Loveland Fire Rescue Authority Board Meeting Minutes
Wednesday, November 30, 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, Loveland Rural Fire Protection District (LRFPD) Board Director
Director Steve Adams, City of Loveland City Manager
Vice Chairman John Fogle, City of Loveland Council Member
Director Dave Legits, LRFPD Board President

Members Absent:
Director Richard Ball, City of Loveland Council Member

Staff Present:
Tim Sendelbach, Loveland Fire Rescue Authority (LFRA) Fire Chief
Tim Smith, LFRA Division Chief
Greg Ward, LFRA Division Chief
Andrea Wright, LFRA Human Resources Manager
Kristi Coleman, LFRA Board Secretary
Emily Powell, LFRA Legal Counsel
Jason Starck, LFRA Battalion Chief

Visitors:
Tiffany Skoglund, LRFPD District Manager
Jackie Marsh, City of Loveland Mayor
Zack Sullivan, Resident
Ron Lay, City of Loveland Senior Fiscal Advisor
Brian Waldes, City of Loveland Chief Financial Officer
Kammy Tinney, Resident

Call to Order:
Chairman Swanty called the LFRA Board meeting to order on the above date at 1:31 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 October 26, 2022, Regular Board Meeting

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

Regular Agenda:

2. Conduct A Public Hearing and Consider a Motion To Adopt Resolution R-150, Adopting A Supplemental Budget Regarding The Appropriation Of Monies To And The Expenditure Of Monies From The General 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 2022 And Ending On The Last Day Of December 2022

Motion made by Director Fogle to open a Public Hearing to consider adoption of Resolution R-150. Second by Director Adams; motion carried unanimously.

Chief Sendelbach presented Resolution R-150 to the Board.

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 Adams to close the public hearing. Second by Director Fogle; motion carried unanimously.

Following discussion, motion made by Director Legits to adopt Resolution R-150. Seconded by Director Adams; motion carried unanimously.

3. Review Briefing Papers and Correspondence

a. Chief’s Report

Chief Sendelbach discussed the multiple letters and correspondence that were received this month from the community, including appreciation letters from citizens who needed smoke detectors and batteries replaced. Chief Sendelbach also discussed events that happened around the area including the Stanley Cup visiting LFRA, and LFRA’s involvement in the
Veteran’s Day Parade.

Chief Sendelbach reported the following matters to the Board:

- **Accreditation Update**

  Chief Sendelbach gave an update regarding the upcoming accreditation visit from the accreditation peer team, including an overview of the schedule of presentations and peer team interviews.

- **IGA’s**

  Chief Sendelbach discussed a proposed IGA with Berthoud Fire Protection District (BFPD) that would provide Battalion Chief coverage for BFPD and an on-call Battalion Chief from BFPD for LFRA.

- **Financial Analysis - Raftelis**

  Chief Sendelbach updated the Board regarding the schedule for the Raftelis Financial Analysis study. He stated that the kickoff meeting is coming up at the beginning of next week with LFRA, Pinnacol, and City of Loveland Finance. The Study will look at the 82/18 funding structure of LFRA and recommend an appropriate LRFPD Mill Levy and City Fire Safety Sales Tax Rate based on the LFRA Strategic Plan.

- **LECC – Cost Allocation/Advisory Board**

  Chief Sendelbach discussed the outage of Loveland Emergency Communications Center, which led to an awareness that an Advisory Committee was needed. This Advisory Committee will make recommendations for LECC, as directed by Fire, Police and EMS. Chief Sendelbach also brought up a concern regarding the cost allocation for each agency.

- **Strategic Planning – Draft for review**

  Chief Sendelbach stated that LFRA is operating under the 2018 Strategic Plan for the accreditation process. He then gave an overview of the draft updated Strategic Plan, including the process for Strategic Plan design and the structure of the document. There will be a LFRA Board special meeting for feedback and adoption of the Strategic Plan.

- **First On The Scene (FOTS) - Update**

  Chief Sendelbach discussed LFRA’s partnership with Thompson Valley EMS (TVEMS) in offering the First On The Scene (FOTS) Class at Fire Station 9. The initial class is focused on the Storm Mountain Community but there are more classes planned district wide. The FOTS class focuses on teaching neighbors to help their neighbors until LFRA/TVEMS can arrive. The curriculum includes CPR, AED, Stop the Bleed, Narcan/Epi assist and how to call 911. The first class will take place on December 17th.

- **LFRA Training Center**
Chief Sendelbach discussed the follow up meeting that occurred regarding the Training Center, including the proposal of a 99-year lease, which will help with liability issues. In the meeting there were concerns regarding water disbursement in the floodplain and discussion of what solutions could be utilized to offset the concerns so that LFRA can develop the training area prior to 2026.

- **Staffing Updates**

  Chief Sendelbach stated that LFRA has offered Eric Jackson a position and he accepted. LFRA will be adding 3 over-hires to begin in the February FRFC Fire Academy. These will be paid for with LFRA reserves and will help mitigate overtime costs.

- **By the Numbers Highlights**

  Chief Sendelbach discussed the LFRA by the Numbers document and discussed some highlights, including call volume increases.

Division Chief Ward reported the following matters to the Board:

- **Training Update**

  Chief Ward gave an overview of the final week of the FRFC Academy. LFRA Staff has been working on night burns, a few of which had to be rescheduled due to the cold temperatures.

- **Logistics & Apparatus Update**

  LFRA did comparisons with Windsor Severance Fire Protection District’s ladder truck for LFRA’s ladder replacement project. The QRV pump is complete and LFRA has been developing a 5-step training process for putting the QRV in service.

- **Station Update**

  Fire Station 2 will be holding a pre-bid meeting for the repairs to the block and structural issues. Bid opening will be December 15th.

  The current Fire Station 3 is experiencing sinking of the kitchen floor again. City of Loveland Facilities is working on repairs.

  The Proposed Fire Station 3 application for zoning is in process and design meetings are upcoming in mid-December.

- **Community Safety Update**

  LFRA’s two new inspectors have been working on re-creating the safety inspection program. They have built educational materials for business owners and the number of inspections have been increasing each month.

Division Chief Smith reported the following matters to the Board:
• Operational Responses

LFRA responded to multiple fires including a cabin fire at the CSU Mountain Campus, a structure fire in Berthoud, and a significant residential fire with a firefighter mayday in Loveland.

• Questions and Comments

None

4. Executive Session Pursuant To C.R.S. 24-6-402(4)(B) And (E) To Receive Advice Of Legal Counsel And Discuss Matters Subject To Negotiation Related To The Amended And Restated IGA Establishing The Loveland Fire Rescue Authority.

Upon motion duly made and seconded, the Board unanimously voted to go into executive session pursuant to C.R.S. 24-6-402(4)(b) and (e) to receive advice of legal counsel and discuss matters subject to negotiation related to the Amended and Restated IGA establishing the Loveland Fire Rescue Authority. Attorney Powell certified for the record that the executive session constitutes privileged attorney-client communications and will not be recorded.

Following the executive session discussion, the Board returned to open meeting.

5. Other Business for Board Consideration

Board Chairman Swanty asked if there was any further business to discuss. The Board had none.

With no further business to come before the Board, Chairman Swanty adjourned the meeting at 3:28 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