2003 Annual Report

Serving the Northern Colorado Communities of

Fort Collins

LaPorte

Timnath

Bellvue

Poudre Fire Authority

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I. 2003 GOALS AND ACCOMPLISHMENTS

Strategic Planning

In 2003 we completed the bulk of our strategic planning process including problem identification, data collection and review, alternative development, and identification of staff preferred alternatives. The process will be completed in 2004 with input from the Citizen Advisory Committee, and the Steering Committee, and, ultimately, with Poudre Fire Authority Board review, direction, and approval.

Complete Station 14

Construction of Station 14 was completed in 2003. The landscaping was also completed in 2003, and the station is being maintained for a future opening date. Many interior finish items, computer systems, the phone system, and the radio system will be completed when an opening date is announced.

Computer Aided Dispatch

In late 2002 Tiburon was selected as the vendor of choice for the joint city/county CAD replacement project. In 2003 members of the combined city/county agencies traveled to several Tiburon customer sites to get feedback and assurance of the systems capabilities. Several weeks were spent analyzing a Tiburon provided system test bed where they demonstrated the capabilities under the scrutiny of agency members. The current schedule calls for training and configuration to begin in late March or early April of 2004 and implementation sometime in August.

Station 14 Contingency Planning

Revenue reductions in 2003 and 2004 caused us to reduce funds that had been saved for Station 14 in order to try to maintain current services. However, despite using this money we still had to cut $209,424 from our operating budget which has placed many of our line items at 1998 levels. For these reasons, the station was not implemented in 2003 or 2004. We continue to explore reallocation options for the possible implementation of this station in 2005.

Prepare for 2004 Budget

The possible financial deficiency in 2004 revenue identified in this 2003 goal forced us to attrition 5 firefighter positions and 1 strategic planning position ($499,365) in order to meet the revenue shortfall and the medical and dental increases of $198,288, and an additional $140,749 in unavoidable increases in fuel, utilities, natural gas, vehicle maintenance, and insurance.

Wireless Inspections

The Fire Prevention Bureau began using Palm Pilots for field inspections in 2003 to enhance data management.

Video Conferencing

In late 2002 the Board authorized a video-conferencing pilot project for implementation in 2003. This included purchasing four video-conferencing units for Training, Station 1, Station 6, and Station 10. The goal of this project was to reduce the number of classroom training sessions by half, and to keep fire companies in or closer to their response areas. The Board designated $75,000 for this project.

This project has been remarkably successful. In additional to the original four units two more units were purchased and installed at Stations 2 and 5 bringing the total units to six. We are now able to webcast classes to five other sites in addition to the five remote sites with the video-conferencing equipment. This has allowed some classes to be given only once per shift with minimal movement of companies. Classes are now digitally recorded and posted on our internal webpage.

II. 2003 STATISTICAL ANALYSIS

CITY/DISTRICT COMPARATIVE STATISTICS

		Call Ratio	Assessed Value Ratio	Contribution Ratio
1987	CITY	77.66	72.92	77.44
	DIST	22.34	27.08	23.56
1989	CITY	78.03	75.83	75.89
	DIST	21.97	24.17	24.11
1991	CITY	77.77	77.43	75.47
	DIST	22.23	22.57	24.53
1993	CITY	75.92	77.64	78.58
	DIST	24.08	22.74	21.42
1995	CITY	78.61	77.06	80.19
	DIST	21.39	22.94	19.81
1996	CITY	77.90	77.31	76.80
	DIST	22.10	22.69	23.20
1997	CITY	79.40	77.69	79.20
	DIST	20.60	22.31	20.80
1998	CITY	80.60	78.06	77.43
	DIST	19.40	21.94	22.57
1999	CITY	80.16	78.22	79.60
	DIST	19.84	21.78	20.40
2000	CITY	80.00	79.01	79.35
	DIST	20.00	20.99	20.65
2001	CITY	83.84	78.88	79.40
	DIST	16.16	21.12	20.60
2002	CITY	80.64	79.25	81.70
	DIST	19.36	20.75	18.30
2003 BUDGETED	CITY	80.94	78.80	79.23
	DIST	18.96	21.20	20.77

2002
PFA COMPARISON TO ICMA
BASELINE DATA REPORT

PFA Entrance Salary **2002 - $35,630***

Firefighter's Annual Base Salaries (Entrance), 1 January 2002

Classification	Mean	First Quartile	Median	Third Quartile
Total, all cities	31,485	25,824	30,554	35,992
Population Group				
Over 1,000,000	34,267	33,522	33,543	36,002
500,000-1,000,000	31,084	28,778	30,072	33,382
250,000 - 499,999	35,921	31,609	36,018	38,949
100,000 - 249,999	**34,680**	**28,962**	**33,733**	**38,340**
50,000 - 99,999	35,181	28,722	34,312	39,495
25,000 - 49,999	31,873	26,443	31,557	36,132
10,000 - 24,999	29,402	24,166	28,894	33,436
Geographic Division				
New England	32,257	29,248	32,487	35,318
Mid-Atlantic	30,536	27,726	30,173	32,300
East North Central	33,974	30,296	33,662	37,802
West North Central	28,961	24,672	28,184	32,724
South Atlantic	26,591	23,356	25,810	28,800
East South Central	23,946	21,096	23,690	25,714
West South Central	27,784	23,264	26,844	31,986
Mountain	**31,060**	**27,310**	**31,606**	**35,615**
Pacific Coast	42,387	36,972	41,592	46,679
Metro Status				
Central	**31,564**	**26,304**	**30,544**	**35,788**
Suburban	34,126	28,570	33,743	38,980
Independent	26,535	23,020	25,916	30,026

*PFA salaries are set at the 70th percentile of front-range comparison jurisdictions. 2003 ICMA salary information will not be available until mid-2004.

PFA MAXIMUM SALARY **2002 - $52,416***

Firefighter's Annual Base Salaries (Maximum), 1 January 2002

Classification	Mean	First Quartile	Median	Third Quartile
Total, all cities	42,959	35,786	41,651	49,602
Population Group				
Over 1,000,000	52,269	53,191	54,251	54,309
500,000-1,000,000	45,731	42,630	43,876	46,332
250,000 - 499,999	48,873	44,936	48,356	51,407
100,000 - 249,999	**48,465**	**40,323**	**48,572**	**54,079**
50,000 - 99,999	47,892	40,610	47,900	52,908
25,000 - 49,999	43,872	37,728	42,329	49,116
10,000 - 24,999	39,605	33,375	38,226	45,377
Geographic Division				
New England	40,542	36,465	40,680	43,834
Mid-Atlantic	47,478	39,009	43,942	55,838
East North Central	44,546	38,220	44,788	50,346
West North Central	39,536	33,903	39,443	43,494
South Atlantic	40,994	35,224	39,312	45,424
East South Central	33,832	29,256	34,186	36,785
West South Central	37,454	31,381	37,086	42,704
Mountain	**42,673**	**36,764**	**43,128**	**50,030**
Pacific Coast	53,432	47,168	52,722	58,980
Metro Status				
Central	**43,545**	**38,163**	**41,889**	**48,876**
Suburban	46,750	39,245	46,886	52,379
Independent	35,264	31,273	34,553	39,326

*PFA salaries are set at the 70th percentile of front-range comparison jurisdictions. 2003 ICMA salary information will not be available until mid-2004.

Expenditures for Salaries and Wages

Classification	2002 Per Capita ($)
Total, all cities	75.13
Population Group	
Over 1,000,000	97.88
500,000 – 1,000,000	91.68
250,000 – 499,999	86.30
100,000 – 249,999	**85.70 PFA 63.40***
50,000 - 99,999	83.20
25,000 - 49,999	79.86
10,000 - 24,999	68.38
Geographic Division	
New England	88.04
Mid-Atlantic	83.77
East North-Central	78.06
West North-Central	46.45
South Atlantic	83.15
East South-Central	83.18
West South-Central	67.12
Mountain	**62.92**
Pacific Coast	83.83
Metro Status	
Central	**84.93**
Suburban	76.27
Independent	64.01

* Salary and wage costs went up by $875,372. This includes an average 4.94% salary increase, the addition of 5 firefighters in the 4th quarter (these positions were cut in 2004 due to revenue shortfalls), 1 CO II (Volunteer Coordinator) position, and 1 40-hour firefighter (Strategic Plan – temporary position), a 25% increase in overtime (due to wildfire activity in 2001). This includes all civilian positions. Total personal expenditures increased by $963,039 (see footnote on page 9).

Total Municipal Contributions for Social Security and State- and City-Administered Employee Retirement Systems

Classification	2002 Per Capita ($)
Total, all cities	11.13
Population Group	
Over 1,000,000	20.09
500,000 – 1,000,000	8.79
250,000 – 499,999	10.75
100,000 – 249,999	**11.94 PFA 6.60***
50,000 - 99,999	12.17
25,000 - 49,999	11.80
10,000 - 24,999	10.37
Geographic Division	
New England	12.95
Mid-Atlantic	9.21
East North-Central	13.91
West North-Central	7.39
South Atlantic	13.12
East South-Central	10.79
West South-Central	10.20
Mountain	**9.84**
Pacific Coast	8.68
Metro Status	
Central	**12.23**
Suburban	11.65
Independent	9.10

* Includes the addition of 5 firefighters in the fourth quarter (these positions were cut in 2004 due to revenue shortfalls), 1 Company Officer II (Volunteer Coordinator), and 1 40-hour firefighter (Strategic Plan) temporary position.

Total Municipal Contributions for Health, Hospitalization, Disability, and Life Insurance Programs

Classification	2002 Per Capita ($)	
Total, all cities	8.75	
Population Group		
Over 1,000,000	9.92	
500,000 – 1,000,000	8.30	
250,000 – 499,999	7.57	
100,000 – 249,999	**9.32**	**PFA 7.77***
50,000 - 99,999	9.19	
25,000 - 49,999	8.82	
10,000 - 24,999	8.55	
Geographic Division		
New England	12.41	
Mid-Atlantic	10.84	
East North-Central	10.63	
West North-Central	5.40	
South Atlantic	8.53	
East South-Central	9.46	
West South-Central	6.59	
Mountain	**6.76**	
Pacific Coast	9.55	
Metro Status		
Central	**9.86**	
Suburban	8.29	
Independent	8.64	

* Includes a decrease in life insurance, state compensation, and although there was no increase in medical and dental 7 new employees drove the cost up.

Total Personnel Expenditures

Classification	2002 Per 1,000 Pop. ($)
Total, all cities	94.48
Population Group	
Over 1,000,000	139.72
500,000 – 1,000,000	99.60
250,000 – 499,999	99.86
100,000 – 249,999	**100.46 PFA 77.77***
50,000 - 99,999	100.86
25,000 - 49,999	99.49
10,000 - 24,999	88.55
Geographic Division	
New England	112.67
Mid-Atlantic	118.29
East North-Central	101.85
West North-Central	63.15
South Atlantic	105.73
East South-Central	101.60
West South-Central	84.58
Mountain	**77.25**
Pacific Coast	101.80
Metro Status	
Central	**103.59**
Suburban	96.23
Independent	82.19

* Increase in overtime, an increase in retirement contributions, a decrease in life insurance, an increase in medical and dental insurance, an average 4.94% salary increase, 5 new firefighters in the 4th quarter (these positions were cut in 2004 due to revenue shortfalls), 1 Company Officer II (Volunteer Coordinator), and 1 40-hour firefighter (Strategic Plan) temporary position, and all civilian positions – ICMA personnel have told us that most departments do not report secretarial in their numbers.

Municipal Expenditures for Capital Outlay

Classification	2002 Per Capita ($)
Total, all cities	8.24
Population Group	
Over 1,000,000	4.00
500,000 – 1,000,000	8.96
250,000 – 499,999	3.52
100,000 – 249,999	**4.66 PFA 16.13***
50,000 - 99,999	4.19
25,000 - 49,999	9.35
10,000 - 24,999	9.52
Geographic Division	
New England	6.83
Mid-Atlantic	11.20
East North Central	9.00
West North Central	6.41
South Atlantic	11.21
East South Central	7.43
West South Central	6.41
Mountain	**8.98**
Pacific Coast	5.56
Metro Status	
Central	**4.57**
Suburban	9.72
Independent	8.53

* Costs fluctuate depending on projects undertaken in any given year. Includes fiber optics, computer hardware, radio equipment, opticom, replacement vehicle, Station 1 siding, painting Stations 4, 6, and 10, thermal imaging cameras, command lights, blitzfire nozzles, computer inventory software, 800 Mhz, Station 14 construction, and apparatus replacement.

All Other Department Expenditures

Classification	2002 Per Capita ($)
Total, all cities	15.44
Population Group	
Over 1,000,000	9.75
500,000 – 1,000,000	8.44
250,000 – 499,999	12.65
100,000 – 249,999	**15.08 PFA 10.47**
50,000 - 99,999	15.68
25,000 - 49,999	15.40
10,000 - 24,999	15.67
Geographic Division	
New England	15.18
Mid-Atlantic	10.83
East North-Central	16.36
West North-Central	10.53
South Atlantic	18.67
East South-Central	12.08
West South-Central	12.60
Mountain	**15.30**
Pacific Coast	21.87
Metro Status	
Central	**16.02**
Suburban	16.49
Independent	12.73

Other expenditures include: contractual services (such as outside vehicle repair, outside reproduction, conference and training, mileage, insurances, dues and subscriptions) and commodities (such as office supplies, furniture, tools and equipment, radio parts and supplies, wearing apparel, motor vehicle parts and accessories).

Total Expenditures

Classification	2002 Per Capita ($)
Total, all cities	112.25
Population Group	
Over 1,000,000	138.98
500,000 – 1,000,000	127.42
250,000 – 499,999	119.94
100,000 – 249,999	**125.53PFA104.36*91.73****
50,000 - 99,999	118.45
25,000 - 49,999	116.86
10,000 - 24,999	106.04
Geographic Division	
New England	119.92
Mid-Atlantic	109.96
East North-Central	122.94
West North-Central	72.66
South Atlantic	129.82
East South-Central	119.60
West South-Central	102.22
Mountain	**95.74**
Pacific Coast	118.04
Metro Status	
Central	**123.05**
Suburban	113.41
Independent	100.53

* Includes major capital.

2002 – (Apparatus Replacement, Station 14 construction)

** Excludes major capital.

Uniformed Sworn Personnel

Classification	2002 Per Capita ($)
Total	1.48
Population Group	
Over 1,000,000	1.33
500,000 – 1,000,000	1.69
250,000 – 499,999	1.42
100,000 – 249,999	**1.41 PFA .91**
50,000 – 99,999	1.35
25,000 – 49,999	1.53
10,000 – 24,999	1.51
Geographic Division	
New England	1.67
Mid-Atlantic	1.43
East North-Central	1.39
West North-Central	1.07
South Atlantic	1.94
East South-Central	2.26
West South-Central	1.60
Mountain	**1.20**
Pacific Coast	1.02
Metro Status	
Central	**1.65**
Suburban	1.33
Independent	1.62

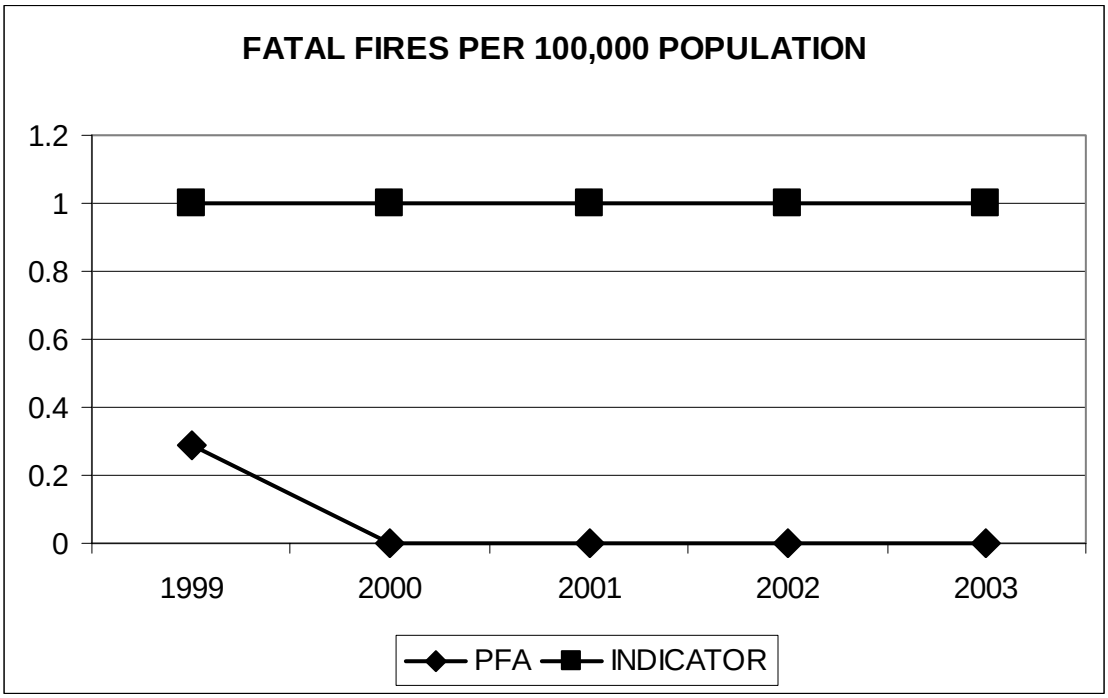
2003 SERVICE LEVEL INDICATOR ANALYSIS

The following service level indicators are intended to measure the performance of fire protection and emergency service delivery at a macro level. This analysis represents a snapshot of the suppression/emergency response system and fire prevention efforts that include built-in fire protection equipment. Each of the following service level indicators represents a five-year trend.

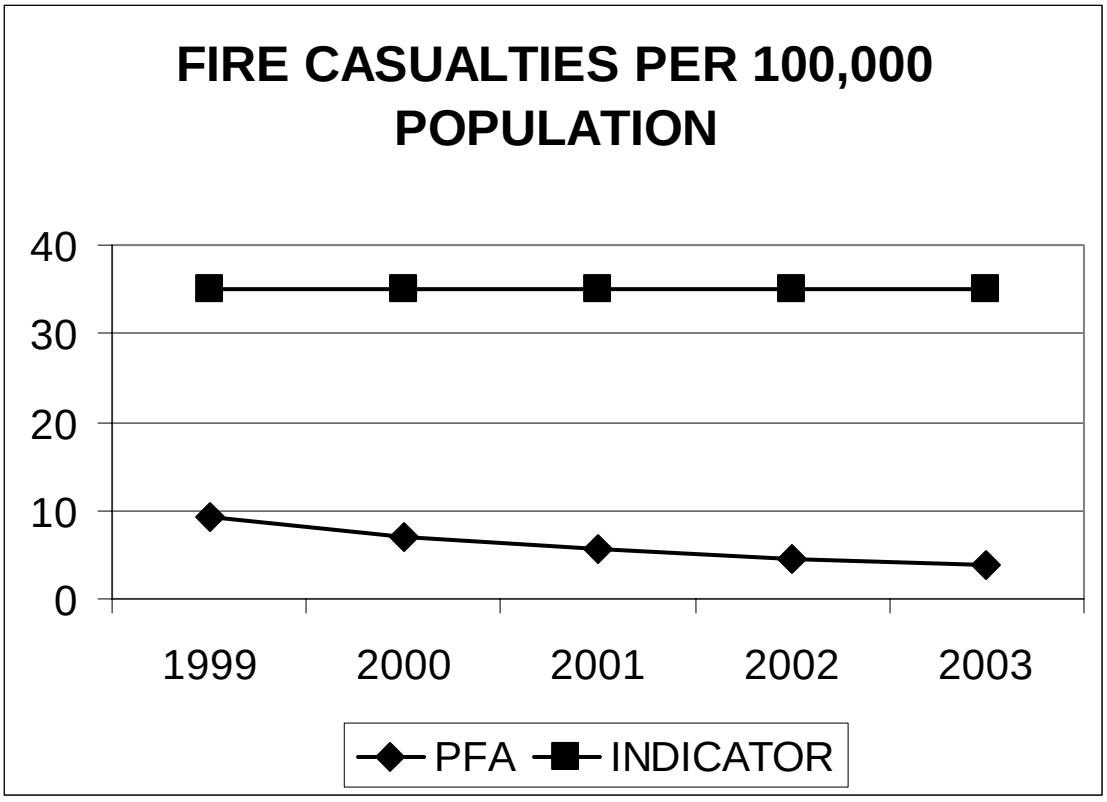
SERVICE LEVEL INDICATOR 1 – DEATHS AND INJURIES

MINIMIZE CIVILIAN FIRE DEATHS AND INJURIES BY LIMITING THEM TO A YEARLY AVERAGE OF ONE FATAL FIRE AND 35 CIVILIAN INJURIES PER 100,000 POPULATION.

In 2003 there were no fire deaths. Represented as a five-year rate per 100,000 population this remained the same as 2002 at 0 fire deaths. The service level indicator is one death per 100,000 population.



In 2003, we recorded three civilian injuries. The reporting system utilized by the PFA tabulates any non-firefighter injury sustained during a fire incident, whether taken to a medical facility or not. The 2003 rate per 100,000 as expressed over a five-year average shows 3.85 injuries per 100,000. The service level indicator is 35 per 100,000.

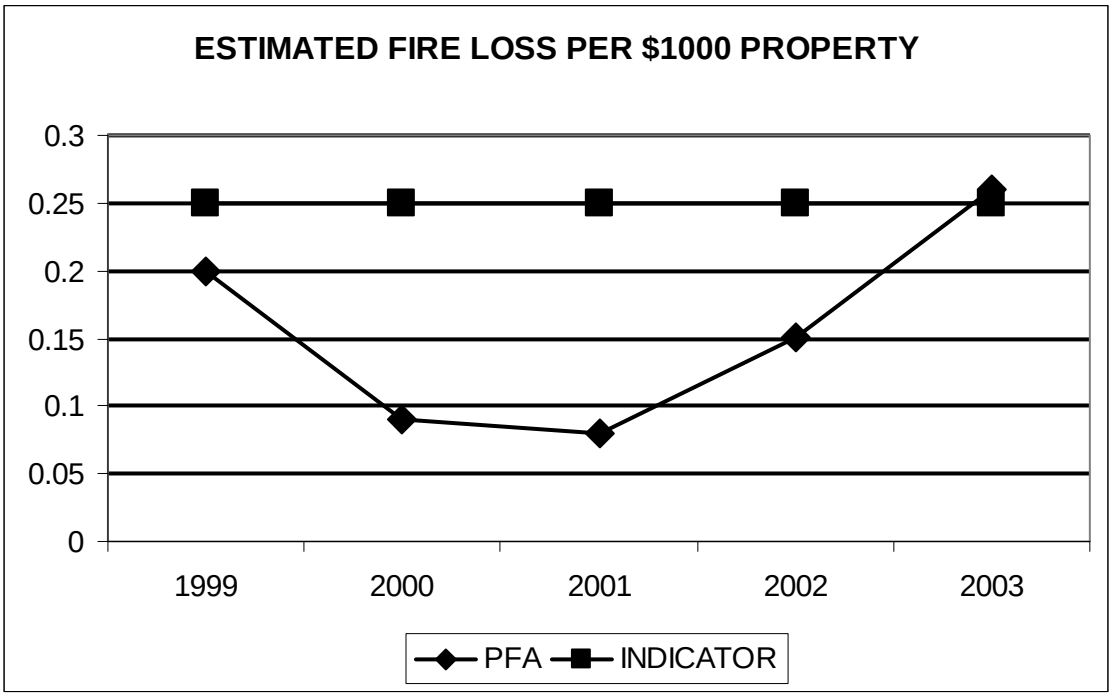


SERVICE LEVEL INDICATOR 2 – DIRECT AND INDIRECT LOSS

MINIMIZE DIRECT AND INDIRECT LOSS DUE TO FIRES TO A FIVE-YEAR AVERAGE OF $.25 PER $1,000 OF PROPERTY PROTECTED.

In 2003 the community protected by the Poudre Fire Authority experienced a fire loss of $4,123,325. This represents an 82.5% increase over the previous year. This is based on the estimates of replacement and repair costs of structures, contents, and other items of value involved in fires. Whenever possible, actual insurance estimates are used. The data reported to PFA from the insurance industry continues to improve. In 2003, we estimate the value of property protected as $15,630,501,514. This number is 6.6% greater than last year.

Actual value includes improved residential, commercial, and industrial property as well as an estimate of the value for tax-exempt properties such as governmental facilities, and churches. It does not include unimproved agricultural property protected. Data from the County does not include agricultural improved, agricultural support, structures on vacant land, recreation and special structures (i.e. temporary buildings, etc.) also contributing to final numbers for actual value of property protected. The 2003 loss ratio of $.26 is $.01 above the service level indicator of $.25 per $1000 of property protected.

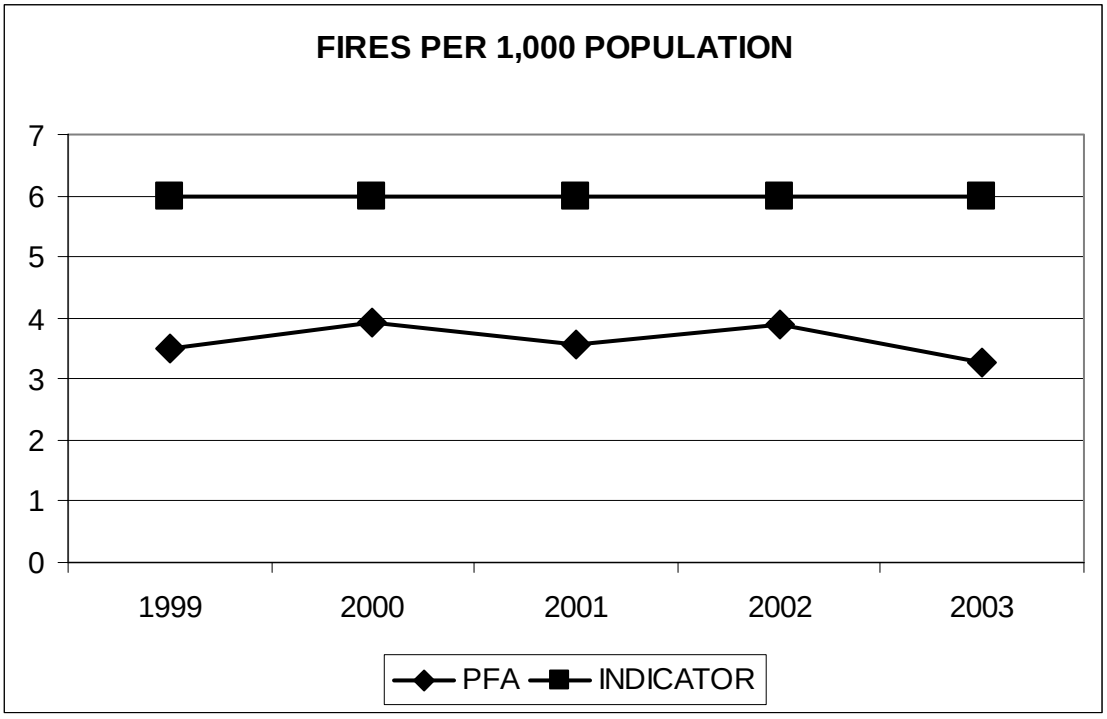


SERVICE LEVEL INDICATOR 3 – FIRE INCIDENCE

LIMIT THE INCIDENCE OF FIRES TO 6 PER 1,000 POPULATION.

In 2003 we recorded 545 fires, a decrease of 13.6% over 2002 figures. This corresponds to an annual rate of 3.26 fires per 1,000 population.

In 2003 the number of structure fires within the urban service area decreased to 125 (23.3%). We also had 106 vehicle fires and 247 outdoor fires.

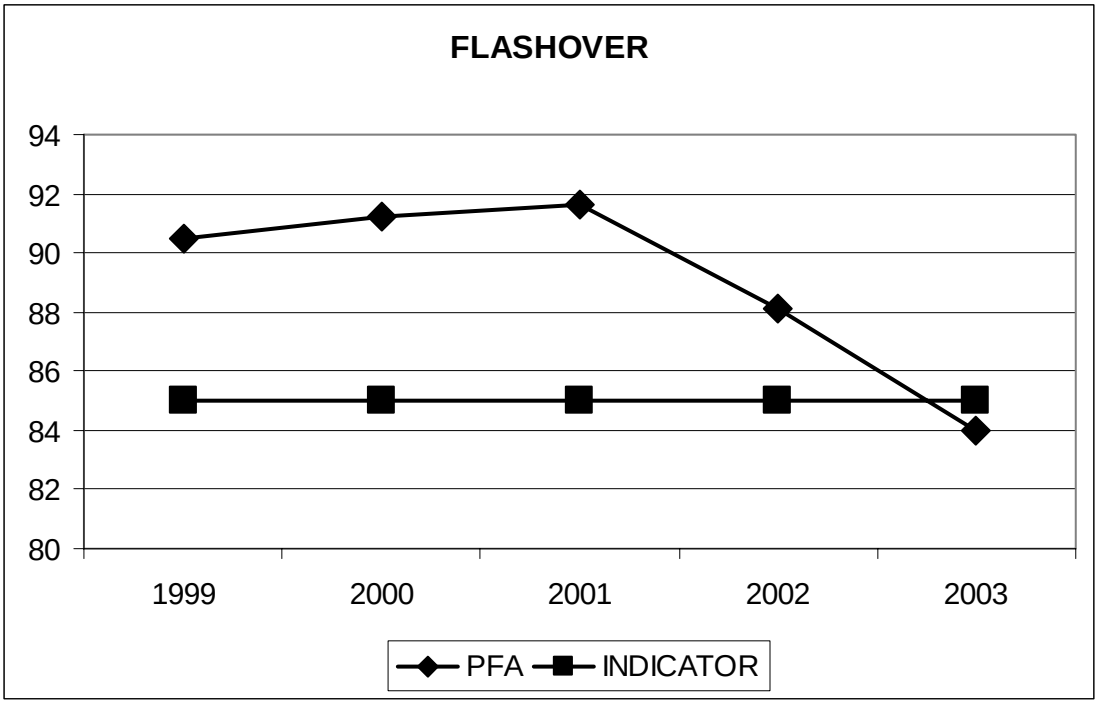


SERVICE LEVEL INDICATOR 4 – FLASHOVER

INTERCEDE BEFORE FLASHOVER OCCURS IN 85% OF ALL STRUCTURE FIRES WITHIN THE URBAN SERVICE AREA

In 2003, 125 fires were within the urban response area. This represents a 23.3% decrease from 2002 to 2003 for fires within the urban service area. Flashover occurred in 16% (20) of the total number of structure fires. This represents an intervention in 84% of the structure fires before flashover occurs. The 84% rate is above the service level indicator of 85% by 1%.

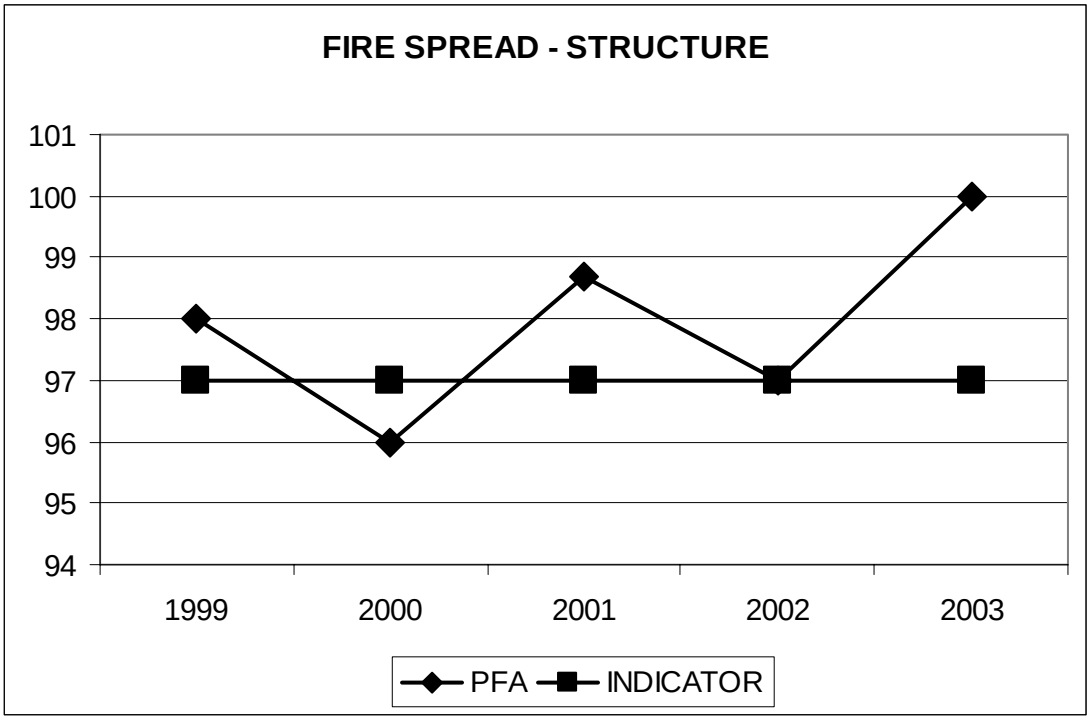
The majority of our fire loss experience is in single-family dwellings.



SERVICE LEVEL INDICATOR 5 – URBAN FIRE CONTROL

CONFINE FIRES TO BUILDING OF ORIGIN IN 97% OF ALL STRUCTURE FIRES IN THE URBAN RESPONSE AREA.

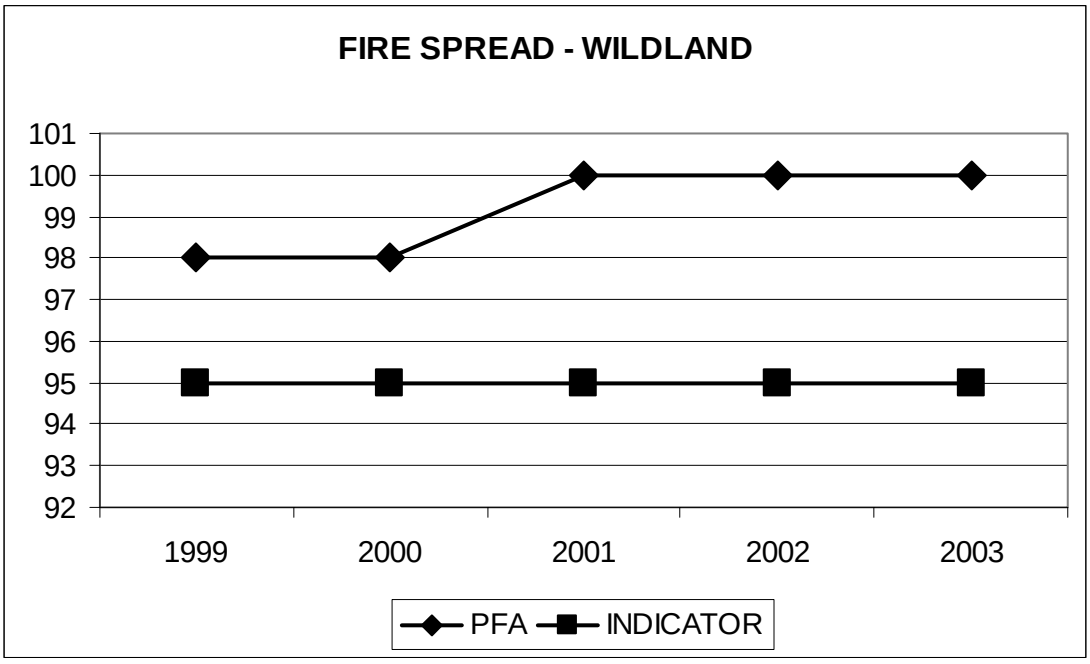
Of the 125 structure fires within the urban response area, three (3) fires spread to other structures. This indicates a rate of 100% which is 3% above the service level indicator of 97%.



SERVICE LEVEL INDICATOR 6 – RURAL FIRE CONTROL

INTERCEDE BEFORE FIRE SPREAD REACHES BUILDINGS OF OTHER SIGNIFICANT AGRICULTURAL FACILITIES IN 95% OF WILDLAND FIRES

In 2003 there were no wildland fires that spread to buildings or significant agricultural facilities. This is a rate of 100% and is above the service level indicator.



SERVICE LEVEL INDICATOR 7 – EMERGENCY MEDICAL SERVICES

INTERCEDE IN EMERGENCY MEDICAL SITUATIONS BY:

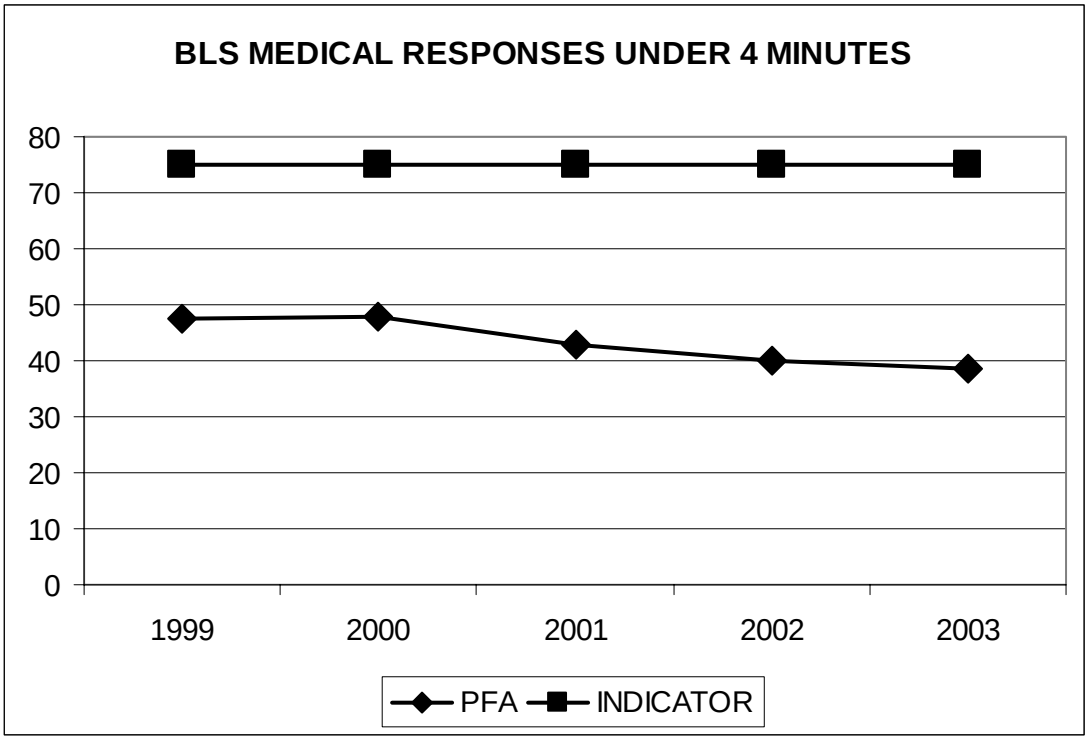
1. Providing basic life support (BLS) and basic rescue services within four minutes in 75% of reported emergency medical incidents within the urban response area.

2. Providing advanced life support (ALS) within eight minutes in 75% of reported emergency incidents within the urban response area.

In 2003 we responded to 7,622 medical emergencies within the urban response area. This is a 0.9% increase in total EMS calls as compared to 2002.

This is the only service level indicator that we have consistently failed to meet. Because our EMS system is a multi-agency one, it is difficult to significantly impact overall effectiveness.

The following graph represents 5 year benchmark activity for item #1 above. The ALS component referenced in item #2 is data provided by Poudre Valley Hospital, which is not provided to the Poudre Fire Authority.



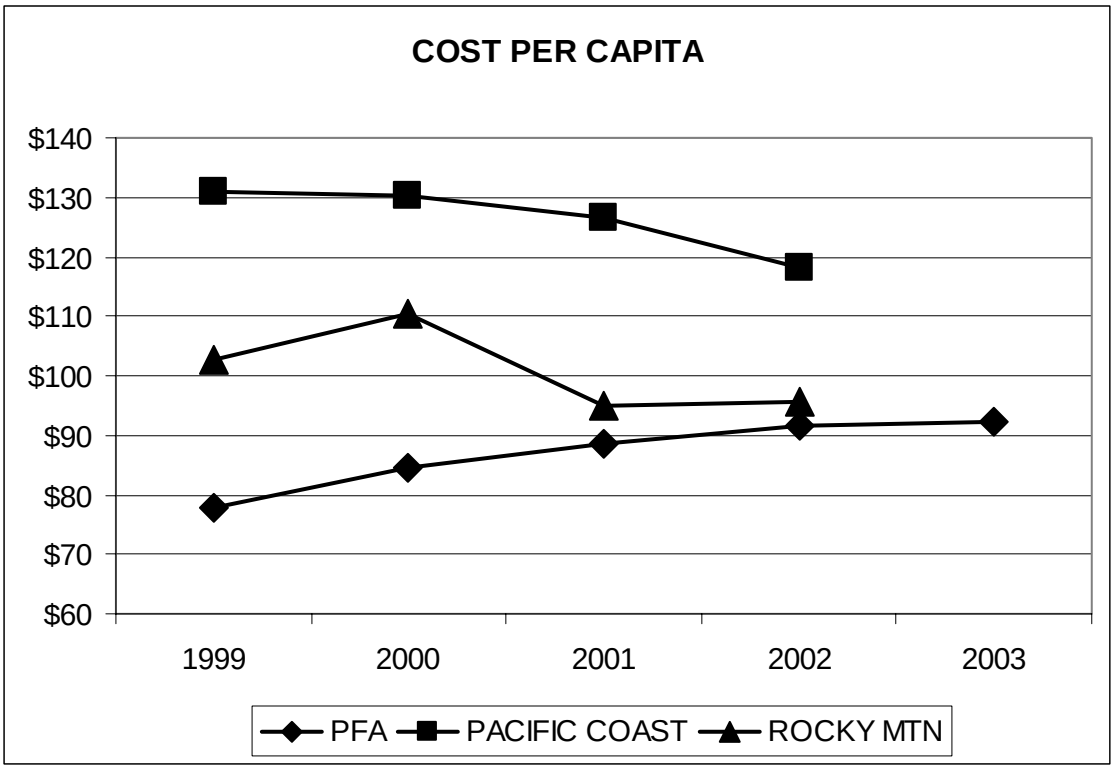
SERVICE LEVEL INDICATOR 8 – COST EFFECTIVENESS

MAINTAIN PER CAPITA COSTS BELOW THE AVERAGE FOR SIMILAR SIZE JURISDICTIONS WITHIN THE PACIFIC COAST AND ROCKY MOUNTAIN REGIONS

The cost of fire protection per capita in 2003 was $101.54*. This figure includes major capital projects and is based on a 2003 budget of $15,750,609 and a population of 166,780. If the major capital projects are excluded, the cost per capita is $92.33. The comparison data is from the International City Managers Association. The most current comparison data we have is from 2002.

The ICMA Rocky Mountain average (Arizona, Colorado, Idaho, Montana, Nevada, Utah, and Wyoming) for 2002 was $95.74. The Pacific Coast (Alaska, California, Hawaii, Oregon, and Washington) was $118.04. Our costs are significantly lower than both of these regions.

*Major capital includes Apparatus Replacement, and Station 14 construction.



FIRE PREVENTION AND EMERGENCY RESPONSE
CITIZEN SURVEYS

The following two reports are compiled from questionnaires which are provided to citizens when they receive service from us. The first is the Incident Survey, which is mailed to all citizens who receive an emergency response. The second is the Inspection Survey, which the Fire Prevention Bureau began in 2000 as part of their annual work plan. In future years we will continue to provide these reports, and as we procure more information, we will provide you with a year-to-year comparison of our citizen ratings.

III. 2004 GOALS

Secure Adequate Funding

The top priority issue emerging from our strategic planning process is our inability to fund the completion of our 1995 strategic plan or to fund any of the recommendations that are emerging in the present planning process in a timely fashion. In 2004 we will work with PFA and District Boards to explain our funding deficiency and design an adequate and functional funding model.

Finalize Strategic Plan

We are currently coordinating the final meetings with the community advisory committee and the steering committee to review our work teams' strategic planning efforts. Once completed, we will begin in-depth work with the PFA Board for final review modification and adoption in 2004.

Develop Strategy to Open Station 14

In 2004 we will work with the PFA Board to reallocate priorities and money within the PFA budget to open Station 14 in 2005. If approved by the Board, this effort will involve a departure from past budgeting practices. However, we believe this somewhat drastic approach is necessary to provide this much needed citizen service while we work on long-range funding issues.

Develop/Implement New Wellness/Fitness Program

Using funds from the Assistance to Firefighters grant and working in conjunction with Colorado State University Human Performance Clinical/ Research Laboratory all PFA firefighters will receive a complete and comprehensive physical and fitness evaluation in 2004. The focus of the program is to improve fitness and reduce the risk of cardiovascular disease in firefighters.

Implement Computer Aided Dispatch

The implementation of the new Tiburon CAD system is scheduled for fall and will require extensive effort by all involved. This project is based on the combined efforts of several agencies including Larimer County Sheriff, Fort Collins Police, CSU Police, City of Estes Park, Rocky Mountain National Park, and of course Poudre Fire Authority. When complete all agencies with the exception of the City of Loveland will be

part of this system. This will allow quicker dispatch times, better coordination of response, sharing of critical records and a substantial cost sharing that will benefit all agencies. Poudre Fire Authority has been involved since the inception and now that we are entering implementation will be working primarily in the areas of configuration of Fire/EMS response, mobile mapping, response profiles and orders, hardware and software upgrades and training for line personnel. A PFA CAD committee is currently working on these issues and will be moving forward in all areas and involving other personnel as the “go live” date approaches.

IV. 2003 PROGRAM REPORTS

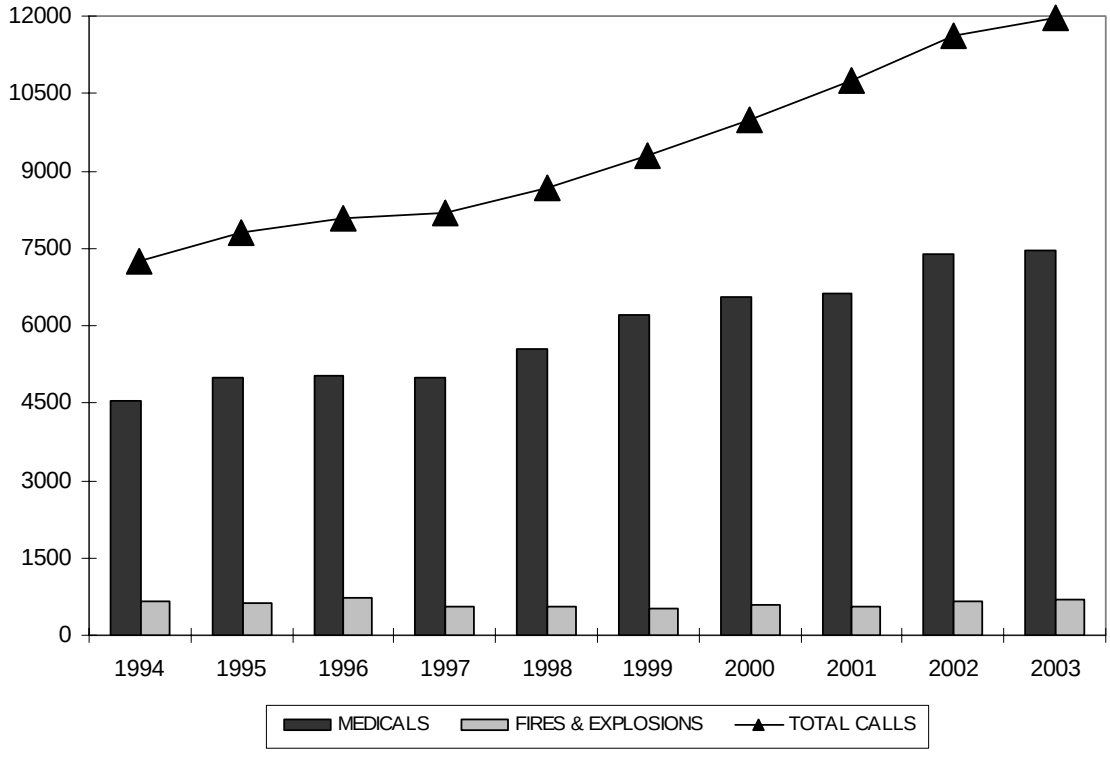
FIRE SUPPRESSION

Division Chief Ron Uthmann

In 2003 the Poudre Fire Authority experienced a 3% increase in total calls. This represents a request for service on the average of one call every 44 minutes or 32.8 calls per day.

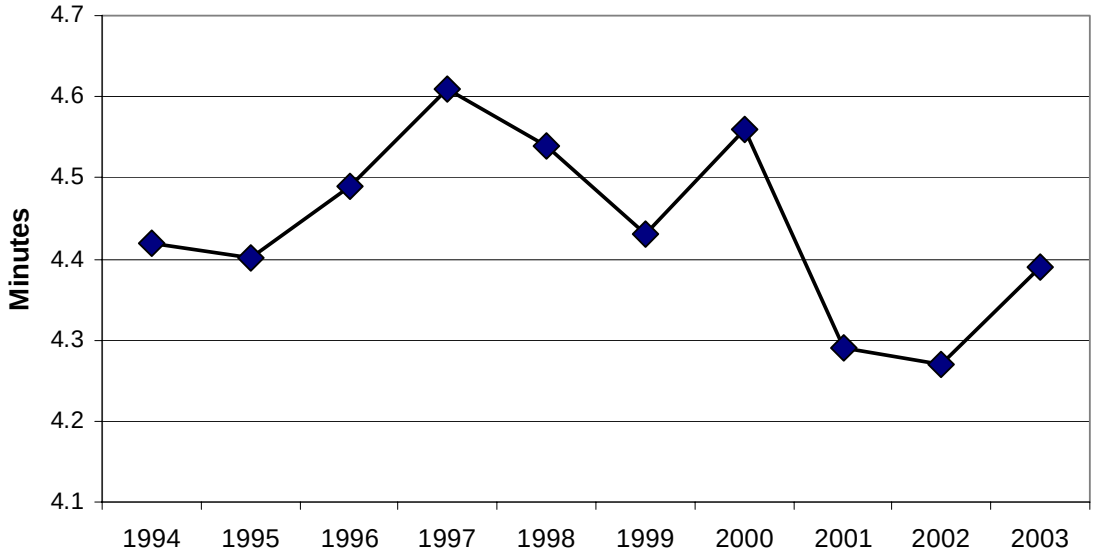
Attached is graphic information on calls responded to by PFA in 2003 and comparison statistics for previous years.

TEN YEAR CALL TREND



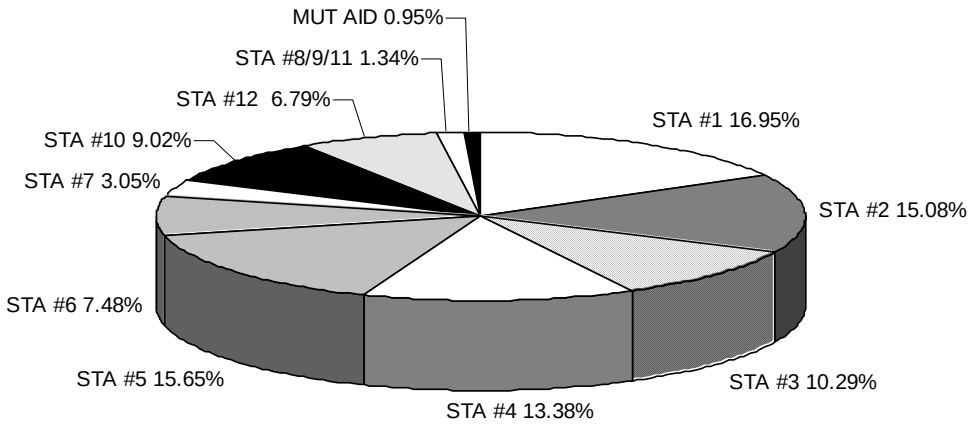
In 2003 80.94% of total calls were inside the City limits and 18.96% were in the Fire District.

Average Response Times



Prior to 2000 average response time was calculated on all calls. Since 2000 we can differentiate between emergent and non-emergent calls. So data in the graph is now based on emergent calls only.

PERCENT OF TOTAL CALLS BY STATION AREAS

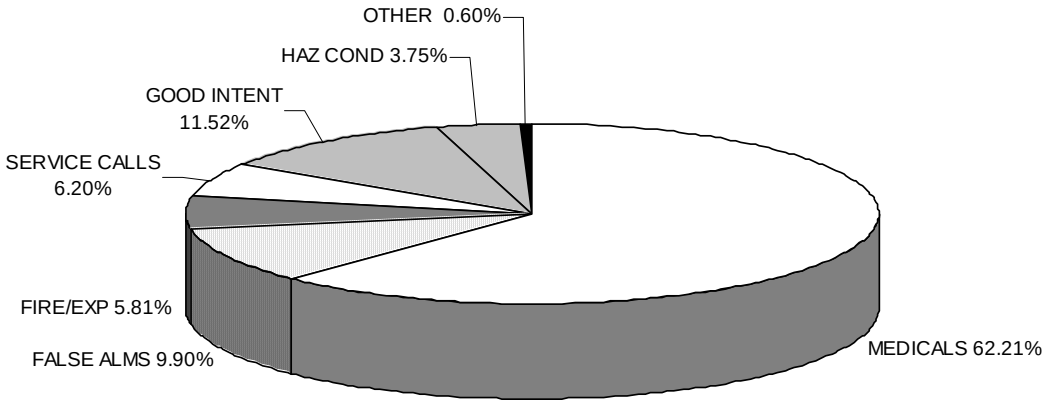


Station 1 continues to be our busiest station, with almost 17% of all calls occurring in its area.

Station 1 - 2,027
Station 2 - 1,803
Station 3 - 1,231
Station 4 - 1,600
Station 5 - 1,872
Station 6 - 895
Station 7 - 365
Stations 8, 9, & 11 - 160
Station 10 - 1,079
Station 12 - 812
Out of PFA Jurisdiction - 114

Total 11,958

PERCENT OF CALLS BY TYPE OF CALL

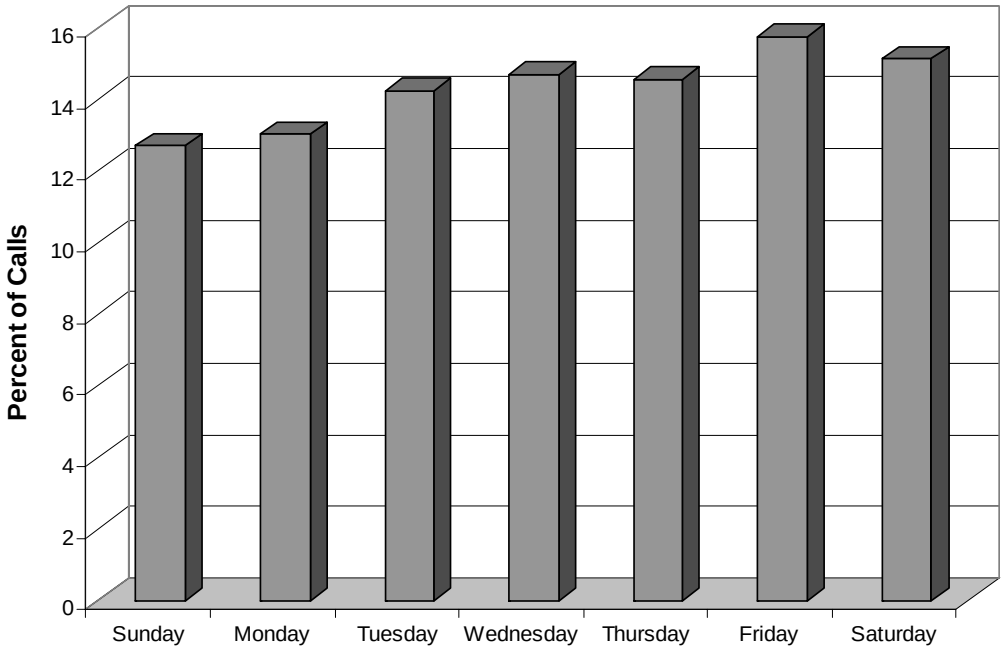


Medicals –	7,440
False Alarms –	1,184
Fires/Explosions –	695
Service Calls –	741
Good Intent Calls –	1,378
Hazardous Conditions –	449
Other Requests for Service –	71
TOTAL:	11,958

CALL LOAD BY STATION

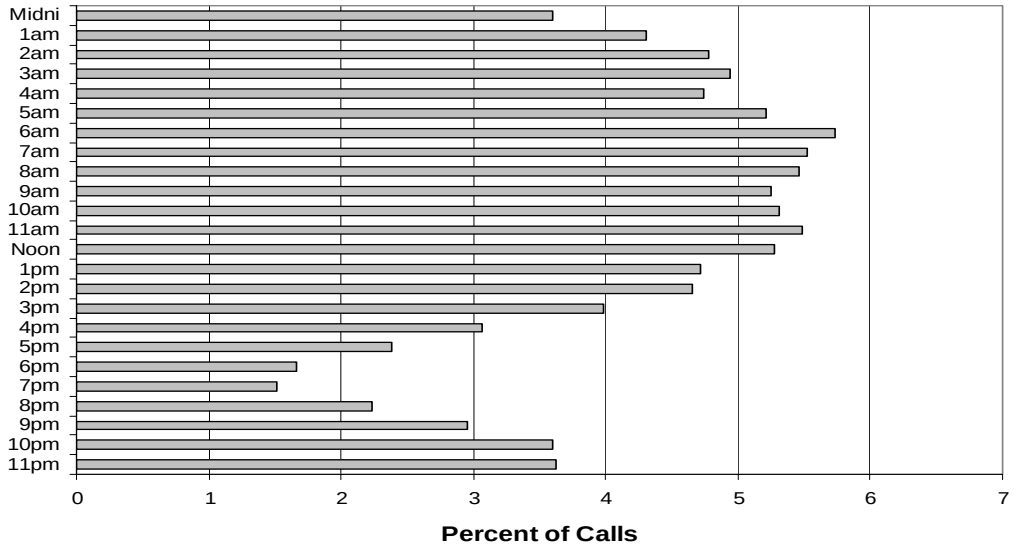
Station 5 call volume has increased substantially. When Station 14 opens we will see a reduction in Station 5's call volume.

AVERAGE CALLS PER DAY

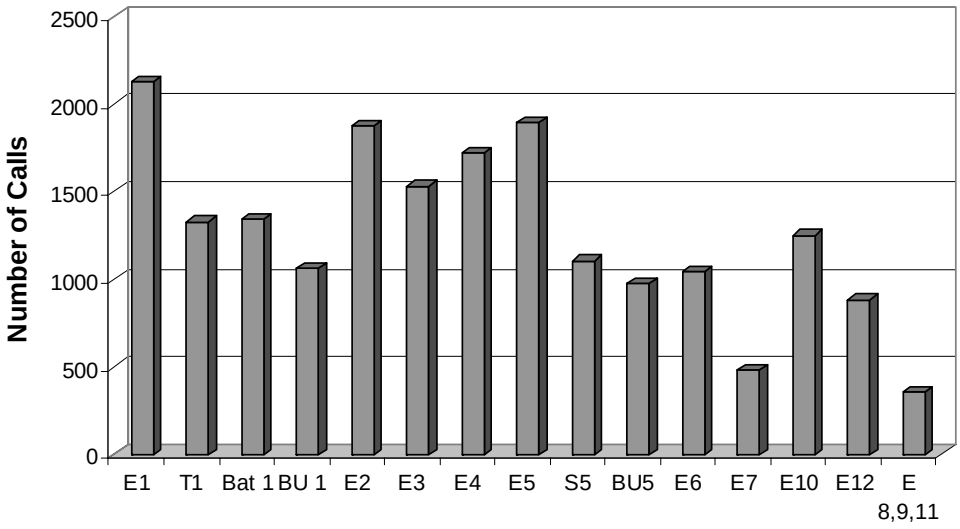


Friday continues to be our busiest day. We continue to be busier during daylight and evening hours. Even though early morning is our slowest time, it is the period when most large fires occur.

PERCENT OF CALLS BY HOUR OF DAY



CALLS PER APPARATUS



This is data we are collecting from the new records management system. The old system only gave us total calls by station area. This graph more accurately reflects the total calls to which each company responded. Total calls on this chart are higher than actual total calls because multiple apparatus are dispatched to a single incident.

FACILITIES MAINTENANCE

Battalion Chief Mel Carlson

During 2003 we replaced the carpet in Stations 1, 4, and 6. This project was long overdue and made these stations more comfortable and easier to maintain. The vehicle exhaust system at Station 3 was replaced with a Plymovent overhead exhaust system, which will make the system safer and reduce the maintenance because of the simplicity of the design. The overhead door at Station 4 was replaced, and the operator and warning systems were upgraded. Storage shelving at the PFA warehouse was expanded to allow more storage inside the secure area and make room for more supplies to be stored on pallet racks accessible to a forklift. The landscaping at Station 14 was completed and the station is being maintained for a future opening date. Many interior finish items, computer systems, phone system, and completion of the radio system will be completed when an opening date is announced.

EQUIPMENT MAINTENANCE

Fleet Maintenance Technician Jim Mirowski

In 2003, we had an unusually high number of accidents. There were seven vehicles involved in accidents, three in one accident at Horsetooth. The seven vehicles spent a total of 190 days out of service with R-25 having 118 down days.

Last year the 41 vehicles maintained by the PFA shop logged 185,595 miles. Engine 5 was at the top of the list with 10,803 miles. We logged 38,215 gallons of fuel on 2,186 fuel receipts.

Major repairs for the year included E3 transmission overhaul at Stewart and Stevenson in Denver and E3 refurb at Super Vac. We completed 159 work orders with 435 down days. All together with accidents we had a total of 625 down days.

In May all the engines were pump tested. All passed in good shape. In October the diesel powered vehicles were tested for emissions and all passed.

New Engine 4 was delivered the first part of October. We spent two-weeks getting it ready to go in service.

PRE-RESPONSE MAP & PLAN

Company Officer Mark Fowler

Overview:
For the Pre-Response Information Management program, the year 2003 reached several data and service milestones. Completion of four years of Geographic Information System (GIS) data development and conversion, development of an interagency method to maintain GIS map data, and development of the GIS data into a new format address style map book.

GIS Data:
The four year process of development and conversion of GIS data to the Arc-Info Geo-database standard was completed. The work included a shared project with City of Fort Collins GIS to develop a new standard for address annotation data.

Shared Maintenance:
Poudre Fire Authority GIS and City of Fort Collins GIS have agreed on a shared work method to maintain address annotation data. Both agencies will benefit by a reduction of duplicated work, and Quality Assurance of the data to maintain a very high degree of accuracy.

New Color Address Map Books:
The address style map books have been the core map resource during emergency response for the last 25 years. Completion of the GIS data and address annotation has created a new generation of color address style maps and maintenance method. Final Quality Assurance is in progress and map production should start in April.

EMERGENCY MEDICAL SERVICES

Battalion Chief Mike Gress

In 2003, total EMS related calls numbered 6,987 or (58%) of all incidents, which represents a 6% decrease compared to 2002. Medical emergencies continue to be PFA's leading call type.

Motor vehicle accidents (935), falls (814), and cardiac related incidents (549) were the most frequent types of medical emergencies recorded in 2003. Fifty-four of the motor vehicle accidents required extrication efforts to remove trapped individuals from their vehicles.

AED Program (Automatic External Defibrillator)

AEDs were applied twenty-four times in 2003, with no successful resuscitations.

CSU instituted an on-campus AED program, working with PFA to extend the rapid availability of AED application to individuals in cardiac arrest. Shortly after the AED unit was installed it was used to save a person who collapsed while running.

Other Accomplishments:

- AED units placed at Station 11 and Training Facility
- Quality Assurance program established with PVH
- Work with CSU on AEDs on campus

TRAINING

- Annual EMS Conference (co-sponsored with PVH)
- Annual Refresher Course with Certification Testing
- Quarterly AED recertification

TRAINING DIVISION

Battalion Chief Tom DeMint

The full-time Training staff (one Battalion Chief, two Training Officers, one Administrative Secretary, and .75 Firefighter) administer nine programs that support the training and educational needs of the Operations Division. Overall, the 142 career firefighters and officers assigned to the Operations Division received or participated in 27,956 hours of individual job related training or education, an average of 197 hours per employee. The 33 fire companies participated in 5,686 on-duty hours of company training, an average of 172 hours per company. Individual and company skills were evaluated twice during Company Performance Tasks in April and August. The training staff delivered, or assisted other department personnel in delivering 23 all-department training activities. In addition to all-department training there were more than 200 training sessions at the shift and company levels. A brief summary of some key program areas follows.

Basic Training Program

The Basic Training Program includes all training and related education provided to PFA personnel to keep skills and knowledge levels high. It does not include direct volunteer training although the training staff assists the volunteer trainers with scheduling and logistical support.

Hard scheduled training is training that is scheduled, coordinated, and sometimes delivered by full-time training staff. Specialty teams, subject matter experts, other part-time PFA instructors, and outside contract instructors deliver many of the hard scheduled training programs. This training was required of all uniformed personnel. Some of the key training highlights of 2003 were:

- SCBA Refresher (January)
- Firefighter Safety & Survival (March)
- Wildland Refresher (March)
- SCBA (March)
- AED Recertification (quarterly)
- Single Company Performance Tasks (April)
- Driver Operator Skills (May)
- Company Officer Training (May)
- Infrared Imager Training (June)
- Search Drills (June)
- NAPD Driver Training (July)
- Airlife Helicopter Training (July)
- Technical Rescue (August)
- Multiple Company Performance Tasks in Burn Building (August)
- Vehicle Safety (September)
- DO Practical (September)
- EMT Skills (October)

- Firefighter Down Department-Wide Training Drill in an Acquired Building (September)
- Firefighter Safety & Survival (September)
- Hazardous Materials, Shift-Delivered (November)
- Fire Prevention-Investigation & Inspections (December)

The Basic Skills Program is also administered at the company and shift levels. Single company, multiple company, and shift training is commonly called "soft scheduled" training. In 2003, the training division recorded more than 200 soft-scheduled training sessions. Many of these opportunities occurred at the Training Center although some individual company training took place in fire stations or other locations in the community. The full-time training staff's responsibility for company and shift level training continues to be:

- Provide and maintain props and training aids at the Training Center.
- Provide staff assistance when requested.
- Provide off-site training opportunities in acquired buildings when they are available.
- Maintain a Training Center scheduling system that keeps the Training Center facilities and props available for company and shift use as much as possible.

Driver Operator Training and Testing

This program supported the department level training of Driver Operators. Specific activities included:

- On-duty Driver Operator skills practice.
- Acting Driver Operator Academy (May). This class is for firefighters not certified as Driver/Operators. The class teaches those skills necessary to function effectively as a "fill in" driver.
- Driver Operator Test (September). Annually, we test individuals that are qualified to take the exam for recognition as a "Driver/Operator". This level is important to our firefighters by the fact that this level of certification ties to compensation.
- Annual Driver Operator recertification packet (September). This program ensures that all drivers maintain their driving and pumping skills. All Driver Operators and Acting Driver Operators successfully completed this recertification process.
- Relocation of the rodeo driving course from the Old North College Power Plant to the Training Center.

Professional Development

Training supported the professional development of PFA employees through internal and external training opportunities. This program sponsored shift personnel to various conferences and external training classes. Despite reduced funding in 2003, the Training Division was able

to provide outside training to several national, regional, and local training events. We continue to limit the amount of department-supported training due to these financial constraints. The Tuition Reimbursement program supported 10 PFA personnel enrolled in higher education classes.

Training Center Operations and Maintenance

The training staff maintained the Training and Education Building, Burn Building, Training Tower, Training Grounds and related training props and aids. Major projects under this program were:

- Repair needs to the Burn Building identified by a Professional Engineer allowed for budgeting and scheduling of the necessary repairs.
- The Training Division delayed the design and construction of a new pump pit scheduled for 2003 due to current financial constraints.
- Videoconferencing became operational in the last quarter of 2003. The Training Division sees many opportunities for this system to accomplish the goals established during the design and implementation of this new technology.

Company Officer Development

In 2003, the Company Officer Development program offered three specific activities. The first was an on-duty training day for all current Company Officers in May. A contract leadership trainer, Mr. Randy Bauer, provided a one-day session on leadership and supervision. The second activity was a Basic Company Officer Academy in February. This weeklong class provides the basic tools to perform as a Company Officer at PFA. The topics range from basic computer usage to fire ground operations. The third Company Officer development activity was the Professional Development for Career Officers program offered by Northern Colorado Fire Consortium. Four PFA firefighters completed this professional development program.

Annual Major Emphasis Training

The major emphasis topic in 2003 continued the focus established in 2002; fire ground firefighter safety. This was the second of a two-year project. In 2002, the focus was on individual and company safety. In 2003, this training developed into more company level and sector operational levels. This training included a Rapid Intervention Team drill in an acquired building with separate companies working together. The major emphasis concluded with a department wide drill for each of the three shifts. This drill, held in September, provided a scenario of a commercial structure fire with trapped and injured firefighters. The drill included every operational level of the department.

External User Fees

The Training Center has established fees for use by outside agencies. In 2003, the Training Division collected $4,340 under this fee system. The entire amount accounts for three different uses of our burn building.

Hiring and Recruitment

PFA decided in 2003 to extend the hiring eligibility list through 2004 as PFA policy allows. This extension relieved some budgetary pressures regarding the expense of conducting the hiring process. In the latter part of 2004, procedures for establishing a new "hiring list" will commence.

Company Officer Assessment Center

In April of 2003, PFA conducted a company officer assessment center to establish an eligibility list for the position of Company Officer. Donnoe and Associates, a company that specializes in developing and administering professional assessment centers, assisted with the coordination of the process. Fifteen PFA firefighters participated in the process. This list will be valid until early 2005.

Battalion Chief Assessment Center

In September of 2003, PFA offered a battalion chief assessment center to eligible company officers. Seven company officers participated in the assessment process. Donnoe and Associates assisted with the development and delivery of this process. PFA establishes the Battalion Chief list on an as needed basis.

HAZARDOUS MATERIALS RESPONSE TEAM

Company Officer Dick Spiess

Interagency cooperation, project completion, and improvements in capability for service delivery punctuated 2003 for the Hazardous Materials Response Team.

Among the training accomplishments were:

- Interagency training for PFA and Northern Colorado Fire Consortium personnel provided by the Northern Colorado Drug Enforcement Task Force.

- Department-wide delivery of training relating to clandestine drug labs. This classroom and hands-on training was designed to enhance firefighter awareness and safety when encountering these illegal operations and address a growing community concern.

- A major field exercise was conducted with the military's 8th Weapons of Mass Destruction-Civil Support Team. This exercise included a scenario designed to demonstrate the support that the 8th WMD-CST can provide to local agencies related to nuclear, biological, chemical or radiological events.

- Delivery of department-wide training that ensured department personnel maintained operations level qualifications as set forth in the Code of Federal Regulations, Part 29, 1910.120 was accomplished.

Although budget constraints prevented training any additional personnel to the technician level, plans have been made to ensure opportunity for technician level training in 2004.

Weapons of Mass Destruction have obviously become a national concern. The Haz-Mat Team made significant strides in 2003 to enhance community safety through improving detection capabilities and response preparedness.

- The acquisition of a Rapid Analyte Measurement Platform (RAMP) makes it possible for team members to quickly detect biological agents such as anthrax previously requiring lengthy laboratory analysis.

- The communications equipment authorized by a grant awarded in 2002 was acquired and put into service. This equipment provides critical communications for personnel operating in encapsulating suits.

- Another tool obtained in 2003 with 2002 grant monies, the APD2000, now allows team members to field detect chemical and biological threats such as nerve agents.

- The ability to research chemicals, plot chemical plume spread, and determine appropriate protective ensembles was enhanced through the replacement of the computer system on Squad 6.

- One other 2002 grant project that saw completion in 2003, provided WMD specific protective ensembles for all Haz Mat Team members.

Summary

The team continued to improve its ability to provide community protection through training, acquisition of equipment, use of emerging technology, and interagency cooperation at the local, regional, and national level.

WILDLAND TEAM

Company Officer Dick Spiess

During the summer fire season of 2003, the PFA Wildland Team provided support to federal, state, and local agencies, while garnering valuable experience for team participants.

Personnel and equipment were provided for 14 national level incidents in more than six states. The incidents included:

- Crane Park
- Farmington
- Bear Creek
- Balcony House
- Wedge Canyon
- Hot Creek
- Blackfoot Lake
- Needles
- Ditch Creek
- Slims Complex
- Hobble
- Booth
- Beaver Lake
- Cramer Fire

Smoke Column
Wedge Canyon Fire, Montana

These assignments provided critical training and experience for department personnel. Nationally, a system of qualifying personnel for various positions within the Incident Command System exists. This qualifications system requires both classroom education and field experience. Poudre Fire Authority personnel were able to complete the experience requirements for several positions during the past year. This included the positions of:

- Field Observer
- Engine Boss
- Operations Section Chief 2
- Task Force Leader

Additionally, Wildland Team personnel assisted with the management of local incidents and assisted with the instruction of local and national courses.

PFA personnel assisted other agencies with prescribed fire operations to reduce fire danger and manage natural areas and forests.

Finally, a member of PFA's Wildland Team was recruited to assist a national interagency investigation team with the investigation of, and subsequent report following a fatal fire in Idaho.

Summary

The Wildland Team program continues to enhance the experience level of participants in managing large-scale incidents. The intent to improve; firefighter safety, decision- making and cost efficiency through increased experience is being met through the Wildland Team program. Because incidents and assignments reimburse our actual costs including minimum manning backfill, there is no cost to PFA or the community.

WILDLAND/URBAN INTERFACE

Company Officer Kelly Close

The Interface specialty program continued to focus on enhancing PFA's capabilities in wildland fire suppression within PFA's primary response area, and in support of our local cooperators. In 2003, the Interface Team expanded its involvement of department-wide personnel and resources; Station 7 continued to play a key role as a specialty station, staffed and equipped to support initial attack resource needs.

The following is a brief summary of activities and accomplishments of PFA's Wildland/Urban Interface Team for 2003.

Pre-Response and Strategic Planning

* The Team provided ongoing information about daily, weekly, and seasonal weather and fire danger trends to PFA's operational personnel.
* Team members continue to play active roles in pre-incident planning through participation in the Larimer County Fire Council and the Northern Front Range Cooperators.
* A Team member acquired a federal matching-funds grant for fire danger assessment and hazard rating within PFA's area. The project utilizes the national Fire Danger Rating System in conjunction with geographic fire behavior models, and will provide a basis for recommending severity staffing and response levels, pre-attack planning, and developing recommendations for open-burning restrictions and hazard fuel clearance around homes. Several Team members are working to complete this project; the targeted completion is March, 2004.

* Team members provided key input into the wildland fire portion of PFA's Strategic Planning effort.

Interagency Cooperation/Relations

* A Team member worked closely with City of Fort Collins Natural Areas personnel to plan and implement the first-ever prescribed burn within Ft. Collins city limits in January, and a second burn in May. The implementation of these burns involved a cooperative effort between City Natural Areas, PFA, Larimer County, CSFS, the U.S. Forest Service, and the National Park Service.

* Team members worked with City Natural Areas personnel to develop and implement the first cooperative agreement between PFA and City Natural Areas ("City of Fort Collins Natural Areas Program Interim Fire Management and Control Guidelines").

* A Team member served as a member of an interagency Accident Investigation Team on a multiple-fatality wildland fire in the northern Rockies, continuing to strengthen PFA's involvement in wildland fire issues at the national level.

Response

* Team members actively participated in the continued development of the northern Colorado Type 3 Incident Management Team (IMT) to more effectively manage local fires that escape initial attack.

* Team members provided support to numerous local mutual aid incidents, individually and as crews. These included support to Wellington, Livermore, Poudre Canyon, Rist Canyon, Loveland Rural, and Larimer, Boulder, and Weld Counties.

Equipment

* Through a cooperative arrangement with the Colorado State Forest Service (CSFS), a Type 3 wildland engine with compressed air foam (CAFS) capability was housed at Station 7. It is used extensively for wildland fires within PFA's jurisdiction, as well as in support of mutual aid cooperators.

* Through a combination of year-end funds from the Interface and Operations budgets, PFA was able to acquire "new-generation" fire shelters to replace existing shelters and meet more stringent national safety standards.

* Aircraft available through a cooperative agreement with the CSFS was used on numerous fires in PFA's jurisdiction, and proved to be a valuable resource for minimizing the impact of wildland fires.

Training

* The Team continued to develop its annual safety "refresher" course to improve compliance with national standards. This training was provided to all PFA line and volunteer personnel, and personnel from other city and county agencies.
* For the second year, the Team continued to track training and qualifications of PFA personnel, and in accordance with national standards, issued "red cards" to line personnel and qualified City Natural Resource personnel.
* Team members worked with PFA's cooperators to present NWCG (National Wildfire Coordinating Group) training:
  - S-130/190, Basic Wildland Firefighter training (Volunteers and the Northern Colorado Consortium Academy)
  - S-205, Fire Operations in the Wildland/Urban Interface
  - S-212, Wildland Power Saws
  - S-290, Intermediate Wildland Fire Behavior
  - S-490, Advanced Wildland Fire Behavior Calculations

SCBA MAINTENANCE

Company Officer Tim England

The SCBA tech group tested, repaired, and performed preventative maintenance on the department's SCBAs, cartridge respirators, and air compressors. Facility improvements continued.

All firefighters were issued amplifiers for SCBA face pieces improving communication capability. Funding came through grant money from the Department of Justice. Additional grant funds allowed us to order quantitative and dynamic SCBA testing equipment (will ship in 2004). Training was presented to firefighters and other agencies as well. These included FEMA, City of Fort Collins, and Larimer County.

INCIDENT REPRESENTATIVE

Company Officer Steve Miller

The Department's responsibility to the citizen does not end with the mitigation of their emergency. When they occur, these events are one of the most traumatic and disruptive experiences they will face in their lifetime. The PFA incident representative (IR) program is designed to provide support and comfort during and after the emergency in a manner that allows people to resume their normal lives as soon as is practical. The IR acts as an advocate for the citizen to insure that all the appropriate services needed to help them are contacted and made accessible. These relationships our IR's form with impacted citizens can

span several weeks, providing the Department with a valuable opportunity to directly serve our citizens in a positive way.

2003's goal was to maintain the current system and work with OEM on large-scale IR services. Attempts to develop a large scale incident representative system to fit in with OEM activities were limited due to OEM's focus on the Weapons of Mass Destruction Program and their limited resources.

2004 will be a year of maintaining the IR's current service level, and if funds allow, work on developing a large-scale incident representative system to fit in with OEM activities.

OCCUPATIONAL HEALTH AND SAFETY

Battalion Chief Mel Carlson

The number of reported injuries and accidents within the Poudre Fire Authority were down slightly in 2003 when compared to the record high recorded in 2002. This year we experienced 51 reported injuries and 30 exposures with the most significant increase happening during on scene operations and the largest decrease during training. Most of the injuries were minor in nature and did not result in lost time, although a couple did require surgery and rehabilitation. The average claim cost dropped from $558 in 2002 to $432 in 2003. The number of Lost Time Days charged to our insurance carrier remained the same at zero.

We experienced 25 accidents, this year, which is down from last year. Most of the accidents were minor in nature.

During 2003, 76 personnel received physicals from our occupational health provider with about 10% being referred to a specialist for follow up. The most common negative finding was hearing loss.

EMERGENCY MANAGEMENT

Battalion Chief Mike Gress

In 2003, Emergency Management focused on issues that would enhance the ability to respond to disasters, either natural or man-made. Planning efforts and the continued development of local and regional partnerships were targeted to help facilitate disaster operations.

A highlight of the year was the Integrated Emergency Management Course, held in Emmitsburg, Maryland in March 2003. Seventy-five government and elected officials from Larimer County, Fort Collins, Loveland and Estes Park participated in a week long course and exercise focusing on emergency operation coordination in a large scale

disaster. Relationships, established during and after this event, have proven to be beneficial in identifying and improving issues that could impact disaster operations.

Update the Fort Collins Emergency Operations Plan to accurately reflect changes since last revision. This process included reviewing departmental roles/responsibilities, hazard and vulnerability analysis, and the addition of new form templates that could be utilized in different disaster scenarios. The plan was approved and distributed in August, 2003.

The Local Emergency Planning Committee (LEPC) met quarterly in 2003 for discussion, educational opportunities, and exercises. The eighty member group continues to grow and represents numerous disciplines within the county.

Continuity of Operations Planning became a focus in the final months of 2003. The ability of government to meet the needs of the citizens has a direct correlation with the ability to function during and after a disaster. Continuity planning identifies vulnerabilities within service areas and focuses efforts to improve those that have the most beneficial impact. At this time, two departments within the city are involved in the process.

The 2003 Homeland Security Grant awarded ($450,000.00) for the purchase of detection, decontamination, and personal protective equipment for first responders in Fort Collins. Grant funds target preparedness for Weapons of Mass Destruction (WMD), but also have applicability in other scenarios. An additional ($75,000.00) was awarded to the area for a full scale exercise to be held in late 2004.

INFORMATION TECHNOLOGY

IT Manager Tom Hatfield

In addition to the routine PC and server maintenance, support, and upgrades there were five areas of concentration during 2003 for the PFA IT department.

- Finish the development of the IT section of the Strategic Plan.
- Continued the joint effort of replacing the Computer Aided Dispatch System (CAD).
- Addition of one FTE to support the one current staff member.
- Phase 1 Installation of fiber optic network to several key sights to support video conferencing and data.

- Phase 1 of video conferencing system.

Strategic Plan – The IT planning team consisted of six department members and two City IT department heads. Based on input from members and surveys with a focus on supporting the PFA mission, an action plan was developed. The plan includes a mission statement, guiding principles, a management plan and goals which were submitted along with recommendations to the steering and community advisory committees.

Computer Aided Dispatch – In late 2002 Tiburon was selected as the vendor of choice for the joint city/county CAD replacement project, which was named 'CRISP" for the Combined Regional Information Systems Project. In 2003 members of the combined agencies traveled to several Tiburon customer sites to get feedback and assurance of the system's capabilities. Several weeks were spent analyzing a Tiburon provided system test bed where they demonstrated the capabilities under the scrutiny of agency members. This was done at a site provided by the Larimer County Sheriffs Office. The current schedule calls for training and configuration to begin in late March or early April and plans to go into production sometime in August 2004.

Fiber Optic Network – The installation of fiber optic cable and associated equipment was completed in seven PFA facilities in early July. Sites included in the first phase of the project include the Administration and Training buildings as well as stations 1, 2, 5, 6 and 10. The fiber network provides the higher bandwidth capabilities needed for video conferencing. In addition to providing the video training capabilities our data network was moved onto the fiber from leased Qwest lines saving the department approximately $20,000 per year.

Video Conferencing – During the final completion of the fiber network, four video conferencing systems were installed at the Training Facility and stations 1, 6, and 10. Over the last several months these units have proven to provide high quality interactive training opportunities.

Network Administrator – The IT FTE approved by the PFA Board in the 2003 budget has been essential to our ability to move forward with all the above mentioned projects which are key organizational support issues.

Computer Support - The table below outlines the ongoing hardware and software support provided for servers, personal computers, video conferencing systems and mobile data computers.

Year	# of PC's Mobile Data Terminals	Service Calls
2002	91	872
2003	100	907
% Change	+9%	+4%

FIRE PREVENTION BUREAU

Fire Marshal, Kevin Wilson

The Fire Prevention Bureau has the primary objective of decreasing the incidence of uncontrolled fire. Prevention activities include fire safety inspections, Uniform Fire Code Enforcement, inspection of the fire protection systems, the provisions of public fire safety education, and all fire investigations.

In addition to providing leadership and support for the six programs under the prevention umbrella, the fire marshal continued to support several special projects. These are the Greek Inspection Program, the R-Occupancy Program, and the Occupant Load Certification Program. Data for the Greek Inspection Program and the R-Occupancy Program is listed in the tables below. Data for the Occupant Load Certification Program is unavailable, due to the recent program initiation.

INSPECTION SERVICES

Assistant Fire Marshal, Randy Wright

During 2003, engine companies and Fire Prevention personnel conducted 2,391 business safety fire inspections. A total of 2,813 fire hazards were identified. These same inspection teams conducted 826 re-inspections. Of the 2,813 hazards identified, 1,825 hazards were corrected by the time of the re-inspection. The tables below provide a more detailed overview of inspection activities for 2003.

INSPECTION SERVICES ACTIVITY

Total Inspections	2,391
Total Hazards Written	2,813

Total Re-Inspections	826
Corrections at Re-Inspection	1,825

Final Notices Issued	139
Corrections at Final Notice Re-Inspection	350

FIVE YEAR INSPECTION ACTIVITY

Activity	1999	2000	2001	2002	2003	% Change	5 Year Avg
Total Businesses on Record	2560	3159	3687	4052	4463	10.1	3584
Inspections Assigned	2817	2844	3158	3028	2660	-12.2	2901
Inspections Conducted	2683	2657	2762	2937	2391	-18.6	2686
Total Hazards Written	1972	2502	2884	3212	2813	-12.4	2677
Hazards per Inspection	0.87	0.94	1.04	1.09	1.18	8.3	1.02
Re-Inspections Conducted	1060	985	891	1033	826	-20.0	959
Corrections at Re-Inspection	1674	1630	1581	1953	1825	-6.6	1733
Final Notices Issued	241	257	235	246	139	-43.5	224
Hazards Cleared by Final Notice	385	342	270	413	350	-15.3	352

HAZARDS BY TYPE

The bureau uses this information collected from the inspection database as a planning tool for the fire code training and community education. The following presents the common hazards identified during routine fire safety inspections from 1999-2003.

Article 85
Electrical

Year	Hazards	% Change	% of Total
1999	406		20.6
2000	775	91.0	31.0
2001	1024	32.1	35.5
2002	1087	6.2	33.8
2003	944	-13.2	33.6

Article 10 & 11
General Fire Safety

Year	Hazards	% Change	% of Total
1999	793		40.2
2000	962	21.3	38.4
2001	1,075	11.7	37.3
2002	1,048	-2.5	32.6
2003	962	-8.2	34.2

Article 12 & 25
Exiting/Places of Assembly

Year	Hazards	% Change	% of Total
1999	390		19.8
2000	488	25.1	19.5
2001	494	1.2	17.1
2002	737	49.2	22.9
2003	597	-19.0	21.2

FIRE INSPECTION COORDINATORS

In 2003 the six Fire Inspection Coordinators (FIC's) conducted 1,231 inspections. 139 of these inspections were final notice inspections issued by engine company inspectors. These inspections provided the FIC's an opportunity to perform a reinspection of hazards identified during initial inspection.

Included in those 1,231 inspections, FIC's and Bureau staff conducted 246 Inspection Contacts generated through complaints reported directly to the bureau or through inspection teams. The table below provides more detailed information about these special inspections. FIC's made additional re-inspections to bring these Final Notices to a positive closure.

FIC's also conducted drop-in inspections of restaurants, bars, and nightclubs to confirm occupant load compliance.

INSPECTION CONTACTS

		% of Total
Access/Fire Lane	5	2.0
Alarm	12	4.9
Doors/Exiting	21	8.5
Electrical	4	1.6
Fire/Open Flame	8	3.3
Hydrant	4	1.6
Inspection Issue	19	7.7
Knox Box	65	26.4
Knox Pad Lock	3	1.2
Occupant Load	17	6.9
Organic Material	12	4.9
Propane Tanks	3	1.2
Residential	3	1.2
Smoke Detector	9	3.7
Spray Booth/Paint Fumes	5	2.0
Storage	8	3.3
Tent	24	9.8
Miscellaneous	24	9.8
Total	246	

Throughout 2003, the FICs also assisted bureau investigators with 480 investigations. These six FICs perform an invaluable service for the bureau, as they are the first investigators on scene. They provide information to investigators that would, in many cases, be lost or very difficult to collect at a later time.

SPECIAL PROJECTS

POUDRE SCHOOL DISTRICT INDUSTRIAL PROGRAM – During 2003, the bureau completed the fifth year of the PSD Industrial Inspection Program. The firefighter assigned to this partnership program conducted 89 school inspections, identifying 173 hazards.

Hazard Type	2003	% of Total Hazards
Article 85/ Electrical	65	37.6
Article 10 & 11/ General Fire Safety	44	21.8
Article 12 & 25/ Exiting	59	34.1

HEALTH CARE FACILITIES – This program has statistics in two objective areas. First, by nature of use these occupancies require technical expertise related to specialty equipment and processes.

	2002	2003	% Change
Inspections	44	51	16.0
Hazards	24	31	29.2

GREEK INSPECTION PROGRAM – This partnership with Colorado State University Greek Affairs is in its fourth year. The primary benefit of this program is increased Life Safety, inspection consistency and resident education. One sorority added a sprinkler system in 2003 bringing the number of fraternities and sororities with sprinkler systems up to 8. One sorority is planning to add a sprinkler system in 2004. One sorority upgraded their fire alarm system in 2003. Many sororities and fraternities are replacing non-functional hood and duct systems with systems that function properly.

	2002	2003	% Change
Inspections	40	40	0.0
Hazards	240	214	-10.8
Re-Inspections	37	38	2.7
Final Inspections	16	13	-18.8

R-OCCUPANCY INSPECTION PROGRAM – This inspection program focuses on apartment and large residential complexes. A single inspector manages this program, providing inspection consistency and managed follow-up on identified hazards. Inspections include general fire safety evaluations as well as fire alarm and fire sprinkler inspections.

	2002	2003	% Change
Inspections	108	170	57.4
Hazards	198	244	23.2
Re-Inspections	65	92	41.5
Final Inspections	13	14	7.7

TECHNICAL SERVICES

Assistant Fire Marshal, Ron Gonzales
Fire Protection Technician, Joe Jaramillo
Fire Protection Technician, Mike Chavez

Technical Services is the section within the Fire Prevention Bureau which deals with all significant issues of design and construction for all industrial, commercial, and residential projects at varied technical levels. Typically, the services begin with answering customer questions over the phone all the way through to providing final testing of fire protection systems, and also providing building final inspections. Technical Services is comprised of three major sections. They are Conceptual Designs Plan Review, Fire Protection Systems Plans Review and Technical Services Field Inspections of Buildings and Fire Systems.

I. CONCEPTUAL DESIGNS PROGRAM ACTIVITY

ACTIVITY	2002	2003	% of Change
Project Development Plan Reviews	196	209	+7%
New Construction Plan Reviews	356	400	+13%
Conceptual Reviews	154	203	+32%

The measure of subdivisions, in terms of lots and acres of property reviewed, was of no significant value over the last two previous years. This work is reflected in the figures above.

In 2003, we provided technical services to the following higher profile projects:

City Projects

- Hythane© Fuel Project (Cutting-edge Technology)
- Sidehill Development
- Fort Collins Water Treatment Plant – fluoride storage tank
- New Albertson's Store
- Harmony Safeway Store

- Longview Market Place
- Frito Lay Distribution Center
- Fort Fun Recreation Park
- Brittany Knolls Respite Care Facility
- Pine Street Lofts
- Alley House Design Criteria

Poudre School District

- Constructed one new High School campus – Fossil Ridge High School
    - 295,000 square feet on 80 acres
- Built two new Elementary School campuses
    - Zach Elementary – 63,000 square feet
    - Bacon Elementary – 68,000 square feet
- Remodeled two existing Elementary campuses

Colorado State University

- Began the construction of a new Student Residence Hall on Main Campus
- Remodeled the Lory Student Center
- Began the construction of a new BL3 Laboratory on Foothills Campus
- Began construction of the new Performing Arts Theatre (old High School)
- Began plan review for the newly remodeled Hughes Stadium

State and Federal Government Projects

- Finaled **two** more Office Buildings out of five (NRRC)
    - Building C – 76,000 sq.ft. with additional 24,000 sq.ft. Fab Shop
    - Building D - 108,100 sq.ft.
- Finaled **one** new high-tech Laboratory
    - (NWRC) – LaPorte Avenue
- Began the plan review process with the Federal Government for the new Center for Disease Control BL3 Laboratory

II. Technical Services
Fire Protection Systems Plan Reviews

Technical Services provides **plan reviews** for the technical systems required by the fire code. These technical systems require a knowledge base involving many design standards and policy applications. These plan reviews insure that the systems are designed correctly and in accordance with modern fire protection criteria. These technical reviews are vital because they insure fire-safe buildings. We started keeping records on this program in 1984. Since then we have seen an average of 40 sprinkler systems installed every year.

Below is a comparative summary of the **plans reviewed** for which there was a fire protection system required.

	2002	2003	% of change 2002-2003
Aggregate total of fire sprinkler systems	890	965	+8
New Sprinkler Systems	66	75	+14
Fire Sprinkler System Upgrades	150	117	-22
New Fire Alarm Installations	74	64	-13
New Hood/Duct Fire Protection Systems	22	41	+87
Total Fire Protection Permits/Plan Reviews	312	297	-5

III. Technical Services Field Inspections

Technical Services provides **field inspections** for new construction and for fire protection system upgrades. The fire protection systems must be tested and inspected prior to installation; and are then inspected every 6 months thereafter. The buildings are inspected prior to the issuance of the Certificate of Occupancy which comes from the City/County Building Department.

Below is a compilation of the **field inspections** conducted:

Building Final Inspections for C/O	143
Tenant Finish Inspections	206
Hydrostatic Tests	85
New Fire Lane Installations	2
Fire Pump Tests	2
Cooking Fire Prot. Systems (H/D)	41
Knox Box Lockups	6
Spray Booths w/Fire Protection	2
Sprinkler-Rough In Inspections	105
Fire Alarm Systems Inspected	64
Total Inspections	**656**

Water flow tests are a measure of the adequacy of the water distribution system. It was anticipated in the previous year we would see a reduction of these tests due to drought conditions. However, two times the previous year's level of activity occurred due to speculative commercial growth as sprinkler contractors continue to assess the strength of the water supply. We continue to work with the City Utilities and three water districts contiguous to our fire protection district.

Water Flow Test Activities

	2001	2002	2003	% change
Water flow tests conducted	8	11	33	200%

HAZARDOUS MATERIAL REGULATION

Assistant Fire Marshal, Rick Baldwin
Assistant Fire Marshal, Ron Gonzales
Fire Protection Technician, Ray Zimmerman

The goal of this program in 2003 was to minimize hazardous material releases through planning, prevention, and enforcement. Information gathered from this program provides important pre-response information and enhances on-scene mitigation. Along with the efforts of public and private entities, the program has drastically reduced the number of hazardous material incidents within our district.

Fuel Storage Tank – The following table reflects the activity for 2003.

FUEL STORAGE TANK

ACTIVITY	**2002**	**2003**	**% of CHANGE**
Fuel System Upgrade	2	2	0%
Above/underground Fuel Tank	6	5	17%
Propane	6	11	83%

FIRE INVESTIGATIONS

Assistant Fire Marshal, Rick Baldwin

2004 was an active year for both accidental and incendiary fires. A series of arsons aimed at residences under construction caused $1,978,830 in damage. Three men from Eaton were convicted and will be serving prison sentences. There were a number of other arsons totaling $340,084 in damage.

In all, 19 separate fires were closed by arrest in 2004 highlighting the relationship between PFA and local law enforcement. Of the 79 arson cases in 2004, 33 were closed. However, accidental fires also destroyed $1,854,591 in property. As consistent with the past, most fires were caused by human factors such as carelessness and poor maintenance of equipment.

The following table represents investigation activity for years 2002 through 2003.

INVESTIGATION ACTIVITY

TYPE	2002	2003	% of Change
Total Fires	631	551	13%
Total Incendiary	48	79	39%
Structure/Incendiary	21	34	48%
All Other Incendiary	26	44	76%
% Total Incendiary	8%	14%	75%
Total Dollar Loss	$2,259,177	$4,173,505	84%
Total Dollar Loss Incendiary	$387,654	$2,318,914	598%
% Total Dollar Loss Incendiary	17%	55%	224%

PFA also assisted the Larimer County Sheriff's Department with investigation of the Glen Echo Resort fire and the Virginia Dale Church fire. PFA's participation in the Northern Colorado Fire Investigators group encourages information exchange and mutual aid that has reaped benefits for all.

The large loss figures shown for the last two years should not be viewed as an anomaly. With the rapid rise of construction costs, fires are very expensive. And with expanding demographics, the Fort Collins area will probably be experiencing more serious crime such as arson. For example, PFA investigated three serious revenge arsons in 2004 each with damages over $50,000. Such occurrences were rare in the past, but will be more frequent as the area takes on an increasingly metropolitan nature.

YOUTH FIRE AWARENESS

Assistant Fire Marshal, Rick Baldwin
Fire Marshal, Kevin Wilson
Assistant Fire Marshal, John Denison (Retired)

Reducing the incidence of juvenile fire play and juvenile arson is the goal of the Youth Fire Awareness Program. Staffed by trained PFA firefighters and led by the Public Education Coordinator, the program deals with the juvenile fire setter problem.

Participants are referred directly by their parents, by contacts at fires with PFA personnel, or by the District Attorneys office. Program firefighters teach and council the children and their parents; both educating and evaluating if the child needs further professional attention. Attendees in the program, ranging from ages 6-19, have a very low rate of repeating their actions, which continually proves the worth of the program.

2003 YFAP CONTACTS BY AGE

Age	2002	2003	% Change	% of Total
5-10	22	17	-22.7	32.7
11-14	25	18	-28.0	34.6
15-18	12	17	41.7	32.7
Total	59	52	-11.9	

PUBLIC EDUCATION

Fire Marshal, Kevin Wilson
Assistant Fire Marshal, Jason Mantas
Assistant Fire Marshal, John Denison (Retired)

In 2003, the Public Education Team focused on providing important Fire and Life Safety education through existing Public Education programs. With the assistance of community volunteers, the Public Education Team provided multiple educational events and training. We also teamed up with the U.S. Forest service to teach wildland fire safety this year.

CONTACTS BY AGE GROUP

Customer	2003
Children	2619
Junior/Senior High	52
Adults	1601
Seniors	164

FIRE STATION TOURS – Every year engine and truck companies participate in station tours and fire safety talks at local businesses, schools, and residences. These learning events primarily take place in small groups, which contributes to the effectiveness of the learning event. This program is the backbone of the community contact. In 2003, we had 244 Service Requests done by the companies, which is a 13.5% increase from 2002.

SERVICE REQUESTS BY TYPE

Activity	2002	2003	% Change	% of Total
Station Tours	99	129	30.3	52.9
General Safety	63	56	-11.1	22.0
Extinguishing Demos	38	43	13.2	17.6
Fire Drills	4	7	75.0	2.9
Home Inspections	2	2	0.0	.82
Other	9	7	-22.2	2.9
Total	215	244	13.5	

SERVICE REQUESTS BY STATION

Station	2002	2003	% Change	% of Total
Station 1	44	34	-22.7	14.4
Station 2	18	36	100.0	14.8
Station 3	34	45	32.4	18.4
Station 4	21	30	42.9	12.3
Station 5	39	41	5.1	16.8
Station 6	11	15	36.4	6.1
Station 7	6	1	-83.3	.4
Station 10	30	30	0.0	12.3
Station 12	12	9	-25.0	3.7
Bureau	0	3	300.0	1.2

SERVICE REQUESTS BY SHIFT

Shift	2002	2003	% Change	% of Total
A Shift	71	79	11.3	32.4
B Shift	70	77	10.0	31.6
C Shift	71	85	19.7	34.8
Bureau	0	3	300.0	1.2

ADDITIONAL PUBLIC EDUCATION PROGRAMS

POUDRE SCHOOL DISTRICT POSTER CONTEST – Fire safety contest where over 15,500 children are reached every year by coloring fire safety posters and making home escape plans with their family. There were 50 contest winners in 2003.
The poster contest winners are as follows:

- Grand Prize Winner:
  - Renata Lopes, Werner Elementary, Grade 5;
- First Place Winner:
  - Mikko Sayre, Olander Elementary, Grade 3;
- Second Place Winner:
  - Dylan Bolton, Tavelli Elementary, Grade 2;
- Third Place Winner:
  - Eric Zachman, Olander Elementary, Grade 6.

FIRE SAFETY HOUSE - In 2003, through grants, donations, and community support, a new fire safety house was purchased. The Windsor-Severance Fire Department purchased PFA's old safety house. The safety house is a unique method of teaching fire safety to the community. By utilizing a 40' mobile home, it brings to life the dangers of fire to our children. It is used to teach children in the local schools on a rotational program about fire safety.

FIRST ALARM – First Alarm is a fire safety show that is broadcast on the local cable channel every 6 weeks. It utilizes the unique medium of television to teach fire safety to the community. Examples of topics for 2003 were Wildland Safety, Inspections, Carbon Monoxide, Ice Rescue, and Smoke Detectors.

FLAME OUT FIVE – A yearly 5k run that brings the community to the fire department and the fire department to the community. Funds go the fire department foundation to provide smoke detectors, fire safety pamphlets, education videos, etc. There were a total of 580 participants in 2003. The deposit into the Public Education Foundation from the 2003 Flame Out 5k totaled $4,209.35 after expenses.

HOLIDAY DRAWING GIVEAWAY – During the month of November the annual Smoke Detector and Carbon Monoxide Detector drawing took place. Five smoke detectors and five carbon monoxide detectors were given to the following people:

Carbon Monoxide Winners	Smoke Detector Winners
Susan Oliver	John J. Miller
Howard Swartz	Joe Felder
Carolyn L. Goodwin	Teresa Chamberlain
Paul Dolan	Dean Mitchel
Ina Szwec	Jeff LaBlanc