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## Loveland Fire Rescue Authority Board Meeting



410 East 5<sup>th</sup> Street (second floor conference room)

Loveland, Colorado 80537

Thursday, November 15, 2012

**1:00 PM**

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Loveland Fire Rescue Authority Board Meeting Agenda  
 410 East 5<sup>th</sup> Street  
 Loveland, Colorado 80537  
 Thursday, November 15, 2012  
 1:00 PM

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THE LOVELAND FIRE AND RESCUE AUTHORITY DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY, RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, RELIGION, AGE, NATIONAL ORIGIN OR ANCESTRY IN THE PROVISION OF SERVICES. FOR DISABLED PERSONS NEEDING REASONABLE ACCOMODATIONS TO ATTEND OR PARTICIPATE IN A CITY SERVICE OR PROGRAM, CALL 970-962-2497 AS FAR IN ADVANCE AS POSSIBLE.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**AWARDS AND PRESENTATIONS**

**PUBLIC COMMENT**

**CONSENT AGENDA**

*Anyone in the audience will be given time to speak to any item on the Consent Agenda. Please ask for that item to be removed from the Consent Agenda. Items pulled will be heard at the beginning of the Regular Agenda. You will be given an opportunity to speak to the item before the Board acts upon it.*

*Public hearings remaining on the Consent Agenda are considered to have been opened and closed, with the information furnished in connection with these items considered as the only evidence presented. Adoption of the items remaining on the Consent Agenda is considered as adoption of the staff recommendation for those items.*

*Anyone making a comment during any portion of today's meeting should come forward state your name and address for the record before being recognized by the Chair. Please do not interrupt other speakers. Side conversations should be moved outside the meeting room. Please limit your comments to no more than five minutes.*

1. Approve the Minutes from the October 11, 2012 Loveland Fire Rescue Authority Board Meeting
2. Approve a Resolution Enacting a Supplemental Budget and Appropriation to the 2012 Loveland Fire Rescue Authority Budget to Appropriate Additional Funding from Wildland Fire and Training Center Reimbursements

End of Consent Agenda

**REGULAR AGENDA**

*Anyone who wishes to address the Board on any item on this part of the agenda may do so when the Chair calls for public comment. All public hearings are conducted in accordance with Board By-Laws. When Board is considering approval, the Authority's By-laws only requires that a majority of the Board quorum be present to vote in favor of the item.*

3. Approval of Purchasing Contracts for Radios



Loveland Fire Rescue Authority Board Meeting Agenda  
410 East 5<sup>th</sup> Street  
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4. Conduct a Public Hearing and Approprate the 2013 Loveland Fire Rescue Authority Budget
5. Review the Third Quarter Budget Report: *Budget Biz*
6. Consider the Loveland Rural Fire Protection District Mill Levy Election Results
7. Proposed Amendments to the 2012 International Fire Code
8. Review Briefing Papers and Correspondence
  - a. Chief's Report
  - b. Sept Statistics
  - c. Letters
9. Board Member New Business/Feedback
10. Any Other Business for Board Consideration

**ADJOURN**



## Agenda Item Cover

Item No.: 1

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

### TITLE

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Approve the Minutes from the October 11, 2012 Loveland Fire Rescue Authority (LFRA) Board Meeting

### EXECUTIVE SUMMARY

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The attached document, prepared by Roylene Sterkel, is a record of the October 11, 2012 LFRA meeting. It details the discussions at the meeting including the update on the positive pressure attack technique that LFRA began using in fire response on October 1, 2012; the Chief's report; and the progress on the ballot issue for the Rural District.

### BACKGROUND

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Standard meeting protocol

### STAFF RECOMMENDATION

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Approve as written

### FINANCIAL/ECONOMIC IMPACTS

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N/A

### ASSOCIATED STRATEGIC GOALS

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N/A

### ATTACHMENTS

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Minutes



Loveland Rural  
Fire Protection  
District

## **Fire & Rescue Authority Board Meeting Minutes Thursday, October 11, 2012**

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**Members Present:**

Board Chair Jeff Swanty  
Mayor Cecil Gutierrez  
Councilor John Fogle  
Fire Chief Randy Mirowski  
Public Safety Admin. Dir. Renee Wheeler

Rural Board Secretary Greg White  
City Manager Bill Cahill  
Division Chief Ned Sparks  
Asst. City Attorney Teresa Ablao  
BSC Roylene Sterkel

**Absent Members:**

Division Chief Merlin Green  
Rural Board President Dave Legits

**Visitors:**

Battalion Chief Greg Ward  
Deputy Fire Marshal Carie Dann

**Call to Order:**

Chairman Swanty called the Fire & Rescue Authority Board meeting to order on the above date at 1:05 p.m.

**Pledge of Allegiance:**

The Board participated in the Pledge of Allegiance.

**Roll Call:**

Secretary Sterkel conducted roll call.

**Awards and Presentations:** None

**Public Comment:** None

## **Consent Agenda:**

1. Mayor Gutierrez moved to approve the September minutes as written. City Manager Cahill seconded the motion. Motion was approved.

## **Regular Agenda:**

### **2. Update on Tactical Implementation of Positive Pressure Attack Technique.**

Chief Mirowski shared a Power Point presentation relative to Positive Pressure Attack (PPA). This technique of fighting fire was implemented for LFRA on October 1<sup>st</sup>. This process is a safe, effective tactic that can save lives and property and helps to ensure that civilians and firefighters are less likely to be harmed by fire.

Rural Board Secretary Greg White asked what the most suitable situation would be to use the PPA. Chief Mirowski said that older homes with smaller windows pose a bigger challenge for the venting, but most newer homes are good candidates for the process.

City Manager Cahill said some people might argue that the PPA will push the fire everywhere, but he and Chief Mirowski agreed that it pushes the fire to the outside of the structure where it does less damage and makes it much easier to rescue a trapped person inside.

Mayor Gutierrez asked what our firefighters think of it. Chief Ward said they are supportive of it. The cost of the PPA simulator was shared with Johnstown because they are in the process of training their folks on it.

### **3. Chief's Report.**

Chief Mirowski talked about the process on Fire Station 2. The contract to purchase the property is nearly complete and will go to City Council in November for money appropriation. The Board talked about connectivity through Mchaffey Park. Initially there won't be that connectivity but it is planned in the phasing model.

Chief Sparks gave an update on the remodel at Fire Station 6. He said that the project is 60-65% complete and is on track for completion in December. We will be starting the hiring process during the last week of October and plan to have the additional firefighters start in January, 2013. We will be hiring from our part-time paid firefighters and reserves.

Asst. City Attorney Tree Ablao talked about the IGA with Thompson Valley EMS. A meeting was held on October 8<sup>th</sup> and we are very close to a final IGA document. The

group plans to have the final version done in November.

#### **4. Board Member New Business/Feedback.**

- Chairman Swanty asked Rural Board Secretary Greg White for an update on the Rural Mil Levy election. Greg said that the factual summary went out to Rural voters last week. The Tabor notice was mailed out on October 5<sup>th</sup>. Early voting starts on October 22<sup>nd</sup>. Chief Mirowski said that firefighters have been canvassing homes on their time off to make information available to homeowners. He's hoping to set up a meeting with Chief Leshner and Pamela from the Reporter Herald to talk about the medical calls in the Rural and how they may be affected. Chief Ward said there will be a letter in the Reporter Herald that the Sullivan's submitted that is very good. City Manager Cahill asked if there has been an analysis of property owners vs. renters. Rural Board Secretary White said he was not aware of such an analysis. He said there are approximately 200 homeowners that live outside of Colorado.

With no further business at hand, Chairman Swanty moved to adjourn the meeting. Meeting was adjourned at 2:15 pm.

*Minutes submitted by Secretary Sterkel*

## Agenda Item Cover

Item No.: 2

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director



### TITLE

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A Resolution Enacting a Supplemental Budget and Appropriation to the 2012 Loveland Fire Rescue Authority Budget to Appropriate Additional Funding from Wildland Fire and Training Center Reimbursements

### EXECUTIVE SUMMARY

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This resolution would appropriate a total of \$123,800 additional money to the Loveland Fire Rescue Authority Budget primarily for wildland fire deployment reimbursements and reimbursements from other agencies for the use of the training center.

### BACKGROUND

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There are three primary components of this additional appropriation: wildland fire deployment reimbursements, training center reimbursements, and a contribution from the Police Department to help with the costs of overtime associated with coordinated SWAT training.

The following table demonstrates the reimbursements billed for wildland fires. The appropriation amount is less than the amount billed because LFRA had already budgeted \$30,000 for Other Agency Deployments and there were no fireworks permits this year.

#### WILDLAND DEPLOYMENTS 2012

Fire Dates	Fire Name	Location	Billed	Date
5/17 - 5/19	Hewlett Gulch Fire	Larimer County	11,120.62	6/8/2012
6/4 - 6/6	Stuart Hole Fire	Livermore, CO	11,316.42	6/22/2012
6/9 - 6/26	High Park Fire	Ft. Collins, CO	81,975.81	7/27/2012
6/26 - 6/29	Flagstaff Fire	Boulder, CO	10,234.49	7/30/2012
6/29 - 7/3	Pine Ridge Fire	Pine Ridge, CO	20,891.54	7/30/2012
7/3 - 7/5	Squirrel Creek Fire	Laramie, WY	11,736.76	7/30/2012
			147,275.64	
Budget for Other Agency Deployments			-30,000.00	
Budget LFRA will not collect for Fireworks Stands			-15,000.00	
Additional Appropriation Request			<b>\$102,275.64</b>	

The second component of the supplemental appropriation is fees LFRA has collected for the use of the training center by outside agencies. As of September 30, 2012 LFRA had collected \$16,800 as reimbursements from



## Agenda Item Cover

Item No.: 2

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director



other agencies for the use of the training center. \$4,700 of these reimbursements are specifically associated with the Blue Card training so that amount will be appropriated directly to that project code.

The final component of the supplemental appropriation is a \$4,000 contribution from the City of Loveland Police Department to pay a portion of the overtime associated with firefighters assigned to the "Tac" Fire Team to attend training with the SWAT team for skills building to ensure a quality coordinated response to an incident when a suspect has barricaded themselves in a structure or some other similar incident where firefighters assist with structure access.

The total expenditure appropriation has matching resources. No additional contributions are required from the Rural District and the only additional contribution from the City is related to the Police contribution to the overtime for training. There is a corresponding reduction in a Police expenditure account so there is no net impact to the City General Fund total expenditure budget.

### STAFF RECOMMENDATION

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Staff recommends approval of the resolution as written.

### FINANCIAL/ECONOMIC IMPACTS

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\$123,800 in additional funding for overtime, vehicle maintenance, and the training center.

### ASSOCIATED STRATEGIC GOALS

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Deliver cost effective services.

### ATTACHMENTS

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Resolution

**RESOLUTION NO. R-010**

**A RESOLUTION ENACTING A SUPPLEMENTAL BUDGET AND APPROPRIATION TO THE 2012 LOVELAND FIRE RESCUE AUTHORITY BUDGET TO APPROPRIATE ADDITIONAL FUNDING FROM WILDLAND FIRE AND TRAINING CENTER REIMBURSEMENTS**

**WHEREAS**, the Authority deployed crews to assist with fighting the Hewlett Gulch, Stuart Hole, High Park, Flagstaff, Pine Ridge, and Squirrel Creek fires; and

**WHEREAS**, the Authority has billed the federal government a total of \$147,276 for the wildland fire efforts; and

**WHEREAS**, the Loveland Fire Rescue Authority (“Authority”) will receive these funds on a reimbursement basis that exceeded the \$30,000 appropriated at the time of the adoption of the budget for 2012; and

**WHEREAS**, the Authority has collected \$16,781 as of September 30, 2012 from outside fire rescue organizations that have used the LFRA Training Center; and

**WHEREAS**, the Authority Board desires to authorize the expenditure of these funds by enacting a supplemental budget and appropriation to the budget for 2012; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE LOVELAND FIRE RESCUE AUTHORITY, STATE OF COLORADO, AS FOLLOWS:**

**Section 1.** That additional funds from wildfire and fire training reimbursements were not appropriated at the time of adoption of the budget for 2012. The funds that shall be spending the monies supplementally budgeted and appropriated are as follows:

Account Title	Account Number	Amount	Description
<b>Sources of Funds:</b>			
Other Agency Deployments	604-22-227-1601-32404	\$103,000	\$147,276 for wildland fire reimbursements less \$30,000 already budgeted less \$15,000 in Fireworks Stands permits that were prohibited this year preventing the collection of fees
Academy Training	604-22-224-1605-32612	12,100	These are the reimbursements for the outside use of the training center. There was no revenue originally budgeted.
Academy Training	604-22-224-1605-32612 FRSUBC	4,700	These are reimbursements specifically for Blue Card training. There was no revenue originally budgeted.
Contribution from City	604-22-227-1601-38600	4,000	\$4,000 overtime that the Police Department agreed pay for firefighters involved in SWAT Training
<b>Total Sources of Funds</b>		<b>\$123,800</b>	
<b>Uses of Funds:</b>			
Overtime	604-22-224-0000-41021	76,000	Overtime associated with fires and backfills for injured

Overtime	604-22-224-0000-41021	4,000	Contribution from the City Police Department for half a portion of the overtime for SWAT training
Training Center	604-22-224-1605-43270 FRSUBC	4,700	Reimbursements on Blue Card Expenditures
Vehicle Maintenance	604-22-226-1647-43534	39,100	Based expenditures to date through 9/30/12 and on the average \$25k per month expenditure budgets provided by the City's Fleet Division, \$75,000 will be necessary through the end of the year and there is only \$14,700 left in the budget as of 9/30/12. We are appropriating the balance of sources in this appropriation to this account to assist with the expected shortfall.
Total Uses:		\$123,800	

**Section 2.** That as provided in Article IV: Section 4.1 of the Intergovernmental agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity, this Resolution shall be published in full by the Board Secretary.

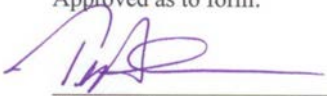
**Section 3.** That this Resolution shall go into effect as of the date and time of its adoption.

ADOPTED this \_\_\_\_\_ day of November 15, 2012.

\_\_\_\_\_  
Jeffrey M. Swanty, Chairperson

ATTEST:

\_\_\_\_\_  
Secretary

Approved as to form:  
  
 \_\_\_\_\_  
 Teresa Ablao  
 Assistant City Attorney

## Agenda Item Cover

Item No.: 3

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director



### TITLE

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Approval of Purchasing Contracts for Radios

### EXECUTIVE SUMMARY

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The Rules and Regulations, Section 1. Execution of Agreements, C. 2(b) indicates that agreements in excess of \$100,000 should be approved by the Fire Authority Board. Battalion Chief Smith is ready to make purchases of the radios to be funded by the FEMA Assistance to Firefighters Grant. A purchase order has been prepared for Motorola to purchase the radios themselves in the amount of \$804,458.94. Another purchase order has been prepared for Wireless Advanced Communications to program and install the radios in the amount of \$35,240. The two purchase orders added together result in a project total of \$839,698.94.

### BACKGROUND

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The Fire Authority Board appropriated the FEMA Grant the radio grant with Resolution -005 on May 10, 2012 and the City of Loveland appropriated the grant match contribution with Ordinance 5681 on May 15, 2012. The Rural District approved the supplemental appropriation at their May meeting. The appropriation was for \$902,660, 80% or \$682,690 from FEMA and 20% or \$219,970. Two amendments were submitted to FEMA and approved based on the unit price negotiation primarily related to volume buying and the final determinations on needs for the most appropriate unit purchases were made. Both amendments are summarized on the attached spreadsheet. All purchasing regulations have been followed. The radios were sole sourced. The last remaining action is to approve the purchase order contract for the Motorola radio purchase because it exceeds \$100,000. A revision to the unit cost for the two models of radios is necessary. The revised purchase order will be sent to the Board electronically as soon as it is available and a hard copy will be available for the official record at the meeting.

### STAFF RECOMMENDATION

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Vote to approve the purchase contracts of Motorola and Wireless Advanced Communications.

### FINANCIAL/ECONOMIC IMPACTS

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None-appropriation already made

### ASSOCIATED STRATEGIC GOALS

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Deliver cost effective service

### ATTACHMENTS

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Summary of Grant Amendments

## Loveland Fire Rescue Authority Radio Grant: EMW-2011-FR-00580-002

Approved Amendment 1:				Approved Amendment 2:				Change Description:
Items Proposed for Purchase	Number of Units	Cost Per Unit	Total Cost	Items Proposed for Purchase	Number of Units	Cost Per Unit	Total Cost	
<b>Desktop Mobile Radios</b>	8	\$3,496	\$27,971	<b>Desktop Mobile Radios</b>	8	\$3,496	\$27,971	No change
<b>Station Base Radios</b>	7	4,974	34,821	<b>Station Base Radios</b>	7	4,974	34,821	No change
<b>Portable Radios:</b>				<b>Portable Radios:</b>				
Dual Band	96	4,988	478,855	Dual Band	108	4,988	538,712	Changed to all dual band
Single Band	3	4,012	12,036	Single Band	0	0	0	
Single Radios purchased after grant submittal and before award	12	4,158	49,900	Single Radios purchased after grant submittal and before award	0	0	0	Not trying to recover costs on previously purchased radios associated with this project
<b>Mobile Radios:</b>				<b>Mobile Radios:</b>			0	
Dual Band w/rear controls	7	4,977	34,837	Dual Band w/rear controls	7	4,977	34,837	No change
Dual Band	19	4,488	85,271	Dual Band	20	4,488	89,759	One more
Single Band	19	3,392	64,442	Single Band	18	3,392	61,051	One less
<b>Accessories:</b>				<b>Accessories:</b>				
Speaker Mic Upgrades	111	202	22,439	Speaker Mic Upgrades	0	0	0	Speaker mic upgrades with the related earpieces didn't turn out to be a feasible solution
Blue Tooth Upgrades	4	210	840	Blue Tooth Upgrades	11	362	3,985	Extending to another "supervisory layer" for hands-free communication while managing resources on scene
Chargers	16	845	13,527	Chargers	16	845	13,527	No change
Earpieces	70	58	4,054	Earpieces	0	0	0	Related to the Speaker mic upgrades that aren't going to work
Head Sets	2	393	786	Head Sets (two kinds with difference unit prices)	11		9,119	Getting two different kinds: 3 standard for \$1,178.55/unit and 8 Atlantic TFT Headsets for \$992.50/unit
Hazmat Comms	0	0	0	Hazmat Comms	4	240	960	New for this amendment
<b>Installation and Programming</b>			34,110	<b>Installation and Programming</b>			35,240	additional radios
<b>Grant Writing</b>			1,500	<b>Grant Writing</b>			1,500	No change (\$1500 of \$5500 requested)
<b>Total</b>			<b>\$865,388</b>	<b>Total</b>			<b>\$851,480</b>	
Federal Share (Requested as in amendment as the same as original grant and LFRA Absorbs the difference)			682,686	Federal Share			681,184	Reduction of \$1,506
Percentage Fed Share of Total			79%	Percentage Fed Share of Total			80%	
LFRA Share (calculated plus difference between original award fed share and amendment 80%)			182,702	LFRA Share			170,296	Reduction of \$12,407 because LFRA no longer needs to absorb a difference above the original award
Percentage LFRA Share			21%	Percentage LFRA Share			20%	



## Agenda Item Cover

Item No.: 4

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

### TITLE

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A Public Hearing and a Resolution Making an Appropriation for the Fiscal Year Beginning January 1, 2013 and Ending December 31, 2013 for the Loveland Fire Rescue Authority

### EXECUTIVE SUMMARY

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The Authority Board held a public hearing and approved a budget for the operations of the Loveland Fire Rescue Authority in the amount of \$9,878,290 on September 13, 2012 along with the schedule of rates, charges and fees. Both partner organizations have approved this same budget. The City of Loveland approved it at the City Council meeting on October 2, 2012. The Loveland Rural Fire Protection District approved it at their board meeting on October 2, 2012. The final step in the budget process for the Authority is to hold a public hearing and appropriate the budget for the 2013 fiscal year. The City appropriated its contribution on second reading at the City Council meeting on October 16, 2012. The Rural District has committed to making its contribution based on projected revenues and cash reserves. Their budget appropriation will occur at the December 5, 2012 board meeting.

### BACKGROUND

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In compliance with the intergovernmental agreement Article IV: Section 4.1 the Board has submitted the 2013 budget to the governing bodies for their approval. Both the Rural District Board and the City Council have approved the budget; and therefore, the final action for the Authority Board is to appropriate the budget for 2013. There have been no changes to the budget since was originally approved by the Authority Board on September 13, 2012.

The partner contributions are calculated as agreed upon in the intergovernmental agreement as 82% from the City and 18% from the Rural District. These contribution percentages are based on the net expenditure budget (expenditures less the revenue that can be generated by the Authority through it can generate).

Total Expenditure Budget for Appropriation in 2013	\$9,878,290
Total Projected Revenue from Fees	161,380
Net Expenditure Budget for the Calculation of Partner Contributions (expenditures less revenue)	\$9,716,910
City Contribution: 82% of Net Expenditures (rounded to meet City's budget requirements)	7,967,860
Rural Contribution: 18% of Net Expenditures (rounded from \$1,749,043.80 to balance)	1,749,050



## Agenda Item Cover

Item No.: 4

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

### STAFF RECOMMENDATION

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Approve the resolution to appropriate the LFRA budget for 2013.

### FINANCIAL/ECONOMIC IMPACTS

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Legally establish the operations budget for LFRA in 2013 at \$9,878,290.

### ASSOCIATED STRATEGIC GOALS

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Resources necessary to advance all three primary goals in the Strategic Plan:

- Deploy an effective emergency response to minimize damage and loss.
- Minimize and mitigate the risks of an emergency response in the community.
- Deliver cost effective services.

### ATTACHMENTS

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Budget Summary

Resolution

**RESOLUTION NO. R-011**

**A RESOLUTION MAKING AN APPROPRIATION FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2013 AND ENDING DECEMBER 31, 2013 FOR THE LOVELAND FIRE RESCUE AUTHORITY**

**WHEREAS**, the Loveland Fire Rescue Authority held a public hearing and approved the 2013 Budget and rates, charges and fees at their board meeting on September 13, 2012; and

**WHEREAS**, the Loveland Rural Fire Protection District approved the 2013 Budget and rates, charges and fees at their board meeting on October 3, 2012; and

**WHEREAS**, the City of Loveland approved the 2013 Budget and rates, charges and fees at the City Council meeting on October 2, 2012; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE LOVELAND FIRE RESCUE AUTHORITY, STATE OF COLORADO, AS FOLLOWS:**

**Section 1.** That out of estimated resources to be derived from all sources set forth in the 2013 Budget including fees and contributions from the Loveland Rural Fire Protection District and the City of Loveland, there is hereby appropriated \$9,878,290 for the Loveland Fire Rescue Authority for the fiscal year beginning January 1, 2013.

**Section 2.** That as provided in Article IV: Section 4.1 of the Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity, this Resolution shall be published in full by the Board Secretary.

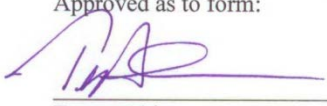
**Section 3.** That this Resolution shall go into effect as of the date and time of its adoption.

ADOPTED this \_\_\_\_\_ day of November 15, 2012.

\_\_\_\_\_  
Jeffrey M. Swanty, Chairperson

ATTEST:

\_\_\_\_\_  
Secretary

Approved as to form:  
  
\_\_\_\_\_  
Teresa Ablao  
Assistant City Attorney



## 2013 Loveland Fire Rescue Authority Budget

	City Fire Department		Fire Authority Fund			% of Total
	2010 Actual	2011 Actual	2012 Adopted Budget	2012 Revised Budget (August)	2013 Proposed w/Supp in CM Recommended	
<b>Revenues:</b>						
Taxes (General Fund Revenue)	\$6,472,129	\$6,319,937				
Charges for Services (Permits)	117,530	242,797	164,000	164,000	<b>161,380</b>	1.6%
Intergovernmental:						
City	0		6,755,180	7,219,220	<b>7,967,860</b>	80.7%
Rural District	1,050,439	1,073,313	1,504,780	1,504,780	<b>1,749,050</b>	17.7%
Other	148,281	321,027	130,830	813,520		
Total Revenues	\$7,788,379	\$7,957,074	\$8,554,790	\$9,701,520	<b>\$9,878,290</b>	100.0%
<b>Expenditures by Account Class:</b>						
Personnel (Salaries and Benefits)	6,541,076	6,768,519	6,600,640	6,838,710	7,542,890	76%
Supplies	382,242	302,259	201,200	734,670	363,860	4%
Services (starting 2012 Indirect City Adm Services included)	829,638	835,926	1,549,800	1,558,400	1,802,640	18%
Capital	35,423	50,370	203,150	569,740	168,900	2%
Total Expenditures	\$7,788,379	\$7,957,074	\$8,554,790	\$9,701,520	<b>\$9,878,290</b>	100%
% change		2.2%	7.5%	21.9%	<b>15.5%</b>	
Excess or Deficiency of Revenues Over or Under Expenditures	\$0	\$0	\$0	\$0	<b>\$0</b>	
Fund Balance (Beginning January 1)	N/A	N/A	0	0	<b>\$0</b>	
Fund Balance (Ending December 31)	N/A	N/A	0	0	<b>\$0</b>	
<b>Expenditures Restated by Service Division:</b>						
Fire Suppression	7,119,172	7,244,861	7,014,980	7,853,015	<b>7,952,960</b>	81%
Community Safety (Previously Prevention)	669,207	712,213	751,180	745,780	<b>727,070</b>	7%
Admin Division w/o City Admin			0	314,095	<b>316,642</b>	3%
Administrative Services Provided by the City			788,630	788,630	<b>881,618</b>	9%
Total Expenditures	\$7,788,379	\$7,957,074	\$8,554,790	\$9,701,520	<b>\$9,878,290</b>	100%
<b>Full Time Equivalent Employees:</b>						
Full Time Employees- Benefited	66.0	66.0	66.0	67.0	<b>73.0</b>	
Part Time Employees - Benefited	0.0	0.0	0.0	0.0	<b>0.0</b>	
Part time Employees - Non-Benefited	6.0	6.0	6.1	6.1	<b>6.1</b>	
Total	72.0	72.0	72.1	73.1	<b>79.1</b>	



## Agenda Item Cover

Item No.: 5

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

### TITLE

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Review the Third Quarter Budget Report – *Budget Biz*

### EXECUTIVE SUMMARY

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The third quarter budget report is submitted for the Board's review of the LFRA budget performance. It is intended to report all resources committed to the Fire Authority operations and capital. There are three sections of the report the Budget Status, Other Budgeted Resources, and In the Works.

### BACKGROUND

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The *Budget Biz* report is intended to highlight budget performance and issues that influence the resources available to deliver the mission of the LFRA. The primary audience is the LFRA Board, but it is available to the public. It is currently on the LFRA Board page of the website. It is designed as a three section report. The *Budget Status* section of the report will highlight the comparisons of the budget to actual revenues and expenditures in the Fire Authority Fund. The *Other Budgeted Resources* section will highlight other resources within the City that are appropriated for Fire. The *In the Works* section will highlight processes that are necessary to secure resources for the Fire Authority and feature initiatives or major purchases that are not yet complete but impact the budgetary comparisons in future reports.

The budget to actual comparisons for revenues and expenditures in the Fire Authority Fund are as expected at 75% of 2012.

- Revenues in the Fire Authority Fund are at 62.9% of the annual budget, compared to 88.2% for the same time last year. The \$662,686 federal grant for radios skews this % collection because the radios have not been purchased; and therefore, the reimbursement has not been received. If the grant budget was excluded, the revenue collected would be 73.6%.
- Expenditures in the Fire Authority Fund are at 71.3% of the annual budget, compared to 71.5% last year.
- The Strategic Plan for operations and capital through 2020 has been presented to all partners, and it was adopted by the Fire Authority Board in September.
- Positive Pressure Attack (PPA) was implemented for use in fire response by the Chief October 1, 2012 after a year of preparation and training.
- Recruiting and training is underway for reserves and part time firefighters. The recruiting for 6 full time firefighter positions will begin at the end of October for a January 1, 2013 hire date.



## Agenda Item Cover

Item No.: 5

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

### STAFF RECOMMENDATION

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Information Only

### FINANCIAL/ECONOMIC IMPACTS

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N/A

### ASSOCIATED STRATEGIC GOALS

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Deliver cost effective services.

### ATTACHMENTS

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Quarterly Budget Report – *Budget Biz*

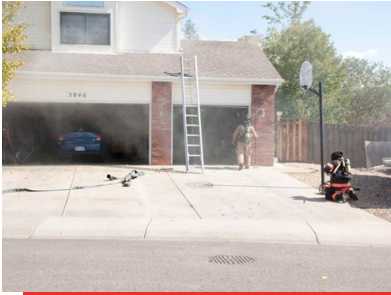
2012



# Budget Biz

Quarter 3 (July-September), Issue 3

Welcome to the third issue of the quarterly budget report for the Loveland Fire Rescue Authority (LFRA). This report is intended to provide information related to fiscal accountability. It is available on the website and accessible to anyone that is interested. It is designed to assist the LFRA Board with monitoring the budget status for all resources that assist with delivering service to the citizens of the City of Loveland and the Loveland Rural Fire Protection District.



There are three sections of the report: LFRA Budget Status, Other Resources, and In the Works. The Budget Status section will highlight the budget status for revenues and expenditures for the Fire Authority Fund from year to date, January through September, 2012. The expenditures will be presented by program and account category at the department level. Each of these financial presentations includes variance explanations when the current percentage of the total budget is significantly different from the percentage of the year (i.e., third quarter is 75% of the year). There are resources outside of the Fire Authority Fund that are critical to our service delivery mission. The Other Resources section is devoted to highlighting the status of budgets that are outside of the Fire Authority Fund. The next section of the report will provide status information on the various processes used to develop long term and short term operational and capital planning. It is also intended to highlight significant financial transactions or strategies that the department is working on to advance the strategic plan and deliver cost effective services.



Quarter 3 at 75% of 2012

- ◆ Revenues in the Fire Authority Fund are at 71.3% of the annual budget, compared to 88.2% last year. This year’s revenue budget includes \$662,686 of federal grant money for radios that have not been purchased yet. Therefore, the reimbursement has not been received and the collection percentage appears low. If the grant was excluded from the budget, then revenue collected would be 73.6%.
- ◆ Expenditures in the Fire Authority Fund are at 71.3% of the annual budget, compared to 71.5% last year.
- ◆ LFRA has billed \$147,276 for wild land fire deployments.
- ◆ The Strategic Plan for operations and capital through 2020 has been presented to all partners and the Fire Authority Board has adopted it. The “course has been charted” for LFRA’s future. All partners have agreed on the vision to be implemented over the next ten years.
- ◆ Positive Pressure Attack was implemented for use in fire response October 1, 2012. All training and preparation was completed in this quarter.

## Inside this Issue

LFRA Budget Status	2
Other Resources	6
In the Works	7

Through commitment, compassion and courage, the mission of the Loveland Fire Rescue Authority (LFRA)

2012

# LFRA Budget Status - Revenue

## Loveland Fire Rescue Authority

### Budget Revenue Report

Quarter Ending 09/30/2012, 75% of the Year

Segments/Accounts	Total Budget	MTD Rev	YTD Rev	Total Variance	Total % Uncollected	Total % Collected
<b>000 : Misc. Revenue</b>						
Interest On Investments (1)	0.00	40.11	478.06	-478.06	0.00	100.00
Gain/Loss On Investments	0.00	0.00	57.34	-57.34	0.00	100.00
<b>SubTotal 000: Misc. Revenue</b>	<b>\$0.00</b>	<b>\$40.11</b>	<b>\$535.40</b>	<b>-\$535.40</b>	<b>\$0.00</b>	<b>\$100.00</b>
<b>223 : Community Safety</b>						
Building	44,000.00	1,843.01	28,844.83	15,155.17	34.44	65.56
Contractor (2)	3,500.00	375.00	4,625.00	-1,125.00	-32.14	132.14
Fire Permit & Inspection	25,000.00	2,000.00	17,350.00	7,650.00	30.60	69.40
Firework Stand Review (3)	15,000.00	0.00	0.00	15,000.00	100.00	0.00
Special Events	35,000.00	740.00	20,070.00	14,930.00	42.66	57.34
Rural Fire Inspection Fee (2)	3,500.00	0.00	3,218.65	281.35	8.04	91.96
Miscellaneous	0.00	46.00	388.00	-388.00	0.00	100.00
<b>SubTotal 223: Community Safety</b>	<b>\$126,000.00</b>	<b>\$5,004.01</b>	<b>\$74,496.48</b>	<b>\$51,503.52</b>	<b>\$40.88</b>	<b>\$59.12</b>
<b>224 : Station Operations</b>						
Standby Reimbursements- Misc (4)	0.00	2,480.00	4,341.11	-4,341.11	0.00	100.00
Academy Training (5)	0.00	375.00	16,780.91	-16,780.91	0.00	100.00
<b>SubTotal 224: Station Operations</b>	<b>\$0.00</b>	<b>\$2,855.00</b>	<b>\$21,122.02</b>	<b>-\$21,122.02</b>	<b>\$0.00</b>	<b>\$100.00</b>
<b>225 : Technical Response and Systems</b>						
Hazmat Billing (6)	8,000.00	0.00	5,043.37	2,956.63	36.96	63.04
<b>SubTotal 225: Technical Response and Systems</b>	<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$5,043.37</b>	<b>\$2,956.63</b>	<b>\$36.96</b>	<b>\$63.04</b>
<b>227 : Administration</b>						
Federal Grants (7)	813,520.00	0.00	74,094.36	739,425.64	90.89	9.11
Rural Fire - Fire Pension (8)	21,940.00	0.00	0.00	21,940.00	100.00	0.00
Contribution - Rural Fire District	1,482,840.00	127,647.00	1,063,321.00	419,519.00	28.29	71.71
Other Agency Deployment (9)	30,000.00	11,686.57	24,072.46	5,927.54	19.76	80.24
Contribution - Loveland	7,219,220.00	548,671.00	5,390,734.00	1,828,486.00	25.33	74.67
<b>SubTotal 227 : Administration</b>	<b>\$9,567,520.00</b>	<b>\$688,004.57</b>	<b>\$6,552,221.82</b>	<b>\$3,015,298.18</b>	<b>31.52</b>	<b>68.48</b>
<b>Grand Total: (10)</b>	<b>\$9,701,520.00</b>	<b>\$695,903.69</b>	<b>\$6,653,419.09</b>	<b>\$3,048,100.91</b>	<b>31.42</b>	<b>68.58</b>

Revenue Variance Explanations



# LFRA Budget Status - Revenue

## Variance Explanations - Revenue

### (1) Interest and Gains on Investments:

Interest earned and gains on the sales of investments are allocated to the Fire Authority cash account based on balances as a percentage of the total portfolio. Both the City and the Rural District advanced one month of expenditures to cover cash balances until contributions could be made each month.

### (2) Contractor Licenses and Rural Fire Inspection Fee

The collections are a function of increased building activity.

### (3) Fireworks Stand Review

Firework stands were prohibited based on fire risk.



### (4) Standby Reimbursements-Misc.

Standbys were budgeted in the Other Agency Deployments but LFRA decided to record actual revenues associated with standbys requested by businesses separately so that Deployments represented strictly the responses outside of our boundaries.

### (5) Academy Training

This revenue was not budgeted because at the time that the 2012 budget was developed there was not a good method for estimating the revenue. The amount represents the cost recovery for rental of the training center expenditures. (i.e., Blue Card training participants from other agencies and other agency rentals on the training center.) In November there will be a supplemental appropriation to cover additional expenditures in the Blue Card program associated with participation greater than expected.

### (6) Hazmat Billing

This represents the first of four installments on a hazmat event that occurred in 2008.

### (7) Federal Grants

A majority of this budget is the radio grant. The purchases of the radios and therefore the reimbursement on those expenditures are expected in the last quarter of the year. The collections to date are the last of the reimbursements LFRA will receive for the part time firefighters funded by the SAFER grant.

### (8) Rural Fire - Fire Pension

This money will not be collected. It was the Rural District contribution to the Consolidated Volunteer Pension Fund and it was budgeted separately in error. The contribution is included in the Rural Fire District Contribution to the LFRA as a whole.

### (9) Other Agency Deployment

The reimbursements on two fires have been collected to date: Hewlett Gulch and Stuart Hole. An additional \$124,838.60 has been billed and is expected to be collected prior to year end for the High Park, Flagstaff, Pine Ridge, and Squirrel Creek fires. A supplemental appropriation of this revenue in excess of \$30,000 budgeted will be requested in November to cover the related overtime and vehicle maintenance.

### (10) Total Revenue Collections

88.17% of the revenue budget had been collected at this point last year.

# LFRA Budget Status - Expenditures

## Loveland Fire Rescue Authority

### Authorized Spending Report by Division and Program

Quarter Ending 09/30/2012, 75% of the Year

Segments/Accounts	Total Budget	YTD Exp	YTD Enc	Total Available	Total % Available	Total % Spent
<b>223 : Community Safety</b>						
0000 : Community Safety	\$745,780.00	\$484,110.98	\$0.00	\$261,669.02	35.09	64.91
<b>SubTotal 223 : Community Safety</b>	<b>\$745,780.00</b>	<b>\$484,110.98</b>	<b>\$0.00</b>	<b>\$261,669.02</b>	<b>35.09</b>	<b>64.91</b>
<b>224 : Station Operations</b>						
0000 : General Operations	6,099,985.00	4,204,268.84	0.00	1,895,716.16	31.08	68.92
1605 : Training	91,020.00	57,422.91	0.00	33,597.09	36.91	63.09
1631 : Station 1	26,400.00	16,860.66	0.00	9,539.34	36.13	63.87
1632 : Station 2	8,555.00	3,542.60	0.00	5,012.40	58.59	41.41
1633 : Station 3	8,870.00	4,247.85	0.00	4,622.15	52.11	47.89
1635 : Station 5	7,070.00	3,277.74	0.00	3,792.26	53.64	46.36
1636 : Station 6	9,560.00	4,340.97	0.00	5,219.03	54.59	45.41
<b>SubTotal 224 : Station Operations</b>	<b>\$6,251,460.00</b>	<b>\$4,293,961.57</b>	<b>\$0.00</b>	<b>\$1,957,498.43</b>	<b>31.31</b>	<b>68.69</b>
<b>225 : Technical Response and Systems</b>						
1603 : Special Operations	62,880.00	28,080.53	0.00	34,799.47	55.34	44.66
1604 : Wild Land	27,435.00	8,682.18	0.00	18,752.82	68.35	31.65
1607 : EMS	25,760.00	8,773.67	6,000.00	10,986.33	42.65	57.35
1608 : Fire SWAT (1)	4,000.00	3,770.73	0.00	229.27	5.73	94.27
1620 : ARFF	2,100.00	0.00	0.00	2,100.00	100.00	0.00
<b>SubTotal 225 : Technical Response and Systems</b>	<b>\$122,175.00</b>	<b>\$49,307.11</b>	<b>\$6,000.00</b>	<b>\$66,867.89</b>	<b>54.73</b>	<b>45.27</b>
<b>226 : Equipment Maint &amp; Replacement (2)</b>						
1641 : Communications/Telephone	1,029,900.00	73,483.01	839,698.94	116,718.05	11.33	88.67
1642 : Hoses	16,000.00	14,940.85	0.00	1,059.15	6.62	93.38
1643 : Ladders/Small Engine	8,500.00	5,654.76	0.00	2,845.24	33.47	66.53
1644 : SCBA	36,140.00	5,954.66	16,112.38	14,072.96	38.94	61.06
1645 : Thermal Imaging	13,000.00	12,062.29	0.00	937.71	7.21	92.79
1646 : Computer Equipment (3)	24,270.00	7,986.50	0.00	16,283.50	67.09	32.91
1647 : Vehicles and Apparatus (4)	345,570.00	306,536.34	0.00	39,033.66	11.30	88.71
<b>SubTotal 226 : Equipment Maint &amp; Replacement</b>	<b>\$1,473,380.00</b>	<b>\$426,618.41</b>	<b>\$855,811.32</b>	<b>\$190,950.27</b>	<b>12.96</b>	<b>87.04</b>
<b>227 : Administration</b>						
1601 : Administration (5)	1,108,725.00	797,638.88	0.00	311,086.12	28.06	71.94
<b>SubTotal 227 : Administration</b>	<b>\$1,108,725.00</b>	<b>\$797,638.88</b>	<b>\$0.00</b>	<b>\$311,086.12</b>	<b>28.06</b>	<b>71.94</b>
<b>Grand Total: (6)</b>	<b>\$9,701,520.00</b>	<b>\$6,051,636.95</b>	<b>\$861,811.32</b>	<b>\$2,788,071.73</b>	<b>28.74</b>	<b>71.26</b>

Expenditure Variance Explanations



# LFRA Budget Status - Expenditures

## Variance Explanations - Expenditures

### (1) Fire SWAT

Gear and tools purchases don't occur evenly throughout the year. For example, uniforms, rope equipment, gear bags, tactical vests (soft body armor carrier).

### (2) Equipment Maintenance and Replacement

Equipment purchases don't occur evenly throughout the year. The radios to be purchased with grant money are encumbered (168 radios are on order). Hoses and Thermal Imaging purchases have been made for the

### (3) Computer Equipment

There will be a savings in this budget. Mobile Data Terminals to be replaced were funded by the City's Information Technology Department.

### (4) Vehicles and Apparatus

This budget is expected to come in \$36,000 to \$45,000 over budget by year end. The budget figures are provided to us by Vehicle Maintenance and include fuel, preventative maintenance, repairs, and amortization for the replacement of vehicles. We expected to cover this with an appropriation of the wildfire reimbursements since some of those dollars are requested based on the cost to operate equipment used in the deployments.

### (5) Administration

Administration costs include the City indirect expenditures for Legal, HR, Payroll, Accounts Payable, Accounting, Budgeting, IT, Dispatch, Facilities and the City Manager's Office. These costs were budgeted at \$788,626 and the monthly amount is expensed at 1/12th of that budget or \$65,719. The balance of the monthly charges are related to the Chief, Public Safety Administrative Director, and general office charges (i.e., Strategic Plan, Fire Rescue Advisory Commission support).

### (6) Total Budget

Last year 71.53% of the budget had been spent at this point in the year.



Presidential Visit Stand-by



911 Memorial Stair Climb



# Other Resources

## City Capital Replacement Fund

Engine Replacement:	
2012 Adopted Budget	\$515,000
Expenditures and Encumbrances to Date	484,532
2012 Remaining Budget	<u>\$30,468</u>

## Fire Capital Expansion Fee Fund:

Station 6 Expansion:	
2012 Revised Budget	\$929,970
Expenditures and Encumbrances to Date	341,114
2012 Remaining Budget	<u>\$588,856</u>

## City General Fund for SCBA and AED FEMA Assistance to Firefighters Grant:

March 2012 Appropriation:	\$554,570
Expenditures to Date:	
AED's	0
Repair and Mtn AED's	0
SCBA's	511,277
2012 Remaining Budget	<u>\$43,293</u>

## General Fund for Rollover Ordinance

	Itemized Budget	Rollover Appropriation Total	Itemized Difference Between Budget and Actual
May 2012 Rollover Appropriation		\$119,900	
Expenditures to Date:			
Exercise Equipment	3,000	3,000	0
Rope Rescue Equipment	5,000	4,882	118
Mobile Radio	4,000	3,406	594
Battalion Chief Blue Card Simulator	3,400	3,355	45
Positive Pressure Attack Training Prop	18,500	14,039	4,461
Dive Rescue Boat	10,000	9,995	5
Air Compressor	58,000	55,173	2,827
Telestaff Auction & Electronic Timesheet Modules	18,000	6,000	12,000
<b>2012 Remaining Budget</b>		<u><b>\$20,050</b></u>	<u><b>\$20,050</b></u>

# Authorized Spending Report

## Loveland Fire Rescue Authority

### Authorized Spending Report by Account Class Quarter Ending Date: 09/30/2012, 75% of the Year

Segments	Total Budget	MTD Exp	YTD Exp	YTD Enc	Total Available	Total % Available	Total % Spent
Personal Services	\$6,858,540	\$524,159	\$4,712,474	\$0	\$2,146,066	31.29	68.71
Supplies	1,206,250.00	42,591.52	153,219.58	855,811.32	197,219.10	16.35	83.65
Purchased Services	1,569,680.00	136,565.67	1,159,903.22	6,000.00	403,776.78	25.72	74.28
Capital Outlay (1)	67,050.00	-14,619.93	26,040.39	0.00	41,009.61	61.16	38.84
<b>Grand Total:</b>	<b>\$9,701,520</b>	<b>\$688,696</b>	<b>\$6,051,637</b>	<b>\$861,811</b>	<b>\$2,788,072</b>	<b>28.74</b>	<b>71.26 (2)</b>

(1) The negative month to date (MTD) expenditure in Capital Outlay is a reclassification of previously expensed hoses. It was determined that while the unit cost of the 100 ft hose met the \$5,000/unit capital outlay threshold, it was a component of a fire truck previously capitalized.

(2) Last year 71.53% of the budget had been spent.

## In the Works



### Supplemental Appropriations:

- ◆ \$40,300 Prevention Grant (Federal share \$32,240, LFRA share \$8,060), LFRA share in existing budget. Authority Board approved and appropriated it on September 13, 2012. The Rural Board approved it October 2, 2012. The City will be considering it in November or December.
- ◆ An appropriation for Wildland Deployments and Academy reimbursements will be requested of all partners the last quarter of the year for the associated overtime, vehicle maintenance, and academy supplies.

#### WILDLAND DEPLOYMENTS 2012

Fire Dates	Fire Name	Location	Billed	Date
5/17 - 5/19	Hewlett Gulch Fire	Larimer County	11,120.62	6/8/2012
6/4 - 6/6	Stuart Hole Fire	Livermore, CO	11,316.42	6/22/2012
6/9 - 6/26	High Park Fire	Ft. Collins, CO	81,975.81	7/27/2012
6/26 - 6/29	Flagstaff Fire	Boulder, CO	10,234.49	7/30/2012
6/29 - 7/3	Pine Ridge Fire	Pine Ridge, CO	20,891.54	7/30/2012
7/3 - 7/5	Squirrel Creek Fire	Laramie, WY	11,736.76	7/30/2012
			147,275.64	
Budget for Other Agency Deployments			-30,000.00	
Budget LFRA will not collect for Fireworks Stands			-15,000.00	
Additional Appropriation Request			<b>\$102,275.64</b>	

Continued on next page (8)

# In the Works Continued...



## Strategic Plan:

- ◆ The LFRA Strategic Plan has been adopted by the Authority Board. Presentations have been made to both the Rural Board and the City. The Rural Board approved the plan and the City Council is expected to take formal action to approve it in November.
- ◆ All stakeholders have received a personalized, printed copy of the document to demonstrate personal accountability for the implementation of the plan.



## Positive Pressure Attack

- ◆ Implementation of this technique for live fire response was approved by the Chief October 1, 2012.
- ◆ An effective plan for implementing the technique was implemented over the last 12 months, including training with auto and mutual aid response departments.
- ◆ All elected and appointed leaders have received presentations to assist them with answering any questions that citizens may have about the use of fans at the entry of the structure.

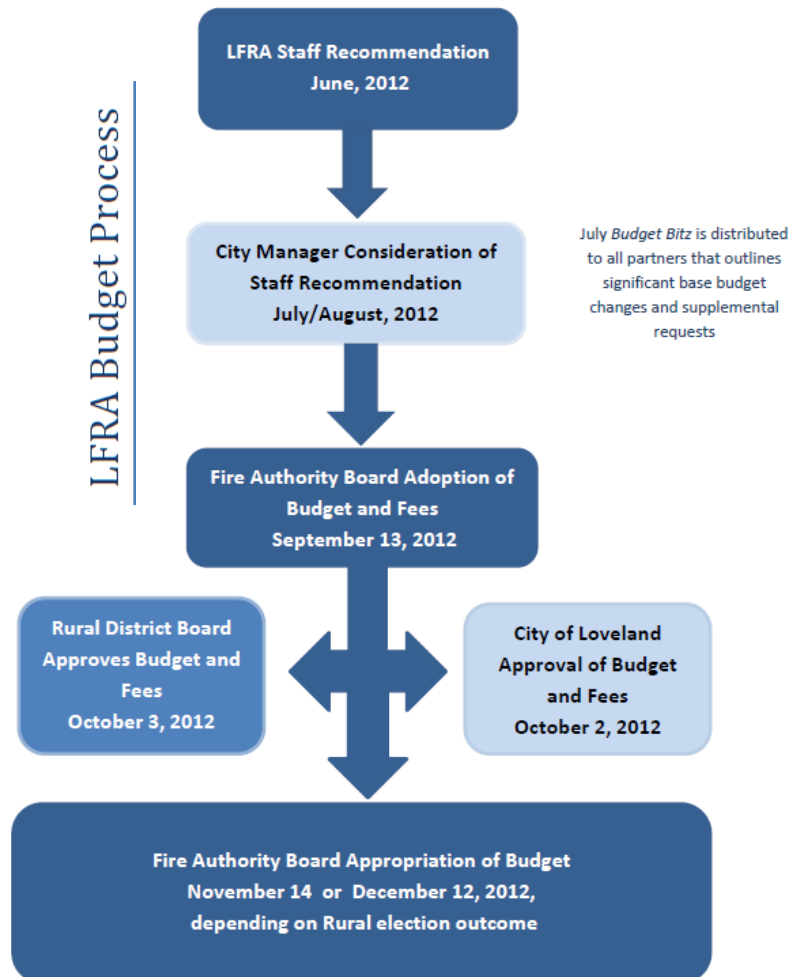


## Recruiting

- ◆ Turnover in the part time firefighter ranks made positions available and at this time those positions have been filled. There are 12 people that fill 6 FTE's.
- ◆ Turnover in the reserve ranks has also occurred. 7 candidates are currently in an academy, bringing the total in the volunteer ranks to 14.
- ◆ Hiring for the 6 firefighter positions approved in the 2013 budget will begin toward the end of October for January 1, 2013 start.

For more information regarding this report contact:

**Renee Wheeler**  
*Public Safety Administrative Director*  
 at 970-962-2704 or  
*Renee.Wheeler@cityofloveland.org*





## Agenda Item Cover

Item No.: 6

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

### TITLE

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Loveland Rural Fire Protection District Mill Levy Election Results

### EXECUTIVE SUMMARY

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The Fire Chief and the Executive Director of the Rural District will provide a summary of the election results. The election results are favorable and the mill levy increase has approved by the voters. There will be a discussion about the elements of the campaign that were viewed as successful. The high priority initiatives of the strategic plan implementation will continue as previously presented to the Board.

### BACKGROUND

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August 9, 2012 the Fire Authority Board approved a general direction for the Chief to explore if the November mill levy increase failed to facilitate the communication of consequences to the voters of the District.

This alternate plan is no longer necessary due to support by the electorate for a 2.9 mill increase for ten years, and an official staff ceremony was held to shred the alternate plan documents.

A discussion will be held to conduct a general overview of the election campaign and to receive feedback from the board members that represent the Loveland Rural Fire Protection District.

### STAFF RECOMMENDATION

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N/A

### FINANCIAL/ECONOMIC IMPACTS

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There will be funding for the sustainability of High Priority initiatives of the Strategic Plan.

### ASSOCIATED STRATEGIC GOALS

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Deploy an effective emergency response to minimize damage and loss.

### ATTACHMENTS

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None

## Agenda Item Cover

Item No.: 7

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director



### TITLE

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Proposed Amendments to the 2012 International Fire Code

### EXECUTIVE SUMMARY

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LFRA is currently enforcing the 2009 edition of the International Fire Code (IFC) in both the City and the Rural District. Staff, led by Chief Green, is initiating a process to amend the 2012 IFC released by the International Code Council and adopt the amended 2012 edition of the IFC for enforcement in 2013. These amendments are attached for Board review as a first step in the process of consideration. The adoption of the code will be the responsibility of the Board once all the public input has been received and incorporated as appropriate.

### BACKGROUND

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The International Code Council releases new code updates every three years. These codes cover all aspects of new and existing construction criteria ranging from fire codes, building codes, mechanical codes and plumbing codes just to name a few. Currently, the Loveland Fire Rescue Authority (LFRA) is operating under the adopted 2009 edition of the International Fire Code (IFC). The City of Loveland Building Department is operating under the adopted 2009 International Building Code (IBC). These two documents provide LFRA guidance through the review process utilizing these documents to ensure that all life safety standards are being met and adhered to for the protection of both firefighters and civilians.

These amendments to the 2012 IFC are consistent with previous code amendments, and will not place our community members or firefighters at greater risk by adopting these changes.

This is information only. This will be presented in a joint meeting with the Construction Advisory Board (CAB) and to the Fire Rescue Advisory Commission (FRAC) for review and comments. Once final comments have been submitted and approved, a final version will be provided to the LFRA Board for adoption.

### STAFF RECOMMENDATION

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Information only.

### FINANCIAL/ECONOMIC IMPACTS

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None

### ASSOCIATED STRATEGIC GOALS

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Minimize and mitigate the risks of an emergency occurrence in the community.

### ATTACHMENTS

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Code Amendments

## Chapter 15.28 – Fire Code

### Sections:

- 15.28.010 International Fire Code – Adopted**
- 15.28.020 Modifications to International Fire Code – 2012 Edition**
- 15.28.030 Violations and Penalties**

### **Section 15.28.10 International Fire Code-Adopted.**

The International Fire Code 2012 Edition, issued and published by the International Code Council, 4501 West Flossmoor Road, Country Club Hills, IL 60478-5795, including appendices B, C, D and I, is hereby adopted by reference as the fire code of the city. The purpose of the fire code is to provide minimum standards to safeguard life and limb, health, property and the public welfare by regulating fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises; and to provide for the issuance of permits and collection of fees therefore. At least one copy of the International Fire Code, 2012 Edition, which has been certified by the mayor and city clerk, shall be on file in the office of the city clerk, and may be inspected during regular business hours.

### **Section 15.28.020 Modifications to International Fire Code – 2012 Edition**

The International Fire Code, 2012 Edition, adopted in this chapter, is modified as follows:

A. Subsection 101.1, of Section 101 is amended to read in full, as follows:

**101.1 Title.** These regulations shall be known as the City of Loveland Fire Code hereinafter referred to as “the fire code”.

B. Subsection 108.1, of Section 108 is amended to read in full, as follows:

**108.1 Appeals.** Appeals arising from the application of the International Fire Code, 2012 Edition, shall be pursuant to Sections 15.04.150 and 15.04.152 of the Loveland Municipal Code.

C. Subsection 108.2, of Section 108 is deleted in its entirety.

D. Subsection 108.3, of Section 108 is deleted in its entirety.

E. Subsection 109.4, of Section 109 is deleted in its entirety.

F. Subsection 111.4, of Section 111 is deleted in its entirety.

G. Subsection 113, of Section 113 is amended to read in full, as follows:

**113.2 Schedule of Permit Fees.** Fees for any permit, inspections, and services authorized by the fire code shall be assessed in accordance with the fee schedule established by resolution of the city council.

H. Subsection 113.5, of Section 113 is amended to read in full, as follows;

**113.5 Refunds.** The fire code official shall be permitted to authorize a refund of not more than fifty percent (50%) of the permit fee when no work has been done under a permit issued in accordance with this code. This refund shall only be redeemable within twelve months, (12), of issuance of the permit.

The fire code official shall not be permitted to authorize refunding of any fee paid except upon written application filed by the original applicant not later than sixty (60) days after the date of fee payment.

I. Section 308 is amended in part, by the addition of a new subsection 308.1.1 to read in full, as follows:

**308.1.1 Open Flames.** Sky Lanterns. The lighting of, and the release of, Sky Lanterns shall be prohibited.

J. Subsection 311.5, of Section 311 is deleted in its entirety.

K. Subsection 503.2.5, of Section 503 is amended to read in full, as follows:

**503.2.5 Dead Ends.** Dead-end fire apparatus access roads in excess of one hundred-fifty (150) feet in length shall be provided with an approved area for turning around fire apparatus. Dead-ends in excess of one thousand (1,000) feet are not allowed.

L. Subsection 503.6, of Section 503 is amended to read in full, as follows:

**503.6 Security Gates.** The installation of security gates across a fire apparatus access road shall be *approved* by the fire code official. Where security gates are installed, they shall have an *approved* means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be *listed* in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.

Exception: Private driveways serving a single-family residence.

M. Subsection 505.1, of Section 501 is amended to read in full, as follows:

**505.1 Premises Identification.** New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. The color of these numbers shall contrast with their background. Address numbers shall be Arabic numerals. New residential buildings that contain not more than two dwelling units shall have minimum 4-inch high numbers, with a minimum stroke width of ½ inch. Individual suite or unit addresses shall be displayed with minimum 4-inch high numbers, with a minimum stroke width of ½ inch. New multiple-family or commercial buildings shall have minimum 6-inch high numbers, with a minimum stroke width of ½ inch. New buildings three or more stories in height or with a floor area of 15,000 to 100,000 square feet, shall have minimum 8-inch high numbers, with a minimum stroke width of 1 inch. Buildings with a total floor area of 100,000 square feet or greater shall have minimum 12-inch high numbers, with a minimum stroke width of 1½ inches. Where building setbacks exceed 100 feet from the street or access road, additional numbers shall be displayed at the property entrance. The fire code official may require address numbers to be displayed on more than one side of the building.

N. Subsection 507.3, Section 507 is amended to read in full, as follows:

**507.3 Fire Flow.** Fire flow requirements for buildings or portions of buildings and facilities shall be determined in accordance with Appendix B.

O. Subsection 507.5, of Section 507 is amended to read in full, as follows:

**507.5 Fire Hydrant Systems.** Fire hydrant systems shall comply with Sections 507.5.1 through 507.5.6 of this fire code.

P. Subsection 507.5.1, of Section 507 is amended to read in full, as follows:



**507.5.1 Where Required.** Fire hydrants shall be spaced six hundred (600) feet apart for Group R-3 occupancies and three hundred-fifty (350) feet apart for all other occupancies.

**Exceptions:**

2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600 feet or as approved by the fire code official.

- Q. Subsection 507.5, of Section 507 is amended in part, by the addition of a new Section 507.5.7 to read in full, as follows:

**507.5.7 Fire Department Connections.** A fire hydrant shall be located within one hundred-fifty (150) feet of a fire department connection, using an approved route without obstacles.

- R. Section 510 is amended in part, by the deletion of 510.1 and 510.2, and the addition of new Sections 510.1 and 510.2, to read in full, as follows:

**510.1 Emergency responder radio coverage in new buildings.** Where adequate radio coverage cannot be established within a building, as defined by the fire code official, public safety radio amplification systems shall be installed in the following locations:

1. New buildings with a total building area greater than fifty thousand (50,000) square feet. For the purpose of this section, fire walls shall not be used to define separate buildings.
2. All new basements larger than ten thousand (10,000) square feet.

Exceptions:

1. One and two-family dwellings and townhouses.
2. If approved by the fire code official, buildings that provide a documented engineering analysis indicating the building is in compliance with radio reception levels in accordance with Section 510.6.1 and final fire department testing.

**510.2 Emergency responder radio coverage in existing buildings.** Existing buildings shall be provided with approved radio coverage for emergency responders if the buildings meet the criteria of Section 510.1 and are undergoing

alterations or additions exceeding fifty percent (50%) of the existing aggregate area of the building as of the date of this ordinance.

**Exceptions:**

1. One and two-family dwellings and townhouses.
2. If approved by the fire code official, buildings that provide a documented engineering analysis indicating the building is in compliance with radio reception levels in accordance with Section 510.6.1 and final fire department testing.

S. Subsection 901.1, of Section 901, shall be amended to read in full as follows:

**901.1 Scope.** The provisions of this chapter shall specify where fire protection systems are required and shall apply to the design, installation, inspection, operation, testing and maintenance of all fire protection systems. When the requirements of this code and the adopted building code are in conflict, the more restrictive shall apply.

T. Subsection 903.1.1, of Section 903 is amended to read in full as follows:

**903.1.1 Alternative Protection.** Alternative automatic fire-extinguishment systems complying with Section 904 shall be permitted in lieu of automatic sprinkler protection where recognized by the applicable standard and approved by the building code official and fire code official.

U. Item (4) of Subsection 903.2.7, of Section 903, is amended to read in full as follows:

(4) A group M occupancy used for the display and sale of upholstered furniture which does not exceed six thousand (6,000) square feet.

V. Section 903 is amended in part by the addition of a new Section 903.2.12, to read in full as follows:

**903.2.13 Dead-end Roadways.** An automatic fire sprinkler system shall be installed in all Group R fire areas, including single family detached residences, when the residential structure is located beyond four hundred, (400) feet of the entrance to a dead-end roadway.

W. Subsection 903.3.1.3 of Section 903, is amended to read in full as follows:

**Section 903.3.1.3 NFPA 13D Sprinkler Systems.** Automatic sprinkler systems shall not be required in one- or two-family dwellings including townhouses that are located within six hundred (600) feet of a fire hydrant meeting minimum flow and pressure requirements and located within four hundred (400) feet from the entrance on a dead-end roadway. All other one- and two-family dwellings, townhouses, and Groups R-3 and R-4 congregate living facilities, shall have automatic sprinkler systems installed in accordance with NFPA 13D.

- X. Section 903 is amended in part by the addition of a new Section 903.3.5.1 to read in full as follows:

**903.3.5.1 Backflow Protection.** All fire sprinklers systems undergoing modification, unless exempt by the Director of the City of Loveland Water and Power Department or other applicable water district, shall be isolated from the public water system by a backflow prevention device meeting the requirements of the Loveland Municipal Code or applicable water district.

- Y. Subsection 903.4.3, of Section 903, is amended to read in full as follows:

**Section 903.4.3 Floor Control Valves.** Approved supervising indicating control valves shall be provided at the point of connection to the riser on each floor in all multi-story structures.

- Z. Subsection 905.1.1, of Section 905, is amended in part by the addition of a new Section 905.1.1 to read in full as follows:

**905.1.1 Alternative classes of standpipes.** The fire code official is authorized to require to the installation of alternative classes of standpipes.

- AA. Subsection 905.3.4.1, of subsection 905 is deleted in its entirety.

- BB. Subsection 907.2.11.2, of Section 907, is amended in part by the addition of a new Paragraph, 4, to read in full as follows:

**Groups R-2, R-3, R-4 and I-1:**

3. In Groups R-2, R-3, R-4 and I-1 occupancies, and in all attached garages, an interconnected heat detector shall be installed.

- CC. Section 907 is amended in part by the addition of a new Section 907.2.11.5 to read in full as follows:

**907.2.11.5 Exterior Strobe.** An exterior strobe shall be provided on the exterior of all R-1 and R-2 occupancies in a location readily visible from the roadway fronting the structure. This strobe shall alarm upon activation of any smoke or heat detection. The fire code official is authorized to require exterior strobes to be provided on more than one side of the structure.

- DD. Section 1004 is amended in part by the addition of new Section 1004.10 to read in full as follows:

**1004.10 Design.** Buildings and facilities shall be designed and constructed to be accessible in accordance with this code; the ICC A117.1, most current edition; and the Colorado Revised Statutes Title 9 Article 5, 9-5-101, et seq., as amended.

- EE. Subsection 1104.16.5, of Section 1104 is amended to read in full as follows:

**1104.16.5.1 Examination.** Fire escape stairs and balconies shall be examined for structural adequacy and safety in accordance with Section 1104.16.5 by a registered design professional or others acceptable to the fire code official, at such times required by the fire code official. An inspection report shall be submitted to the fire code official after such examination.

- FF. Subsection 3103.2, of Section 3103 is amended to read in full as follows:

**3103.2 Approval Required.** Tents/Canopies and membrane structures in excess of seven hundred (700) square feet shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the fire code official.

- GG. Subsection 5601.1.3, of Section 5601, is amended to read in full as follows:

**5601.1.3 Fireworks.** The possession, manufacture, storage, sale, handling and use of fireworks are prohibited unless permitted by state and local laws.

HH. Exception 4, of Subsection 5601.1.3 of Section 5601 is amended to read in full as follows:

4. The possession, storage, sale, handling and use of permissible fireworks in accordance with the criteria established by the fire code official.

II. Section 5602 is amended by the addition of a new definition to read as follows:

**5602 Permissible Fireworks.** As defined by the Colorado Revised Statutes 12-28-101.

JJ. Chapter 56 is amended by the addition of a new Section 5610 to read in full as follows:

### **SECTION 5610 PERMISSABLE FIREWORKS**

**5610.1 General.** Permissible fireworks use shall be as detailed in this section and in accordance with state and local laws.

**5610.2 Use of Fireworks.** The use of permissible fireworks shall be in accordance with Sections 5610.2.1 through 5610.2.4.

**5610.2.1** It shall be unlawful for any person to possess, store, offer for sale, expose for sale, sell at retail, or use, or discharge any fireworks, other than permissible fireworks.

**5610.2.2** It shall be unlawful for any person to knowingly furnish to any person under the age of sixteen (16) years of age, by gift, sale, or any other means, any fireworks, or permissible fireworks.

**5610.2.3** It shall be unlawful for any person under sixteen (16) years of age to purchase fireworks, including permissible fireworks.

**5610.2.4** It shall not be unlawful for a person under sixteen (16) years of age to possess and discharge permissible fireworks if such person is under adult supervision throughout the act of possession and discharge.

KK. Subsection 5704.2.9.6.1 of Section 5704, is amended to read in full as follows:

**5704.2.9.6.1 Location where above-ground storage tanks are prohibited.**

Storage of Class I and II liquids in above-ground storage tanks outside of buildings is prohibited within the city limits.

Exceptions:

1. Above-ground tank storage of aviation fuels at the Fort Collins-Loveland Airport fuel farm.
2. Protected above-ground tank storage (UL 2085) not exceeding one thousand (1,000) gallons in size per tank or two thousand (2,000) gallons per site.
3. Above-ground storage tanks not exceeding 500 gallons for supply of emergency generators or fire pumps when approved by the fire code official.

LL. Subsection 5704.2.13.1.4 of Section 3404 is deleted in its entirety.

MM. Subsection 5706.2.4 of Section 5706, is amended to read in full as follows:

**5706.2.4 Permanent and temporary tanks.** The capacity of permanent aboveground tanks containing Class I or Class II liquids shall not exceed five hundred (500) gallons. The capacity of temporary aboveground tanks containing Class I or Class II liquids shall not exceed two thousand (2,000) gallons unless a larger amount is approved in writing by the fire code official. Tanks shall be of single-compartment design.

NN. Subsection 5706.2.4.4, of Section 5706 is deleted in its entirety.

OO. Subsection 6104.2, of Section 6104 is amended to read in full as follows:

**6104.2 Maximum capacity within established limits.** Within the limits established by law restricting the storage of liquefied petroleum gas for the protection of heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed a water capacity of five hundred, (500), gallons.

**Section 15.28.030: Violations and Penalties.**

- A. No person who operates, occupies, or maintains a premises or vehicle subject to the provisions of this chapter shall allow a fire hazard to exist, nor shall fail to take immediate action to abate a fire hazard when ordered or notified to do so.
- B. Any person who shall violate any of the provisions of this chapter or who shall violate or fail to comply with any orders made hereunder or who shall act in any way in violation of any permits issued hereunder shall, severally and for each and every violation in noncompliance respectively, be guilty of a misdemeanor punishable by the penalty set forth in Section 1.12.010 of the Loveland Municipal Code. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue, and all persons shall be required to correct or remedy the violations or defects within a reasonable time, and when not otherwise specified, each day that prohibited conditions are maintained shall constitute a separate offense. The application of any penalty pursuant hereto shall not be held to prevent the forced removal of prohibited conditions nor the suspension or removal of a permit or license issued hereunder.

PP. Subsection D102.1, of Section D102, is amended to read in full as follows:

**D102.1 Access and loading.** Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with an asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 80,000 pounds.

QQ. Subsection D105.2, of Section D105, is amended to read in full as follows:

**D103.6 Signs.** Where required by the fire code official, fire apparatus access roads shall be marked with permanent NO PARKING – FIRE LANE signs complying with Diagram 1418 of the Larimer County Urban Area Street Standards. Signs shall be posted on one or both sides of the fire apparatus road as required by Section D103.6.1 or D103.6.2



## Agenda Item Cover

Item No.: 8

Meeting Date: November 15, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

### TITLE

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Review Briefing Papers and Correspondence

### EXECUTIVE SUMMARY

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The Chief's report includes a variety of general updates including:

- Fire Station Six
- Fire Station Two
- IGA with Thompson Valley EMS
- Strategic Plan
- Major Incidents
- Special Events and Stand-bys
- Command Staff Retreat
- LFRA Board Retreat
- Mutual Aid Burns and Training

### BACKGROUND

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This section of the agenda is intended to provide general information to keep board members apprised of project status.

### STAFF RECOMMENDATION

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N/A

### FINANCIAL/ECONOMIC IMPACTS

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N/A

### ASSOCIATED STRATEGIC GOALS

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N/A

### ATTACHMENTS

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- Fire Chief's Monthly Report
- September Statistics
- Letters





## Loveland Fire Rescue Authority Board Fire Chief's Monthly Report- October



*For November Board Meeting, 2012*

This monthly report is intended as an update to the fire authority board on important information that impacts the organization and the authority board.

**Fire Station Six Update-** Construction on Station Six continues with the contractor (Golden Triangle) doing well and working ahead of schedule. Most of the construction has been completed and work on the punch list is beginning. We will be ready to hold the December LFRA Board Meeting at station six in the new Community Room.

**Fire Station Two Update-** We continue to make great progress on the contract for land acquisition and conceptual review issues for new fire station two. There has been great progress made on the land acquisition and purchase for new Station Two. The final draft contract is being delivered to the Mahaffeys for their review on November 08. The major issues have been addressed and it looks very positive for the purchase of the property before year's end (see attachment for Chief Green's update).

**IGA with Thompson Valley EMS (Thompson Valley Health Services District)-** The final draft of the IGA was recently delivered to TVEMS and their attorney, Dick Lyons. We expect to hear back from them with any changes within two weeks. It is likely that approval of this IGA will be forthcoming at the December LFRA Board meeting.

**Strategic Plan-** Presentations have been made to all paid firefighters in suppression and the entire CSD staff (we completed our last line presentation on November 2nd. All that now remains is an appointment and presentation with the Canyon station and to post the slides for the power point on line for anyone that missed the presentation. Other than the Canyon, all strategic plan documents have been handed out to LFRA personnel.

### **Major Incidents-**

- There were several major incidents during the month of October. They included:
  - Water Rescue of stranded person on Jay Walker
  - Serious Gas leak in Wal-Mart
  - Structure Fire - 915 Douglas

**Special Events and Stand-bys-** The month of October and in early November our crews did multiple stand-bys for dignitaries, nearly all dealing with the elections. The excellent interaction with our law enforcement colleagues and our relationship with our surrounding departments allowed for each of these events to go well without any real problems (see attached letter from Bruce Ward, Special Agent in Charge for the Secret Service.

**Command Staff Retreat-**

Our Command Staff is working on the development of an Operational Plan that will help guide our organization forward in the next 3-4 years from a more functioning perspective. The theme we have adopted is “Going from Pioneers to Settlers.” I will make some brief remarks about this during the November meeting as a check-in with our political leaders.

**LFRA Board Retreat-**

As a reminder, the December meeting for the LFRA Board will be abbreviated on the business side to allow for enough time to revisit the year in a “retreat/ advance” format. The goal will be to look at our first year as a leadership team from three perspectives:

- What did we do well in 2012 that we want to continue
- What areas do we need to focus on for improvement in 2013
- As leaders, how can the board best help the organization accomplish its set goals and objectives

If there are specific subjects that board members want to be sure we cover at this retreat/advance, please connect with Renee. Renee, will be functioning as the events facilitator for the Board.

**Mutual Aid Burns and Training-** The month of September and October was targeted as mutual aid training with live fire for our partners at PFA, Windsor Severance, Johnstown and Berthoud. Live fire training was conducted in the day at LFRA’s training facility and at night at PFA’s. A tremendous amount of training and improvement in our operations took place over about a three week period. A comprehensive After Action Review of the training, with a focus on lessons learned and future improvements is attached to this month’s report. Thanks to Battalion Chief Greg ward for his management and follow up for this most valuable training.

## Progress Report for New Fire Station Two

By Division Chief Merlin Green

As the Fire Department representative for the fire station #2 relocation project, I wanted to provide all of you with an update of where we are at in the process and some history of what we have accomplished so far. Throughout this project, my intent is to provide you an on-going status update of the progress as we move forward with the design and construction timelines of our new facility.

For those of you that do not know, I have been assigned as the project manager for the Fire Department, Devin Davis from Facilities has been assigned as the Co-Project coordinator, and Chris Carlson from Strom Water along with Kerri Burchett from the Planning Department have been assigned to assist as well. This is great news having a very strong team with many years of experience working with these types projects that involve annexation and zoning concerns, along with the internal process of the building design process.

So to date, here is the status;

- A 3 acre site has been identified and selected to meet the needs of the community.
- This 3 acre site located approximately 1,000 ft. west of Wilson on 29th St.
- A draft contract to purchase the property has been submitted to the property owners with a purchase date of 2012.
- An application to separate the 3 acres of land from the existing parcel has been submitted to Larimer County with a public hearing before the County Commissioners has been scheduled for December 17th, 2012.
- The next step in the process is to submit an application to the City for a new zoning and annexation permit. This should be very similar to the process that we have already been through with the County, so I'm not anticipating any surprises.

As we move forward, I will be reaching out to you looking for input, but please remember...we are operating under a tight budget and my main focus will be..."Functionality over opulence". My focus will be on designing a station for a 50 year life span.

Please let me know if you have any questions, I look forward to hearing from you as this project moves forward.

Regards,

Merlin

Loveland Fire Rescue  
Authority

# Memo

To: Loveland Rural Fire Protection District Board Members

- From: Randy Mirowski, Fire Chief, Loveland Fire Rescue Authority  
*rm*
- Date: 07 November, 2012

Re: Mutual Aid Burns with Surrounding Fire Departments and LFRA

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During the months of September and October, LFRA firefighters, along with their colleagues from Berthoud, Big Thompson Canyon, Estes Valley, Johnstown, Poudre Fire and Windsor, participated in twelve days of mutual aid burns designed to improve fireground operations between the various departments.

The specific data for the burns included:

- 12 full days of live fire training between the various departments
- More than 60 scenarios with live fire were managed during the 12 days
- More than 120 firefighters were involved in the training
- Two training centers (LFRA's and PFA's) were used during the 12 days
- Daytime burns were conducted at LFRA, night time burns at PFA
- Two separate scenarios were used for the training:
  - Second Floor Fire with victims (LFRA's)
  - Basement Fire with One Victim (PFA's)
- A complete set of lessons learned and observations were constructed and shared with all participating departments (attached)

We have established within our organizational values the importance of improving our relationships and operations with our surrounding departments. The City of Loveland has focused on this value under the heading of "regionalization." In the last three years a significant amount of progress has been made in improving relationships and operational proficiency. Because of our (LFRA's) dependency on our neighbors for coverage and assistance as part of our auto-aid and mutual aid agreements, this training, and others like it are beneficial in meeting our organizational goals. The credit for this success goes to the LFRA Training Division and the men and women of LFRA.



# Mutual Aid Live Fire Training Drills 2012

## Loveland Fire Training Center



## Scenarios

**Loveland, Poudre and Windsor** – second floor fire, long attack line stretch, vertical ventilation and one victim.

**Loveland, Berthoud and Johnstown** – Basement fire, limited ventilation opportunity and one victim

**Loveland, Big Thompson Canyon and Estes** - Basement fire, limited ventilation opportunity and one victim

### Communications

- Mutual Aid 1, MAC 5 / 6 are common to all Departments involved in the Training.
- PFA Direct Channel seems to be the same as Simplex 1.
- Weld County will be adding a mayday channel in the very near future similar to Mayday North and South. The Weld Mayday Channel will have the ability to be patched as needed to Mayday North and South. Berthoud fire is looking at the potential to reprogram their radios to activate Mayday South.
- Great face to face communications by the Group Supervisors.

### Command & Control

- Blue Card has made a huge impact in getting common terminology between the departments.
- Overall the initial Incident Commanders (1<sup>st</sup> due Officer), did adequate size ups and communicated an IAP before committing into the structure.
- The Command upgrades were sometimes difficult if the initial IC is not accustomed to having a Battalion Chief arrive on scene and assume Command. Everyone adapted well and this became a strong learning point for both the BCs and the Company Officers.
- Most scenarios used the two box system for scene organization; this was a learning opportunity for those that are not familiar with the system or the Group / Division Supervisor roles. Great discussions during the tailboard reviews provided for a better overall understanding of the system and roles.
- Battalion Chief / Chief Officer relationships were enhanced through the training and follow up discussions.
- Several Acting Officers had the opportunity to be first due on their very first fire as part of the drills; it was great to see the mentoring that took place after the drills with these Acting Officers.

### Operations

- Windsor and Big Thompson Canyon have NPSH threads on their 1.5" / 1.75" attack lines. All of other agencies are NH threads; most departments are carrying thread adapters for adapting to these thread differences.

- Continue to emphasize changing the conditions before entering the environment, this is accomplished through initial ventilation, PPA and / or making a quick hit on the fire from the outside (transitional attack). The new fire dynamics studies by UL and NIST support the concept of changing the environment prior to entry. We want our fire Officers to be smart, thinking fire ground decision makers that will develop an IAP that will lead to safer fire ground operations.
- We have instituted a number of new tactics in our departments over the past couple years, our Officers must size up the incident, develop an appropriate IAP and communicate the IAP. Officers must be cautious to not over-think the incident, because of the new tactics that have been implemented. Identify what has happened, what is happening and what is going to happen and develop a plan. Applying standard actions to standard conditions should result in a standard outcome for us, if the outcome is not standard; we need to re-evaluate the conditions and actions.
- The extended attack line stretch was challenging for the first in company as well as the companies assigned to the second line. In most cases good communications made this difficult operation go very well.
- With limited ventilation exhaust openings (one window) in the basement, PPA was generally not used for the basement fires by most companies, however PPA was employed by a couple companies, the results were positive. PPA cleared the smoke in the stairwell and basement even with the limited exhaust opening. The need for the second line to protect the attack crews egress is a must in ventilation limited situations.
- Big Thompson Canyon has 2.5" for supply hose, no LDH. Officers will need to plan accordingly for water supply when Canyon Engine 88 is assigned to the incident.
- Crews working above a fire without the protection of a hoseline should be a red flag for the Incident Commander. This does not mean every Crew must have a hoseline, but they should be operating under the protection of a hoseline.

#### Summary

- Huge improvements in relationships, communication, common terminology and consistency in operations were noted from the 2011 mutual aid live fire training to this year's training.
- The overwhelming sentiment for all agencies was to continue to do this type of training at least once a year.
- Thank you to all of the burn instructors, safety firefighters and Captains Gilbert, Starck and Willard for their efforts in making this training successful.
- The logistics of setting up and assigning resources to these training events is time consuming, but well worth the effort. Thank you to all of the participating FDs in this round of drills.

## **Letters for October 2012**

Good Morning Chief, I just wanted say thank you to you and your people for the past three days. It was a great class and concept which we hope to bring to our department. Kevin and I met with our Operations Chief yesterday afternoon to discuss this very topic. It wasn't a hard sell for us, he has already been sold on the Blue Card Program for a while. So, hopefully after his discussion with our Fire Chief there will be some phone calls made your way.

Thank you again for your time,

Ken Maine

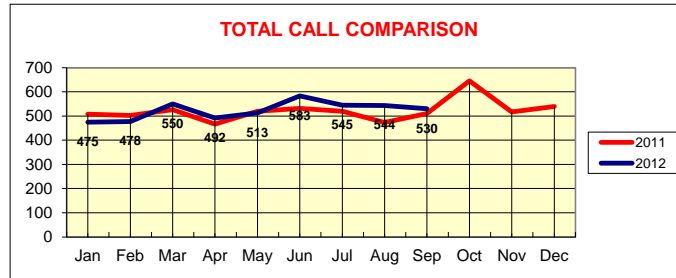
Brighton Fire Rescue District



LOVELAND FIRE RESCUE AUTHORITY  
 Month-End Statistics  
 September, 2012



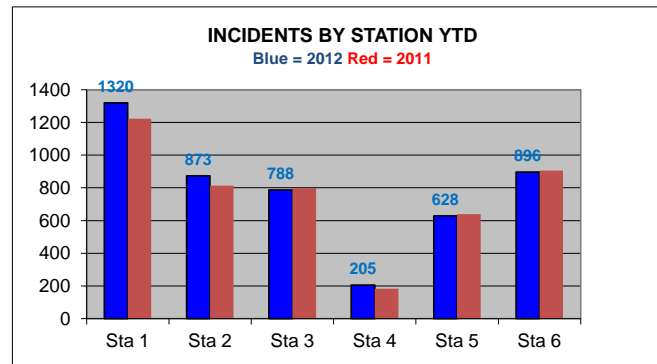
CALL INFORMATION					
INCIDENT TYPE	CITY	RURAL	MO. TOTAL	YTD	%
Structure Fire (Residential)	1	0	1	14	
Structure Fire (Commercial)	0	0	0	2	
Vehicle Fire	2	3	5	30	
Grass/Wildland Fire	2	2	4	47	
Smoke/Odor Investigation	9	1	9	117	
Fire Alarm	43	9	52	363	
Other Fire	9	8	17	205	
<b>Total Fire Related</b>	<b>65</b>	<b>23</b>	<b>88</b>	<b>778</b>	<b>16%</b>
<b>Total Medical (EMS)</b>	<b>212</b>	<b>33</b>	<b>245</b>	<b>2,292</b>	<b>49%</b>
Motor Vehicle Accident	31	21	52	449	
Hazmat	8	3	11	106	
Water/Ice Rescue	0	0	0	9	
Carbon Monoxide	8	3	11	102	
Public Asst. (Service)	22	3	25	228	
Cancelled Enroute	40	31	71	491	
No Incident Found	3	1	4	49	
Airport Standby	23	0	23	205	
Airport Emergency	0	0	0	1	
<b>Total Miscellaneous</b>	<b>135</b>	<b>62</b>	<b>197</b>	<b>1,640</b>	<b>35%</b>
<b>Month-End Total</b>	<b>412</b>	<b>118</b>	<b>530</b>		
<b>Year Cumulative</b>	<b>3,637</b>	<b>1,073</b>		<b>4,710</b>	
<b>Percentage YTD</b>	<b>77%</b>	<b>23%</b>			



AUTO & MUTUAL AID YTD						
	Ft. Collins	Hrs.	BT Canyon	Hrs.	Windsor	Hrs.
AA/MA Received	33	15	3	2.5	25	11.5
AA/MA Given	125	62	46	43	19	24
<b>Totals</b>	<b>158</b>	<b>77</b>	<b>49</b>	<b>45.5</b>	<b>44</b>	<b>35.5</b>

**Average Response Times YTD**  
 Call to Tone Out 1.98 Minutes  
 Dispatch to Enroute 1.14 Minutes  
 Enroute to 1st Arrival 4.15 Minutes  
 Average on Scene 24.27 Minutes

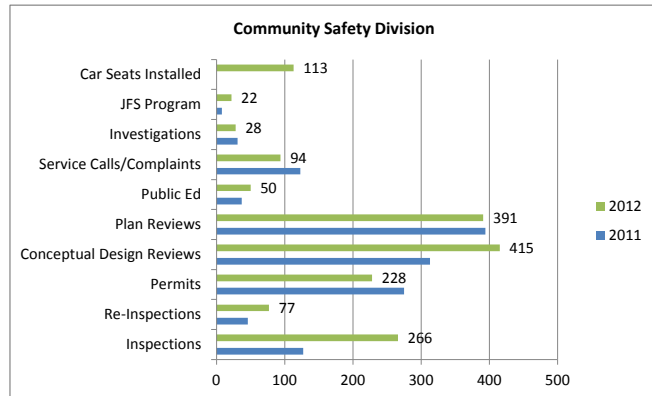
**Fire Confined to Room of Origin**  
 86%



LOSS/SAVE INFORMATION				
Type of Fire	City		Rural	
	Loss	Save	Loss	Save
Residential Structure	\$ 10,190	\$ 241,668	\$ -	\$ -
Commercial Structure	\$ -	\$ -	\$ -	\$ -
Other Fires	\$ 6,500	\$ -	\$ -	\$ -
<b>Month Total</b>	<b>\$ 16,690</b>	<b>\$ 241,668</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Year Cumulative</b>	<b>\$ 278,047</b>	<b>\$ 1,313,608</b>	<b>\$ 23,895</b>	<b>\$ 387,207</b>

COMMUNITY SAFETY DIVISION				
Activity	City	Rural	Total Hrs.	YTD No.
Business Inspections	22	1	38	115
Development Inspections	17	1	19.5	151
Re-Inspections	5	0	4	77
Conceptual Design Review	64	0	31	415
Building Plan Reviews	21	1	25	174
System Plan Reviews	13	0	13	132
P & Z Plan Reviews	12	0	12	85
Permits	27	0	12	228
Public Education	6	0	13	50
Service Calls/Complaints	8	3	13	94
Investigations	3	1	8	28
Car Seats Installed	14	0	7	113
Juvenile Firesetter Program	3	0	6	22
<b>Month-End Total</b>	<b>215</b>	<b>7</b>	<b>201.5</b>	
<b>Year Cumulative</b>	<b>1,551</b>	<b>130</b>	<b>1,324.5</b>	<b>1,684</b>

5,791 Public Education Contacts YTD



TRAINING NEWS		
	Hrs/Month	Hrs. YTD
Shift	1,148.50	12,074.00
Volunteer	135.50	807.00
Admin.	69.00	617.00
<b>Total</b>	<b>1,353.00</b>	<b>13,498.00</b>
<b>Volunteer Shift Hours</b>		<b>595.00</b>
<b>Yr Cumulative Volunteer Shift Hours</b>		<b>6,857.50</b>

Specialized Disciplines	YTD Courses	YTD Training Hours	OT Hrs.	OT \$'s
Collapse	11	11		
Rope	110	128.5		
Confined Space	3	2.25		
Trench	3	14		
Search/Rescue	6	6		
Water	67	94.5		
TAC	12	64		
Hazmat	88	110.25		
Wildland	256	634		
<b>YTD</b>	<b>1,064.50</b>	<b>3,155</b>		<b>\$94,521</b>



DEPARTMENT OF HOMELAND SECURITY  
UNITED STATES SECRET SERVICE  
Denver Field Office  
6619 DTC Parkway  
Suite 400  
Greenwood Village, Colorado 80111

September 6, 2012

Chief Randy Mirowski  
Loveland Fire and Rescue Authority  
410 East 5<sup>th</sup> Street  
Loveland, Colorado 80537

File: 178.000

Dear Chief Mirowski,

On behalf of the United States Secret Service, I would like to extend my appreciation for the efforts of your department during the recent visit of President Obama to Loveland.

Please convey my appreciation to the men and women of your department for their assistance during this visit. Our mission would not be successful without the support and cooperation rendered by these individuals.

As always, I look forward to working with you and your staff.

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce Ward", written over a horizontal line.

Bruce Ward  
Special Agent in Charge

KO/em

10/8/12

Dear Chief Mirowski,

I have learned so much about you and your job! Do you put out fires or do you drive the fire truck? I bet you answered the call you did? I bet you and your crew are very busy? Have you had that many calls lately? My family has never had a fire in our house. Is it scary fire fighting? Have you ever had to rescue a animal? Thank you for coming to our class room. I look forward to hearing back from you.

Xander

Remmery Immeam

Sincerely, ~~EWAM~~

Autumn

Lucas Fiedler

NICK Jillian

Isabella

Judy oreta

Lyans Brader  
, Megan

Graham  
Gracie  
Ammanda

Mad Jannie Kian #12

Joseph

Katherine  
Shaul

Allison

Zal

Holden

abby

Chas

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owen.T

el

Gilliam

10/8/12

Dear Chief Mirowski,  
 Thank you so much for giving us that magnificent speech to us about the Loveland fire department. You sure were the chief of alot! What was your favorite fire department to be chief of? You have so many phone calls to attend to. Your job helps the city alot because you help with fires, car crashes, and much more! I cant believe how much you help all of the people in the City. please write back!

Sincerely,  
 Katherine

Skamney, Immar  
 Bieder

andrew

Jack ~~Walter~~  
 Asher

Lucas Fiedler  
 Joseph

Kiam #12

Zac Gillian

NICK autumn EVAN

Jady N

Amanda

Isabella

Xander

Lyons #11

Allison

Owen

Megan Chas

Gracie  
 Graham

Maia

Adego

abby

Haidee

Jillian

**Randy Mirowski**

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**From:** Rick Davis  
**Sent:** Sunday, November 04, 2012 8:42 PM  
**To:** Robert Carmosino; Paul Brown  
**Cc:** Bryan Clark; Randy Mirowski; Ned Sparks; Merlin Green; Michael Cerovski; Tim Smith; Greg Ward; Greg Gilbert; Jason Starck; Craig Willard; Rick Davis  
**Subject:** Thank You Letter  
**Attachments:** Carmo\_Brown\_ThankYou\_2012.pdf

Lieutenant Carmosino and Firefighter Brown,

Attached is a thank you letter that was recently received from a lady in District 5 that you provided medical assistance to while participating in the door-to-door campaign. Thank you for intervening and providing assistance to this individual during her time of need.

BC Davis

(I voted YES ~~for~~ <sup>for</sup> you.) ~~at~~ 10/29/12

To the 3 fireman who took me to hospital a week or 2 ago. You were at 5213 Ranch Acres Dr, Loveland right as I arrived home. I was struggling to get to door and you came running over. I was so out of it and you realized <sup>it</sup> wasn't normal. You were right.

I have diabetes II, Fibromyalgia, Bipolar, manic depressive, panic attacks, hypoglycemia, anxiety, and a few others. That's all I know for now. I was having a heart attack and an anxiety attack.

Thank you so much for moving so fast & saving my life. I am so grateful for all of you. Thank you to all the fire persons, you all do so much for us. God bless you all. You are my heroes! The volunteer fire fighters too! (sorry for the shakey handwriting <sup>you are a hero!</sup>) it goes with all these <sup>(disorders)</sup> diseases. Sincerely, Therese O'Leske Yes, you may <sup>copy</sup> & FAX <sup>this</sup> to all of our precincts.