



Loveland Rural
Fire Protection
District

Fire & Rescue Authority Board Meeting Minutes Wednesday, July 29, 2015

Members Present:

Board Chair Jeff Swanty
Fire Chief Mark Miller
City Manager Bill Cahill
Assistant City Attorney Tree Ablao
Rural Board Secretary Greg White
Public Safety Admin. Dir. Renee Wheeler

BC Greg Ward
Mayor Cecil Gutierrez
Rural Board President Dave Legits
Division Chief Ned Sparks
BSC Roylene Sterkel

Members Absent:

Councilor John Fogle

Visitors:

Dan Betts
Stephen Deines and guest
Deputy Fire Marshal Carie Dann
Attorney Emily Powell
Attorney Dino Ross
Mike McKenna

Fire Chief's Distinguished Merit Award:

Chief Miller presented Stephen Deines an award for his actions at a boat fire that occurred at Boyd Lake Marina.

Call to Order:

Chairman Swanty called the Fire & Rescue Authority Board meeting to order on the above date at 1:15 p.m.

Public Comment:

Regional Director for Senator Cory Gardner, Dan Betts said that he handles Larimer County and Longmont. He is involved in Senator Gardner's Community Outreach Program and likes to visit fire jurisdictions and build relationships for any needs or concerns from those agencies.

Consent Agenda:

1. Consider the minutes from the Loveland Fire Rescue Authority Board for the June 24th, 2015 Regular Board Meeting.
2. Consider a resolution to approve the Loveland Fire Rescue Authority Commissions Handbook.
3. A Resolution Approving a Supplemental Budget to the 2015 Loveland Fire Rescue Authority Budget for Additional Funding from a Federal Community Development Block Grant – Disaster Recovery Grant to Complete a Mitigation Strategy and Master Plan.

Mayor Gutierrez moved to approve the Consent Agenda. Rural Board President Dave Legits seconded the motion and it carried.

Chief Miller asked Deputy Fire Marshal Dann to update the Board on a situation that may come to them in an appeal process.

DFM Dann talked about a residential subdivision on Meadowsweet Circle that was originally designed to have residential fire sprinklers for any houses beyond 400 feet from a hydrant. At some point a few years ago it was changed to only include houses beyond 1,000 feet. There is a house that is currently being built that falls outside the 1,000 feet boundary. The builder did not read the fire comments on his building permit so the house has been constructed without sprinklers. The house is only about a month out from being completed. Fire Chief Miller is working with the builder to come up with a solution. If the builder does not agree with the final decision, he may bring it back to this board as an appeal board.

Assistant City Attorney Ablao said there are procedures in place for a formal appeals process that will need to be followed.

Regular Agenda:

4. 2016 Fees Approval.

PSAD Wheeler stated that there are no proposed changes to the 2016 Fee Schedule. City Manager Cahill moved to approve the schedule. Mayor Gutierrez seconded the motion and it carried.

5. 2016 Budget Adoption.

Chief Miller said the budget subcommittee consisting of representation from the City, The Rural District and the Fire Rescue Advisory Board met on July 8th to review the proposed budget. The subcommittee approved it to move forward to the various boards and council. It will be presented to City Counsel at their October meeting.

PSAD Wheeler and Chief Miller gave a power point presentation reviewing what makes up the 12.6 million budget and the budget development process.

Chief Miller talked about the supplemental request for \$172,956 for an Aircraft Rescue Firefighting Engineer. He explained the process for an airport standby and how it generally is two to four hours in length. With the reintroduction of passenger air service to and from the airport, the need for ARFF stand by protection will increase from approximately two standbys per month to around twenty per month. This commitment level will have a huge impact in

emergency response within the LFRA area. Chief Miller said conversations with Ft. Collins regarding paying some of the costs associated with the position are on-going. City Manager Cahill said he is confident that Fort Collins will pay their share, but what that will look like hasn't been determined at this point.

Chief Miller talked about the supplemental request for \$51,680 for VOIP phones. The City is changing all phones citywide and LFRA is responsible for replacing the obsolete phones that are no longer supported by the vendor that were not included in the citywide plan.

PSAD Wheeler reviewed the list of changes for 2016 and the budget impacts. She said that the largest requests include the two supplemental requests, the merit pool of 3.5% and the Rank Compression Adjustment. She shared a slide regarding the Rank Compression Adjustment showing where we are now, the selected option and where we will be after the first year of implementation. It will take two years to get everyone where they should be at a cost of \$116,000 in 2016 and the remainder in 2017.

Chairman Swanty asked if the plan is consistent with other departments and if our employees are having issues with the current pay plan. Chief Miller said that we're hearing dissatisfaction from the employees because a number of them are at their limit and end up receiving a one-time "bonus" so their actual wages don't change and the "bonus" doesn't help their pension and long-term needs. Rural Board President Legits asked if the plan will get everyone at mid-range on the pay scale. PSAD Wheeler said it will over the two-year plan.

PSDA Wheeler went over the issues that are still outstanding from the budget and said that the main three are overtime versus adding rovers, the transition of the part time to full time Firefighter Program and the amount of acting officer time and potential to convert roving Engineer positions to Lt. positions.

Chairman Swanty noted one of the items on the outstanding list as being the fire museum. He said that he and Mayor Gutierrez recently met with the retiree group to discuss options. Chief Miller said that there may be a possibility at the training facility. He also said that the owners of the Firehouse Self Storage met with him and PSDA Wheeler and offered space in their facility for the museum. Chief Miller is working on setting up a joint meeting with them and the museum committee.

Mayor Gutierrez asked if the city has set fees for the oil and gas fracking processes since that's on the outstanding list as well. Fire Marshal Sparks said the permits issued through the Fire Authority would simply fall under our current hazmat permit fees.

Rural Board President Legits said that the previous Fire Chief felt like the part-time paid firefighters are a benefit to the Authority when it comes to hiring because we know what we're getting in terms of a good fit. Chief Miller said the problem is that they generally don't stay very long before they are hired either by us or another department and we have to start the process over. The training that goes into the process for them is expensive and time consuming and then they leave.

PSAD Wheeler reviewed the Capital Improvement chart included in the power point presentation. City Manager Cahill said that the City Council had some questions and concerns regarding Station 10 such as if it is dependent on a mil levy being passed or another tax incentive. He said that there is a study session planned for August 11th.

The proposed budget will go to FRAC and the Rural Board in August.

Mayor Gutierrez moved to approve the proposed budget as presented. Rural Board President

Legits seconded the motion and it carried.

6. Review Briefing Papers and Correspondence.

The review of the monthly report was bypassed in the interest of time. Chief Miller asked if there were questions. The Board had no questions.

7. Review of Draft Employee Conversion Documents

Attorney Powell handed out binders to each member relative to the employee conversion. Chief Miller explained that the review today would be an overview because there is a joint meeting with the Rural Board, City Counsel and this board scheduled for August 18th which will go into more detail.

Attorney Powell touched on each of the eleven sections contained in the binders. She had the Board look specifically at section seven having to do with the Old Hire Plan because they need some direction as to the language under Disposition of Idle Funds, sections b and c. Mayor Gutierrez asked about the dollar amount within the plan. PSAD Wheeler said there is approximately \$183,000 in the fund and there is only one beneficiary. 2016 is the first year that we will be making a contribution as stated in the proposed budget. City Manager Cahill said we should keep the language in the Agreement, but the City should make the contributions if the plan is owned by them.

Attorney Powell said that FPPA documents are not completed yet, but will be provided at the August 18th joint meeting when new binders will be handed out to everyone and will include updated documents. She said in reading through the documents, the Board should pay close attention to the Third Amendment to the IGA.

Attorney Ross said he feels like the process is moving forward very well and we should be able to meet the set deadline.

10. Executive Session Pursuant to C.R.S. 24-6-402(4)(b) and (e) to receive advice of legal counsel and to discuss a mater subject to negotiation.

Mayor Gutierrez moved that the LFRA Board go into executive session, as authorized in CRS §§24-6-402(4) (b), (4)(e), and 4(f).

This executive session will concern the following matters as authorized by the following sections of the Colorado Open Meetings Law:

- Personnel matters pursuant to CRS § 24-6-402(4) (f) specific to a proposed contract for the fire chief; and
- Determining strategy and instructing negotiators relative to the personnel matter pursuant to CRS § 24-6-402(4) (e); and
- As needed, to receive legal advice as authorized in CRS §24-6-402(4)(b) with respect to the personnel matter and negotiation strategy and a legal services proposal between the City and the LFRA.

Chairman Swanty seconded the motion and it carried.

The Board went into executive session at 3:25 p.m.

The executive session was concluded at 4:45 p.m. on July 29, 2015

No further items were discussed and Chairman Swanty adjourned the regular meeting at 4:50 p.m.

Minutes submitted by Secretary Sterkel