Loveland Fire Rescue Authority Board Meeting Minutes  
Wednesday, August 30, 2017  
3070 W. 29th Street, Loveland  
1:30 p.m.

Members Present:
Vice Chairman Cecil Gutierrez, City of Loveland Mayor  
Director Steve Adams, Loveland City Manager  
Director John Fogle, City of Loveland Council Member  
Director Dave Legits, President of the Loveland Rural Fire Protection District ("Rural District")

Members Absent:
Board Chairman Jeff Swanty, Rural District Director

Staff Present:
Mark Miller, Fire Chief  
Ned Sparks, Division Chief  
Greg Ward, Division Chief  
Kristen Cummings, Business Services Coordinator  
Emily Powell, Legal Counsel to the Authority  
Andrea Wright, Human Resources Manager  
Greg White, Secretary of Rural District  
Randy Mirowski, Special Projects Manager  
Michael Cerovski, Battalion Chief  
Cheryl Cabaruvias, Administrative Analyst  
Theresa Wilson, Budget Manager, City of Loveland (arrived at 2:26 pm)

Visitors:
Paul Pfeiffer, Loveland Fire Rescue Advisory Committee  
Mike McKenna, Consolidated Volunteer Firefighters Pension Fund Board of Trustees  
Lisa Melby, Executive Director, Good Samaritan Loveland Village  
Doug Overall, Chaplain, Good Samaritan Loveland Village
Call to Order:

Vice Chairman Gutierrez called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 1:34 p.m.

Swearing In:

None

Awards and Presentations:

None

Public Comment:

None

Consent Agenda:

1. Consider a Motion to Approve the Minutes from the LFRA July 26, 2017 Regular Board Meeting.

2. Consider Donation of Rescue 8 to the Rist Canyon Volunteer Fire Department.

3. Consider a Motion to Approve a Volunteer Firefighter Pension Fund Board of Trustees Guideline for Recommending an Increase in Volunteer Pension Retirements Benefits.

4. Consider Reappointment of One Volunteer Pension Board Member to the Volunteer Firefighter Pension Fund Board of Trustees.

Greg White requested that agenda item 3 be removed from the consent agenda and added to the regular agenda.

Director Legits moved to approve items 1, 2 and 4 of the consent agenda. Director Fogle seconded; motion carried unanimously.

Regular Agenda:

5. Presentation from Good Samaritan’s Village for First Responders Red Bandanna Day

Lisa Melby, Executive Director of Good Samaritan Loveland Village, gave a presentation introducing the Board to First Responders Red Bandanna Day. Red Bandanna Day is a national
movement started in honor of a 9/11 victim, Welles Crowther, who always wore a red bandanna and is credited with saving 18 lives during the attack on the World Trade Center. The residents of Good Samaritan wanted to honor local emergency services providers through a Proclamation declaring September 11 as First Responders Day at Good Samaritan, and will be distributing breakfast to first responders on the morning of September 11, 2017. Lisa read the Proclamation and presented it to Vice Chairman Gutierrez and Chief Miller.

6. Consider a Motion to Approve a Volunteer Firefighter Pension Fund Board of Trustees Guideline for Recommending an Increase in Volunteer Pension Retirements Benefits.

Greg White made a recommendation to the Board that Authority contributions to the Volunteer Firefighter Pension Fund be reexamined. Since it is a closed pension fund, the amount of contributions being made may be more than what is required to maintain the fund in an actuarially sound condition. He advised that the pension fund used to serve as a recruitment and retention tool for volunteer firefighters; however, since the Authority became a fully career department, the beneficiary pool is fixed and will become smaller over time. Currently LFRA contributes approximately $100,000 per year, and the State matches with approximately $80,000 per year. The beneficiaries are paid a monthly benefit of $750 for 20 years of creditable service.

Director Adams asked to see the 2016 actuarial study of the pension fund as a future agenda item, and to table this agenda item until the LFRA Board learns more about the operation and condition of the Volunteer Firefighter Pension Fund.

Director Adams moved to table this agenda item until more information is provided. Director Legits seconded; motion passed.

7. Consider a Motion to Adopt a Resolution Establishing a Separate Fund for Employer Contributions to the Loveland Fire Rescue Authority Sworn Retirement Plan

Emily Powell presented a proposed Resolution establishing a separate fund for employer contributions to the sworn retirement plan, to separate the employer contributions from other Authority funds and provide that any excess employer contributions are re-budgeted and appropriated in each succeeding year as employer contributions to the sworn retirement plan, and not used for other Authority purposes.

8. Conduct a Public Hearing and Consider a Resolution Adopting the LFRA 2018 Budget

Vice Chairman Gutierrez opened the Public Hearing for the 2018 Proposed Budget at 2:13 pm. Emily Powell noted for the record that this public hearing was duly published as required by
law, and that neither the Authority nor legal counsel had received any public comments regarding today’s hearing.

Chief Miller recognized Cheryl Cabaruvias for her efforts on the 2018 Proposed Budget. He stated that the calendar year is 64% complete, and the Authority is at 64% of budgeted expenses. No fund balance is expected at the end of the year.

Health insurance premiums for employees will be going up 5.5% in 2018, and Chief Miller recommended that LFRA absorb the entire increase, since this program is new and the employees were told they would have not initially have a premium on High Deductible Health Plans. He recommends a 50/50 split on any increase starting in 2019. Director Fogle stated that the City does an 80/20 split with the employees on their premiums and that LFRA should consider doing the same. Director Adams pointed out that the two health insurance plans are very different because the City does not have High Deductible Health Plans, so comparing contributions between the plans would be misleading. It was the consensus of the Board to absorb the 5.5% increase in health insurance premiums in 2018.

Three budget decision packages were presented: 1.) Radio maintenance for 225 800-mHz radios, 2.) Sworn pension plan contribution change and 3.) Community Safety – New Public Education/Inspector position. The first two decision packages were recommended in the City-wide Funding Determination for Decision Packages process. Division Chief Sparks talked about the importance of the new Community Safety Division position, because the accreditation process identified a lack of public education as a concern. However, Chief Miller stated that there is not enough surplus in the budget for LFRA to cover the cost of the new position. Director Adams stated that he would like to see inclusion of the new position in the strategic plan before considering adding the position. He recognized the need for an additional inspector, and suggested that could be achieved at a later date through a supplemental budget process.

Greg White stated that the Rural District will be able to absorb the increase in LFRA’s budget as proposed.

Chief Miller stated that due to the City’s recent discovery of an error in its accounting of excess TABOR funds, as discussed with the Board at its July meeting, only half of the cost of the Training Center’s new Burn Building is covered.

Vice Chairman Gutierrez called for public comment on the proposed budget. Hearing none, Vice Chairman Gutierrez closed the public hearing.

Director Fogle moved to approve the 2018 budget, including the first two decision packages, for a total of budgeted expenditures of $14,988,776. Director Adams seconded; motion passed unanimously.

Greg White thanked LFRA staff for including the Rural District early in budget discussions this year. Vice Chairman Gutierrez requested that going forward, decision packages be brought before the LFRA Board before going to the Budget Subcommittee Meeting.
8. **Update on the 2018 Strategic Plan**

Special Projects Manager Randy Mirowski gave an update on the progress of the Strategic Plan. Sections 9 and 10 have just completed. The plan is approximately 142 pages, and is expected to be completed one month ahead of schedule. Section 10 has eight carryover initiatives from the 2012 Strategic Plan.

Vice Chairman Gutierrez asked about fire personnel carrying Narcan on apparatus in case there is accidental exposure to opiates. Chief Miller advised that Chief Randy Lesher of Thompson Valley EMS and Captain Eric Klaas are working on developing training for the firefighters so that this would be an option in the future.

9. **Chief's Report**

Chief Miller will be presenting on impact fees at a Johnstown Town Council Study Session on September 6, 2017.

Two weeks ago, Chief Miller made an offer of $325,000 to the property owners of the Station 7 land. The offer was accepted. The Authority is working with realtor Nathan Klein to develop a Contract for Purchase and Sale. Emily Powell and Greg White will begin working on a loan agreement for the portion of the purchase price being loaned to the Authority by the Rural District.

Vice Chairman Gutierrez adjourned the regular meeting at 3:52 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.

\[\text{Cecil Gutierrez, Vice Chairman}\]

\[\text{Kristen Cummings, Secretary}\]

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