

FRONT RANGE FIRE RESCUE BOARD OF DIRECTORS MEETING  
101 S. Irene Ave., Milliken, CO 80543  
In-Person & ZOOM  
Tuesday, January 10, 2023 6:00 P.M.

The Board meeting will be held both virtually and in person; instructions to join the meeting can be received by emailing [info@frfr.co](mailto:info@frfr.co) Individuals who wish to make comments regarding items scheduled on the agenda or want to address the FRFR Board during public comment on items not explicitly 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 a public statement to [info@frfr.co](mailto:info@frfr.co) before the meeting.

Director Rutt calls the FRFR BoDs Meeting to order at 17:59. Roll call: Darrin Rutt, Jim Young, Greg Freehling, Reid Hobler, and Blair Howe. Also in attendance are Chief West, Chief Drage, Chief Kronholm, Chief Hinkle, LSI Kurt Nakata, Christine Champlin, and Vanessa Thorpe. Gabe Buldra with JVG is our guest. Robert Burns is in the audience.

#### PLEDGE OF ALLEGIANCE

CONSENT AGENDA: Young has a few questions regarding the bills. Young asks why we keep seeing and paying a lot of money for the Station 1 remodel that are reflected in the bills. West states there is a tremendous amount of action going on. Drage states things are being finalized. West and Drage explain remodel progress and situation. Drage states we should have a building permit within the next week or two.

Young asks why it costs \$380 for a coffee pot? Drage states it has a direct tap and multiple pots. It is commercial grade.

Young asks if there is a problem with the vehicle that has been ordered and why have we not received it yet? Drage states it has been delayed but we should be receiving it tomorrow or Thursday.

Young moves to approve the consent agenda. Hobler seconds. Roll call: Rutt, yes; Young, yes; Freehling, yes; Hobler, yes; and Howe, yes. Motion passes.

#### UPDATES:

JVG: Buldra presents. Christine finished the 2022 Financial Report. Buldra will present this at the February meeting. The Audit Engagement Letter will be discussed later in the meeting.

Young states that we still have a loan debt on remodeling Station 2. He wants to know what the scheduled payout is on that because we are going into another remodel debt here soon. West explains that the BoDs had approved the Capital Improvement Plan not long ago and Buldra will be working with us on figuring out how best to finance it. We had a great interest loan on the current one, versus the loan we will be taking on with a higher interest rate.

Financial Update: Christine gives report.

#### Executive Summary:

- General Fund Revenue unaudited YTD is 5,575,423, which is 106% over budget. General Fund Expenses unaudited YTD is 5,286,442, which is 3% less than we budgeted, 5,444,790
- Capital Fund Revenue unaudited YTD is 1,265,512, which is 105% over budget, and includes the debt fund balance we transferred in November.
- The District's balance on the Construction loan is \$ 346,203

Included in The Google Folder:

- General Fund YTD
- Other Fund Balances YTD
- Account Balances

#### Highlights

- We sold 50 ornaments in December and received \$755 of donations.
- Christine was able to recertify my FLSA certification for the Varone Fair Labor Standard Labor Act class.
- We have begun advertising for the Lateral Firefighter position, applications open February 16 and close March 17 at 17:00 hours.

- Young asked where we are advertising. Christine states Facebook, Instagram, Linked In, Nextdoor, and Twitter. We are wanting to get 6 based on new positions as well as starting staff for the next Company.
- The District Transparency Report has been filed with both counties and posted on both DOLA and our website.
- The current District Map has been filed with both counties and posted on the DOLA website.

Hobler asked regarding the budget, where the 2023 Budget from an operational budget standpoint is, if we increased between last year and this year. West states we did increase about 19%, based on increase in oil and gas reserves. Expenditures are up as well.

Life Safety: Drage reports that plan reviews and new construction ended the year on a high note. Kurt and Drage are waiting to see how 2023 starts, so they will be able to start building some ideas for what the year will look like for new developments. Overall, in 2022, we spent 856 hours doing plan reviews. This is an average of nearly 16.5 hours per week throughout the year.

These statistics will help figure out when to bring on a part-time inspector this year.

#### Life Safety Programs

2022 Plan Review Summary: For every project submitted for review, our goal is to complete the initial review and return comments or issue a permit within 10 business days. We were successful in meeting this goal during 2022 thanks to Lt Nakata obtaining his Fire Plans Examiner certification and stepping up to help review projects.

- Proposed new developments: 312 hours and 246,861,642 square feet of development.
  - Average review time is 3.06 hours per application over 4.54 days
  - 90 percent of reviews completed in 5.0 hours over 9.0 days
- Proposed new buildings: 233 hours and 1,706,814 square feet of new construction.
  - Average review time is 4.0 hours over 4.0 days.
  - 90 percent of reviews completed in 7.0 hours over 7.6 days.
- Fire alarms, sprinklers, etc: 187 hours and 2,214,088 square feet of new systems.
  - Average review time is 4.0 hours over 3.0 days.
  - 90 percent of reviews completed in 8.0 hours over 6.3 days.
- Special Hazards: 54 hours and 7,089,513 square feet of hazardous operations.
  - Average review time is 5.62 hours over 4.15 days.
  - 90 percent of reviews were completed in 9.8 hours over 9.2 days.
- Special Events Planning: 63 hours for 18 events

Weld RE-5J School to Career Program: Lt Nakata has been busy working on the upcoming session, which will run on January 11th and 12th. The 2022 class was extremely popular. We hosted two groups of 20 and 25 students. Groups rotated through four stations: hose advancement on the ground, modified SCBA maze, fire extinguishers, and a discussion about what it takes to be a firefighter. This year, we've got 60 students registered. They asked for more hands-on activities, so we'll break them into two groups of 30. Students will learn about hose advancement inside a building, search and rescue/victim handling, and horizontal ventilation. Their training will culminate with a simulated residential structure fire evolution at the Two Rivers Training Facility.

Drage states this is for 8<sup>th</sup> and 9<sup>th</sup> graders.

#### Logistics Programs and Projects:

Fire Station 1: The design team has re-submitted the site plan to the Town to address the initial round of review comments. We are still working through some value engineering processes on the final design.

Chart provided in Google for Station 1 Project Timeline Remodel.

Fire Station 2, 3 and Training Building: Nothing new to report.

Gateway Building: Construction contract was awarded to Bartlett Construction, whose bid came in far below both other bids. Construction is currently underway and should be complete by the end of January.

Young asked about the La France that we still own. The La France was re-located to Station 3 to better accommodate the Gateway building construction. Admin is hoping the new Local 5400 takes it over and possibly turn it into a parade vehicle.

Apparatus: Chief Kronholm's new vehicle is still at Rec Electric for final installations. The anticipated delivery date is now mid-January.

Communications: Nothing new to report.

Quartermaster: Nothing new to report.

Operations: Kronholm reports that we finished the year with 2,762 calls, an 8% increase from 2021. Call volume for the month of December was down 5% from December of 2021.

Department training in December included building construction, continuing medical education, and significant on-duty training for our new probationary members. FRFR members completed 7,656 hours of training in 2022, or about 250 hours per person.

We responded to a structure fire in Hill N Park early in the month and assisted LFRA with the commercial vehicle fire on I-25 just before Christmas. Our crews were also busy with the extreme cold weather and snow.

Kronholm was able to assist JPD as an assessor for their recent Sergeant promotional process. They have an excellent group of officers and supervisors, and it was a great opportunity to continue to build those relationships.

Charts and graphs for Total Call Volume, Calls by Zone, Call Volume by Zone, Major Incident Type, Auto and Mutual Aid, Incidents by Day and Time are provided in the Operations Report/Google Folder.

Young states he likes the modification in the reports from Admin. West states they Admin has planned over the last few months for the updating and simplifying of Admins monthly reports to the Board. This is their first month in this attempt. We would appreciate the Board members looking over this report in comparison with last month to let us know if we are meeting your expectations. West asks that the BoDs give feedback regarding the meeting and reports Admin presents to the BoDs. Admin would like to know what the BoDs specifically want added or taken out to help make their decisions.

Young asked about the west and north construction and if we track calls now in that area. West states not specifically based on how they constructed the CAD. They are working on automatic aid agreements and will look at reconfiguring the CAD eventually. They will eventually break it down and dissect it to get better information.

Chief Report: West reports what a difference a year makes! In January of 2022, more than 1/3 of our members had recovered from or were about to get COVID. Twelve months ago, was the start of a challenging staffing period that ultimately led to the highest need for overtime in FRFR history. Today I'm happy to tell you that while we still get an occasional case, we are as healthy as we have been in nearly three years. It's a great way to start 2023!

January 1st marked the 5th anniversary of FRFR as a Special District. As you all know, in 2015, we were an authority; prior to that, we were separate stand-alone districts. Next month West will go over where we have been and where we are heading, but let's just say it's been a remarkable period in the organization's history, and our future looks even brighter.

As you will recall, FRFR joined the Cancer and Heart Trust two years ago. This program benefits our members by getting them quickly covered and compensated when they have a cardiac issue or develop cancer related to the job. While Colorado has a presumptive cancer provision, the process is sometimes very long, and as you can imagine having a member wait for a check to make ends meet can add stress to a terrible time in their life. Last month the trust added Mental Health benefits to the trust. This will also be a great benefit to our members. We have witnessed firsthand the delay that can occur in waiting for Workers' Compensation to kick in when someone is suffering from Post-Traumatic Stress, and this only adds to the difficulty. Thanks to Ty for doing the leg work of getting us involved in the program.

West gave a recount of history on how the Cancer Trust all came about 11 years ago. He gave the story on how heart was added as well as mental health. West states that surprisingly, it costs very little a year for the department, around \$18,000 for coverage. The program is good and supplemented with grants.

We are now using the James Vincent Group (JVG) for our financial consulting, future budgeting, and record-keeping. While we are just starting this month, many foundational activities are already beginning. Thanks to Christine for all the coordination with Gabe and his team.

We have had two members leave for other departments in the last few weeks. One in Weld County, and the other is out of state. I'm very proud of these folks for the courage to head back to their home departments and know that they are spreading the FRFR way to other places. 2 new members have been offered and accepted contingent job offers to fill

these gaps and are going through the hiring process. With one additional separation in December, this leaves us down one, but still well within our staffing model.

Speaking of hiring, we have started the process of hiring lateral firefighters this summer. We anticipate hiring up to 6 and maybe more, depending on attrition. These six will help fill future gaps as we add in the Emergency Manager position and a new training officer to help Chief Hinkle. We are also starting the process to staff for future growth and the addition of our next fire company. Chief Kronholm will be outlining that timeline at our April meeting.

West updated that two were just hired and will hopefully be coming on the end of February and start the academy. West feels we have developed a good hiring process.

#### Highlights

- Several meetings with the FRFC were held to finalize our plans for the Spring 2023 academy class. As we have discussed, 2022 led to several changes in the academy curriculum and makeup, and December was used to capitalize on the lessons learned.
- Meetings were held to discuss an upcoming joint command training with us and LFRA. West will be teaching it along with Chief Ward.

Firefighter Association Local 5400: Firefighter Zach Rodriquez, President of Local 5400 and other board members introduced themselves and explained that they started the Local 5400 because of the love and support that the BoDs have shown and given to the department. Rodriquez explains they want to make sure they get to keep everything that the BoDs have given them and keep it that way for future hiring and replacements. Rodriquez also states they will take care of the La France and turn it into a parade vehicle. They will fund the storage for it to be refurbished.

BoDs are supportive and thankful for them starting The Local 5400.

Hobler asks how many members are in Local 5400. West states 16 members out of 24 eligible members. Young applauds West for his sensitivity on how he approached the union addition.

OLD BUSINESS: None.

#### NEW BUSINESS:

DEO Resolution: We have three board positions up this May 2, 2023. There are two Director positions for the West District; Darrin Rutt and Jim Young. In addition, there is one Director position that is for the district at large; Greg Freehling. Based on the new legislation from the State of Colorado, board members elected will return to 4-year terms. Previously, regular special district elections were held on the Tuesday immediately succeeding the first Monday of May in every even-numbered year. House Bill 18-1039 moved such elections to the Tuesday following the first Monday of May in odd-numbered years commencing in May 2023.

- The Election will be May 2, 2023, for three Board Members, to serve 4-year terms, two in the West District, one for the District at Large
- The Call for Nominations will be posted Thursday, January 26, 2023, in the Johnstown Breeze

Admin requests a motion to set the election date and designate the Admin Director as the DEO.

Hobler moves to adopt Resolution 2023-01, setting the election date, and appointing Christine Champlin as the designated election official, and authorizing the DEO to cancel the election, if necessary. Young seconds. Roll call: Rutt, yes; Young, yes; Freehling, yes; Hobler, yes; and Howe, yes. Motion passes.

Audit Engagement Letter: Haynie & Company has confirmed their intent to provide their services to Front Range Fire Rescue Fire for the year ended December 31, 2022. They will be working with Gabe Buldra of JVG and the FRFR Administration staff.

Admin is requesting the Board President sign the letter of engagement. The Board just needs to be in agreement; no resolution or motion is needed.

The BoDs agree to keep Haynie & Company.

Fire Code Variance Request: Drage presents on November 22, 2022, Mr. Daniel Kammerzell notified FRFR that he was applying to Weld County for a permit to construct a new single-family home on his property at 12445 State Highway 60, within unincorporated Weld County.

Mr. Kammerzell was informed that the Board of County Commissioners for Weld County granted FRFR a Consent to Enforce the amended 2018 International Fire Code (IFC) beginning on June 13, 2019. One of the code amendments that

the County Commissioners approved was that automatic fire sprinkler systems shall not be required in single family homes that have less than 3,600 square feet of habitable space above grade. Since FRFR began enforcing this code, every new single-family home within FRFR's jurisdiction in unincorporated Weld County has been required to be equipped with a residential fire sprinkler system. Mr. Kammerzell was informed that a fire sprinkler system would be required to be installed within his new home.

Mr. Kammerzell has reached out to several contractors qualified to design and install the sprinkler system, and he has determined that he will not be able to afford to build his home if a sprinkler system is required. He has requested a variance to the adopted code. Section 109.1 of the adopted 2018 IFC grants the FRFR Board of Directors the authority to serve as a Board of Appeals to make decisions relating to determinations made by the fire code official on application and interpretation of the code.

The proposed new home will not have a basement. It will be a two-story home with 2,800 square feet on the main floor and 2,086 square feet on the second floor. The home will have metal siding and roof, and there will be two separate stairs to the second floor. The driveway to the home will be approximately  $\frac{3}{4}$  of a mile in length, and at least 30 feet wide with numerous locations to allow for fire apparatus turnaround. The nearest fire hydrant to the home is located on the south side of State Highway 60, across from the Daniels School House.

The biggest potential impact is the lack of available water supply within a reasonable distance of the home. Should a fire occur in the home, water tender support would be needed to establish a reliable water supply. The proximity of several hydrants in nearby Milliken would allow for rapid turnaround to refill tenders. The home will be built on a concrete slab, so there is no risk of a basement fire. The home will be provided with adequate access and a visible/legible address marker will be installed at Highway 60.

Staff recommends the Board approve the request for a variance so that Mr. Kammerzell can build his home without installing a fire sprinkler system.

Young asks about the driveway and if it will be supportive of heavy equipment. The driveway should also be maintained and should be 100% Kammerzell's responsibility. Drage states that it will support heavy equipment and it will be maintained.

Hobler asks if this will set a precedence for others that ask for a variance. Drage states there is always a chance a variance could be appealed.

Young moves to approve the request from Mr. Daniel Kammerzell for a variance from the adopted fire code which would require the installation of an automatic fire sprinkler system in the new home he plans to build on his property. Hobler seconds. Roll call: Rutt, yes; Young, yes; Freehling, yes; Hobler, yes; and Howe, yes. Motion passes.

BOARD REPORTS: Howe asks if we will enter into a contract with the new local union. West states it is entirely up to the BoDs and if they want to go that route. They are up to about 50% membership. West recommends he would not do this until it is at 80-90%. Howe asked about doing a periodic report to the BoDs. West explains that CO is a meet and confer State, in relation to working and safety. West states that we have met these intents. West would like to make sure they are on the agenda quarterly.

CORRESPONDENCE: In Google Folder.

ADJOURNMENT: Rutt moves to adjourn at 18:53. Young seconds. Roll call: All "aye." Motion passes. Meeting it adjourned at 18:53.