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.

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
<th>2025</th>
<th>2026</th>
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</thead>
<tbody>
<tr>
<td>Property Tax Revenue Projection in 10 Yr Plan at 2017 Budget Adoption</td>
<td>2,754,793</td>
<td>2,589,150</td>
<td>3,253,025</td>
<td>3,512,399</td>
<td>3,609,345</td>
<td>3,692,076</td>
<td>3,795,929</td>
<td>3,882,001</td>
<td>3,988,074</td>
</tr>
<tr>
<td>New Estimate Based on Prop Value and Residential Assessment % Change</td>
<td>2,734,019</td>
<td>2,817,933</td>
<td>2,980,458</td>
<td>3,080,596</td>
<td>3,195,979</td>
<td>3,295,979</td>
<td>3,301,824</td>
<td>3,301,824</td>
<td>3,028,144</td>
</tr>
<tr>
<td>Difference</td>
<td>(20,774)</td>
<td>(171,217)</td>
<td>(292,568)</td>
<td>(531,803)</td>
<td>(613,366)</td>
<td>(956,097)</td>
<td>(784,104)</td>
<td>(870,177)</td>
<td>(939,930)</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Item</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
<th>2025</th>
<th>2026</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Tax Revenue Projections from 2017 City General Fund Financial Master Plan (Page 45 of the 2017 Budget Document)</td>
<td>9,029,351</td>
<td>9,300,232</td>
<td>9,765,244</td>
<td>10,058,201</td>
<td>10,561,111</td>
<td>10,877,944</td>
<td>11,421,841</td>
<td>11,764,496</td>
<td>12,352,721</td>
</tr>
<tr>
<td>Difference</td>
<td>4,757</td>
<td>4,900</td>
<td>5,145</td>
<td>5,299</td>
<td>5,564</td>
<td>5,731</td>
<td>6,017</td>
<td>6,198</td>
<td>6,508</td>
</tr>
</tbody>
</table>
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.
- 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 -

A 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)

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*Thanks for the support…it is an honor serving you all.*
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 9th. 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 15th, responded to its first incident on the 16th and operated at its first fire on the 22nd.

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.
Madeline Court Residential Structure Fire

Vehicle Extrication Training

Firefighter Academy
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 7th 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.
- 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
- 4th 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:**

**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.
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,
Shirley 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 with me. I called the police who searched my property and assured me it was safe.
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 <Krisen.Cummings@lfra.org> wrote:

Thanks, Kathy!

Kristen Cummings
Business Services Coordinator
Loveland Fire Rescue Authority

970-962-2536 – office
www.cityofloveland.org
https://twitter.com/LovelandFRA

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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
2915 Purgatory Creek Dr
Seven Lakes
Loveland, CO

$25 donation