



AGENDA ITEM SUMMARY

City Council

STAFF

Derek Bergsten, Poudre Fire Authority Fire Chief
Kirsten Howard, Poudre Fire Authority Budget and Administration Manager
John Duval, Legal

SUBJECT

Second Reading of Ordinance No. 107, 2023, Appropriating Prior Year Reserves Designated for Fire Protection Services in the Fire Protection Capital Expansion Fee Account within the Capital Expansion Fee Fund for Payment to the Poudre Fire Authority to be Used by it for a New Headquarters Building.

EXECUTIVE SUMMARY

This Ordinance, unanimously adopted on First Reading on August 15, 2023, appropriates funds from the reserves in the Fire Protection Capital Expansion Fee Account within the City's Capital Expansion Fee Fund ("CEF Fund") and payment of those funds to the Poudre Fire Authority ("PFA") for its purchase of a new Headquarters Building.

STAFF RECOMMENDATION

Staff recommends adoption of the Ordinance on Second Reading.

BACKGROUND / DISCUSSION

Replacement or expansion of the PFA Administrative Building (102 Remington Street) has been included in PFA's Long-Range Financial Plan since 2016 and has been on the unfunded priorities list within PFA budget documents since 2014. PFA staff have been in discussions with the PFA Board over the past year regarding additional space via a rental option at a separate location that required a lease of several years prior to purchase as well as tenant finish expenses, and the most recent option to purchase a new facility to house all PFA administrative and support staff.

PFA staff have been working on options for additional administrative office space with City Real Estate Services, and the property at 301 Remington Street meets the criteria for PFA needs. The Property is three times the size of the current Administration Building and will provide sufficient space for PFA administrative and support staff for the foreseeable future. The property is in Old Town on the southwest corner of East Olive and Remington Streets, near PFA's current location and convenient for collaboration with City and County partners. The building features on-site parking (34 spaces), an outside courtyard, generator, computer server room, kitchen and eating area, one garage bay, several conference rooms, entry vestibule, and plenty of space for current and future PFA staff. An offer of \$3.8 million has been made by PFA staff and tentatively accepted by the seller.

CITY FINANCIAL IMPACTS

City Code Section 7.5-30(a) requires that capital expansion fees for fire protection services be used only for capital improvements related to the provision of fire services, as such improvements may be identified in the capital improvements plan for fire protection services.

The City Manager is recommending this appropriation and has determined that the funds for it are available in and previously unappropriated from the CEF Fund and this appropriation will not cause the total amount appropriated in the CEF Fund to exceed the current estimate of unappropriated prior year reserves plus the actual and anticipated revenues and all other funds to be received in the CEF Fund during this fiscal year.

The amount of \$3,511,575 will be appropriated from reserves in the CEF Fund to be paid to PFA.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

Not applicable.

PUBLIC OUTREACH

Not applicable.

ATTACHMENTS

1. Ordinance for Consideration.