



MAYOR & COUNCIL COMMUNICATION

DATE: December 1, 2015
CONSENT
ITEM #18
MOTION

AGENDA ITEM: Single Fire Station Concept

SUBMITTED BY: Greg Malmquist, Fire Chief

THROUGH: Public Safety Committee

REVIEWED BY: Interim Administrator

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation..... Fire Chief
- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion..... Mayor Facilitates

POLICY RECCOMENDER: Fire Department/Public Safety Committee

FISCAL IMPACT: The purchase of land for either one or two future fire station locations.

SUMMARY AND ACTION REQUESTED: Review additional information requested at workshop to determine future staffing/fleet/facilities direction for the fire department, identify and secure land while available.

LEGISLATIVE HISTORY: At the October 13, 2015 Council Workshop, a presentation on “Public Safety, Staffing and Facilities” was given. The information presented was the result of extensive research and discussion conducted by the Public Safety Committee and the officers of the fire department. The information focused on identifying future staffing, equipment and facility needs for the fire department, (see attachment). The Public Safety Committee was looking for direction from Council for future planning, with the question of following the current Paid on Call (POC), multiple stations model or moving toward a one station with 24/7 staffing needing additional clarification.

Information presented addressed the results of the 2004 and 2011 fire studies which were both based on POC staffing. Studies concluded current stations should be relocated and “Are not adaptable to future expansion”. Analysis of various options and how other communities have addressed this issue.

I would also like to highlight the recruitment efforts pursued over the years to deal with our inability to fully staff. The Public Safety Committee spent considerable time brainstorming and addressing this national/regional/local issue and came up with a pretty thorough list, (see attached). In addition to following up on these recommendations, FD staff went even further by attending training at regional and national levels and networking with local FD’s, yet we continue to have a very low success rate.

At the conclusion of the presentation, Council requested additional information/numbers related to the comparison of 1 vs 2 stations. Chief Malmquist conducted additional research, met with Eagan Fire Chief Mike Scott and had follow up conversation with Chief Officers of Maplewood FD regarding closing of fire stations and operating costs. See attached spreadsheet. Finance Director Cathy Bendel provided the operating cost information on the comparison spreadsheet.

BACKGROUND INFORMATION (SWOT):

Strengths	Ensure adequate staffing, long range cost savings (potentially over \$3mil.), meet future response needs of community.
Weaknesses	Increasing land costs. Initial investment in facility. Delaying decision until FD reaches critical staffing point and delivery of service is impacted.
Opportunities	Identify and secure site while still available. Learn from other communities. Possibly partner with Washington County Sheriff’s Department and Lakeview EMS in combined Public Safety Facility.
Threats	Inability to staff by committing to failing Paid on Call system.

RECOMMENDATION: The Public Safety Committee and the Officers of the Lake Elmo Fire Department recommend moving to the one centralized fire station model, identify and secure an appropriate site for a future fire station/public safety facility.

ATTACHMENTS:

- Station Comparison spreadsheet
- Council Workshop PowerPoint presentation
- Recruitment highlight slides
- CIP Fleet replacement comparison, 1 vs 2 stations

STATION COMPARISON

		2 STATION MODEL (Volunteer/Paid on Call)		1 STATION MODEL (PT Shift Staffing)	
		COSTS	NOTES	COSTS	NOTES
BUILDING OPERATING COSTS	Electric/Gas	\$12,600.00	Annual Costs Stat 1-\$5,000, Stat 2-\$7,600		Chief Malmquist has reached out to both Maplewood FD and Eagan FD for information regarding cost savings of old stations vs new energy efficient buidings. Both depts. Have or will close old stations and construct new centralized facilities. Information has not been recieved as of this time. Both Chiefs verbalized that significant savings were experienced.
	Phone	\$3,700.00	Annual Costs Stat 1-\$1,400, Stat 2-\$2,300		
	Water	N/A			
	Sewer	N/A			
	Insurance	\$7,000.00			
	Garbage	\$2,900.00	Annual Costs Stat 1-\$2,400, Stat 2-\$500		
	Bldg Maintenance	\$6,200.00			
SUB-TOTAL		\$32,400.00			

SHORT-TERM	EXISTING STATIONS UPGRADES and REPAIRS	Station #1	\$98,000.00	Replace Roof, ADA Compliance, New Electrical Service, Back up Generator, Kitchen Updates, Fire Sprinkler System. These are basic items identified in the 2011 Fire Study. Building will not allow for most improvements. Based on 2011 Shared Services Study. <u>Would still need to build new station to meet long term needs.</u>
		Station #2	\$110,000.00	Replace Roof, ADA Compliance, Back up Generator, Fire Sprinkler System, Parking Lot. These are basic items identified in the 2011 Fire Study. Building will not allow for most improvements. Based on 2011 Shared Services Study. <u>Would still need to build new station to meet long term needs.</u>
SUB-TOTAL			\$208,000.00	

LONG-TERM	NEW CONSTRUCTION	Land-Sub Station, (2.5 acres)	\$62,500.00	\$25,000.00/acre. Average tax assessed value	N/A	
		Land-Main Station, (5 acres)	\$125,000.00	\$25,000.00/acre. Average tax assessed value	\$125,000.00	\$25,000.00/acre. Average tax assessed value
		Sub Station, (10,000 sq. ft.)	\$2,350,000.00	\$235/sq. ft. based on average of Stw. And Bayport	N/A	
		Main Station, (20,000 sq. ft.)	\$4,700,000.00	\$235/sq. ft. based on average of Stw. And Bayport	\$4,700,000.00	\$235/sq. ft. based on average of Stw. And Bayport
SUB-TOTAL			\$7,237,500.00		\$4,700,000.00	

PERSONNEL	Wages	\$112,752.20	Based on 5 yr. average, and approx. 22 FF's	\$307,673.60	Based on projections, see attached
	Social Security	\$6,990.62	6.27%	\$19,075.76	Based on projections, see attached
	Medicare	\$1,634.91	1.45%	\$4,460.27	Based on projections, see attached
	Work Comp	\$14,000.00		\$2,246.09	Based on projections, see attached
	ER Pera	N/A		\$49,843.12	Based on projections, see attached
SUB-TOTAL		\$135,377.73		\$383,298.84	

FLEET	Replacement	\$3,115,000.00	Based on current CIP, see attached	\$2,105,000.00	Based on current CIP, see attached
	Maintenance, (Annual)	\$19,085.00	Based on 5 yr. average	\$14,285.14	Based on 5 yr. average and assumption of eliminating Engine, Utility and Tender.
	Fuel, (Annual)	\$14,309.53	Based on 5 yr. average	\$10,016.67	Based on 5 yr. average and assumption of eliminating Engine, Utility and Tender.
	Insurance	\$9,440.56	Based on 5 yr. average	\$6,608.39	Based on 5 yr. average and assumption of eliminating Engine, Utility and Tender.
SUB-TOTAL		\$3,157,835.09		\$2,135,910.20	

TOTAL \$10,771,112.82

\$7,219,209.04

FLEET REPLACEMENT PLAN - (2 STATION MODEL)

VEHICLE	YEAR PRCHSD	RECOMMENDED REPLACEMENT	REPLACE WITH	ESTIMATED REPLACEMENT COST	RECOMMENDED REPLACEMENT CYCLE	STATION	NOTES
L1 LADDER/ENGINE	2015	2035	ENGINE W/78'LADDER	\$800,000	20 yrs	South	
E2 ENGINE	1990	2016	Rescue/Engine, multi-purpose vehicle	\$550,000	20 yrs	South	Moved to "Reserve" role in 2014 to prolong life.
T1 TENDER	1987	2018	Single axle Tender	\$450,000	20 yrs	South	Water tank was redone in 2004 to extend life,
E1 ENGINE	1997	2021	Engine	\$500,000	20 yrs	North	Refurbished/repainted in 2007. Sept. 2011, all lighting converted to LED to correct electrical issues and extend life.
T2 TENDER/ENGINE	2007	2027	Current similar	\$550,000	20 yrs	North	Pump rebuilt in 2013.
U2	1994	2019+	Utility Truck	\$60,000	10 yrs	North	As needed
B1	2001	2021+	Pick up	\$40,000	10 yrs	South	
B2	2004	2024	Pick up w/skid unit	\$75,000	10 yrs	North	
CV1	2015	2020	Tahoe	\$45,000	5 yrs	N/A	5 YEAR REPLACEMENT
CV2	2006 (purch., used in 2010)	2017	Tahoe	\$45,000	5 yrs	N/A	5 YEAR REPLACEMENT
Boat	2007	?	Current similar		As needed	North	As needed
Ranger	2009	?	Current similar		As needed	South	As needed
100' Platform/Ladder				\$1 million +		South	The purchase/need of this truck will be driven by future development.

TOTAL \$3,115,000

FLEET REPLACEMENT PLAN - (1 STATION MODEL)

VEHICLE	YEAR PRCHSD	RECOMMENDED REPLACEMENT	REPLACE WITH	ESTIMATED REPLACEMENT COST	RECOMMENDED REPLACEMENT CYCLE	NOTES
L1 LADDER/ENGINE	2015	2035	ENGINE W/78'LADDER	\$800,000	20 yrs	
E2 ENGINE	1990	2016	Rescue/Engine, multi-purpose vehicle	\$550,000	20 yrs	
E1 ENGINE	1997	2021	Engine	<u>\$500,000</u>	20 yrs	Would be eliminated in 1 station model
T1 TENDER	1987	2018	Single axle Tender	<u>\$450,000</u>	20 yrs	Possibly eliminate 1 Tender, <u>DEPENDENT ON STATUS OF WATER SYSTEM/HYDRANT COVERAGE, AS WELL AS AVAILABLE TENDERS IN AREA!</u>
T2 TENDER/ENGINE	2007	2027	Current similar	\$550,000	20 yrs	
U2	1994	2019+	Utility Truck	<u>\$60,000</u>	10 yrs	Possibly combined with Rescue/Engine and eliminated. Won't be able to determine until specs are developed.
B1	2001	2021+	Pick up	\$40,000	10 yrs	
B2	2004	2024	Pick up w/skid unit	\$75,000	10 yrs	
CV1	2015	2020	Tahoe	\$45,000	5 yrs	5 YEAR REPLACEMENT
CV2	2006 (purch., used in 2010)	2017	Tahoe	\$45,000	5 yrs	5 YEAR REPLACEMENT
Boat	2007	?	Current similar		As needed	
Ranger	2009	?	Current similar		As needed	
100' Platform/Ladder				\$1 million +		The purchase/need for this truck will be driven by future development.

Revised 10/19/2015

TOTAL, (LESS T1 & U2) \$2,105,000

HISTORY TIMELINE

Public Safety Committee

- 11/13/13 – First meeting of the Public Safety Committee. Began discussion on recruitment/staffing. Many ideas proposed and pursued during this and future meetings.

Newsletter	Solicit Businesses	Mailings
Cable Channel	Increase Response Times	Reduce Requirements
Explorer Program	Public Works Staff	Ads w/LMC
Demographics	Responding to Scenes	Open Houses
HOA's	Promo Video	Incentives
Retention	Turnover	Morale
Rotary Meeting	Community Meetings-Surveys	

KARE11, NOVEMBER 2014



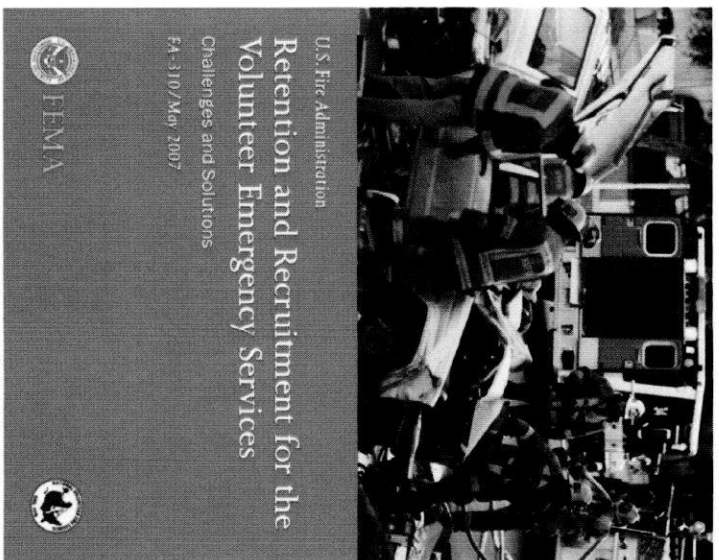
HISTORY TIMELINE

ADDITIONAL RESOURCES

"Emergency Management Magazine: Volunteer Fire Departments Face Recruitment, Retention Challenges Minnesota's recruitment and retention efforts have been falling since the 1980s."
<http://www.emergencymgmt.com/disaster/Volunteer-Fire-Departments-Face-Recruitment-Retention-Challenges.html>

"Fire departments face funding, recruitment challenges"
<http://www.argusleader.com/story/news/2015/04/18/fire-departments-face-funding-recruitment-challenges/25994171/>

FEMA: Retention and Recruitment in the Volunteer Fire Service: Problems and Solutions (LEFD has applied all feasible solutions presented here)
<https://www.usfa.fema.gov/downloads/pdf/publications/fa-310.pdf>




261 Page Report



COUNCIL WORKSHOP
 October 13, 2015

**PUBLIC SAFETY,
 STAFFING and FACILITIES**



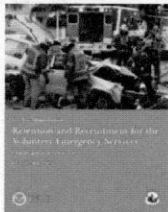
HISTORY TIMELINE

ADDITIONAL RESOURCES


"Emergency Management Magazine: Volunteer Fire Departments Face Recruitment, Retention Challenges: Minnesota's recruitment and retention efforts have been failing since the 1980s." <http://www.emmagazine.com/2014/05/01/volunteer-fire-departments-face-recruitment-retention-challenges-2014/>

"Fire departments face funding, recruitment challenges" <http://www.fireworld.com/news/2014/05/06/fire-departments-face-funding-recruitment-challenges-20140506/>

FEMA: Retention and Recruitment in the Volunteer Fire Service: Problems and Solutions (LEFD has applied all feasible solutions presented here) <https://www.usfa.fema.gov/2014/05/06/publications/ra-2013.pdf>




261 Page Report



ISSUES

- STAFFING
- FACILITIES
- EQUIPMENT




HISTORY TIMELINE

Public Safety Committee

- 6/19/14 – Discussions began for "Future Station Locations". With the following topics discussed:

Locations – Current	Response Times	Staffing
Maintenance	Fleet Size	Maplewood Model
POC vs PT vs FT	Shifts	Building Costs
Shared Services Study from September 2011		Service Level
Staffing Costs		
- 9/18/14 – Maplewood Fire Chief Steve Lukin presented to the committee the "Maplewood Model" of staffing with PT shifts and the process they had recently gone through regarding staffing and building a station. This presentation followed a previous meeting between Lake Elmo and Maplewood Chief Officers to discuss these topics.




HISTORY TIMELINE

Public Safety Committee

- 11/13/13 – First meeting of the Public Safety Committee. Began discussion on recruitment/staffing. Many ideas proposed and pursued during this and future meetings.

Newsletter	Solicit Businesses	Mailings
Cable Channel	Increase Response Times	Reduce Requirements
Explorer Program	Public Works Staff	Ads w/LMC
Demographics	Responding to Scenes	Open Houses
HOA's	Promo Video	Incentives
Retention	Turnover	Morale
Rotary Meeting	Community Meetings-Surveys	

KARE11, NOVEMBER 2014




HISTORY TIMELINE

Public Safety Committee

- TO PRESENT – Discussed Pro's and Con's of 1 vs 2 Stations.
2 STATIONS
WITH POC STAFFING

PROS
 Closer response proximity for POC's to station and out of station to scene.

CONS
 Staffing – recruiting issues, number of POC staff required
 Double Costs – Land, Building Construction, Building Maintenance
 Response – not guaranteed



HISTORY TIMELINE

1 STATION STAFFED 24/7 W/PT SHIFTS

PROS

- Reduced Costs – Land, Building Construction, Building Maintenance
- Central Location on major travel routes away from residential area.
- Possible reduction of fleet.
- Improved response times.
- Guaranteed response
- Staffing – Potentially a larger pool to hire from
- Reduce training costs by hiring trained FF's
- Interest expressed by Law Enforcement and EMS partners.

CONS

- Staffing – Increased costs, All Call response w/POC's



SERVICE AREA ANALYSIS: EXISTING FIRE STATIONS

Current Service Area for Fire Protection Services in Lake Elmo

Map 7 shows the area that can be served within 4 minutes (from the time a staffed fire vehicle leaves the station) from the two existing Lake Elmo fire stations. The 4-minute standard applies to career stations (those with full-time firefighters) according to the National Fire Protection Association. The service area on Map 7 takes into account the road pattern, speed limits on each road, and delays presented by traffic control devices.

The map shows that, while the two stations serve the middle part of the city very well, vast portions of Lake Elmo fall cannot be served within 4-minute benchmark from the current stations. In general, station number 1 (blue outline), serves a vast area along the eastern border of the City, and is also able to cover the full area to the western border with Wooddale. Station number 2 also serves the middle section of the City, and is able to cover the area to the northeast of Tri Lakes, generally extending to Lake Elmo Boulevard. However, the significant overlap of the service areas leaves many areas un-served with fire protection services. This suggests to us that the current fire station locations are inefficient, and do not work well together as a team to maximize the coverage area in the City.

In particular, the location of station number 2 on the south side of the Tri Lakes area renders it ineffective at serving the northeast corner of the City. Despite its close location "at the cross files" near the homes north or east of Lake Demontreville, station number 2 cannot quickly, easily serve this area due to circuitous roads and lake barriers. With regard to station number 1, the park reserve greatly restricts the service area to the south and west.

Another critical area that is currently not served within 4 minutes is the entire southern portion of Lake Elmo, where future development density will be highest in the City.

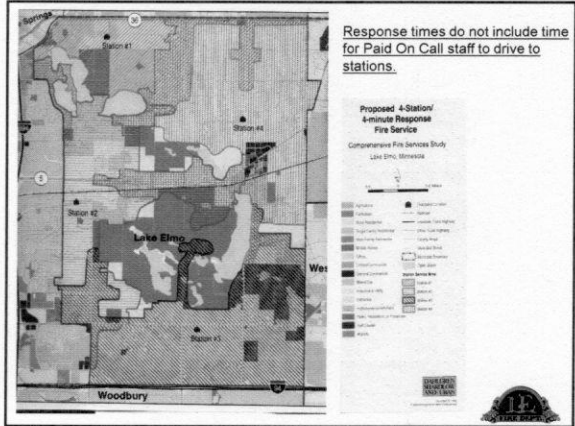
1. Fire Publications NFPA 1130: Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments, 2003 Edition.

Dahlgren, Shardlow and Urban, Inc.
Urbanshople, Minnesota



Preliminary Staffing Costs for 1 Station, PT shifts

This is having 1 officer @ \$14.20/hr and 2 FF's @ \$12.20/hr		Hours per week	Cost Per Hour	Total Cost	FF staff will be the officer
FF's PT M-F 8-4	# FF Needed 2FF @ \$12.20	40	\$24.40	\$976.00	
FF's PT M-F 4pm-8am	2 @ \$12.20 & 1 Officer @ \$14.20	80	\$38.60	\$3,088.00	
FF's PT Friday 4pm - Monday 8am	2 @ \$12.20 & 1 Officer @ \$14.20	48	\$38.60	\$1,852.80	
hours per week		168		Total Cost Per Week \$5,916.80	
				Total Cost Per Year (52 Weeks) \$307,873.60	
	SS	6.20%		\$19,075.76	
	Medicare	1.45%		\$4,460.27	
	ER Pera	16.20%		\$49,843.12	
	Work Comp	\$7.32/\$1000		\$2,246.09	
	TOTAL			\$383,298.84	



PRELIMINARY ANALYSIS: FIRE PROTECTION NEEDS
Lake Elmo, Minnesota
November 22, 2007

DAHLGREN SHARDLOW AND URBAN

TO: Mr. Chuck Dillard
City of Lake Elmo

FROM: Mr. Thomas O'Neil
Mr. Hongyi Duan
Dahlgren, Shardlow and Urban, Inc.

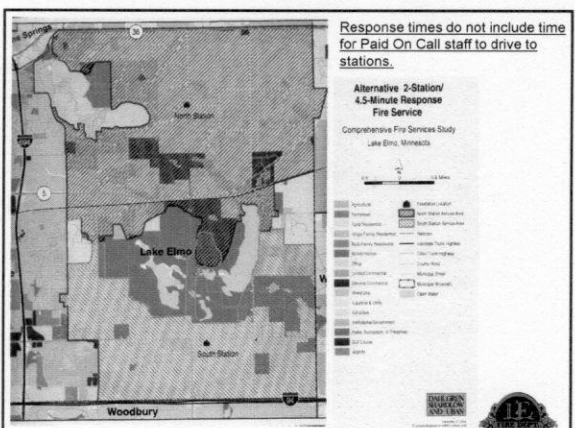
INTRODUCTION

DSU Research, the research arm of Dahlgren, Shardlow and Urban (DSU), was hired by the City of Lake Elmo to determine the community's needs for fire protection infrastructure now and in the future. DSU was charged to recommend new infrastructure and site locations (stations and routes) and address staffing issues. In particular, DSU was hired to identify the best locations for fire stations and routes, and to determine the number of stations that would fully serve the city.

This memo is intended to provide preliminary information to Lake Elmo officials, to meet the deadline of year's end for the delivery of important information on fire station locations. Given that information on the development pattern in the southern portion of the city was unavailable for the deadline, the project is not complete, and will not be, until we receive accurate information on the future land use pattern, street locations and development densities in the southern portion of Lake Elmo.

The mapping analysis portion of the project has been completed, and is outlined as full in the memorandum. This analysis helps us to determine the station locations and sites that would serve the city most effectively. The map also gives us the ability to provide preliminary recommendations on the value of possibly pursuing a regional fire service plan, or joint agreements with specific cities to provide service to specific parts of Lake Elmo.

We are also still determining the general space, facility and staffing needs for the fire department, which depends on the opinions of the Fire Chief and his officers. While we have interviewed these officials, we still need to gather additional information on facility needs and to finalize details on these parts of our recommendations. It will finalize the information after the first of the year. We will also address any ISD related issues at this point.



Meeting Agenda
Fire Service Study - Preliminary Findings
February 4, 2008

Attendance: Chuck Dilmore, City Planner
Larry Mattson, Fire Chief
Hansel Duan, Consultant
Tom O'Neil, Consultant

I. General Review of the Findings

- City of Lake Elmo.
- Fire Department.

II. Questions and concerns

- Details regarding station locations.
- Details regarding items.
- Other factors not covered.

III. Further recommendations

- City needs at least two full-time fire employees.
- Procedure and policy procedure between fire and rest of city departments.
- Allocate the budget and priorities for the two stations.
- Update comprehensive plan and transportation plan.
- Investigate sensitive roadway systems and traffic lights for higher level of accessibility to low density residential developments.
- Working with MNDOT on I-94 Y30 access and fire response issues.
- A detailed examination of staffing structure (member levels, recent targets and current members), establish of employee guidelines. This needs to be done within the fire department.
- Build and equip the new stations following industry standards such as in the examples and the suggestions from the chief.

IV. Further steps

- We do not believe a master plan as proposed is appropriate at this point, we do not effect much on the current location. Instead, if the City or districts, we can help the City update the comprehensive plan in a way that looks at all aspects of the city development, and in a manner which would allow at a much more comprehensive view and direction for all developments and conservations. A master plan can be a final product of that process.
- We will incorporate what major points from our research that support the findings into the document for the final report. We will send this report for your review and make any changes you deem necessary.
- Final presentation to the City Council.

Feasibility Study for Shared or Cooperative Fire and Emergency Services, (cont.)

	Functionality	Safety	Suitable for Current Use	Adaptable for Future Use
Lake Elmo FD #1	Minimal	Minimally	No	No
Lake Elmo FD #2	Adequate	Minimally	Yes	Yes
Mahtomedi FD	Minimal	Adequate	Yes	Yes
Stillwater FD	Minimal	Adequate	Yes	No

December 22, 2004

Tom O'Neil, CFO

Task:

As a result of the meeting on Monday, December 20, 2004, I have put together a list of items to be distributed into a new document as well as a list of equipment that may be listed on the station. This is preliminary and subject to change as we continue to investigate the findings. I have put this in the form of a letter so that it is easy for you to read and understand.

Items:

1. **Station:**
 - 1.1. Station #1: This station is located on 14th St. & 14th Ave. It is a single bay station with a 24' x 30' footprint. It is currently used as a storage area for fire equipment.
 - 1.2. Station #2: This station is located on 14th St. & 14th Ave. It is a single bay station with a 24' x 30' footprint. It is currently used as a storage area for fire equipment.
2. **Equipment:**
 - 2.1. **Engine:** A single engine with a 24' x 30' footprint.
 - 2.2. **Truck:** A single truck with a 24' x 30' footprint.
 - 2.3. **Apparatus:** A single apparatus with a 24' x 30' footprint.
3. **Other:**
 - 3.1. **Station #1:** This station is located on 14th St. & 14th Ave. It is a single bay station with a 24' x 30' footprint. It is currently used as a storage area for fire equipment.
 - 3.2. **Station #2:** This station is located on 14th St. & 14th Ave. It is a single bay station with a 24' x 30' footprint. It is currently used as a storage area for fire equipment.

Feasibility Study for Shared or Cooperative Fire and Emergency Services, (cont.)

Address of facility: 3530 Lawrence Avenue

Year facility was initially constructed: 1957

Natural map address: 3530 Lawrence Avenue
Building square feet: Unknown

Apparatus Bay:

Bay 1 (width x length)	30' x 24'
Bay 2 (width x length)	30' x 24'
Bay 3 (width x length)	30' x 24'
Bay 4 (width x length)	30' x 24'

Construction type: 1957 B.A. (Historical Non-Combustible)
Climate: Moisture/Heat
Overall construction features present: None

Does structure appear to be ADA compliant? No

Building code issues evident: Yes no one-hour separation bays to offices

Overall size of facility adequate for current use? No

Apparatus well: Not to traffic flow safe and unimpeded

Building and property blend well with neighborhood? Yes

Building and property adaptable if future expansion needed? No

Additional equipment needed: Several pieces of equipment needed for occupancy

Automatic fire extinguishers present? Yes

Automatic fire sprinklers present? None

Alarm systems present: No alarm systems present

Stillwater, Lake Elmo, Mahtomedi Minnesota

Feasibility Study for Shared or Cooperative Fire and Emergency Services

September 2011

Per Capita Cost of Fire Protection

National Average	\$104.00
Minnesota Average	\$68.61
Lake Elmo FD	\$46.66
Mahtomedi FD	\$62.50
Stillwater FD	\$45.39

Commercial building equipment present? Yes

Proper hood, duct and grease filters in place? No

Fixed fire extinguishing system in hood properly inspected? Yes

Are all flammable and combustible liquids stored in approved cabinet? Yes

Are all equipment cabinets labeled properly? Yes

Is fire extinguisher present? Yes

Are all equipment cabinets present and visible? Yes

Backup generator present? No generator present

Apparatus exhaust removal? No exhaust removal effort in place, (We've added to trucks)

Underground storage tanks present? No

Apparatus fire extinguishers present? No generator used

Adequate space for working in, on or around apparatus? Space around apparatus cramped and movement is limited Apparatus parking is impeded due to inadequate space

Apparatus room accommodates working on small equipment, hose, tools, etc.? Space is small and limited

Personnel can move quickly and easily to apparatus for response? Compromised, turnout gear is cramped between equipment

Adequate space for cooking and eating? Compromised, any eating occurs in classroom

Apparatus room has adequate ventilation and air filter? Yes

Are compressors necessary for two-grade building? No

Adequate space for personal hygiene? No

Adequate space for sleeping? Not intended for sleep accommodation

Adequate space for storage? No

Identify any additional operational compromises made by staff or crew to compensate for facility inadequacies:

Classroom doubles as dayroom/lounge, dining room.

Facility features: Separate watch room/station office
Administrative support offices
Kitchen
Classroom 100
Turnout gear extension washer
SCBA filling station

Address of facility: 4239 Lenora
 Year facility was initially constructed: unknown
 Building square feet: unknown
 Apparatus Room: Adequate
 Back up generator present? No
 Building height: One story
 Construction type: Type II-B - Unprotected Non Combustible
 Outside finish: Masonry Block
 Overall construction condition: Worst paint or finish
 Does structure appear to be built completely? Yes

Building code issues evident: Yes no one-hour separation bays to living areas

Roof type: Flat membrane
 Roof age: Original building
 Roof condition: No known problems
 Type of heating system: Radiant - water/gas
 Heating system age: Original building
 Air conditioning: Window AC unit - living areas only
 Overall state of facility adequate for use? Yes
 Apparatus room: Conventional apparatus with remote response time
 Building and property located on an emergency route? Yes
 Building and property adaptable for future expansion needs? Yes
 Adequate staff and visitor parking? Parking is adequate
 Automatic fire stoppage method (down operating property)? Yes
 Adequate fire extinguishers (not on apparatus)? Yes

Cooking equipment central shutdown? No cooking equipment present

Automatic fire sprinklers present? None

Alarm systems present? No alarm systems present

Is commercial cooking equipment present? No

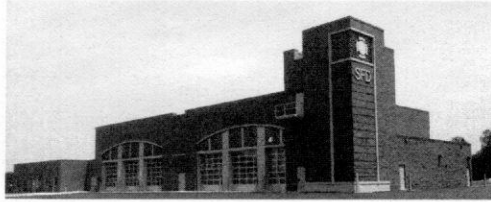
Are all flammable and combustible liquids stored in approved cabinet? None present
 Location of emergency stored flammable/combustibles?
 All pressure cylinders stored properly? Yes

SCBA compressor system present? No

Backup generator present? No generator present

Apparatus exhaust removal? No exhaust removal effort in place, (We've added to trucks)
 Undersigned storage tanks present? No
 Apparatus floor drain off separations in place? Oil separator in use

STILLWATER FD



- > 3 acre site
- > 27,315 sq. ft. (this includes all landings in the hose tower)
- > \$217 per sq. ft. for building (\$5,929,947/27,315=217.00). Total bonded for project was \$7.3 million (this includes infrastructure work, fees, etc.)

Adequate space for working in, on or around apparatus? Space around apparatus is adequate

Apparatus room accommodates working on small equipment, hose, tools, etc.? Space is small and limited

Personnel can move quickly and easily to apparatus for response? Yes
 Adequate space for cooking and eating? No
 Adequate space for local company training drills? Yes
 Are compressed air hoses for hose gender testing? No
 Two gender compressors

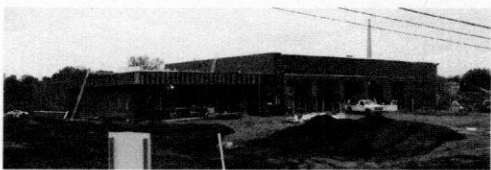
Adequate space for personal hygiene? No
Adequate space for sleeping? Not intended for sleep accommodation

Adequate space for storage? No

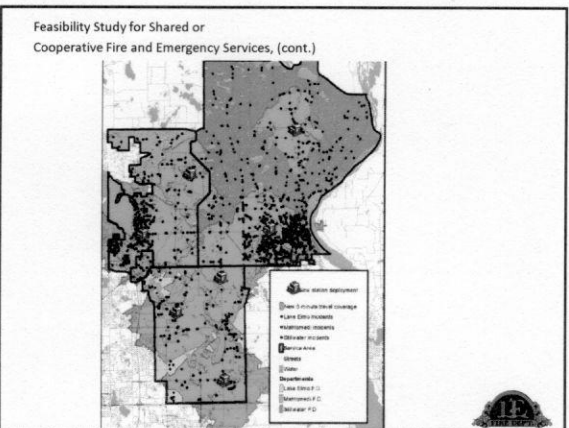
Identify any additional operational compromises made by staff or crews to compensate for facility inadequacies: Not capable of on-site residency

Facility features: Separate work/recreation office
 Day room/foyer
 Toweled gear maintenance washer


BAYPORT FD



- > 3 acre site
- > Building cost (both construction and soft costs) is \$5,366,912. Price per square foot is typically calculated off the construction costs only, so our price per s.f. for the 17,400 s.f. building came out to approximately \$252.



OAKDALE FD



- > 3.5 acre site
- > 17,000 sq. ft.

Fire station Evaluation Assumptions

- We will continue to have a Lake Elmo Fire Department
- Land will continue to be purchased for development reducing options for locations
- Cost of land will continue to increase over time
- National shortage of POC firefighters will continue
- New firefighters will continue to cost \$6k+ to train
- Want to continue to have exceptional response times
- Will continue to have historical response workload
- Moving toward a part-time structure will facilitate the recruitment and retention of firefighters
- Want to incorporate cost savings where possible to be good stewards of the tax dollars
- Maximize the flexibility of the space to allow for multiple uses for the City and for partnerships that could bring revenue to the City
- Reduce the cost of the LEFD fleet; size and maintenance
- Endeavor to meet future needs of the City

How to Read Assessment of Options

Option #	Description	Criteria Rank	Evaluation Criteria (ranking: Lower is Best)							Total Weighted Rank (Lower is Best)
			Speed	Cost	Safety	Maint	Future	Other	Partners	
1	Firehouse #1	1	1	2	3	2	2	2	2	55
2	Firehouse #2	2	2	1	1	1	4	4	4	75
3	Firehouse #3	3	1	2	3	3	3	3	3	76
4	Firehouse #4	4	1	2	6	12	15	18	21	80
5	Firehouse #5	5	1	2	6	8	10	6	7	80

Ranking of each Option for the Evaluation Criteria (1 is best)

Evaluation Criteria ranking of importance (1 is most important)

Weighted rank of each option = Evaluation Criteria Rank x Option Rank

Sum of weighted ranks for the Option (lowest is best)

Evaluation Criteria Definitions

- Response Time:** time for staff to drive to a call
- Staffing Full-up:** most likely to have full staff
- Staffing Cost:** annual cost to have full staff
- Pedestrian Safety:** safest option for pedestrians
- Railroad:** time to transit to furthest location in city when there is a train in the way & distance from railroad for hazmat release safety
- Maintenance/Utilities:** cost to maintain the facilities or annual cost of utilities
- Equipment Cost:** cost to maintain necessary equipment for city
- Cost to Build:** is the cost to update, buy land or build the new facility
- Future City Growth:** multi-use government building possible for incorporation of city offices, multi-use space, or meeting space into the facility
- Public Safety Partners:** ability of the city to work with partner organizations providing space to Sheriff, Ambulance service, other... (some may involve rent for use of the space)

Assessment of Options

Evaluation of Lake Elmo Fire station Options

Option #	Description	Evaluation Criteria (ranking: Lower is Best)										Total Weighted Rank (Lower is Best)
		Response Time	Staffing Full-up	Staffing Cost	Pedestrian Safety	Railroad	Maint	Equip. Utilities	Cost to Build	Future City Growth	Public Safety Partners	
1	One Firehouse Downtown (3-5 acres)	1	1	2	3	3	1	1	4	2	2	119
	Weighted rank	3	2	6	12	15	6	7	32	18	20	119
2	Update Existing Two Firehouses	3	2	1	2	2	4	2	1	5	4	159
	Weighted rank	3	4	3	8	10	24	14	8	45	40	159
3	One Firehouse Expand Fire station #1	2	1	2	4	4	2	1	2	3	3	138
	Weighted rank	2	2	6	16	20	12	7	16	27	30	138
4	One Firehouse Downtown (10+ acres)	1	1	2	3	3	3	1	5	1	1	120
	Weighted rank	1	2	6	12	15	18	7	40	9	10	120
5	One Firehouse Distant to Downtown (3-5 acres)	4	1	2	1	1	4	1	3	4	2	132
	Weighted rank	4	2	6	4	8	24	7	24	36	20	132

Options Evaluated

- One Firehouse (3-5 acres): one station on minimum space required to house fireservice needs
- Update Existing Two Firehouses: improve existing firehouses to meet OSHA requirements and update to make functional
- One Firehouse Expand Fire station #1: expand fire station #1 into the building immediately north of it (into Mohar Building)
- One Firehouse (10+ acres): one station on larger space that would allow for additional city construction in the future
- One Firehouse Distant to Downtown (3-5 acres): one station distant to downtown for less expensive land and in lower traffic area

WHERE ARE WE NOW?

- FD is understaffed and struggling to get POC's. National problem.
- Need to plan for future, staffing and facilities.
- Determine which direction, 1 station w/PT Shifts or 2 stations w/POC will better meet the emergency response needs of the City?
- Based on direction, acquire land/option for either 1 or 2 stations while still available.
- 9/17/15 - Public Safety Comm. moved to recommend the City Council discuss securing land in a centralized location near Highway 5 for a fire station under a one station model. Motion carried 5 - 0.

QUESTIONS?