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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, February 22, 2017**  
**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, February 22, 2017**  
**1:30 PM**

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*On 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 – STAN'S AUTO & TOWING**

**LT TY DRAGE**

**INTRODUCTION OF NEW HUMAN RESOURCES MANAGER – ANDREA WRIGHT**

**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, February 22, 2017  
 1:30 PM

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1. Consider a Motion to Approve the Minutes from the Loveland Fire Rescue Authority Board for the December 14, 2016 Regular Board Meeting.
2. Motion to Approve the Allocation of 2017 Employee Benefits Savings

**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. Public Hearing and Resolution to Approve a 2017 Supplemental Budget Appropriation
4. Discussion Regarding Land Donations
5. Review Briefing Papers and Correspondence.
  - a. Chief's Report
  - b. Letters
  - c. December and January Operations Statistics
  - d. December and January Community Safety Division Statistics
6. Presentation of 2017 Planning Considerations
7. Any Other Business for Board Consideration.

**ADJOURN**

## Agenda Item Cover

Item No.: 1

Meeting Date: February 22, 2017

Prepared By: Renee Wheeler, Administrative Director



### TITLE

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Consider a Motion to Approve the Minutes from the December 14, 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 December 14, 2016 regular meeting of the LFRA Board. The document details the discussions at the meeting including: the approval of the consent agenda (minutes; approval of the 2017 meeting calendar; approval of board meeting dates, location and meeting notice postings; adoption of the 2017 pay plan; approval of the 4<sup>th</sup> Amendment to the Authority Establishing intergovernmental agreement; facilities leases; and omnibus bills of sale); a presentation on the training center master plan design, a presentation on the conceptual station location analysis for station 10, the Chief’s report, and the election for the 2017 LFRA Board Officers.

### 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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December 14, 2016 Minutes



**Loveland Fire Rescue Authority Board Meeting Minutes**  
**Wednesday, December 14, 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 Steve Adams, Loveland City Manager  
 Director Dave Legits, President of the Rural District  
 Director John Fogle, City of Loveland Council Member

**Staff Present:**

Mark Miller, Fire Chief  
 Renee Wheeler, Public Safety Administrative Director  
 Ned Sparks, Division Chief  
 Greg Ward, Division Chief  
 Tim Smith, Battalion Chief  
 Kristen Cummings, Business Services Coordinator  
 Emily Powell, Legal Counsel to the Authority

**Visitors:**

Don Watkins, Belford Watkins Group Architects  
 Paul Pfeiffer, Loveland Fire Rescue Advisory Committee

**Call to Order:**

Chairman Swanty called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 1:36 p.m.

**Swearing In:**

None

### **Awards and Presentations:**

Chief Miller drew the Board's attention to the Monthly Report, in which it was reported that Lt. Tyler Drage received a letter of recognition from Police Officer Justin Lorenzen for administering medical care to Officer Lorenzen's grandmother on a flight out of Denver.

### **Public Comment:**

None

### **Consent Agenda:**

- 1. Consider a Motion to Approve the Minutes from the LFRA November 16, 2016 Regular Board Meeting.**
- 2. Consider a Motion to Approve the 2017 LFRA Board Meeting Calendar.**
- 3. Consider Adoption of a Resolution Establishing the 2017 LFRA Meeting Location, Time and Dates, and Designating the Location for Posting Meeting Notices.**
- 4. Consider a Motion to Adopt the 2017 Pay Plan.**
- 5. Consider a Motion to Approve the 4<sup>th</sup> Amendment to the Intergovernmental Agreement Establishing the LFRA, the Property Leases with the City and the Rural District, and the Omnibus Bills of Sale with the City and the Rural District.**

Vice Chairman Gutierrez moved to approve the consent agenda. Director Fogle seconded; motion carried unanimously.

### **Regular Agenda:**

#### **6. Presentation of the Training Center Master Plan Design.**

Don Watkins presented the proposed master plan for the Loveland Fire Training Center, and the proposed plans for the new multi-family burn building. The new burn building is estimated to cost 2.7 million dollars. These Training Center projects are separate from the project that will move the retention pond, fill in the old pond, and create two new public entrances to the facility. The retention pond project will be bid out next month, and is estimated to be completed by June 2017. Chief Miller suggested that the dirt generated from digging the new pond could be used to backfill the old pond. Director Fogle suggested it also may be possible to use some of the 27,000 tons of dirt being moved from downtown Loveland.

#### **7. Conceptual Station Location Analysis for the Proposed Fire Station 10, Location Response Maps, ISO Coverage Area, and Possible Funding Options for Fire Stations 7 and 10**

Chief Miller informed the Board that recent legislation was passed that allows fire protection districts and fire authorities to work with local municipalities and counties to collect

development impact fees. Chief Miller would like to look into LFRA entering into an agreement with the City to charge developers Authority impact fees in lieu of the City charging fire CEF's. The impact fee revenue could be used as part of a funding strategy to fund the new fire stations and allow for capital building improvements. The intent is that future fire stations would be constructed and owned by LFRA. A separate IGA would need to be established with the County to implement impact fees in the unincorporated portions of the Rural District's jurisdiction. Director Fogle expressed concern about the timeline, and possibly not having enough time to use impact fees as part of the funding strategy for Station 7. Chief Miller estimated that it would take six months to implement, because impact fees don't require an election – only the agreements with the City and County. Chief Miller asked for the Board's support in looking into this option further, as it is all conceptual at this time. It was the consensus of the Board that Chief Miller should continue researching this option. Attorney Powell will work on drafting a proposed IGA.

Division Chief Ward gave a presentation showing the effect on LFRA deployment resources by adding Fire Station 10 to the system, after Station 7 is in service. With the addition of Station 10, there will also be an addition of a second Battalion Chief. Having Station 10 would make it possible for LFRA to handle two large incidents simultaneously without relying on mutual aid.

Division Chief Sparks presented maps showing four different locations being considered for Station 10, and what the response areas would look like for each location. The areas under consideration are: Centerra Parkway and Draft Horse Drive, west of the intersection of I-25 and Highway 402, east of the intersection of I-25 and Highway 34, or along Kendall Parkway. Chief Miller explained the pro's and con's of each location, and explained that the most beneficial location for Station 10 would be in the Centerra or I-25/Highway 34 area.

## **8. Chief's Report**

Chief Miller reported that the position of HR Manager will be filled by mid-January, and that over 60 applications were received.

The contract for the land purchase for Station 7 is still with the seller's attorney for review.

Friday will be the Chief's interviews for the five full-time firefighters' positions.

The LFRA Appreciation Dinner will be on February 4, time and location to be announced.

Battalion Chief Smith reported that LFRA has signed an agreement with West Metro Fire Protection District to participate in Colorado Task Force 1 (CO-TF1). CO-TF1 is a Type 1 Urban Search and Rescue Team that would be deployed to large-scale catastrophes nationwide. This opportunity will open up resources for LFRA, as well as provide additional training opportunities.

## **9. Conduct an Election for the 2017 LFRA Board Officers**

Vice Chairman Gutierrez nominated Chairman Swanty to continue as Chairman of the Board for 2017. Seconded by Director Adams; motion carried unanimously.

Director Fogle nominated Vice Chairman Gutierrez to continue as Vice Chairman for the Board for 2017. Seconded by Director Legits; motion carried unanimously.

It was the consensus of the Board that Kristen Cummings would continue in the role of Secretary of the Board.

**10. Other Business for Board Consideration**

None.

Chairman Swanty adjourned the regular meeting at 3:43 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.

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Jeff Swanty, Chairman

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Kristen Cummings, Secretary





## Agenda Item Cover

Item No.: 2

Meeting Date: February 22, 2017

Prepared By: Renee Wheeler, Administrative Director

### TITLE

Consider a Motion to Approve Alternate Uses of Employee Benefit Savings within the Appropriated in the 2017 Adopted Budget

### EXECUTIVE SUMMARY

Staff had reported to the Board that LFRA saved \$416,000 when it implemented employee benefits through the Colorado Employers Benefit Trust. \$413,820 of the savings is the staff request. The most significant item for consideration is the cost of the County Planning process for subdividing the parcel and the purchase of the portion of the parcel for Station 7 at a combined cost of \$174,000. A listing of all considerations is listed below. A complete list of all requests is attached so that the Board is aware of other requests that remain unfunded.

### BACKGROUND

The staff request of the Board is to approve the use of money already included within the 2017 adopted budget that is available due to the savings from securing employee benefits from an alternate source. The only recurring expenditures that would have an impact on future year budgets are the Drone Program Operations costs \$2,920 and the Mountain States Employers Council Membership \$5,400.

### *Existing Commitments*

Description	Amount
Land Purchase \$145k & County Planning Process for subdividing the lot \$29k	174,000
Consultant Contract for Strategic Plan Update, Project Management on construction projects, Leadership Program development)	80,000
Restore Radio Replacement Budget (maintenance didn't get budgeted and we had to reduce capital to pay maintenance)	63,000
Property Liability budgeted to cover building contents only then we had to added all equipment	51,000
BBC Impact Fee Study	20,000
Health Clinic for the first quarter	14,500
Mountain States Employers Council Membership	5,400
Additional Training for HR Manager	3,000
Additional Operations Costs for Drone Program (insurance, training, licenses, and annual software maintenance fee)	2,920
<b>Total</b>	<b>413,820</b>

## Agenda Item Cover

Item No.: 2

Meeting Date: February 22, 2017

Prepared By: Renee Wheeler, Administrative Director



### STAFF RECOMMENDATION

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Approve the use of employee benefit savings for the items listed in the background section.

### FINANCIAL/ECONOMIC IMPACTS

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Use of savings within the 2017 Adopted Budget

### ASSOCIATED STRATEGIC GOALS

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Deliver cost effective service

### ATTACHMENTS

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List of Additional Needs (those funded by the savings generated and those that remain unfunded)

## List of Additional Needs

### Existing Commitments

Description	Amount
Land Purchase \$145k & County Planning Process for subdividing the lot \$29k	174,000
Consultant Contract for Strategic Plan Update, Project Management on construction projects, Leadership Program development)	80,000
Restore Radio Replacement Budget (maintenance didn't get budgeted and we had to reduce capital to pay maintenance)	63,000
Property Liability budgeted to cover building contents only then we had to added all equipment	51,000
BBC Impact Fee Study	20,000
Health Clinic for the first quarter	14,500
Mountain States Employers Council Membership	5,400
Additional Training for HR Manager	3,000
Additional Operations Costs for Drone Program (insurance, training, licenses, and annual software maintenance fee)	2,920
<b>Total</b>	<b>413,820</b>

Available	416,000
Amount Remaining	<hr/> -2,180

### Unfunded

Restore Phase II of the Station Alerting Project	132,000
Restore Ladder Truck Amortization	119,000
2 water meter pits at the training center	80,000
Grant Match for the Radio Tower (est. 10%) or the whole tower	30,000
EOM carryover	25,500
Fireview Desktop (370 annually for maintenance)	23,245
2 Hazmat suits	12,600
Colorado Task Force One OT	12,000
Black Top in front of the Small Garage	9,350
Drone FLIR infrared camera and our share of mapping software	8,900
Safety Lessons Activity Books	8,700
Bunker Gear Racks for Station 8	7,800
Mattresses Stations 5 & 6 (22 @ \$350)	7,700
Blue Card Simulation Laptop (est number)	4,000
Station 1 Conference Room Chairs	3,000
New aerial flag 30' X 40', flag stands made of hose and brass couplings, bunting on engines	3,000
Winch receivers to front and rear of the small rescue--winches would be additional	2,225
Portable Ladders to front line apparatus (6 ladders including E-7, with tip covers)	1,890
Engine 2 to bring it in line with standard design for a move to reserve status	1,875
6' Colorado Hooks on engines (5 of them E-4 & E-5 already has one)	1,300
BC Vehicle Camera	1,200
Radiological monitor calibration \$75 each for 12	900
Wheel Kit for Generator	200

Total	496,385
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## Agenda Item Cover

Item No.: 3

Meeting Date: February 22, 2017

Prepared By: Renee Wheeler, Public Safety Administrative Director



### TITLE

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A Resolution Adopting a Supplemental Budget Regarding the Appropriation of Moneys to and the Expenditure of Moneys from the General Fund, Employee Benefits Fund and the Fleet Replacement Fund for the Loveland Fire Rescue Authority, State Of Colorado, for the Calendar Year Beginning on the First Day of January 2017 and Ending on the Last Day of December 2017

### EXECUTIVE SUMMARY

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This resolution would approve: a 2017 net increase to the LFRA Operations Fund budget of \$82,300 from City and Rural District 2016 contribution budget savings; an increase Employee Benefits Fund of \$42,295 from matching revenue from ICMA-RC administrative fees; and an increase the resources in the Fleet Replacement Fund of \$6,107 from accumulated funds in the City's Fleet Replacement Fund that were higher than originally anticipated.

### BACKGROUND

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A resolution and memorandum are attached to review the year end budget performance and provide detail for each request. If the Board adopts the supplemental appropriation resolution, then it will be presented to the City of Loveland and the Loveland Rural Fire Protection District for approval in March. Assuming both organizations approve the supplemental budget, it will become effective.

### STAFF RECOMMENDATION

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Staff recommends approval of the resolution as written.

### FINANCIAL/ECONOMIC IMPACTS

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The resolution would add \$82,300 additional funding for operational expenditures to advance the LFRA mission. It would record the Pension Board \$42,295 revenues and expenditures in the Employee Benefit Fund (as opposed the Operations Fund), and it would record \$6,107 additional revenue from accumulated LFRA contributions to the City's Fleet Replacement Fund (the amount was slightly higher after final audit report was distributed).

### ASSOCIATED STRATEGIC GOALS

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

### ATTACHMENTS

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Resolution

Memo and Exhibit

**RESOLUTION NO. R-073**

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET REGARDING THE APPROPRIATION OF MONEYS TO AND THE EXPENDITURE OF MONEYS FROM THE GENERAL FUND FOR THE LOVELAND FIRE RESCUE AUTHORITY, STATE OF COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2017 AND ENDING ON THE LAST DAY OF DECEMBER 2017**

WHEREAS, the Loveland Fire Rescue Authority ("**Authority**") is a governmental entity of the State of Colorado, established by contract between the City of Loveland ("**City**") and the Loveland Rural Fire Protection District ("**Rural District**") pursuant to that certain Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity dated August 19, 2011 ("**Establishing IGA**");

WHEREAS, on August 31, 2016, the Authority Board of Directors ("**Board**"), after complying with notice and other statutory requirements, duly adopted a budget for fiscal year 2017 ("**2017 Budget**"). Pursuant to Section 4.1 of the Establishing IGA, the 2017 Budget subsequently was approved by the City Council and by the Rural District Board of Directors;

WHEREAS, after adopting the 2017 Budget and making appropriations thereunder, the Authority Board determined it necessary to approve additional appropriations of moneys to and expenditures of moneys from the General Fund for fiscal year 2017;

WHEREAS, the Authority Board authorized its administrative staff to prepare and submit a proposed 2017 Supplemental Budget reflecting the additional appropriations of moneys to and expenditures of moneys from LFRA Funds;

WHEREAS, a proposed 2017 Supplemental Budget has been submitted to the Authority Board for its consideration. A copy of the 2017 Supplemental Budget is attached to this Resolution;

WHEREAS, pursuant to Section 4.1 of the Establishing IGA, the 2017 Supplemental Budget also must be submitted to the City Council and Rural District Board of Directors for their consideration, and shall become effective only after approval of both the City Council and Rural District Board of Directors;

WHEREAS, it is the Authority Board's understanding that, as part of the City's 2016 budget, the City appropriated funds for the City's 2016 funding contribution to the Authority, a portion of which funds were not expended by the Authority because certain ongoing projects were not completed or closed out during calendar year 2016, and that such unspent funds remain available to the City to re-appropriate in 2017 as part of the City's 2017 funding contribution to the Authority, in order to permit the Authority to continue work on such ongoing projects;

WHEREAS, it is the Authority Board's understanding that, as part of the Rural District's 2017 budget, the Rural District Board of Directors appropriated a contingency fund for unanticipated expenditures and also appropriated funds for the Rural District's 2017 funding

contribution to the Authority, including funds for the Authority's ongoing projects;

WHEREAS, it is the Authority Board's understanding that, in addition to the foregoing, the City and Rural District also have received and/or have reserved funds not anticipated or reserved at the time the City Council and Rural District Board of Directors adopted their respective 2017 budgets;

WHEREAS, the Authority Board desires to adopt the attached 2017 Supplemental Budget, and desires to request that the City Council and Rural District Board of Directors approve the attached 2017 Supplemental Budget, and appropriate the necessary funds to provide for the 2017 Supplemental Budget from the City's unspent funds, the Rural District's contingency and appropriated funds, and/or the City and District's unanticipated fund receipts, as appropriate;

WHEREAS, due and proper notice, published and posted in accordance with the law, advised the public that (1) the Authority's proposed 2017 Supplemental Budget was available for inspection by the public at a designated public office; (2) the Authority Board would hold a public hearing on the proposed 2017 Supplemental Budget on Wednesday, February 22, 2017 at 1:30 pm; and (3) interested electors could comment on or to file or register objections to the proposed 2017 Supplemental Budget any time before the public hearing; and,

WHEREAS, the Authority Board held a public hearing on Wednesday, February 22, 2017, and interested electors were given the opportunity to comment on or to file or register any objections to the attached 2017 Supplemental Budget.

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

**Section 1. Receipt of Moneys to the General (Operations) Fund.** Subject to approval of the City Council and Rural District Board of Directors pursuant to Section 4 below, the Authority Board hereby authorizes and approves the receipt and appropriation in 2017 of an additional \$127,300 in revenue from the City's and Rural District's annual funding contributions to the Authority's General Operations Fund and eliminate the Pension Board Revenue of \$45,000, for a net General Operations Fund Resource addition of \$82,300.

**Section 2. Expenditures of Money from the General (Operations) Fund.** Subject to approval of the City Council and Rural District Board of Directors pursuant to Section 4 below, the Authority Board hereby ratifies and approves the expenditure of an additional \$82,300 from the Authority's General Fund during fiscal year 2017.

**Section 3. Receipt of Moneys to the Employee Benefits Fund.** Subject to approval of the City Council and Rural District Board of Directors pursuant to Section 4 below, the Authority Board hereby authorizes and approves the receipt and appropriation in 2017 of an additional \$42,295 in revenue from ICMA-RC administrative fee contributions to the Authority's Employee Benefits Fund.

**Section 4. Expenditures of Money from the Employee Benefits Fund.** Subject to approval of the City Council and Rural District Board of Directors pursuant to Section 4 below, the Authority Board hereby ratifies and approves the expenditure of an additional \$42,295 from the Authority's Employee Benefit Fund during fiscal year 2017.

**Section 5. Receipt of Moneys to the Fleet Replacement Fund.** Subject to approval of the City Council and Rural District Board of Directors pursuant to Section 4 below, the Authority Board hereby authorizes and approves the receipt and appropriation in 2017 of an additional \$6,107 in revenue from the City's Fleet Replacement Fund.

**Section 6. Adoption of Supplemental Budget for 2017.** Subject to approval of the City Council and Rural District Board of Directors pursuant to Section 4 below, the Authority Board hereby adopts the 2017 Supplemental Budget in the form attached to this Resolution.

**Section 7. City Council's and Rural District Board of Directors' Approval Required.** Pursuant to Section 4.1 of the Establishing IGA, the 2017 Supplemental Budget shall become effective as of the date that both the City Council and Rural District Board of Directors approve the 2017 Supplemental Budget. The Authority's administrative staff shall obtain and maintain with this Resolution a copy of the City Council and Rural District Board actions approving or denying approval of the attached 2017 Supplemental Budget.

**Section 8. Purposes of 2017 Supplemental Budget Could Not Have Been Reasonably Foreseen.** At the time the Authority Board adopted the 2017 Budget in the fall of 2016, it could not have reasonably foreseen the need to approve additional appropriations of moneys to and expenditures of moneys from the General Fund for fiscal year 2017.

ADOPTED this 22<sup>th</sup> day of February, 2017.

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

ATTEST:

\_\_\_\_\_  
Secretary



Loveland Fire Rescue Authority  
 410 East 5th Street  
 Loveland, Colorado 80537  
 (970) 962-2471 Fax (970) 962-2922 TDD (970) 663-5144  
[www.cityofloveland.org](http://www.cityofloveland.org)

Date: February 22, 2017

TO: LFRA Board

FROM: Mark Miller, Fire Chief  
 Renee Wheeler, PS Administrative Director

RE: **Request to Appropriate 2016 Budget Savings in 2017 for Incomplete Projects and High Priority Needs**

There are a few things that staff is intending to address within a single supplemental appropriation:

- re-appropriate funds that were remaining on purchase orders at the end of the year for goods or services not received or completed at year end,
- restore workers compensation and property liability reserves for deductibles,
- appropriate the equivalent of the emergency management performance grant collections for plans that needs to be updated or developed,
- accreditation final interview and acceptance travel expenditures,
- moving the Paid Pension Board revenue and expenditures out of the Operations Fund to the Employee Benefits Fund, and
- show additional revenue that the LFRA Fleet Replacement Fund will be received from the City Fleet Fund based on fire accumulated contributions.

The following table is used to calculate the 2016 budget savings and document the rest of the appropriation. The City and Rural District contributions have been excluded from the revenue in the calculation below so that the availability calculation is limited to LFRA generated revenue in excess of the budget and expenditure savings.

<b>Calculation of Amount Available for Incomplete Projects/Equipment Purchases Operations Fund (604)</b>		
<b>Revenue Expected to be Generated by LFRA:</b>		
Budget (less budgeted contributions by City and Rural District and less Pension Board Budgeted Revenue)	\$439,066	
Revenue Collected (less actual contributions by City and Rural District less Pension Board Revenue Collected)	593,160	
Revenue in Excess of Budget Eligible for Carryover		\$154,094



<b>Calculation of Amount Available for Incomplete Projects/Equipment Purchases Operations Fund (604)</b>			
<b>Expenditures:</b>			
Budget Less Pension Board Budget		\$13,411,793	
Actual (as of 2/14/17 less Pension Board Expenses)		<u>13,325,972</u>	
Budget Exceeds Actual			<u>\$85,821</u>
<b>Total Available for Re-appropriation</b> (revenue in excess of projections plus expenditure budget savings)			<b><u><u>\$239,915</u></u></b>
Encumbrances for Goods/Services Ordered Not Delivered by Year End	11,100		
Restore Workers Compensation and Property Liability Insurance Reserves	60,000		
Emergency Management	46,000		
Accreditation Travel Expenditures	10,200		
<b>Total Operations Fund Supplemental Budget Request</b>			<b><u>127,300</u></b>
<b>Amount the Governing Partners Retain in Fund Balances</b>			<b><u>\$112,615</u></b>

<b>City Share 82%</b> of \$127,300 for Re-Appropriation	<b>\$104,386</b>
<b>Rural District Share 18%</b> of \$127,300 for Re-Appropriation	<b>\$22,914</b>

Both organizations retained savings in their fund balance at 2016 Year End. The table below illustrates that the contribution budget remaining less than the request for carryover contributions from each organization.

Organization	Remaining 2016 Contributions Budget	Carryover Contribution Request Above	Difference Retained in Each Organization's Fund Balance
City of Loveland	\$183,000	\$104,386	\$78,614
Loveland Rural Fire Protection District	\$56,916	\$22,914	\$34,002

The LFRA objectives related to carryover requests are to complete projects in progress at year-end and meet current high priority needs, focusing on requesting items that are not recurring in nature. The carryover funding is based on revenues collected in excess of the budget and expenditures that were less than the budget in 2016. The expenditures requested as carryover are all one-time expenditures.

We are moving the \$45,000 revenues and \$45,000 expenditures associated with the paid employee pension fund out of the Operations Fund into the LFRA Employee Benefits Fund and making the budget match the Board approved budget for the year of \$42,295.

This results in a net increase to the Operations Fund of \$82,300 ( $+\$127,300 - \$45,000 = \$82,300$ ) and an increase to the Employee Benefits Fund of \$42,295.

Finally, we are increasing the revenue budget to match the actual City Fleet Replacement Fund contribution to the LFRA Fleet Replacement Fund. The actual accumulated funds were \$6,107 higher than originally anticipated when the 2017 budget was adopted.

See the attached Exhibit for details for all 2017 budget changes. Staff believes that this approach is fiscally responsible and honors the valuable support received from our governing partners.

### Exhibit: Detail for Carryover Requests

PO Number	Description	Account Number	Vendor	Amount
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#### Fund 604: Operations Fund

**Operations Fund Resources:**

	Contributions from the City	604-22-227-1601-38600		104,386
	Contributions from the Rural District	604-22-227-1601-32402		22,914
	Pension Revenue	604-22-227-1610-35315		-45,000
<b>Total Operations Fund Sources</b>				<b>82,300</b>

**Operations Fund Uses:**
**Encumbrances for Goods/Services Ordered Not Delivered by Year End:**

16-0098	Pre-employment and post offer screenings for new firefighters	604-22-224-0000-43449	ErgoMed	3,425
16-1142	Extrication Equipment	604-22-225-1603-42899	LN Curtis & Sons	5,725
16-1159	Tactical Vests	604-22-225-1608-42025	Adamson	855
16-0646	Separate Payroll System	604-22-226-1646-48248	Harris Systems	1,095
	Total Purchase Order Carryover			<b>11,100</b>

**Restore Deductible Reserves for Insurance:**

	Property Liability Deductibles	604-22-227-1601-43311	Colorado Special Districts Pool	<b>30,000</b>
	Workers Compensation Deductibles	604-22-227-1601-43352	Colorado Special Districts Pool	<b>30,000</b>

**Emergency Management Performance Grant: create redundancies for EOC Activations and personnel for plan development or update work as needed.**

	Other Supplies	604-22-227-1600-42899 FREMPG2016		6,000
	Non Benefited Employee Wage	604-22-227-1600-41012 FREMPG2016		36,940
	Non Benefited Employee SS/Medicare	604-22-227-1600-41544 FREMPG2016		3,060
	TOTAL FREMPG2016			<b>46,000</b>

**Accreditation Final Interview and Acceptance:**

	Team 6 overnight and three of those six for the Chief's conference, including flight, hotel, per diem, parking, mileage, conference registration	604-22-223-1652-43270		<b>10,200</b>
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**Move Pension Board Revenue and Expenditures from LFRA Operations Fund to LFRA Employee Benefits Fund:**

	Legal Services	604-22-227-1610-43451		-5,000
	Innovest Plan Monitoring Services	604-22-227-1610-43450		-30,000
	Board Member Training	604-22-227-1610-43270		-10,000
	Total Pension Board Program			<b>-45,000</b>
<b>Total Operations Fund Uses</b>				<b>82,300</b>

#### Fund 605: Employee Benefits Fund

**Move Pension Board Budget and increase it by inflation--Approved by the Pension Board at their December meeting**

	Adm Fees Rebated from ICMA-RC/Sworn Plan	605-22-000-1610-35315 FRPENSWN	revenue	41,010
	Adm Fees Rebated from ICMA-RC/Non-Sworn Plan	605-22-000-1610-35315 FRPENNONSWN	revenue	1,285
<b>Total Employee Benefit Fund Sources</b>				<b>42,295</b>

	Legal Services	605-22-000-1610-43451 FRPENSWN	expenditure	4,966
	Innovest Plan Monitoring Services	605-22-000-1610-43450 FRPENSWN	expenditure	26,113
	Board Member Training	605-22-000-1610-43270 FRPENSWN	expenditure	9,931
	Legal Services	605-22-000-1610-43451 FRPENNONSWN	expenditure	140
	Innovest Plan Monitoring Services	605-22-000-1610-43450 FRPENNONSWN	expenditure	865
	Board Member Training	605-22-000-1610-43270 FRPENNONSWN	expenditure	280
<b>Total Employee Benefits Fund Uses</b>				<b>42,295</b>

#### Fund 606: Fleet Replacement Fund

**The actual transfer of accumulated fleet replacement savings in the City's Fleet Fund was slightly higher**

	Fleet from Others	606-22-226-1647-32642	revenue	6,107
<b>Total Fleet Replacement Fund Sources</b>				<b>6,107</b>

## Agenda Item Cover

Item No.: 4

Meeting Date: February 22, 2017

Prepared By: Mark Miller, Fire Chief



### TITLE

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Discussion Regarding Land Donations

### EXECUTIVE SUMMARY

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LFRA Board Chairman Swanty will facilitate a discussion regarding land for a future fire station. A land owner in the 25/34 area has approached the Fire Authority about donating land for fire station 10. This is purely a discussion item at this point, regarding the pros and cons associated with this gesture. This particular piece of property is within LFRA jurisdiction, but located in the Town of Johnstown. The property owner also discussed potential stipulations associated with this donation.

### BACKGROUND

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Staff has identified three to four locations in SE Loveland, on the east side of I-25 as potential sites for fire station 10, as well as one site west of I-25 along Hwy 402. Staff is continuing to analyze potential locations for station 10.

### STAFF RECOMMENDATION

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Listen, discuss advantages and disadvantages, and provide direction

### FINANCIAL/ECONOMIC IMPACTS

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The property would no longer be taxable so the Rural District would lose whatever property tax is levied on it. There could be mowing costs on the property until a station is constructed. Finally, there would be some minor expenditure increase for insurance.

### ASSOCIATED STRATEGIC GOALS

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Deploy an effective emergency response to minimize damage and loss.

### ATTACHMENTS

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None

# Agenda Item Cover

Item No.: 5

Meeting Date: February 22, 2017

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.

### December & January Monthly Reports

- January Overview
- Administrative Matters
- Gallagher Amendment
- All Department Meetings
- Human Resources Manager
- Capital Projects Funding Committee
- State/Regional Appointments
- Hometown Hero Award
- Operations Division Overview
- Community Safety Division Overview

## 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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Memorandum of Understanding Regarding Joint Emergency Training (with Loveland PD) (FEBRUARY)

Boulder Rural Fire Protection District – Mutual Aid Agreement (FEBRUARY)

Wellington Fire Protection District – Mutual Aid Agreement (JANUARY)

IGA for Automatic and Mutual Aid Between Poudre Fire Authority and LFRA (JANUARY)

## STAFF RECOMMENDATION

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N/A

## FINANCIAL/ECONOMIC IMPACTS

---

N/A

## ASSOCIATED STRATEGIC GOALS

---

N/A

## ATTACHMENTS

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- Fire Chief’s Monthly Report
- Letters & Articles
- December & January Operations Statistics
- December & January Community Safety Division Statistics



# Loveland Fire Rescue Authority December 2016 Month-End Report

## Fire-Rescue Administrative Division

### Chief Mark Miller and Public Safety Administrative Director Renee Wheeler

#### December 2016 Overview -

December leadership truism: *“Servant Leadership: Consider others more significant than yourselves”.*

Highlights of the December report include: LFRA Administrative items; Fire station 7/10; HR Manager position; Capital Projects Funding Committee; 4<sup>th</sup> Amendment to the IGA

#### Administrative Matters -

Renee Wheeler and our admin team have worked tirelessly to keep up with the never-ending demand to keep the wheels turning relative to budget, year-end merit increases, payroll set-up, etc. Much of this work is behind the scenes, but integral to the management of LFRA, and we would cease to function without their focus and commitment. Below are just a few of the highlights:

- Participation in the HR Manager Recruitment process and firefighter interviews.
- Allocation of raises based on merit scores and budgeted rank compression adjustments.
- Set up new payroll records with new benefit elections, short term and long-term disability, and raises.
- Limit purchasing (with the exception of emergency supplies and commitments already made), to ensure we do not exhaust the budget due to overtime expenditures.
- Evaluate all outstanding purchase orders to close out completed purchases and track down the status of orders made.
- Completed the preparation of all contracts and purchase orders for 2017 engine purchases.
- Completed 4th IGA Amendment, Omnibus bills of sale, and the lease agreements.
- Reviewed contracts for renewals that need to be prepared for 2017. Review and update all IGA and contract files.
- Transaction reviews to correct account-coding errors.

#### Future Fire Stations; 7 and 10 -

In conjunction with the LFRA Strategic Plan, we have identified an ideal piece of land for future fire station 7, in the rural area of LFRA’s jurisdiction, west of Loveland. We received preliminary approval from the LFRA Board to purchase the property. We hope to have the contract formalized in January and then will proceed with the process of working with Larimer County on subdividing the property, and ultimately approval from the County to build a fire station. We are excited to get the project moving!

Regarding fire station 10, it is in the Strategic Plan for 2023, but that is a moving target that will depend on growth, funding, etc. We presented a station location analysis to the LFRA Board on December 14th. While no specific piece of property has been identified, we are looking at three - four conceptual sites in the Centerra area, 25/34 area, and Hwy 402/I-25 areas. The station analysis will help us in identifying best the location based on response, future growth, call load, and proximity to other mutual- aid/auto-aid fire stations. The Board gave approval to continue in the process and,

as applicable, the Chairman of the Board and Fire Chief may meet with land owners regarding potential sites as we move forward.

**HR Manager position –**

As part of the 2017 budget adoption, we have started the process of hiring LFRA's own HR Manager. This is an exciting step for us and will allow us to have a more strategic focus on our specific HR needs, while saving cost allocation resources at the same time. The City of Loveland HR resources have been incredible and continue to assist in helping us identify potential candidates and scope for this position.

**Capital Projects Funding Committee -**

As mentioned last month, a funding committee made up of individuals from the City's finance department, the executive fiscal advisor, City Attorney's office, Rural District and LFRA officials, have been meeting to strategize options for funding future capital projects for LFRA. Although discussions have been mainly conceptual, we are getting closer to developing a long term plan for funding new fire stations, (in the City and the County), as well as other growth related projects. Within the next few months, we hope to identify specific action items, and will share these objectives with you all as we know more.

**4<sup>th</sup> Amendment to the IGA Approved –**

After 10 months of tireless effort, with many moving pieces and many hours of time, LFRA has finally completed the 4<sup>th</sup> Amendment to the IGA establishing the LFRA as a separate governmental entity. This Amendment will formalize the transfer of all equipment (fire apparatus) and the lease of all real property (fire stations, training center, admin building) to the Authority. This was one of the last steps in bringing the Authority to full maturation according to the Strategic Plan. In December, this was presented to the City Council, Rural Board and LFRA Board, all with unanimous approval. It becomes final on January 1, 2017. Although much work needs to be done to continue to set the LFRA up for the future, this was a ***huge step***, and I'd like to thank the LFRA Board, City Council, Rural District Board, our legal representatives (LFRA/City/Rural), and of course, my staff for making this a reality – excellent work everyone! ***Enduring greatness...!***

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

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

## December 2016

### **RESPONSE**

- **12/09/2016** – A first alarm assignment was dispatched to a commercial structure fire at 1507 South Lincoln, Engine 1 and Battalion 1 arrived on scene of a working fire in the interior of a medium size, one story commercial structure. A second alarm was requested bringing additional resources including Berthoud Fire District and Poudre Fire Authority companies. The fire was contained to one occupancy within the building, the occupancy sustained heavy fire and smoke damage.
- **12/15/2016** – Crews responded to a wildland fire at the Bobcat Ridge Open Space. The fire was heavily influenced by high winds pushing the fire to the east at a rapid rate. The Canyon Battalion along with Estes Valley Fire personnel were able to attack the west flank of the fire from Storm Mountain. Crews on the east side of the fire pulled back and prepared to protect structures in the Masonville area. Additional resources were requested from Berthoud Fire District, Larimer County Emergency Services, Poudre Fire Authority, Wellington Fire District, Windsor-Severance Fire Rescue and the US Forest Service. Crews re-engaged the fire the next morning and remained on scene until snow began to fall in the area. LFRA crews monitored the fire for the next few days until it was declared out. The total acreage of the fire was 196.
- **12/30/2016** – A wildland fire threatening structures was reported in the 1200 block of North County Road 29, Engine 3 arrived on scene to find a wind driven wildland and debris fire threatening one structure. Heavy apparatus response was limited due to a weight limited (unmarked) bridge. Crews were able to contain the fire before it damaged the structure.

### **READINESS**

- Crews completed hands on ice rescue refresher training in December.
- Thompson Valley EMS and LFRA Crews trained together on cardiac arrest emergencies.

### **RESOURCES**

- An extensive hiring process was conducted to identify five firefighters that have been offered full time positions to replace the part time firefighter program. The new full time firefighters will start on January 9<sup>th</sup>.
- The Apparatus Committee conducted the final inspection on the new 2016 engine and pre-construction conferences for the 2017 engine, wildland-interface engine and three water tenders.

### **RELATIONSHIPS**

- SVI Trucks utilized the pump pit at the Training Center in the month of November.
- Engine 6 covered Front Range Fire Rescue Authority's Station 1 during their annual awards ceremony.



**Ice Rescue Training at the River's Edge  
Natural Area**





South Lincoln Ave Commercial Structure Fire



Bobcat Ridge Wind Driven Wildland Fire



2016 Engine Final Inspection



**Community Safety Division  
Division Chief, Ned Sparks  
December 2016**

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

- ❖ Inspect and work with Resurrection Church OAC to gain TCO for new addition before Christmas.
- ❖ Work with Palmer Gardens to develop a plan to ensure the building meets code compliance following a fire sprinkler break in the cold snap, this also involves the Building Dept.
- ❖ Schedule with R2J to finish the 1<sup>st</sup> grade safety presentations in April.
- ❖ AAR of Humane Society with Planning; Public Works – TDR & Storm Water; Electric - report to be released in the next week.
- ❖ Discussion with Fire and Ice planning team for set up on 4<sup>th</sup> St. in February.
- ❖ Meeting with owner of the Caroline Ct fire was completed and all documents prepared for same.

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

*City Building/Fire project review:*

- ✓ Resurrection Fellowship: TCO with multiple inspections involving OAC.
- ✓ City Service Center: significant issues due to the fire sprinkler system installed without design review and permitting.
- ✓ Rebound Sports Physical Therapy: the old lighting center building, 107 W 29<sup>th</sup>, new building owner, 4,552 s.f. tenant finish. The remainder of the building is vacant.
- ✓ Surgireal: the existing 9,600 s.f. building has been vacant for quite a while at 995 N. Wilson, and will now house fabrication and office space for this business
- ✓ Blackjack Pizza: Moved from Lincoln Ave to the small building at 1435 N Cleveland Ave (the previous Chill Ice cream business)
- ✓ Citipoint Church: 5656 Mcwhinney Ave – a tenant finish for church at the outlet mall – 7,954 s.f.
- ✓ Safelite Autoglass: Half of the new core and shell building at 5195 E 37<sup>th</sup> St – 41,556 s.f. for offices and staging/ storage of auto glass
- ✓ Toddy Cold Brew: in half of the new core and shell building at 5185 E 37<sup>th</sup> – 41,121 for processing/ roasting and storage and sales of their coffee products
- ✓ Agrium: 5296 Maroon Peak, a two story 111,854 s.f. office tenant finish.
- ✓ Working with the design team on logistics of infrastructure, etc. on the Foundry project (downtown development)
- ✓ Working with the Airport for potential new clients/ hangars, business opportunities
- ✓ Working with the design team for the Larimer County office building on corner of 1<sup>st</sup> and Denver Ave

*Johnstown, County project review:*

- ✓ High Country Beverage has a Temporary Certificate of Occupancy. The OAC required a substantial amount of time from CSD to make the project deadlines.
- ✓ Windjammer site plan for stage and outdoor festivities was approved. Design work for the building and permits is required for existing stage and beer garden.
- ✓ 2534 lot 1 & 2 working with engineering company to identify secondary access

**Emergency Management – (Pat)**

In the last quarter of 2016, we focus on delivering multiple EOC refresher classes to 72 employees of the city, LFRA, TVEMS, and LPD. The training covered topics such as new computer log on accounts, new email accounts, ICS forms, and EOC communications and tech equipment. Another major effort in Q4 was to install NOAA emergency weather radios into all city-owned/operated facilities and to provide training on appropriate actions based on the NOAA message.

The Disaster Recovery Plan was finalized and distributed to M-Team.

An Emergency Management Program Paper was completed and serves as the first annual report for the EM program.

### **Detailed Activities:**

#### Flood Recovery

- Attended on-going city recovery planning meetings

#### Operations and Maintenance

- Worked with IT to address EOC issues

#### Planning and Documentation

- Disaster Recovery Plan final documents received and distributed to M Team
- Completed 2016 EM Program Annual Report
- Participated in crisis standards of care planning

#### Emergency Preparedness Relationships

- Attended planning meeting for the first annual cargo bike race
- Participated in several IAEM conference calls / webinars
- Met with Thompson School District EM
- Attended NCEM meeting
- Developed exhibitor list for state EM conference

#### Grants

- Disaster Recovery Plan grant contract between city and E&E was closed out; completion of project.
- Met with Cheryl for monthly grants review
- Met with CDBG-DR grant POC to prep for audit
- State conducted grant monitoring (audit) on CDBG-DR grant – no major findings

#### Training and Public Outreach

- Provided several EOC refresher training classes to city and LFRA employees
- Co-presented intro to EM at regional elected officials meeting

#### Exercises

- Facilitated and participated in regional Blizzaster Exercise – tested communications failure and ARES field integration

#### Other

- Participated in a remote assessment of EM Program for EMAP accreditation

### **EMPG Q4 Grant-Required Work Plan Items**

- EMF 1 – Submitted 2016 equipment monitoring report to FM
- EMF 2 - Review of ordinances & resolutions, no revisions needed
- EMF 5 – LEOP / CPG 101 crosswalk in progress, 25% completed
- EMF 5 - Determined development & update program priorities in an annual program paper
- EMF 6 - Attended 2013 Flood Recovery meetings
- EMF 6 – Disaster Recovery Plan completed and distributed
- EMF 7 – On-going implementation of training as outlined in the 2016 TEP
- EMF 7 – NIMS training on-going; current city-wide compliance is 83%

- EMF 7 - Professional development: installed as IAEM Region 8 President; submitted recertification application for CEM
- EMF 8 - On-going implementation of exercise as outlined in the 2016 TEP
- EMF 8 – “Blizzaster” exercise conducted & participated
- EMF 9 – held multiple stakeholder meetings
- EMF 10 – Communications systems tested
- EMF 12 – IGA signed for EM flashing signs maintenance
- EMF 12 - IGA with Larimer County and CSP for hazardous materials incidents in final draft

### **Public Affairs – (Scott)**

- BCOOP program calls and site visits
- Completed DHS PCII Authorized User training program
- Completed IS-860: National Infrastructure Protection Plan online course
- Assisted with “Blizzaster 2016” exercise at Loveland EOC and at Larimer County EOC
- Airport disaster exercise AAR project work
- NOCO Emergency Services PIO meeting
- Coordination and assistance with instruction of EOC refresher session and additional scheduling for January sessions
- Programmed, delivered and provided training for weather alert radios at more city facilities (ongoing project)
- Numerous LFRA website updates, including some large projects for Chief Davis, Chief Smith, and Lt. Andersen
- Numerous LFRA social media posts
- PIO duties for Bobcat Power Line Fire and a handful of smaller incidents
- Created and distributed a holiday home fire safety video with a local Farmers Insurance agent
- 7 car seat inspections/installations
- 1 Knox key install
- 3 BEC event standbys and NFIRS reports
- Completed 1-day Child Passenger Safety Technician refresher training class
- EMS trainings
- CSD staff meetings
- Conducted 1 new business inspection and 1 re-inspection

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

This was another pretty busy month of structure fires. Worked with Engine 6 and FIT2 on a large-scale hazmat problem at a local business. They significantly exceed their allowable storage quantities. I’m wrapping up prep for the 2017 FIT Academy. We have 23 students from 8 different agencies and instructors include personnel from LFRA, LPD, Larimer Coroner, and a K9 handler.

### **PLANNING & ANALYSIS**

1. Anticipating delivery of the Urban Response Area map soon. It will be presented to Executive Staff for consideration.
2. 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 2012 through 2016 for the CRESA-SOC document to show full system resilience. 2015 and 2014 are done, wrapping up 2014 and 2013. I’ve been doing 2016 monthly to keep up

### **COMMUNITY SAFETY DIVISION**

3. LFRA takes over fire panel monitor responsibility in January. We started the training process with 23 people trained for stand responsibility. We now have 35 people trained.
4. Completed plan reviews and issued temporary hazmat permits to two construction projects. Completed 2 hazmat annual inspections and 4 general inspections.

#### FIRE INVESTIGATIONS

- 3714 Valley View Dr: Grass fire threatening structures
- 4469 West Eisenhower Blvd: structure fire
- 2101 South Garfield Ave: small interior fire with alarm handling issues by Good Sam staff
- 1507 South Lincoln Ave: 2<sup>nd</sup> alarm structure fire
- Bobcat Powerline Fire: 2<sup>nd</sup> alarm grass/wildland fire, cooperative investigation with USFS and LCSO
- 917 W 8<sup>th</sup> St: LPD Detective Koopman should be filing felony charges soon
- 2607 Spruce Drive: LPD Detective Patzer is the lead investigator. No progress report.

#### SUPPORT OPERATIONS DIVISION

- Worked one 24-hour shift (Lt on E3), scheduled for a 12-hour shift on E3 but cancelled.
- Responded to five reported structure fires, one grass/wildland fire, and two fire alarms.

#### TRAINING – 22 hrs

- Working on NWCG Crosswalk for ICT5 and FFT1 certifications
- Completed Blue Card CE #12 – Size-Up refresher
- Attended LEAD Loveland – session 4
- Participated in EMS cardiac arrest scenarios
- Plan and prepare for FIT investigations and inspection classes in January 2017.



Banner Health  
**McKee**  
 Medical Center  
 Foundation

1805 East 18th St., Ste 9  
 Loveland, CO 80538  
 (970) 820-4001  
 Fax (970) 820-6065  
[www.McKeeFoundation.com](http://www.McKeeFoundation.com)

November 14, 2016

Dear Loveland Fire & Rescue Authority,

Your donation of Fire House Dinner was very generous, thank you! We were fortunate to place it in the silent auction for the McKee Foundation's 35<sup>th</sup> Anniversary Gala on November 5th. At the event, we also celebrated the McKee Medical Center's 40<sup>th</sup> Anniversary. Thank you so much for your support of McKee and our continued efforts to improve cardiac care in the community and the hospital. With your help we were able to raise over \$146,000.00.

Proceeds from the McKee Medical Center Foundation's Gala will go to the new campaign for two new cardiac intervention labs. These heart labs (surgery areas) are expected to open in 2019. We appreciate you making an in-kind donation to support this effort. According to the IRS rules, you are responsible for valuing your donation in order to claim it as a charitable deduction. Please talk with your tax advisor for more information.

Let me know if you have any questions. My email is [Allis.Gilbert@bannerhealth.com](mailto:Allis.Gilbert@bannerhealth.com) and my phone number is (970) 820-4106. Thank you again!

Sincerely,

Allis Gilbert, MHA  
 Executive Director

*For your records, the McKee Foundation's tax ID # is 74-2182919.*

*Celebrating 35 Years Of Giving Today for Tomorrow*

**From:** [Greg Ward](#)  
**To:** [Scott Pringle](#); [Jason Starck](#); [LFRA](#)  
**Cc:** [Mark Miller](#); [Ned Sparks](#)  
**Subject:** RE: Praise for Loveland Fire  
**Date:** Tuesday, December 6, 2016 6:22:36 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

Try this again...



**Darin Melani Perez**

17 mins · Loveland ·

Hey!

I wanted to take a second and let everyone know how amazing the Loveland Fire Department is.

On Friday my dad lost his hearing aid, he could not figure out where he could've possibly dropped it. So he retraced his steps. He called the Fire Department only to ask if anyone had turned it in because he had parked in a shared parking lot as the Fire Department.

They told him no one had turned anything in.

They also gathered up a team and went through the parking lots/alley sweeping through every inch to try and locate it.

After doing so, they went and asked a couple of other businesses in the area if they had anyone turn it in.

I was deeply touched by the fact that they took time out of their busy crazy day for my dad. It may not seem like a big deal, but it was. They didn't have to do any of that.

It's these "little" things that we don't hear about our Fire/Police men/women doing. But it's the kind of things people need to know about.

Thank you LFD.







**Greg Ward**  
*Division Chief – Operations*  
Loveland Fire Rescue Authority



970-962-2806 - office  
970-962-4761 - cell  
[www.cityofloveland.org](http://www.cityofloveland.org)  
<https://twitter.com/LovelandFRA>

---

**From:** Greg Ward  
**Sent:** Monday, December 5, 2016 7:38 PM  
**To:** Scott Pringle <Scott.Pringle@lfra.org>; Jason Starck <Jason.Starck@lfra.org>; LFRA <LFRA@lfra.org>  
**Cc:** Mark Miller <Mark.Miller@lfra.org>; Ned Sparks <Ned.Sparks@lfra.org>  
**Subject:** Re: Praise for Loveland Fire

LFRA,

See the below email! Many times it's the small things that have the biggest impact!

Nice work to those involved in this event! Thank you for displaying the LFRA 3Cs!

**Greg Ward**  
*Division Chief – Operations*  
Loveland Fire Rescue Authority



[970-962-2806](tel:970-962-2806) - office  
[970-962-4761](tel:970-962-4761) - cell  
[www.cityofloveland.org](http://www.cityofloveland.org)  
<https://twitter.com/LovelandFRA>

On Dec 5, 2016, at 19:30, Scott Pringle <[Scott.Pringle@lfra.org](mailto:Scott.Pringle@lfra.org)> wrote:

FYI...

Scott

Begin forwarded message:

**From:** Chloe Romero <[Chloe.Romero@cityofloveland.org](mailto:Chloe.Romero@cityofloveland.org)>  
**Date:** December 5, 2016 at 6:31:39 PM MST  
**To:** Scott Pringle <[Scott.Pringle@lfra.org](mailto:Scott.Pringle@lfra.org)>  
**Subject:** Praise for Loveland Fire

Saw this on my FB and thought you'd like to see if they didn't post anything directly.

Sent from my iPhone<image1.PNG>



**From:** Taylor, Keller [[mailto:Keller\\_Taylor@comcastspectacor.com](mailto:Keller_Taylor@comcastspectacor.com)]  
**Sent:** Saturday, December 3, 2016 3:21 PM  
**To:** Dave Namesnik; Dan Triemert; Samantha Simmons; Tom Manning  
**Cc:** Bob Herrfeldt; Mark Tinklenberg;  
**Subject:** Oakland Rave Fire

Not as bad in terms of numbers of The Station Nightclub fire but still awful... reminds us the importance of emergency egress, not blocking fire doors, and why we have Ty and his guys walk the building and fill out the report prior to each event!

## UP TO 40 FEARED DEAD IN OAKLAND RAVE

By Associated Press  
 Posted Saturday, December 03, 2016 at 12:20 pm

**At least nine people died and authorities said they feared the toll could rise as high as 40 in a fire that broke out during a rave at a converted warehouse in the San Francisco Bay Area.**

Oakland fire chief Teresa Deloche-Reed said at least another 25 people were unaccounted for as of Saturday morning and authorities were working to verify who was in the cluttered warehouse when the fire broke out around 11:30 p.m. Friday.

Alameda County Sheriff's Office spokesman Sgt. Ray Kelly said authorities were prepared to deal with 30 to 40 deaths.

Between 50 and 100 people were believed to have been at the party when the fire started, Deloche-Reed said. It was not immediately clear what started the fire, but there did not appear to be sprinklers in the building, she said.

The interior of the warehouse "made it difficult for people to escape," Deloche-Reed said.

The warehouse was partitioned into artist studios and was packed with furniture, mannequins, statues, lamps, and other objects and did not have a clear entry or exit path, the fire chief said. The only way out of the second floor was a makeshift stairwell made of pallets.

"There is still a large portion of the building that still needs to be searched," she said. "There is large timber and debris that will need to be removed and it's going to have to be removed in a slow and methodical way."

The fire caused the building's roof to collapse and investigators were having trouble entering parts of the warehouse to search for any remaining bodies because the structure was deemed unsafe, Deloche-Reed said.

The building in a gritty part of Oakland was still smoldering Saturday as firefighters used tools to chop a path through debris.

The fire tore through the building during an event featuring musician Golden Donna's 100% Silk West Coast tour.

Survivors said they struggled to find working fire extinguishers.

"It was too hot, too much smoke, I had to get out of there," Bob Mule, a photographer and artist who lives at the building and suffered minor burns, told the East Bay Times. "I literally felt my skin peeling and my lungs being suffocated by smoke. I couldn't get the fire extinguisher to work."

People used a Facebook page Saturday to post and seek information on family and friends who may have been in the building.

Oakland police urged those concerned about missing people to call the Alameda County Sheriff's Coroner's Bureau at 510-382-3000.

The office said the coroners were also at the scene Saturday morning and unavailable for comment.



Photo: OaklandFireLive via AP

Oakland Fire

### KELLER TAYLOR

General Manager

Budweiser Events Center

Spectra Venue Management

**From:** [Mark Miller](#)  
**To:** [David Bothell](#); [P&R](#); [Ben Ramos](#); [Ben Andersen](#); [Dave Friedrichsen](#)  
**Cc:** [Steve Adams](#); [LFRA Command Staff](#)  
**Subject:** RE: Silver Lake Pump Working Together  
**Date:** Friday, December 2, 2016 1:41:53 PM  
**Attachments:** [image002.png](#)

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Thanks David !

Nice team effort everyone!

It's great to have such extraordinary partners to work with!

Mark

**Mark A. Miller**  
**Fire Chief**  
 Loveland Fire Rescue Authority



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 970-470-9333 - cell  
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<https://twitter.com/LovelandFRA>

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**From:** David Bothell  
**Sent:** Friday, December 2, 2016 10:54 AM  
**To:** P&R <[P&R@cityofloveland.org](mailto:P&R@cityofloveland.org)>; Ben Ramos <[Ben.Ramos@lfra.org](mailto:Ben.Ramos@lfra.org)>; Ben Andersen <[Ben.Andersen@lfra.org](mailto:Ben.Andersen@lfra.org)>; Dave Friedrichsen <[Dave.Friedrichsen@lfra.org](mailto:Dave.Friedrichsen@lfra.org)>  
**Cc:** Steve Adams <[Steve.Adams@cityofloveland.org](mailto:Steve.Adams@cityofloveland.org)>; Mark Miller <[Mark.Miller@lfra.org](mailto:Mark.Miller@lfra.org)>  
**Subject:** RE: Silver Lake Pump Working Together

The Parks Division would like to recognize the Loveland Fire Department for their recent efforts regarding a joint exercise at the Silver Lake Irrigation Pump Station. Divers Ben Ramos and Ben Anderson under the direction of Dave Friedrichsen with additional dive team support are commended for their professionalism and team work while assisting Park and Recreation. This joint effort gave the Fire and Rescue dive team hands on training while at the same time performing a critical inspection of an underwater intake system. You can read all of the details in today's Reporter Herald, but we wanted to add our appreciation for the many times Fire has assisted Parks on special projects or emergency underwater repairs.

Good job to all those involved and for the support of our City leaders who encourage these types of win/win situations.

Thanks,

David Bothell  
City of Loveland Parks and Public Grounds Supervisor  
135 N. Dotsero Ave  
Loveland, CO. 80537

Office (970) 962-3433  
Fax (970) 962-3403

Dave, Please forward to Fire personnel who participated, but unfortunately I do not have the names of.



Lt. Jeremy Yonce

Patrol Division  
2221 South Timberline Road  
PO Box 580  
Fort Collins, CO 80522

**970.416.2189**  
970.221-6639 - fax  
[www.fcgov.com](http://www.fcgov.com)

## MEMORANDUM

**Date:** December 2, 2016  
**To:** John Hutto, Chief  
**Through:** Mike Trombley, Deputy Chief  
**From:** Jeremy Yonce, Lieutenant  
**RE:** LCUAS Update

The purpose of this memo is to provide a brief update on the Larimer County Unmanned Aerial System (LCUAS) program.

The LCUAS team has made significant progress over the past 3 months. The following is a brief summary of significant accomplishments, as well as current progress on other efforts:

- As mentioned in the last update, the team received FAA authorization for a “blanket” Certificate of Authorization (COA), which allows us to conduct both training and operational flights anywhere outside of a 5 miles radius of any controlled airport, and during daytime hours. Currently, we have only one operator who has the certifications required of a pilot flying under the rules a COA.
- The team recently received a CAO from the FAA to train at the Loveland and Poudre Fire Authority Training Centers for night flights. This is somewhat academic with the already existing blanket COA, other than it allows us to conduct nighttime training at those locations, and is a required step to obtaining an operational COA that would allow us to fly at night and within 5 miles of a controlled airport.
- The FAA’s new Rule 107 also allows us to fly both training and operational flights outside of a 5 mile radius of controlled airspace, and during daytime hours. The pilot certification requirements under Rule 107 are much less than under a COA. We have two operators who have already obtained their Rule 107 pilot certificates, and the others anticipate having them in a few weeks.

What this means (simplified and in a nutshell), is that we are already authorized by the FAA to fly operational missions anywhere outside of a five mile radius of the airport and during daytime hours, and we have pilots certified to do so. Within a few months, we expect to be able to apply for and receive an operational COA to fly within 5 miles of the airport, and at night. However, we have not and will not be flying operational missions until our program development is complete and all agency approvals are received. To that end, we are working on the following:

- Completing an update MOU for all participating agencies to sign (currently LCSO, FCPD, CSUPD, LPD, PFA, and Loveland Fire).
- Final touches to a LCUAS Team policy



- Specific operational SOPs and safety checklists
- Insurance options for UAS platforms
- Finalizing training requirements for operators and observers
- Establishing a public education and engagement plan

In January, we will begin flight training using UAS platforms owned by the other agencies (currently, FCPD is the only agency that does not either own a UAS or have one on order). Operators from all of the agencies (approximately 10 operators) have completed the required training and anticipate having their FAA Rule 107 Pilot Certifications by January. Depending upon how long it takes to get the draft policies and procedures through legal reviews and agency approvals, we anticipate having a fully operational program in the next 4-6 months.

Initially, it seems most likely and practical that each agency will own their own UAS (such as the DJI Inspire, which costs approximately \$4,000 with all accessories) for most deployments (such as traffic accident and crime scene investigations, urban searches for missing people, fire scene reconnaissance, etc.). In the future, it may prove beneficial to purchase a jointly-owned UAS with enhanced capabilities (such as FLIR, operation in high winds and inclement weather, longer range operations, etc.).

This is an exciting program that has received a great deal of support from multiple agencies throughout the county. Examples arise each day of situations and investigations that will benefit greatly from UAS use in the very near future. This team has done a great deal of research, training, policy development and preparation, and we are confident that ours will be a model of how a multi-jurisdictional UAS program should operate in a professional, safe, effective, legally defensible and transparent manner.

Please let me know if you have any questions or concerns.

From: [Greg Ward](#)  
To: [LFB](#)  
Subject: Outstanding Service!  
Date: Sunday, December 18, 2016 6:10:45 AM  
Attachments: [Image? PNG](#)

Another example of our crews taking a few minutes to provide a small service that had a big impact on a citizen.

Thank you for displaying the 3Cs while carrying out the 4Rs!

See the attached photo.

Opinion, Page A4  
17 of 116



# RH Line

## KUDOS TO FIREFIGHTERS

“I would like to give a big thank-you to Loveland Fire Rescue Station 2. ... I called them on a very cold Saturday morning because my smoke alarm woke me up in the middle of the night, beeping, for the fourth time in two weeks and with two new batteries, and I didn’t know what to do. They came to my house, they took care of the problem, and two of them shoveled my walk and my driveway. ...”

**Greg Ward**  
*Division Chief – Operations*  
Loveland Fire Rescue Authority



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<https://twitter.com/LovelandFRA>

**From:** [Mark Miller](#)  
**To:** [Troy Griebe](#)  
**Cc:** [Steve Adams](#); [LFRA Command Staff](#); [Jeff Swanty](#); "[Jeff Swanty](#)"  
**Subject:** RE: Huge Kudo"s  
**Date:** Thursday, December 22, 2016 12:13:30 PM  
**Attachments:** [image001.png](#)

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Mr. Griebe,

Thanks you so much for reaching out, and for the kind words! Of course, hearing this sort of thing makes my day, and I will be sure to pass this along to the crews that were there that day.

I'm so proud of the men and women here at LFRA – they consistently go above and beyond. We certainly encourage this type of service, and want them to treat each customer as if it were their own family. Our mission statement of the 3C's, (Commitment, Compassion, and Courage) is something we expect them to live each day. They do an outstanding job.

Once again, I appreciate you taking the time to reach out, and for your support.

Thank you!

Merry Christmas and Happy Holidays to you and your family!

Mark

**Mark A. Miller**  
**Fire Chief**  
Loveland Fire Rescue Authority



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<https://twitter.com/LovelandFRA>

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**From:** Troy Griebe  
**Sent:** Wednesday, December 21, 2016 5:02 PM  
**To:** Mark Miller <Mark.Miller@lfra.org>

**Cc:** Steve Adams <Steve.Adams@cityofloveland.org>

**Subject:** Huge Kudo's

Good afternoon Chief,

I would like to share a personal observation and shout out for a couple of firefighters on your staff. Yesterday one of your trucks responded with the Thompson Valley Ambulance to a call for help on my street in my neighborhood. I live on N. Sheridan Ave. between 45<sup>th</sup> street and 47<sup>th</sup> street. While the ambulance crew was in the house dealing with whatever emergency they had going on, your firefighters who apparently were not needed for patient care in the house grabbed a snow shovel and commenced to clean the snow off of these peoples walks. I know as a past firefighter that this was not asked of them and they very well could have stayed in the truck and cleared the scene as usual. It must have been obvious to your guy's that the residents in that house had some issues and were unable to clear those walks themselves. Kudo's to your crew! Kudo's to yourself and your officers as well for creating a work environment that fosters not only a great sense of caring for the citizens we serve but for raising the bar in how we serve our citizens. Great Customer Service! It was inspiring to witness such a selfless act at a time when someone needed that help. Great job chief! I just wanted to let you know. Troy G.



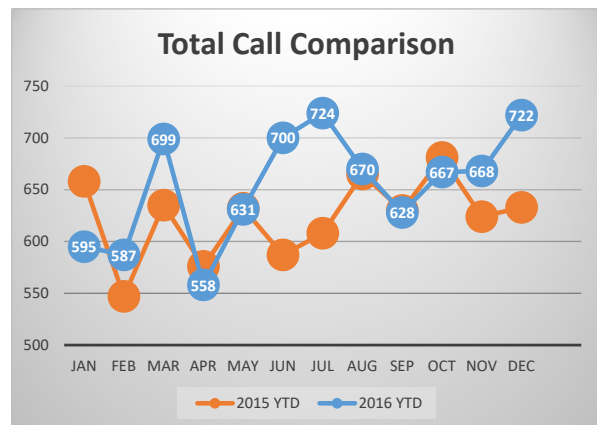
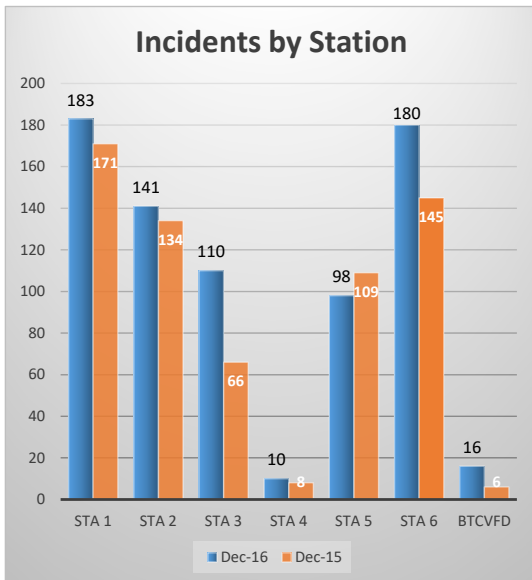


# Loveland Fire Rescue Authority - Operations Division

## November, 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	3	2	5	60			
Vehicle Fire	0	0	0	37			
Grass/Wildland or Other Outside Fire	3	7	10	102			
Fire Alarm	86	13	99	760			
Smoke Investigation	13	0	13	207			
Other Fire Related	0	0	0	6			
<b>TOTAL FIRE RELATED</b>	<b>105</b>	<b>22</b>	<b>127</b>	<b>1172</b>	<b>14.83%</b>	<b>1075</b>	<b>14%</b>
<b>TOTAL EMERGENCY MEDICAL SERVICES (EMS)</b>	<b>350</b>	<b>36</b>	<b>386</b>	<b>3928</b>	<b>49.72%</b>	<b>3892</b>	<b>52%</b>
Motor Vehicle Accident (MVA)	45	17	62	786			
Extrication	4	0	4	36			
Technical Rescue	0	0	0	35			
HazMat	10	1	11	168			
Hazardous Conditions	5	1	6	26			
ARFF	4	6	10	98			
Public Service	38	6	44	570			
Assist PD or Other FD	1	0	1	83			
Standby	2	1	3	45			
Good Intent Call, Other	1	0	1	16			
Dispatched & Cancelled en Route	35	21	56	791			
Wrong Location	0	0	0	0			
No Incident Found on Arrival on Scene	7	4	11	145			
Special Type of Incident, Other	0	0	0	2			
<b>TOTAL MISCELLANEOUS</b>	<b>152</b>	<b>57</b>	<b>209</b>	<b>2,801</b>	<b>35.45%</b>	<b>2,548</b>	<b>34%</b>
<b>MONTH TOTAL</b>	<b>607</b>	<b>115</b>	<b>722</b>	<b>7,901</b>	<b>100%</b>	<b>7,515</b>	<b>100%</b>
<b>YEAR TO DATE TOTAL</b>	<b>6,637</b>	<b>1264</b>	<b>7,901</b>	<b>2016 vs 2015</b>	<b>105%</b>		
<b>CITY VS. RURAL DISTRIBUTION YEAR TO DATE</b>	<b>84.00%</b>	<b>16.00%</b>					

**9** 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

## November, 2016

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	10	1:16	0:59	3:56	5:27
	90th		1:34	1:57	8:07	9:25
Structure Fire: Rural Response Area	Average	6	1:15	0:14	0:00	0:14
	90th		2:01	1:59	2:19	10:43
C,D,E Medicals: Urban Response Area	Average	374	1:58	0:55	3:52	4:55
	90th		3:09	1:47	6:23	7:39
C,D,E Medicals: Rural Response Area	Average	14	1:25	0:31	6:22	7:32
	90th		3:32	1:23	19:52	20:41

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

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 November 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	2	25
121 - FIRE IN MOBILE HOME USED AS FIXED RESIDENCE	1	7
150 - OUTSIDE RUBBISH FIRE, OTHER	1	11
424 - CARBON MONOXIDE INCIDENT	1	7
441 - HEAT FROM SHORT CIRCUIT (WIRING), DEFECTIVE/WORN	1	6
442 - OVERHEATED MOTOR	1	7
445 - ARCING, SHORTED ELECTRICAL EQUIPMENT	1	7
522 - WATER OR STEAM LEAK	1	9
611 - DISPATCHED & CANCELED EN ROUTE	3	6
651 - SMOKE SCARE, ODOR OF SMOKE	2	17
700 - FALSE ALARM OR FALSE CALL, OTHER	1	1
743 - SMOKE DETECTOR ACTIVATION, NO FIRE - UNINTENTIONAL	1	7
<b>Report Totals</b>	<b>16</b>	<b>110</b>

STRUCTURE LOSS/SAVE INFORMATION				
Type of Fire	City		Rural	
	Loss	Save	Loss	Save
Residential Structure	\$303,214.00	\$534,077.00		
Commercial Structure			\$683,822.00	\$11,552,996.00
Other Fires				
<b>MONTH TOTAL</b>	<b>\$303,214.00</b>	<b>\$534,077.00</b>	<b>\$683,822.00</b>	<b>\$11,552,996.00</b>
<b>YEAR TO DATE TOTAL</b>	<b>\$908,724</b>	<b>\$6,910,660</b>	<b>\$1,405,627</b>	<b>\$13,156,826</b>

<b>All Fires Confined to Room of Origin</b>	71%
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# Loveland Fire Rescue Authority - Operations Division November, 2016

MUTUAL AID AND AUTOMATIC AID					
		Received	Hours	Given	Hours
Poudre Fire Authority (PFA)	2016	21	26	51	23.5
Previous Year to Date 2015		22	21.5	80	33
Berthoud Fire Department (BFD)	2016	24	23.25	63	44.25
Previous Year to Date 2015		11	9.75	21	10
Windsor Severance Fire Rescue (WSFR)	2016	38	31.75	30	8.5
Previous Year to Date 2015		62	30.5	43	22.75
Front Range Fire Rescue (FRFR)	2016	14	15.5	44	24.5
Previous Year to Date 2015		9	5.5	45	28
Big Thompson Canyon Fire Dept. (BTFD)	2016	2	5.75	46	54.75
Previous Year to Date 2015		4	8	46	46.75
Estes Valley Fire Prot District (EVFPD)	2016	0	0	5	21
Previous Year to Date 2015		0	0	5	7.5
<b>CURRENT YEAR TO DATE TOTAL (2016)</b>		<b>99</b>	<b>102.25</b>	<b>239</b>	<b>176.5</b>
<b>PREVIOUS YEAR TO DATE TOTAL (2015)</b>		<b>108</b>	<b>75.25</b>	<b>240</b>	<b>148</b>

TRAINING HOURS				
TRAINING AND RESERVE	CURRENT MONTH	PREVIOUS MONTH	PREVIOUS YEAR	CURRENT YEAR TO DATE
SHIFT	756.6	965.3	758.5	15,237.2
RESERVIST	0.0	0.0	5.5	64.5
ADMIN	46.3	51.0	69.5	704.8
<b>TOTAL</b>	<b>802.9</b>	<b>1,016.3</b>	<b>833.5</b>	<b>16,006.5</b>
RESERVIST SHIFT HOURS	46.0	36.0	163.50	1,017.5

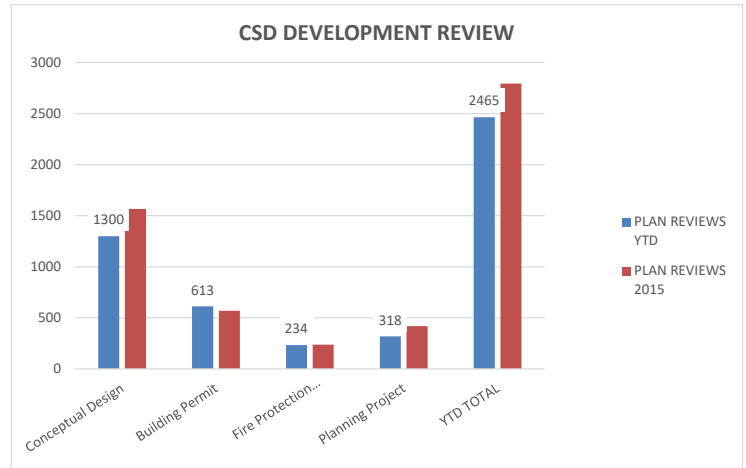
	SPECIALIZED DISCIPLINES TRAINING			
	COURSES		HOURS	
	CURRENT YEAR	PREVIOUS YEAR	CURRENT YEAR	PREVIOUS YEAR
AIRCRAFT RESCUE	233	240	242.05	250.05
HAZMAT	255	60	256.3	72.75
TAC FIRE	37	76	64	346.5
URBAN SEARCH & RESCUE	38	29	65.5	58
WATER	90	102	136.7	195.7
WILDLAND	263	271	557.2	683.55



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

### DEVELOPMENT REVIEW STATISTICS

	City	County	Johnstown	Totals	Hours
<b>Conceptual Design Reviews</b>	70	2	0	72	50
Previous Month	105	1	0	106	48
YTD Total	1268	18	14	1300	663
Previous YTD	1522	31	14	1567	754.75
<b>Building Permit Reviews</b>	47	3	9	59	84
Previous Month	51	16	1	68	97.5
YTD Total	540	45	28	613	923.5
Previous YTD	523	13	33	569	862.5
<b>Fire Protection Permit Reviews</b>	12	1	1	14	18
Previous Month	18	2	7	27	25
YTD Total	189	21	24	234	296
Previous YTD	200	13	25	238	254
<b>Planning Project Reviews</b>	20	2	0	22	22
Previous Month	9	1	0	10	11
YTD Total	280	29	9	318	438.5
Previous YTD	363	47	10	420	669.5
<b>TOTAL REVIEWS YTD</b>	<b>2277</b>	<b>113</b>	<b>75</b>	<b>2465</b>	
<b>PREVIOUS YEAR YTD</b>	<b>2608</b>	<b>104</b>	<b>82</b>	<b>2794</b>	

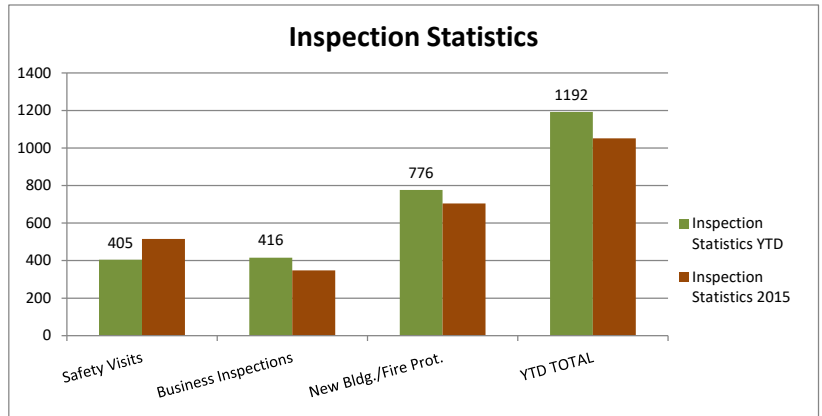


Planning & Building Check-Ins YTD  
Fire Protection Permits Average days in review  
Percent within goal time

1023	50
7.5	
December	87.5%

### INSPECTION STATISTICS

	City	Rural	Total	Hours
<b>Eng. Co. Safety Visit 2 &amp; 3 Yr.*</b>	46	5	51	45.75
Safety Re-Visit	11	0	11	18.75
YTD Total	320	85	405	268
Previous YTD	443	72	515	310.8
<b>Business Inspections</b>	37	2	39	68.5
Previous Month	16	3	19	29.75
YTD Total	354	62	416	497.7
Previous YTD	307	41	348	671.25
<b>New Bldg./Fire Protection</b>	8	12	20	33
Previous Month	58	13	71	109
YTD Total	661	115	776	1168
Previous YTD	584	120	704	1039.5
<b>TOTAL INSPECTIONS YTD</b>	<b>1015</b>	<b>177</b>	<b>1192</b>	
<b>Previous Year</b>	<b>891</b>	<b>161</b>	<b>1052</b>	



### CSD OTHER ACTIVITIES

	City	Rural	Hours	Mo. Total	Prev. Mo.	Prev. YTD	YTD Total
Hazmat Permits	10	4	15.75	14	12	141	163
Tents/Special Events*	1	0	1	1	0	80	55
Burn Permits Issued	0	15	2.5	15	14	160	156
Investigations	5	10	15	15	16	165	195
Service Call/Complaints	6	0	3.75	6	1	92	46
Car Seats Installed	10	0	5	10	10	174	133
YFS Program	0	0	0	0	0	14	16
Public Education Events	0	0	0	0	2	86	55
<b>Total Pub. Ed. Contacts</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>5278</b>	<b>2970</b>

Highlights/Projects
*BCOOP Program calls and site visits
*Airport disaster exercise AAR project work
*Numerous LFRA social media posts
*EMS trainings
*Resurrection Fellowship Inspection and code compliance issues



# Loveland Fire Rescue Authority January 2017 Month-End Report

## Fire-Rescue Administrative Division

### Chief Mark Miller and Public Safety Administrative Director Renee Wheeler

#### January 2017 Overview -

January leadership truism: *“Gratitude generates generosity”*.

*Highlights* of the January report include: LFRA Administrative items; All Department meetings; HR Manager position; Capital Projects Funding Committee; Appointments State/regional positions; and the Hometown Hero Award.

#### Administrative Matters -

- Gallagher amendment

Below is a preliminary analysis of the Gallagher Amendment Residential Assessment Change Impact.

The final residential assessment percentage change will be determined by the State of Colorado late April; however, based on current estimates it will be reduced from 7.96% to 6.56%. The State’s estimate of actual value increases expected by property type were used to calculate that the Loveland Rural Fire Protection District would collect just over \$20,000 less in 2018 than expected, with much larger impacts in future years. (See the table below) This will require a mill levy increase in the Rural District estimated at 1.5 mills, with a successful election necessary in 2018 for tax collection in 2019 to fund operations without having to use reserves.

	2018	2019	2020	2021	2022	2023	2024	2025	2026
<b>Estimated Property Tax Collections Impact</b>									
Property Tax Revenue Projection in 10 Yr Plan at 2017 Budget Adoption	2,754,793	2,989,150	3,253,025	3,512,399	3,609,345	3,692,076	3,795,929	3,882,001	3,968,074
New Estimate Based on Prop Value and Residential Assessment % Change	2,734,019	2,817,933	2,960,458	2,980,596	2,995,979	2,995,979	3,011,824	3,011,824	3,028,144
Difference	(20,774)	(171,217)	(292,568)	(531,803)	(613,366)	(696,097)	(784,104)	(870,177)	(939,930)

The City’s impact is expected to be minimal based residential property values being a smaller portion of the total property value and conservative budget projections in the General Fund Financial Master Plan.

#### **Summary of Gallagher Amendment Impact on the General Fund Financial Master Plan**

Item	2018	2019	2020	2021	2022	2023	2024	2025	2026
Property Tax Revenue Projections from 2017 City General Fund Financial Master Plan (Page 45 of the 2017 Budget Document)	9,029,351	9,300,232	9,765,244	10,058,201	10,561,111	10,877,944	11,421,841	11,764,496	12,352,721
New Property Tax Revenue Projections (based upon 1/13/17 DOLA Report)	9,034,108	9,305,132	9,770,389	10,063,500	10,566,675	10,883,675	11,427,858	11,770,694	12,359,229
<b>Difference</b>	<b>4,757</b>	<b>4,900</b>	<b>5,145</b>	<b>5,299</b>	<b>5,564</b>	<b>5,731</b>	<b>6,017</b>	<b>6,198</b>	<b>6,508</b>

**Other Admin Activities:**

- Administrative Team Goal setting for 2017.
- Budget and Purchasing Awareness Session for the new Firefighter Academy.
- Joined the Mountain States Employers Council that will provide significant resources for employment related information, legal services and compensation survey information.
- Capital Assets recordkeeping associated with the sale of old apparatus, new apparatus and equipment inventory updates for all equipment.
- Cooperative purchasing contracts, bids and purchase orders for the purchase of a Type 1 engine, Type 3 engine, three tenders and four support vehicles.
- Service contract renewals for 2017 and purchase orders for 2017.
- Retirement Board meeting support for analyzing employee retirement readiness for paid employees and the actuarial report application for the Consolidated Volunteer Fire Pension.
- Completing the 2016 workers compensation audit survey.
- Completing the census information for the Consolidated Volunteer Fire Pension.
- 2016 Line item budget alignment within allocated resources. Given information currently available, actual 2016 expenditures were 99.2% of the 2016 revised budget, naturally causing the Administrative Director heart palpitations.
- February 4 Appreciation Event planning. We sincerely appreciate Kristen Cummings, Cheryl Cabaruvias, Ben Anderson, Ingrid McMillan-Ernst, and Justin King for their efforts to make this event special for our LFRA family.
- Payroll audit of rates of pay for all LFRA employees to ensure that all merit and rank compression adjustments were appropriately implemented.
- Resource development for getting a Strategic Plan Update completed in 2017 by establishing a contract employee arrangement.

**ALL Department meetings –**

Throughout the month of January, Chief Miller held meetings with all LFRA members. It was an opportunity to look back at significant accomplishments in 2016, and look ahead to what is in store for 2017. Simply stated, 2016 was a very productive year, and we will be sharing specifics in the year-end report (coming soon). In 2017, the theme is “Gratitude”, as we have much to be thankful for. It will be a busy year, including projects such as: Capital Projects Funding committee; revision of this Strategic Plan, Accreditation wrap-up, Fire Training Center drainage system improvement, Burn Building design finalization, and station 10 location analysis, just to name a few!

**HR Manager Position –**

As I mentioned in last month’s report, part of the 2017 budget adoption included a new HR Manager position for LFRA. We held several assessments/interviews throughout January. I am extremely pleased to announce that we have chosen Andrea Wright as our new HR Manager. As some of you may know, Andrea was a former City of Loveland employee, working as an HR Generalist with the City from 2005 – 2014. Andrea left the City in 2014 to be the Employee Relations Manager with Larimer County. We are thrilled to have Andrea joining our team! Her official start date is February 21, 2017. Congrats and Welcome aboard Andrea!

**Capital Projects Funding Committee -**

As mentioned last month, a funding committee made up of individuals from the City’s finance department, the executive fiscal advisor, City Attorney’s office, Rural District and LFRA officials, have been meeting to strategize options for funding future capital projects for LFRA. Although discussions have been mainly conceptual, we are getting closer to developing a long term plan for funding new fire stations, (in the City and the County), as well as other growth related projects. Stand by for more info...

### State/Regional Appointments -

Recently, Chief Miller was elected as the Vice President of the Front Range Fire Consortium (FRFC). As some of you may know, we have been members of the FRFC for over 20 years. This is the regional fire academy/authority that incorporates 10 different departments in the region, including Wyoming and Montana.

Additionally, Chief Miller was chosen as the Northeast Regional Representative for the Colorado State Fire Chiefs. This is a great opportunity as it allows Chief Miller to work closely with other Chief Officers from all over the State and have greater involvement in legislative affairs that affect the fire service in Colorado. While Chief Miller was in Vail, he served as the Northwest Regional Representative and found the networking and leadership opportunities invaluable.

### Hometown Hero Award -

On January 25th, our very own Division Chief/Fire Marshal Ned Sparks was presented with the **Hometown Hero Award** at the Budweiser Event Center, prior to the Eagles game. This is a great honor for Ned and very deserving. As mentioned during the ceremony, Chief Sparks has been instrumental in all aspects of making LFRA great, including; training, life/safety, leadership and working behind the scenes to improve the fire service throughout Colorado. **Congrats Ned – you make us proud!** (see Ned's pic below at the Budweiser Event Center)



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



## Fire–Rescue Operations Division - Division Chief Greg Ward

### *Response, Readiness, Resources & Relationships*

## January 2017

### **RESPONSE**

- **1/3/2017** – Crews responded to a residential structure fire on Mango Place in southwest Loveland, the well-advanced fire consumed nearly half of the structure before being brought under control. The extent of the fire required the response of an additional engine company above a first alarm assignment to control the incident.
- **1/22/2017** – A first alarm assigned was dispatched to a residential structure fire on Madeline Court in southwest Loveland, Engine 3 arrived on scene of a working fire in the front of the structure. Crews were able to control the fire in under ten minutes. The home sustained heavy fire damage to the front and smoke damage throughout.

### **READINESS**

- Crews completed CPR refresher training in January.
- Thompson Valley EMS and LFRA Crews trained together on ambulance positioning at traffic accident incidents.
- Five new Firefighters started a six-week academy on January 9<sup>th</sup>. Congratulations to Nate Unruh, Shelby Baker, Zach Cain, Jeremiah Clymer and Jake Hidy!
- Engineers Jeremy Bell, Chris Fischer, Mark Hernandez, Ron Hill, Robbie Popp and Ron Schroeder completed the six-day Fire Inspection Technician Academy, congratulations!
- LFRA Blue Card Instructors conducted a certification lab for LFRA and Berthoud Fire personnel.
- Rescue 2 and Tower 6 conducted hands on vehicle extrication drills, a huge thank you to Stans Auto for providing training vehicles.

### **RESOURCES**

- The new Engine 3 went in service on January 15<sup>th</sup>, responded to its first incident on the 16<sup>th</sup> and operated at its first fire on the 22<sup>nd</sup>.

### **RELATIONSHIPS**

- Thompson Valley EMS and Loveland Police utilized the Training Center in January.
- LFRA successfully passed a wildland firefighting certification / qualification audit by the Colorado Division of Fire Prevention and Control.
- Mutual Aid agreements with Longmont Fire Department, Lyons Fire Protection District and Wellington Fire Protection District were implemented.



**Mango Place Residential Structure Fire**





Madeline Court Residential Structure Fire



Vehicle Extrication Training



Firefighter Academy

**Community Safety Division  
Division Chief, Ned Sparks  
January 2016**

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

- ❖ Work with Palmer Gardens continues to ensure the building meets code compliance following a fire sprinkler break in December this also involves the Building Dept.
- ❖ Working with Building to finalize list of code violations for the Lovelander Hotel.
- ❖ AAR of Humane Society with Planning; Public Works – TDR & Storm Water; Electric are the primary depts.
- ❖ AAR for New Thought Church continues with the discussion on single point metering. The issue is problematic and the team is working on recommendations to resolve the difficulties.
- ❖ Discussion with Fire and Ice planning team is ready for the event.
- ❖ Pulliam Building fire sprinkler projections were inaccurate and we are working with the team to ensure accuracy to prevent unanticipated expenses. This project will have some financial difficulties unless the city hires a construction manager to oversee the project.
- ❖ Discussion about the Brands and the Foundry are taking place. The possibility of needing an additional inspector may be necessary. Temporary or contract labor are possible, but not recommended.
- ❖ Developing plan to replace Ty Drage. Congratulations Ty on your new position with Front Range Fire Rescue as the Fire Marshal!

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

*City Building/Fire project review:*

- ✓ First review of the Foundry has begun.
- ✓ Pulliam Bldg. meeting to ensure the project is on the right path and adequate cost estimation for the phases of construction. The importance that a schematic design emphasized to evaluate what the min requirements would be for phase I (mechanical, ventilation, plumbing, number of fixtures and upgrades to restrooms to accommodate, fire, sprinkler, egress, etc.) The cost estimate on the schematic design and the SD can determine realistic phases. Ingrid recommends that it would harm the overall project if not done accurately.
- ✓ Mo Betta Gumbo - site visit from Ingrid and new Building Owner, Justin Erion, to assess the existing bldg. and the fire code requirements required for the expansion of the restaurant.
- ✓ Artisan You, (pottery studio) on 7<sup>th</sup> St. - Want to occupy building, but have not addressed permit requirements wanting to remove their permitted vestibule and do that in a later phase. Site visit completed with Contractor to advise min. requirements for architect to amend drawings. Architects will resubmit soon (Contractor did not understand many of the basics). Poseidon's - Two options:  
Design professional to amend current permit with drawings and code analysis to show what required changes at a minimum for the expanded M (mercantile). Permit expiring in April; a separate permit will be required.  
Fill the walls in between all three units; solid fill in (not a sealed door) for each space.
- ✓ Buck Pump Station – Working with Water Dept. and developer John Guiliano to resolve existing and future water pressure issues to allow development on the west side of Loveland
- ✓ Assist Building Dept. with interviews to hire new plan reviewer and inspector positions.
- ✓ Working with LPD to approach TSD and Metrolux about retrofitting buildings with bidirectional antennas to have acceptable in-building emergency responder radio coverage. The owners will be responsible for the costs and we will work with them on a timeframe to install.

*Johnstown, County project review:*

- ✓ Sweetheart Winery issues - Owners want to divide building and lock processing/ storage area from tasting room. Plan resubmittal will allow them to close the main door/ lock it between spaces, but double key locks are not permissible in the restrooms or kitchen (Building Code).
- ✓ 2534 - Lot 1 & 2; working with engineering company to identify secondary access.
- ✓ Sheels - minor fire alarm issues due to a lack of communication from Johnstown Building Dept.

## **Emergency Management – (Pat)**

### Flood Recovery

- Attended on-going city recovery planning meetings

### Operations and Maintenance

- Work with Capt. Gilbert to plan for conducting a communications system vulnerability study

### Planning and Documentation

- Continued to work on Hazmat IGA
- Met with LC planners for the Drake Emergency Siren project
- Conducted and finalized 2017 OEM strategic planning
- Facilitated first discussion on citywide risk assessment project and the development of RNA/PDA plan and teams.
- Disaster Assistance Center Plan under development

### Emergency Preparedness Relationships

- Worked on State Conference planning and attended conference calls
- Participated in IAEM Executive Board conference call
- Brought aboard intern Mathew Thompson who will work on plans development and other projects

### Grants

- Submitted 2017 EMPG application
- Developed carryover budget forms for the EMPG grant balances
- Met with Cheryl for monthly grants review

### Training and Public Outreach

- Conducted several EOC refresher trainings for LFRA and city staff

### Training Received

- Attended multiple EMAP crosswalk webinars
- Attended 2 day Risk Assessment training with DHS at LCOEM
- Attended LC's presentation on Climate Extremes Report

### Exercises

- Work several times with TSD for initial exercise discussions and facilitated first exercise planning meeting with their planning team.
- Facilitated Blizaster AAR/IP meeting

## **Public Affairs – (Scott)**

- Airport disaster exercise AAR/IR document
- 2016 year-end report
- 4<sup>th</sup> quarter CPS reporting to State



- 3 YFS cases; including Kurt and Ingrid for training purposes
- Attended Rapid Tag ID & credentialing training session at FC EOC
- BCOOP meeting at Summit Pathology
- Children's Day event planning committee meeting
- EM Webinar – Disaster Behavioral Health Education: Education Fact Sheets to Enhance Preparedness and Response
- Coordination and assistance with instruction of more EOC refresher training sessions
- Numerous LFRA website updates and social media posts
- PIO duties for incidents
- 5 car seat inspections/installations
- 1 Knox key install
- Regional emergency services PIO group meeting at FCPD
- PSTrax reports for 0710

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

#### **FIRE INVESTIGATION:**

January began with a structure fire at 2726 Mango Place. That was an accidental fire cause. LPD is still working on the Spruce Drive fire investigation. Detective Patzer is continuing to interview and pursue leads; we anticipate more news by the end of February.

#### **PLANNING/ANALYSIS:**

Completed incident and response performance analysis for the 2012-2016. Completed all 2016 updates to the Community Risk and Emergency Services Assessment – Standards of Cover (CRESA-SOC) document. Completed month-end and annual response performance analysis for BTCVFD and TVEMS. Working with Cheryl and Kristen on updates to the month-end report process.

#### **TRAINING:**

Coordinated the 6-day FIT Academy (3 days of fire investigation and 3 days of fire inspection). LFRA now has six new Acting FITs! There were 33 participants from nine agencies in each 3-day class. We brought in numerous LFRA employees to teach various sections. We also brought in instructors from LPD, Larimer County Medical Examiner's Office, and Colorado Bureau of Investigation. The photo is of a wall breach at La Quinta during an inspection by crews trained through the program.



#### **INSPECTIONS:**

Reviewed/approved 14 burn permits. Followed up on apartment access during snowstorms per info from Tower 6. Haz-Mat permit plan review for Swire building temporary propane heat.

53 of 62  
Captain Lyons and his  
Team are all professional  
and conscientious men  
who are a credit to you.

When I expressed my  
apologies for having them  
come to my house only  
to find nothing, the  
captain and one of his  
Team told me it was better  
to be sure than sorry!

I thank you and all your  
men for giving me peace of mind.  
Sincerely,  
Shells Ward 22nd Jan., 2017

Dear Chief Miller,

I wish to congratulate  
you on the courtesy of  
your men under the  
leadership of Captain Mark  
Lyons.

Last week I thought I  
smelled gas in my home.  
I live alone and have a  
small Westie reside dog.

I called the police who sent  
for your men, who thoroughly  
searched my property and  
assured me I was safe.

**From:** [Kristen Cummings](#)  
**To:** [Mark Miller](#); [Greg Ward](#)  
**Cc:** [Renee Wheeler](#)  
**Subject:** FW: THANK YOU to Loveland Fire Responders on 8/14/16!  
**Date:** Monday, January 30, 2017 2:16:33 PM  
**Attachments:** [image001.png](#)

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**From:** Kathy Jaffee [mailto:kjaffee67@gmail.com]  
**Sent:** Monday, January 30, 2017 2:14 PM  
**To:** Kristen Cummings <Kristen.Cummings@lfra.org>  
**Subject:** Re: THANK YOU to Loveland Fire Responders on 8/14/16!

Ms, Cummings,

**Thank you** for getting back to me with your contact information so our family could thank the first responders that helped our parents on 8/14/16 @ 2108 South Arthur Avenue, Loveland, CO 80537 when dad was having a stroke.

These responders were quite amazing not only did they care for our father with the stroke symptoms but also they reminded mom, who was quite distraught, to turn things off inside, lock the doors and shut the garage. In addition, our parents have a large back yard which our father tried mowing in his confused state and had mowed various strips in the yard. The responders noticed right away and told mom they'd finish mowing the yard so she could head to the hospital with dad!

This crew definitely went above and beyond the call of duty and we just want to give them all a **big hug and thank you** for caring for our family! My brother and I live out of town so knowing our parents were taken care of is heart warming to us. **Words can not thank you enough for the care you gave our parents!** Our father was diagnosed with a bad case of endocarditis that triggered the stroke and he was in the hospital for a couple weeks. He is getting stronger every day and doing great!

***You put your lives at risk every day and we truly want to THANK YOU for all you do! ♥***

***God bless and thanks for all you do!***

Kathy Jaffee of Parker, CO (daughter), Todd Jaffee (son-in-law), Jonathan & Brandon Jaffee (grand sons)

Roger Collister of Issaquah, WA (son), Lyndia Collister (daughter-in-law), Cody & Alyssa Collister (grand kids)

On Wed, Jan 4, 2017 at 1:53 PM, Kristen Cummings <[Kristen.Cummings@lfra.org](mailto:Kristen.Cummings@lfra.org)> wrote:

Thanks, Kathy!

**Kristen Cummings**  
**Business Services Coordinator**

Loveland Fire Rescue Authority



[970-962-2536](tel:970-962-2536) – office  
[www.cityofloveland.org](http://www.cityofloveland.org)  
<https://twitter.com/LovelandFRA>

--  
**Kathy Jaffee**  
**303 324 3275**

Jan 28 2017

LFRA

I just wanted to say thanks for everything you do! For putting your lives at risk protecting Loveland's citizens and property, responding to accidents and even replacing the batteries in smoke alarms! Us "older folks" really appreciate that since climbing ladders is a thing of the past for us!

I'm including a token in appreciation to help offset the cost of the batteries you recently replaced at our house. And a big thank you to the fireman that came out to do it! They were respectful, polite and friendly.

Regards,

*John Poole*

John Poole  
2915 Purgatory Creek Dr  
Seven Lakes  
Loveland, CO

*\$25 donation*



## List of Changes Made to the January Operations Statistics Report

### RESPONSE PERFORMANCE IS FIRST

- Added the comment 'dispatched to' to differentiate incident totals as being from CAD, not the NFIRS totals that they ended up being.
- Reported response times for the 6 major categories.
- Added Canyon response times.
- Added charts for totals of incidents responded to.

### CALL INFORMATION

- Summarized totals to match 6 major categories.

### STRUCTURE LOSS/SAVE INFORMATION

- Removed "Other Fires" from the report, as all Structure Fires in ETI are classified as commercial or residential.

### MUTUAL AID AND AUTO AID

- Removed Big Thompson Canyon from the report.

### TRAINING

- No longer tracking number of courses. Only number of training hours.
- Addition of Canyon Training Hours – no data available at this time but will be updated as it becomes available.
- Additional categories of training hours being reported, so that every training hour is accounted for in the report.

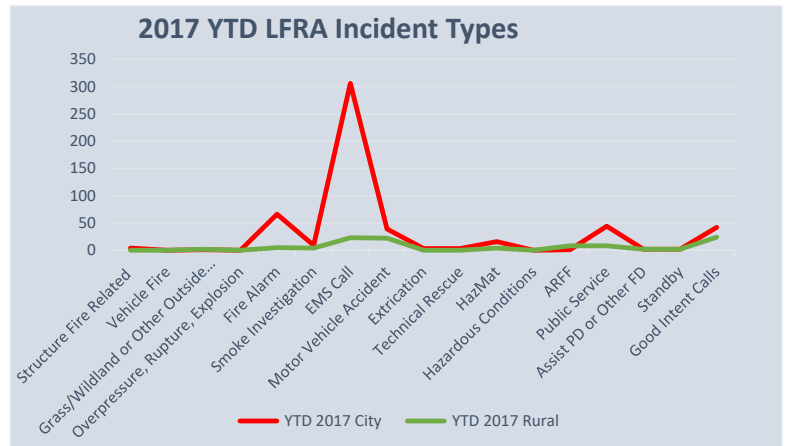
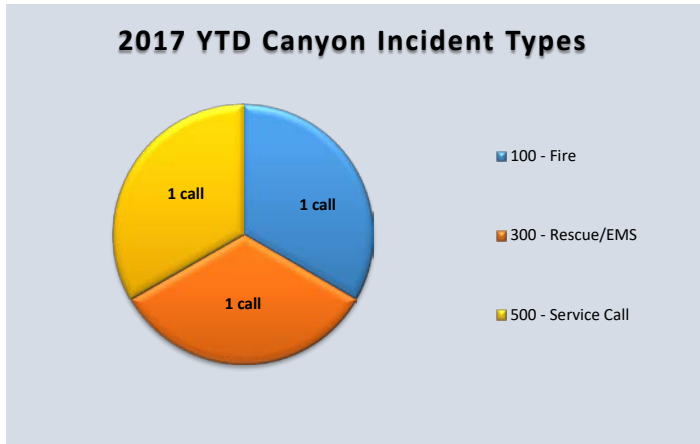


# Loveland Fire Rescue Authority - Operations Division

## January 2017

Information reported below is specific to CAD Nature Code at time of dispatch. Incident outcomes varied as described in additional detail below. This is a Significant Seven Performance Measure.

90th PERCENTILE RESPONSE PERFORMANCE								
	Count	Alarm Handling	Turnout	1st Due Travel	ERF Travel	1st Due Response	ERF Response	
dispatched to: Residential Structure Fire	Urban	8	1:47	2:06	9:21	11:35	11:27	13:09
	Rural	0	N/A	N/A	N/A	N/A	N/A	N/A
dispatched to: Commercial Structure Fire	Urban	3	1:24	1:56	3:28	10:33	4:12	11:57
	Rural	0	N/A	N/A	N/A	N/A	N/A	N/A
dispatched to: Wildland Fire (also includes Grass Fire Threatening Structure)	Urban	2	1:50	2:29	N/A	N/A	N/A	N/A
	Rural	4	2:25	3:05	18:02	22:07	20:43	22:03
dispatched to: C, D, E Medical (analysis includes both LFRA and TVEMS resources)	Urban	329	2:56	1:54	5:42	7:07	6:46	8:22
	Rural	9	1:44	2:00	22:01	36:33	23:03	37:38
dispatched to: Technical Rescue	Urban	2	1:16	2:13	N/A	N/A	N/A	N/A
	Rural	1	N/A	N/A	N/A	N/A	N/A	N/A
dispatched to: HazMat Incident	Urban	13	2:21	1:46	9:49	9:31	11:15	11:01
	Rural	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>Urban Response Area Goals</b>			1:00	:59	5:00	9:00	6:59	10:59
<b>Rural Response Area Goals:</b>			1:00	:59	11:00	15:00	12:59	16:59



Canyon 90th Percentile Response Performance (all calls)								
	Count	Alarm Handling	LFRA Turnout	BTCVFD Turnout	1st Due Travel	ERF Travel	1st Due Response	ERF Response
2017 YTD	3	0:02:46	0:01:08	0:07:22	0:11:10	0:26:36	0:41:44	0:44:38
2016	146	0:03:13	0:02:26	0:21:31	0:17:50	0:27:59	0:32:49	0:45:08
2015	119	0:03:17	0:12:31	0:19:10	0:14:24	0:24:39	0:26:59	0:43:02
2014	101	0:04:15	0:14:10	0:19:41	0:12:27	0:22:58	0:27:30	0:36:12
2013	99	0:04:46	0:14:05	0:23:10	0:18:30	0:44:16	0:32:31	0:35:41

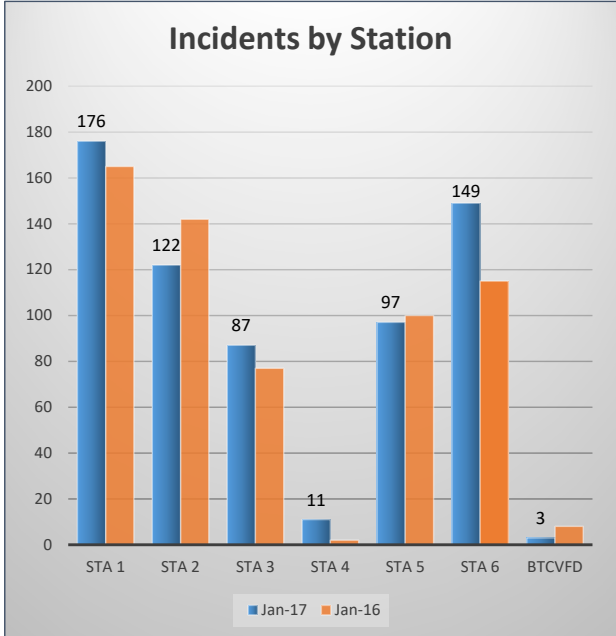
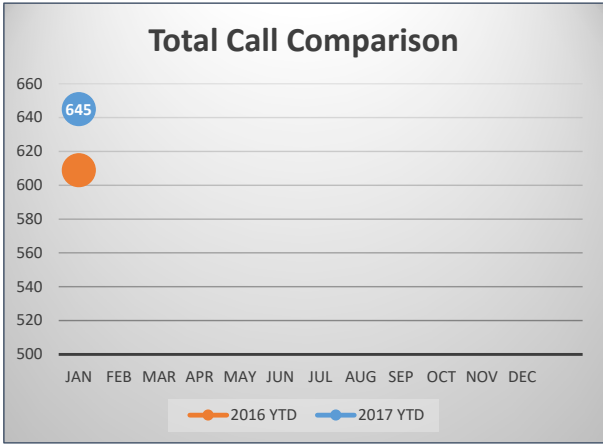


# Loveland Fire Rescue Authority - Operations Division

## January 2017

CALL INFORMATION								
INCIDENT TYPE	CITY	RURAL	BTCVFD	TOTAL	YEAR to DATE	2017 % of TOTAL	2016 YTD	2016 % of TOTAL
Structure Fire Related	4	0	0	4	4			
Grass/Wildland or Other Outside Fire	1	2	1	4	4			
Fire Alarm	66	5	0	71	71			
Other Fire Related	9	4	0	13	13			
<b>TOTAL FIRE RELATED</b>	<b>80</b>	<b>11</b>	<b>1</b>	<b>92</b>	<b>92</b>	<b>14.26%</b>	<b>88</b>	<b>14%</b>
TOTAL EMERGENCY MEDICAL SERVICES (EMS)	306	23	1	330	330	51.16%	343	56%
Technical Rescue	3	0	0	3	3	0.47%	1	0.16%
HazMat	16	4	1	21	21	3.26%	10	1.64%
TOTAL MISCELLANEOUS	133	66	0	199	199	30.85%	167	27%
MONTH TOTAL	538	104	3	645	645	100%		
YEAR TO DATE TOTAL	538	104	3	645	645		609	100%
CITY VS. RURAL DISTRIBUTION YEAR TO DATE	83.80%	16.20%					2017 vs 2016	5.91%

**2** Incomplete reports this month not included in the totals will affect YTD totals as they are completed in subsequent months. (Updated 2/6/17)



STRUCTURE LOSS/SAVE INFORMATION				
Type of Fire	City		Rural	
	Loss	Save	Loss	Save
Residential Structure	\$60,931	\$644,040	\$0	\$0
Commercial Structure	\$0	\$0	\$0	\$0
MONTH TOTAL	\$60,931	\$644,040	\$0	\$0
YEAR TO DATE TOTAL	\$60,931	\$644,040	\$0	\$0

	Month	YTD
All Fires Confined to Room	50%	50%



# Loveland Fire Rescue Authority - Operations Division

## January 2017

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. A search of all of these CAD Nature Codes revealed the following incident count and correlating NFIRS situation types reported during the month reported.

1st Alarm Incident: Types of Situations Found Upon Arrival		
Incident Type	All Incidents	Unit Responses
100 - FIRE, OTHER	1	7
111 - BUILDING FIRE	2	21
121 - FIRE IN MOBILE HOME USED AS FIXED RESIDENCE	1	8
142 - BRUSH OR BRUSH-AND-GRASS MIXTURE FIRE	1	5
324 - MOTOR VEHICLE ACCIDENT WITH NO INJURIES	1	6
342 - SEARCH FOR PERSON IN WATER	1	6
561 - UNAUTHORIZED BURNING	2	12
600 - GOOD INTENT CALL, OTHER	1	8
611 - DISPATCHED & CANCELED EN ROUTE	3	10
622 - NO INCIDENT FOUND ON ARRIVAL AT DISPATCH ADDRESS	3	19
651 - SMOKE SCARE, ODOR OF SMOKE	3	22
652 - STEAM, VAPOR, FOG OR DUST THOUGHT TO BE SMOKE	1	7
<b>Report Totals</b>	<b>20</b>	<b>131</b>

MUTUAL AID AND AUTOMATIC AID - YTD				
	Received	Hours	Given	Hours
Poudre Fire Authority (PFA) 2017	0	0	4	1
Previous Year to Date 2016	1	0.2	5	1
Berthoud Fire Department (BFD) 2017	0	0	3	0.5
Previous Year to Date 2016	0	0	3	1
Windsor Severance Fire Rescue (WSFR) 2017	3	1	3	0.3
Previous Year to Date 2016	2	0.4	5	1.6
Front Range Fire Rescue (FRFR) 2017	0	0	1	2
Previous Year to Date 2016	0	0	1	0.25
Estes Valley Fire Prot District (EVFPD) 2017	0	0	0	0
Previous Year to Date 2016	0	0	1	2
<b>CURRENT YEAR TO DATE TOTAL (2017)</b>	<b>3</b>	<b>1</b>	<b>11</b>	<b>3.8</b>
<b>PREVIOUS YEAR TO DATE TOTAL (2016)</b>	<b>3</b>	<b>0.6</b>	<b>15</b>	<b>5.85</b>

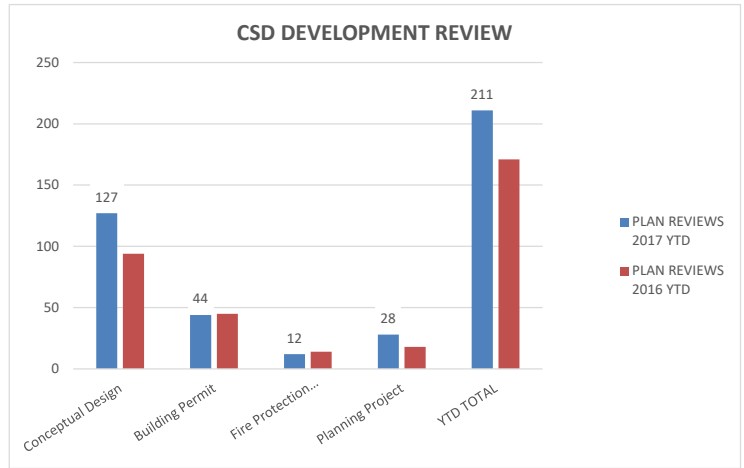
TRAINING CATEGORIES	FULL-TIME STAFF TRAINING HOURS				CANYON TRAINING HOURS			
	CURRENT MONTH	PREVIOUS MONTH	CURRENT YEAR TO DATE	PREVIOUS YEAR TO DATE	CURRENT MONTH	PREVIOUS MONTH	CURRENT YEAR TO DATE	PREVIOUS YEAR TO DATE
ARFF	76.0	15.5	76.0	17.5				
CSD	48.0	4.0	48.0	47.5				
Driver/Operator	88.3	20.3	88.3	45.6				
EMS	43.0	47.0	43.0	58.4				
Firefighter	100.0	55.4	100.0	104.8	<b>DATA NOT AVAILABLE THIS MONTH</b>			
Fire Officer	125.3	38.5	125.3	142.5				
HazMat	11.0	6.5	11.0	15.5				
TacFire	0.0	0.0	0.0	0.0				
Tech Rescue	32.5	38.6	32.5	46.0				
Wildland Fire	308.5	58.0	308.5	32.5				
Other	83.0	16.5	83.0	73.0				
<b>TOTAL</b>	<b>915.5</b>	<b>300.3</b>	<b>915.5</b>	<b>583.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



## LOVELAND FIRE RESCUE AUTHORITY - Community Safety Division January, 2017

### DEVELOPMENT REVIEW STATISTICS

	City	County	Johnstown	Totals	Hours
<b>Conceptual Design Reviews</b>	125	2	0	127	55
Previous Month	70	2	0	72	50
YTD Total	125	2	0	127	55
Previous YTD	89	2	3	94	58.5
<b>Building Permit Reviews</b>	42	2	0	44	66
Previous Month	47	3	9	59	84
YTD Total	42	2	0	44	66
Previous YTD	40	2	3	45	73.5
<b>Fire Protection Permit Reviews</b>	10	0	2	12	25
Previous Month	12	1	1	14	18
YTD Total	10	0	2	12	25
Previous YTD	13	1	0	14	22
<b>Planning Project Reviews</b>	23	5	0	28	28
Previous Month	20	20	20	60	22
YTD Total	23	5	0	28	28
Previous YTD	13	3	2	18	52.5
<b>TOTAL REVIEWS YTD</b>	<b>200</b>	<b>9</b>	<b>2</b>	<b>211</b>	
<b>PREVIOUS YEAR YTD</b>	<b>155</b>	<b>8</b>	<b>8</b>	<b>171</b>	

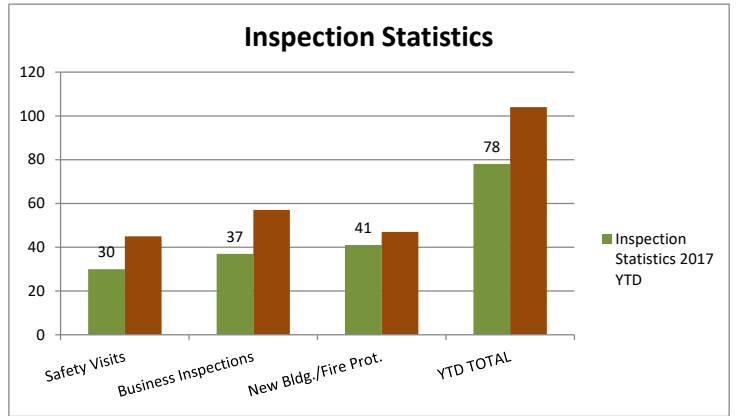


Planning & Building Check-Ins YTD: 107 / 107  
 Fire Protection Permits Average days in review: 7.5  
 Percent within goal time: January 91.0%

107	107
7.5	
January	91.0%

### INSPECTION STATISTICS

	City	Rural	Johnstown	Total	Hours
<b>Eng. Co. Safety Visit 2 &amp; 3 Yr.*</b>	24	6	N/A	30	17.5
Safety Re-Visit	0	0	N/A	0	0
YTD Total	24	6	N/A	30	17.5
Previous YTD	33	12	N/A	45	33
<b>Business Inspections</b>	33	4	N/A	37	32.25
Previous Month	37	2	N/A	39	68.5
YTD Total	33	4	N/A	37	32.25
Previous YTD	47	10	N/A	57	67.25
<b>New Bldg./Fire Protection</b>	30	2	9	41	61.5
Previous Month	8	12	0	20	33.00
YTD Total	30	2	9	41	61.5
Previous YTD	34	13	N/A	47	71
<b>TOTAL INSPECTIONS YTD</b>	<b>63</b>	<b>6</b>	<b>9</b>	<b>78</b>	
<b>Previous Year</b>	<b>81</b>	<b>23</b>	<b>N/A</b>	<b>104</b>	



### CSD OTHER ACTIVITIES

	City	Rural	Hours	Mo. Total	Prev. Mo.	Prev. YTD	YTD Total	Highlights/Projects
Hazmat Permits	6	3	9.5	9	14	16	9	*Airport disaster exercise AAR/IR document
Tents/Special Events*	0	0	0	0	1	1	0	*4th Quarter CPS reporting to State
Burn Permits Issued	0	12	2	12	15	12	12	*LCEM Meeting
Investigations	4	3	7	7	15	7	7	*CPR Recertification Training Session
Service Call/Complaints	3	0	2	3	6	3	3	*Children's Day Event planning committee meeting
Car Seats Installed	7	0	3.5	7	10	7	7	*Sweetheart City Winery proposed construction changes
YFS Program	1	1	6	2	0	0	2	*Poseidon Fish permit and occupancy issues
Public Education Events	0	0	0	0	0	0	0	*FIT Academy and new Firefighter CSD Training
Total Pub. Ed. Contacts	0	0	0	0	0	0	0	*COL Building Division Inspector & Plan Reviewer Interviews

## Agenda Item Cover

Item No.: 6

Meeting Date: February 22, 2017

Prepared By: Renee Wheeler, Administrative Director



### TITLE

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Presentation of 2017 Planning Considerations

### EXECUTIVE SUMMARY

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The Fire Chief will make a presentation on several potential 2017 planning initiatives for the Board's consideration and feedback. The objective is to agree on the list of things that the organization should target for achievement in 2017.

### BACKGROUND

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Each year it is important to ensure that there is alignment between the Board and the staff on expectations for 2017.

### STAFF RECOMMENDATION

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Not Applicable

### FINANCIAL/ECONOMIC IMPACTS

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Not applicable

### ASSOCIATED STRATEGIC GOALS

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Deploy an effective emergency response to minimize damage and loss.

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

Deliver cost effective services.

### ATTACHMENTS

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Presentation slides will be available at the meeting.