

FRONT RANGE FIRE RESCUE BOARD OF DIRECTORS MEETING  
In-Person & ZOOM MEETING  
Tuesday, October 12,2021 6:00 PM

The Board meeting will be held both virtually and in-person; instructions to join the meeting can be received by emailing info@frfr.co Individuals who wish to make comments regarding items scheduled on the agenda or wish to address the FRFR Board during public comment on items not specifically scheduled on the agenda will use the Q&A option in the Virtual Meeting and a moderator will deliver the comments to the Board, or individuals may send public comment to info@frfr.co prior to the meeting.

The FRFR BoDs Meeting is called to order by President Darrin Rutt at 18:04.

PLEDGE OF ALLEGIANCE

MDA CHECK PRESENTATION: MDA Presentation of check from FRFR Chief West for \$6,219.85. Sabrina rom MDA gave a presentation on what the money goes toward. This year MDA closed their officers and are working virtually. Three new drugs for MDA have been approved through the FDA. There are now 14 medications to assist patients. These patients may have any of the 40 different types of illnesses that these medications will help treat.

OATH OF OFFICE: Connor Covillo was sworn in and pinned as a new Engineer.

ROLL CALL: At 18:15, roll call taken: Darrin Rutt, Jim Young, Blair Howe, Jim Young are present. Reid Hobler and Secretary Vanessa Thorpe absent. Also in attendance are Chief West, Chief Drage, FSI Kurt Nakata, Christine Champlin.

PUBLIC COMMENT: None.

CONSENT AGENDA: The Consent Agenda and minutes are approved. Freehling moves to approve the Consent Agenda. Howe seconds. Roll call: All "aye." Motion approved.

There were questions about services for the Engineer Process as well as bell caps. Chief West gave explanations and all BoDs approved.

STAFF REPORTS:

Administration/Financial:

Executive Financial Summary

- General Fund Revenue September 30th YTD revenue is at 4,562,102, 98% of our budget for 2021.
  - As of September 30th, we are sitting at 73% of expenditures for the year:
  - 451,420 for operations & management exp, which is 71% of the budgeted expenditure
  - 3.1 mill for administrative costs, which is 73% of the budgeted expenditure
  - Apparatus remains over budget at 149%, however that remains from the first half of the year
  - 95% of revenue is in General Fund
  - Debt Fund is 100%
- Capital Fund Revenue September 30th YTD revenue is at \$901,270, 96% of our budget for 2021.
- Debt Fund revenue is at 100%
  - We made the 2022 Bond payment this month, which saved us over \$4,000 of interest. The 2021 payment is scheduled for December
- The District's balance due on the Construction loan is \$501,098.98
- Included at the end of this report:
  - General Fund YTD
  - Other Fund Balances YTD
  - Account Balances
  - Property Tax 2021 vs 2020

FPPA Update: The admin staff attended a two-day virtual webinar regarding some changes and updates with FPPA. The highlights are:

- FPPA personnel will be returning to the office this week
- Our contribution to our member's death & disability plan will increase from 3.0% to 3.2% for 2022
- Our contribution to our member's defined benefit plan will increase from 8.35% to 9% for 2022, this rate will increase by .5 each year through 2030 to reach a total of 13%
- The member rate will increase from 11.5% to 12% in 2022

FRFR Website: Hopefully everyone has had a chance to look over our new website. We have been receiving payments through the website this past month and it has been going very smoothly. The State also provided a card reader for the office so we can process credit cards.

Light The Night For Fallen Firefighters: All three stations participated in the Light the Night for Fallen Firefighters Event, September 27-Oct 3. Each station had a red light glowing in respect to the fallen firefighters and their families. So far in 2021, there have been 105 firefighter fatalities across the US.

LIFE SAFETY: Most of our staff has completed their physical fitness assessments through CSU, and they are now rotating through the occupational medical evaluation with UC Health. Over the course of 2021 and 2022, every member will complete a full physical and medical assessment aligned with NFPA 1582.

The construction of the new Elwell Elementary School is starting to take shape, with footings and foundations poured and much of the site infrastructure installed. They are still planning to open for students for the beginning of the 2022/2023 school year.

Staff attended the groundbreaking for the new Roosevelt High School on October 8th. Infrastructure should be going in shortly, to keep the project on their timeline for opening the beginning of the 2023/2024 school year.

Bu-cess is coming to the SW Corner of I25 and Hwy 60.

Several new constructions and/or development projects have broken ground, or will be very shortly, so we will soon begin to see an increase in all of the various inspections that accompany new building projects.

### Highlights

- Drage has been invited to join a peer review team to evaluate Cobb County (GA) Fire & Emergency Services as they seek their fourth accreditation. Drage is one of five peer reviewers from across the country who are working with the agency on this process.
- The Station 1 remodel project continues to move forward, based on additional conversations with our planning group and the architects. We are getting closer to having a final draft floor plan for what the remodel will entail.
- Drage is participating in the first planning session for the 2022 BBQ Day event. We will be working closely with the planning team to develop a detailed emergency plan for the event, so all parties are better prepared for any potential incidents that may happen during any portion of the event.
- The Citizens Advisory Group is spooling up from being mostly inactive last year due to the pandemic. We are working on several different ideas to re-envision the program so that it can bring a much bigger benefit to the citizens and visitors to our district, as well as to our members.

Life Safety Programs: Staff worked with members of the Johnstown Downtown Development Authority and the Johnstown Police Department to create an emergency plan for the Fall Festival event that took place on Sunday, September 19th. We will continue to work with the JDDA, JPD, and the BBQ Day committee to use this new plan as the backbone of a larger, more comprehensive plan that can be adapted to any large-scale special event in town.

Kurt is working with County officials to seek resolution to three different planning, zoning, and/or building complaints within various parts of unincorporated Weld County. The County has been very responsive and helpful in helping us work with the effected properties to work towards realistic and reasonable solutions.

We are continuing to share information with local police departments and the school district about our youth fire-setter intervention program. This paid off recently when we received six referrals from the Milliken Police Department for activities that recently took place on school district property outside of school hours.

Kurt is working with the parents of these children to schedule the necessary and appropriate interventions. Kurt is working with Chief West to develop a middle school and high school fire science program. This will involve two days of lecture and hands-on training in early November for 16 to 20 participating students. Topics will include navigating a maze while wearing protective gear, moving with and using hoses and nozzles, using portable fire extinguishers, and developing an understanding of what it takes to be a firefighter. Various members of FRFR Operations have been recruited to lead this program.

The Hunger Hero Backpack program is still going strong and is getting rave reviews from the school district and impacted students. This program is a collaboration between the school district, the Weld County Food Bank, FRFR, the police departments in both towns, the YMCA, United Methodist Church, and the RHS Interact Club to provide food to 75-100 disadvantaged students. Once each week, our members help out by delivering these food-filled backpacks.

The NFPA's annual Fire Prevention Week was the first week of October. We were very thankful to receive wonderful donations from two different agents of State Farm Insurance to supply us with all of the handouts and other materials needed to support the theme of,

“Learn the Sounds of Fire Safety” and is focused on increasing awareness of alarm notification devices in our homes. Kurt is working with State Farm to develop a partnership to increase our ability to reach our community with this educational message.

Logistics: In addition to coordinating the logistics program needs, Lt Covillo is participating in the FRFC Envision Leadership class, facilitating by Chief Mirowski. This class meets once weekly through the end of May 2022 and brings in topics from The Leadership Journey as well as new material he has organized for this leadership development course.

Apparatus: We have prepared the documents needed for the annual ambulance licensing process. We will have the license submitted by October 15th to renew it for 2022.

The new BC vehicle is at Recreational Electric and is getting everything installed to make it response ready. We anticipate delivery of this new vehicle by the end of October.

All apparatus has had their major repairs corrected and we are working on rotating everything through Loveland Fleet Services for annual preventive maintenance. 2904's tank leak has been repaired and it is again available as a reserve apparatus. We're confident that we have crested this wave and we should see a much more response-ready fleet, with more “normal” expenditures, in the future.

We have heard from reliable sources that the industry is anticipating a significant shortage of tires in 2022. We know that many of our apparatus will require new tires next year. If the shortage comes as it is expected to, this will mean extensive delays to get the tires we need to keep our apparatus on the road. To ensure that all our primary apparatus remain available for response, we are working on purchasing a back-stock of tires that we will store until they are needed.

Facilities: Decontamination continues to be performed monthly.

Fire Station 1: We have had several meetings with the architect and our planning group to discuss options for the renovation project to improve the functionality and safety of this building. We've made great progress and are hopeful that we can come up with a final design by the end of October. Fire chi

Fire Station 2: We have received the permit from CDOT to work on the monument area at the northeast corner of the lot. We have also received pricing for the project, which also includes new concrete at the Training Building. We will get the project underway as soon as we can.

Fire Station 3: The emergency backup generator has been installed.

Training Building: Chief West continues to work with the school district regarding transfer of ownership of the building. Since we now have a written agreement that affirms their intent to give us the property, we moved completed the necessary repairs to the roof and added an improved gutter system. We will be replacing the driveway and installing a drainage system to ensure runoff does not enter the building.

Gateway Building: No new developments at this building.

Communications: No new developments for this program area.

Quartermaster: The duty shorts have arrived and been issued. So far, we are getting great reviews.

The R&D process for lightweight and structural PPE is continuing. Three members are evaluating three different sets of demo gear based on the same checklist. We will use their input to help us determine what we will purchase for new PPE. Chief West will receive feedback once the process is wrapped up.

Chief Drage also included in the Google Folder: Operational Responses and 2021 Response Performance Analysis. We have had a 15% call volume increase from last year. We are still meeting expectations from crews.

FIRE CHIEF: As Chief West mentioned last month, we're starting to finish up several significant projects that we started early in the year. It's been a hectic time! Of course, the priority has been wrapping up the 2021 budget and preparing for 2022.

The new SCBA have been delivered and placed in service. We have also turned in our previous equipment to the vendor as part of our trade-in program. We are waiting on parts for one of our two fill stations that have been on backorder for several months and that will complete the entire project that started well over two years ago. A huge thanks to all who have helped! In the end, we were able to save well over \$185,000, get the very best equipment for our members through a comprehensive research project, and save money long-term on maintenance.

The new Battalion Chief vehicle is nearing the final stages after a lengthy delay. We anticipate it being in service in the next few weeks. Included is a newly designed compartment for the BC's bunker gear that vents to the outside. This concept is crucial as we work to minimize cancer exposures to our members.

With the agreement with the school district complete, we have begun the needed maintenance projects. The roof was replaced, and we have a bid for the concrete driveway. This work will be combined with the Station 2 landscape project. We will have an item under New Business for you this evening.

This month a competitive exam for the position of engineer was held. As you are aware, Conner Covillo was promoted as a result of this. Firefighter Steve Lester is currently in a temporary promoted position. Congratulations to all who participated.

The Weld County Dispatch Center has been installing a new Computer Aided Dispatch (CAD) system over the last year. Due to a delay in the Records Management System Interface (RMS), the program has been delayed. The original go-live date was late February. Now we are anticipating August 2022. This delay will allow us to firm up some auto aid agreements with the neighbors, and West has had several productive meetings on this topic with Greeley and Evens Fire. Stay tuned.

We are working with LFRA with other projects and will see more savings doing joint purchase and shared resources. An example is the architect for the new station. We will be using the same as LFRA. Unclear of total savings yet.

Several meetings of our Station 1 remodel workgroup have been held, and we are getting close to a final design concept to bring to the Board. This will likely be in November. I have asked our architect to bring us a phased program, as the initial estimated costs are exceptionally high. This is largely due to the cost of materials and the shortage of available construction contractors right now. We have identified the critical areas for remodeling, as well as those areas that can be delayed. Director Rutt states that prioritizing firefighter comfort and needs is a must. Chief West agrees.

#### Highlights:

- This month we closed on the land for Station 4. We will continue to monitor the growth and construction around 402 to identify the best time to move forward on the project.
- Drage and West attended the groundbreaking for LFRA Station 10, just west of I25 and south of HWY34. As you will recall, the design of that station was done cooperatively with FRFR. It matches the preliminary design of Station 4 and possibly Station 5. We will continue to evaluate the plan as LFRA opens the facility next fall to ensure that our concept is best for our members.
- Drage and West attended the Fire Service Leadership Think Tank once again. This annual meeting is held in northern Colorado and brings together fire service leaders from throughout the US. Drage and West were 028 involved in the planning committee this year, and Christine helped us with logistics. We came away with many useful ideas for FRFR.
- Drage and West attended the groundbreaking for the new Roosevelt high school. This project will take up a lot of our fire prevention capacity over the next year. Along with the construction slated in the coming years, we will evaluate the need for additional staff to assist with these projects.
- This month was a trying one for West personally as a firefighter and bagpiper. West coordinated and played for two line of duty death funerals. Both were friends of West from South Metro and Denver Fire. Additionally, West coordinated several other bagpipers for several active duty and retiree deaths. So far, the Colorado Emerald Society band members have participated in 79 events this year.

#### NEW BUSINESS

Points West CD: Our CD at Points West Community Bank matures on October 18, 2021. The Board voted to close the CD at FNB upon maturity, and then use those funds (\$261,690.54) to purchase a 5-year CD on October 17, 2016, receiving 1.9% interest rate.

These are options FRFR can go with:

- The CD will need to either be moved to another account, rolled over in the same account with very minimal return, or a new CD purchased.
- Rolling the CD into Colotrust will give us a minimal return .017
- Letting the CD rollover, this option ties the money up for 5 years and the rate would be around 1%
- Purchasing a new CD with Points West for 12 months, we would be able to secure a rate of .28% which is higher than their usual .20%

BoDs discussed and asked questions.

Freehling moves to use the funds in the current Points West CD to purchase a new 12-month CD at the .28%. Howe seconds the motion. Roll call: Rutt, yes; Howe, yes; Young, yes; Freehling yes. Motion passes.

Landscaping Station 2: With the remodel of Station 2 in 2020, we felt the exterior landscape needed significant improvements. We are putting the best face on FRFR for people who drive by on Broad Street. Additionally, as you know, we have been working with the school district to acquire the training building for our own. We anticipated two significant repairs of that facility in 2021; The roof and the driveway.

Lt. Covillo worked on the design for the landscaping and front signage. His knowledge of these things has been most helpful. With a design finished he worked to obtain bids and the necessary permits through the State (CDOT) and the Town.

While we solicited several companies for bids, only one provided a complete proposal, and we would like to move ahead with this project with Environmental Designs, Inc.

The two combined projects had a capital budget of \$ 69,000. Our bid has come in at just over \$85,000. Additionally, West has asked Lt. Covillo to add in landscape work on the east and south sides. This will bring the project total to \$120,000. With our savings on SCBA (\$186k) and the new BC vehicle (≈\$15k) we have a surplus of \$200,000 to easily cover the difference.

Young moves to approve the Landscape Construction Agreement with Environmental Designs to begin work at Station 2 and the training building. Freehling seconds the motion. Roll call: Rutt, yes; Howe, yes; Young, yes; Freehling yes. Motion passes.

2022 Budget Presentation: Chief West presented the Budget planning process presentation. West reviewed wages, COLA, Total Benefits Package, planning for future, and goals. This is provided in the Google Folder.

There was discussion about purchasing/construction purchase power and working with the Fire Consortium.

Also discussed was First Watch discussion as well as Dispatch CAD.

BOARD REPORTS: Director Young will not be attending the November BoDs meeting.

CORRESPONDENCE: Please see in Google Folder.

ADJOURNMENT: Meeting is adjourned at 20:00.