

FRONT RANGE FIRE RESCUE BOARD OF DIRECTORS MEETING
Tuesday, September 14,2021 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.

Director Rutt called the FRFR BoDs Meeting to order at 18:05. Those in attendance are Darrin Rutt, Jim Young, Reid Hobler, Blair Howe, and Greg Freehling. Also in attendance are Chief West, Chief Drage, Cindy Heesemann, BC Nat Kronholm, LSI Kurt Nakata, Skye Taylor, Robert Burns, and special guest and presenter, Mark Hunter, Attorney.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: None.

PUBLIC HEARING:

Petition for Inclusion (Banks & Shirey Properties): Mark Hunter, Attorney, explained the Petition for Inclusion:

Front Range Fire Rescue received notice of a pending annexation into Town of Johnstown boundaries, referred to as the South Ridge Annexation. Included within the annexation process was the property owner's request to include this property into FRFR and exclude from Loveland Rural Fire Protection District. This petition was introduced to the FRFR Board of Directors at the August 10, 2021, board meeting. The Board ordered it scheduled for public hearing at the September 14, 2021, meeting.

The purpose of this agenda item is to allow the FRFR Board of Directors to hold a public hearing regarding a petition for inclusion to bring new property into FRFR's jurisdiction, referred to as the South Ridge Annexation. The South Ridge Annexation is a combination of two parcels totaling approximately 79.4 acres. The parcels being annexed are owned by Linda and Joseph Shirey (Parcel 1), and M. Heather and Dirk Banks (Parcel 2).

It is staff's understanding that the two parcels are intended to be added to the adjacent development: The Ridge at Johnstown. The Ridge development is located at the southeast corner of Interstate 25 and Larimer County Road 18/US Highway 402 and will include the future FRFR Fire Station #4. The entirety of The Ridge was previously annexed into the Town Limits of Johnstown and the developers are seeking to bring this additional property into their overall development and Town Limits. The two parcels seeking inclusion are directly south of Filings 2 and 3 of The Ridge, and are currently planned for development as a single-family neighborhood of approximately 260 homes.

Loveland Fire Rescue Authority was notified of this inclusion request via email on July 21, 2021. Included within that email was also a Petition for Exclusion from the Loveland Rural Fire Protection District (LRFPD). The subject property is located south of Highway 402, which is within the area that LRFPD agreed to support FRFR inclusions through the recently IGA signed between FRFR and LRFPD.

A copy of the Petition for Inclusion, along with applicable maps and legal descriptions, is provided in your folders. The Petition for Inclusion has been signed by all property owners, and has been properly notarized. Public Notice for this petition was published, as required, in the August 26, 2021, edition of the Johnstown Breeze. INSERT NAME is present IN PERSON/ZOOM to represent the property owners and answer any questions the Board may have regarding this petition.

Staff requests the Board review the Petition for Inclusion and associated documents. Should the Board support this Petition, staff requests that the Board approve the inclusion, authorize the Chair and Secretary to sign the Certified Board Order of Inclusion, and direct staff to file the signed petition with the Court.

Howe moves to approve the Petition for Inclusion and associated documents. Second by Hobler. Roll call: Rutt, yes; Young, yes; Howe, yes; Freehling, yes; Hobler, yes. Motion passed at 18:10.

CONSENT AGENDA: There were some questions regarding some of the utility bills. Howe moves to approve the minutes, agenda, and bills. Hobler seconds. Roll call: Rutt, yes; Young, yes; Howe, yes; Freehling, yes; Hobler, yes. Motion passed at 18:14.

STAFF REPORTS:

Administration/Financial: Christine is on vacation. Chief West presents Christine's report.

General Fund Revenue August, 31st YTD revenue is at \$4,522,692, 97% of our budget for 2021.

- As of August 31, we are 66.5% through 202, and we are sitting at 65% of expenditures for the year:
 - 413,442 for operations & management exp, which is 65% of the budgeted expenditure
 - 2.79 mill for administrative costs, which is 65% of the budgeted expenditure
- District's Financial expenditures are at 77% because the Audit has been paid for the year.
- Our overall general budget expense remains in line at 65% of YTD budget expenditures

- Capital Fund Revenue August 31st YTD revenue is at \$899,326, 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
- We have reached out to Scott Young at Points West Community Bank regarding our CD (which matures this October) for some options to roll the current CD into.
- The District's balance due on the Construction loan is \$510,530.56

Included at the end of this report:

- General Fund YTD
- Other Fund Balances YTD
- Account Balances
- Property Tax 2021 vs 2020

Our New Website Has Launched: On September 9th, the State of Colorado launched our new website. The old site will automatically link to the new site- Please take a look and let us know if you have any additional suggestions. Our new site can take online payments through the State portal with no charge to the District. In addition, we can accept applications for permits and plan reviews.

New Board Manuals Have Arrived: There is a copy for each BoD to take home tonight and also a copy in the Google Folder.

Life Safety Report: August was an extremely busy month for plan reviews, with numerous new projects being submitted and several long-standing projects getting closer to construction. Site work for the new Elwell Elementary School is progressing rapidly, and they should be getting their building permits in the very near future. Site work on the new Roosevelt High School is anticipated to start in mid-October. The Immortal Bar, downtown Johnstown's new rock bar, opened the same weekend as Beef and Bean Day. They are currently working to install a fire sprinkler system to take their occupant from 99 to 300. Work on the new fire sprinkler system in the Black Sheep building is also well underway. Lieutenant Ferrell taught a CPR class for many of the Town of Milliken employees. He and FF Rodriguez are currently working on a plan to guide our new community CPR program.

Highlights:

- Drage recently met with a member of the state Division of Fire Prevention and Control, to gather information and insights about my on-going research project for my involvement in the NFA's Executive Fire Officer program. In addition to gaining some valuable information to help me hone my research, Drage was also invited to join two subcommittees of the Colorado Fire Commission. Drage will begin participating in periodic remote meetings to support the CFC's fire data subcommittee and high-risk hazards subcommittee.
- Staff has met with the architects who will be working with us on the Station 1 remodel. Our first meeting was very helpful for all, and we are looking forward to putting together some great plans for the future of the building so that it can provide a safe and effective working and living environment for those who work out of this building.
- Beef and Bean Day went off without a hitch on Saturday, August 14th, including the fireworks display that night. Event organizers reported the busiest event they have ever had. The Town of Milliken has reportedly been seeing a small vocal group complaining about the event being held at TRPR, among other issues. We are collaborating with the Town's Special Events Committee to respond to social media posts and present a unified message regarding the collaboration between our two agencies to provide for a safe and fun event.

Life Safety Programs: Kurt completed annual inspections of all of the schools during the first few weeks of the school session. He reported encountering fewer fire code violations than he has previously encountered in all of the schools. During these inspections, he was also able to connect with leadership at each school, as well as with the School District, to discuss the requirements for monthly fire drills in all schools.

Kurt successfully completed the testing process to obtain certification as a Fire and Life Safety Education Specialist. Congratulations! He is continuing to study in preparation for taking the exam for certification as a Fire Plans Examiner in the future.

Crews responded to a grass fire in the park near Knowledge Quest Academy late last month. Investigation revealed this was a youth-set fire. Kurt met with the youth and their parents in early September for an intervention session.

Kurt is working with staff at RHS, as well as members of student council, for the annual Homecoming bonfire event. The Hunger Hero Backpack program resumed with the new school year. 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 is coming up soon. The 2021 FPW will be the week of October 3-9. The theme for this year will be "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: Lt Covillo assisted Mountain View Fire Rescue with a 3-day Lieutenant assessment center at the end of August/beginning of September. He also is continuing to develop plans to and processes to streamline workflows in Logistics while keeping up with the multiple projects demanding his attention.

Apparatus: 2902 had the coolant module replaced for the 4th time. We believe the folks at Loveland Fleet Services were finally able to figure out what has been going on with this part. With the correct repairs finally made, we are optimistic that this will be the last time this part needs to be replaced. Lt Covillo is working with Loveland Fleet Services to rotate the remainder of our fleet through them for routine preventive maintenance.

We were informed by the dealership that the topper for the new BC vehicle was delayed until September 2023. We are currently looking for a different vendor to provide the topper and believe we have a solid plan to get this truck build moving again.

2904's tank leak has gotten worse. We've taken this engine out of service until the tank can get repaired.

Facilities: Decontamination continues to be performed monthly. We have been working to cut costs in our monthly trash/recycling services. Station 1 started with a new vendor at the end of August. Station 2 will be switching to that same vendor at the end of November. Station 3 will be moving to a different vendor. Costs for this service at all three stations will be dramatically reduced.

Fire Station 1: We met with the architects on August 17 and September 9 to discuss the project. The Lieutenants at Station 1 participated in the meeting, along with Lt West, Lt Covillo, Chief West and Chief Drage. This meeting was to talk about what we would like to see addressed through the remodel. We should have a final design plan by the end of November.

Fire Station 2: We are waiting for the permit to come back from CDOT for the improvements around the flagpoles at the corner. We have put out requests for bids to complete the work, so that when the permit comes in, we are ready to get to work.

Fire Station 3: The emergency backup generator is scheduled for installation September 15/16.

Training Building: Chief West has been working with the school district regarding transfer of ownership of the building. We are currently working with contractors to schedule the roof replacement and concrete work.

Gateway Building: The architects who are helping us with the Station 1 remodel are also helping us come up with plan to complete the interior of the Gateway building to improve storage and also provide viable working space. We are developing this space so that it is functional and could potentially assist in our continuity of operations plan.

Communications: Crews are testing various remote microphones for the portables so we can determine the best one to meet our needs and provide reliable communications in all conditions.

We are talking with WCRCC to find a solution to the radio communication challenges our crews are having along the I-25 corridor.

Quartermaster: The duty shorts have been ordered. Once they arrive, three members will be wearing them on duty as part of the ongoing R&D process.

The R&D process for lightweight and structural PPE is well underway. Our members are evaluating three different brands and are evaluating them all based on the same checklist. 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.

Fire Chief Report: This month was spent wrapping up or making plans to wrap up several 2021 projects and pieces. At the top of the list have been ongoing discussions about COVID and the Delta variant. We continue to see increases in cases, and we are in the process of evaluating the need for mandatory vaccinations. While the topic has been emotional, it is essential to discuss what steps we can take to assure our members' safety.

Our SCBA delivery date has been pushed back a couple of weeks due to a supply chain issue for one part. We anticipate the new delivery to be updated very soon.

This month West completed my annual CSU fitness exam. Chief Drage, Chief Doyon, and our entire peer fitness team have built a great program that we are enhancing this year with a medical surveillance portion with UCH. In 2021, one-half of our members are completing this portion, with the second half going next year. In 2023 we plan on conducting all testing and medical checks for all line personnel each year.

The new battalion chief vehicle has been on hold due to a supply chain issue regarding the pick-up bed topper. We believe we have worked our way through that and should be moving ahead again. A huge thank you to Lt. Covillo for working through this. Bernie also worked with the Loveland shops to finally identify the mechanical issue on unit 7002. A part had been excluded, and this allowed friction between some components. Therefore, each time the unit left FRFA, the unit was fine. Within a few days, the same leaks started appearing. It appears that repair costs will be covered outside of FRFR.

We have started filling out the required information from the Insurance Services Office (ISO). We are hoping to improve our previous score and, at the least, will be able to develop a solid roadmap of how we will improve in the future.

We received very positive feedback from alumni members regarding our retiree ID cards. We have created ID cards for our Board members who have not retired from the department. We wanted to recognize their contribution to the organization like the others.

We have received the updated numbers from Weld and Larimer County regarding our assessed valuation. West will be presenting those numbers and our preliminary thoughts regarding 2022's budget and goals tonight. We held a "meet and greet" dinner with our newest firefighter Lyndsey Glotfelty. Lyndsey is an Air Force veteran and started the FRFC on August 23. We expect her graduation to be held on December 4 and will let you know the details before that date.

Highlights:

- West assisted LFRA with their Fire chief selection process. Tim Sendelbach was selected. Tim is an accomplished fire professional and past editor of Firehouse Magazine. He is well connected to many of us in the area, and West is optimistic he will be bringing increased collaboration.
- West met with Chief Sparks of LFRA to discuss a joint meeting with Loveland Rural Fire District. He has started that discussion with his board.
- Through phone conferences, Video meetings, and in-person meetings, we made progress on several areas with the Weld RE5J school district this month. Our primary discussion areas have been about the training building and the start of their vocational education program in fire and EMS. West will discuss the training building in new business.
- Sadly, West participated as a bagpiper and helped one of our members at the funeral services of his brother. West further assisted the Arvada Fire Department with a 9/11 memorial dedication. Also, West assisted the Colorado State Patrol at an international conference held in Boulder County. West assisted and coordinated bagpipes for the annual Corey Rose Officer's Memorial at Camp George West. Lastly, West coordinated and assisted the Mizel Institute (National counterterrorism organization) with a concert at Mile High Stadium, remembering 9/11 and paying tribute to Colorado's first responders. Each of these events allows us to spread the FRFR name throughout the state.

2022 Budget: This month we received our preliminary numbers from Larimer and Weld County. We are happy to report that overall, we see a slight increase in revenue rather than the projected decrease we anticipated. Tonight, West will present a brief overview on revenues and a high-level look at expected expenses in 2022.

OLD BUSINESS: None.

NEW BUSINESS:

Two-River Training Facility: Since late last year, we had been working with the school superintendent on transferring the training building from the district to FRFR. Currently, it is a long-term lease. We were interested in this as the building needs significant repairs, and it felt unwise for us to spend the money to repair the building if the school did not intend to continue to lease it.

As you are likely aware, a change in leadership left the project off the radar screen of the school board. This month we had several productive meetings with the school district's interim superintendent. She has worked with their council and drafted an IGA stating their intent to transfer full ownership of the building to us. Meanwhile, with this MOU, we can now confidently move ahead with the repairs before winter to the roof and the concrete apron.

Hobler moves to approve the IGA between FRFR and Weld RE5J school District indicating their intent to transfer the building and our intent to maintain it. Seconded by Greg Freehling. Roll call: Rutt, yes; Young, yes; Howe, yes; Freehling, yes; Hobler, yes. Motion passed at 19:19.

Chief West presented a brief overview on revenues and a high-level look at expected expenses in 2022.

BOARD REPORTS: N/a.

CORRESPONDENCE: In the Google Folder.

ADJOURNMENT: Meeting adjourned at 19:25.