



## **Poudre Fire Protection District Board Meeting Minutes: March 11, 2026**

**Location:** Lower Poudre Canyon Community Center, 10234 Poudre Canyon Highway, Bellvue, Colorado

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

**Members in Attendance:** Chief Hugh Collins, Paula Collins, Kellie Falbo, Karen Busch, Brenda Bliss, and Marci White

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

**Reports:** Director Blinde moved to accept the minutes as emailed, Director Bond seconded the motion, all approved unanimously.

**Treasurers Report:** Director Blinde  
February 2026

Income: \$19,445.61

Expenses: \$23,238.79

Profit/ Loss: - \$3,793.18K

- **Accounts Receivable:** Director Blinde stated accounts receivable numbers reflect financials from 2005, so she will work with the auditors to correct the information on the report.
- Director Bliss moved to accept the treasurer's report, Director Blinde seconded, all approved unanimously.

### **Unfinished Business**

Poudre Park Lower Canyon Board

- Ground Lease and MOU
- Marci White reported that she has been working with the LPCA attorney and is currently reviewing the attorney's research recommendations, which is taking additional time.
- President Jaffee emphasized that the survey in question covers the entire area and should not affect the current situation. Marci noted that if PCFPD is not requesting an additional 10 feet of property, the older survey would be sufficient.
- Director Bond stated a new survey would not reflect that 10', but Marci stated the survey will show the absence of property for the surveyors to draw new lines based on where the buildings are standing.
- Chief Collins suggested eliminating the map altogether and instead relying on a written legal description, similar to what was used in the 1983 lease.

- Marci responded that conditions have changed since the build, including renovations, roads, and other improvements. She suggested reflecting the property as it exists today while retaining the 1986 lease and the original 50-foot description.
- Chief Collins clarified that PCFPD is requesting the additional 10 feet specifically because underground tanks extend into that area, necessitating the change. He also pointed out that the current map does not align with the Poudre Park Subdivision as shown. Marci agreed with this observation.
- Chief Collins further confirmed that the Poudre Park subdivision plat attached to the 2010 lease incorrectly references “Lot 1,” when it should be “Lot 21.” Given these inconsistencies, a suggestion was made to eliminate the map entirely.
- President Jaffee stated that the precise description of the tanks and the space they occupy would only be relevant if excavation were to occur. If the tanks remain undisturbed, he felt the issue should not materially affect the agreement.
- Marci asked whether the underground tanks were installed at the time the station was built. Chief Collins confirmed that the tanks were part of the original construction. Marci then asked whether this was reflected in the agreement.
- Chief Collins explained that the 2011 lease included plans for a new building and a community center; however, the community center was later removed from the plan. He noted that the 2011 lease does not specify the size of the building.
- Director Blinde reiterated the board’s preference that the Memorandum of Understanding (MOU) remain separate from the ground lease. Marci asked for clarification on the reasoning behind separating the documents.
- Kellie Falbo explained that the lease and the MOU serve different legal purposes. The ground lease is a detailed, legally binding document, while the MOU outlines general roles and responsibilities and is intended to be more flexible and adaptable over time.

**New Business:**

- **Withdrawal of 4 properties on North Rim Rd. from District**
  - Director Blinde stated that Lyons Gaddis needs to know who the new president and secretary are.
  - Per Lyons Gaddis, the typical process is to acknowledge the petitions at the March meeting and set a public hearing of the petitions at the April meeting.
  - Lyons Gaddis will publish the notice on the April hearing in the Coloradoan.
  - Director Blinde moved to acknowledge the petitions at the March meeting, and that the PCFPD sets a public hearing at our next meeting in April to seek public comments on this exclusion from our district. Director Bond seconded, all approved unanimously.
  - Chief Collins explained that the properties want to be excluded because they are accessible only through Glacier View. When the Manhattan Road addition was made, there was only one building on the land and the rest was vacant. That building was owned by an LLC and did not vote, which resulted in the land being annexed into PCFPD.
  - The property owners now want to be a part of Glacier View, which Chief Collins supports.
  - Director Blinde stated we will lose \$6K in property taxes.

- Director Bliss stated his support for the request, noting that annexation into the Glacier View Fire Protection District is more appropriate and aligns with being a good neighboring district.
- As previously stated, Director Blinde made the motion to acknowledge the petition of the 4 properties and that we will have a public hearing on the petition at the April board meeting. Director Bond seconded the motion, all approved unanimously.
- **Withdrawal of City of Ft. Collins properties at Gateway Park from District**
  - Lyons Gaddis Gateway guidance states, if the board supports the transfer of property, the board will consider the PCFPD Resolution No. 2026 3-1, Resolution and Order of Exclusion at the March meeting, which will initiate the property transfer process.
  - A notice of hearing will be published for the April PCFPD board meeting, and the Resolution and Order of Exclusion will be voted on once again, which will finalize and approve the property transfer.
  - Chief Collins stated this is non-taxable property, which belongs to the City of Fort Collins, and they are now annexing the property into the City.
  - PFA will provide coverage for this property.
  - Director Blinde approved the resolution 2026 3-1 in order of the exclusion for the Gateway Park Natural Area and that PCFPD holds the public meeting at the next board meeting in April, where there will be a final resolution. Director Bliss seconded the motion, all approved unanimously.
- **Adoption of Larimer County Wildfire Resiliency Code (WRC)**
  - Chief Collins developed Resolution 2026 3-2, PCFPD has adopted the Wildfire Resiliency Code.
  - The PCFPD adopts the State Wildfire Resiliency Code as amended by Larimer County and defers to Larimer County all interpretations, implementation and enforcement.
  - Under this agreement Larimer County will perform code enforcement for PCFPD.
  - Bette moved for resolution, Dan seconded the resolution, all approved unanimously.
  - President Jaffee signed on behalf of the PCFPD and Jennifer Collins, secretary signed to Attest.
  - WRC Adopted in March 2026 meeting.
- **PCFPD Strategic Plan**
  - All in attendance reviewed and discussed the Strategic Plan list.

### **EMS Report**

- EMT training is held twice per month, on the second and third Monday of each month. The second-Monday training takes place at the Glacier View Fire Station, and the third-Monday training is held at the Livermore Fire Station.
- Michael Drake – going through EMT training.
- Amy Maddox Skills review – Station 1
- Skills Rodeo - UC Health 21<sup>st</sup> at Livermore

- Station 2 - monthly skills training by Dan Bond and Kryssa Mayer.

**Chief s Report: 11-Mar-2026**

- 2 Calls in February
- Working with PFA on revised mutual / auto aid agreement.
- Working with CPRW on landscape mitigation projects along 68C
- Working on water storage tank for Station 2
- Working on Station 1 cistern pump
- Purchased kneeling pads for CPR responders
- Misprint on logo clothing order, being reworked
- Received donation of 20' hose for diesel tank at Station 2

**Station Reports:**

- Station 4: Chief Collins
  - Discussion of a proposed flagpole and flag installation
  - Forestry meeting
  - Livermore fire truck housed in Station 4
- Station 3: Director Bliss
  - Lease to discuss in December 2026
- Station 2: Jake Udel
  - Pat Conway – looked at wiring in stairwell.
  - Relabeled circuits
  - Sealing cracks
  - Prune back vegetation
  - Electronic Calendar
  - Security Camera – weather connect was corroded – ethernet plug
- Station 1: Kellie Falbo/President Jaffee
  - Cistern Pump
  - Training on Type 1
  - Wildland Refresh – May 16th

**CLEPFG**

- Boots Fest – President Jaffee working on a date (Mishawaka)

**General Discussion: N/A**

**Adjournment:**

President Jaffee moved to adjourn, Director Blinde seconded, all approved unanimously. 7:57 p.m.

Submitted by Jennifer Collins, Secretary