



LETA Meeting Minutes

Date: 12/04/19

1 CALL TO ORDER | ROLL CALL

Chair Kufeld called the meeting to order at 0900 and conducted a roll call. Members present: Chair Kufeld, Vice Chair Leshner, Secretary Charles, Treasurer Westbrook, Director Johnson, Director Manago and Director Martinez.

Staff members present: Chief Executive Officer (CEO) Kimberly Culp, Technical Manager Ed Roth, Operations Manager Val Turner and GIS Analyst Ben Butterfield.

2 REVIEW OF THE AGENDA

No additions or comments.

3 PUBLIC COMMENT

Individuals wishing to speak during public comments are welcome and should limit their comments to 5 minutes. No comments.

4 CONSENT CALENDAR

- a. Approval of October 2nd meeting minutes**
- b. Approval of September-October finance report**
- c. Approval of September-October deposits and bills report**
- d. Approval of a resolution identifying the LETA Board meeting place for 2020 as 380 N. Wilson Ave and identifying this resolution as the official posting of meeting notices.**

Chair Kufeld called for a motion to approve the consent calendar. Vice Chair Leshner made the motion to approve. Secretary Charles seconds the motion. All in favor.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Kufeld, Vice Chair Leshner, Secretary Charles, Treasurer Westbrook, Director Johnson, Director Manago and Director Martinez. **NOES:** None **ABSENT:** None **ABSTAIN:** None

5 2020 Budget Overview

Alan Holmberg reviewed the 2020 budget with the LETA Board. He highlighted the increase in revenue due to the surcharge increase in 2019. Holmberg stated that the Capital Outlay is different than previous years due to the building.

Secretary Westbrook asked what the HOA fees would include. CEO Culp advised that it is something that they are still working through those details. For now, the amount is a place holder and CEO Culp expects that number to decrease significantly.

6 PUBLIC HEARING ON THE 2020 BUDGET

No comments.

7 ADOPTION OF THE 2020 BUDGET

Chair Kufeld calls for a motion to approve the 2020 budget. Secretary Charles made motion to approve. Director Martinez seconds. All in favor. Motion carries.

UNANIMOUSLY PASSED on the following vote: AYES: Chair Kufeld, Vice Chair Leshner, Secretary Charles, Treasurer Westbrook, Director Johnson, Director Manago and Director Martinez. NOES: None ABSENT: None ABSTAIN: None

8 BOARD ACTION

a. 2020 Legislative initiative

CEO Culp explained to the LETA Board the pros and cons of the draft legislation. She stated that the bill currently has two house sponsors, McCluskey and Pelton, but has no Senate sponsors.

CEO Culp stated that she spoke with Gary Breis, CEO of the Fire Chiefs Association, and he stated the fire chiefs will not support this bill. Secretary Charles stated he does not support the bill and is concerned with the second layer of fees and bureaucracy.

CEO Culp recommended that the board give her the authority to navigate this legislation as it unfolds, and she will seek board support before taking a formal position.

Chair Kufeld calls for a motion to give authority to CEO Culp to determine formal position on this legislation. Vice Chair Leshner made motion to approve. Secretary Charles seconds. All in favor. Motion carries.

UNANIMOUSLY PASSED on the following vote: AYES: Chair Kufeld, Vice Chair Leshner, Secretary Charles, Treasurer Westbrook, Director Johnson, Director Manago and Director Martinez. NOES: None ABSENT: None ABSTAIN: None

b. LETA Building 4872 Endeavor Dr

CEO Culp advised that she is continuing discussions with Larimer County in regard to their purchase of the 1st floor. LETA is currently working with attorneys to condo off the unit. The IGA between LETA and Larimer County is almost final. The document will detail how each agency will work together in the building.

LETA is working with BBVA for financing and Beacon for construction. Once the building is closed on, Beacon will begin their interior work and estimate completion by the end of May. CEO Culp advised that a special session is needed to review building documents. That meeting will be held on **Monday, January 6th at 10am** at the LETA office.

CEO Culp stated that LETA and Larimer County will be creating a condo association. LETA's CEO and board chair will serve on this board. A resolution was included in the board packet that gives LETA's CEO the authority to sign all building contracts including BBVA and Beacon. Attorney Oldemeyer advised that January 6th will be the last day for board members to raise questions or concerns.

Chair Kufeld calls for a motion to give authority to CEO Culp to determine to sign building contracts. Vice Chair Leshner made motion to approve. Director Johnson seconds. All in favor. Motion carries.

UNANIMOUSLY PASSED on the following vote: AYES: Chair Kufeld, Vice Chair Leshner, Secretary Charles, Treasurer Westbrook, Director Johnson, Director Manago and Director Martinez. NOES: None ABSENT: None ABSTAIN: None

9 OLD BUSINESS

a. CTL ESI Net Project

CEO Culp advised that LETA PSAPs are cutting in September. Aurora is the first PSAP to cut in January so LETA will be watching the process closely.

b. CTL Diversity Tariff

Diversity Tariff discussions are on hold until the cut overs are complete. CEO Culp stated that there have been many questions with the recent fires about why communities lost infrastructure. CEO Culp stated that communities lost power and therefore lost landlines because there is not a backup generator in their community. There is no requirement for the carrier to have redundant power. CEO Culp advised that she does not anticipate a cost for this tariff in 2020 but does expect rulemaking to begin.

c. Highway 36 Fiber

CEO Culp stated that this project was delayed due to contracting issue. The problem is the gap between Lyons to Longmont. LETA needs a pair of fiber from Longmont but they are not keen on giving fiber if LETA has nothing to bargain with. Conversations are ongoing.

d. Pictometry Imagery

Imagery is complete countywide. CEO Culp advised that government partners have been notified.

e. Callbox – Pinewood, 3G-4G-5G impact

CEO Culp stated that there was a recent upgrade to cell towers and there will be a need to upgrade callboxes in 2020 to make them compatible with the new towers. LFRA also made a request for a callbox in the Viesteinz-Smith area but workable location in the canyon has not been found yet.

10 NEW BUSINESS

a. Mobile Command, SPOTS trailer

CEO Culp has been discussing the idea of a mobile command center with Justin Whitesell. These command centers are backpacks that create wireless hubs in areas or situations where there is no cell service. CEO Culp is in discussions with Verizon about options for these kinds of infrastructure issues. She also advised that a SPOT trailer can be leased and kept on-site for situations where infrastructure is compromised. She envisions a regional approach to sharing this SPOT resource but doesn't know the cost yet.

b. NICE Support Model

No update due to time.

c. Auto-dispatch project

CEO Culp advised that conversations around auto-dispatch have been going on for a couple of years. LETA had budgeted to pay for the CAD interface. Loveland Fire already had a station alerting tool in place and PFA recently went through an RFP process and awarded station alerting to a different vendor. CEO Culp stated that she has tried to get LFRA's vendor to have calls with PFA's vendor to see how they can work together to meet all needs. LFRA's vendor has been extremely uncooperative and refused to get on a call.

LETA is hosting a meeting about the auto-dispatch project on Friday, December 6th.

11 GENERAL STAFF COMMUNICATIONS TO LETA BOARD

CEO Culp advised the board that she hosted a state-wide authority meeting at Loveland PD in November and apologized for overlooking an invitation to the board.

12 LETA BOARD COMMUNICATION

No comments.

13 ADJOURN INTO EXECUTIVE SESSION

Chair Kufeld calls for a motion to adjourn the board meeting and enter into Executive Session. Secretary Charles made motion to approve. Treasurer Westbrook seconds. All in favor. Motion carries.

UNANIMOUSLY PASSED on the following vote: AYES: Chair Kufeld, Vice Chair Leshner, Secretary Charles, Treasurer Westbrook, Director Johnson, Director Manago and Director Martinez. NOES: None ABSENT: None ABSTAIN: None

Meeting adjourned at 1031 hrs.

14 EXECUTIVE SESSION

15 ADJOURN

Executive Session adjourned at 1115 hrs.