

2013



Budget Biz

Quarter 3 (YTD through Sept), Issue 6

Welcome to the sixth issue of the quarterly budget report for the Loveland Fire Rescue Authority (LFRA). This report is designed to provide information related to fiscal accountability. It is available on the website and accessible to anyone that is interested. It is designed to assist the LFRA Board with monitoring the budget status for all resources that assist with delivering service to the citizens of the City of Loveland and the Loveland Rural Fire Protection District.

There are three sections of the report: LFRA Budget Status, Other Resources, and In the Works. The Budget Status section will highlight the budget status for revenues and expenditures for the Fire Authority Fund from year to date, January through September, 2013. The expenditures will be presented by program and account category at the department level. Each of these financial presentations will include variance explanations when the current percentage of the total budget is significantly different from the percentage of the year (i.e., second quarter is 75% of the year). There are resources outside of the Fire Authority Fund that are critical to our service delivery mission. The Other Resources section is devoted to highlighting the status of budgets that are outside of the Fire Authority Fund. The next section of the report will provide status information on the various processes used to develop long term and short term operational and capital planning. It is also intended to highlight significant financial transactions or strategies that the department is working on to advance the strategic plan and deliver cost effective services.

Quarter 3 at 75% of 2013

- Revenues in the Fire Authority Fund are at 69.1% of the annual budget, compared to 68.6% last year.
- Expenditures in the Fire Authority Fund are at 66.2% of the annual budget, compared to 71.3% last year.
- Flood Disaster - LFRA staff collaborated with City departments and several other partners, public and private, to operate one of the most effective Emergency Operations Centers in the state and deliver effective emergency and recovery response services to the community.
- The New Station 2 planning process is complete. Statements of Qualification were received from 15 construction companies, that have been "short listed" to 6 companies to continue in the bid process. Based on current information, construction is expected to be completed fall of 2014.
- New Squad 2 (Heavy Rescue Squad) went into service October 11, 2013.
- The Residential Fire Sprinklers three part initiative (Education, Incentives, Code Adoption) has been supported by the LFRA Board, City Council, the City's Construction Advisory Board and Fire Rescue Advisory Commission. The next step is to establish a Steering Committee of industry representatives and other that are involved.



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Through commitment, compassion and courage, the mission of the Loveland Fire Rescue Authority (LFRA) is to protect life and property.

2013

LFRA Budget Status - Revenue

Loveland Fire Rescue Authority

Budget Revenue Report

Quarter Ending 9/30/2013, 75% of the Year

Segments/Accounts	Total Budget	YTD Rev	Total Variance	Total % Uncollected	Total % Collected
Interest & Community Safety					
Interest Net of Gains/Losses on Allocated Share of City Investments (based Cash Balance Retained for Cash Flows through the end of the year)	0.00	413.31	(413.31)	0.00	100.00
Building (1)	44,880.00	30,506.07	14,373.93	32.03	67.97
Contractor	4,000.00	2,875.00	1,125.00	28.13	71.88
Fire Permit & Inspection (1)	20,000.00	19,200.00	800.00	4.00	96.00
Firework Stand Review	15,000.00	12,350.00	2,650.00	17.67	82.33
Special Events (2)	30,000.00	22,180.00	7,820.00	26.07	73.93
Rural Fire Inspection Fee (1)	5,000.00	8,613.56	(3,613.56)	-72.27	172.27
Miscellaneous (4)	0.00	1,737.31	(1,737.31)	0.00	100.00
Sub-Total Interest & Community Safety	\$118,880.00	\$97,875.25	\$21,004.75	17.67	82.33
Station Operations (including Training)					
Academy Training	20,000.00	15,675.12	4,324.88	21.62	78.38
Sub-Total Station Operations (including Training)	\$20,000.00	\$15,675.12	\$4,324.88	21.62	78.38
Technical Response and Systems					
Hazmat Billing (3)	2,500.00	13,441.44	(10,941.44)	-437.66	537.66
Sub-Total Technical Response & Systems	\$2,500.00	\$13,441.44	-\$10,941.44	-437.66	537.66
Administration					
Miscellaneous (8)	13,000.00	2,719.80	10,280.20	80.00	20.00
Contribution - Rural Fire District (5)	1,891,520.00	1,186,171.00	705,349.00	37.29	62.71
Contribution - City of Loveland (6)	8,275,220.00	5,808,433.81	2,466,786.19	29.81	70.19
Other Agency Deployment (7)	20,000.00	16,752.19	3,247.81	16.24	83.76
Sub-Total Administration	\$10,199,740.00	\$7,014,076.80	\$3,185,663.20	31.23	68.77
Grand Total (9)	\$10,341,120.00	\$7,141,068.61	\$3,200,051.39	30.95	69.06

YTD = Year to Date, Rev = Revenue

Revenue Variance Explanations



LFRA Budget Status - Revenue

Variance Explanations - Revenue

(1) Building and Rural Fire Inspection Fee

This is a function of building activity to date.

(2) Special Events

Larimer County Event Center standbys.

(3) Hazmat Billing

This is the reimbursement of hazmat incident costs. KLLM Transport billing for \$5,530 and the fourth and final payment for the Englemen settlement \$7,911.44.

(4) Miscellaneous in Community Safety

Fees collected for fire reports.

(5) Contribution - Rural Fire District

September is billed and collected in October.

(6) Contribution - Loveland

The December 2012 advance to cover accruals was credited back against the January contribution (\$288,996).

(7) Other Agency Deployment

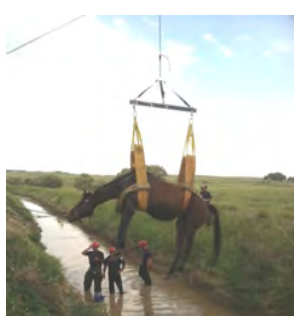
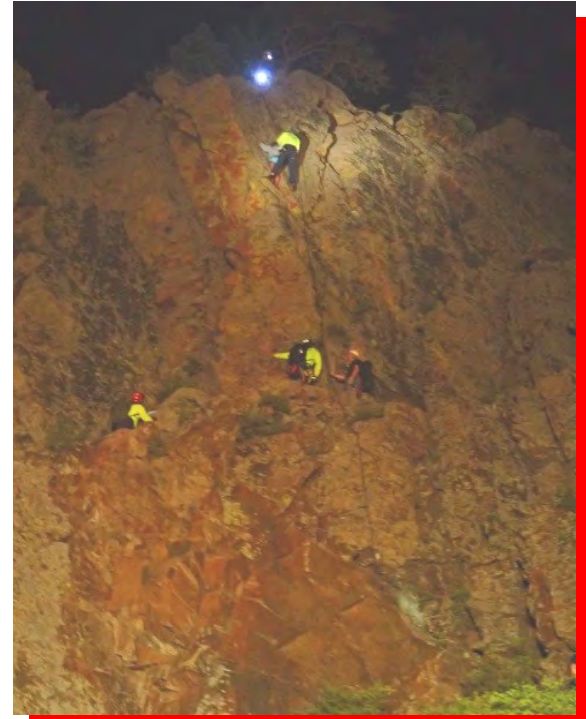
\$3,526 Fern Lake Deployment and \$13,226 for the Gelena Deployment.

(8) Miscellaneous in Administration

\$118 is a reimbursement of expense. \$13,000 budget is for Thompson Valley EMS contribution (half of the cost) for the Quickest Route Software approved in the carryover supplemental appropriation. The actual cost was \$7,800. The TVEMS contribution was \$2,600 and has been received. Berthoud Fire Protection District

(9) Grand Total

68.58% of the budgeted revenue had been received the third quarter of last year.



LFRA Budget Status - Expenditures

Loveland Fire Rescue Authority

Authorized Spending Report by Division and Program

Quarter Ending 9/30/2013, 75% of the Year

Segments	Total Budget	YTD Exp	YTD Enc	Total Available	Total % Available	Total % Spent
Community Safety						
Community Safety	863,930.00	594,028.42	0.00	269,901.58	31.24	68.76
Sub-Total Community Safety	\$863,930.00	\$594,028.42	\$0.00	\$269,901.58	31.24	68.76
Station Operations						
General Operations	6,812,770.00	4,408,534.46	0.00	2,404,235.54	35.29	64.71
Training	165,020.00	97,565.81	0.00	67,454.19	40.88	59.12
Station 1	28,240.00	18,633.37	0.00	9,606.63	34.02	65.98
Station 2	8,630.00	3,546.12	0.00	5,083.88	58.91	41.09
Station 3	7,360.00	5,429.25	0.00	1,930.75	26.23	73.77
Station 5	7,290.00	3,689.43	0.00	3,600.57	49.39	50.61
Station 6 (1)	10,170.00	8,865.77	0.00	1,304.23	12.82	87.18
SubTotal Station Operations	\$7,039,480.00	\$4,546,264.21	\$0.00	\$2,493,215.79	35.42	64.58
Technical Response & Systems						
Special Operations	70,000.00	21,529.11	0.00	48,470.89	69.24	30.76
Wild Land	34,540.00	19,148.28	0.00	15,391.72	44.56	55.44
EMS	23,070.00	12,903.19	3,000.00	7,166.81	31.07	68.94
Tactical Fire	4,140.00	2,169.41	0.00	1,970.59	47.60	52.40
ARFF	2,190.00	0.00	0.00	2,190.00	100.00	0.00
SubTotal Technical Response	\$133,940.00	\$55,749.99	\$3,000.00	\$75,190.01	56.14	43.86
Equipment Maint & Replacement						
Communications/Telephone	160,230.00	65,222.41	6,900.00	88,107.59	54.99	45.01
Hoses	12,030.00	9,763.60	0.00	2,266.40	18.84	81.16
Ladders/Small Engine	7,450.00	4,006.60	0.00	3,443.40	46.22	53.78
SCBA	36,740.00	24,045.75	0.00	12,694.25	34.55	65.45
Thermal Imaging (2)	12,590.00	10,275.25	0.00	2,314.75	18.39	81.61
Computer Equipment	86,410.00	17,221.95	0.00	69,188.05	80.07	19.93
Vehicles and Apparatus (3)	786,800.00	593,417.77	42,718.45	150,663.78	19.15	80.85
SubTotal Equipment Maint &	\$1,102,250.00	\$723,953.33	\$49,618.45	\$328,678.22	29.82	70.18
Administration						
Administration	1,201,520.00	871,359.23	0.00	330,160.77	27.48	72.52
SubTotal Administration	\$1,201,520.00	\$871,359.23	\$0.00	\$330,160.77	27.48	72.52
Grand Total	\$10,341,120.00	\$6,791,355.18	\$52,618.45	\$3,497,146.37	33.82	66.18

Exp = Expenditures; Enc = Encumbrance (ordered, not yet paid); YTD = Year to Date

Expenditure Variance Explanations →

LFRA Budget Status - Expenditures

Variance Explanations - Expenditures

(1) Station Six

Supplies for the completion of the remodel (i.e. tiger tooth blade, flags, stocked up on cleaning supplies, clothes hanging racks, locker hooks, bunkroom headboard lights, trash cans for bathrooms).

(2) Thermal Imaging

Camera on the replacement schedule was purchased.



(3) Vehicles and Apparatus

The Battalion Chief and Type 6 Brush Truck vehicles are in service. The vehicle approved with the Community Service Division Lieutenant position has been ordered.

Loveland Fire Rescue Authority Authorized Spending Report by Account Class Quarter Ending 9/30/13, 75% of the Year

Segments	Total Budget	YTD Exp	YTD Enc	Total Available	Total % Available	Total % Spent
Personal Services	\$7,679,210.00	\$5,036,363.25	\$0.00	\$2,642,846.75	34.42	65.58
Supplies	448,590.00	237,236.40	0.00	211,353.60	47.12	52.89
Purchased Services (1)	1,821,550.00	1,280,538.81	9,900.00	531,111.19	29.16	70.84
Capital Outlay (2)	391,770.00	237,216.72	42,718.45	111,834.83	28.55	71.45
Grand Total (3)	\$10,341,120.00	\$6,791,355.18	\$52,618.45	\$3,497,146.37	33.82	66.18

Exp = Expenditures; Enc = Encumbrance; YTD = Year to Date

(1) Purchased Services

Encumbrances in Purchased Services are the remaining portion of the EMS physician advisor contract and the Wireless Advanced contract on 800 Mhz channel.

(2) Capital Outlay Purchases

Capital Outlay expenditures include Quickest Path software, Battalion Chief command vehicle, Type 6, thermal imaging camera, training center ATV replacement, and hose. Capital Outlay encumbrances include BC Vehicle Replacement to make vehicle available in CSD.

(2) Grand Total

Last year LFRA had spent or encumbered 71.26% of the 2012 Budget.



Other Resources

Fire Capital Expansion Fee Fund:

Station 6 Expansion:

2013 Budget	\$29,820.00
Expenditures and Encumbrances to Date (including Art in Public Places)	27,885.75
2013 Remaining Budget	<u>\$1,934.25</u>

Station 2 Construction and Heavy Rescue:

2013 Budget	\$3,566,480.00
Expenditures and Encumbrances to Date	864,591.76
2013 Remaining Budget	<u>\$2,701,888.24</u>

City General Fund (2012 Carryover into 2013): (1)

2013 Budget	\$12,820.00
Fitness Equipment	
Refurbish Compressor	5,918.22
AED Maintenance Agreement	4,975.00
2013 Remaining Budget	<u>\$1,926.78</u>

(1) \$103k remains in reserve in the General Fund for grant match on the Type 3 Engine. The grant program has not yet opened up for application this year.

City Capital Replacement Fund (2012 Carryover into 2013):

2013 Budget	\$28,250.00
Logo Replacement Program	3,911.25
Installation of a Conventional 800 Mhz Channel (2)	18,531.17
2013 Remaining Budget	<u>\$5,807.58</u>

(2) The second quarter report reflected the encumbrance for this project at \$21,745.76. There was a savings of \$3,214.59 and the purchase order was closed out.

In the Works

September Larimer County Flood

September 12, 2013 the community experienced a significant flood event. The current damage estimates are \$20-\$30 million. The Fire Chief served as the Incident Commander for the first fifteen days and transitioned the event to a recovery stage, when the Assistant City Manager assumed command. LFRA delivered rescue services nothing sort of heroic from Estes Park to the eastern edge of the LFRA service area. An intensive and collaborative emergency response and then recovery effort involved many partners, public and private. The effective response is a direct result of the LFRA strategic focus on relationship building. These unique relationships benefited the citizens of the greater Loveland area.

Logo Replacement

All major front line apparatus (engines, truck, and squads) have the LFRA logo.



SAFER Grant

Administration submitted a Staffing for Adequate Fire and Emergency Response (SAFER) grant application to the Federal Emergency Management Agency to improve the reserve firefighter program. The specifics of the grant include Recruitment and Retention Officer Position, and equipment and needed logistical support to increase the number of Reserve Firefighters in our program. The need for a Recruitment Retention Officer position, and the expansion and improvement of the Reserve Firefighter Program were all identified and outlined in our 2012 LFRA Strategic Plan. Funding for the position and the logistical support for additional Reserve Firefighters will help LFRA in maintaining a strong Three-Tiered Workforce Staffing Model, which has resulted in significant cost savings for both the City of Loveland and the Loveland Rural Fire Protection District.

In the Works Continued...

Station 2

We made more progress on the new Fire Station Two Project. Numerous meetings were held with our architects, city staff, trades members, artists and members of the Visual Arts Commission (VAC). With the assistance of Kerri Burchett, Senior Planner, the planning process is complete and the bidding process has begun. 15 organizations submitted statements of qualification and 6 organizations have been selected from that list to continue in the bid process. Based on information available today, the new Station 2 is expected to be completed fall of 2014.

In addition to the new fire station, great progress has been made on the future of old fire station two. Very productive meetings were held with TVEMS Chief Randy Leshner and our City Facilities staff. LFRA and City staffs are now moving forward with a process to craft an agreement with TVEMS for this station.

Fire Chief of the Year

In August, Chief Mirowski was selected as the Fire Chief Magazine's 2013 Career Fire Chief of The Year. This honor is a direct reflection on the commitment and dedication of the men and women of LFRA, and the commitment of our City Council, Rural Fire District Board and our Fire Authority Board. We have something very special in Loveland and the unity of purpose of all of our LFRA family and those supporting us have been a significant reason for our success. Chief Mirowski received the award at the Fire Rescue International Conference in Chicago during the week of August 13-17. The recognition went further with great articles in the Loveland Reporter Herald, the City News internet site and a place in the 2013 Corn Roast Parade on Engine 1.



Left: Chief Mirowski with Janet Wilmoth, Editor of Fire Chief, Pres. Jim Johnson of Pierce and IAFC Chief Clemmenson



Engine One decked out for the Corn Roast Parade

Apparatus Update

The new Type 6 Engine was placed in service on August 20th. The new Squad 2 was placed in service on October 11th. The Apparatus Committee visited the Castle Rock and Tri Lakes-Monument Fire Departments to view new aerial towers that have been placed in service over the past year. The Committee is working on the process for purchasing an aerial tower in 2014.

Inspections and Code Enforcement

Most of the Community Safety Division staff worked on the Lincoln Hotel project and dealing with code violations. The ownership of the hotel petitioned the Historic Preservation Commission to approve a secondary means of egress (an escape ladder) from the second and third floors of the hotel. The commission rejected the application, based on grounds that the proposed escape ladders did not meet current building codes, sending the request instead to Fire and the Building Department to come up with a more cogent option. Fire and Building did an initial evaluation of the structure and found numerous code violations and issues unresolved from directives that were issued by fire prevention several years prior. A thorough inspection has been conducted and findings have been communicated. Solutions are currently being explored.

Presentation on Residential Fire Sprinklers

CSD staff and the Fire Chief have worked on a presentation for a residential fire sprinklers initiative. The initiative is part of a three-part plan for the implementation of a long-term strategy for requiring residential sprinklers in the City of Loveland. The three parts of the initiative include: Education, Incentivizing Installation, and Code Adoption.

In September, CSD staff and the Fire Chief gave a presentation to a combined meeting of the Construction Advisory Board (CAB) and the Fire Rescue Advisory Commission (FRAC). The presentation was well received and a great discussion ensued. A presentation was made to City Council at a study session on October 8, 2013. The City Council was supportive of the initiative.

In the Works Continued...

Budget Process

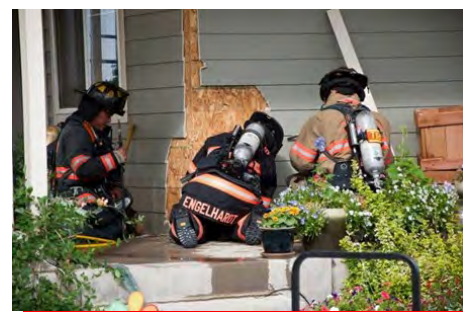
Organization	April	June	September	October	November	December
<i>City</i>			Study Session on 2014 Recommend Budget	Consider Adoption & Appropriation of the City's Budget; Consider Approval of LFRA's Budget		
Loveland Fire Rescue Authority (LFRA)	Long Range Financial Plan	2014 Budget Request	2014 LFRA Budget and Fees Adoption		Appropriate 2014 LFRA	
<i>Rural District</i>				Consider Approval of LFRA's Budget	Appropriate Rural District Budget	

✓ April 11, 2013 LFRA Board: **Approved the Ten Year Plan for Operations and Capital – Based on Strategic Plan Basic Services Model**

- ✓ April 19, 2013 Capital Forms Due to the City
- ✓ June 11, 2013 City Council Study Session on 2014-2023 Capital Program
- ✓ June 14, 2013 Operations Budgets Due to the City

✓ July 11, 2013 LFRA Board: **2014 Operations Request**

- ✓ July 15 – July 19, 2013 City Managers Meetings
- ✓ August 7, 2013 Presentation of the LFRA 2014 Proposed Budget to the Rural District
- ✓ August 14, 2013 Presentation of the LFRA 2014 Proposed Budget to the Fire Rescue Advisory Commission
- ✓ September 10, 2013 Study Session on 2014 Recommended City of Loveland Budget
- ✓ September 11, 2013 Citizen Finance Advisory Commission Reviews the City of Loveland Budget



✓ October 10, 2013 LFRA Board: **Considers Adoption of the 2014 Operations Budget and Fees**

- ✓ October 1, 2013 City Council Public Hearing and First Reading of Appropriation
- ✓ October 15, 2013 Second Reading Appropriation and Adoption of the City Budget; Approval of 2014 LFRA Budget and Fees

November 6, 2013 Rural District Approves 2014 LFRA Operations Budget and Fees, Sets Mill Levy and Adopts/ Appropriates the Rural District Budget

November 14, 2013 LFRA Board: **Considers Appropriation of the 2014 Budget**



For more information regarding this report contact:
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