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## Loveland Fire Rescue Authority Board Meeting



**Station 2**  
**3070 W. 29<sup>th</sup> Street**  
**Community Room**  
**Loveland, Colorado 80537**  
**Wednesday, October 26, 2016**  
**1:30 PM**

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**Loveland Fire Rescue Authority (LFRA) Board Meeting Agenda**  
**Station 2, 3070 W 29<sup>th</sup> Street**  
**Community Room**  
**Loveland, Colorado 80537**  
**Wednesday, October 26, 2016**  
**1:30 PM**

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*The Loveland Fire Rescue Authority (LFRA) is committed to providing an equal opportunity for services, programs and activities and does not discriminate on the basis of disability, race, age, color, national origin, religion, sexual orientation or gender. LFRA contracts with the City of Loveland for assistance with translation, discrimination concerns, and Americans with Disabilities Act accommodations. Please contact the City of Loveland Title VI Coordinator at [TitleSix@cityofloveland.org](mailto:TitleSix@cityofloveland.org) or 970-962-2372 for translation services and discrimination concerns. LFRA will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act (ADA). For more information on ADA or accommodations, please contact the City of Loveland ADA Coordinator at [bettie.greenberg@cityofloveland.org](mailto:bettie.greenberg@cityofloveland.org) or 970-962-3319.*

*La Autoridad de Rescate de Incendios de Loveland (LFRA, por sus iniciales en inglés) se compromete a proveer oportunidades equitativas para servicios, programas, y actividades, y no discrimina basándose en discapacidades, raza, edad, color, origen nacional, religión, orientación sexual, o género. La LFRA tiene contratos con la Ciudad de Loveland para recibir asistencia para traducciones, en caso de preocupaciones de discriminación, y de acomodaciones de la Ley de Americanos con Discapacidades. Por favor comuníquese con el Coordinador del Título VI de la Ciudad de Loveland en [TitleSix@cityofloveland.org](mailto:TitleSix@cityofloveland.org) o al 970-962-2372 si necesita servicios de traducción o tiene preocupaciones de discriminación. La LFRA organizará acomodaciones razonables para ciudadanos de acuerdo con la Ley de Americanos con Discapacidades (ADA, por sus iniciales en inglés). Si desea más información acerca de la ADA o acerca de las acomodaciones, por favor comuníquese con la Coordinadora de la Ciudad de Loveland en [bettie.greenberg@cityofloveland.org](mailto:bettie.greenberg@cityofloveland.org) o al 970-962-3319.*

Wireless access: COLGuest, accesswifi

**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.*



Loveland Fire Rescue Authority (LFRA) Board Meeting Agenda  
 Station 2, 3070 W 29<sup>th</sup> Street  
 Community Room  
 Loveland, Colorado 80537  
 Wednesday, October 26, 2016  
 1:30 PM

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1. Consider a Motion to Approve the Minutes from the Loveland Fire Rescue Authority Board for the September 28, 2016 Regular Board Meeting
2. Review the Third Quarter Budget Biz

**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. Consider a Motion to Approve the Employer Participation Agreement with the Colorado Employers Benefit Trust (CEBT)
4. Consider a Motion to Approve the Intergovernmental Agreement for Apparatus Purchase
5. Review Briefing Papers and Correspondence.
  - a. Chief's Report
  - b. Letters
  - c. September Statistics
6. Any Other Business for Board Consideration
7. Executive Session Pursuant to C.R.S. 24-6-402(4)(f) to Discuss Personnel Matters

**ADJOURN**

## Agenda Item Cover

Item No.: 1

Meeting Date: October 26, 2016

Prepared By: Renee Wheeler, Administrative Director



### TITLE

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Consider a Motion to Approve the Minutes from the September 28, 2016 Loveland Fire Rescue Authority (LFRA) Regular Board Meeting

### EXECUTIVE SUMMARY

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The attached document, prepared by Kristen Cummings and edited by outside attorneys, is a record of the September 28, 2016 regular meeting of the LFRA Board. The document details the discussions at the meeting including: the approval of the consent agenda (minutes); conceptual presentation of proposed station locations, conceptual presentation of employee benefit option, and the Chief's report.

### 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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September 28, 2016 Minutes



**Loveland Fire Rescue Authority Board Meeting Minutes**  
**Wednesday, September 28, 2016**  
**3070 W. 29<sup>th</sup> Street, Loveland**  
**1:30 p.m.**

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**Members Present:**

Board Chairman Jeff Swanty, Loveland Rural Fire Protection District (“Rural District”)  
 Vice Chairman Cecil Gutierrez, City of Loveland Mayor  
 Director John Fogle, City of Loveland Council Member  
 Director Steve Adams, Loveland City Manager  
 Director Dave Legits, President of the Rural District

**Staff Present:**

Greg White, Secretary of Rural District Mark Miller, Fire Chief  
 Renee Wheeler, Public Safety Administrative Director  
 Greg Ward, Division Chief  
 Ned Sparks, Division Chief  
 Roylene Sterkel, Business Services Coordinator  
 Kristen Cummings, Business Services Coordinator  
 Emily Powell, Legal Counsel to the Authority

**Visitors:**

Mike McKenna, Rural District Vice-President  
 Julia Holland, Human Resources Director  
 Paul Pfeiffer, FRAC  
 Rohn Sterkel  
 Mandi Lujan  
 Rick Davis, Fire Battalion Chief  
 Tim Smith, Fire Battalion Chief  
 Dave Schuetz, Fire Captain  
 Chris Sandoli, Fire Inspection Technician  
 Cy Pollema, Fire Lieutenant  
 Randy Kolb, Fire Engineer  
 Kurt Nakata, Fire Engineer  
 Alex Chapin, Firefighter

**Call to Order:**

Chairman Swanty called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 1:31 p.m.

**Swearing In:**

None

**Awards and Presentations:**

Chief Miller acknowledged the retirement of Business Services Coordinator, Roylene Sterkel, and recognized her for 25 years of exemplary service. Chairman Swanty presented Roylene with a plaque of appreciation.

**Public Comment:**

None

**Consent Agenda:**

- 1. Consider a Motion to Approve the Minutes from the Loveland Fire Rescue Authority August 31, 2016 Regular Board Meeting.**

Director Fogle moved to approve consent agenda. Director Adams seconded; motion carried unanimously.

**Regular Agenda:**

- 2. Conceptual Presentation of the Proposed Fire Station 7 Location Response Maps, ISO Coverage Area, and Possible Funding Options**

Chief Miller presented a Fire Station 7 update, including information about land cost negotiation for a portion of the Arvidson property and conceptual funding options, and was seeking suggestions from the Board for cost sharing strategies and ideas. Maps were presented displaying an aerial view of the Arvidson property, a map of all fire incidents in the last three years with an over-layer showing incidents that fell within a five-minute response time, a map showing the incidents that would be covered by a five-minute response time with the addition of Station 7 at the Arvidson property, and a map of new ISO ratings for the rural area west of town with the addition of Station 7 at the Arvidson property. Chief Ward gave a demonstration of apparatus assignments during a large scale incident, showing how the addition of Station 7 would put less drain on fire resources within city limits, and also less dependence on mutual aid agencies to backfill stations.

Chief Miller advised that yesterday Nathan Klein, realtor with Loveland Commercial, met with the property owner. The property owner is offering a portion of the Arvidson property for Station 7 for \$140,000. Comparables are valued at \$160,000 to \$200,000. The stipulation set by the property owner is that the purchaser, whether LFRA, the City, or the Rural District, would be responsible for completing the plat for sub-dividing the Station 7 portion of the property from the remainder of the property, which is estimated to cost between \$20,000 and \$25,000. The owner would also like to have the final approval of the plat. Larimer County advised there would be no need for re-zoning. The next step in the process would be to enter into a contract to purchase the property and deposit \$5,000 in earnest money. The contract would allow for a six-month window to complete the plat and inclusions. However, at this time, it is not clear whether LFRA, the City, or the Rural District would be the purchaser of the property.

Chief Miller provided suggestions that the land could potentially be funded by the City through CEF's. Renee Wheeler pointed out that the City just sold a fire department property for \$140,000 and put the funds into the CEF, so one option would be to repurpose that money. Another option for funding the land would be the City's Tabor funds, but it is not as likely that Fire-related purposes would qualify for those funds. Emily Powell advised that the City could own the property and lease it to the Rural District, or there could be a lease-purchase-like option. In her experience, co-ownership of real property is possible, but can be very complicated. Greg White asked whether LFRA could purchase the property directly. Director Fogle suggested that LFRA spend the \$5,000 for earnest money and enter into the purchase and sale contract, and use the next six months while the sub-division is being processed to finalize a plan for how the land will be purchased. If the City or District will purchase the property, LFRA can assign the purchase and sale contract to the purchasing entity. Director Adams asked for a Phase 1 environmental study to be conducted.

Chief Miller advised another option for funding could be for the City to issue Certificates of Participation (COPs) that would allow for the Station 7 land purchase, the construction of Station 7 and Station 10, and improvements to be made to the fire training grounds. The use of COPs are currently being vetted with City finance, City legal, and LFRA legal. The two newest fire stations could be used as a collateral pledge.

MOTION made by Director Fogle to authorize the Fire Chief to proceed with entering into a contract for the land purchase at a purchase price of \$140,000, and approving the expenditure of \$5,000 earnest money and such funds as are required to complete the plat. Seconded by Chairman Swanty. Motion carried unanimously.

### **3. Conceptual Presentation of the Employee Benefit Insurance Option**

Chief Miller advised an employee committee has been formed to determine whether LFRA employees would benefit from enrollment in the Colorado Employer Benefit Trust (CEBT) health insurance trust instead of continuing to participate on the City's health insurance plan. The committee will be attending a presentation about CEBT on Thursday, and will be at next month's Board Meeting to report their findings. City HR Director Julia Holland reported that LFRA employees leaving the City of Loveland health plan will not impact the City's current renewal rates. She also stated that the way the CEBT's plan is currently written, it appears that pre-existing conditions might not be covered, although it looked as though that was a negotiable term that could be added. Administrative Director Wheeler stated that neighboring fire agencies already using the CEBT have been very satisfied with the plan.

**4. Chief's Report**

Chief Miller distributed invitations to the Board of Directors to attend the Fire Prevention Week Barbeque that will be hosted by the Loveland Emergency Communications Center at Loveland Fire Station 2 on October 12, 2016.

The Fire and Rescue Advisory Commission will be temporarily suspended, as there are not currently any pressing issues for their consideration. Thirty-day notice will be given when they are to reconvene, and four additional members will need to be recruited at that time.

Division Chief Sparks was awarded the Larry Kettlehut Fire Instructor of the Year. He will be receiving the award on October 19, 2016 in Keystone, Colorado.

City Council graciously supported repairs made at the Fire Training Grounds.

Friday, September 30, 2016 will be Roylene Sterkel's last day of work as a full-time employee. There will be a retirement breakfast in her honor at the Loveland Fire Station 1 EOC at 0800 hours.

Chairman Swanty adjourned the regular meeting at 3:24 p.m.

The foregoing minutes, having been approved by the LFRA Board of Directors, constitute the official minutes of the meeting held on the date stated above.

\_\_\_\_\_  
Jeff Swanty, Chairman

\_\_\_\_\_  
Kristen Cummings, Secretary



## Agenda Item Cover

Item No.: 2

Meeting Date: October 26, 2016

Prepared By: Renee Wheeler, Public Safety Administrative Director



### TITLE

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2016 Third Quarter Budget Report – *Budget Biz*

### EXECUTIVE SUMMARY

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The 2016 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 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 75% of 2016. Revenues in the Fire Authority Fund are at 89% of the annual budget, compared to 74% last year. Expenditures in the Fire Authority Fund are at 76% of the annual budget, compared to 72% last year.

### 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*

2016



# Budget Biz

Quarter 3 (July—September), Issue 15

Welcome to the fifteenth 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 from year to date, through September, 2016. The expenditures will be presented by program and account category at the department level. Each of these financial presentations include 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 provides 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 2016

- **89%** of the revenue budget has been collected to date compared to **74%** last year for the same timeframe.
- **76%** of the expenditure budget has been spent compared to **72%** last year for the same timeframe.
- LFRA Maturation continues with the transfer of all equipment and lease of all real property from the City and Rural to LFRA.
- Grant projects related to community preparedness (mitigation study and master plan and disaster recovery plan) are expected to be complete in October and accepted by City Council in 2017.
- Division Chief Ned Sparks was chosen as the recipient of the 2016 Larry Kettlehut Instructor of the Year by the Colorado Fire Training Officers Association. Congratulations to Chief Sparks.
- Training Center Drainage System and Main Entrance is moving forward with an appropriation from City Council.
- Training continue to be a primary emphasis.



### Inside this Issue

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

2016

# LFRA Budget Status - Revenue

## Loveland Fire Rescue Authority

### Budget Revenue Report

Quarter Ending 9/30/2016, 75% of the Year

Segments/Accounts	Total Budget	*YTD Rev	Total Variance	Total % Uncollected	Total % Collected
<b>Investment Activity as a % of the Total City Investment Pool</b>					
Interest On Investments	\$ 1,500	\$ 10,636	-\$9,136	-609.07	709.07
Gain/Loss On Investments	1,500	428	1,072	71.44	28.56
<b>SubTotal : Investment Activity</b>	<b>\$ 3,000</b>	<b>\$ 11,064</b>	<b>-\$8,064</b>	<b>-268.65</b>	<b>368.65</b>
<b>223 : Community Safety</b>					
Special Events (1)	28,900	22,890	6,010	20.80	79.20
Miscellaneous	-	853	-853	0.00	100.00
Building (2)	58,400	33,673	24,727	42.34	57.66
Contractor (2)	5,400	5,753	-353	-6.53	106.53
Fire Permit & Inspection (2)	55,930	27,273	28,657	51.24	48.76
Firework Stand Review	12,350	12,400	-50	-0.40	100.40
Rural Fire Inspection Fee (2)	27,000	89,169	-62,169	-230.25	330.25
Planning Filing Fees	-	109	-109	0.00	100.00
<b>SubTotal Community Safety</b>	<b>\$ 187,980</b>	<b>\$ 192,119</b>	<b>-\$4,139</b>	<b>-2.20</b>	<b>102.20</b>
<b>224 : Station Operations</b>					
State Grant (3)	9,975	13,000	-3,025	-30.33	130.33
Standby Reimbursements (Misc)	-	420	-420	0.00	100.00
Refunds /Rebates (4)	-	12,057	-12,057	0.00	100.00
Academy Training (5)	8,000	41,182	-33,182	-414.78	514.78
Gifts/Donations	-	800	-800	0.00	100.00
State Grant (6)	23,111	-	23,111	100.00	0.00
<b>SubTotal: Station Operations</b>	<b>\$ 41,086</b>	<b>\$ 67,459</b>	<b>-\$26,373</b>	<b>-64.19</b>	<b>164.19</b>
<b>225 : Technical Response and Systems</b>					
Hazmat Mitigation	-	21,865	-21,865	0.00	100.00
Other (ARFF) (7)	22,000	14,542	7,458	33.90	66.10
<b>SubTotal : Technical Response and Systems</b>	<b>\$ 22,000</b>	<b>\$ 36,406</b>	<b>-\$14,406</b>	<b>-65.48</b>	<b>165.48</b>
<b>227 : Administration</b>					
Federal Grants (8)	165,000	17,464	147,536	89.42	10.58
State Grant (9)	20,000	-	20,000	100.00	0.00
Other	-	-	-	0.00	100.00
Contribution - Rural Fire District	2,386,798	1,993,675	393,123	16.47	83.53
Other Agency Deployment	-	2,387	-2,387	0.00	100.00
Workers Compensation	-	1,628	-1,628	0.00	100.00
Insurance Recoveries	-	3,445	-3,445	0.00	100.00
Contribution - Loveland (10)	10,585,929	9,652,388	933,541	8.82	91.18
Refunds /Rebates (11)	45,000	17,713	27,288	60.64	39.36
Transfer from Employee Benefits Fund (12)	1,700	1,700	-	0.00	100.00
<b>SubTotal : Administration</b>	<b>\$ 13,204,427</b>	<b>\$11,690,400</b>	<b>\$1,514,027</b>	<b>11.47</b>	<b>88.53</b>
<b>Grand Total (13)</b>	<b>\$ 13,458,493</b>	<b>\$11,997,448</b>	<b>\$1,461,045</b>	<b>10.86</b>	<b>89.14</b>

\*YTD = Year to Date, Rev = Revenue

Revenue Variance Explanations 

## Variance Explanations - Revenue

### (1) Special Events

Budweiser Event Center Standby.

### (2) Contractor and Permitting fees

Contractor fees and Permit/Inspection fees are a function of building activity.

### (3) State Grant

Grant received to offset some of the cost for physical fitness evaluations conducted by Colorado State University. A second grant is for the Department of Local Affairs reimbursement of the Health and Circulatory Trust Premium for Full Time Firefighters.

### (4) Refunds /Rebates

The majority of the amount received is for insurance reimbursement of salaries paid on an employee out on workers compensation.

### (5) Academy Training

Academy usage comprises more than half of the revenue received.

### (6) State Grant

State Grant for Bunker Gear is expected to be received later in the year.

### (7) Other (ARFF)

This represents the City of Fort Collins contribution for the ARFF Engineer for 2017.

### (8) Federal Grants

The budget is the re-appropriation of the Community Development Block Grant - Disaster Recovery Plan and Mitigation Study and Master Plan.

### (9) State Grant

State Grant from Department of Homeland Security for Emergency Management. Reimbursement is expected later this year.

### (10) Contribution - Loveland

Contribution from City of Loveland includes advance in January per Intergovernmental Agreement.

### (11) Refunds / Rebates - Admin

The budget is related to Pension Fund revenue that is the expected remaining balance from fees ICMA charges the plan and the cost to deliver services. It is appropriated to cover the cost of Pension Committee training, legal services and the Innovest contract to monitor investments.

### (12) Transfer from Employee Benefits Fund

Pension Administration revenue from ICMA in the City Employee Benefits Fund after year end that needed to be transferred to the new LFRA Pension Administration Fund.

### (13) Grand Total

89% of the revenue budget has been collected to date compared to 74% last year for the same timeframe.

# LFRA Budget Status - Expenditures

## Loveland Fire Rescue Authority Authorized Spending Report by Division and Program Quarter Ending 9/30/2016, 75% of the Year

Segments	Total Budget	YTD Exp	YTD Enc	Total Available	Total % Available	Total % Spent
<b>Community Safety</b>						
Prevention	\$173,483	\$114,925	\$696	\$57,862	33.35	66.65
Business Inspections	144,080	107,321	460	36,299	25.19	74.81
Permitting and Development Review	470,681	342,103	755	127,823	27.16	72.84
<b>SubTotal Community Safety</b>	<b>\$788,244</b>	<b>\$564,348</b>	<b>\$1,911</b>	<b>\$221,985</b>	<b>28.16</b>	<b>71.84</b>
<b>Station Operations</b>						
General Station Operations	8,018,329	6,120,853	3,925	1,893,551	23.62	76.39
Training	119,065	65,391	21,737	31,937	26.82	73.18
Quartermaster	189,912	154,313	86	35,513	18.70	81.30
Station 1	13,785	7,381	555	5,849	42.43	57.57
Station 2 (1)	8,270	7,353	87	830	10.04	89.96
Station 3	6,690	2,862	437	3,391	50.69	49.31
Station 5	6,680	2,822	145	3,713	55.58	44.42
Station 6 (2)	8,740	7,435	32	1,273	14.57	85.43
Health and Safety (3)	78,162	59,344	13,922	4,897	6.27	93.74
<b>SubTotal Station Operations</b>	<b>\$8,449,633</b>	<b>\$6,427,752</b>	<b>\$40,926</b>	<b>\$1,980,955</b>	<b>23.44</b>	<b>76.56</b>
<b>Technical Response and Systems</b>						
Special Operations	70,820	35,180	13,468	22,172	31.31	68.69
Wild Land	12,620	7,685	-	4,935	39.11	60.89
EMS	30,243	16,491	7,000	6,752	22.32	77.68
Tac Fire (4)	10,163	227	-	9,936	97.77	2.23
Aircraft Rescue and Firefighting	11,980	6,899	473	4,609	38.47	61.53
<b>SubTotal Technical Response and Systems</b>	<b>\$135,826</b>	<b>\$66,481</b>	<b>\$20,941</b>	<b>\$48,404</b>	<b>35.64</b>	<b>64.36</b>
<b>Equipment Maint &amp; Replacement</b>						
Communications/Telephone	244,964	177,793	13,809	53,362	21.78	78.22
Hoses (5)	29,366	15,052	10,880	3,434	11.69	88.31
Ladders (6)	9,512	3,981	5,074	457	4.80	95.20
Self Contained Breathing Apparatus	50,885	36,258	-	14,627	28.75	71.26
Thermal Imaging (7)	21,320	20,870	-	450	2.11	97.89
Computer Equipment	113,185	72,411	20,123	20,651	18.25	81.75
Vehicles and Apparatus	1,067,011	814,770	2,124	250,117	23.44	76.56
Small Engines	4,000	2,846	400	754	18.86	81.15
<b>SubTotal Equipment Maint &amp; Replacement</b>	<b>\$1,540,243</b>	<b>\$1,143,980</b>	<b>\$52,410</b>	<b>\$343,853</b>	<b>22.33</b>	<b>77.68</b>
<b>Administration</b>						
Emergency Management	413,175	271,691	31,427	110,057	26.64	73.36
Administration	2,084,672	1,575,296	27,042	482,334	23.14	76.86
Fire Retirement Admin (8)	45,000	26,152	6,483	12,365	27.48	72.52
<b>SubTotal Administration</b>	<b>\$2,542,847</b>	<b>\$1,873,139</b>	<b>\$64,952</b>	<b>\$604,756</b>	<b>23.78</b>	<b>76.22</b>
<b>Grand Total (9)</b>	<b>\$13,456,793</b>	<b>\$10,075,701</b>	<b>\$181,140</b>	<b>\$3,199,953</b>	<b>23.78</b>	<b>76.22</b>

\*Exp = Expenditures; Enc = Encumbrance (ordered, not yet paid); YTD = Year to Date

**Expenditure Variance Explanations** 

# LFRA Budget Status - Expenditures

## (1) Station 2

Station 2 stocked up on supplies for the year.

## (2) Station 6

Station 6 stocked up on supplies for the year.

## (3) Health/Safety

The annual contract for Peer Support Psychologist is encumbered.

## (4) Tac Fire

The Special Operations Teams haven't ordered any of their replacement equipment yet, which represents 54% of that budget.



## (5) Hoses

Many of the hose replacements have been purchased.

## (6) Ladders

Encumbrance is for Ladder Testing.

## (7) Thermal Imaging

Scheduled replacement Thermal Imaging Cameras have been purchased.

## (8) Fire Retirement Admin

The budget is related to Pension Fund revenue that is the expected remaining balance from fees ICMA charges the plan and the cost to deliver services. It is appropriated to cover the cost of Pension Committee training, legal services and the Innovest contract to monitor investments.

## (9) Grand Total

76% of the expenditure budget has been spent compared to 72% last year for the same timeframe.



# Authorized Spending Report

## Loveland Fire Rescue Authority Authorized Spending Report by Account Class Quarter Ending 9/30/16, 75% of the Year

Segments	Total Budget	*YTD Exp	*YTD Enc	Total Available	Total % Available	Total % Spent
Personal Services :	\$9,212,451	\$7,048,728	-	\$2,163,723	23.49	76.51
Supplies :	\$527,059	\$345,751	\$25,452	\$155,856	29.57	70.43
Purchased Services :	\$3,389,836	\$2,463,321	\$132,270	\$794,245	23.43	76.57
Capital Outlay :	\$327,447	\$217,901	\$23,418	\$86,128	26.30	73.70
<b>Grand Total : (1)</b>	<b>\$13,456,793</b>	<b>\$10,075,701</b>	<b>\$181,140</b>	<b>\$3,199,953</b>	<b>23.78</b>	<b>76.22</b>

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

### (1) Grand Total

The total expenditures are within the range that would be expected at 75% of the year including the many encumbrances. The encumbrances are for the annual contract for 50% of the Peer Support Psychologist, the annual contract for the Emergency Medical Services Physician Advisor, the Motorola radio maintenance contract, the ladder testing contract, planned purchase of new hose, the annual legal services contract, the Innovest pension investments monitoring contract, leadership training, the mitigation study and master plan contract, the disaster recovery plan contract, the Fire Training Center design, the Kronos Telestaff upgrade, and payroll software system upgrade.

## Other Resources

### City's Capital Replacement Fund:

#### Engine Replacement

Original Budget Appropriation	\$652,300
Less Actual Expenditures	298,493
Less Encumbrances (Purchase Order-Refurb)	285,459
Remaining Budget	\$68,347

*Scheduled engine replacement using the Houston Galveston Area Council cooperating purchasing agreement and SVI Trucks as the vendor.*

#### Radio Tower Replacement

Supplemental Appropriation (reappropriating the 2015 funds for this purpose)	\$195,650
Less Actual Expenditures	192,808
Less Encumbrances (Purchase Order)	-
Remaining Budget	\$2,841

### City's Fire Capital Expansion Fee Fund:

Budget	\$321,442
Less Actual Expenditures	59,634
Less Encumbrances (Purchase Orders)	263,280
Remaining Budget	-\$1,472

*New Training Center Property Design; the actual expenditure is related to finalizing the annexation process and the master plan design work.*

## Training Center Drainage System and Main Entrance

- On September 6, 2016, LFRA, Public Works, and Risk Management staff appeared before City Council to propose the first reading of a supplemental appropriation for the Fire Training Center *retention pond mitigation/new drainage system, construction of a new entrance, and construction of a new emergency entrance/exit*. This has been an on-going project involving many moving pieces and complex, sensitive issues. The City Council approved a supplemental appropriation of \$698,000 to complete the project.

## Employee News



- Roylene Sterkel's retirement was effective September 30<sup>th</sup>. Roylene has been with the fire department for 25 years, and will be missed.
- Welcome to Kristen Cummings, hired in September to replace Roylene Sterkel.
- In conjunction with the Larimer County Workforce, we have brought an intern to LFRA to assist her in pursuing her fire service education and career.
- Division Chief Ned Sparks was chosen as the recipient of the 2016 Larry Kettlehut Instructor of the Year by the Colorado Fire Training Officers Association. Congratulations to Chief Sparks.

## Leadership

LFRA is consistently and intentionally involved in pursuing enduring greatness and developing leaders at all levels:

- Chief Sparks received his certification as an NFPA Fire Inspector I.
- Chief Miller has been invited to speak at the 2016 Colorado State Fire Chiefs conference on the subject of "Getting Beyond Your Self-Imposed Limits". Additionally he was invited to speak at the Vail Centre Fire Officer Leadership class on "The Skilled Communicator".
- Captain Eric Klaas and members from TVEMS and LPD had a significant role in writing the Active Shooter/Hostile Event Guide, a tremendous effort and collaboration between Fire, Law and EMS.



## Accreditation

- LFRA has entered the Applicant Status of the accreditation process.
- The self-assessment process is nearing completion, with approximately 85% of the performance indicators finished.

## Emergency Management Plan and Grants

- The IGA for Emergency Management and Disaster Assistance was adopted by City Council.
- The revised all-hazard mitigation plan, Larimer County Multi-Jurisdictional Hazard Mitigation Plan - May 2016 (HMP), was adopted by City Council and the LFRA Board.
- The State Homeland Security Grant contract and budget allocation was approved by the LFRA Board, the Rural Board, and City Council. The grant funds were used to upgrade the Emergency Operations Center radios to consolettes and to purchase wireless headsets for those radios.
- The Community Development Block Grant—Disaster Recovery grant funded Mitigation Master Plan was completed in August and is expected to be adopted by City Council in 2017.



## Public Outreach and Relationships

- LFRA is working with partner organizations to create a program called the Thompson School Education Coalition – TSEC. LFRA is scheduled to begin with presentations in October for 1<sup>st</sup> graders.
- Staff is continuing to work with the Budweiser Events Center regarding fire watch standbys to ensure adequate trained staffing is in place during events. The proposal from the Events Center management is to have LFRA add a second firefighter to the events.



# In the Works Continued...

- Staff is continuing to work with the Budweiser Events Center regarding fire watch standbys to ensure adequate trained staffing is in place during events. The proposal from the Events Center management is to have LFRA add a second firefighter to the events.
- Finalized an amended auto-aid agreement with the Estes Valley Fire District for coverage during the upcoming Highway 34 closure.
- The annual Family Safety and Emergency Preparedness Expo was once again a successful opportunity to connect with our community. Attendance was estimated to be over 700 and was by far the best attended expo to date.
- LFRA attended the Highway 34 project community open house to answer emergency response questions.
- Crews are assisting the Greeley Fire Department with several prescribed fires in open space areas around the City of Greeley. Prescribed fire opportunities are a great wildland firefighting training opportunity for LFRA personnel.



## Training Emphasis

Training continues to be a priority:

- Crews conducted flammable liquid / flammable gas fire training at the Fire Training Center.
- LFRA, Loveland Police and Thompson Valley EMS conducted joint active assailant training. The training focused on the initial fire, police and EMS response as well as incident command.
- The Larimer County Sheriff's Office hosted an active shooter response training, LFRA, Thompson Valley EMS, Poudre Fire Authority and Berthoud Fire District and several law enforcement agencies participated in this event held at Loveland High School.
- Three personnel attended a man vs. machine class hosted by Windsor-Severance Fire Rescue, the class covered techniques for extricating people from various machines and equipment.
- In July, the City Building Official and Facilities Management worked with the City to educate the Downtown Association on Building and Fire Codes.
- Emergency Management staff attended 2-day course on Disaster Management for Electric Power Systems.
- Emergency Management staff attended Everbridge users training and animal injuries class.
- Two Special Operations Team members completed an 80 hour structural collapse technician course at the West Metro Training Center.
- All LFRA Officers attended a training in August on Emotional Intelligence and the importance of a great leader.
- One Haz Mat Technician attended and successfully completed an 80 hour Haz Mat Chemistry class.
- LFRA hosted a three day Fire Instructor II & III certification course at the Training Center. This course was attended by twenty personnel from around the state including *five members of LFRA*.
- In a joint effort with the Laramie County Fire District 2, LFRA provided an Instructor / Safety Officer for live fire training for several fire departments in the Columbus Montana area.
- LFRA led a 3-day Fire Investigations 101 course for Berthoud Fire Department; Larimer County Sheriffs Office and Hygiene Fire Department also participated.
- The Training Battalion conducted seven days of mutual aid live fire training evolutions. The drills included crews from Berthoud, Estes Valley, Front Range, Poudre and Windsor-Severance.
- Several LFRA personnel attended an advanced vehicle extrication course.
- The TAC Fire Team participated in the Loveland Police SWAT Team's annual full team training week at the Fort Carson Army Post in Colorado Springs.
- LFRA hosted a three day Fire Instructor II & III certification course at the Training Center. This course was attended by twenty personnel from around the state including five members of LFRA.
- Live fire training was conducted for the Canyon Battalion Firefighters. The focus of the training was on modern fire attack tactics.



# In the Works Continued...

## 2017 LFRA Budget Process

Financial Plan Update/Policy Direction Budget Development/Priority Based Budgeting May/June



LFRA Staff Recommendation June/July



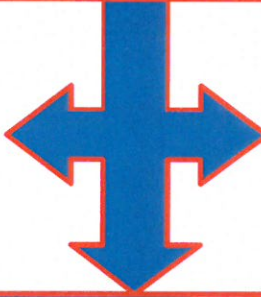
LFRA Board Subcommittee Consideration of Staff Recommendation July 11, 2016

*Subcommittee: LFRA Board member representing the Rural District, the City Manager, and the Chair of FRAC*



Fire Authority Board Public Hearing, Adoption and Appropriation of Budget and Fees August 31, 2016

Rural District Board Approves Budget and Fees September 7, 2016



City of Loveland Approves Budget and Fees October 18, 2016

*The Budget is effective when the LFRA Board, City of Loveland and the Loveland Fire Protection District have approved it. Assuming all boards vote in support of it, October 19th the 2017 budget should be appropriated. We no longer appropriate the budget in a separate action.*



# Budget Biz

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Quarter 3

2016

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



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For more information regarding this report, contact:

*Renee Wheeler*

*Public Safety Administrative Director*

*Renee.Wheeler@lfra.org*

*970-962-2704*

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## Agenda Item Cover

Item No.: 3

Meeting Date: October 26, 2016

Prepared By: Renee Wheeler, Administrative Director



### TITLE

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Consider a Motion to Approve the Employee Participation Agreement with CEBT

### EXECUTIVE SUMMARY

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The City distributed information that the total LFRA employee benefit insurance budget would need to substantially increase by \$725,634 or 76.5% in late July this year for the 2017 budget preparations. One of the three LFRA strategic goals is to deliver cost effective service; therefore, this news prompted staff to make reductions within the proposed budget approved by the LFRA Board in August and explore options. Two options were considered and one of those options appears to be viable: Colorado Employer Benefit Trust (CEBT), a financially sound, proven, trust administered by Willis Towers Watson and governed by a board representative of the “member” organizations served. It is a non-profit, multiple employer, self-insured trust for public sector employees with approximately 29,000 members (employees from 312 organizations and their dependents). Three medical plans can be offered, dental, long term disability, health clinic, flex account administration, employee assistance program, life insurance, and optional vision. Substantially the same or better coverage can be offered for a 4-7% increase in premiums compared to a 40% increase in premiums on the City’s plan. Frank Urman, Vice President of Willis Towers Watson, will attend the October Board meeting to provide a detailed presentation and answer questions. If the Board chooses to change insurance, then a decision at the October board meeting will be necessary for the optimal implementation on January 1, 2017. Notice to employees needs to be provided 60 days prior to the implementation.

### BACKGROUND

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The Board made it clear during the employee conversion effective January 1, 2016 that LFRA employees are to receive as good or better benefits as they received as City employees. Based on the information received to date, staff believes the offerings that can be made available through a variety of vendors identified by Willis Towers Watson will deliver on that directive in a most cost effective manner for both LFRA as the employer and our employees.

#### **The Trust**

CEBT has been in existence since 1980 and has been administered by the same firm throughout (although the firm has grown and merged with other firms over time to better meet the customer’s needs). The trust has experienced single digit increases in premiums 12 of the last 13 years. They hold 28% reserves (\$45,000,000 of \$160,000,000 premium deposits) to be able to mitigate bad claims years and provide for time to make the appropriate adjustments in plan design and premiums. This level of reserves allows them to purchase stop loss insurance for claims that exceed \$400,000 reducing the administrative expenses of the trust. They also have 29,000 participants that allows for spreading the risk over a larger pool of participants than the City plan. You might recall from previous presentations by the Human Resources Director that the City is currently buying stop loss insurance coverage for claims that exceed \$175,000. The lower threshold and the smaller participant pool causes the City’s stop loss premiums to increase the overall administrative cost of the City’s benefits plan.

## Agenda Item Cover

Item No.: 3

Meeting Date: October 26, 2016

Prepared By: Renee Wheeler, Administrative Director



### The Process

The review process for this proposal has been underway since August. The Chief and the Administrative Director solicited quotes and have held two meetings with representatives from Willis Towers Watson. Two meetings have been held with Willis Towers Watson that included Julia Holland, City Human Resources Director and Karen Rees, City Assistant Human Resources Director responsible for benefit administration, to ensure that experts with experience reviewing benefit packages were asking the appropriate questions. They have indicated that they agree the CEBT option is a viable option for LFRA.

A committee of employees that represents a good cross section of employees has been assembled and they met with Willis Towers Watson on September 29 to ensure that the option has been vetted by the people that will make use of the benefits. The employee committee (Battalion Chief Rick Davis, Captain Dave Schuetz, Captain Carie Dann, Lt. Ty Drage, Lt. Shawn Williams, and Engineer Janet Probst) were provided the benefit and rate comparison tables. They have been conducting research and gathered questions from a variety of employees throughout the organization in preparation for the meeting. On October 11 the executive staff received the following recommendations from this committee:

- Go with CEBT
- Go with PPO2, PPO4, and EPO4
- United Health (provider network)

### The Comparison

A table comparing the City and CEBT benefits and costs will be available at the meeting. Staff is waiting for various vendors to return information to refine the table.

### CEBT Enrollment

During the initial enrollment period employees may enroll in any coverage they select in regards to the medical, dental and vision coverages. All fulltime eligible employees must enroll in the employer paid life insurance coverage as a minimum. After the open enrollment period ending January 31, 2017, newly hired, fulltime eligible employee would be required to enroll in the medical and life coverage.

If an employee would prefer to stay with their spouse's coverage they may elect to do so; however, they would be required to enroll in a supplemental HRP plan. The HRP plan would be secondary to the spouse's coverage. The cost for the HRP is \$275 per month and is paid by the employer in lieu of the full cost of the medical plan. As an offset to the HRP cost the employer is receiving a 7% discount on the rates for all medical plans.

If an employee has enrolled in the medical insurance plan by January 31 and drops coverage after that date, then LFRA would be responsible for paying \$275 a month for that coverage year ( $\$275 \times 12 = \$3,300$ ). If there were 5 people that dropped coverage the LFRA responsibility could be \$16,500.

Even with paying \$275 per month for employees not participating in the plan, it is expected to generate significant savings.

## Agenda Item Cover

Item No.: 3

Meeting Date: October 26, 2016

Prepared By: Renee Wheeler, Administrative Director



### Savings Generated by the CEBT Package

The savings will need to be invested in the following things:

- First quarter use of the City Health Clinic: \$14,220
- Additional training dollars for the LFRA Human Resources Manager
- Additional City HR Assistance to compliment the services that can be provided by the LFRA HR Manager, if that cost exceeds \$10,000 already in the budget.
- Strategically restore reductions that were made to accommodate the additional City insurance costs.
- Reducing the City and Rural District Contributions

Any of those decisions will be incorporated into the annual carryover supplemental appropriation in February or March, 2017.

### The Decision

The Board would need to make the decision that CEBT, administered by Willis Towers Watson, will coordinate employee benefits providers to deliver a benefits package that is as good as or better than the City's current benefit package by making a motion to approve the employee participation agreement with CEBT. Emily Powell, Ireland Stapleton, has reviewed the agreement and identified the following considerations:

- The Agreement binds the Authority to complying with the "terms and provisions of the Trust and all rules and regulations adopted by" CEBT. These documents really would be the governing documents describing the health plan, CEBT's rights and responsibilities, and the Authority's rights and responsibilities. The documents are not attached to the Agreement, so I cannot speak to what they contain. That said, documents of that nature typically are not permitted to be revised.
- At least 75% of the Authority's current eligible employees must enroll in the health plan. *(Currently 78 of 87 of benefit eligible employees or 89% are participating in the city plan.)*
- All current benefit eligible employees must enroll in life insurance.
- All future Authority hires must enroll in both the health and life insurance.
- If the Authority terminates participation in CEBT before January 1, 2019, the Authority will be responsible to pay any claims processed after the termination date, even if the claim was incurred before the termination date.
- After January 1, 2019, the Authority can only terminate participation in CEBT with 60-days notice prior to a renewal date. Otherwise, the Authority will be responsible to pay any claims reported after the termination date.
- Any litigation between the Authority and CEBT would occur in CEBT's "home county"; currently, that is Denver County.

### STAFF RECOMMENDATION

Make a motion to authorize the Chief to executive the Employer Participation Agreement to provide employee benefits package through CEBT.

## Agenda Item Cover

Item No.: 3

Meeting Date: October 26, 2016

Prepared By: Renee Wheeler, Administrative Director



### FINANCIAL/ECONOMIC IMPACTS

Potential savings of \$460,000, a number to be further refined by the meeting date.

### ASSOCIATED STRATEGIC GOALS

Deliver cost effective services.

### ATTACHMENTS (same as last month for this item for convenience)

- Employer Participation Agreement
- Rate and Benefit Summary for Loveland Fire Rescue Authority (medical plans 2 pages)
- Loveland Fire Rescue Authority Dental Benefit Summary
- Loveland Fire Rescue Authority Vision Benefit Summary

**EMPLOYER PARTICIPATION AGREEMENT  
IN  
CEBT**

THIS AGREEMENT, effective the 1st day of January, 2017 (the "Effective Date"), by and between \_\_\_\_\_, located at \_\_\_\_\_ hereinafter referred to as the "Employer" and the health and welfare trust dated July 1, 1995, as amended, known as CEBT (the "Trust") which is governed by a Board of Trustees, (the "Trustees");

**WITNESSETH:**

WHEREAS, the Employer and the Trustees mutually desire that the Employer become a participating member of the Trust by contributing to and enjoying the benefits of said Trust (the "Plan") upon the terms and conditions hereinafter set forth;

NOW, THEREFORE, for and in consideration of the mutual promises and covenants of the parties hereto, it is agreed as follows:

1. By execution of this Participation Agreement, the Employer adopts and agrees to be bound by all the terms and provisions of the Trust and all rules and regulations adopted by the Trustees. A copy of the Trust agreement, as amended (the "Trust Agreement"), has been made available to the Employer. The Employer agrees to be bound by all action taken by the Trustees pursuant to the powers granted them by the Trust Agreement.
  
2. By execution of this Participation Agreement by the one Trustee designated by the Trustees so to act, the Trustees accept the Employer for participation in the Trust.
  
3. The Participation Agreement shall remain in effect during any period the Employer continues to make contributions pursuant to this Agreement; provided, however, nothing herein shall limit the right of the Trustees to terminate the Employer as a participating Employer under the Trust on account of failure to make contributions pursuant to rules and regulations adopted by the Trustees, or as otherwise provided in the Trust Agreement. In the event of an off anniversary termination, the Trustees will cause written notice of said termination to be delivered to all Plan subscribers of the Employer.

Premium deposit payments are due and payable no later than the 10th of each month. A premium payment is deemed late after the 15th of the month. Should the Employer be in non-compliance with the premium payment standards, a 1.5% late fee penalty will be assessed against the total month's premium. The penalty will be assessed on a basis consistent with any future late payments.



4. By execution of this Participation Agreement, the Employer shall recognize that the Trust is for the exclusive benefit of all eligible Plan participants. There are no initial enrollment fees when an Employer starts participation. They would not be eligible for any excess funds, unless the entire Trust was dissolved in its entirety.

5. Effective the 1st day of January, 2017, the Employer shall pay to the Trust the designated amount for each of its employees covered by the Trust as are set forth on Exhibit B attached hereto and made a part hereof, and shall continue such contributions or such increased contributions in accordance with the Trust Agreement and rules adopted by the Trustees. The Trustees reserve the right to increase or adjust the rate which the Employer contributes to the Trust in order to maintain adequate reserves and to satisfy the benefit commitments of the Trust based on an actuarial evaluation of the claims experience of participants.

6. The Trust agrees to enroll the group of employees for an effective date of January 1, 2017, pursuant to the Employer's selections as set forth on Exhibit A, attached hereto and made a part hereof. It is understood that employees may opt out of the medical plan only at this initial enrollment, but a least 75% of the eligible employees must enroll.

7. All benefit eligible employees must enroll in the life insurance.

8. All subsequent new hires eligible for the full employer contribution will have to enroll in at least the medical and life plans. This provision will apply to the single coverage for all new hired employees.

9. By execution of this Participation Agreement, the Employer agrees that if they terminate their participation with the Trust on a date prior to the second renewal (January 1<sup>st</sup>, 2019), they will be responsible for any claims incurred prior to the date of termination, but processed after the termination date, with CEBT assuming no further financial obligation to pay said claims. If participation is terminated at the second renewal, with at least sixty (60) days prior notice, claims will be processed according to the Plan. In addition, only charges incurred after the effective date of participation and prior to the termination date are eligible for reimbursement consideration by CEBT.

10. Subject to Paragraph 9 herein, the Employer further agrees that after the first rate renewal anniversary, the Employer may only terminate at a future rate renewal date. Furthermore, the Employer shall be bound to notify the Trust of its termination from the Trust under this Participation Agreement by giving written notice at least sixty (60) days prior to the actual rate renewal date. If proper notice is given, benefits for the Employer's employees will be paid for eligible claims that are submitted within ninety (90) days following the termination date. Eligible claims are defined as dates of service prior to termination, however, submitted and received within the ninety (90) day eligibility period.

11. Any Employer terminating from the Trust and not adhering to Paragraph 10 will be responsible for their own incurred but not reported claims liability from and after the date of termination, with CEBT assuming no further financial obligation.

12. This Participation Agreement shall be binding upon and shall inure to the benefit of the respective parties hereto, their heirs, administrators, executors, legal representatives, successors and assigns.

13. Governing Law. Colorado law shall apply to the construction and enforcement of the Participation Agreement. The parties agree to the jurisdiction and venue of the courts of the County in which the CEBT administrators has its principle business office, State of Colorado, in relation to any dispute arising out of or in any matter connected with the Participation Agreement.

14. Enforcement. In the event that suit is brought regarding the Participation Agreement to enforce its terms, or in the event of default hereof, the prevailing party shall be entitled to and shall be awarded its reasonable attorney's fees and related court and litigation costs.

15. Severability. If any provision of the Participation Agreement is held invalid or unenforceable, no other provision shall be affected by such holding, and all of the remaining provisions of the participation Agreement shall continue in force and effect.

IN WITNESS WHEREOF, the Employer has caused this Participation Agreement to be executed on its behalf by a duly authorized officer and the Trustees of the Trust have caused this Participation Agreement to be executed on their behalf by a duly authorized Trustee this date \_\_\_\_\_

**It is understood that this document supersedes any previously signed Participation Agreement(s).**

WITNESS:

\_\_\_\_\_

By \_\_\_\_\_

By  \_\_\_\_\_

CEBT, Trustee

**EXHIBIT A**

**Renewal Date**

**The employer selects the following renewal date:**

\_\_\_\_\_ July 1<sup>st</sup>

\_\_\_\_\_ January 1<sup>st</sup>

**The employer group selects the following options:**

\_\_\_\_\_ Medical

\_\_\_\_\_ Dental

\_\_\_\_\_ Vision

\_\_\_\_\_ Life Insurance

Volume \$\_\_\_\_\_ or \_\_\_\_\_ x salary

Dependent \_\_\_\_\_

Participation levels in the dental and vision plans and voluntary life must be maintained at 25% of full-time eligible employees. Furthermore, anyone that drops coverage cannot re-enroll for twenty-four (24) months.

**Dependent Packaging Requirements:**

Any changes made by a current participating employee must be made toward the dependent packaging requirements, i.e., family health, family dental and family vision.

- Yes
- No

**Enrollment Period for New Hires: (Please indicate the appropriate period.)**

- 1. First of the month following date of hire.
- 2. First of the month following \_\_\_\_ days from the date of hire. Not to exceed 90 days in accord with the PPACA guidelines.
- 3. If hired before the 15th, effective 1st of the month following date of hire; if hired after the 15th, effective 1st of the month following 31 days of employment.

**Retiree Coverage: (Please indicate the appropriate response.)**

- Retirees **are** eligible to participate in the CEBT health, dental or vision program to age 65.
- Retirees **are not** eligible to participate in the CEBT health, dental or vision programs to age 65.

**Elected Officials Coverage: (Please indicate the appropriate response.)**

- Yes
- No

**Employer Identification Number (EIN):**

\_\_\_\_\_

**EXHIBIT B**

This is the CEBT Rate Sheet at the time the Participation Agreement is signed.

**Rate & Benefit Summary  
for**

**Loveland Rescue Fire Authority**

TYPE OF PLAN	CIGNA		CEBT					
	Open Access Plan (OAP)		PPO 2					
COPAYMENTS			CIGNA		CEBT			
			HRA / Choice		PPO 4			
Office Visit	\$25 / \$30		\$30		deductible then 80%	\$40		
Lab Charges	80%		\$30		80%	\$40		
Hospital	deductible then 80%				deductible then 80%			
X-rays / Scans	80%	deductible then 80%		80%	deductible then 80%			
Emergency Room	deductible then 80%				deductible then 80%			
Outpatient Surgery	deductible then 80%				deductible then 80%			
Pharmacy - retail	\$5 / \$30 / \$50	\$20 / \$40 / \$60		10% / 20% / 30%		\$20 / \$40 / \$60		
mail	\$15 / \$90 / \$150	\$40 / \$80 / \$120		max - \$5 / \$60 / \$125		\$40 / \$80 / \$120		
				max - \$15 / \$180 / \$375				
<b>DEDUCTIBLE</b>								
In Network	\$600 ( \$1,800 family)		\$600 (\$1,800 family)		\$2,000 (\$5,000 family)	\$1,500 (\$4,500 family)		
Out of Network	\$1,200 ( \$4,800 family)		included		\$4,000 (\$10,000 family)	included		
<b>CO-INSURANCE</b>								
In Network	80%				80%			
Out of Network	60%				60%			
<b>MAXIMUM OUT OF POCKET</b>								
In Network	\$3,000 (\$7,000 family)		\$3,500 (\$7,000 family)		\$6,000 (\$12,000 family)	\$4,000 (\$8,000 family)		
Out of Network	\$6,000 (\$14,000 family)		\$7,000 (\$14,000 family)		\$10,000 (\$20,000 family)	\$8,000 (\$16,000 family)		
<b>RATES</b>		current	renewal		current	renewal		
employee	(14 ee's)	\$ 689.50	\$ 965.68	\$ 745	(4 ee's)	\$ 540.76	\$ 757.36	\$ 581
ee + spouse	( 6 ee's)	\$1,445.62	\$2,038.67	\$ 1,639	(2 ee's)	\$1,131.38	\$1,584.56	\$ 1,278
ee + children	( 4 ee's)	\$1,261.94	\$1,767.41	\$ 1,565	(5 ee's)	\$ 981.98	\$1,375.31	\$ 1,220
family	(33 ee's)	\$1,857.94	\$2,602.14	\$ 1,866	(10 ee's)	\$1,443.04	\$2,021.05	\$ 1,452
<b>PROJECTED MONTHLY COST (medical only)</b>	\$ 84,687	\$118,692	\$88,102		\$ 23,766	\$ 33,286	\$25,500	
		(+40.2%)	(+4.0%)			(+40.1%)	(+7.3%)	

This schedule/proposal of insurance is a matter of information only. The insurance afforded by the policy(ies) described herein is subject to all the terms, exclusions and conditions of such policies.

**Rate & Benefit Summary  
for  
Loveland Rescue Fire Authority**

TYPE OF PLAN	EPO 4	CEBT	KP-HMO-40
<b>COPAYMENTS</b>			
Office Visit (primary care/specialists)	\$45 / \$60		\$40 / \$50
Lab Charges	\$45		\$0
Hospital	\$1,500		\$1,000
X-rays / Scans	\$50 / \$750		\$0 / \$50 / \$250 (test)
Emergency Room	\$250		\$50 urgent / \$250 er
Outpatient Surgery	\$1,000		\$500
Pharmacy - retail	\$20 / \$40 / \$60		\$20 / \$40 / \$60 / 20%
mail	\$40 / \$80 / \$120		\$40 / \$80 / \$120
<b>DEDUCTIBLE</b>			
In Network	none		none
Out of Network			
<b>CO-INSURANCE</b>			
In Network	100%		100%
Out of Network	emergency only		emergency only
<b>MAXIMUM OUT OF POCKET</b>			
In Network	\$5,500		\$4,500
Out of Network	\$11,000 family		\$9,000 family
<b>RATES</b>			
employee	\$ 527		\$ 544
ee + spouse	\$1,158		\$1,196
ee + children	\$1,105		\$1,142
family	\$1,315		\$1,360

**LOVELAND FIRE RESCUE AUTHORITY**  
**DENTAL BENEFIT SUMMARY**

	Delta Dental PPO (Current plan)	CEBT Plan B
I. Preventative Services		
deductible	?	none
coinsurance	100% / 100%	100%
II. Basic Services		
deductible	\$25	\$50
coinsurance	85% / 75%	80%
III. Major Services		
deductible	Combined with Basic Services	
coinsurance	60%	50%
Annual Benefit Maximum (per person)	\$1,500	\$1,500
IV. Orthodontia		
deductible	?	none
coinsurance	50%	50%
Maximum Lifetime Benefit	\$1,500	\$1,500

Rates (1/1/2017)

employee	\$ 41.60	\$ 34
ee + spouse	\$ 87.23	\$ 71
ee + children	\$ 92.43	\$ 97
family	\$ 120.43	\$ 131



**LOVELAND FIRE RESCUE AUTHORITY**  
**VISION BENEFIT SUMMARY**

	VSP (Current plan)	CEBT VSP Plan B
Exam co-pay	\$20, every 12 months	\$15, every 12 months
Material co-pay	\$20, every 12 months	\$15, every 12 months
Contact lenses	\$130, every 12 months	\$130, every 12 months
Frame Allowance	\$130, every 24 months with \$60 co-pay	\$130, every 24 months

Out of Network Benefits

Exam	\$ 50	\$ 35
Single	\$ 50	\$ 25
Bi-focal	\$ 75	\$ 40
Tri-focal	\$ 100	\$ 55
Contact lenses	\$ 105	\$ 120
Frames	\$ 70	\$ 45

Rates (1/1/2017)

employee	\$ 10.58	\$ 10
ee + spouse	\$ 15.34	\$ 14
ee + children	\$ 18.22	\$ 13
family	\$ 29.12	\$ 24

## Agenda Item Cover

Item No.: 4

Meeting Date: October 26, 2016

Prepared By: Renee Wheeler, Administrative Director



### TITLE

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Consider a Motion to Approve an Intergovernmental Agreement for Apparatus Purchase

### EXECUTIVE SUMMARY

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The strategy to use idle funds in the new LFRA Fleet Replacement Fund to finance the replacement of apparatus currently owned by the Loveland Rural Fire Protection District with a ten year repayment schedule was approved conceptually by the LFRA Board and Rural District Board. One Type 3 Engine and three water tenders will be purchased (including all equipment necessary to make them “service ready”) for \$1.5 million. The repayment schedule is based on dividing the \$1.5 million in ten equal annual payments plus interest calculated based on the rate the funds would have earned within the LFRA Fleet Replacement Fund the previous year, adjusted annually.

### BACKGROUND

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There is a need to replace some of the apparatus that will be included within the Loveland Rural Fire Protection District omnibus bill of sale, but funding challenges exist. There will be a beginning balance of \$1.7 million that will be transferred to the LFRA Fleet Replacement Fund from the City Fleet Replacement fund. This money has been accumulating in the City Fleet Replacement Fund from LFRA contributions in anticipation of future apparatus replacements. Annual contributions will also be made to the LFRA fleet replacement fund by the LFRA Operations (General) Fund. Based on the replacement schedule it seems reasonable to use idle funds to solve the problem and assess interest based on what it would have earned if it were in the fund balance. The interest rate is around 1.0 – 1.5% and that is cheaper than the 3.25% rate in quotes secured from financial entities that lease to governmental entities. An intergovernmental agreement was draft by Emily Powell, Ireland Stapleton, for LFRA and the Rural District to sign documenting the terms of this arrangement. Greg White and Emily Powell are working on a final revision to a provision that will be presented at the meeting for consideration.

### STAFF RECOMMENDATION

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Approve the Intergovernmental Agreement for Apparatus Purchase

### FINANCIAL/ECONOMIC IMPACTS

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Interest savings over the ten year life of the agreement

### ASSOCIATED STRATEGIC GOALS

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Deliver cost effective services.

### ATTACHMENTS

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Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT  
FOR APPARATUS PURCHASE**

This Intergovernmental Agreement for Apparatus Purchase ("**Agreement**"), effective November 1, 2016 ("**Effective Date**"), is entered into by and between Loveland Fire Rescue Authority, a Colorado public entity formed pursuant to C.R.S. § 29-1-203 ("**Authority**"), and Loveland Rural Fire Protection District, a political subdivision of the State of Colorado organized pursuant to C.R.S. § 32-1-101, *et seq.* ("**District**"). The Authority and the District are referred to collectively as the "**Parties**" and individually as a "**Party**".

**RECITALS**

**WHEREAS**, the Authority was established by the District and the City of Loveland ("**City**") on August 19, 2011 pursuant to that certain Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity ("**Formation Agreement**"), for the purpose of providing fire suppression, fire prevention and public education, rescue, extrication, hazardous materials and emergency medical services (collectively, "**Emergency Services**") within the joint jurisdiction and service area of the District and the City;

**WHEREAS**, pursuant to the Formation Agreement, the District and City initially leased for renewing one-year periods their respective Emergency Services apparatus to the Authority for the provision of Emergency Services within the Authority's jurisdiction;

**WHEREAS**, Article XIV of the Formation Agreement acknowledges that the District and City intended an initial transition term of five years, during which time they were to evaluate the benefits, effectiveness, governance, and operational efficiency of the Authority. In 2015, the governing bodies of the District, City, and Authority determined that the Authority is performing effectively and efficiently, and that it is in the best interests of the District, City, and Authority, and the citizens they serve, for the District and City to transfer and convey title to their respective Emergency Services apparatus to the Authority ("**Apparatus Transfer**") as part of the comprehensive transfer to the Authority of their Emergency Services personal property and the leasing of their respective Emergency Services real property to the Authority. The Apparatus Transfer is expected to be complete effective January 1, 2017;

**WHEREAS**, the Parties have identified certain insufficiencies in the District's apparatus stock as the result of apparatus that are beyond their useful life, are in need of major repair, or that exist in insufficient numbers; and,

**WHEREAS**, the Parties' Boards of Directors have determined that it is in the Parties' best mutual interest, and the best interest of the citizens they serve, for the Authority to purchase a new Type 3 Fire Engine and three new Fire Tenders, as well as all tools and equipment necessary to furnish and place the apparatus into service (collectively, "**Associated Equipment**"), to restore the apparatus stock being transferred to the Authority, and for the District to reimburse the Authority for such purchases pursuant to the terms of this Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions stated herein, the Parties agree as follows:

## AGREEMENT

1. **Apparatus Purchase.** Subject to the approval of the Authority's Board of Directors ("**Authority Board**"), the Authority shall enter into one or more contract(s) for purchase of the following apparatus ("**Purchase Contract(s)**") by December 31, 2016, or as soon thereafter as is reasonably practicable:

- a. One (1) Type-3 Fire Engine; and
- b. Three (3) 2,000 gallon Fire Tenders.

The apparatus identified in subparagraphs (a) and (b) above are referred to as the "**New Apparatus**". The Authority shall be responsible for all aspects of purchasing the New Apparatus, including, without limitation, determining the New Apparatus specifications; contract bidding, if directed by the Authority Board; selection of, and payment to, the New Apparatus manufacturer(s); contract negotiations; and oversight of the New Apparatus builds. The Authority shall be the sole owner of the New Apparatus.

2. **Associated Equipment.** Subject to approval of the Authority Board, the Authority shall purchase all Associated Equipment necessary to furnish and place the New Apparatus into service. The Authority shall be responsible for all aspects of purchasing the Associated Equipment, including, without limitation, determining the type and quantity of Associated Equipment to be purchased; selection of, and payment to, the Associated Equipment vendor(s); and contract negotiations. The Authority shall be the sole owner of the Associated Equipment.

3. **District Reimbursement.** The District shall reimburse the Authority the combined purchase price of the New Apparatus as specified in the Purchase Contract(s) and any change orders thereto, plus the purchase price of the Associated Equipment, up to a maximum total purchase price of \$1.5 million ("**Purchase Price**"), by paying to the Authority on or before June 15 in each of the first ten calendar years following the date that the Purchase Contract(s) are executed:

- a. One-tenth (1/10) of the Purchase Price; plus,
- b. Interest at an annually adjusting rate equal to the average return of Authority investments for the preceding twelve (12) months. The Authority shall provide the District with notice of the annual adjusted interest rate by March 31 of each calendar year in which a District reimbursement payment is due.

The District payments identified in subparagraphs (a) and (b) above are referred to collectively as the "**District Reimbursement**". Late fees, penalties and interest will not be charged against any disputed amount the District does not pay by the date owed; any undisputed amount the District does not pay by the date owed will accrue late payment interest (but no late fee or penalty) at a rate of 8% per annum from the date owed through the date paid in full.

4. **Term and Termination.** The term of this Agreement shall commence on the Effective Date and shall continue until the District Reimbursement and, if owed, any accrued late payment interest thereon, is paid in full ("**Term**"). Either Party may terminate this Agreement in its entirety at any time before the Authority signs the first Purchase Contract by providing written

notice of termination to the non-terminating Party. After the Authority signs the first Purchase Contract, neither Party may terminate this Agreement during the Term, except for non-appropriation pursuant to paragraph 4, below. Notwithstanding the foregoing, and without terminating this Agreement, once the Authority signs the first Purchase Contract, either Party may by written notice eliminate one or more of the other New Apparatus from this Agreement at any time before the Authority signs the Purchase Contract relating to such New Apparatus.

5. **Non-Appropriation.** All direct and indirect financial obligations of a Party under this Agreement are subject to appropriation, budgeting, and availability of funds to discharge such obligations. If a Party's Board of Directors fails to appropriate funds for that Party's obligations under this Agreement, this Agreement shall terminate immediately and neither Party shall have any further obligation to the other Party under this Agreement beyond the financial obligations for which it previously appropriated funds.

6. **Governmental Immunity.** Nothing in this Agreement shall be construed as a waiver of the limitations on damages or any of the privileges, immunities, or defenses provided to, or enjoyed by, the Parties, and their officers, directors, employees, volunteers, and agents, under federal or state constitutional, statutory or common law, including but not limited to the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*

7. **Notice.** Any notice required or permitted by this Agreement shall be in writing and shall be given by personal delivery or certified/registered mail to the address set forth below, or at such other address as a Party has previously furnished in writing to the other Party in accordance with this Paragraph 6. If given by certified/registered mail, the notice shall be deemed to have been given when deposited in the United States mail and shall be effective 72 hours after having been given.

ATTN: Fire Chief  
 Loveland Fire Rescue Authority  
 410 E. 5<sup>th</sup> Street  
 Loveland, CO 80537

ATTN: Board President  
 Loveland Rural Fire Protection District  
 1423 W. 29<sup>th</sup> Street  
 Loveland, CO 80538

8. **Additional Terms and Conditions.** Colorado law governs this Agreement. Jurisdiction and venue shall lie exclusively in Larimer County District Court. This Agreement is the entire agreement between the Parties and there are no oral or collateral agreements or understandings. This Agreement may only be amended by a document signed by the Parties. Course of conduct, no matter how long, shall not constitute an amendment to this Agreement. If any provision is held invalid or unenforceable, all other provisions shall continue in full force and effect. Waiver of a breach of this Agreement shall not operate or be construed as a waiver of any subsequent breach. This Agreement shall inure to the benefit of and be binding upon the Parties and their successors. This Agreement is not intended to, and shall not, confer rights on any person or entity not named as a party to this Agreement. This Agreement may be executed in several counterparts and by electronic pdf or facsimile, each of which shall be deemed an original and all of which shall constitute one and the same instrument.

**[SIGNATURE PAGE IMMEDIATELY FOLLOWS]**

**IN WITNESS WHEREOF**, the Parties have executed this Agreement.

LOVELAND FIRE RESCUE AUTHORITY,  
a public entity of the State of Colorado

By: \_\_\_\_\_  
Jeff Swanty, President

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_, Secretary

LOVELAND RURAL FIRE PROTECTION  
DISTRICT, a political subdivision of the State of  
Colorado

By: \_\_\_\_\_  
Dave Legits, President

ATTEST:

\_\_\_\_\_  
Greg White, Secretary

# Agenda Item Cover

Item No.: 5

Meeting Date: October 26, 2016

Prepared By: Renee Wheeler, 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 from the Monthly Report and more current topics of interest.

### September Monthly Report

- September Overview
- Training Center Drainage System and Main Entrance
- Administrative Matters
- Operations Division Overview
- Community Safety Division Overview

### Additional Topics For Board Update

- Chief Sparks Instructor of the Year Award
- Land Purchase Update
- 4<sup>th</sup> Amendment to IGA Update
  - Lease Term
  - Duplicative Insurance
  - Supplemental appropriation with no additional contributions
- Northern Colorado Radio Communications Network Update
- State Chief’s Conference Update
- City Budget Update
- Colorado Task Force One Briefing

## BACKGROUND

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

## AGREEMENTS SIGNED DURING THE MONTH

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## 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
- Letters & Articles
- September Statistics



# Loveland Fire Rescue Authority September 2016 Month-End Report

## Fire-Rescue Administrative Division

Chief Mark Miller and Public Safety Administrative Director Renee Wheeler

### **September 2016 Overview -**

September leadership truism: Leadership is your choice, not your title.

*Highlights* of the September report include: Fire Training Center drainage/main entrance projects; LFRA Administrative items/budget; Instructor of the Year; hiring Business Services Coordinator of Kristen Cummings; Roylene Sterkel retirement.

### **Training Center Drainage System and Main Entrance -**

On September 6, 2016, LFRA, Public Works, and Risk Management staff appeared before City Council to propose a supplemental appropriation for the Fire Training Center *retention pond mitigation/new drainage system, construction of a new entrance, and construction of a new emergency entrance/exit*. This was the first of two readings. As previously reported, this has been an on-going project involving many moving pieces and complex, sensitive issues. No doubt, it was a great collaborative effort in bringing it all together, despite all the challenges. The fact that it was unanticipated and therefore unbudgeted made it even more challenging. I'm pleased to announce that City Council granted our request for a supplemental appropriation of \$698,000 to complete this project. Staff greatly appreciates Council's understanding of this project, and their nod to move forward.

### **Administrative Matters -**

Renee Wheeler and our admin team have worked hard to complete the 2017 Proposed Budget. The LFRA Board and the Loveland Rural Fire Protection District have approved the budget. Now it is on to City Council for first reading on October 18<sup>th</sup> and second reading on November 1<sup>st</sup>. This is a huge amount of work, and this year we had multiple challenges associated with a significant increase in our health insurance costs. Additional administrative items/projects include:

- Employee Benefit Insurance Option Development – LFRA is looking at contracting with the Colorado Employee Benefit Trust (CEBT) for health insurance for LFRA employees. A decision will be made by the end of October.
- Researching workers compensation delays, and will develop a protocol for service that we negotiate with Tristar (adjuster) and the doctor providers, to expedite the workers comp process.
- Research Capital Funding Options.
- In conjunction with the Larimer County Workforce, we have brought an intern to LFRA to assist her in pursuing her fire service education and career.
- Continuing development of the 4<sup>th</sup> Amendment IGA which will allow transfer of all equipment and lease of all real property (from the City and the Rural) to the Authority.
- Capital Assets Strategy for getting equipment and apparatus loaded in the financial system for 2017 at the current value.
- Roylene Sterkel retirement breakfast. Roy has been with the fire department for 25 years, and has been an exemplary employee. Roy's official last day was September 30<sup>th</sup>. *(See pictures and the recognition plaque below).*
- Onboarding Kristen Cummings (formerly Kristen Owens, a dispatcher with Loveland Emergency Communication Center), who will replace Roylene Sterkel. **We are thrilled to have Kristen join our team!**



- Renee attended the Special District Association conference and training seminar.

### ***Instructor of the Year award -***

Community Safety **Division Chief Ned Sparks was chosen as the recipient of the 2016 Larry Kettlehut Instructor of the Year by the Colorado Fire Training Officers Association!**

This is a very prestigious award well deserved by Chief Sparks. Below is an example of a few of the many ways Chief Sparks has contributed over the years to “make us better”, pouring his blood, sweat, and tears into training firefighters.

- Assigned the Training Captain position for Loveland providing in-service training for career members as well as volunteer members. Numerous academies, both career and volunteer, were overseen during his time assigned in the training division.
- Chief Sparks was one of the initial creators/developers of the instructional methodology curriculum supporting the State Fire Instructor I certification in which he has over 13 years of experience teaching this curriculum throughout the State of Colorado, having made contact with over 2000 students.
- Chief Sparks has been a strong supporter of the IFSAC certification system and supported the state certification system for the last 20 years. During this time he has helped serve on the State Officer and Instructor certification committees.
- Chief Sparks is an adjunct instructor for the state’s Fire Instructor II and III curriculum.
- Chief Sparks has been a proctor for the last 16 years and holds both a FF Proctor certification as well as a DO proctor certification.

What makes this even more special is the fact that Chief Sparks is the third LFRA recipient to receive this award the past few years. This is a distinction that few, if any, other departments hold. Captain Jason Goodale received the award in 2009, and Division Chief Greg Ward received the award in 2014. This goes to show the incredible depth and talent at LFRA...so proud of this organization. Chief Sparks will receive the award at the Colorado State Fire Chiefs conference in Keystone, CO on October 19<sup>th</sup>.

*Thanks for the support...it’s an honor serving you all.*



LFRA Board members, Left to right; Dave Legits, Chairman Jeff Swanty, **Roylene Sterkel**, Mayor Cecil Gutierrez, Mayor Pro-tem John Fogle, and City Manager Steve Adams.

Roy's plaque read:

***Distinguished Service Award***

***Presented to Roylene Sterkel***

***This award is given in appreciation of your extraordinary service to the Loveland Fire Rescue Authority. Your desire to serve the community as well as the organization have consistently been above and beyond. You exemplify a positive attitude, "can-do" mentality, calm demeanor, sense of humor, loyalty, steadfastness, intuitiveness, and willingness to get the job done no matter what. We have grown to love you for these traits... you have spoiled us and will be sorely missed. Your smiling face and humble countenance have become iconic to LFRA. We love you as family, friend, confidant, and honorary firefighter. You deserve a medal for putting up with us.***

***Respectfully, Your friends and family at LFRA***

***Thank you for 25 years of dedicated service 1991 - 2016***

**Fire-Rescue Operations Division - Division Chief Greg Ward**  
***Response, Readiness, Resources & Relationships***

**September 2016**

***RESPONSE***

- 9/1/16 – Battalion 1, Engine 6 and Water Tender 5 assisted Poudre Fire with a fully involved house fire on Thompson Drive in South Fort Collins.
- 9/4/16 – LFRA was requested by Larimer County Emergency Services to assist with controlling the Starwood Fire northwest of Livermore. Battalion 1, Engine 216 and Tender 5 responded, Engine 216 remained on scene for three days.
- 9/10/16 – LFRA responded to a dive rescue incident at Boyd Lake State Park for a vehicle in the water. Rescue personnel assisted the driver to shore and divers worked with the tow truck to remove the vehicle from the water.
- 9/28/16 – Crews extinguished a residential fire on South Taft Avenue, the fire originated on the front porch and extended to the attic. The fire was quickly controlled by the first arriving engine company. The interior of the home suffered minimal fire and smoke damage.
- 9/29/16 – LFRA was dispatched to a residential fire on West 8<sup>th</sup> Street, crews controlled an interior fire that caused a significant amount of heat and smoke damage to the house. The homeowner was transported to the hospital by Thompson Valley EMS for injuries sustained in the fire.
- LFRA crews responded to four fatal traffic accidents within the last two weeks of September including a double fatal accident on I-25.

***READINESS***

- The Training Battalion conducted seven days of mutual aid live fire training evolutions. The drills included crews from Berthoud, Estes Valley, Front Range, Poudre and Windsor-Severance.
- Crews continued focusing training toward modern fire attack tactics, this training is being led by the Shift Captains.
- Several LFRA personnel attended an advanced vehicle extrication course hosted by the Platte Valley Fire District.
- The TAC Fire Team participated in the Loveland Police SWAT Team's annual full team training week at the Fort Carson Army Post in Colorado Springs.
- LFRA hosted a three day Fire Instructor II & III certification course at the Training Center. This course was attended by twenty personnel from around the state including five members of LFRA. All five members successfully passed the written and practical exams to become certified.
- Live fire training was conducted for the Canyon Battalion Firefighters. The focus of the training was on modern fire attack tactics.

***RESOURCES***

- The cab and chassis for the new Engine 3 arrived at SVI Trucks in Fort Collins, the final delivery of the engine is scheduled for late November.
- A selection process was conducted for the Training Lieutenant Position, this process is always very competitive because of the highly qualified Lieutenants that apply for the rotation.

***RELATIONSHIPS***

- Fort Collins Police, Loveland Police, Larimer County Sheriffs Office, Thompson Valley EMS and SVI Trucks utilized the Training Center in the month of September.
- LFRA attended the Highway 34 project community open house to answer emergency response questions.
- Crews are assisting the Greeley Fire Department with several prescribed fires in open space areas around the City of Greeley. Prescribed fire opportunities are a great wildland firefighting training opportunity for LFRA personnel.



**Mutual Aid Thompson Drive Residential Fire**



**Boyd Lake State Park Dive Rescue Response**



**Assisting GFD with a Prescribed Fire**



**Starwood Wildland Fire near Livermore**



**South Taft Ave Residential Fire**



**West 8<sup>th</sup> Street Residential Fire**



**Mutual Aid Live Fire Training**





**Advanced Vehicle Extrication Class**



**New Engine 3 Cab & Chassis**

## Fire-Rescue Community Safety Division - Division Chief Ned Sparks

September 2016

### **Update/overview of CSD, Special Events (Ned):**

- DRT training and Empowerment team continues. After Action Review of the New Thought Church was conducted and report is being compiled.
- LFRA continues to work with partner organizations to create a program. The group is calling itself Thompson School Education Coalition – TSEC. LFRA is scheduled to begin with presentations for 1<sup>st</sup> graders on October 5<sup>th</sup> at Centennial Elementary with 6 other days in October.
- Discussions with the Budweiser Events Center regarding fire watch standbys taking place to ensure adequate, trained staffing is in place during events. The proposal from the BEC management is to have LFRA add a second firefighter to the events. We are moving forward with training LFRA personnel to meet the request. Contacting local departments around us to explore the use of their staff in the program.

### **Significant Building Plan Reviews and Inspections (Carie, Ingrid and Allen):**

#### ***City Building/Fire project review:***

- The airport installed vehicle fueling system without permits. CSD is working with airport personnel and Tracy Turner-Naranjo to resolve.
- Hach will install three new hydrants directly off the public water supply to meet fire flow. This is in addition to the private fire system on-site and required by Fire Code.
- Custom Blending is working through DRT and needs to provide more information for fire sprinklers.
- Lincoln Apartments has experienced significant gas leaks in their original piping. Xcel energy and City Building Department were also involved in identifying the problem and fixing the non-compliant pipe system.

#### ***Johnstown, County project review:***

- Collinswood Designs is continuing to have issues with permits and inspections. To help the owner get a TCO, Larimer County Building department issued a “dummy permit” to inspect the building and allow the owner to legally move in. However, he fired his alarm contractor on Sept. 29 so there is still no alarm permit or testing completed. LFRA will approve a TCO once the sprinkler and alarm systems have been permitted and successfully inspected.
- Johnstown, Thompson Crossing HOA president has asked that we waive the two-access requirement because there are a lot of construction trucks in their neighborhood. We are working with the residents to educate and look at options for calming devices.
- Site and building drawings submitted for the Kiewit buildings at US 34 and Glade Road, which will be their offices for the next 3-4 years for the highway repair project. Larimer County and LFRA have been working diligently to get them through the processes. They erected their buildings with no permits, including a fuel farm and we are working with them to get it permitted.

### **Emergency Management – (Pat)**

- The annual Family Safety and Emergency Preparedness Expo was once again a successful opportunity to connect with our community. Attendance was estimated to be over 700 and was by far the best attended expo to date.
- The grant paying for the Mitigation Master Plan and the Disaster Recovery Plan is the CDBG-DR. Several city employees met this month to align our efforts for the reporting requirements and to prepare for the inevitable state audit.
- June Richard continues to make progress in the effort to cross-walk the City’s Emergency Operation Plan with FEMA’s CPG 101 evaluation tool.

**Detailed Activities:*****Flood Recovery***

- Mitigation Master Plan final draft in progress
- Disaster Recovery Plan final input process scheduled for early October

***Operations and Maintenance***

- Met with IT and Facilities Maintenance to finalize EOC upgrades

***Planning and Documentation***

- The first draft of the Mitigation Master Plan (MMP) and Disaster Recovery Plan (DRP) were completed
- Continued to work on several IGAs and MAs
- Attended VIP visit planning meeting
- Continued to work on 2016 Emergency Management Program Annual Report
- Met with Karen in Human Resources on employee tier plan and campus closure plan

***Emergency Preparedness Relationships***

- Attended LCEM meeting
- Met with Shelley and Meshelle re: bike helmet program
- Participated in State Emergency Management conference planning
- Met with Jane Lopez, Larimer Connects re: buddy program
- Attended Executive Safety Committee meeting
- Attended NCEM

***Grants***

- Met with Cheryl for monthly grants review

***Training and Public Outreach***

- Completed the EOC user's training video; currently building a city-wide training schedule
- Hosted a MGT317 Disaster Management for Public Services
- Facilitated the annual Family Safety and Emergency Preparedness Expo

***Training Received***

- Attended IT's digital matrix user training program
- Attended IT's mobile user training
- Participated in an Emergency Management accreditation assessment in Texas

***Exercises***

- Attended 2016 Airport FSE planning meeting
- Attended Blizzaster exercise planning meeting
- Participated in Larimer County EOC activation exercise

***Other***

- Met with Cheryl Re: workforce intern planning and scheduling
- Completed CareerWow web-based project

**Public Affairs – (Scott)**

- Created new training video for EOC login procedures
- Assisted/trained Allen with a few school inspections and data entry procedures
- Attended Emergency Managers Academy classes (3 days)
- Presentation for Loveland Chamber of Commerce Ambassadors on our BCOOP program
- Additional planning work and meetings for upcoming disaster drills

- Extensive edits and updates on the new City of Loveland/LFRA website, which was launched on 9/19
- Staffed safety info booth for City's Health and Wellness Fair
- Staffed safety info booth for Water & Power's Safety Fair
- Planned, set-up, and staffed safety info booth for our 2016 Family Safety and Emergency Preparedness Expo event (estimated 700 attendees)
- 7 car seat inspections
- 2 youth fire-setting family intervention sessions

### ***Accreditation, ISO, Code Enforcement – (Ty)***

The self-assessment process is nearing completion, with approximately 85% of the performance indicators finished. I ended up writing the performance indicators for the agency's public outreach/education programs, as well as putting together the annual program planning and appraisal document.

### ***Planning & Analysis***

- Cheryl and I are still working on ideas for revising our current Urban Response Area and adding Suburban, Rural and others as necessary to accurately measure our response performance. Along those same lines, we're also working on ideas for improving our month-end reporting.
- Completed month-end response performance analysis for LFRA, BTCVFD and TVEMS. Working on compiling response performance analysis for LFRA/TVEMS for Charlie/Delta and Echo medicals from 2011 through 2015 for the CRESA-SOC document to show full system resilience.

### ***Community Safety Division***

- We still seem to be having some issues with data entry/retrieval in ETI. Working with various staff members to improve understanding and attempt to identify root cause.
- Updated BEC standby requirements and LFRA policy. Recruited approx. 25 new participants for standby coverage. Developed new training program for BEC standby personnel. Provided 2 training sessions for BEC part-time staff. Worked 1 BEC standby.
- Coordinated efforts to facilitate Donald Trump rally at The Ranch in early October (determination of maximum capacity in two buildings, standby needs, etc.)
- Working with an event at the Thunder Mountain Amphitheater regarding extensive pyrotechnics display during a concert. This is the first time we've worked with pyro at this facility.
- Received request from event coordinators at 1<sup>st</sup> National Bank Building at The Ranch regarding citizen complaints of overcrowding at a karate tournament. Helped coordinate event layout that would maintain safe egress routes and avoid over-crowding issues.
- Resolved fire code issues at 1107 SE 14<sup>th</sup> Street.
- Working with Airport operations and City Risk Management regarding a new fuel tank installation for new Airport Storage Building.

### ***Support operations division***

- Worked one 24-hour overtime shift as D/O on E2.
- Assisted 5 times with covering as D/O on an engine to facilitate ARFF standby coverage.

### ***Fire Investigations***

- Assisted FIT Sandoli with investigation of residential structure fire at 3509 S Taft Ave.

### ***Training – 39 hrs***

- Received ICC Fire Plans Examiner recertification
- Working on NWCG Crosswalk for ICT5 and FFT1 certifications
- Captured benchmark times for mutual aid live fire drills
- Helped teach Fire Behavior for FRFC Academy @ PFA
- Participated in Modern Fuels Tactical Deployment training



- Attended LEAD Loveland – session 1

**Correspondence:** *This is lengthy but worth the read...well done Tyler!*

----- Forwarded message -----

From: **Linda Hoffmann** <[hoffmalc@co.larimer.co.us](mailto:hoffmalc@co.larimer.co.us)>

Date: Thu, Sep 29, 2016 at 5:20 PM

Subject: Fwd: WEB: County Employees - outstanding performance. - Private

To: Trisha Sims <[simsta@co.larimer.co.us](mailto:simsta@co.larimer.co.us)>, Lori Metz <[Metzl@co.larimer.co.us](mailto:Metzl@co.larimer.co.us)>, Laura Walker <[walkerla@co.larimer.co.us](mailto:walkerla@co.larimer.co.us)>, Tony Brooks <[tbrooks@larimer.org](mailto:tbrooks@larimer.org)>, Savannah Benedick <[benediss@co.larimer.co.us](mailto:benediss@co.larimer.co.us)>, "Fried, Eric" <[friedeb@co.larimer.co.us](mailto:friedeb@co.larimer.co.us)>, Terry Gilbert <[gilberrt@co.larimer.co.us](mailto:gilberrt@co.larimer.co.us)>, Darrick Turner <[turnerdd@co.larimer.co.us](mailto:turnerdd@co.larimer.co.us)>, Jerry Blehm <[BLEHMGA@co.larimer.co.us](mailto:BLEHMGA@co.larimer.co.us)>, Adrienne LeBailly <[LEBAILAE@co.larimer.co.us](mailto:LEBAILAE@co.larimer.co.us)>, Justin Smith <[smithje@co.larimer.co.us](mailto:smithje@co.larimer.co.us)>, [malisapd@co.larimer.co.us](mailto:malisapd@co.larimer.co.us), John David Noe <[noejd@co.larimer.co.us](mailto:noejd@co.larimer.co.us)>, [niswensc@co.larimer.co.us](mailto:niswensc@co.larimer.co.us)

Cc: Donna Hart <[hartdl@co.larimer.co.us](mailto:hartdl@co.larimer.co.us)>

I spoke by phone this afternoon with Ms. Bruntz to thank her for taking time to write this thank-you note to all of you. She said many times during our call that all too often people will take the time to complain but seldom do they acknowledge outstanding, compassionate service. That's what she received from Larimer County, and she's grateful for your efforts. Wow, all I can add is well done! Thank-you for all you do.

**Linda Hoffmann**

County Manager

Larimer County, Colorado

[\(970\) 498-7004](tel:9704987004) (direct)

----- Forwarded message -----

From: <[krisbruntz@gmail.com](mailto:krisbruntz@gmail.com)>

Date: Thu, Sep 29, 2016 at 4:17 PM

Subject: WEB: County Employees - outstanding performance. - Private

To: [hoffmalc@co.larimer.co.us](mailto:hoffmalc@co.larimer.co.us)

This message was sent by a visitor to the Virtual Courthouse.

Name: Kris Bruntz

Email: [krisbruntz@gmail.com](mailto:krisbruntz@gmail.com)

Phone: [9703968922](tel:9703968922)

Hello,

I wanted to reach out to you to tell you about my experiences with several of the Larimer County departments I believe you oversee. I live in Weld County but my mother lives/lived in Larimer until earlier this year. Sadly, today we hear a lot of negative things about the government and government employees however, to the contrary - I have had MANY different positive experiences (as well as life changing experiences for my mom), with the men and women of Larimer County.

First of all, Trisha Sims from Adult Protective Services and her Supervisor Lori Metz have been extremely helpful in providing me with the information or resources I needed to get my mother out many dangerous situations and the necessary health care that she needed (thanks also to her case managers/social workers). This consistent help and involvement in her life and with assisting me could have very well saved her life more than

once. Trisha cares about her people and is outstanding at her job. I have the utmost respect for her and Lori and all those in the Human Services department - it can be a thankless job so please hear me - THANK YOU!

Secondly - Tyler Gage from the Fire Authority - I also credit him with saving my mother's life... He was willing to go assess her home (which is very dangerous on many levels) and help convince her that her home and her living habits were putting her in grave danger. He took the time to educate her and my brother and communicate his findings to me as well. I have been trying for years to convince all those involved with her care that her living conditions and behaviors were very dangerous and without his support and that of APS she might still be living in that unhealthy environment and we might not have had the information needed to help the courts determine she needs further assistance. I truly believe his expert opinion and the time he took to help us was very heroic. A special thank you to Elder Care attorney Ricki Liska also.

Next, I would like to single out Tony Brooks and Darrick Turner who went way above and beyond to educate me and facilitate positive efforts to help my mother by addressing health, property, safety, code, and planning issues. And provide countless resources to help further assist my mother in her current situation. They were both very accessible and offered a tremendous amount of help yet they were also very professional in that they clearly defined the county rules and regulations and assisted in so many ways I can't begin to list here in this communication. Darrick demonstrated a very high level of dedication and took into account "very complicated issues" that others might have ignored and personally assisted in facilitating a resolution, as did Tony with his vast knowledge and ability to pull people together. They both continue to help me as I write this, providing names and numbers of those in their network that can further assist us. Just amazing are these two men - if I could nominate them for an award consider it done!

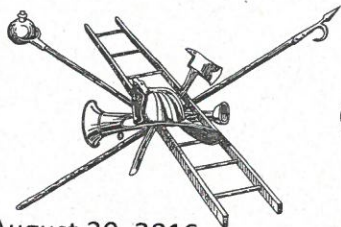
They are also heroes to mom and I because without their help, professionalism, and compassion I wouldn't have had the knowledge or resources to provide the assistance my disabled mother needs. They have been excellent at communication, very accessible and responsive, and giving of their time. They both have a lot of heart and care about the community in which they serve.

I am very grateful for and impressed with all of the people I have mentioned above as well as the folks in the permit department, and sweet Savannah Benedick, one of the Planners. I will send this directly to the supervisors in their departments too but I must also mention Corporal Malisani and Deputy Noe and Nisewinder from the Sheriff's department. They all have been excellent to interact with and I can't thank each and everyone of them enough.

I don't believe any of them know the impact their kindness and professionalism has had on my mother and I, however it is important that you know and share this correspondence with their direct supervisors and co-workers if the opportunity arises. I believe each of them should be appreciated, celebrated, and considered great mentors and ambassadors because they are what makes Larimer County a great place to live and work. Thank you! Thank you! Thank You! Keep up the great work and heart. Blessings to all of them and you - please take the time to appreciate them and thank them for their hard work.

Sincerely,

Kris Bruntz



## Berthoud Fire Protection District

August 30, 2016

Ty Drage, Accreditation Technician  
Loveland Fire Rescue Authority  
410 East 5<sup>th</sup> Street  
Loveland, CO 80537

RE: Fire Investigation 101

Dear Ty,

On behalf of the Berthoud Fire Protection District, I would like to thank you for your willingness to assist our staff and guest from the Hygiene Fire Protection District in presenting the three (3) day course titled "Fire Investigations 101." You presented the three (3) day course with great success; those participating commented on the value of the information provided and how much they learned.

Through your instruction, you demonstrated not only your knowledge, but your experience in fire investigation. The Berthoud Fire Protection District, through this course, will certify our line officers and those fire fighters who took the course in fire investigation. In a similar model to Loveland Fire Rescue Authority's "FIT Program," the District will utilize line personnel to investigate the cause and origin of fires within the District. In the event of a complex fire scene, one or both of our experienced certified fire investigators will be requested to investigate the cause and origin.

In closing, I commend you for your professionalism, preparedness, sense of humor and your willingness to take three (3) days from a busy schedule to instruct this course to our staff. I sincerely appreciate your enthusiasm as a fire service professional.

Respectfully,

Stephen Charles, Fire Chief

Cc Mark Miller, Fire Chief  
Ned Sparks, Division Chief

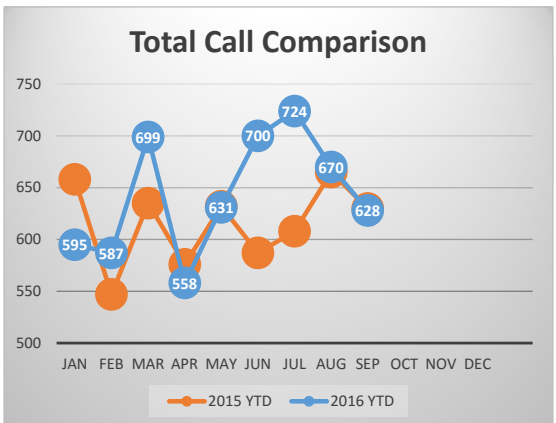
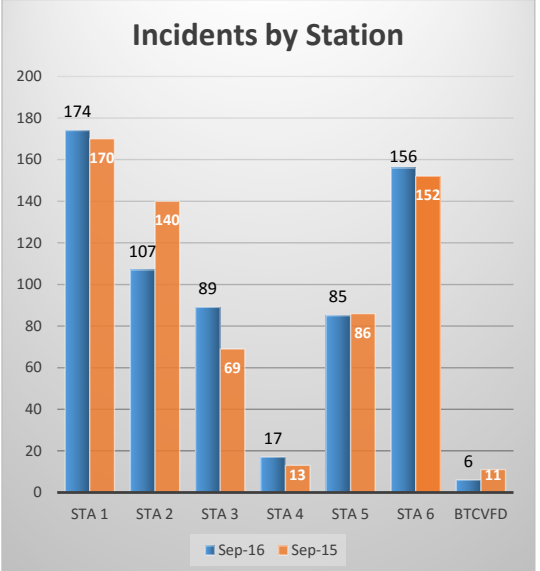


# Loveland Fire Rescue Authority - Operations Division

## September, 2016

CALL INFORMATION (does not include calls for BTCVFD)							
INCIDENT TYPE	CITY	RURAL	TOTAL	YEAR to DATE	2016 % of TOTAL	2015 YTD	2015 % of TOTAL
Structure Fire Related	5	2	7	48			
Vehicle Fire	0	0	0	33			
Grass/Wildland or Other Outside Fire	2	4	6	75			
Fire Alarm	41	5	46	520			
Smoke Investigation	19	4	23	153			
Other Fire Related	2	0	2	6			
<b>TOTAL FIRE RELATED</b>	<b>69</b>	<b>15</b>	<b>84</b>	<b>835</b>	<b>14.31%</b>	<b>782</b>	<b>14%</b>
<b>TOTAL EMERGENCY MEDICAL SERVICES (EMS)</b>	<b>280</b>	<b>30</b>	<b>310</b>	<b>2901</b>	<b>49.73%</b>	<b>2925</b>	<b>52%</b>
Motor Vehicle Accident (MVA)	35	17	52	582			
Extrication	1	3	4	29			
Technical Rescue	1	2	3	30			
HazMat	9	3	12	123			
Hazardous Conditions	0	0	0	18			
ARFF	9	6	15	59			
Public Service	51	3	54	423			
Assist PD or Other FD	6	1	7	71			
Standby	3	1	4	28			
Good Intent Call, Other	1	0	1	12			
Dispatched & Cancelled en Route	44	23	67	606			
Wrong Location	0	0	0	0			
No Incident Found on Arrival on Scene	6	6	12	116			
Special Type of Incident, Other	0	0	0	1			
<b>TOTAL MISCELLANEOUS</b>	<b>166</b>	<b>65</b>	<b>231</b>	<b>2,098</b>	<b>35.96%</b>	<b>1,870</b>	<b>34%</b>
<b>MONTH TOTAL</b>	<b>515</b>	<b>110</b>	<b>625</b>	<b>5,834</b>	<b>100%</b>	<b>5,577</b>	<b>100%</b>
<b>YEAR TO DATE TOTAL</b>	<b>4,909</b>	<b>925</b>	<b>5,834</b>				
<b>CITY VS. RURAL DISTRIBUTION YEAR TO DATE</b>	<b>84.14%</b>	<b>15.86%</b>					

**3** Incomplete reports this month not included in the totals will affect YTD totals as they are completed in subsequent months.



Does not include calls for BTCVFD



# Loveland Fire Rescue Authority - Operations Division

## September, 2016

Structure fire incidents reported below include all incidents that were toned as reported structure fires. Incident outcome varied as shown in the following table.

FIRE & C,D,E MEDICAL RESPONSE TIMES						
		Count	Process Time	Turnout Time	1st Due Travel Time	1st Due Response Time
Structure Fire: Urban Response Area	Average	5	0:42	1:09	4:33	5:01
	90th		1:10	2:07	4:47	5:52
Structure Fire: Rural Response Area	Average	3	1:02	1:39	7:42	8:37
	90th		1:34	3:52	8:21	9:02
C,D,E Medicals: Urban Response Area	Average	324	1:51	1:06	3:43	4:46
	90th		2:53	1:45	6:45	8:09
C,D,E Medicals: Rural Response Area	Average	19	1:59	1:07	8:13	9:23
	90th		2:37	1:49	14:13	14:26

A 1st Alarm incident is a response plan that requires the greatest number of LFRA apparatus to be initially assigned (3 engines, 2 trucks, and 1 Bat Chief). The following CAD Nature Codes generate a response plan that correlates to a 1st Alarm incident: 1st Alarm Commercial/Industrial, 1st Alarm Residence, Building Collapse, Confined Space Rescue, Dive Rescue, Grass Near Structure, Industrial Rescue, Mass Casualty, MVA Extrication, Rope Rescue, Trench Rescue, Wildland/Grass. During September 2016, a search of all of these CAD Nature Codes revealed the following incident count and correlating NFIRS situation types reported.

1st Alarm Incident: Types of Situations Found Upon Arrival		
Incident Type	All Incidents	Unit Responses
111 - BUILDING FIRE	3	28
112 - FIRES IN STRUCTURE OTHER THAN IN A BUILDING	1	5
143 - GRASS FIRE	3	10
151 - OUTSIDE RUBBISH, TRASH OR WASTE FIRE	2	15
251 - EXCESSIVE HEAT, SCORCH BURNS WITH NO IGNITION	1	6
324 - MOTOR VEHICLE ACCIDENT WITH NO INJURIES.	1	6
352 - EXTRICATION OF VICTIM(S) FROM VEHICLE	3	23
361 - SWIMMING/RECREATIONAL WATER AREAS RESCUE	1	6
481 - ATTEMPT TO BURN	1	6
542 - ANIMAL RESCUE	1	3
561 - UNAUTHORIZED BURNING	1	4
611 - DISPATCHED & CANCELED EN ROUTE	4	15
622 - NO INCIDENT FOUND ON ARRIVAL AT DISPATCH ADDRESS	2	11
631 - AUTHORIZED CONTROLLED BURNING	1	5
<b>Month Total</b>	<b>25</b>	<b>143</b>

STRUCTURE LOSS/SAVE INFORMATION				
Type of Fire	City		Rural	
	Loss	Save	Loss	Save
Residential Structure	121,005	66,003	39,701	522,731
Commercial Structure	23,184	4,125,513	-	-
Other Fires	-	-	-	-
<b>MONTH TOTAL</b>	<b>144,189</b>	<b>4,191,516</b>	<b>39,701</b>	<b>522,731</b>
<b>YEAR TO DATE TOTAL</b>	<b>328,605</b>	<b>6,048,000</b>	<b>600,796</b>	<b>672,219</b>

<b>All Fires Confined to Room of Origin</b>	76%
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# Loveland Fire Rescue Authority - Operations Division September, 2016

MUTUAL AID AND AUTOMATIC AID					
		Received	Hours	Given	Hours
Poudre Fire Authority (PFA)	2016	16	19	40	15.5
Previous Year to Date 2015		21	19	61	26
Berthoud Fire Department (BFD)	2016	21	30	49	35
Previous Year to Date 2015		11	19	9	33
Windsor Severance Fire Rescue (WSFR)	2016	28	23	26	7.5
Previous Year to Date 2015		46	21	28	41.5
Front Range Fire Rescue (FRFR)	2016	11	11.5	35	15
Previous Year to Date 2015		8	5	31	18
Big Thompson Canyon Fire Dept. (BTFD)	2016	1	4.5	38	47
Previous Year to Date 2015		2	5	34	36.5
Estes Valley Fire Prot District (EVFPD)	2016	0	0	5	21
Previous Year to Date 2015		0	0	4	7
<b>CURRENT YEAR TO DATE TOTAL (2016)</b>		<b>77</b>	<b>88</b>	<b>193</b>	<b>141</b>
<b>PREVIOUS YEAR TO DATE TOTAL (2015)</b>		<b>77</b>	<b>60</b>	<b>154</b>	<b>108.5</b>

TRAINING HOURS				
TRAINING AND RESERVE	CURRENT MONTH	PREVIOUS MONTH	PREVIOUS YEAR	CURRENT YEAR TO DATE
SHIFT	672.8	1,255.0	11,726.3	12,675.8
RESERVIST	0.0	3.5	326.5	62.5
ADMIN	15.0	61.0	649.0	545.0
<b>TOTAL</b>	<b>687.8</b>	<b>1,319.5</b>	<b>12,701.8</b>	<b>12,592.0</b>
RESERVIST SHIFT HOURS	36.0	36.0	2,339.50	882.5

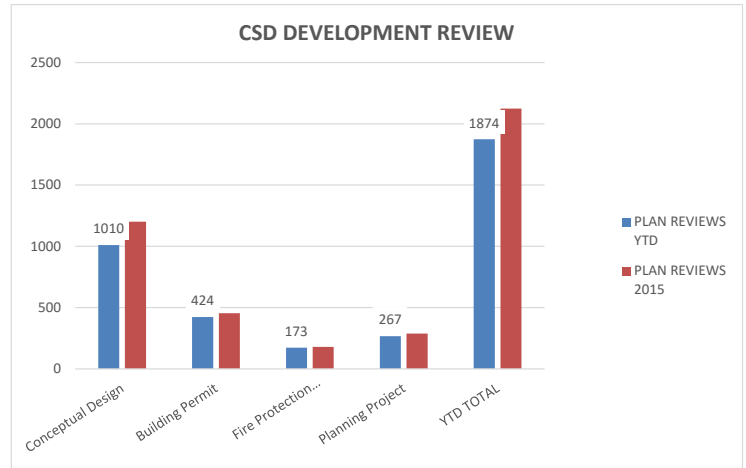
SPECIALIZED DISCIPLINES TRAINING				
	COURSES		HOURS	
	CURRENT YEAR	PREVIOUS YEAR	CURRENT YEAR	PREVIOUS YEAR
AIRCRAFT RESCUE	195	166	196.05	172.05
HAZMAT	218	56	219.25	71.5
TAC	25	73	49	334.5
URBAN SEARCH & RESCUE	20	28	43.5	56
WATER	79	83	120.2	116.25
WILDLAND	229	255	428.7	331.1



## LOVELAND FIRE RESCUE AUTHORITY - Community Safety Division September, 2016

### DEVELOPMENT REVIEW STATISTICS

	City	County	Johnstown	Totals	Hours
<b>Conceptual Design Reviews</b>	152	2	0	154	70
Previous Month	115	2	1	118	57
YTD Total	983	13	14	1010	514
Previous YTD	1174	17	11	1202	572.75
<b>Building Permit Reviews</b>	62	4	1	67	100.5
Previous Month	38	2	0	40	62
YTD Total	386	22	16	424	649
Previous YTD	411	11	33	455	686.5
<b>Fire Protection Permit Reviews</b>	12	1	3	16	22
Previous Month	12	5	2	19	30
YTD Total	143	16	14	173	228
Previous YTD	149	9	22	180	183
<b>Planning Project Reviews</b>	21	2	0	23	25
Previous Month	18	2	1	21	28
YTD Total	234	24	9	267	384.5
Previous YTD	251	30	7	288	503
<b>TOTAL REVIEWS YTD</b>	<b>1746</b>	<b>75</b>	<b>53</b>	<b>1874</b>	
<b>PREVIOUS YEAR YTD</b>	<b>1985</b>	<b>67</b>	<b>73</b>	<b>2125</b>	

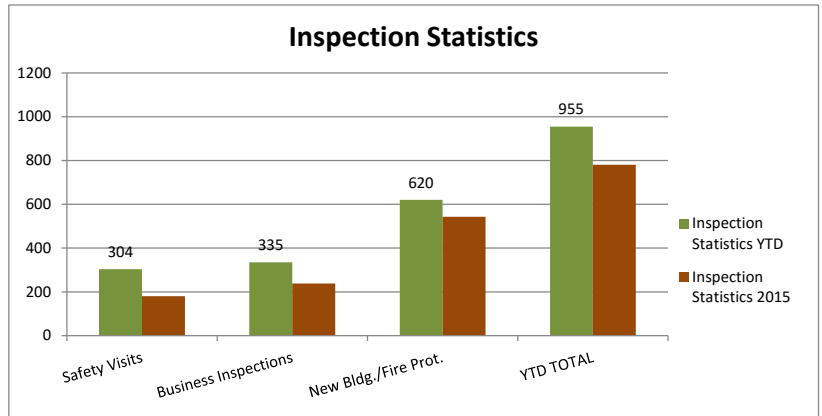


Planning & Building Check-Ins YTD: 784  
 Fire Protection Permits Average days in review: 10.4  
 Percent within goal time: 100%

784	133
10.4	
September	100%

### INSPECTION STATISTICS

	City	Rural	Total	Hours
<b>Eng. Co. Safety Visit 2 &amp; 3 Yr.*</b>	10	2	12	10.75
Safety Re-Visit	7	1	8	9.5
YTD Total	245	59	304	198.5
Previous YTD	148	32	180	120
<b>Business Inspections</b>	33	7	40	58.75
Previous Month	36	5	41	35
YTD Total	280	55	335	371.95
Previous YTD	207	31	238	201.5
<b>New Bldg./Fire Protection</b>	31	6	37	56
Previous Month	56	13	69	101
YTD Total	535	85	620	928
Previous YTD	475	68	543	820
<b>TOTAL INSPECTIONS YTD</b>	<b>815</b>	<b>140</b>	<b>955</b>	
<b>Previous Year</b>	<b>682</b>	<b>99</b>	<b>781</b>	



### CSD OTHER ACTIVITIES

	City	Rural	Hours	Mo. Total	Prev. Mo.	Prev. YTD	YTD Total	Highlights/Projects
Hazmat Permits	9	2	13	11	21	111	130	*Created a new training video for EOC login procedures
Tents/Special Events*	5	5	10	10	16	72	52	*Presentation for Loveland Chamber of Commerce Ambassadors
Burn Permits Issued	0	12	6	12	0	102	105	*7 car seat installations
Investigations	7	6	13	13	20	133	153	*Staffed safety booth for City's Health & Wellness Fair
Service Call/Complaints	5	0	3	5	2	77	35	*Hydrant mapping Johnstown/2534 area for apparatus laptops
Car Seats Installed	16	0	8	16	11	149	92	*Airport fuel storage project
YFS Program	2	0	6	2	1	11	15	*Collinswood Designs code compliance and design issues
Public Education Events	4	1	12	5	5	71	43	*Custom Blending building and fire sprinkler permit issues
<b>Total Pub. Ed. Contacts</b>	<b>280</b>	<b>55</b>		<b>335</b>	<b>157</b>	<b>3458</b>	<b>2958</b>	