Loveland Fire Rescue Authority Board Meeting Minutes
Wednesday, September 28, 2016
3070 W. 29th Street, Loveland
1:30 p.m.

Members Present:
Board Chairman Jeff Swanty, Loveland Rural Fire Protection District (“Rural District”)
Vice Chairman Cecil Gutierrez, City of Loveland Mayor
Director John Fogle, City of Loveland Council Member
Director Steve Adams, Loveland City Manager
Director Dave Legits, President of the Rural District

Staff Present:
Greg White, Secretary of Rural District
Mark Miller, Fire Chief
Renee Wheeler, Public Safety Administrative Director
Greg Ward, Division Chief
Ned Sparks, Division Chief
Roylene Sterkel, Business Services Coordinator
Kristen Cummings, Business Services Coordinator
Emily Powell, Legal Counsel to the Authority

Visitors:
Mike McKenna, Rural District Vice-President
Julia Holland, Human Resources Director
Paul Pfeiffer, FRAC
Rohn Sterkel
Mandi Lujan
Rick Davis, Fire Battalion Chief
Tim Smith, Fire Battalion Chief
Dave Schuetz, Fire Captain
Chris Sandoli, Fire Inspection Technician
Cy Pollema, Fire Lieutenant
Randy Kolb, Fire Engineer
Kurt Nakata, Fire Engineer
Alex Chapin, Firefighter
Call to Order:
Chairman Swanty called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 1:31 p.m.

Swearing In:
None

Awards and Presentations:
Chief Miller acknowledged the retirement of Business Services Coordinator, Roylene Sterkel, and recognized her for 25 years of exemplary service. Chairman Swanty presented Roylene with a plaque of appreciation.

Public Comment:
None

Consent Agenda:
1. Consider a Motion to Approve the Minutes from the Loveland Fire Rescue Authority August 31, 2016 Regular Board Meeting.

Director Fogle moved to approve consent agenda. Director Adams seconded; motion carried unanimously.

Regular Agenda:
2. Conceptual Presentation of the Proposed Fire Station 7 Location Response Maps, ISO Coverage Area, and Possible Funding Options

Chief Miller presented a Fire Station 7 update, including information about land cost negotiation for a portion of the Arvidson property and conceptual funding options, and was seeking suggestions from the Board for cost sharing strategies and ideas. Maps were presented displaying an aerial view of the Arvidson property, a map of all fire incidents in the last three years with an over-lay showing incidents that fell within a five-minutes response time, a map showing the incidents that would be covered by a five-minute response time with the addition of Station 7 at the Arvidson property, and a map of new ISO ratings for the rural area west of town with the addition of Station 7 at the Arvidson property. Chief Ward gave a demonstration of apparatus assignments during a large scale incident, showing how the addition of Station 7 would put less drain on fire resources within city limits, and also less dependence on mutual aid agencies to backfill stations.
Chief Miller advised that yesterday Nathan Klein, realtor with Loveland Commercial, met with the property owner. The property owner is offering a portion of the Arvidson property for Station 7 for $140,000. Comparables are valued at $160,000 to $200,000. The stipulation set by the property owner is that the purchaser, whether LFRA, the City, or the Rural District, would be responsible for completing the plat for sub-dividing the Station 7 portion of the property from the remainder of the property, which is estimated to cost between $20,000 and $25,000. The owner would also like to have the final approval of the plat. Larimer County advised there would be no need for re-zoning. The next step in the process would be to enter into a contract to purchase the property and deposit $5,000 in earnest money. The contract would allow for a six-month window to complete the plat and inclusions. However, at this time, it is not clear whether LFRA, the City, or the Rural District would be the purchaser of the property.

Chief Miller provided suggestions that the land could potentially be funded by the City through CEF’s. Renee Wheeler pointed out that the City just sold a fire department property for $140,000 and put the funds into the CEF, so one option would be to repurpose that money. Another option for funding the land would be the City's Tabor funds, but it is not as likely that Fire-related purposes would qualify for those funds. Emily Powell advised that the City could own the property and lease it to the Rural District, or there could be a lease-purchase-like option. In her experience, co-ownership of real property is possible, but can be very complicated. Greg White asked whether LFRA could purchase the property directly. Director Fogle suggested that LFRA spend the $5,000 for earnest money and enter into the purchase and sale contract, and use the next six months while the sub-division is being processed to finalize a plan for how the land will be purchased. If the City or District will purchase the property, LFRA can assign the purchase and sale contract to the purchasing entity. Director Adams asked for a Phase 1 environmental study to be conducted.

Chief Miller advised another option for funding could be for the City to issue Certificates of Participation (COPs) that would allow for the Station 7 land purchase, the construction of Station 7 and Station 10, and improvements to be made to the fire training grounds. The use of COPs are currently being vetted with City finance, City legal, and LFRA legal. The two newest fire stations could be used as a collateral pledge.

MOTION made by Director Fogle to authorize the Fire Chief to proceed with entering into a contract for the land purchase at a purchase price of $140,000, and approving the expenditure of $5,000 earnest money and such funds as are required to complete the plat. Seconded by Chairman Swanty. Motion carried unanimously.

3. Conceptual Presentation of the Employee Benefit Insurance Option

Chief Miller advised an employee committee has been formed to determine whether LFRA employees would benefit from enrollment in the Colorado Employer Benefit Trust (CEBT) health insurance trust instead of continuing to participate on the City's health insurance plan. The committee will be attending a presentation about CEBT on Thursday, and will be at next month’s Board Meeting to report their findings. City HR Director Julia Holland reported that LFRA employees leaving the City of Loveland health plan will not impact the City’s current renewal rates. She also stated that the way the CEBT’s plan is currently written, it appears that pre-existing conditions might not be covered, although it looked as though that was a negotiable term that could be added. Administrative Director Wheeler stated that neighboring fire agencies already using the CEBT have been very satisfied with the plan.
4. Chief’s Report

Chief Miller distributed invitations to the Board of Directors to attend the Fire Prevention Week Barbeque that will be hosted by the Loveland Emergency Communications Center at Loveland Fire Station 2 on October 12, 2016.

The Fire and Rescue Advisory Commission will be temporarily suspended, as there are not currently any pressing issues for their consideration. Thirty-day notice will be given when they are to reconvene, and four additional members will need to be recruited at that time.

Division Chief Sparks was awarded the Larry Kettlehut Fire Instructor of the Year. He will be receiving the award on October 19, 2016 in Keystone, Colorado.

City Council graciously supported repairs made at the Fire Training Grounds.

Friday, September 30, 2016 will be Roylene Sterkel’s last day of work as a full-time employee. There will be a retirement breakfast in her honor at the Loveland Fire Station 1 EOC at 0800 hours.

Chairman Swanty adjourned the regular meeting at 3:24 p.m.

The foregoing minutes, having been approved by the LFRA Board of Directors, constitute the official minutes of the meeting held on the date stated above.

Jeff Swanty, Chairman                      Kristen Cummings, Secretary