

LIVERMORE FIRE PROTECTION DISTRICT

Board of Directors Meeting Minutes

December 14th 2023

Meeting called to order by Bruce Huey at 4:35pm

In Attendance

| NAME | TITLE | IN ATTENDANCE |
|----------------|--------------|----------------------|
| Bruce Huey | President | Present |
| Cindy Cosmas | Treasurer | Present |
| Sheri Furlott | Secretary | Present |
| Wanda Pomeroy | Director | Present |
| Mark Steputis | Director | Present |
| Chad Uthmann | Director | Present |
| Jerry Lang | Director | Present |
| Jim Herrington | Fire Chief | Present |

Public Access and Comment

Guests: Pat Carolan, Bob Carolan, Candee Steputis.

Secretary's Report of Filings/Notices

Sheri read two letters of thanks received recently from community members.

Grants Report

Due to Karyn Coppinger's resignation, an abbreviated report was given by Chief Herrington and Pat Carolan.

- There are three active grants: EMS = progress report via Zoom due by Dec.31st
Homeland Security = may be funded in January.
DOLA pension Grant
- Two grants open for competition: FFSDP 2024 =applications due Jan. 31st
EMTS 2024 = applications due Feb. 8th

Fire Chief's Report

See attached report.

- Chief Herrington introduced Pat Carolan who will be helping with IT and logistics. She gave a brief explanation of First Due, a records management software company that may be helpful for our department. Their product includes pre-incident planning, mobile responder, hydrant management, and CAD integration. This will be discussed further with leadership.
- PVREA donated \$500.00 to our department.

Corrections/Approval to Last Month's Meeting

A motion to approve the minutes from November 16th was made by Cindy Cosmas and seconded by Wanda Pomeroy. Motion approved.

Treasurer's Report

See attached reports.

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

Unfinished Business

None

New Business

Resolution 23-5 was written and read by Bruce Huey. This resolution amends LFPD's pension plan.

A motion to approve Resolution 23-5 was made by Mark Steputis and seconded by Cindy Cosmas. Motion approved.

See attached Resolution.

Motion to adjourn was made at 6:00p.m. and was passed unanimously.

Next meeting will be held: January 18th, 2024

Approved by Director-President Bruce E. Huey

Attested to by Director Stulott

Livermore Fire Protection District
Balance Sheet
As of November 30, 2023

| | <u>Nov 30, 23</u> |
|---------------------------------------|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 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 | 125,138.97 |
| Red Mountain Building Fund | 40,000.00 |
| Total Checking/Savings | <u>318,221.36</u> |
| Total Current Assets | 318,221.36 |
| Fixed Assets | |
| New E131 Engine | 193,820.40 |
| Type IV Brush Truck - 2022 | 325,453.00 |
| Total Fixed Assets | <u>519,273.40</u> |
| TOTAL ASSETS | <u><u>837,494.76</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Long Term Liabilities | |
| Tax-Exem Lease -New E131 Engine | 103,820.40 |
| Tax-Exemp Lease - Type IV Brush | 139,358.97 |
| Total Long Term Liabilities | <u>243,179.37</u> |
| Total Liabilities | 243,179.37 |
| Equity | |
| Opening Bal Equity | 156,917.14 |
| Retained Earnings | 277,925.74 |
| Net Income | 159,472.51 |
| Total Equity | <u>594,315.39</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>837,494.76</u></u> |

**Livermore Fire Protection Board
Income Statement
2023**

| Income | 2023 Adopted Budget | Actual Monthly Income | | | | | | | | | | | | Total Income Jan 23 - Dec 23 | 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 | | |
| OPERATING INCOME | | | | | | | | | | | | | | | |
| Donations | \$4,000.00 | | \$3,000.00 | | | \$2,000.00 | | | \$736.20 | \$595.80 | \$1,100.00 | | \$1,500.00 | \$8,936.00 | \$4,936.00 |
| Fundraising | \$7,000.00 | | | | | | | | \$5,235.00 | | | | | \$5,235.00 | (\$1,765.00) |
| Grants | \$0.00 | | | | | | | | | | | | | \$0.00 | \$0.00 |
| VFA Grant | \$0.00 | | | | | | | | | \$9,808.92 | | | | \$9,808.92 | \$9,808.92 |
| Larimer County Grant | \$0.00 | | | | | | | | | | | \$4,200.00 | | \$4,200.00 | \$4,200.00 |
| Interest Income | \$600.00 | \$303.23 | \$292.78 | \$296.65 | \$300.72 | \$361.71 | \$419.88 | \$483.77 | \$542.02 | \$639.79 | \$431.81 | \$336.84 | | \$4,409.90 | \$3,809.90 |
| Miscellaneous Income | \$0.00 | | | | | | | | | | | \$3,725.11 | | \$3,725.11 | \$3,725.11 |
| Kroger | \$0.00 | | | | | | | | | | | \$265.55 | | \$265.55 | \$265.55 |
| Air Med Commissions | \$0.00 | | | | | | | | | \$76.88 | | \$141.36 | | \$218.24 | \$218.24 |
| Property Taxes | \$305,804.30 | \$68,731.41 | \$4,888.41 | \$97,424.54 | \$34,436.48 | \$86,146.02 | \$32,673.58 | \$66,183.96 | \$3,814.75 | \$5,876.78 | \$1,607.88 | \$346.64 | | \$383,442.54 | \$2,463,747 |
| Sale of Equipment | \$1,000.00 | | | | | | | | | | | \$4.00 | | \$4.00 | (\$1,000.00) |
| Specific Ownership Tax | \$25,000.00 | \$1,726.63 | \$1,724.42 | \$1,724.42 | \$1,878.53 | \$1,736.14 | \$1,807.47 | \$1,841.82 | \$1,838.83 | \$2,194.68 | \$1,824.72 | \$2,000.34 | | \$18,885.90 | \$1,134,181 |
| Total Income | \$338,205.00 | \$1,161.96 | \$9,881.22 | \$89,445.61 | \$38,715.55 | \$98,237.99 | \$35,892.81 | \$63,994.69 | \$16,571.90 | \$16,709.20 | \$4,574.67 | \$12,449.94 | \$0.00 | \$255,426.44 | \$28,119.44 |
| Expense | | | | | | | | | | | | | | | |
| OPERATING EXPENSES | | | | | | | | | | | | | | | |
| DISTRICT ADMINISTRATION | | | | | | | | | | | | | | | |
| County Treasurer Fees | \$6,400.00 | | \$99.36 | \$1,948.50 | \$688.74 | \$1,323.15 | \$654.33 | \$1,165.09 | \$78.26 | \$110.97 | \$33.81 | \$7.17 | | \$8,695.29 | \$344.71 |
| Insurance: | | | | | | | | | | | | | | | |
| Apparatus Insurance | \$20,000.00 | | | | \$17,077.50 | (\$882.50) | \$245.00 | | | | | | | \$18,430.00 | \$3,570.00 |
| Property Insurance | \$5,500.00 | \$1,208.00 | | | | | | | | | | | | \$1,208.00 | \$4,292.00 |
| Worker's Comp | \$1,750.00 | \$538.00 | \$524.00 | \$524.00 | \$440.00 | | | | | | | | | \$2,026.00 | (\$276.00) |
| Director's Liability Insurance | \$7,000.00 | | | | \$1,808.50 | | | | | | | | | \$1,808.50 | \$5,191.50 |
| Towing | \$0.00 | | (\$1,890.00) | | | | | | | \$375.00 | | \$1,533.00 | (\$1,250.00) | (\$442.00) | \$860.00 |
| Insurance Payment | \$0.00 | | | | | | | | | | | | | \$0.00 | \$0.00 |
| Office Administration: | | | | | | | | | | | | | | | |
| Office Supplies / IT Support | \$3,000.00 | \$421.04 | \$366.46 | \$395.13 | \$298.00 | \$532.80 | \$357.23 | \$185.88 | \$2,268.86 | \$252.89 | \$853.48 | \$8.35 | | \$5,460.62 | (\$2,460.62) |
| Emergency Reporting Subscription | \$7,000.00 | \$150.26 | \$150.26 | \$1,150.26 | \$150.26 | \$150.26 | \$150.26 | \$150.26 | \$150.26 | \$150.26 | \$150.26 | \$3,150.26 | | \$5,652.88 | \$1,347.12 |
| Travel Expense | \$0.00 | | \$1,382.60 | \$460.25 | \$912.43 | (\$490.34) | | | | | | | | \$2,164.94 | (\$1,164.94) |
| FPPA Pension Plan Contribution | \$8,500.00 | | | | | | | | | | | | \$9,500.00 | \$9,500.00 | \$0.00 |
| POV Mileage Reimbursement | \$20,000.00 | | | | | | | | | | | \$136.24 | | \$136.24 | \$19,863.76 |
| Professional Services: | | | | | | | | | | | | | | | |
| Accounting Expenses | \$3,000.00 | | | | \$3,988.11 | | | | | | | | | \$3,988.11 | \$988.11 |
| Legal Expenses | \$4,000.00 | | | | \$12.00 | | \$433.90 | \$4.00 | \$184.50 | | | | | \$534.40 | \$3,465.60 |
| Training Expenses | \$800.00 | | | | | | | | | | | | | \$0.00 | \$800.00 |
| TOTAL DISTRICT ADMINISTRATION | \$82,750.00 | \$1,109.30 | \$2,240.88 | \$4,478.14 | \$24,176.04 | \$452.57 | \$1,846.32 | \$1,445.14 | \$7,876.88 | \$526.22 | \$2,708.79 | \$11,415.78 | \$0.00 | \$83,363.88 | \$29,366.14 |
| EMERGENCY SERVICES | | | | | | | | | | | | | | | |
| Air Med Rescue Insurance | | | | | | | | | | | | | | | |
| Apparatus: | | | | | | | | | | | | | | | |
| Fuel | \$18,000.00 | | \$738.16 | | \$334.80 | \$1,067.06 | \$788.30 | \$840.87 | | | \$2,254.74 | \$864.53 | \$779.52 | \$7,779.98 | \$8,220.42 |
| Maintenance: | | | | | | | | | | | | | | | |
| NEW E131 (Ferrara) | \$12,000.00 | | | | \$1,857.88 | \$1,918.29 | \$5,318.50 | \$1,949.58 | \$500.00 | | \$83.34 | | | \$11,408.19 | \$691.81 |
| E131 | | | | | | | | | | | \$129.66 | | | \$129.66 | \$129.66 |
| E834 | | \$1,507.28 | | | | | | \$1,745.00 | (\$3,606.00) | \$1,285.00 | \$1,425.58 | (\$2,688.00) | | \$3,289.86 | (\$2,388.14) |
| Incident Trailer | | | | | | \$3,900.00 | | | | | | | | \$3,900.00 | \$3,900.00 |
| Med 1 | | \$168.00 | | | \$545.50 | \$98.88 | \$187.64 | | | \$2,340.00 | \$644.90 | | | \$3,684.92 | \$3,684.92 |
| Rescue 1 | | | | | | | | | | | | \$114.51 | | \$114.51 | \$114.51 |
| Squad 2 | | | | | | | | | | | | \$178.35 | | \$178.35 | \$178.35 |
| Squad 4 | | | | | | | | | | | | | | \$0.00 | \$0.00 |
| Tender 1 | | | | | | | \$511.60 | | | | | | | \$511.60 | \$511.60 |
| Tender 4 | | | | | | | | | | | | \$3,520.83 | | \$3,520.83 | \$3,520.83 |
| Repair: | | | | | | | | | | | | | | | |
| Command 1 | \$25,000.00 | | | | | | | | | | | | | \$0.00 | \$25,000.00 |
| New E131 | | \$2,477.38 | | | | | | \$1,763.37 | | | | | | \$3,440.75 | \$3,440.75 |
| E132 | | \$78.62 | | | | | | \$10.68 | | | | \$1,978.14 | \$1,970.07 | \$4,638.41 | \$4,638.41 |
| E831 | | | | | | | | \$81.91 | \$1,372.40 | | | | | \$1,454.31 | \$1,454.31 |
| E834 | | \$123.18 | \$21.48 | | \$58.70 | | | \$17.38 | | \$786.43 | | \$237.61 | | \$806.69 | \$806.69 |
| Support 1 | | | | | | | | | | | | | | \$0.00 | \$0.00 |
| Med 1 | | | \$11.83 | | | | | \$11.48 | \$1,503.38 | \$3,758.53 | \$4,364.28 | | | \$9,648.31 | \$9,648.31 |
| Squad 4 | | | | | | | | | | \$3,322.76 | | | | \$3,322.76 | \$3,322.76 |

LFPD BOD MEETING

Chief's notes

December 14

Runs: 16 as of today

MVAs

7 Patients transported by ground on Thanksgiving night from two MVAs and a medical. No helicopters were available due to weather.

Trash fire

Medicals

Personnel: No new prospects

Pat Carolan- Logistics, IT specialist, wants to help with Grants

Need a new grant manager

Karyn Coppinger, Resigned from Grant writing.

Patti Herrington, to be awarded "First Responder of the Year for Colorado's 2nd District", tomorrow in Boulder by Congressman Neguse.

Apparatus: Several repairs

E13R now at Poudre Canyon Station 4

BME Type IV chassis has been delivered to Boise Mobile. Completion this spring expected.

Incident Support Trailer: At Schotts. Shelving is being installed. Support 1 (Old Foam 4) tow hitch and trailer brakes for towing this. Most of the items needed have been purchased. Still funds in Foundation for this? Probably ready in 1-2 months.

Stations: Good working conditions.

Snow removal

Probably should get more gravel for station 2

No update from the county regarding the old shop.

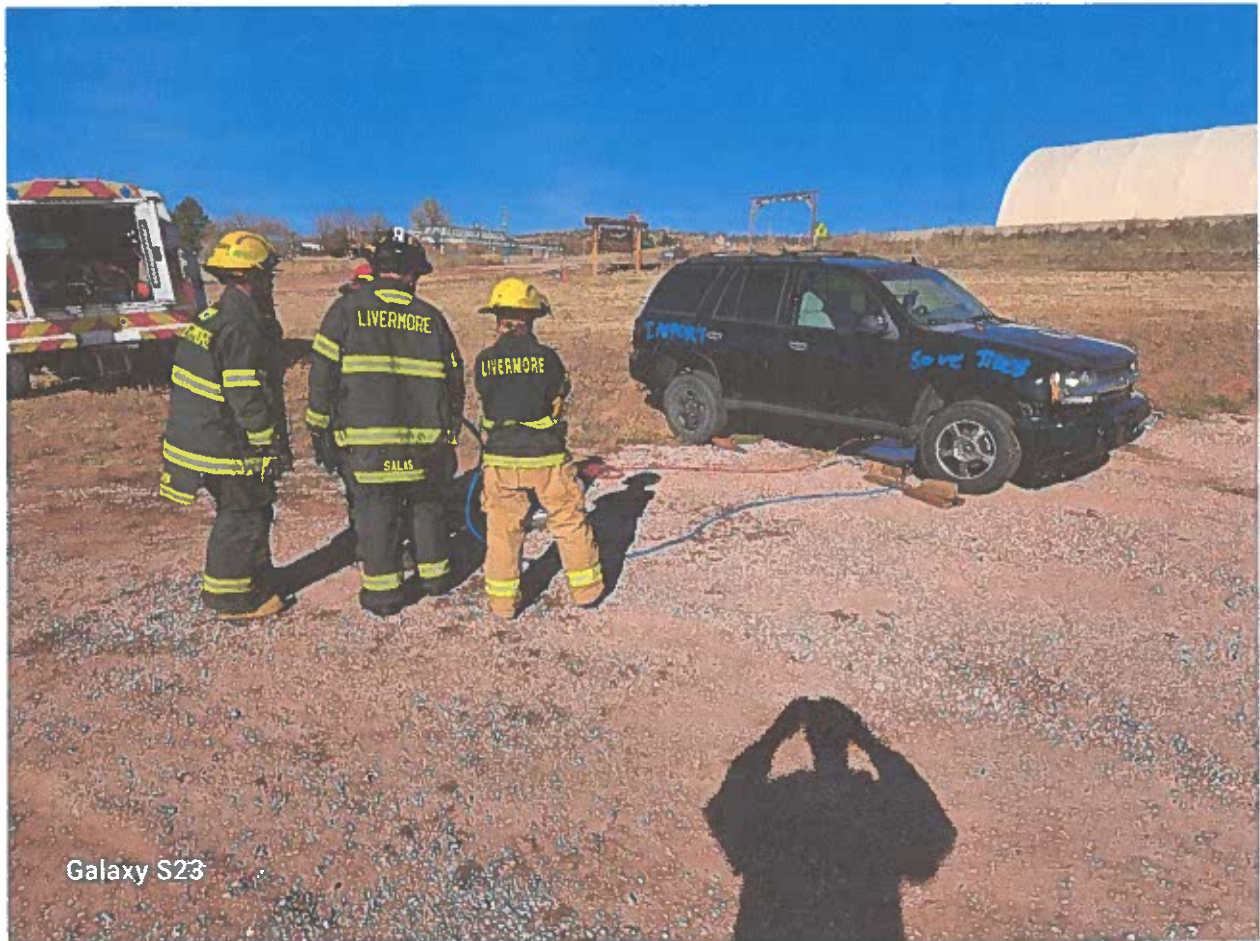
Station 3. No news. No answer to emails

Station 4. Strata has not responded to emails. Sign being created. Water is an issue that will take some work to get a well permit. The easiest solution is to consider the leased 1 acre being apart of the 35 acres it was removed from. As two parcels according to Colorado rules a well permit cannot be given if a parcel is under 35 acres.

Training: PV REA did an excellent electric safety class. -PV/REA donated 500.00

CPR training next month

EMS training, still for EMTs and not Paramedics. It appears that our Member Tiffany Meier (EMT) will be permitted to teach the UCH classes for us as well as the Mountain Departments.



Equipment: Looking at upgrading graphics on some vehicles. R-1s graphics peeling and dim.

Electric sensing probes. We have two, would like to get three more. \$400 +/- each

Personal emergency lighting. \$110/each. Have two now want to see if they are practical on scene

Zoll X monitor/defib arrived (\$47,000) Keeping old monitors as spares. Members to be trained on the many functions of this device.

EMS: UCH, Many changes in leadership and deployment which have not impacted response at this time. Training will be improved. LFPD and other Fire Districts are looking at other options for MDs to serve as education and medical advisors. Some interest from some non-UCH MDs.

Grants: Colorado Fire Safety grant. Radios?


EMS: Training Mannikins?

Suggest that more funds be put into Station 4 savings line.

Progress report due on 2023 EMS grant.

LIVERMORE FIRE PROTECTION DISTRICT
Board Resolution 2023-5

The Board of Directors of the Livermore Fire Protection District hereby amends it's Livermore Fire Protection District Volunteer Pension Fund to Proposed Plan B as presented in the Actuarial Valuation Report as of January 1, 2023. Such proposed plan B provides a pension benefit of \$10 per year of service through 30 years for a maximum benefit of \$300 and a Spousal benefit following the death of a volunteer fire fighter equal to 50% of the benefit earned by the deceased fire fighter. Such plan changes to be effective January 1, 2024.


Bruce E. Huey President


Sheri Furlott Secretary