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

Members Present:

Board Chair Jeff Swanty
Mayor Cecil Gutierrez
Division Chief Ned Sparks
Fire Chief Randy Mirowski
Public Safety Admin. Dir. Renee Wheeler

Rural Board Secretary Greg White
Asst. City Attorney Teresa Ablao
City Manager Bill Cahill
Rural Board President Dave Legits
BSC Roylene Sterkel

Absent:

Councilor John Fogle

Visitors:

Chief Greg Ward
Chief Tim Smith
Deputy Fire Marshal Carie Dann
Plans Reviewer Ingrid McMillan-Ernst

Call to Order:

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

Pledge of Allegiance:

The Board participated in the Pledge of Allegiance.

Roll Call:

Secretary Sterkel conducted roll call.

Awards and Presentations: Chief Mirowski introduced our new civilian plans reviewer Ingrid McMillan-Ernst. Ingrid will be working with Deputy Fire Marshal Carie Dann in the Community Safety Division. Deputy Fire Marshal Dann indicated that they are working on getting Ingrid “up to speed” on the processes for Planning & Zoning,
Building and Suppression reviews and permitting. Ingrid said that she is an architect with 25 years of experience working on large projects. She is anxious to learn more about fire systems and is very excited to be part of Loveland Fire Rescue Authority.

Public Comment: None

Consent Agenda:

Mayor Gutierrez moved to approve the Consent Agenda. City Manager Cahill seconded the motion. Motion carried.

Regular Agenda:

2. Consider Approval of the Basic Services Model Through 2020

PSA Director Wheeler reviewed a spreadsheet that shows the differences between the original 2013 budget and the proposed 2014 budget. She explained that the numbers in the first five years of the plan were developed in 2010. The variances to the plan from its initial version forward are highlighted on page 11 of the agenda packet. Chief Mirowski added that the Type 6 Engine was not included in the Strategic Plan. PSA Director Wheeler indicated that we also didn’t include inflationary projections when we did our 2010 projections forward. Her numbers now include a 5% increase for inflation each year.

One of the items that PSA Director Wheeler said we need to look at is Station 10’s construction and the timing for that to make sure it is feasible. Chief Mirowski asked that the Board give their approval to move forward next year with an analysis for Station 10 as it relates to costs, timelines, etc. The Board also expressed that attention needs to be given to Station 11 planning. When the Highway 402 corridor begins to develop we will need to make sure we have fire coverage in that area. Mayor Gutierrez indicated that decisions made by homeowners in that area relative to oil and gas development may impact decision as well. City Manager Cahill said that the City is in the beginning stages of planning for that area and we need to look at all indicators before a location is selected for a fire station.

Beyond the current Basic Services Model there are a variety of programs that are still being considered for the 2014 Budget Request. There are 10 items listed on page 12 of the agenda. Chief Mirowski said that out of the ten bulleted items, six of them fall under the 4th pillar of the Vision Tour. We need to make pay plan adjustments for market alignments. Chairman Swanty asked if we will be able to re-adjust within our current pay plan. City Manager Cahill said there are several elements that will need to be looked at like exempt vs. overtime, etc. With the City now using an electronic evaluation system, it will calculate staff evaluation ratings more appropriately for “pay for performance”.

City Manager Cahill asked if we have adjusted the capital project numbers to reflect Fire Station 2 costs. Chief Mirowski said that we’re about 30-45 days out from having more accurate construction costs.
Mayor Gutierrez moved to approve the 2013 Basic Services Model through 2020 as presented. City Manager Cahill seconded the motion and it carried.

3. Review Briefing Papers and Correspondence

- Chief Mirowski said that March was one of the busiest that we have experienced in quite some time with four structure fires and two wildland fires that we responded to.

- Chief Mirowski reported that Reserve Engine 6 was involved in a rear-end accident while on scene of another MVA. Our crew was checking for injuries in the original MVA when another vehicle slammed into the rear of the engine causing significant damage to the tailboard and damaging one compartment. No damage estimate has been received yet.

- Chief Mirowski said we have assigned Division Chief Ned Sparks as the department’s new Fire Marshal and head of the Community Safety Division. The process to fill his vacancy as Division Chief for operations will be an internal process. Chief Davis and Chief Ward have expressed a desire to go through that interview process which will take place on Tuesday, April 16th.

- Rural Board President Legits shared information relative to a new fire station that the Big Thompson Canyon Firefighters are working on. The new station will be located on Storm Mountain. The current rural station is inadequate and has many issues such as storm draining, no maintenance room and is poorly located. A local resident on Storm Mountain has agreed to lease ½ acre for 20 years for the purpose of this station. Documents have been submitted to the County and will go before the Planning Commission on May 15th. The new station will be built mostly with volunteer labor and will take approximately 2 years to complete. The goal is to keep the budget under $100,000 for the station. Funding for the station will come from the Rural Fire Protection District and will not impact the City or the Fire Authority Board.

- Chief Mirowski talked briefly about an upcoming Public Safety Summit which will include LFRA, LPD and TVEMS. A meeting will be held in late May or early June to discuss further details.

- Chief Mirowski handed out a letter that he drafted to Firework vendors for the 2013 season. He asked the Board to review the letter for any possible changes or concerns. Mayor Gutierrez said he wasn’t sure that we should have an exact date (May 21st) that the Council would make a decision as to whether firework sales will be allowed this year. Mayor Gutierrez asked Chief Mirowski to share the draft with Councilor Fogle since he is absent from this meeting.

- City Manager Cahill said that at the upcoming City Council meeting, they will talk about the Open Fire Burn Ban process and consider changing the Municipal Code to allow the City Manager and/or City Council to make a timely decision if weather conditions warrant one.
Chief Mirowski attended a meeting regarding wildland transitions between county and city in large incidents. He feels that we have a good working relationship with the county. He commended the Sheriff and his staff for putting the meeting together because there was good dialogue between the different agencies that might respond to an event. He has asked Lt. Mialy to research what LFRA has in place for a “Delegation of Authority” document.

Chairman Swanty asked if we track burn permits that we issue. PSA Director Wheeler directed him to the month-end report at the end of the agenda where that information is tracked.

Mayor Gutierrez congratulated Chief Sparks on his new position.

With no further business at hand, Chairman Swanty moved to adjourn the meeting. Meeting was adjourned at 2:25 pm.

Minutes submitted by Secretary Sterkel