



Poudre Fire Protection District Board Meeting Minutes: August 12, 2026

Location: Upper Canyon Community Center, 33689 Poudre Canyon Highway, Bellvue, Colorado

Directors in Attendance: Bette Blinde, Boots Jaffee, Dan Bond, Dave Bliss and Jenn Collins

Members in Attendance: Chief Hugh Collins, Paula Collins, Brenda Bliss, Sandra Lundt, Deann Bond, Curtis Samples, Becky McGraw, Karen Busch, Greg Venette

Virtual Members: N/A

Call to Order: President Jaffee called the meeting to order at 7 p.m.

Reports: Director Blinde moved to accept the minutes as amended. Vice President Bond and Director Bliss seconded the motion. All approved unanimously.

Treasurer's Report: Director Blinde reported on the financials. Updating the financial reports for ease of viewing.

August 2026

Income: \$346,369.51 (property tax revenue \$301, 005.53)

Expenses: \$94,626.64

Profit/Loss: \$251,742.87

Transferred: \$70,245 into CLEPFG's account USDA will be withdrawing the amount on September 6th.

Director Bliss moved to accept the treasurer's report. Secretary Collins seconded the motion. All approved unanimously.

Unfinished Business

Poudre Park Lower Canyon Board (LPCA)

Community Center Discussion: Ongoing discussions regarding the Community Center were reviewed. As noted in previous months' meeting minutes, PCFPD sent a letter expressing its desire to assume the lease. LPCA denied the request, as read aloud by President Jaffee.

Vice President Bond drafted a response from PCFPD to LPCA and read the letter aloud.

Director Bliss moved to approve and send the letter. Director Blinde seconded the motion. The motion passed unanimously.

Discussion of LPCA **community** involvement and the organization's by-laws.

SDA Board Member Email Requirements

Director Blinde expressed concerns regarding potential CORA requests and the retention and storage of related emails. The Board discussed responsibility for maintaining these records and appropriate storage procedures.

The Board discussed financial reports and agreed that financial information may be distributed to Board members, provided no discussion occurs outside of a properly noticed meeting.

Secretary Collins reviewed email retention requirements and will continue researching applicable email recordkeeping obligations. Further discussion will take place at the August Board meeting.

New Business:

Heart and Cancer Fund

Director Blinde led a discussion regarding the Heart and Cancer Fund programs.

Director Blinde confirmed that PCFPD has paid the required premiums for the coverage. The State has offered premium reimbursement through DOLA, subject to funding availability. Once DOLA confirms that reimbursement funds are available, Director Blinde will submit the reimbursement application.

For the Heart Fund program, Director Blinde submitted the required information for volunteers who are in good standing.

Director Blinde also reviewed the Cancer Fund program, noting that different benefits are available depending on the type of diagnosis of cancer.

Heart and Cancer Fund coverage is now active and operational.

Station 2 Building Manager

Greg Venette has agreed to serve as Building 2 Station Manager

Mrs. Lundt, representative of Old Poudre City Inc., is in agreement to hire Mr. Venette as the Station 2 Building Manager.

Director Blinde moved to hire Mr. Venette as the Station 2 Building Manager. Secretary Collins seconded the motion. All approved unanimously.

Pest Control

Discussion to hire a pest control company, Vice President Bond moved to hire a pest control company, Director Bliss seconded, all approved unanimously.

Engine 621 – Driving Lights

Director Bond on behalf Mr. Howlett – Discussion to upgrade driving lights on engine 621.

Proposal for driving lights, current headlights are not bright enough. Additional light bar for the front and side of truck. President Jaffee recommended changing the headlights on engine 621 prior to adding additional lighting.

Director Bliss asked to follow up the discussion in the September meeting.

EMS Report

Chief Collins reported a nationwide shortage of AED pads. Existing pads will remain in service, as the expiration date primarily affects the adhesive parts of the pads.

Vice President Bond noted that replacement AED pads are available, but replenishment times have been delayed due to supply issues. He also advised that aftermarket pads are available as an alternative option.

Chief Collins also reported a shortage of 2-ounce epinephrine vials. As a result, quarter-ounce ampules are currently being carried on the ambulance. The use of filtered needles is required when administering medication from these ampules.

Chief's Report: August 12, 2026

- 20 Calls in July
- County Fire Restrictions extended until September 21
- Steel for water storage tank out for bid
- Posted Squad 3 for sale on Next door and Graig's List
- Assisted with upper canyon fun days
- Ordered new thermometers for all EMTs and med bags in trucks

Station Reports: No discussion

- Station 4:
 - o Wes Ferrell – New Station Captain
- Station 3:
 - o Sean McWilliams – New Station Captain
 - o Andy Collins will put up the fire danger sign, prior to moving to Walden,
- Station 2:
 - o Tim Howlett – New Station Captain
 - o Curtis Samples fixed the leak on engine 321
- Station 1:
 - o Chad Bertram - New Station Captain

CLEPFG:

Fun Day was a successful event, providing an enjoyable day for attendees while raising funds for the organization.

Building Manager:

Mr. Venette provided a maintenance update on the building. Recent activities included installing fire extinguishers, performing maintenance on the generator, and replacing furnace filters as part of the monthly maintenance schedule.

Director Bliss will work with Mr. Venette to review and address matters related to the water system.

The cleaning position has been posted.

Director Bliss distributed copies of the MOU to all Board members.

Additional Comments:

Mrs. Busch would like to make sure all keys have been collected.

Adjournment: President Jaffe, moved to adjourn, Vice President Bond seconded, all approved unanimously.

Submitted by Jennifer Collins, Secretary