

FRONT RANGE FIRE RESCUE BOARD OF DIRECTORS MEETING
Zoom Meeting Tuesday, January 12, 2021 at 6:00PM

Director Rutt called the FRFR BoD Zoom Meeting to order at 18:06. Those in attendance are: Darrin Rutt, Greg Freehling, Jim Young, Blair Howe, and Reid Hobler. Also in attendance are Chief West, Chief Drage, Chief Kronholm, Christine Champlin, Vanessa Thorpe, and Cindy Heesemann. Those present for Public Viewing are Kurt Nakata and Robert Burns.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA: West strikes item "b" under New Business on the Agenda.

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

STAFF REPORTS

Administration/Financial: Christine attached the YTD Financials. She also attached the 2019 vs. 202 Tax Income graph in the Google Folder.

2020 Financial Highlights

- 2020 General fund reserves sit at \$5,327,816 which is 99% of our revenue goal and does not yet include the SAFER grant payment, final wildland deployment reimbursement of \$40,000, and the State volunteer pension payments of 46,798
- 2020 General fund expenditures are approximately 97% of budget
- The 2020 Capital fund (Amended) is approximately 95% of our revenue budget, and 99% of expenditures.
- The 2024 Bond has been paid for 2020
- The \$46,798 due from the State of Colorado to the Volunteer pension fund has been paid by the district to the funds, when the check comes in it will reimburse the general fund

Calendar Deadlines

- The Budget, Map, and Transparency Form have been filed with DOLA and the County assessors, commissioners and recorders
- The Transparency Report Can also be viewed on our website
- All additional local government posting statutes have been met for December

Hobler asked about the bills and adjusting next years budget. Christine gave explanations. No need to adjust the budget.

Life Safety: Drage provided charts and graphs in the Google Folder. In spite of everything, 2020 was an extremely busy year in terms of plan reviews and permits for new development, as compared to 2019. We hope this trend continues in 2021. Staff continued to operate in a scaled back to Phase 1 of our re-opening plan, with only essential public interaction taking place. We hope circumstances allow this trend to come to an end during 2021. Fire inspections are being performed to keep construction permits active, and other critical facilities are still being inspected, and engine companies completed one pre-plan of a higher risk industrial building. Car seat inspections continue to be provided.

Highlights

- Lieutenant Covillo continues to perform weekly station and apparatus decontamination.
- Inspector Nakata has completed his peer fitness trainer certification and is now working on the nutrition coach certification that is attached to it.
- Drage started the first session of the National Fire Academy's Executive Fire Officer program. This first session is a 10-week internet-facilitated class that is focusing on research methodology. The intent of this

redefined EFO program is to push the fire service towards improved abilities to make research-based decisions. Our cohort started strong, with more than 20 students, but we already seem to have dropped to about 14 students.

Life Safety Programs: Inspector Nakata continues to monitor The Compliance Engine (TCE) for compliance with fire protection system inspection, testing and maintenance. We are starting to see progress from this system, with 95 of the fire protection systems coming into compliance during 2020.

There were no reported structure fires last month, but Inspector Nakata assisted Operations with response to car vs. house incident in Pioneer Ridge.

Plan reviews are starting to increase, with several new building permits reviewed last month, along with a very large residential neighborhood proposed in Johnstown and a new charter school in Milliken. 23 Also attached in the Google Folder is an updated summary of our October public outreach sessions provided. Inspector Nakata took delivery of new supplies for the rural address sign program, since he seems to have used most of our supply in the past 2 months.

Logistics: Lieutenant Covillo has been hard at work with BC Kronholm and others to prepare FRFR to implement the Target Solutions suite of programs. These will improve our efficiencies in apparatus inspection and maintenance, training and certification tracking and reporting, as well as equipment inventory...along with many other improvements.

His work with our Apparatus Program has been noticed. Engine 4 is now back in service as a reserve apparatus and many of long-term issues with our other apparatus are getting completed. The new Target Solutions suite will be a welcome addition.

The Fire Station 2 construction contract with H3 is finally closed out and all punch list items have been completed. Lt Covillo is working on landscape design for improving the aesthetics at Fire Station 2. More to come on that project. He is also working with BC Kronholm on some much-needed improvements to the Training Building.

Drage provided charts and graphs in the Google Folder for operational responses. West states May/June were down 15%; however, it became very busy September through November.

Drage provided a very detailed 2020 Response Performance Analysis. Information in the Google Folder.

Fire Chief Report: December was busy, although it felt choppy as we started several projects and finished others. West cannot express enough how proud he is of all of our staff's work and efforts in closing out 2020. West is sure that he had years that were as challenging in 39 years of fire service experience, but honestly cannot remember when. West is amazed at the resiliency and positive attitude of all of our members.

Closing out the year is a tedious process that is led by Christine. The paperwork that is filed with the State and Counties we protect, along with finalizing our end of year budget numbers and a host of other tasks, would not be possible without her and Cindy's efforts.

West spent the last portion of the month working with our partners at UCH and the other Weld County Fire Agencies to ensure that our members were able to get vaccinated. West is proud to report that all of those wanting to get vaccinated has started to process. By our February meeting, they will have completed their second round. We continue to work with UCH to determine the best time to get the rest of our admin staff their shots at the appropriate phase in the State's plan.

Highlights:

- West had a meeting with the Johnstown City Manager regarding several items. Under new business, West will discuss the LFRA resolution related to exclusions that Mr. LeCerf and West discussed at length.

- West met with each crew over coffee as we discussed 2020. We also reviewed expectations for the upcoming year. West always enjoys his time with the members and appreciates their insight! West is planning to sit down dinners with each crew in late February to gather input on the updates to our strategic plan.
- We have begun working with the school district to evaluate the possibility of implementing a fire science program at the local high school. As they start their plans for the new structure, this is an excellent opportunity to assure that the building has adequate space to house such an initiative. At my previous department, a cooperative effort with the district takes kids from high school through community college, a bachelor's program, and eventually paramedic certification if they desire. We are hopeful that this program can help local students and increase our recruiting efforts at FRFR.
- The ball has started rolling on the school district, bequeathing FRFR the training building. Under New Business, West will present a document from our attorney. We have begun implementing new software that will aid the crews in their day-to-day duties and also provide better tracking of our resources. Over the next few months, West will be sharing some of the reporting tools that we will now have with all of you. West states with new software, we will be able to track our apparatus better and will know better when it is truly time to replace apparatus. There will be tracking for maintenance, calls, etc. We will also have better information to help plan with budgets with this new software.
- West participated as a bagpiper for the funeral service of a metro area police officer who recently had retired and took his life. It's a reminder of the stresses that our profession face and that the mental toll can stay with us even after we retire. West played for the memorial service marking one year since Chief Jackson's LODD death at South Metro. West also assisted the Colorado River Fire Protection District to celebrate the retirement of Randy Callahan. Chief Callahan was the Colorado Fire Chief of the year in 2020 and formally worked for PFA. It was a great honor!

Director Rutt thanks Chief West for getting our members vaccinated for those that were interested.

OLD BUSINESS:

2021 Accounting Services: We would like to obtain the services of RLR Accounting, to assist with our Audit and advise on accounting questions. Staff recommends signing the contract with RLR Accounting.

Hobler moves to allow Chief West or Director Rutt to sign the contact with RLR Accounting. Young seconds. Roll call: Rutt, yes; Hobler, yes; Freehling, yes; Howe, yes; and Young, yes. Motion passes.

NEW BUSINESS:

2021 Board meeting Dates and Posting: Annually, at the first regular Board Meeting, the Board must set the board meeting dates for the year. The Board must also set the posting place for the agendas, minutes, and any additional information. Staff recommends the attached board meeting schedule, keeping with the 2nd Tuesday of the month at 18:00 hours. Schedule attached.

Young moves to set the 2021 Regular Board Meeting Dates for the 2nd Tuesday of the month and the posting place to continue to be on our website. Freehling seconds. Roll call: Rutt, yes; Hobler, yes; Freehling, yes; Howe, yes; and Young, yes. Motion passes.

Quit Claim Deed for Gateway to Update Name: West states he found an error in the properties. Covillo was able to work directly with the County Assessor's Office to get the errors fixed.

Discussion on Inclusion/Exclusion With LFRA: West was contacted by Chief Miller of LFRA regarding a recent action taken by the Loveland Rural Fire District Board. The Board has passed a resolution opposing the exclusion of any property from their district that lies north of 402. According to Chief Miller, this resolution seeks to memorialize a handshake agreement that occurred between them and the Johnstown Fire District.

In October, the J-25 developer started the exclusion/inclusion process of two parcels north of 402 and east of I-25 into FRFR's district two months ago. In essence, this action holds the process up. These parcels total just over 50 acres and are located close to the land we are holding for Station 4. Since Chief Miller's call, West has met with our attorney as well as the developers. West will share their feedback at the meeting.

Not including this land in the district may have a potential loss of impact fee and tax revenue in this area. There may be an ability to recoup some of these losses by working with LFRA to clean up our boundaries in the area.

The district map is attached in the Google Folder. Staff is requesting clarification and direction regarding the Board's intent regarding inclusions, exclusions, and expansion in general. This discussion will also aid us in developing our updated strategic plan. A lot of discussion, questions, and ideas ensued.

Chief West explains the boundaries with the attached map in the google folder. West states a supposed handshake agreement was made that the 402 marker was the deallocation.

West states the developers do not want to put us in a bad position with LFRA. Our attorney believes that if the developer pursues it legally, then they take it to court using some of our data. The cost would be to litigate this. Chmil felt their move to draw the exclusion was the best situation for all parties.

West states there was a Strategic Plan developed before West became the fire chief regarding talking about sharing services and expand the boundaries. West asks the BoDs what they want to pursue in this particular area with LFRA.

Young does not recall a handshake agreement. He would like to know with who and when. Young does not know if 50+ acres is worth battling over and does not want to get in a legal battle with Loveland Rural.

Hobler asks about revenue agreement at I25/34. He asks how about splitting that? Hobler does feel bothered by this. Hobler feels we need to come to some kind of agreement with Loveland as our station is going to be right on the other side, but we will be responding to all of the calls. There should be some sort of division, but not at this location. He feels we need to sit down with them and discuss this.

Rutt wants to work together, respond together, and work cohesively. West's ultimate goal is to serve the citizens on our side and have the automatic aid agreements. We need LFRA on our side. The people that truly end up losing is our customers/citizens. It could cost lives. West likes the operative agreement we have with LFRA. He would like to find some common ground and do this as cooperatively as possible.

West states he shared (proposed) with Chief Miller a what if scenario. West asked if it would be possible to draw lines from the tax revenue-everything south becomes yellow and the other becomes green (according to the map). Miller said his board may be open to that. West states they are building station 10 just east of Scheels. They will have an equal response time to the revenues they are coming to. West asks the BoDs if this would be something they would entertain.

Howe asks if LFRA Station 10 is in Johnstown City limits but in Larimer County. Rutt states The Town of Johnstown extended our boundaries further north than what we originally had. Drage states the town would support us if it North of 402 and West of County Road 3.

Rutt asks Chief West what we need to do about it now. No one seems to remember the handshake agreement. West does not need an answer tonight. West states we will speak about the strategic plan, what is acceptable expansion, making sure we are not perceived as the bad guys, and not giving up land over the next few weeks. West wants to find the balance of being cooperative. West asks the BoDs if he were to have a discussion with Chief Miller, if the BoDs would entertain cleaning up the map by 402 and try to keep the lines of communication open.

Howe states that Chief Bateman was frustrated with responses he got back from Loveland Rural/Chief Miller/Town of Johnstown. Howe states we spent a lot of time in meetings with these people. Howe's personal feeling about

them is they are stuck where they are and they do not want to give an inch. Howe does not see them putting an honest face on to FRFR and working with us. That is why Howe asks the question of where LFRA's Station 10 is being built.

West states the new LFRA Station 10 is in the Town of Johnstown but it is in Larimer County. Howe feels we need to talk about this with them and ask if we will get a piece of the revenue? We could get really grumpy about it. Howe feels we need to revisit this again. Howe states operationally we have a good relationship with LFRA.

West gives his two-cents worth: FRFR can sit on this a bit. We have a little bit of time. West can work with Chief Miller. West states Chief Miller will most likely retire within the next 18 months. There will be another fire chief in Loveland within the next 18 months. From West's perspective, it would help to have FRFRs BoDs as well as LFRA BoDs opinions and discussions together. We will be the proverbial crew moving forward. West would like to consider have another meeting.

Rutt would like to see Chief West get together with Chief Miller and get their ideas together and then bring it to the BoDs. It is a very hot topic and tension matter with Loveland Rural. Again, no one remembers the handshake agreement. We do not want to lose more ground. We tend to get territorial.

Young agrees that this needs to be a two-way street, not a one-way street. We need to pick a boundary line.

West states there have been no real development at 402 but soon there will be a lot. We all get a little territorial and do not want to give up revenue.

West likes Rutt's idea. West states he will meet with Chief Miller and hash out some thoughts and collaborate ideas then come to the BoDs with information.

Rutt asks how far out to we have to wait to have an in-person meeting. West states a few months down the line is when we will have to respond- around spring/early summer.

West states these mergers/etc. can go both ways, collaborative or nasty. West does not know what LFRAs motivation is. LFRA has been woken up to the fact that there are financial difficulties.

West's meeting with John Russo was a very positive meeting and they are big fans of FRFR.

Rutt suggests let's see what we can do to work together in the future and hope for the best.

West reiterates that he will chat with Chief Miller and give him the flavor of this conversation. They will come up with ideas. Then, the BoDs from both districts will physically have a meeting.

Howe suggests getting in touch with Chief Bateman and getting some source documentation from him as he put a lot of time into this. West states Christine has shared some documentation regarding this.

Conflict Waiver: As you will recall, at our December meeting, West advised the Board that the School District is considering bequeathing the training building to FRFR. This gift will allow us to use and maintain the structure to a greater degree and give us a resource that we can modify as needed.

West states our attorney contacted us in December to inform us that his firm represents the school district in addition to representing us. Because of that, we are required to execute a Joint Representation Conflict Waiver that would allow him to draw up the documents needed for both parties. The staff has discussed this waiver, and I have met with our attorney. We believe that there are limited possibilities for conflict in this agreement and request that the Board approves the waiver.

Hobler moves to approve the Joint Representation Conflict Waiver to allow our attorney to represent Front Range Fire Rescue and Weld County School District RE-5J in the land transaction related to the training building. Young seconds. Roll call: Rutt, yes; Hobler, yes; Freehling, yes; Howe, yes; and Young, yes. Motion passes.

BOARD REPORTS: Rutt congratulates Nakata and Drage on their classes. Rutt thanks Chief West, Christine, and Cindy for the great things they have done so far.

Young asks if West is aware of the 2 or 3 fence panels on the west side that are broken. Young asks if there is anything being done to repair those. West was not aware of this but states he will get it taken care of.

Young asks if it is a possibility to put the Le France up for sale and to fix up the old Johnstown Ford and put the "B" back together. Young asks everyone to think about this. West will begin research on this.

Young asks if a district calendar was made for this year. Christine states that we did and they are being mailed out.

CORRESPONDENCE: In the Google Folder.

ADJOURNMENT: Rutt moves to adjourn at 19:32. Meeting is adjourned at 19:32.