

LFPD Chief's Report  
October 19, 2023

Incidents: 9 Total since last BOD Meeting

3 MVAs, 1 with large fuel spill

4 injuries (Non MVA)

2 small wildfires (Virginia Dale and Assist to County near Eaton Resv.)

Office: Reports up to date and submitted to Colo State EMS

Still Learning Zoll report system, may not work for all our needs such as inventory.

Web page growing

Livermorefireco.gov is now on- line. Members and BOD will need assistance in getting access

Review computer security and software

Membership: Dropped one member for inactivity. Two members on probation.

Prospective member reached out from Facebook page.

Apparatus: Repairs required on several units.

Fire in engine compartment of E13R (Our reserve engine) estimate to be over \$6000. Filing insurance claim (Packrat nested in engine)

New Type IV, still no chassis, no front axles.

Incident Support Trailer, storage systems being ordered

Equipment: Improved organization and storage at Station 1

Waiting for damaged Hurst extrication tool to be repaired

Other Agencies: No real progress with UCH

Mutual Aid: Eaton Reservoir Fire

Cost Recovery: None Training: EMS continues to be by UCH

1 member went to a multiday Structural Fire Fighting Academy (LFPD paid)



Livermore Fire Protection District  
**Balance Sheet**  
As of September 30, 2023

	<u>Sep 30, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Building Fund - Savings	65,788.01
Capital Reserve Fund-Vehicle	16,785.32
Emergency Catastrophic Fire	62,930.06
Emergency Reserve Fund - TABOR	7,579.00
General Fund - Checking	145,469.10
Red Mountain Building Fund	40,000.00
<b>Total Checking/Savings</b>	<u>338,551.49</u>
<b>Total Current Assets</b>	338,551.49
<b>Fixed Assets</b>	
New E131 Engine	193,820.40
Type IV Brush Truck - 2022	325,453.00
<b>Total Fixed Assets</b>	<u>519,273.40</u>
<b>TOTAL ASSETS</b>	<u><u>857,824.89</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Long Term Liabilities</b>	
Tax-Exem Lease -New E131 Engine	103,820.40
Tax-Exemp Lease - Type IV Brush	139,358.97
<b>Total Long Term Liabilities</b>	<u>243,179.37</u>
<b>Total Liabilities</b>	243,179.37
<b>Equity</b>	
Opening Bal Equity	156,917.14
Retained Earnings	277,925.74
Net Income	179,802.64
<b>Total Equity</b>	<u>614,645.52</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>857,824.89</u></u>

**Livermore Fire Protection Board  
Income Statement  
2023**

EXPENSE CATEGORY	2023 Adopted Budget												Actual Monthly Income												Under/Over 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	01/23	02/23	03/23	04/23	05/23	06/23	07/23	08/23	09/23	10/23	11/23	12/23		Jan 23 - Dec 23
<b>OPERATING INCOME</b>																										
Donations	\$4,000.00																								\$4,000.00	
Fundraising	\$7,000.00																									\$7,000.00
Interest Income	\$800.00	\$403.23	\$298.78	\$298.55	\$300.72	\$301.71	\$315.88	\$418.88	\$639.79	\$689.82	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79	\$689.79
Other Income	\$1,000.00																									\$1,000.00
Over-Quoted Billings	\$0.00																									\$0.00
Property Taxes	\$303,000.00	\$630.73	\$4,968.41	\$7,424.54	\$4,435.48	\$65,166.02	\$32,675.55	\$55,193.50	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75	\$5,814.75
State of Equipment	\$1,000.00																									\$1,000.00
Specific Ownership Tax	\$20,000.00																									\$20,000.00
<b>Total Income</b>	<b>\$39,806.00</b>	<b>\$1,161.96</b>	<b>\$9,984.22</b>	<b>\$39,445.61</b>	<b>\$39,715.55</b>	<b>\$68,297.99</b>	<b>\$55,692.89</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>
<b>EXPENSES</b>																										
<b>OPERATING EXPENSES</b>																										
<b>DISTRICT ADMINISTRATION</b>																										
County Treasurer Fees	\$8,000.00																									\$8,000.00
Insurance	\$2,000.00																									\$2,000.00
Apparatus Insurance	\$2,000.00																									\$2,000.00
Property Insurance	\$2,000.00																									\$2,000.00
Worker's Comp	\$1,750.00																									\$1,750.00
Director's Liability Insurance	\$2,000.00																									\$2,000.00
Liability Insurance Payment	\$1,000.00																									\$1,000.00
Office Administration:																										
Office Supplies / IT Support**	\$2,000.00																									\$2,000.00
Agency Reporting Subscription	\$1,000.00																									\$1,000.00
Travel Expenses	\$1,000.00																									\$1,000.00
PPA Pinball Plan Contribution	\$0.00																									\$0.00
POV Mileage Reimbursement	\$2,000.00																									\$2,000.00
Professional Services:																										
Accounting Expenses	\$3,000.00																									\$3,000.00
Legal Expenses	\$4,000.00																									\$4,000.00
Training Expense	\$800.00																									\$800.00
<b>Total District Administration</b>	<b>\$32,750.00</b>	<b>\$1,709.30</b>	<b>\$2,240.59</b>	<b>\$4,478.74</b>	<b>\$24,176.04</b>	<b>\$452.37</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>	<b>\$1,840.32</b>
<b>EMERGENCY SERVICES</b>																										
Air, Med Rescue Insurance	\$600.00																									\$600.00
Apparatus:																										
Fuel	\$16,000.00																									\$16,000.00
Maintenance:																										
NEW E131 (Ferrara)																										
E131																										
E234																										
Incident Trailer																										
Other:																										
Rescue 1																										
Squad 4																										
Tender 1																										
Repair																										
Command 1																										
E131																										
E132																										
EB31																										
EB34																										
EB35																										
Command 4																										
Towing	\$0.00																									\$0.00
Capital Equipment:																										
Vehicle Purchase	\$27,236.47																									\$27,236.47
Annual Loan Payment on Type IV Truck	\$22,867.53																									\$22,867.53
Communication Equip Purchase	\$10,000.00																									\$10,000.00
Other Capital Purchase	\$50,000.00																									\$50,000.00
<b>Equipment Expenses (non-cap):</b>																										
Equipment Expenses (non-cap):																										
<b>Total Expense</b>	<b>\$152,152.50</b>	<b>\$1,161.96</b>	<b>\$30,984.22</b>	<b>\$39,445.61</b>	<b>\$39,715.55</b>	<b>\$68,297.99</b>	<b>\$55,692.89</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>
<b>Total Income</b>	<b>\$39,806.00</b>	<b>\$1,161.96</b>	<b>\$9,984.22</b>	<b>\$39,445.61</b>	<b>\$39,715.55</b>	<b>\$68,297.99</b>	<b>\$55,692.89</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>	<b>\$1,841.82</b>
<b>Under/Over Budget</b>	<b>\$112,346.50</b>	<b>\$0.00</b>	<b>\$20,999.78</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>\$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>\$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>



Livermore Fire Protection Board  
Income Statement  
2023

Communications	\$1,800.00																				\$0.00		\$2,000.00
OTD-Related Supplies	\$586.39																						\$586.39
OTD-Related Supplies - Medical	\$2,400.00																						\$2,400.00
Diagnostic Supplies - Other	\$3,000.00																						\$3,000.00
Leased Equipment	\$1,000.00																						\$1,000.00
Non-Capital Equipment	\$8,000.00																						\$8,000.00
PPE & Apparel	\$15,000.00																						\$15,000.00
Cleaning Reimbursements	\$7,000.00																						\$7,000.00
Health & Fitness	\$5,000.00																						\$5,000.00
Meals (Trns / work days)	\$4,000.00																						\$4,000.00
Public Relations	\$4,000.00																						\$4,000.00
Awards & Appreciation	\$4,000.00																						\$4,000.00
Station Expenses																							\$0.00
Station 1 Operating Expenses:																							\$0.00
Electric ****	\$8,000.00																						\$8,000.00
Propane	\$2,000.00																						\$2,000.00
Phone	\$1,000.00																						\$1,000.00
Station 2 Operating Expenses:																							\$0.00
Electric ****	\$4,000.00																						\$4,000.00
Facilities ****	\$1,500.00																						\$1,500.00
Propane	\$800.00																						\$800.00
Phone	\$200.00																						\$200.00
Station 3 Operating Exp																							\$0.00
Station 4 Operating Exp																							\$0.00
Training - Fire Operations																							\$0.00
Training - Fire Operations																							\$0.00
Professional Membership Dues																							\$0.00
Training Supplies																							\$0.00
Training - Other																							\$0.00
Tuition / Instructor / Resources																							\$0.00
<b>TOTAL EMERGENCY SERVICES</b>	\$285,958.00	\$11,157.84	\$5,347.85	\$12,573.18	\$10,749.97	\$15,979.36	\$20,357.54	\$17,817.70	\$12,819.78	\$21,693.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$131,490.09	\$131,490.09	\$131,490.09	\$131,490.09	\$131,490.09	\$0.00	\$0.00	\$131,490.09
<b>Total Expenses</b>	\$342,706.00	\$12,261.14	\$10,588.53	\$17,051.32	\$9,926.01	\$16,432.53	\$22,197.86	\$19,262.84	\$14,693.79	\$15,091.49	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$162,505.51	\$162,505.51	\$162,505.51	\$162,505.51	\$162,505.51	\$0.00	\$0.00	\$162,505.51
<b>Net Ordinary Income</b>		(\$11,989.18)	(\$82,394.29)	\$82,394.29	\$3,789.54	\$51,895.36	\$12,894.95	\$44,291.85	\$1,807.43	(\$5,474.29)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$179,802.64	\$179,802.64	\$179,802.64	\$179,802.64	\$179,802.64	\$0.00	\$0.00	\$179,802.64

\*\*\*\* Office Supplies / IT Support: Verbon, Starlink, Streamlink, postage, office materials, filing fees, etc.  
\*\*\*\* Facilities expenses includes maintenance contracts on generators, snow removal, repairs, etc.