Loveland Fire Rescue Authority Board Meeting Minutes
Wednesday, October 26, 2022
410 E. 5th Street, Loveland, CO 80537
Bartholf Conference Room
and Via Video and Audio Conference
1:30 p.m.

Members Present:
Chairman Jeff Swanty, Director of the Loveland Rural Fire Protection District ("Rural District")
Director Steve Adams, Loveland City Manager (arrived after the Call to Order)
Vice Chairman John Fogle, City of Loveland Council Member
Director Richard Ball, City of Loveland Council Member
Director Dave Legts, Rural District President

Members Absent:
None

Staff Present:
Tim Sendelbach, LFRA Fire Chief
Tim Smith, LFRA Division Chief
Greg Ward, LFRA Division Chief
Andrea Wright, LFRA Human Resources Manager
Cheryl Cabaruvas, LFRA Administrative Analyst
Kristi Coleman, LFRA Board Secretary
Emily Powell, Legal Counsel to the Authority
Robert Carmosino, LFRA Emergency Manager
Jason Starck, LFRA Battalion Chief

Visitors:
Tiffany Skoglund, Rural District Manager
Kieyesia Conway, Rural District Assistant Manager
Kammy Tinney, Resident

Call to Order:
Chairman Swanty called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 1:32 p.m.

Approval or Amendment of Agenda:
It was the consensus of the Board to approve the agenda as presented.

**Awards and Presentation:**
None

**Swearing In:**
None

**Public Comment:**
None

**Consent Agenda:**

1. **Consider a Motion to Approve the Minutes from the Loveland Fire Rescue Authority September 28, 2022 Regular Board Meeting**

   Motion made by Vice Chairman Fogle to approve the consent agenda, as presented. Seconded by Director Legits; motion carried unanimously.

**Regular Agenda:**

2. **Conduct a Public Hearing and Consider a Motion to Adopt Resolution R-146, Adopting the LFRA 2023 Budget for the Loveland Fire Rescue Authority, State of Colorado, for the Calendar Year Beginning on the First Day of January 2023 and Ending on the Last Day of December 2023**

   Motion made by Director Fogle to open a Public Hearing to consider adoption of Resolution R-146. Second by Director Ball; motion carried unanimously.

   Chief Sendelbach presented Resolution R-146 to the Board, including reporting the deferral of the market adjustment study to early 2023 and the addition of rover positions to August of 2023.

   Attorney Powell certified for the record that notice of the public hearing had been published in a newspaper of general circulation as required by law. No public comment was received prior to the public hearing, and no members of the public present at the hearing desired to provide comment.

   Motion made by Director Fogle to close the public hearing. Second by Director Legits; motion carried unanimously.

   Following discussion, motion made by Director Fogle to adopt Resolution R-146. Seconded by Director Ball; motion carried unanimously.

3. **Consider a Motion to Adopt R-149, to Decline Participation in the Family and Medical Leave Insurance (FAMLI) Program**

   HR Manager Andrea Wright presented the Board with information regarding the FAMLI program and the LFRA's recommendations for Resolution R-149. HR Manager Wright
confirmed that notice of the Board's consideration of Resolution R-149 at today's meeting had been published in the newspaper, and all employees were notified of the opportunity to provide comment to the Board. No comments were received by members of the public or LFRA employees prior to the meeting, and no members of the public or LFRA employees in attendance at the meeting desired to provide comment.

Following discussion, motion made by Director Fogle to adopt Resolution R-149. Seconded by Director Legits; motion carried unanimously.

4. Review Briefing Papers and Correspondence

a. Correspondence & Community Updates

Chief Sendelbach presented the correspondence from the month including a thank you letter to the Station 3 crew, a donation letter and a thank you from AIMS Office of Accreditation.

LFRA also participated in a Storm Wildfire Action Group (SWAG) wildfire preparedness meeting, the annual Police and Fire Softball game, and multiple events taking place around the City of Loveland for Fire Prevention Month.

b. Chief's Report

Chief Sendelbach reported the following matters to the Board:

- **Community Wildfire Protection Plan (CWPP)**
  
  Chief Sendelbach discussed how LFRA and The Big Thompson Watershed Coalition have partnered on a grant to fund wildfire mitigation for high priority acres in the Storm Mountain community. Chief Sendelbach also discussed multiple community wildfire preparedness meetings that have been happening this month.

- **Grant Applications**

  Chief Sendelbach noted that LFRA has been awarded the Firehouse Subs Foundation Grant in the amount of approximately $25,000.00 to acquire a UTV. He also mentioned that Frontline Mobile Health was onsite and met with all the Assistance for Firefighters Grant (AFG) stakeholders and took everyone to visit The Forge, where Frontline Mobile Health will be based.

- **Congressman Neguse - Appropriations**

  Chief Sendelbach talked with Congressman Neguse about the appropriation and feels confident that LFRA is still in the running.

- **Strategic Planning Progress Report**
Chief Sendelbach stated that the draft Strategic Plan will be going out to the LFRA for review in the next week and once feedback has been received, it will be presented to the LFRA Board.

- **LFRA Training Area**

Chief Sendelbach informed the Board that City Manager Adams has met with the City’s Legal Counsel regarding the proposal for the City to convey the Training Area property to LFRA, and has requested more information which will be discussed at a meeting early next week.

- **FRFC**

Chief Sendelbach invited the LFRA Board to the FRFC academy graduation that occurs on November 18th at Foundations Church.

- **2023 Staffing**

Chief Sendelbach informed the Board that LFRA currently has 1 open position that was not filled with the current FRFC Academy class. LFRA is moving forward with 3 over hires and one backfill position for the February FRFC Academy, which could include one of the recruits acting as a Logistics Technician prior to February, when they would go into Academy.

Division Chief Ward reported the following matters to the Board:

- **Training Update**

The FRFC Academy is in Week 10 and is training at the LFRA Training Area. The final installment of LFRA’s joint training with Berthoud Fire Protection District and Front Range Fire Rescue Fire Protection District happened in October and emphasized live fire training. This month there was an LFRA Administration and Community Safety Personnel training in the EOC, as well as an “all hands” EOC regional drill.

- **Apparatus Update**

There are multiple apparatus on order that we are waiting to be delivered due to supply chain shortages. LFRA is in the design phase for the new tower and an SUV/Crossover vehicle for the new Public Educator positions. LFRA also had a visit from the apparatus photographer from Firehouse Magazine, who photographed most of LFRA’s apparatus. In addition, City of Loveland Fleet completed non-destructive ladder testing on the Tower and the Ladder trucks, and pump testing on all apparatus that have pumps.

- **Station Update**
City of Loveland Facilities is getting Requests for Proposals (RFP) for repairs to block walls and drywall at Fire Station 2 and then repairs will be scheduled. The property for the new Fire Station 3 is in the annexation process and there have been meetings with City of Loveland Facilities to discuss design.

- **Community Safety Update**

  Fire Marshal Dann is working with an internal team from multiple departments within the City of Loveland to address Wildland Urban Interface (WUI) fire resiliency for new construction that can be achieved in a cost-effective manner. Amazon sprinkler inspections have begun by quadrant, each quadrant consists of 120,000 sq. ft.

Division Chief Smith reported the following matters to the Board:

- **Operational Responses**

  There were multiple fire incidents that occurred on Highway I-25 during the past month, including a rollover and an accident that evolved into a semi full of lumber catching on fire under a bridge. LFRA was also invited to Zoe Rollins’ senior night to celebrate her recovery from her 2021 vehicle accident where she sustained serious injuries.

- **Questions and Comments**

  None

5. **Other Business for Board Consideration**

Board Chairman Swanty asked if there was any further business.

Director Adams thanked LFRA staff for their work on the 2023 Budget.

With no further business to come before the Board, Chairman Swanty adjourned the meeting at 2:17 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.

Jeffrey M. Swanty, Chairman  
Kristi Coleman, Secretary