Loveland Fire Rescue Authority Board Meeting Minutes
Wednesday, April 26, 2017
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 Steve Adams, Loveland City Manager
Director Dave Legits, President of the Rural District
Director John Fogle, City of Loveland Council Member

Staff Present:

Mark Miller, Fire Chief
Renee Wheeler, Public Safety Administrative Director
Ned Sparks, Division Chief
Greg Ward, Division Chief
Rick Davis, Battalion Chief
Kristen Cummings, Business Services Coordinator
Emily Powell, Legal Counsel to the Authority
Andrea Wright, Human Resources Manager
Randy Mirowski, Special Projects Manager
Greg White, Secretary of Rural District

Visitors:

Paul Pfeiffer, Loveland Fire Rescue Advisory Committee
Mollie Fitzpatrick, Director at BBC Research & Consulting

Call to Order:

Chairman Swanty called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 1:33 p.m.

Swearing In:

None

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Awards and Presentations:
None

Public Comment:
None

Consent Agenda:
1. Consider a Motion to Approve the Minutes from the LFRA March 29, 2017 Regular Board Meeting.

2. Review the 2017 First Quarter Budget Report

Vice Chairman Gutierrez moved to approve the consent agenda. Director Legits seconded; motion carried unanimously.

Regular Agenda:
3. Presentation on Fire Capital Funding and the Impact Fee Study

Mollie Fitzpatrick, of BBC Research & Consulting ("BBC"), gave a presentation about the results of the impact fee study conducted by BBC on behalf of the Authority. She covered the different analysis options, including the Current Service Standard and the Capital Improvement Standard. She showed the proposed fee structures based on fees by Land Use, or fees by Calls for Service. In general, fees collected based on Calls for Service better reflects the actual consumption of District resources and would be expected to generate more revenue than fees based on Land Use. However, implementing LFRA impact fees may result in less overall revenue than currently is collected from City Capital Expansion Fees ("CEFs") because of the way LFRA's capital assets are examined over a larger service area. However, the funds generated by a new impact fee would belong to LFRA and could be used by LFRA to meet its capital needs anywhere within its boundaries.

Greg White expressed concern that there is not much potential for growth in the Rural District, because when there is a large amount of development, the area is ordinarily annexed into the City. It is unknown whether the City of Johnstown would support establishing an impact fee in the portion of Johnstown's jurisdiction that lies within the Authority. Director Fogle expressed concern about introducing an impact fee in the Rural District while considering seeking a mill levy increase.

The Board revisited its discussion regarding the possibility of the City constructing and owning the Station 7 property so that City CEF's could be used to fund it. The City's legal counsel previously advised the City that City CEF's could be used outside of City limits if a benefit to the City can be demonstrated. Chief Miller reminded the Board that this may be the last station built in the Rural District.
Vice Chairman Gutierrez and Director Fogle believe more information is needed before discussing with City Council, and that the May 9, 2017 meeting between LFRA and the City should be postponed. Greg White agreed to talk to his contacts in the City of Johnstown to see whether they would be supportive of establishing an impact fee.

4. **Presentation on Fire Station 7 Location Options**

Randy Mirowski gave a presentation about two possible construction locations for Fire Station 7:

The first location is on County Road 27, next to Big Thompson Elementary School. The land is developed and would require demolition and grading, but has utilities in place. It is a smaller site, at 1.5 acres, and could involve the need to purchase additional adjacent land. The cost of the land plus the cost to demolish, grade, and analyze soil is expected to be approximately $430,000.

The second location is on County Road 24. The seller would require the land be platted by LFRA, which would cost at least $20,000 and take 12-24 months. The land has no utilities, and fiber optics and a water line would have to be run a considerable distance. A water tap would need to be installed. The land is flat and undeveloped, so there would be no grading or demolition. A soil analysis would need to be completed. This land is 35 seconds farther away from Highway 34. This land, with added utilities and plating, can be expected to cost $370,000 plus the cost of running a water main to the site, which is projected to be another $30,000.

The Chief Staff is making a recommendation to pursue the County Road 27 property. The Board was in consensus. Special Projects Manager Mirowski advised that the next step is to get a conceptual review meeting with the County Planner to determine lot requirements and site plan, detention pond size and needs, septic requirements, and traffic considerations. The soil analysis and phase one environmental analysis will also need to be completed if formal action ultimately is taken to purchase the County Road 27 property. The Board and City Council also will need to determine whether LFRA or City will purchase and own the property.

Director Adams suggested that Special Projects Manager Mirowski observe the morning and afternoon traffic patterns in that area when children are being taken to and from the school. Special Projects Manager Mirowski will plan to observe the traffic pattern next week.

5. **Review the 2016 LFRA Annual Report**

Chief Miller introduced the 2016 LFRA Annual Report and stated he would email the corresponding presentation to the Board. He also gave recognition to Cheryl Cabaruvias for her hard work in compiling the 68-page report. Chief Miller asked the Board for direction on how long and detailed they wanted to see next year's report, and it was the consensus of the Board that the 2017 report could be more abbreviated.

6. **Chief's Report**

Division Chief Sparks gave a summary of the fire that occurred at the Rosebud Motel on April 22, 2017. This fire has displaced several people because gas had to be turned off to the entire 2622775.1
structure. They have been connected with the Red Cross and House of Neighborly Services. In future incidents where people are displaced, LFRA will notify the City Manager or Rural District Board President, as applicable.

Chief Miller advised that the Memorial Service for Tim Haag on April 19, 2017 received positive feedback from the family. They were appreciative of the LFRA's involvement.

7. Other Business for Board Consideration

None.

Chairman Swanty adjourned the regular meeting at 3:50 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