Loveland Fire Rescue Authority Board Meeting Minutes
Wednesday, May 30, 2018
410 E. 5th Street, Loveland
1:30 p.m.

Members Present:
Chairman Jeff Swany, 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
Kristen Cummings, Business Services Coordinator
Ned Sparks, Division Chief
Greg Ward, Division Chief
Cheryl Cabaruvias, Administrative Analyst
Tim Smith, Battalion Chief
Jonnie Genova, Office Support Specialist

Visitors:
Paul Pfeiffer, Fire Rescue Advisory Commission ("FRAC")
Ryan Pfeiffer, Firefighter, Canyon Battalion
Jacki Marsh, Mayor, City of Loveland
Everette Roberts, Consolidated Volunteer Firefighter Pension Board of Trustees

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

Awards and Presentation:
Chief Miller introduced the Board to Jonnie Genova, who has been working as LFRA's Office Support Specialist since January.
Swearing In:
None

Public Comment:
None

Consent Agenda:

Director Adams requested that Consent Agenda item 4, “Consider a Motion to Approve an Inter-Governmental Agreement with the City of Loveland for Joint and Reciprocal Services”, be moved from the Consent Agenda to the Regular Agenda.

1. Consider a Motion to Approve the Minutes from the LFRA April 25, 2018 Regular Board Meeting

2. Consider a Motion to Approve the Bill of Sale for the new Engine 2 (2017 Spartan Engine)

3. Consider a Motion to Adopt Resolution R-87, Regarding the Compensation of the Fire Chief

5. Conduct a Public Hearing and Consider a Motion to Adopt Resolution R-91, Approving of the 2019 LFRA Consolidated Schedule of Rates, Charges and Fees for Services Provided by the Loveland Fire Rescue Authority.

Attorney Powell stated that Resolution R-91 had a technical error in the first paragraph, which needed to be updated to reflect the existence of the Amended and Restated Intergovernmental Agreement establishing LFRA.

Motion made by Vice Chairman Fogle to approve the consent agenda with the revision to Resolution R-91. Director Legits seconded; motion carried unanimously.

Regular Agenda:

4. Consider a Motion to Approve an Inter-Governmental Agreement (“IGA”) with the City of Loveland for Joint and Reciprocal Services

Director Adams stated that he did not want to approve this IGA until he has an opportunity to review it with the City Attorney. It was also pointed out that the attached Exhibit A was merely a placeholder, and needed to be customized by LFRA and the City.

Motion made by Vice Chairman Fogle to table this agenda item until the following month. Seconded by Director Legits; motion carried unanimously.
6. Consider a Motion To Approve an 80%/20% Share, or Other Agreed upon Amount, of CEBT Health Insurance Benefits Rate Increases between LFRA and the Employee

Chief Miller stated that health insurance rates for employees increase every year. Last year there was a 5-percent increase that LFRA absorbed. He is proposing that going forward, LFRA absorb 80% of the increase, while the employee absorbs 20%. Director Adams stated that this is in line with how the City addresses premium increases.

Motion made by Vice Chairman Fogle to approve an 80%/20% share of CEBT health insurance benefits rate increases between LFRA and the employee. Seconded by Director Ball; motion carried unanimously.

7. Consider a Motion to Approve an Amendment to the Inter-Governmental Agreement with Larimer County Regarding the Implementation of Impact Fees

Chief Miller stated that Larimer County wants to add a two-percent administrative fee to its collection of impact fees on behalf of the Authority, which would come out of the impact fee paid. The First Amendment to the Inter-Governmental Agreement for the Assessment, Collection, and Remittance of Impact Fees (IGA) with Larimer County adds the two-percent administrative fee.

Motion made by Vice Chairman Fogle to approve the First Amendment to the IGA with Larimer County. Seconded by Director Ball; motion carried unanimously.

8. Consider a Motion to Adopt Resolution R-88, Establishing a Policy for Funding Contributions to the Loveland and Rural Consolidated Volunteer Firefighter Pension Plan

Greg White stated that for a long time, the City and the Rural District have been over-contributing to the Consolidated Volunteer Firefighter Pension Fund. The fund is closed and the Authority is no longer taking new volunteers. The volunteers from the Canyon Battalion have a separate pension fund. Attorney Powell stated that with direction from the Board at the previous Board meeting, she drafted Resolution R-88, stating that the Actuarially Required Contribution ("ARC") listed in the biennial actuarial study would be the amount contributed to the fund by LFRA, pending budget approval by the City and the Rural District and other conditions as identified in Resolution R-88. Greg White said that this policy was mentioned in a Consolidated Volunteer Firefighter Pension Board of Trustees meeting the previous week, and there were no questions or concerns. Everette Roberts thanked the Board for taking good care of retired volunteers over the years.

Motion made by Vice Chairman Fogle to approve Resolution R-88. Seconded by Director Legits; motion carried unanimously.

9. Chief's Report
Chief Miller states that LFRA and the City came to an agreement on cost allocation for City-provided services, and there will be a three-percent increase charged by the City for 2019, instead of a 20% increase. This is a grace period to allow time over the next year to take a closer look at the cost allocation. 2019 will have a $39,000 increase, which equates to a $7,000 increase for the Rural District to its contribution. Vice Chairman Fogle asked to see the detailed breakdown of the cost allocation, and wants all numbers to be looked at to see where costs can be lowered. Director Adams stated the cost allocation study is 600 pages, and is still being analyzed and fine-tuned. Chief Miller stated he would bring something back to the Board by the end of the year.

Paul Pfeiffer reported that FRAC is currently divided into three teams that are focused on three projects. One project is looking at data and response information for the Highway 402-corridor for future infrastructure and response needs. Director Adams stated that the City has a committee that is working on similar efforts, and encouraged FRAC members to attend. Director Adams also stated that there is currently an IGA in place between the City and the Little Thompson Water District ("LTWD") to provide water for that area, but for future development to occur, the LTWD would have to update their infrastructure.

10. Other Business for Board Consideration

Chief Miller advised that the LFRA Pension Committee (for paid firefighters) is looking into possibly changing the vesting schedule for employees. Currently there is a six-year vesting schedule where the employee has 0% vesting after the first year of employment, 20% the second year, and increasing 20% per year each year after that until it reaches 100% vesting. Non-sworn employees have a three-year vesting schedule, where they receive nothing for the first two years and are fully vested at the end of year three. Chief Miller doesn't think it's logical to have two different vesting schedules, and philosophically questions the value of having vesting schedules at all. He stated that he doesn't want employees to stay at LFRA just to receive a pension, and only wants employees to stay if they want to be at LFRA. Cheryl Cabaruvias stated that money that is forfeited due to an employee leaving the agency prior to vesting goes back into the fund to cover administrative costs. She also reported that in fifteen years, only seven employees left LFRA before being vested.

Vice Chairman Fogle asked how LFRA would prevent becoming merely a training ground for young firefighters without a vesting schedule in place. Chief Miller stated that historically, LFRA has lost employees for promotional reasons, not pay. He also stated that a change in vesting schedule could be beneficial to recruitment. He pointed out that it doesn't cost LFRA anything additional in contributions to change or eliminate the vesting schedule. Vice Chairman Fogle stated that he wants to make sure that LFRA's vesting policy is encouraging retention since it costs $13,000 to train a firefighter for 16 weeks, and currently LFRA is retaining employees very well. Chief Miller will provide additional information regarding the projected impacts of a change in the vesting schedule to the Board in the coming months.

Director Adams thanked LFRA for the Executive Leadership Team tour the prior day. He thanked the Chief for the professionalism and enthusiasm in preparing for that day.
11. Executive Session Pursuant to CRS 24-6-402(4)(b) to Receive Advice of Legal Counsel Regarding Impact of Fee Waivers for Non-Profit Organizations

Motion made by Vice Chairman Fogle to go into executive session under Section 24-6-402(4)(b) of the Colorado Revised Statutes for the purpose of receiving advice of legal counsel regarding the impact of fee waivers for non-profit organizations. Seconded by Director Adams; motion carried unanimously. Attorney Powell certified for the record that the executive session constituted privileged attorney-client communications and would not be recorded. The Board went into executive session at 2:36 p.m.

Upon motion duly made and seconded, the Board came out of executive session at 3:40 p.m. With no further business to come before the Board, Chairman Swanty adjourned the regular meeting at 3:40 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

I hereby attest that the information communicated during the executive session, which was not recorded, constituted privileged attorney-client communications.

Emily Powell

I hereby attest that the executive session, which was not recorded, was confined to the topics authorized for discussion in executive session pursuant to C.R.S. § 24-6-402(4)(b).

Jeff Swanty, Chairman