Loveland Fire Rescue Authority Board Meeting Minutes
Wednesday, February 28, 2018
410 E. 5th Street, Loveland
12:30 p.m.

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

Staff Present:
Mark Miller, Fire Chief
Emily Powell, Legal Counsel to the Authority
Andrea Wright, Human Resources Manager
Greg White, Secretary of Rural District
Michael Cervoski, Battalion Chief
Kristen Cummings, Business Services Coordinator
Greg Ward, Division Chief
Ned Sparks, Division Chief
Eric Klaas, Battalion Chief
Cheryl Cabaruvias, Administrative Analyst

Visitors:
Paul Pfieffer, Fire Rescue Advisory Commission ("FRAC")
Jacki Marsh, Mayor, City of Loveland
Jourdon Mazur, Reserve Firefighter, Berthoud Fire Protection District
Stephen Charles, Fire Chief, Berthoud Fire Protection District

Call to Order:
Chairman Swanty called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 12:37 p.m.

1. Executive session pursuant to CRS 24-6-402(4)(f) to Discuss Personnel Matters to Include the Quarterly Review, Evaluation and Discussion Regarding the Performance of the Fire Chief
Chairman Swanty made a motion to go into executive session under Section 24-6-402(4)(f) of the Colorado Revised Statutes for the purpose of discussing personnel matters to include the quarterly review, evaluation and discussion regarding the performance of the Fire Chief. Director Ball seconded; motion carried unanimously. The Board went into executive session at 12:37 p.m.

Upon motion duly made and seconded, the Board came out of executive session at 1:25 p.m.

**Awards and Presentation:**

It was the consensus of the Board to postpone this matter until after the Chief’s Report.

**Swearing In:**

None

**Public Comment:**

None

**Consent Agenda:**

2. **Consider a Motion to Approve the Minutes from the LFRA January 31, 2018 Regular Board Meeting**

Motion made by Vice Chairman Fogle to approve the consent agenda. Director Legits seconded; motion carried unanimously.

**Regular Agenda:**

3. **Conduct a Public Hearing and Consider a Motion to Adopt Resolution R-82, Adopting a Supplemental Budget Regarding the Appropriation of Monies to and the Expenditure of Monies from the General Fund for the Loveland Fire Rescue Authority, State Of Colorado, for the Calendar Year Beginning on the First Day of January 2018 and Ending on the Last Day of December 2018**

Chief Miller stated that this Resolution recognizes the receipt of unanticipated revenue from wildland fire deployments and permits, and the use of some of that money to fund unfunded items. The balance will be deposited into General Reserve.

4. **Conduct a Public Hearing and Consider a Motion to Adopt Resolution R-83, 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 2018 and Ending on the Last Day of December 2018

Chief Miller stated that this Resolution reappropriates funds to cover the salary of Special Projects Manager Randy Mirowski, a portion of which will be reimbursed by the Front Range Fire Consortium through a personnel leasing arrangement. This Resolution also moves money to the Fleet Replacement Fund.

5. Conduct a Public Hearing and Consider a Motion to Adopt Resolution R-84, Approving a New Fire Inspector Position and Adopting a Supplemental Budget Regarding the Appropriation of Moneys to and the Expenditure of Moneys from the General Fund for the Loveland Fire Rescue Authority, State Of Colorado, for the Calendar Year Beginning on the First Day of January 2018 and Ending on the Last Day of December 2018

Chief Miller stated that this Resolution approves and funds a new full-time fire inspector position, pending appropriation of the additional funds by the City Council and Rural District Board. The previous week, City Council approved the City's appropriation of funds for its share of the salary, and it has a second reading on March 6, 2018. The Rural Board also needs to approve the appropriation of funds necessary to fund this position.

Chairman Swany opened the Public Hearings on Resolution 82, Resolution 83, and Resolution 84 at 1:44 p.m. There was no public comment. Attorney Powell stated for the record that Notice of the Public Hearings was duly published as required by law, and public comments were submitted to the Authority prior to the hearing date. Public hearing was closed at 1:45 p.m.

Motion made by Director Adams to adopt Resolution 82, Resolution 83, and Resolution 84. Vice Chairman Fogle seconded; motion carried unanimously.

Chief Miller stated he would like the Board to begin considering what amount of money it would like to have carried in the general fund balance, for discussion at a later point. Chief Miller would propose $400,000 to $500,000. Director Adams would like City Finance to consult with the Authority about the balance that that fund should carry. Attorney Powell also suggested consulting with an auditor. Chief Miller with talk with contacts at Colorado State Fire Chiefs, as well.

6. Consider a Motion to Approve a Bank Lease Proposal to Finance Construction of Fire Station 7

Chief Miller reported that the loan arranger, George K. Baum and Co., solicited lease-purchase financing proposals on behalf of the Authority, and received proposals from eight banks. The recommendation is to select the proposal from Vectra Bank at a 3.59% interest rate. The financing is callable at any time, has $380,000 in annual payments, no bank legal fees, and will allow the Authority to use the future Station 7 as collateral. Next month a financial proposal will be brought to the Board, and, if approved, closing on the transaction will occur later that week.
Motion made by Vice Chairman Fogle to select Vectra Bank’s proposal for the Station 7 lease-purchase financing, and to proceed with preparing the lease-purchase documents. Director Ball seconded; motion carried unanimously.

7. **Consider a Motion to Include LFRA Board Members as a Class for Enrollment in LFRA’s Group Health Insurance Plans, and Discuss the Option of also Offering Early Retiree Health Insurance Benefits**

Andrea Wright stated that CEBT requires a motion from the Board to offer health insurance to Board members as part of LFRA’s group health insurance plan. Andrea stated that this would be no-cost to the Authority, as all premiums and other associated costs would be paid for by the Board member utilizing the insurance.

Motion made by Vice Chairman Fogle to include LFRA Board members as a class for enrollment in LFRA’s group health insurance plan, effective April 1, 2018, at no cost to the Authority. Seconded by Director Legits; motion carried unanimously.

Andrea stated that CEBT also offers an early retirement bridge program, that would provide health benefits to LFRA retirees from the time the employee retires until he or she is eligible to receive retirement benefits from the Statewide Defined Benefit Plan. Whether this option makes sense for the Authority would require the services of an accountant to determine reserves and related requirements. The Board directed Andrea to look further into an early retirement bridge program.

On the suggestion of Chairman Swanty, the Board also asked Andrea to look into a program that would allow health insurance to be provided by LFRA for families of line-of-duty-death firefighters.

8. **Chief’s Report**

Chief Miller reported that the Town of Johnstown approved the first reading of the Impact Fees ordinance. They have a second and final reading on March 5, 2018. The City of Loveland and Larimer County impact fee intergovernmental agreements are complete.

The Front Range Fire Rescue Authority (“FRFRA”) Board of Directors wants to have a meeting to discuss the possibility of sharing revenue from commercial property located at the I-25 and US-36 intersection. A meeting has been set up between the FRFRA and Rural District Boards on March 26, 2018.

Chief Miller has proposed two new projects for FRAC: The first is a project to determine the best location for Station 3, for when the time comes to replace it. The second project is researching land opportunities for Station 11 in the Highway 402 corridor, which would be in the distant future. Randy Mirowski is overseeing FRAC on these projects.
Jack Sullivan, a former Loveland Volunteer Fire Chief, passed away, and his service is March 1, 2018. He served on the Loveland Volunteer Fire Department for 18 years.

At 2:06 p.m., the Board recessed the meeting. At 2:23 p.m., the Board reconvened to present Jourdon Mazur with the Fire Chief Meritorious Award.

**Awards and Presentation:**

Chief Miller presented Jourdon Mazur with a Fire Chief Meritorious Award for his efforts in saving the life of a child found unconscious and not breathing at the Chilson Recreation Center Pool on February 3, 2018. Jourdon is a lifeguard at the Chilson, and also a reserve firefighter for Berthoud Fire Protection District. Jourdon was presented with a Certificate and a challenge coin.

With no further business to come before the Board, Chairman Swanty adjourned the regular meeting at 2:50 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.

Jeff Swanty, Chairman

Kristen Cummings, Secretary