



**Loveland Fire Rescue Authority Board Meeting Minutes**  
**Wednesday, March 27, 2019**  
**410 E. 5<sup>th</sup> Street, Loveland**  
**12:30 p.m.**

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**Members Present:**

Chairman Jeff Swanty, Director of the Loveland Rural Fire Protection District ("Rural District")  
Director Dave Legits, Rural District President  
Vice Chairman John Fogle, City of Loveland Council Member  
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  
Greg White, Secretary of Rural District  
Greg Ward, Division Chief  
Ned Sparks, Division Chief  
Kristen Cummings, Business Services Coordinator  
Cheryl Cabaruvias, Administrative Analyst  
Michael Cerovski, Battalion Chief  
Andrea Wright, Human Resources Manager

**Visitors:**

Paul Pfeiffer, Fire Rescue Advisory Commission ("FRAC")  
Janet Bailey, FRAC  
Jacki Marsh, Mayor, City of Loveland  
Isaac Gerken, Golden Triangle Construction

**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:**

No amendments made to the agenda.

## **Awards and Presentation:**

No awards or presentations.

## **Public Comment:**

Paul Pfeiffer stated that he and Shane Castro from FRAC both attended the City's Community Improvement Program meeting regarding sales tax increases.

## **Consent Agenda:**

### **1. Consider a Motion to Approve the Minutes from the February 27, 2019 Loveland Fire Rescue Authority Regular Board Meeting**

Motion made by Director Legits to approve the consent agenda. Seconded by Director Ball; motion carried unanimously.

## **Regular Agenda:**

### **2. Conduct a Public Hearing and Consider a Motion to Adopt Resolution R-102, Approving a Supplemental Budget Regarding the Appropriation of Monies to and the Expenditure of Monies from the LFRA General Fund and the Fleet Replacement Fund**

Motion made by Vice Chairman Fogle to open the public hearing on the supplemental budget. Seconded by Director Ball; motion carried unanimously. Attorney Powell certified for the record that notice of the public hearing had been published in the newspaper 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. The public hearing was closed.

Motion made by Vice Chairman Fogle to adopt Resolution R-102. Seconded by Director Ball; motion carried unanimously.

### **3. Discussion Regarding the Use of LFRA Fund Balance for Employee Salary Increases**

Chief Miller advised the Board that it would cost \$150,000 to bring salaries up to the local area salary range midpoint. He stated that without bringing up salaries, the Authority may lose people to more competitively paying fire departments. There is no impact to the 2019 budget to raise the salaries, though future budgets will have to carry the salary increases forward. Director Adams requested that Chief Miller work with the Budget Office for the impact on the 2020 budget.

### **4. Consider a Motion to Authorize the Fire Chief to Establish LFRA General Fund Reserve Accounts**

Chief Miller stated he would like to set aside 2% of the annual budget into a "contingency reserve fund". This year, that would be approximately \$320,000. Anything above 2% would go into strategic planning initiatives.

Motion made by Vice Chairman Fogle to establish a contingency reserve fund as presented. Seconded by Director Ball; motion carried unanimously.

#### **5. Consider a Motion to Approve Contract for Station 7 Construction**

Chief Miller asked the Board to approve the Construction Contract with Golden Triangle Construction (“GTC”) at a not-to-exceed amount of \$3,497,400, pending resolution of the issues with Larimer County related to the Station set-back and drainage plans. Chief Miller advised that GTC was the lowest bidder, and has completed many LFRA station projects in the past. He introduced Isaac Gerken, the project manager from GTC.

Motion to sign the final construction contract, pending legal review and final resolution of the issues with Larimer County, made by Director Ball. Seconded by Vice Chairman Fogle; motion carried unanimously.

#### **6. Preview of City Council Fire Station 7 Staffing Presentation**

Chief Miller shared a presentation that will be presented to City Council on April 2, 2019 regarding a supplemental appropriation for Station 7 staffing. \$659,289 is the City’s share to fund 12 new full-time firefighter positions. The Rural District already approved its share, which is \$144,064. It is expected that the funds from the City will come from TABOR excess reserve and the Council Special Projects Fund Reserve.

#### **7. Chief’s Report**

Chief Miller shared a resident letter, requesting that the new fire stations be built with a room that could be used by the homeless citizens of Loveland on cold nights. Chief Miller advised that this wouldn’t be legally possible, because homeless shelters required 24-hour supervision, and LFRA stations would be unsupervised when crews are responding to incidents. Additionally, providing homeless shelter is not within the statutorily authorized purposes of the Rural District, which also prevents LFRA from providing that service.

Chief Miller stated that there have been three recent resignations or retirements from LFRA. He stated that Lt. Dan Engelhardt would be removed from his CSD position to work on an engine again to help fill the gap and the need for overtime. Three replacements will be hired next month. Vice Chairman Fogle stated that the police department’s ability to have over-hire authority has really helped them when faced with similar circumstances.

#### **8. Other Business for Board Consideration**

Director Adams advised that he is happy with the numbers in the report for Worker’s Compensation, and believed the safety program is making a difference.

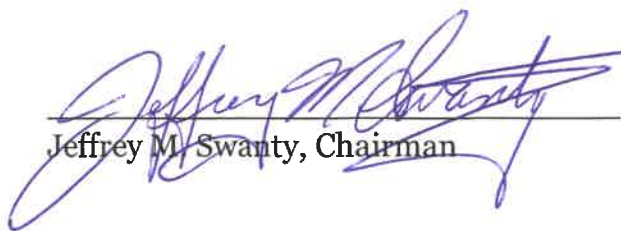
Director Ball asked if the roads at the Training Center had been completed by the City yet, and Director Adams advised that they had not.

#### **9. Executive Session, if Needed**

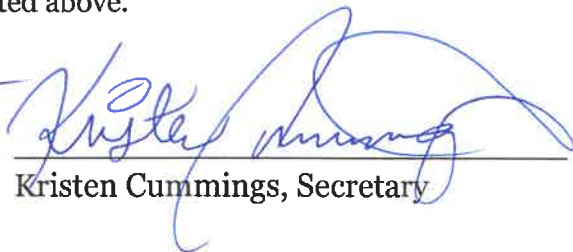
No executive session.

With no further business to come before the Board, Chairman Swanty adjourned the meeting at 2:26 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



Kristen Cummings, Secretary