

FRONT RANGE FIRE RESCUE BOARD OF DIRECTORS MEETING
In-Person & ZOOM MEETING Tuesday, June 8, 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 18:00. Roll call: Rutt, Young, Howe, and Freehling present. Hobler absent and excused. Also in attendance: Chief West, Chief Drage, Christine Champlin, and Kurt Nakata. Secretary, Vanessa Thorpe is absent and excused.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: None.

CONSENT AGENDA: Howe moves to approve the Consent Agenda. Freehling seconds. Roll call: Freehling, yes; Young, yes; and Rutt, yes. Motion passes.

STAFF REPORTS:

Administrative/Financial:

Financial Update:

- General Fund Revenue YTD budget is at 69% of budget. The counties are generally paid by the end of August.
- Through May, the District has collected \$3,958,746.34 in property and specific ownership tax revenue, which reflects 70.5% collection vs 39.73% at this time last year.
- As of May 31st, the District has expended 41% on the general fund related to operations in the Annual Budget.
- Through May 31st, the District has expended 1.6 million of the general fund related to administrative costs (includes overhead and payroll) or 39% of the Annual Budget.
- The district's apparatus expenditures are up slightly over 20,000, from last month, bringing us to a total YTD of \$92,609 or 112% of the budget. In May, there was a large repair on 2901.
- The District's balance on the Construction loan is \$529,360.
- We received a donation from PDC Energy for \$5,000, which brings us to \$8,690 YTD donations/ misc. revenue.
- Impact Fees are significantly over our revenue expectation. When we created the 2021 Budget, we were conservative with our projections, since we were not sure how the pandemic would impact growth and development.

Included at the end of the Administration report in the Google Folder:

- Taxes collected YTD
- Account Balances
- General Fund YTD
- Other Fund Balances YTD

SDA ANNUAL WORKSHOP: The SDA has scheduled a one-day FREE workshop on June 29th, 2021, that will be virtual instead of the multiple in person meetings they have had in the past. They will cover a wide variety of important topics such as open meetings, conflicts of interest, civility, TABOR, and public records, just to name a few. They will also be discussing the 2021 Board Member Manual. The day will be divided into four parts with a break between each part and Board members can attend all four sections, or just the sections are interested in. BoDs will need to register for each section separately.

Director Young asked about the \$12K expense for apparatus. Chief West explained the costs. Discussion followed about apparatus size, age, and manufacturer.

Life Safety Report: Progress on the two new schools is ramping up quickly. Chief Drage is participating in weekly coordination meetings for each school. The groundbreaking for Elwell Elementary School was held on the evening of June 5th. Building construction of AC Ice, the new ice storage warehouse at the northeast end of the Gateway Industrial Park, is well underway. Underground fuel storage tanks were installed for the new gas station at Parish and Highway 60, several new homes are going up at Mallard Ridge in Johnstown (CR 13 & Hwy 60), and site work is progressing rapidly at Johnstown Farms II (Parish & CR 46 1/2). Infrastructure is starting to go in for several new townhome buildings along Highway 60 near Trader's Junction in Milliken.

Highlights:

- Kurt attended the National Fire Academy for a 6-day class of Fire Inspection Principles to help him prepare for eventual plan review involvement.
- Drage assisted as a proctor for the Fire Officer 1 class hosted at Group Publishing in Loveland on May 7th.
- Drage assisted with teaching one day of fire prevention for the current FRFC academy.

- With the retirement of Fire Chief Ron Pristera from the Evans Fire Protection District, they no longer have anyone qualified to complete plan reviews. Their new Fire Chief has asked me to assist with plan reviews until they solidify a new course of action for providing this service for their community.
- Windsor Severance Fire Rescue has asked me to complete the plan reviews for the fire protection systems for their new Fire Station #4. Fire alarm plans have been reviewed so far.
- The Center for Public Safety Excellence has asked me to mentor the Grand Valley FPD as they work towards fire service accreditation.

Life Safety Programs: We have worked with several new special events happening within the District, including Realities Ride (5/30 behind Ace Hardware), Revival at the Cross (6/4 to 6/6 at the Hill n Park Church), BBQ Day (6/5) and the BBQ Day fireworks display (6/5).

We worked with fire sprinkler design companies to complete several hydrant flow tests for CIVICA charter school, Elwell Elementary and the new Roosevelt High School. New underground fuel storage tanks have been installed at the new Johnstown Convenience Center. Fuel delivery lines are anticipated to be completed in early July, with building construction starting soon after. The new ice storage warehouse in Gateway is making good progress. Kurt has completed several inspections of the underground water line for the building's fire sprinkler system.

The engine companies continue to slowly re-engage with the preplan program. With the continued gradual softening of pandemic restrictions, June should see more activity as crews can once again complete preplans, host station tours, participate in senior center BP checks, etc.

Kurt assisted Bernie with several trips to handle apparatus delivery/pickup for various repairs.

Kurt worked with Larimer County SafeKids to obtain several new bike helmets that we can use to donate to children in need.

Director Young appreciated the presence at Johnstown BBQ Days and other events.

There was discussion about additional staff for the Life Safety Division.

Logistics:

Apparatus: The pump was replaced in 2901 (apparatus #7001). Lt Covillo is working closely with Stewart Stevenson to identify and correct the on-going problems with the coolant module in 2902 (apparatus #7002). It had been in service for roughly one month when the module developed another crack. Detroit Diesel is covering all costs. Lt Covillo and Chief West visited the vehicle maintenance facility at LFRA. Chief West will be presenting information on their findings and decisions during his Board report. Pictures of the new Battalion Chief vehicle have been attached at the end of this report. The topper is on order with an expected delivery date in August. Installation of everything else will follow topper delivery.

Facilities:

Fire Station 1: Utility locates were completed so the fence repair can proceed. Repairs should be completed during the first week of June. Lt Covillo is also planning some time to work with on-duty crews on some general cleanup and pruning projects. The apparatus fill connections will be modified during the first week of June.

Fire Station 2: An updated site plan has been submitted to the Town of Milliken to improve the area around the flagpoles, to include adding a monument sign and some benches, along with a concrete patio.

Fire Station 3: The building has a beautiful new exterior paint job. Electronic keypads have been added to the exterior doors to improve building security. The backup generator is scheduled for installation in November. Station and apparatus decontamination will continue to be performed once monthly.

Drage provided charts and graphs in the Google Folder regarding Existing and New Construction, Plan reviews, as well as Operational Analysis and Responses.

Fire Chief Report: May allowed West to meet with several of the new fire chiefs in our area. Brian Kuznik was sworn in on May 14 at Greeley. Nick Siemens was sworn in on May 24 in Evans. These two chiefs are long-time friends, and West is optimistic that our continued relationship will grow with them in these new roles.

Our SCBA project is well underway, and Lt. Kirchner has been taken offline while we work on this undertaking. We expect delivery around the middle of July. Meanwhile, the process for retrofitting apparatus brackets, fit testing our folks, and training all of the members is occupying significant time each week. Lt. Covillo and Chief Doyon are heavily involved, also.

Drage and West attended the second National Fire Service Health Symposium. This was held virtually this year and consisted of four days of training and education on our firefighters' state of mental well-being. Overall, we are doing very well here at FRFR on this crucial topic. However, we did learn of a number of worthwhile initiatives that we will be exploring for Front Range Fire in the coming years.

Congratulations to Chief Kronholm, who completed the Greeley Fire Department Leadership Program. Nat attended the course as our only participant and will be sharing his knowledge with our members. This program may be expanding in the future to include instructors from FRFR and others in the curriculum. The feedback from GFD's chiefs was that his participation was invaluable to making a great experience for everyone.

West attended a quarterly meeting with the Weld County UCH/fire partners and Senior Director McLean. As a result, we are working with UCH to get more access to timely data that will ultimately improve our awareness of our system and how we can improve.

Highlights:

- Weld County Chiefs meeting was held in Platte Valley this month. At the next meeting in July, we expect to get preliminary tax numbers from the county. The numbers from the Weld Chief's Meetings from the county look good.
- Our Bi-monthly officer meeting was related to accountability and speaking up when something is wrong. We continue to train each session on important leadership, responsibility, and tactical concepts that we use every day.
- West assisted Platte Valley by teaching a class on the use of the command board. As a result, several agencies are now using the same system as FRFR. This improves efficiency when operating together on large fires.
- West participated as a bagpiper for the LODD Funeral of James Herrera of the Denver Sherriff's Department. James died of COVID. Additionally, West assisted Greeley and Evans Fire by playing at their change of command ceremonies.

Station 2 Water: This month we were surprised by an extremely high-water bill at Station 2. On investigation we found that we had a long-standing agreement with the town for a flat fee for water. As personnel have changed that agreement has been lost in the pass down. Drage has met with the Town Manager and we are working on locating the original agreement as well as determining if we need a new or updated agreement with FRFR. Troubling in this discovery was that the meter showed our usage last month at over 100,000 gallons. While this doesn't seem possible, we are looking into what has caused that reading. We will be working with the town and Lt. Covillo over the next few weeks to track all of the above down. Expect an update in July.

Tornados: Some of the sirens are not working, possibly two in the Johnstown area. The Town is working on it. Discussion followed about the siren in Hill-n-Park or Arrow Head area. FRFR is not responsible for the maintenance of the sirens. Fr the one in Arrow Head, we spoke to Weld OEM and estimated how much it would be to use it with the existing system. It would be about \$30k.

Chief Drage also spoke about Code Red Messaging from Weld County. You get alerts depending on where you are registered.

We received a bill for water from Milliken. They found an issue with the water meter. They will be replacing the meter on 6/9/21. When completed, the Chief will discuss a flat fee for water with the Town.

OLD BUSINESS:

MOU-LFRA: Over the last few months, West has worked with Chief Miller of LFRA to resolve some boundary concerns between FRFR and LFRA. In January, we discussed this, and with your input, West worked with the chief to communicate your concerns and possibly draft an agreement between both agencies. In February, Chief Miller brought those concerns to his board, and their attorney drafted an MOU outlining our resolution. At the April FRFR Board meeting we presented the first draft and in May an updated version. Our attorney spent May collaborated with LFRA's council and their update is attached in the Google Folder. West believes that this version meets the BoDs intent regarding the relationship and that it codifies our desire to build a harmonious relationship between the two agencies.

Howe moves to adopt the MOU between Front Range Fire Rescue and Loveland Fire Rescue Authority as written related to the identification of district boundaries at Highway 402 Motion. Young seconds. Roll call: Rutt, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

The inclusion for FRFR will include approximately 80-82 properties North of Hwy 402.

Director Young was concerned about Station 1 fence and landscaping. Lt. Linder requested to repair the fence. Lt. Covillo will work on the landscaping.

NEW BUSINESS:

Service Level Agreement With The City Of Loveland: Over the last few months, West and Lt. Covillo have toured fleet maintenance facilities and evaluated an alternative to sending our equipment to Front Range Fire Apparatus. While we still will need to send equipment to FRFA on occasion, having a lower cost and closer option seems prudent.

We have decided that the City of Loveland meets our needs, has a long history of taking care of fire equipment, and the cost will be lower that we are currently paying. Chief Drage reports that he had very positive experiences when he was with LFRA.

There are still some items we will either need to use FRFA or Stewart Stevenson, but should see significant savings on this relationship

We will continue to use local resources for some of our staff vehicles. Tonight, we have a copy of the Service Level Agreement (SLA) needed to proceed with this relationship. It is in the Google Folder.

Howe moves to approve the Service Level Agreement with the City of Loveland to provide fleet maintenance and repairs for our apparatus and approved Chief West to move forward with the Service Agreement with the City of Loveland. Freehling seconds. Roll call: Roll call: Rutt, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

Howe will assist in finding the valves and components for the sprinkler system at Station 2. He assisted with the installation of the sprinklers and has a good idea of where it is.

Young asked about lawsuits. Chief West said the first one was dismissed. He has heard unofficially from the lawyer that the second one should be dismissed as well soon.

Rutt gives congratulations to all and thank you for all that everyone does. He truly appreciates it.

July Meeting Information: A new Lieutenant will be sworn in and given an award. The Audit Review will be brought to the BoDs in July.

BOARD REPORTS: Freehling would like to pursue cleaning up and restoring the Hose Cart. Discussion followed about where it might go when completed. Possibilities would be in the Remodel of Station 1 or Station 4.

CORRESPONDENCE: Is in the Google Folder.

ADJOURNMENT: Meeting is moved to adjourn. Meeting adjourned.