
Loveland Fire Rescue Authority Board Meeting



Station 1
410 East 5th Street, Second Floor
Loveland, Colorado 80537
Thursday, August 22, 2013

1:00 PM



Loveland Fire Rescue Authority (LFRA) Board Meeting Agenda
Station 1, 410 East 5th Street, Second Floor
Loveland, Colorado 80537
Thursday, August 22, 2013
1:00 PM

The Loveland Fire Rescue Authority is committed to providing equal opportunity for citizens and does not discriminate on the basis of disability, race, age, color, national origin, religion, sexual orientation or gender. The Authority will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act. For more information, please contact the ADA Coordinator at bettie.greenberg@cityofloveland.org or 970-962-3319. Wireless access: COLGuest, accesswifi

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AWARDS AND PRESENTATIONS

1. Special Presentation to Chief Mirowski
2. Allnut, Rick Allnut and Michelle Bernhardt
3. Loveland Laser Tag and Sam Quackenbush

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. Consider the Minutes from the July 11, 2013 Loveland Fire Rescue Authority Board Meeting
2. Consider the Minutes from the July 18, 2013 Loveland Fire Rescue Authority Special Board Meeting
3. Consider Approval of the Equipment to be Donated to Non-profit, Community Organizations

End of Consent Agenda



Loveland Fire Rescue Authority (LFRA) Board Meeting Agenda
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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.

- 4. Presentation of 2013 Second Quarter Budget Biz

- 5. Presentation of Consolidated Fire Volunteer Pension Policy Considerations

- 6. Review Briefing Papers and Correspondence
 - a. Chief's Report
 - b. Letters
 - c. June Statistics

- 7. Board Member New Business/Feedback

- 8. Any Other Business for Board Consideration

ADJOURN



Agenda Item Cover

Item No.: 1

Meeting Date: August 22, 2013

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Consider the Minutes from the July 11, 2013 Loveland Fire Rescue Authority (LFRA) Board Meeting

EXECUTIVE SUMMARY

The attached document, prepared by Roylene Sterkel, is a record of the July 11, 2013 LFRA meeting. It details the discussions at the meeting including the approval of the consent agenda (minutes from the May 9 Board meeting), approval of the auto aid agreements with the Johnstown Fire Protection District and the Estes Valley Fire Protection District, presentation of the 2014 Proposed Budget, and the Chief’s report.

BACKGROUND

Standard meeting protocol

STAFF RECOMMENDATION

Approve as written

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

N/A

ATTACHMENTS

Minutes



Loveland Rural
Fire Protection
District

Fire & Rescue Authority Board Meeting Minutes Thursday, July 11, 2013

Members Present:

Board Chair Jeff Swanty
Mayor Cecil Gutierrez
Division Chief Ned Sparks
Rural Board President Dave Legits
Public Safety Admin. Dir. Renee Wheeler

Rural Board Secretary Greg White
Asst. City Attorney Moses Garcia
Fire Chief Randy Mirowski
Division Chief Greg Ward
BSC Roylene Sterkel

Absent:

Councilor John Fogle
Asst. City Attorney Tree Ablao

Visitors:

Steve Allerheiligen – City of Loveland Transit
Dale Johnson & family – Citizen accepting award
Representatives from Colorado Boat Center – accepting award
Representatives from RV America – accepting award
Battalion Chief Starck
Lt. Rene Macias
Engineer Kurt Nakata
Firefighter Ben Ramos
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:

Chairman Swanty presented Chief Mirowski a certificate for being in the top 12 finalists for the Fire Chief of the Year Award.

Several awards were presented by Chief Mirowski:
 Steve Allerheiligen – Certificate of Appreciation
 Colorado Boat Center – Certificate of Appreciation
 RV America – Certificate of Appreciation
 Dale Johnson – Fire Chief’s Life Saving Award

Public Comment: None

Consent Agenda:

Mayor Gutierrez moved to approve the Consent Agenda. City Manager seconded the motion and it was approved.

Regular Agenda:

2. Consider Approval of a Resolution Approving An Intergovernmental Automatic Response Agreement Between The Loveland Fire Rescue Authority And The Johnstown Fire Protection District

Chief Mirowski mentioned that this IGA has been in the works for about three years and will accentuate the current Mutual Aid Agreement with Johnstown. He thanked Chief Sparks for his work in getting this Agreement completed.

City Manager Cahill moved to approve the Resolution. Mayor Gutierrez seconded the motion and it carried.

3. Consider Approval of a Resolution Approving An Intergovernmental Automatic Response Agreement Between The Loveland Fire Rescue Authority And The Estes Valley Fire District

Assistant City Attorney Garcia reminded the Board that these Resolutions will need to go before the Rural Board and City Council for their approval as well.

Rural Board President Legits moved to approve the Resolution. City Manager Cahill seconded the motion and it carried.

4. Presentation of 2014 Proposed Budget

Chief Mirowski indicated that we used a different format for 2014 budget from last

year's presentation because of input from the Board. He said that adjustments can be made before final approval if the Board sees the need to change anything. This is the second presentation to the Board, with the first presentation being back in May. This latest version will provide more detail.

Chief Mirowski talked about the supplemental request priority list which includes:

1. Six Additional Firefighters to accommodate staffing for the new Heavy Rescue Squad for Station 2.
2. Holiday Pay
3. Training Firefighter

City Manager Cahill said that the six additional Firefighters are in the 10 year Master Plan and Rural Board Secretary White indicated that they are also in the Rural Master Plan.

Chief Mirowski gave an overview of why a Training Firefighter is needed and said this position is in the Strategic Plan, but not in Model 1. City Manager Cahill said this position is not in the Cities 10-year Master Plan. He indicated that this position may be a possibility depending upon future revenues and other departments vying for the same funds. Rural Secretary White said that this position is included in the Rural planning budget.

Chief Ward talked about how difficult it is for one person to achieve everything that needs to get accomplished in the training division. Rural Board President Legits agreed with Chief Ward about how difficult it is to stay up with training needs for one person. Chief Mirowski talked about the importance of training for the development of firefighters and officers and that this position would be a rotational position.

Chief Mirowski reviewed the request for Holiday Pay for Firefighters in lieu of giving them time off. This request could reduce the overtime budget, but needs more research from staff relative to how it might affect other city departments and a history of costs involved in filling positions when firefighters are off for their holidays. With the addition of six more firefighters, this problem will increase. The Board agreed that this particular request needs further input from staff.

Public Safety Administrative Director Wheeler informed the Board that there are no plans for increased fees in 2014. Mayor Gutierrez asked about fees associated with oil & gas projects. City Manager Cahill said that Development Services is taking the lead on that project and should have some fees determined by late August. He said that the basic fees are relatively easy to predict, but the fees associated with CEF's makes it more complicated. Rural Board Secretary White said that the Rural needs to start looking at this issue also.

PSAD Wheeler reviewed the 2014 budget requests compared to the 2013 originally adopted budget . One of the items that has been added is the Tuition Assistance in the amount of \$10,000. This would provide assistance to members wanting to go back to school and would be limited to \$1,000 per member with a set of criteria.

The Board looked at the Basic Services Plan of Operations. Chairman Swanty expressed a concern about how large the Indirect/Full Costing expenditures are and how that will affect the Rural budget. City Manager Cahill said that cost analysis is on-going. Mayor Gutierrez questioned the large increase in City Attorney numbers for 2014. PSAD Wheeler said that Asst. City Attorney Ablao will start tracking her actual hours for the revised 10 year plan.

Rural Board Secretary White thanked Wheeler for her detail in budget forecasting and said it has made the Rural budget process much easier.

The budget proposal will be discussed further at the City Manager, Rural Board and City Council levels before being brought back to this Board for a public hearing and adoption in September.

5. Review Briefing Papers and Correspondence

- Chief Mirowski said that the Authority needs some direction as to establishing funding goals and funding philosophies for the Volunteer Consolidated pension fund. There is a meeting scheduled for August 21st with the Pension people. City Manager Cahill said it would be helpful to have a scope of the fund as to how many people are drawing now and how many may be eligible in the future. Members of the Board agreed that we don't want to decrease or take away any of the current benefits. Rural Secretary White said that we are mandated by State Statue. He indicated that the Rural District has not discussed the Pension Plan for many years and it appears as though the City hasn't either. The City, Rural and Consolidated Pension Board need to meet to discuss what the future funding will look like. Rural Board President Legits indicated that the Pension Board has always decided what the rates would be and the City and Rural Board have not participated in that discussion. City Manager Cahill said staff need to bring back this issue to the Board with additional information and history.
- PSAD Wheeler asked the Board to approve Resolution R-022 Approving an Intergovernmental Agreement Between Frederick Firestone Fire protection District and Loveland Fire Rescue Authority for Reserve Ladder Truck Use. Frederick Firestone is currently going through the ISO process and having a Ladder Truck available is one of the requirements for them. Mayor Gutierrez moved to approve the Resolution and City Manager Cahill seconded the motion. Motion carried.
- Chief Mirowski talked about the fire that occurred at the Ward building on north Lincoln. We had seven area fire departments that responded to help with the fire. The Board asked staff to write thank-you letters to those departments as well as other businesses that helped in any way.

With no further business at hand, Chairman Swanty moved to adjourn the meeting. Meeting was adjourned at 3:35 pm.

Minutes submitted by Secretary Sterkel



Agenda Item Cover

Item No.: 2

Meeting Date: August 22, 2013

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Consider the Minutes from the July 18, 2013 Loveland Fire Rescue Authority (LFRA) Special Board Meeting

EXECUTIVE SUMMARY

The attached document, prepared by Roylene Sterkel, is a record of the July 18, 2013 Special LFRA meeting. It details the discussions at the meeting associated with a \$1,000 donation to families of the Granite Mountain Hotshots.

BACKGROUND

Standard meeting protocol

STAFF RECOMMENDATION

Approve as written

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

N/A

ATTACHMENTS

Minutes



Loveland Rural
Fire Protection
District

Fire & Rescue Authority Special Board Meeting Minutes Thursday, July 18, 2013

Members Present:

Board Chair Jeff Swanty
Mayor Cecil Gutierrez
Fire Chief Randy Mirowski
Rural Board President Dave Legits

Absent:

City Manager Bill Cahill	Councilor John Fogle
Division Chief Ned Sparks	Rural Board Secretary Greg White
Asst. City Attorney Teresa Ablao	Division Chief Greg Ward
Public Safety Admin. Dir. Renee Wheeler	BSC Roylene Sterkel

Call to Order

Chairman Swanty called the Special Fire & Rescue Authority Board meeting to order and verified that there is a quorum and one member is from the Rural District.

Special Agenda

Chairman Swanty opened the meeting with notification that this would be a single issue agenda item meeting, and all other formalities or business would be dispensed with.

Single issue: Question- to donate \$1000 for the families of the Granite Mountain Hotshots in the aftermath of the tragic death of 19 members of that team.

Mayor Gutierrez made a motion to donate \$1000 from the fire authority to the families of the Granite Mountain Hotshots. Board member Dave Legits offered a second to that motion. Chairman Swanty called for a vote; the motion passed 3-0

With no other business to attend to, the special meeting for the LFRA Board of Directors was adjourned.

Minutes recorded by Chief Mirowski and forwarded to Secretary Sterkel



Agenda Item Cover

Item No.: 3

Meeting Date: August 22, 2013

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Consider Approval of Equipment to be Donated to Non-profit, Community Organizations

EXECUTIVE SUMMARY

LFRA would like to donate used and retired automatic external defibrillators and dive equipment to non-profit agencies to help save lives in event of an emergency. The equipment has exceeded useful lives for the intensive uses by the department but still has value for less intensive uses.

BACKGROUND

The Colorado Constitution prohibits the donation or grant to any public or private party (Article XI, Sec. 2). However the provision also contains an exception that allows a donation or grant of funds or property for public use or purpose. LFRA is requesting permission to donate automatic external defibrillators (AED) and dive equipment. The equipment has been replaced and is considered to be in good condition for a less intense use. The recipients would be required to sign a form indicating that they are accepting the equipment in its current condition and release the City and LFRA of any liability.

AED Donations:

- Boy Scout Troop 184, 3719 Avery Place, Loveland, CO 80538, Justin King Troop Leader
- Hearts and Horses Therapeutic Riding Center, 163 North County Road 29, Loveland, CO 80537
- Loveland Pop Warner Football, 708 Engleman Place, Loveland, CO 80538, Jeff Mauck
- The Food Bank of Larimer County, 2600 North Lincoln Avenue, Loveland, CO 80524
- Shelter and Homeless Program, Neighbor to Neighbor, 565 Cleveland Avenue, Suite 1, Loveland, CO 80537
- Catholic Charities, Larimer County, 460 Linden Center Drive, Fort Collins, CO 80524 Glen Good
- Empty Tomb Church, 1800 South Lemay Avenue, Fort Collins, CO 80525 Robert McClelland

Dive Equipment:

Larimer County Dive Rescue Team, 1303 North Shields, Fort Collins, CO 80524

- Stearns Cold Water Rescue Suits-4
- Protec Swiftwater helmets-8
- ScubaPro Projet fins-10
- ScubaPro BCD-1
- Swiftwater boogie boards-2



Agenda Item Cover

Item No.: 3

Meeting Date: August 22, 2013

Prepared By: Renee Wheeler, Public Safety Administrative Director

STAFF RECOMMENDATION

Approve the resolution as written recommending that City Council approve the donations.

FINANCIAL/ECONOMIC IMPACTS

None

ASSOCIATED STRATEGIC GOALS

Emergency preparedness

ATTACHMENTS

Resolution

RESOLUTION # R-023

A RESOLUTION FINDING OF PUBLIC PURPOSE AND AUTHORIZING THE DONATION OF SURPLUS EQUIPMENT OF THE LOVELAND FIRE RESCUE AUTHORITY FOR PUBLIC USE

WHEREAS, the Loveland Fire Rescue Authority (“LFRA”) is authorized by Section 1.9(d) of that certain Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity (“Formation Agreement”), to dispose of personal property utilized for the purposes of providing fire and emergency services, consistent with the terms; and

WHEREAS, the LFRA has a number automatic external defibrillators (AEDs) and dive equipment (collectively referred to as “surplus equipment”) that have been replaced by new equipment and are now longer of use to the LFRA; and

WHEREAS, the surplus equipment is in good condition and may be useful to others; and

WHEREAS, Article XI, Section 2 of the Colorado Constitution prohibits the donation of public property unless the donation serves a public purpose or will be for public use; and

WHEREAS, the LFRA wishes to donate the surplus equipment to governmental and non-profit agencies that would benefit from the surplus equipment.

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

Section 1. That there are certain items of equipment in good, useable condition that are no longer of use to the LFRA and that certain governmental entities and non-profit agencies would be able to accept and use the surplus equipment, as follows:

Surplus Equipment	Entity/Agency
4 Stearns Cold Water Rescue Suits 8 Protec Swiftwater helmets 10 ScubaPro Projet fins 1 ScubaPro BCD 2 Swiftwater boogie boards	Larimer County Dive Rescue Team
7 Automatic External Defibrillators (AEDs)	Boy Scout Troop 184 Hearts and Horses Therapeutic Riding Center, Loveland Pop Warner Football The Food Bank of Larimer County Shelter and Homeless Program, Neighbor to Neighbor Larimer County Catholic Charities

Empty Tomb Church

Section 2. That the Board finds that the donation of the listed surplus equipment to the agencies and entities above will be for a public purpose and will benefit the public by enhancing the number of AEDs in the community and assisting the Larimer County Dive Rescue Team in providing emergency services to citizens in Larimer County.

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

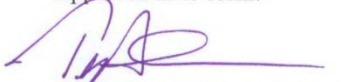
ADOPTED this 22d day of August, 2013.

Jeffrey M. Swanty, Chairperson

ATTEST:

Secretary

Approved as to form:



Teresa Ablao
Assistant City Attorney

Agenda Item Cover

Item No.: 4

Meeting Date: August 22, 2013

Prepared By: Renee Wheeler, Public Safety Administrative Director



TITLE

Presentation of the 2013 Second Quarter Budget Report – *Budget Biz*

EXECUTIVE SUMMARY

The 2013 second 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

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 highlights the comparisons of the budget to actual revenues and expenditures in the Fire Authority Fund. The *Other Budgeted Resources* section highlights other resources within the City that are appropriated for Fire. The *In the Works* section highlights processes that are necessary to secure resources for the Fire Authority and features 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 presented at 50% of 2013. Revenues in the Fire Authority Fund are at 40.36% of the annual budget, compared to 46.51% last year. The total is less than expected because a credit was given to the City in January for the cash advance necessary at 2012 year end due to accruals (revenue recognized as earned according to generally accepted accounting principles but cash didn't flow through the accounts until Jan 2). Expenditures in the Fire Authority Fund are at 44.15% of the annual budget, compared to 40.64% last year.

STAFF RECOMMENDATION

Information Only

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

Deliver cost effective services.

ATTACHMENTS

Quarterly Budget Report – *Budget Biz*



Budget Biz

Quarter 2 (YTD through June), Issue 5

Welcome to the fifth issue of the quarterly budget report for the Loveland Fire Rescue Authority (LFRA). This report is designed 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 year to date, January through June, 2013. The expenditures will be presented by program and account category at the department level. Each of these financial presentations will include variance explanations when the current percentage of the total budget is significantly different from the percentage of the year (i.e., second quarter is 50% 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 2 at 50% of 2013

- Revenues in the Fire Authority Fund are at 40.36% of the annual budget, compared to 46.51% last year.
- Expenditures in the Fire Authority Fund are at 44.15% of the annual budget, compared to 40.64% last year.
- The Station 2 property annexation is complete; the project has been through conceptual review, schematic and design development, soils analysis, a couple of neighborhood meetings, and the construction drawings are in the process of being reviewed by the City's Development Review team.
- The Battalion Chief Command Vehicle is in service. The Heavy Rescue Truck for the new Station 2 and the new Type 6 are in the purchasing process.
- The 2014 Budget has been developed and submitted to the LFRA Board.
- In partnership with The Lauren Project and a federal grant, smoke and carbon monoxide detectors are being installed in low income and disable households in the community. The first "save" has occurred! A family was alerted to carbon monoxide from a faulty hot water heater.
- Auto Aid agreements with the Johnstown Fire Protection District and the Estes Valley Fire Protection District have been approved by the LFRA Board.
- The locally amended 2012 International Fire Code have been approved by City ordinance.

Inside this Issue	
Budget Status (Revenue)	2
Budget Status (Expenditures)	4
Other Resources	6
In the Works	6

Through commitment, compassion and courage, the mission of the Loveland Fire Rescue Authority (LFRA) is to protect life and property.



LFRA Budget Status - Revenue

Loveland Fire Rescue Authority

Budget Revenue Report

Quarter Ending 6/30/2013, 50% of the Year

Segments/Accounts	Total Budget	YTD Rev	Total Variance	Total % Uncollected	Total % Collected
Interest & Community Safety					
Interest Net of Gains/Losses on Allocated Share of City Investments (based Cash Balance Retained for Cash Flows through the end of the year)	\$ -	\$ 394.32	\$ (394.32)	0.00	100.00
Building (1)	44,880.00	24,594.28	20,285.72	45.20	54.80
Contractor	4,000.00	2,000.00	2,000.00	50.00	50.00
Fire Permit & Inspection (1)	20,000.00	10,700.00	9,300.00	46.50	53.50
Firework Stand Review	15,000.00	12,350.00	2,650.00	17.67	82.33
Special Events (2)	30,000.00	21,590.00	8,410.00	28.03	71.97
Rural Fire Inspection Fee (1)	5,000.00	6,416.28	-1,416.28	-28.33	128.33
Miscellaneous	0.00	1,514.31	-1,514.31	0.00	100.00
Sub-Total Interest & Community Safety	\$ 118,880.00	\$ 79,559.19	\$ 39,320.81	33.08	66.92
Station Operations (including Training)					
Academy Training	20,000.00	12,638.76	7,361.24	36.81	63.19
Sub-Total Station Operations (including Training)	\$ 20,000.00	\$ 12,638.76	\$ 7,361.24	36.81	63.19
Technical Response and Systems					
Hazmat Billing (3)	2,500.00	13,441.44	-10,941.44	-437.66	537.66
Sub-Total Technical Response & Systems	\$ 2,500.00	\$ 13,441.44	\$ (10,941.44)	-437.66	537.66
Administration					
Miscellaneous (4)	13,000.00	119.80	12,880.20	99.08	0.92
Contribution - Rural Fire District (5)	1,891,520.00	785,214.00	1,106,306.00	58.49	41.51
Contribution - Loveland (6)	8,275,220.00	3,266,270.81	5,008,949.19	60.53	39.47
Other Agency Deployment (7)	20,000.00	16,752.19	3,247.81	16.24	83.76
Sub-Total Administration	\$ 10,199,740.00	\$ 4,068,356.80	\$ 6,131,383.20	60.11	39.89
Grand Total (8)	\$ 10,341,120.00	\$ 4,173,996.19	\$ 6,167,123.81	59.64%	40.36

YTD = Year to Date, Rev = Revenue

Revenue Variance Explanations 

LFRA Budget Status - Revenue

Variance Explanations - Revenue

(1) Building and Rural Fire Inspection Fee

This is a function of building activity to date.

(2) Special Events

Larimer County Event Center standbys.

(3) Hazmat Billing

This is the reimbursement of hazmat incident costs. KLLM Transport billing for \$5,530 and the fourth and final payment for the Englemen settlement \$7,911.44.

(4) Miscellaneous

\$118 is a reimbursement of expense. \$13,000 budget is for Thompson Valley EMS contribution (half of the cost) for the Quickest Route Software approved in the carryover supplemental appropriation. It will be billed when the installation is complete. The actual cost will be less and therefore, the TVEMS contribution will be significantly less.

(5) Contribution - Rural Fire District

June is billed and collected in July.

(6) Contribution - Loveland

The December 2012 advance to cover accruals was credited back against the January contribution (\$288,996).

(7) Other Agency Deployment

\$3,526 Fern Lake Deployment and \$13,226 for the Gelena Deployment.

(8) Grand Total

46.51% of the budgeted revenue had been received the second quarter of last year; the difference is driven by the \$288k netted out of the Jan City Contribution in 2014.



LFRA Budget Status - Expenditures

Loveland Fire Rescue Authority

Authorized Spending Report by Division and Program

Quarter Ending 6/30/2013, 50% of the Year

Segments	Total Budget	YTD Exp	YTD Enc	Total Available	Total % Available	Total % Spent
Community Safety						
Community Safety	851,930.00	405,078.36	0.00	446,851.64	52.45	47.55
Sub-Total Community Safety	\$ 851,930.00	\$ 405,078.36	\$ 0.00	\$ 446,851.64	52.45	47.55
Station Operations						
General Operations	6,824,280.00	2,859,055.88	0.00	3,965,224.12	58.11	41.90
Training	161,570.00	52,727.28	21,637.52	87,205.20	53.97	46.03
Station 1	26,240.00	13,680.78	0.00	12,559.22	47.86	52.14
Station 2	8,630.00	2,112.75	0.00	6,517.25	75.52	24.48
Station 3	7,360.00	4,303.93	0.00	3,056.07	41.52	58.48
Station 5	7,290.00	2,615.40	0.00	4,674.60	64.12	35.88
Station 6 (1)	9,170.00	5,809.14	0.00	3,360.86	36.65	63.35
SubTotal Station Operations	\$ 7,044,540.00	\$ 2,940,305.16	\$ 21,637.52	\$ 4,082,597.32	57.95	42.05
Technical Response & Systems						
Special Operations	70,000.00	19,427.58	0.00	50,572.42	72.25	27.75
Wild Land	34,540.00	5,212.84	0.00	29,327.16	84.91	15.09
EMS	23,070.00	7,114.70	6,000.00	9,955.30	43.15	56.85
Fire SWAT	4,140.00	1,806.20	0.00	2,333.80	56.37	43.63
ARFF	2,190.00	0.00	0.00	2,190.00	100.00	0.00
SubTotal Technical Response and Systems	\$ 133,940.00	\$ 33,561.32	\$ 6,000.00	\$ 94,378.68	70.46	29.54
Equipment Maint & Replacement						
Communications/Telephone	160,230.00	38,806.96	10,700.00	110,723.04	69.10	30.90
Hoses	12,030.00	788.60	5,825.00	5,416.40	45.02	54.98
Ladders/Small Engine	7,450.00	1,610.42	0.00	5,839.58	78.38	21.62
SCBA	36,740.00	13,264.92	0.00	23,475.08	63.90	36.11
Thermal Imaging (2)	12,590.00	9,800.00	0.00	2,790.00	22.16	77.84
Computer Equipment	86,410.00	10,409.74	0.00	76,000.26	87.95	12.05
Vehicles and Apparatus (3)	785,000.00	376,062.55	112,743.45	296,194.00	37.73	62.27
SubTotal Equipment Maint & Replacement	\$ 1,100,450.00	\$ 450,743.19	\$ 129,268.45	\$ 520,438.36	47.29	52.71
Administration						
Administration	1,210,260.00	578,651.98	0.00	631,608.02	52.19	47.81
SubTotal Administration	\$ 1,210,260.00	\$ 578,651.98	\$ 0.00	\$ 631,608.02	52.19	47.81
Grand Total	\$10,341,120.00	\$4,408,340.01	\$156,905.97	\$5,775,874.02	55.85	44.15

Exp = Expenditures; Enc = Encumbrance; YTD = Year to Date

Expenditure Variance Explanations

LFRA Budget Status - Expenditures

Variance Explanations - Expenditures

(1) Station Six

Tool and supplies (i.e. tiger tooth blade, flags, stocked up on cleaning supplies, clothes hanging racks, locker hooks, bunkroom headboard lights, trash cans for bathrooms) purchased in the first quarter when the station expansion was completed and other miscellaneous needs were identified.

(2) Thermal Imaging

Camera on the replacement schedule was purchased.

(3) Vehicles and Apparatus

The Battalion Chief Vehicle is in service. The Type 6 Brush Truck is having the utility box installed. The vehicle approved with the Community Service Division Lieutenant position is on order.

Loveland Fire Rescue Authority Authorized Spending Report by Account Class Quarter Ending 6/30/13, 50% of the Year

Segments	Total Budget	YTD Exp	YTD Enc	Total Available	Total % Available	Total % Spent
Personal Services	\$7,672,210.00	\$3,286,422.87	\$0.00	\$4,385,787.13	57.17	42.84
Supplies	438,350.00	135,054.42	11,745.00	291,550.58	66.51	33.49
Purchased Services	1,831,690.00	851,209.41	12,900.00	967,580.59	52.82	47.18
Capital Outlay (1)	398,870.00	135,653.31	132,260.97	130,955.72	32.83	67.17
Grand Total (2)	\$10,341,120.00	\$4,408,340.01	\$156,905.97	\$5,775,874.02	55.85	44.15

Exp = Expenditures; Enc = Encumbrance; YTD = Year to Date

(1) Capital Outlay Purchases

Includes Quickest Path Software, BC Command Vehicle, Type 6 Brush Truck, thermal imaging camera and Lt. vehicle.

(2) Grand Total

Last year LFRA had spent or encumbered 40.64% of the 2012 Budget.



Fire Capital Expansion Fee Fund:

Station 6 Expansion:

2013 Budget	\$29,820.00
Expenditures and Encumbrances to Date (including Art in Public Places)	20,501.29
2013 Remaining Budget	<u>\$9,318.71</u>

Station 2 Construction and Heavy Rescue:

2013 Budget	\$3,566,480.00
Expenditures and Encumbrances to Date	858,933.76
2013 Remaining Budget	<u>\$2,707,546.24</u>

City General Fund (2012 Carryover into 2013):

2013 Budget	\$12,820.00
Fitness Equipment	
Refurbish Compressor	382.21
AED Maintenance Agreement	<u>4,975.00</u>
2013 Remaining Budget	<u>\$7,462.79</u>

\$103k remains in reserve in the General Fund for grant match on the Type 3 Engine. The grant program has not yet opened up for application this year.

City Capital Replacement Fund (2012 Carryover into 2013):

2013 Budget	\$28,250.00
Logo Replacement Program	0.00
Installation of a Conventional 800 Mhz Channel	<u>21,745.76</u>
2013 Remaining Budget	<u>\$6,504.24</u>

In the Works



LFRA Personnel Recruitment

The promotional/ badge pinning ceremony for our newest officers and firefighters was held on June 26th at the LFRA Training Center. The extensive recruiting effort filled one Division Chief, one Battalion Chief, one Captain, three Lieutenants, four Engineers, four full-time paid Firefighters and three new part-time-paid Firefighters. The 2013 recruitment campaign got underway earlier this year resulting in a total of 26 applications with 21 meeting all of our initial criteria; these will move on to the next phase of interviews in the selection process. We are anticipating having between 15-18 qualified reserves available for appointment before the fall of this year.



Station Two

The construction project for new fire station two continues to move forward. In the last two months the project has gone to Conceptual Review, progressed through Schematic development and Design Development, had soils samples and analysis for site

(Continued on page 7)

construction, held another neighborhood meeting, had the initial artwork design completed, and reviewed the building drawings and layout with the firefighter's construction design team.

Smoke and CO Detector Grant

A \$40,300 FEMA Assistance to Firefighters Grant Program for Fire Prevention and Safety (80% federal money/20% LFRA/City money) enabled LFRA to purchase 2,016 smoke detectors and 672 carbon monoxide detectors. LFRA has distributed 1,601 smoke detectors and 777 carbon monoxide detectors to a total of 884 homes. The grant that made this possible focused the distribution to homes that were in the greatest financial need. Scott Pringle, Deputy Fire Marshal, came up with a new strategy for accelerating the distribution of the alarms, working with Larimer County Food Bank and the Sunrise Community Health Clinic to hold events for getting these life safety products out to households that need them. The Lauren Project, LFRA partner in this project, noticed an additional need existed and has donated an additional 200 carbon monoxide detectors for this project. The ultimate value of this program has already been demonstrated. On June 26, LFRA responded to a home for a carbon monoxide detector that sounded an alarm. This home had recently received a carbon monoxide detector from this grant program. It was determined that there was a defective hot water heater.

Burn Ban and Burn Restrictions

During the month of April, City Council reviewed the new ordinance allowing the City Manager and City Council the ability to enact a burn ban or burn restrictions. Council passed the ordinance on second reading at the May 7 Council meeting.

Front Range Fire Consortium

LFRA has been a long-standing member of the Front Range Fire Consortium (FRFC), a cooperative group of the nine largest fire departments in Northern Colorado and Southern Wyoming. FRFC has operated for nearly 15 years as an organization with great success in bringing more proficiency, unity and cost savings to the to the fire service of this region. In 2013, the organization will be writing its first strategic plan as the guiding document for the next 8-10 years. Chief Mirowski is the Chairman of FRFC and will be heading up this project. The document will provide the framework to ensure that the strong relationships and effectiveness of the FRFC will be in place for the next decade and beyond.

Fire Code Adoption

The 2012 International Fire Codes with local amendments were adopted on second reading in the City of Loveland June 18, 2013.

Good to Great Meetings

The first quarter of the year meetings were held to collect feedback on the organization with the purpose of continuous improvements and the establishment of initiatives for building the fourth pillar of success: Human Resource Asset. This quarter all the information has been compiled and categorized to focus the initiative development effort. The following is the table that generally describes the focus areas.

Mission	Service	Values
<ul style="list-style-type: none">Mission/Definition of Purpose/Scope of ServicesInteragency Relationship ManagementOrganizational Philosophy for Personnel and Resource Development	<ul style="list-style-type: none">Incident CommandIncident ResponseCommunity Outreach	<ul style="list-style-type: none">Fiscal ResponsibilityPersonal ResponsibilityOrganizational ResponsibilityCommunication

2013 Fire Chief of the Year Candidate

June 19, 2013 Fire Chief's Magazine released the list of 12 finalist for the award. Chief Mirowski made the list!

In the Works Continued...



2014 Budget Development



The capital and operations budget have been developed and submitted. The table below highlights the process.

Budget Process (as of July, 2013)

Organization	April	June	September	October	November	December
<i>City</i>			Study Session on 2014 Recommend Budget	Consider Adoption & Appropriation of the City's Budget; Consider Approval of LFRA's Budget		
Loveland Fire Rescue Authority (LFRA)	Long Range Financial Plan	2014 Budget Request	2014 LFRA Budget and Fees Adoption		Appropriate 2014 LFRA	
<i>Rural District</i>				Consider Approval of LFRA's Budget	Appropriate Rural District Budget	

✓ **April 11, 2013 LFRA Board: Approved the Ten Year Plan for Operations and Capital – Based on Strategic Plan Basic Services Model**

- ✓ April 19, 2013 Capital Forms Due to the City
- ✓ June 11, 2013 City Council Study Session on 2014-2023 Capital Program
- ✓ June 14, 2013 Operations Budgets Due to the City

✓ **July 11, 2013 LFRA Board: 2014 Operations Request**

- ✓ July 15 – July 19, 2013 City Managers Meetings
- August 7, 2013 Presentation of the LFRA 2014 Proposed Budget to the Rural District
- August 14, 2013 Presentation of the LFRA 2014 Proposed Budget to the Fire Rescue Advisory Commission
- September 10, 2013 Study Session on 2014 Recommended City of Loveland Budget
- September 11, 2013 Citizen Finance Advisory Commission Reviews the City of Loveland Budget

September 12, 2013 LFRA Board: Considers Adoption of the 2014 Operations Budget and Fees

- October 1, 2013 City Council Public Hearing and First Reading of Appropriation; Approval of 2014 LFRA Budget and Fees
- October 15, 2013 Second Reading Appropriation and Adoption of the City Budget
- November 6, 2013 Rural District Approves 2014 LFRA Operations Budget and Fees, Sets Mill Levy and Adopts/ Appropriates the Rural District Budget

November 14, 2013 LFRA Board: Considers Appropriation of the 2014 Budget

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.: 5

Meeting Date: August 22, 2013

Prepared By: Randy Mirowski, Fire Chief

TITLE

Presentation of Consolidated Volunteer Pension Fund Policy Considerations

EXECUTIVE SUMMARY

The Intergovernmental Agreement establishing Loveland Fire Rescue Authority, in Article X, establishes that after January 1, 2012, the Authority shall be responsible for funding the City’s and District’s share of the Consolidated Pension Fund. It further states that the parties agree to consider appropriate amendments to the Consolidated Pension Fund Agreement to reflect the Authority’s responsibility under Article X. There are several discussion points, and possible amendments, related to this pension fund that need to be considered. Staff is requesting discussion, consideration and further direction from the Fire Authority Board.

BACKGROUND

The original Agreement for the Consolidated Pension (a.k.a. “Loveland Firemen’s Pension Fund”) dates back to year 1966. There have been few changes in the original Agreement, with a noted exception of an amendment made in year 2011. Many changes have occurred within the fire department over this time, including changes in the workforce staffing model, changes in the governance model with the establishment of the fire authority, and changes in the use and name of the volunteers as part of the organization’s workforce.

The original Agreement describes the organization much differently than it is today. The original Agreement also describes the management of the pension fund in a far different manner than what is called for in the IGA establishing the fire authority, and how the pension fund is managed today. Finally, in both the original Agreement and the amendment in 2011, there are a limited, and arguably an inadequate, amount of details and specificity for funding and managing the Consolidated Pension Fund.

Therefore, in light of the changes made in the fire department and in the establishment of the Loveland Fire Rescue Authority, amendments are needed to this Agreement to bring it up to date and in alignment with the required changes as specified within the IGA establishing the fire authority.

STAFF RECOMMENDATION

Discuss the attached discussion points and issues and provide direction for staff in the construct of a new Consolidated Pension Agreement, or to amend the existing agreement to reflect the needed changes.



Agenda Item Cover

Item No.: 5

Meeting Date: August 22, 2013

Prepared By: Randy Mirowski, Fire Chief

FINANCIAL/ECONOMIC IMPACTS

There is no immediate financial impact. However, depending on the direction given by the Board, increases to the costs for providing pension funding could occur.

ASSOCIATED STRATEGIC GOALS

Deliver Cost Effective Services

ATTACHMENTS

Issue Paper: *Amending the Consolidated Pension Agreement*

1966 Agreement for the Consolidated Fireman's Pension Fund of the Loveland and Rural District

Resolution to Modify the Composition of the Board of the Consolidated Firemen's Pension Fund of Loveland and the Rural District

Second Amendment to the Agreement of May 17, 1966 Regarding the Consolidated Firemen's Pension Fund of Loveland and Rural District

Issue Paper: Amending the Consolidated Pension Agreement

The Consolidated Pension Agreement (a.k.a. Loveland Firemen's Pension Fund) was originally crafted into an agreement in 1966. Many changes have occurred both organizationally and in the governance model for the fire department since the inception of this agreement. Thus, a real need exists for amendments to the current agreement. Within the IGA establishing the Loveland Fire Rescue Authority, responsibility for such amendments and changes is placed upon the fire Authority Board. At the July 11, 2013 meeting of the LFRA Board of Directors, discussion about the Consolidated Pension Fund and future changes were addressed. The following is a list of discussion points, derived from several recent pension related meetings; they are listed below with some additional clarifying information for each point.

Discussion Points from July 11 Meeting:

- **Philosophy and Intent of the Pension Fund:**
What does the Fire Authority Board see as the overall philosophy for having the pension fund; is it viewed as a additional source of income for retired volunteers or as something else, and should that philosophy be listed in the agreement?
- **Proper Funding for the Consolidated Pension Fund:**
The pension fund's adequacy of funding is determined by actuarial studies; at what level does the Fire Authority Board desire to see funding provided—maintaining status quo, or with added increases, or other levels?
- **State Contributions to the Pension Fund:**
There has been some discussions related to maximizing the state's contribution rate for the Consolidated Pension Fund; does the Fire Authority Board wish to further pursue that philosophy?
- **Future Increases for Pension Disbursements:**
There are numerous ways to factor in monthly increases for those receiving a pension from the Consolidated Pension Fund; does the Fire Authority Board favor a more standardized way of planning for and factoring in monthly increases?

- **Role of the Consolidated Pension Board:**

The current agreement for the Consolidated Pension has some information about the role of the pension board; yet, would the Fire Authority Board like to see a more defined role for the pension board and if so, at what capacity?

- **Role of the Fire Chief and Staff:**

The role of the Fire Chief and the Fire Authority's staff has been unclear; does the Fire Authority Board wish to spell out the roles and responsibilities of the Fire Chief and other staff members within the agreement?

- **Protecting the Benefits and Interests of Current and Future Pensioners:**

How can/ should this be done? Are more specific policies or amendments to the current agreement the best way, or are there other ways that should be pursued?

- **Definitions of Words Used in Pension Documents:**

Pension documents can be complicated and at times the use of words can mean different things in other contexts (adequate or required funding as examples); should a list of definitions be included as amendments to the current agreement, or in a new agreement?

- **New Pension Options for Today's Reserves (Volunteers):**

The current pension plan was developed for a more traditional volunteer workforce- past volunteers routinely stayed on for 10-20 years or more being eligible to receive pension benefits. Today's volunteers (Reserves) are staying with the organization less than 2 years and most will never receive pension benefits. Many fire departments that utilize volunteers/ reserves have opted for a more modern pension option, such as the Length of Service Awards Program (LOSAP); is it time that LFRA look at moving to an alternate kind of pension plan for future Reserves?

THIS AGREEMENT, made and entered into this 17th day of May A.D., 1966 by and between BOARD OF TRUSTEES OF THE CITY OF LOVELAND FIREMEN'S PENSION FUND as parties of the first part, and the BOARD OF TRUSTEES OF THE LOVELAND RURAL FIRE PROTECTION DISTRICT FIREMEN'S PENSION FUND as parties of the second part, WITNESSETH:

WHEREAS, the City of Loveland maintains and operates a volunteer fire department with certain paid employees, and the Loveland Rural Fire Protection District, by agreement with the City, pays the City for certain services rendered to the District by said department, and both Boards of Trustees have been administering separate pension funds, and

WHEREAS, the individual firemen who would be beneficiaries of the separate funds are serving both the City and the Rural Fire Protection District, and

WHEREAS, both Boards of Trustees have fully considered the status and adequacy of their respective separate pension funds and have found and determined that the total monies allocated to said firemen's pension funds are, in the opinion of said boards, inadequate to sustain a proper fund for retirement or for the other purposes of said funds under the requirements of Article 50 of Chapter 139 ORS '63 as amended, and therefore, both boards desire to consolidate said funds and provide herein for the future administration of the same.

NOW, THEREFORE, it is hereby understood and agreed:

1. That the funds now held by the first party and the funds now held by the second party shall be consolidated into a fund hereafter known as "Consolidated Firemen's Pension Fund of Loveland and Rural District".

2. The first party will contribute and pay over to said consolidated fund all firemen's pension funds now held by it.

3. The second party will contribute and pay over to said consolidated fund all firemen's pension funds now held by it.

4. Consolidated Firemen's Pension Fund of Loveland and Rural District shall be administered by a Board of Trustees which shall consist of seven members. Three of the members of the Board shall be members of the Loveland Volunteer Fire Department, elected by the department to such board. Three of the members shall be appointed to the Board by the City Council of the City of Loveland. One member of the Board shall be appointed to the Board by the Board of Directors of Loveland Rural Fire Protection District. A member of the Board shall serve for a term of two years, or until his successor is appointed. Any vacancies occurring on said Board shall be filled by either the City, the Firemen or the Rural District, whichever of the three originally appointed the member of the Board retiring or resigning.

5. It is understood and agreed by the parties hereto that both the City of Loveland and the Loveland Rural Fire Protection District will, in the future, levy sufficient taxes to contribute to the Consolidated Firemen's Pension Fund of Loveland and Rural District the amounts necessary to maintain the fund and administer the same. The contributions of the City and the Rural District are to be on a pro-rata basis, based upon the assessed valuation of the property in the City and in the District for the year preceding the contribution; providing however, that in no event shall the City or the Rural District levy more than the amount permitted by the statutes of Colorado for such purposes.

6. It is understood and agreed that in the event either of the parties hereto desire to withdraw from the maintenance and administration of the Consolidated Firemen's Pension Fund of Loveland and Rural District then this agreement shall be terminated, and the funds remaining in the Consolidated Firemen's Pension Fund of Loveland and Rural District shall be distributed to each of the parties in the following manner: The amount of the original contribution remaining in proportion to the amount contributed by each party, and the amount of any subsequent contributions remaining in the proportion in which such contributions were contributed.

7. The members of the Consolidated Firemen's Pension Fund of Loveland and Rural District shall at their first meeting elect a President, a Vice-President and a Secretary. Minutes of each meeting of the Consolidated Board shall be kept by the Secretary and approved by the President. At least once a year, the Consolidated Board shall furnish to the City of Loveland and the Loveland Rural Fire Protection District a report of all sums received; all sums expended and all sums on hand and how invested.

8. The Consolidated Board shall, prior to September 1 of each year, furnish both the City of Loveland and the Rural Fire Protection District with an estimated amount that will be needed for the Consolidated Firemen's Pension Fund of Loveland and Rural District during the next succeeding year so that both the City and the Rural District can make the budget appropriations required.

9. It is expressly understood and agreed that the Consolidated Board shall in all of its activities and in all manners and respects comply strictly with the laws of the State of Colorado regarding the investment of firemen's pension funds,

and the payment of such funds to anyone eligible therefor and the budget and accounting laws of the State of Colorado.

10. It is further understood and agreed that no member of the Board shall receive at any time any remuneration for his services.

11. It is further understood and agreed that immediately after the signing of this agreement by the parties hereto, and the approval of the same by the City of Loveland and the Loveland Rural Fire Protection District, the transfer of funds from each party shall be made and thereafter the parties hereto shall cease to administer any pension funds as long as this agreement is in force and effect.

12. It is further understood and agreed that it shall be the duty of the City Attorney of the City of Loveland and the Attorney for the Loveland Rural Fire Protection District to advise the Consolidated Board of Trustees on all matters pertaining to their duties under this agreement and the statutes of the State of Colorado, and the management of said fund whenever required to do so. Such attorneys shall represent and defend said board as its attorneys in all suits or actions at law or in equity that may be brought against it, and bring all suits and actions in its behalf that may be required or determined by said Board.

Approved:
City of Loveland
BY: Ray Patterson
Mayor
Loveland Rural Fire Protection District

Board of Trustees, of the City of Loveland Firemen's Pension Fund

By: Attest: Louise Kern Deputy City Clerk

Board of Trustees of the Loveland Rural Fire Protection District Firemen's Pension Fund

By: W.A. Wood

By: Robert R. Lebsack

A RESOLUTION TO MODIFY THE COMPOSITION OF THE BOARD OF THE CONSOLIDATED FIREMEN'S PENSION FUND OF LOVELAND AND THE RURAL DISTRICT

WHEREAS, in 1966 the City of Loveland (the "City"), by and through its Trustees for the Loveland Firemen's Pension Fund, entered into an agreement with the Loveland Rural Fire Protection District ("LRFDP"), by and through its Trustees for the Loveland Rural Fire Protection District Firemen's Pension Fund, to consolidate the pension funds for their respective volunteer firefighters into a Consolidated Firemen's Pension Fund of Loveland and Rural District (the "Consolidated Pension Fund"); and

WHEREAS, the Consolidated Pension Fund established a board comprised of seven members: three representative from the volunteer firefighters; three representatives appointed by the City council, and one representative appointed by the LRFDP with each representative having a term of two years; and

WHEREAS, in 1984 the City and the LRFDP pursuant to an agreement entitled Amendment to Agreement of May 17, 1966, amended the Consolidated Pension Fund to increase the term of each board members from two years to four years and to change the composition of the seven member board as follows: three representatives from the volunteer firefighters, two representatives appointed by the City council, and two representatives appointed by the LRFDP; and

WHEREAS, Over of the past 25 years the number of volunteer firefighters available to serve on the Consolidated Pension Fund board has diminished significantly because the City's fire and rescue department which also serves the LRFDP has moved from primarily volunteer firefighters to paid City employee firefighters; and

WHEREAS, Loveland Volunteer Fire Department, Inc., the organization which previously acted as a voice for the volunteer firefighters and designated volunteer firefighters for the Consolidated Pension Fund board is no longer in existence; and

WHEREAS, the City and the LRFDP desire to modify the composition of the Consolidated Pension Fund board as set forth in the attached Second Amendment to Agreement of May 17, 1966 Regarding the Consolidated Firemen's Pension Fund of Loveland and Rural District (the "Agreement"), to reflect the reality of fewer volunteer firefighters being available to serve on the board and the lack of any formal volunteer firefighter organization to designate a representative; and

WHEREAS, beginning January 1, 2012, the proposed composition of the Consolidated Pension Fund Board pursuant to the Agreement would be as follows: one representative from the volunteer firefighters appointed by the Consolidate Pension Fund board, three representatives appointed by the City council with preference for a volunteer firefighter in one representative position, and three representatives appointed by the LRFDP with preference for a volunteer firefighter in one representative position; and

WHEREAS, the Agreement will also maximize the opportunity for volunteer firefighters to act as representatives on the Consolidate Pension Fund board, by considering retired volunteer firefighters and retired volunteer firefighters returned to active service as volunteer firefighters, if there are no current volunteer firefighters able, willing and qualified to act as a Consolidated Pension Fund Board representative.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOVELAND, COLORADO as follows:

Section 1. That the Agreement between the City and the Loveland Rural Fire Protection District attached hereto and incorporated herein as Exhibit A, is hereby approved with an effective date of January 1, 2012.

Section 2. That the City Manager is hereby authorized and directed to enter into the Agreement, subject to such modifications in form or substance as the City Manager, in consultation with the City Attorney, may deem necessary to effectuate the purposes of this resolution or to protect the interests of the City.

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

Dated this _____ day of _____ 2011.

Cecil A. Gutierrez, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

Maria Garcia
Assistant City Attorney

A RESOLUTION TO MODIFY THE COMPOSITION OF THE BOARD OF THE CONSOLIDATED FIREMEN'S PENSION FUND OF LOVELAND AND THE RURAL DISTRICT

SECOND AMENDMENT TO AGREEMENT OF MAY 17, 1966 REGARDING THE CONSOLIDATED FIREMEN'S PENSION FUND OF LOVELAND AND RURAL DISTRICT

WHEREAS, the City of Loveland (the "City") and the Loveland Rural Fire Protection District (the "LRFPD") desire to amend their agreement dated May 17, 1966, as amended by the Amendment to Agreement of May 17, 1966, dated November 20, 1984 (together, the "Agreement") that created the Consolidated Firemen's Pension Fund of Loveland and Rural District (the "Consolidated Pension Fund"); and

WHEREAS, the purpose the amendment is to modify the board composition of the Consolidated Pension Fund, effective January 1, 2012, to reflect the reality of fewer volunteer firefighters being available to serve on the board and the lack of any formal volunteer firefighter organization to designate a representative.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the City and the LRFPD agree as follows:

- 1. Part 4 of the Agreement is hereby amended to read as follows:
 - 4. Board of Trustees.
 - A. Consolidated Firemen's Pension Fund of Loveland and Rural District shall be administered by a board of trustees which shall consist of seven members. Three of the members of the board shall be appointed to the board by the City Council of the City of Loveland, one of the three members appointed to such board shall, if possible, be a volunteer firefighter. Three of the members of the board shall be appointed to the board by the board of directors of the Loveland Rural Fire Protection District, one of the three members appointed to such board shall, if possible, be a volunteer firefighter. One member of the board shall be a volunteer firefighter and shall be appointed by a majority vote of the sitting members of the board of trustees.
 - B. Retired volunteer firefighters and retired volunteer firefighters returned to active service shall be considered volunteer firefighters for the purposes of appointing members to the board of trustees, if, after reasonable efforts are made to recruit a current volunteer firefighter to serve as a member of the board, there is none able, willing and qualified to do so.
 - C. A member of the board shall serve for a term of four (4) years, or until his successor is appointed. Except for a vacancy of the board member position appointed by the board of trustees, vacancies occurring on said board shall be filled by either the City Council of the City of Loveland or the board of directors of the Loveland Rural Fire Protection District, whichever of the two originally appointed the member of the board vacating the seat on the board. Any vacancy of the board member position appointed by the board of trustees shall be filled by a majority vote of the sitting members of the board of trustees.

- 2. The effective date of such amendment shall be January 1, 2012.
- 3. All other terms and conditions of the Agreement shall remain in full force and effect.

Dated this _____ day of _____, 2011.

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to Agreement of May 17, 1966, Regarding the Consolidated Firemen's Pension Fund of Loveland and Rural District as of the date above written.

CITY OF LOVELAND, COLORADO

By: _____
William D. Cahill, City Manager

ATTEST:

City Clerk

APPROVED AS TO FORM:

Assistant City Attorney

LOVELAND RURAL FIRE PROTECTION DISTRICT

By: _____
Chairperson, Board of Directors

ATTEST:

Secretary

APPROVED AS TO FORM:

Legal Counsel

LOVELAND RURAL FIRE PROTECTION DISTRICT

Chairperson, Board of Directors



Agenda Item Cover

Item No.: 6

Meeting Date: August 22, 2013

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Review Briefing Papers and Correspondence

EXECUTIVE SUMMARY

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

- Strategic Plan Update
- Station Two
- Recruitment of Reserve Firefighters
- Consolidated Volunteer Pension Information
- Honoring the Fallen Members of the Granite Mountain Hotshots
- Apparatus Update
- LFRA Logo Replacement
- Major Incidents

BACKGROUND

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

STAFF RECOMMENDATION

N/A

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

N/A

ATTACHMENTS

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



Loveland Fire Rescue Authority Board Fire Chief's Monthly Report- JULY



For August Board Meeting, 2013

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

Strategic Plan Update; Progress Report- We have made progress in our quest to stay current and with our timelines and accomplishments for our 2012 Strategic Plan; on both the capital and the O & M side. To date, in Model 1, we have completed everything in Phase 1 (2012-2013) and are in the process for planning for implementation and/or budgeting for the majority of items in Phase 2 (the majority of both capital and O & M of Phase 2 items will be accomplished in 2014). In addition to the items in Model 1, we are making progress on the Additional Priorities and Needs (page 93 in the plan). To date, we have the new Type 6 Engine on order (delivery this summer), hired the additional Plans Reviewer (Spring 2013) and have included a request for the Training Firefighter position as a supplemental in the 2014 Budget. We will be applying for a grant in 2013 for the Reserve Recruitment Retention Officer position, and we are preparing for discussions on the future of the ARFF program management and stand-by. These were all of the items listed in the Additional Priorities and Needs. We have a long ways to go to fulfill the entirety of the Plan, but we have made great progress in our first two years.

Station Two- A great deal of progress was made in July for the new station two project. Numerous meetings were held with our architects, city staff, trades members, artists and members of the Visual Arts Commission (VAC), and the committee of firefighters assisting with design and development of the new station. The following were scheduled meetings and sessions in July:

- Conceptual Review with the City of Loveland's team
- Design and Development meetings with our architects
- Review of final soils report and discussions on strategies for soils work
- Art in Public Places meetings and with our artist and VAC
- Meetings with Firefighters Committee to review final draft of plans and drawings
- Budget meetings to review final draft of cost estimates

We are on-schedule for this project and currently, based on the estimates of probable costs from our July 29 meeting, we are within our estimated budget. The project is slated for submittal and special review in August.

Other Personnel News: Recruitment of Reserve Firefighters- The 2013 Recruitment campaign continues with the interviewing process completed and appointment offers made to six new Reserve Firefighters. Because of current logistical situation, we are limited to how many reserves we can bring on. These six new reserves will be going through their academy training in the next few months and be available for shift assignments later in the fall.

Consolidated Volunteer Pension Information- We continue to make progress in our efforts to strengthen and clarify policies, procedures and funding for the Consolidated Volunteer Pension Fund. Our brainstorming session with the Fire Authority Board last month (July) has manifested in an agenda item for the August meeting. We will take what we glean from this month's meeting and start working with the attorneys for both the City of Loveland, Rural Fire District and the Fire Authority to make the needed changes in the Consolidated Pension Agreement.

Honoring the Fallen Members of the Granite Mountain Hotshots-

In July, several department efforts went forth to honor the nineteen Granite Mountain Hotshots killed in the line of duty on the Yarnell Hill wildfire on June 30, 2013. Special donations were approved by the Rural District Board, the LFRA Board and the IAFF Local 3566. The donations from our combined organizations totaled \$2500. This money will be sent, along with a letter from the fire chief, to the United Phoenix Firefighters Association through Chase Bank. 100% of the donations goes directly to the families of the Granite Mountain Hotshots. In addition to the financial donations, 20 firefighters and chief officers, mostly from LFRA, marched in the Larimer County fair Parade on July 27 to honor these fallen members. The citizens of the Loveland Community also honored these fallen members by standing and applauding the efforts of our firefighters and marched solemnly in the parade. It was a moving experience for all that participated.



Apparatus Update- The new Type 6 Brush Engine is completed and will be previewed at both the Rural District Board meeting and the Fire Authority Board Meeting in August. Construction of the new Squad 2 continues to be ahead of schedule at SVI in Fort Collins; the target for completion is now slated for September/ October of this year. Previews and evaluations are nearly completed for the new Aerial Tower, scheduled for purchase and delivery in 2014. Later in August we will begin the evaluation process for purchasing and working on the details to prepare ourselves for ordering in early 2014.

LFRA Logo Replacement- We have finalized the first major round of logo replacement for all front line fire apparatus. There is still work to be done on this project for the secondary and ancillary pieces of apparatus. We will target the remainder of our apparatus for late in the year (2013) or in the first half of 2014 depending on budget and availability of staff from SVI.

Major Incidents-

There were several major incidents during the month of July. They include:

- Residential structure fire on Evans Court, fire was contained to an exterior wall.
- Commercial Structure Fire on North Lincoln, the incident went to 3 alarms which brought resources from several fire agencies including, Berthoud Fire Department, Poudre Fire Authority, Windsor-Severance Fire-Rescue, Johnstown Fire District, Frederick-Firestone Fire District and the Greeley Fire Department. LFRA was supported by many City of Loveland Departments as well as Thompson Valley EMS for the duration of the incident.
- Residential structure fire on Derby Hill Drive, small fire contained to a large waste container and the sub-flooring material.



Evans Court Fire



North Lincoln Avenue Fire



New Type 6 Engine



Apparatus Committee @ Rocky Mtn. FD



Apparatus Logo Replacement



New Heavy Rescue Squad 2 Cab & Chassi

Letters for July 2013

Dear Chief Mirowski,

I am writing you to let you know how grateful I am for the gentlemen that were on shift at Fire Station 6 this past Saturday, August 3. In particular, Mr. Kurt Nakata. I had just finished my wedding ceremony at Fossil Creek Park in Fort Collins when my new wife, Kelly, and I were being escorted to the reception located in Greeley. It had just started raining when we left the park but shortly after the storm really began to intensify. We tried to head south to avoid the storm but to no avail. As we entered into Loveland a brother of mine called and advised us to take shelter as a wall cloud looked to be dropping right next to us. After a number turns we found ourselves in a bank parking lot and that's when I noticed the fire station across the way. We decided to head there to try and seek refuge. Fortunately for us, Mr. Kurt Nakata was nice enough to let us in. My wife, father-in-law, two wedding photographers, and I were well entertained by the firefighters on shift that night and we were allowed to stay until the storm had died down. It's not too often in today's world that individuals take strangers in. We greatly appreciated the generosity of your firefighters and the wonderful memories from that day.

Thank You for Your Time,

Alex Rader

July 8, 2013

Dear Fire Fighters,

All of your skills, courage, hard work and dedication in fighting the Black Forest fire near Colorado Springs continue to be greatly appreciated by so many.

In addition to Black Forest residents, people all over

the entire Colorado Springs area are grateful to you

"Blessings and thanks" to your crew of fire fighters!

Sincerely,
Bruce & Carol
Millhollin
Colorado Springs, CO

CERTIFICATE OF APPRECIATION

Is hereby awarded to

Loveland Fire Rescue Authority

In recognition of your dedication, excellence & service to this community, in responding to the Black Forest Fire of 2013.





July 21, 2013

Dear Black Forest Fire First Responder & Company,

The Black Forest Benefit is an organization derived of friends and family who grew up in Black Forest. This organization is committed to helping the community recover from the fire.

On July 14, 2013 we held a benefit to raise funds for fire victims and to acknowledge the heroic efforts of the 90+ first responder agencies - including fire, law enforcement, military, local, state & federal government, utilities, media and non-profits. We are sorry we missed you at the benefit and wanted to pass along this certificate of appreciation. Thank you for your dedication and hard work!

We are proud to announce that our community event was a huge success, and all proceeds are going directly back into our community.

Sincerely,



Steven Liebowitz, CSPD Deputy Chief, Retired (719) 491-6169

& The Volunteer Staff of The Black Forest Benefit bfo.FirstResponders@gmail.com

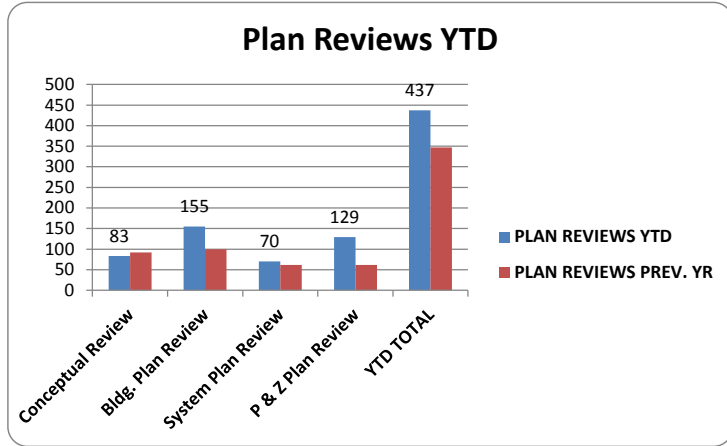


LFRA COMMUNITY SAFETY DIVISION

June, 2013

PLAN REVIEW STATISTICS

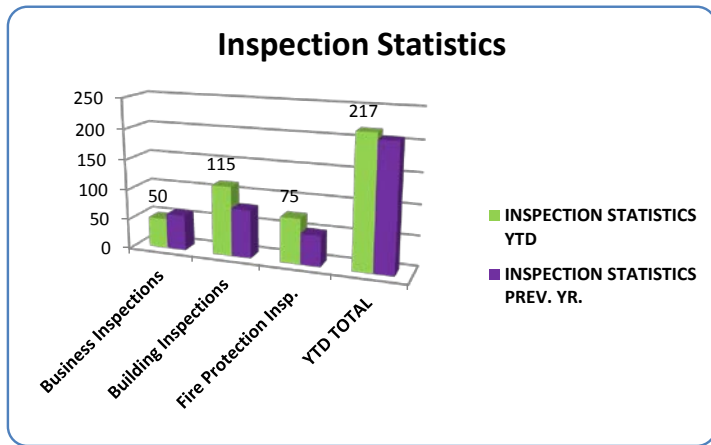
	City	Rural	Totals	Hours
Conceptual Design	10	1	11	16
Previous Month	12	3	15	21
Previous Year	85	7	92	107
YTD Total	72	11	83	103
Building Plan Reviews	55	2	57	62
Previous Month	28	2	30	43
Previous Year	98	2	100	66
YTD Total	144	11	155	161
System Plan Reviews	11	0	11	15
Previous Month	16	1	17	26
Previous Year	60	2	62	32
YTD Total	69	1	70	94
P & Z Plan Reviews	21	1	22	45
Previous Month	21	1	22	43
Previous Year	50	12	62	56
YTD Total	121	8	129	155
TOTAL REVIEWS YTD	406	31	437	
Previous Year	324	23	347	



Average days in review - 3.7 days
Percent within goal time - 100%

INSPECTION STATISTICS

	City	Rural	Total	Hours
Business Inspections	3	0	3	4
Previous Month	5	4	9	10
Previous Year	48	11	59	53
YTD Total	36	14	50	46
Building Construction	15	5	20	31
Previous Month	21	6	27	44
Previous Year	76	4	80	136
YTD Total	99	16	115	167
Fire Protection System	12	1	13	7
Previous Month	16	1	17	15
Previous Year	49	2	51	41
YTD Total	69	6	75	68
TOTAL INSPECTIONS YTD	202	36	217	
Previous Year	190	17	207	



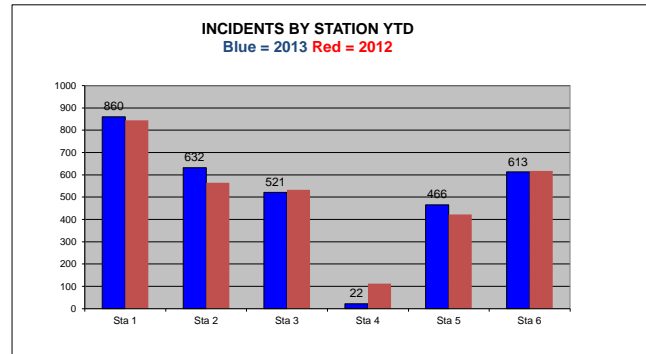
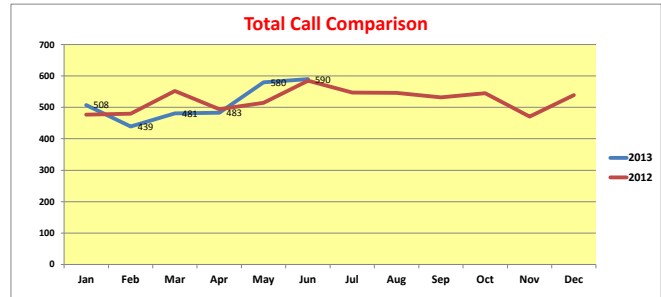
CSD OTHER ACTIVITIES

	City	Rural	Hours	Mo. Total	Prev. Mo.	Prev. Yr.	YTD Total	Highlights/Projects
Building/Systems Permits	8	8	10	16	16	92	68	* FEMA C.O./Smoke Alarm grant project Installations.
Hazmat Permits	11	0	2	11	12	49	55	
Burn Permits Issued	0	3	1	3	9	114	81	
Investigations	6	0	17	6	7	18	30	* Final Inspections for the 160,000 SF addition of Food Services of America.
Service Call/Complaints	10	4	8	14	7	73	30	
Car Seats Installed	3	0	2	3	8	82	54	
JFS Program	1	0	3	1	1	18	4	* Participated in Safety Booths at MCR and the Home Depot.
Public Education Events	3	0	7.5	3	2	34	29	
Total Pub. Ed. Contacts	220	0		220	110	2,399	1,271	



CALL INFORMATION						
INCIDENT TYPE	CITY	RURAL	MO. TOTAL	YTD	%	Prev. Yr.
Structure Fire (Residential)	5	0	5	13		
Structure Fire (Commercial)	0	0	0	2		
Vehicle Fire	3	1	4	16		
Grass/Wildland Fire	2	6	8	18		
Smoke/Odor Investigation	10	4	14	68		
Fire Alarm	42	3	45	262		
Other Fire	24	12	36	111		
Total Fire Related	86	26	112	490	16%	529
Total Medical (EMS)	196	50	246	1,585	51%	1,528
Motor Vehicle Accident	37	20	57	338		
Hazmat	5	5	10	58		
Water/Ice Rescue	4	4	8	11		
Carbon Monoxide	2	4	6	63		
Public Asst. (Service)	51	13	64	208		
Cancelled Enroute	32	30	62	294		
No Incident Found	10	9	19	54		
Airport Standby	6	0	6	22		
Airport Emergency	0	0	0	0		
Total Miscellaneous	147	85	232	1,048	33%	1034
Month-End Total	429	161	590			
Year Cumulative	2,419	704		3,123		3,091
Percentage YTD	77%	23%				

	Average Response Times YTD in Minutes	Prev. Year	Fire Confined to Room of Origin	Previous Year
Call to Tone Out	2.40	2.44	50%	86%
Dispatch to Enroute	1.01	1.06		
Enroute to 1st Arrival	3.40	3.28		
Average on Scene	12.45	19.78		



MUTUAL/AUTO AID STATISTICS YTD				
	Received	Hours	Given	Hours
Fort Collins	23	23	52	32
Previous Year	24	11	70	47
Berthoud	20	19	33	33
Previous Year	10	8	17	11
Big Thompson Canyon	3	4.5	37	44
Previous Year	2	2	32	28
Windsor	24	15	19	10
Previous Year	13	7.5	13	16.5

	Hrs/Month	Hrs/Prev Month	Hrs/Prev Yr.	Hrs/Year to Date
Shift	971.00	733.00	8,211.00	6,529.00
Volunteer	13.50	22.75	537.00	148.25
Admin	31.00	29.50	523.00	284.50
Total	1,015.50	785.25	9,271.00	6,962.75
Vol. Shift Hours	388.25	365.00	5,190.25	2,539.00

LOSS/SAVE INFORMATION				
Type of Fire	City		Rural	
	Loss	Save	Loss	Save
Residential Structure	\$ 353,237	\$ 783,600	\$ -	\$ -
Commercial Structure*			\$ -	\$ -
Other Fires			\$ 285	\$ -
Month Total	\$ 353,237	\$ 783,600	\$ 285	\$ -
Year Cumulative	\$ 556,135	\$ 4,467,698	\$ 285	\$ -

	Specialized Disciplines Training				OT Hrs.	OT \$'s
	YTD Courses	Prev. Yr. Courses	YTD Hrs.	Previous Yr. Hrs.		
Collapse	13	9	9	10		
Rope	56	83	79	102		
Confined Space	7	3	26	2.25		
Search/Rescue	3	6	4	6		
Water	34	38	46	69.5		
TAC	2	12	2	64		
Hazmat	46	69	66	96.5		
Wildland	107	221	262	573.5		
YTD TOTALS	268	441	494	923.75	860	\$28,258.00