

FRONT RANGE FIRE RESCUE BOARD OF DIRECTORS MEETING
In-Person & ZOOM MEETING Tuesday, August 10, 2021 6:30 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 calls the FRFR BoDs Meeting to order at 18:55, immediately following the Pension Meeting. Those in attendance are: Blair Howe, Darrin Rutt, Reid Hobler, Jim Young, and Greg Freehling. Also in attendance are Chief West, Chief Drage, FI Nakata, Christine Champlin, and Vanessa Thorpe.

PLEDGE OF ALLEGIANCE: Set previously at Pension Meeting.

PUBLIC COMMENT: None.

CONSENT AGENDA: Young asked a few questions regarding the bills. There were two bills to Sumner for a turbo on the same date, looked like the same vehicle. Christine answered his question. Young asks if we are okay with Sumner. West states we have really good service with them and they are eager to help.

Young asked about the water bill in Johnstown and why it was so high. Christine states that all of the water bills are high. The sewer is one line and the water is another line. Drage states that the water usage has increased because of the hot weather and trying to keep the grass green. Sprinkler times were recently reduced.

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

STAFF REPORTS:

Administrative: Christine gives financial summary.

- General Fund Revenue YTD budget is at \$ 4,415,026 which is 95% of budgeted revenue.
- Through June, the District has collected \$5,426,976 in property and specific ownership tax revenue, which reflects 97% of collected taxes. A reminder that the auditors made an accounting adjustment to the Debt fund taxes collected for 2020 in February 2021 moving the \$46,000 to last year. The money is still in our Debt fund account which will be used help to pay the two payments this year.
- The District's current balance of the Construction loan is \$509,122.
- As of July 31st, the District is at 58% of General Fund Expenses.
 - Specialty Teams & groups are at 55% of budget, we had two members complete honor guard training and the hazmat team purchased supplies with the donation funds they received last month.
 - Financial fees are at 69% and include the Audit Fees
 - Apparatus remains over budget at 135%.

Financial Reports Attached: In Google Folder

- Taxes Collected
- General Fund YTD
- Other Fund Balances
- Account Balance

Highlights

- We have hired a new Firefighter, Lyndsey Glotfelty, who will begin August 18th. Lyndsey will attend the Fall Academy, August 23rd.
- One of our firefighters has resigned to take a position with GFD.

- Filed the 2020 Audit with the State of Colorado
- Served on the Larimer County Fire Grant Committee to determine which Fire Districts would receive grant funds from Larimer County

New Website: We have been working hard the past couple of months to get our website ready to premiere in September. Christine showed a demo to the BoDs and emailed the link out to the BoDs.

Hobler had a question on the bills regarding apparatus. He gave figures of 135%/7 months in, we are at 58% of our total budget. It seems all of the money we are spending on apparatus this year, we are going to be over-budget. West states we will be close. One of the things we have discussed is our line item of contingency, \$60000 fund. If we have too, this will where we will pull from.

Hobler asked if it is coming down to whether or not we need to replace versus repair some of our apparatus. West states the computer/technology part are outdated on apparatus as it ages. The frame/structure is good.

Life Safety Report: Planning for the two new school buildings is progressing well, with weekly meetings hosted at Town Hall. The building permit application for Elwell Elementary was submitted at the end of July, and we also received the third revision to the site plan for the new Roosevelt High School. Staff is holding steady and keeping up with the workloads.

Highlights:

- Inspector Nakata has been granted the Fire Officer designation from the Center for Public Safety Excellence – Commission on Professional Credentialing. Congratulations, Kurt!
- We have started sending apparatus to Loveland Fleet Services for preventive maintenance, and that process is going smoothly so far. We have received the final draft of the IGA with the City of Loveland. That will be presented for discussion and signatures during Old Business.
- Staff has been participating in the on-going SCBA training for the new MSA equipment

Life Safety Programs: We continue to work with the Weld County Commissioners to address outstanding issues at a storage facility adjacent to Hill n Park. Our members were responding to frequent medical emergencies in the facility, which helped us realize that the storage facility had several occupied campers in it. Weld County staff has been working with FRFR and the property owner to clean up the facility, evict the people living there, and improve security. Since we started this process several months ago, we have not had any more emergency calls into the facility.

Kurt continued to assist Bernie with several trips to handle apparatus delivery/pickup for various repairs, as well as small equipment service at Mac Equipment.

Last month saw several new building construction final inspections, including W-3 Legacy in unincorporated Weld County, AC Ice in Johnstown, and Civica in Milliken. We have also received numerous permit applications for new buildings and new fire protection systems.

Kurt has put together a program to display the development review and permit applications we have received. We will be demonstrating it during tonight's Board meeting.

Fire Inspector, Kurt Nakata presented the District Map of all of the different plans that we have. Kurt broke it down via town/Johnstown/Milliken. The Map shows pictures of what the building will potentially look like. He explains the program they are using is Cameo. They have improved their software to do a lot more advanced work with.

West states the informal wager is that they may come to the BoDs about Building Station 5 versus Station 4 first, due to where the building is happening.

West states we will be spending a lot of money with all of this growth. Collection of Impact Fees will help with capital related to growth. It can help with purchase of new engines. The Impact fees are not collected until all building permits come in. We wait until that time.

Logistics: Lt Covillo is working on plans and processes to streamline workflows in Logistics, but is keeping up with the multiple projects demanding his attention.

Apparatus: All engines were pump tested in July. One engine demonstrated an error code that caused it to fail the test. Loveland Fleet Maintenance is currently addressing the problem and it is estimated to return to service on August 7th.

Facilities: Water usage is up at all stations due to increasing irrigation times to keep the grass looking good.

Fire Station 1: During the first week of August, we kicked off a workgroup to begin evaluating the station for 2022 remodel needs. We will also be putting together plans to modify the Gateway condo space to improve functionality.

Fire Station 2: The concrete outside the workout room was replaced. H3 is working on addressing the threshold for the adjacent exterior door. Parts are ordered.

Communications: All 800 MHz radios received annual service and firmware updates from Weld County. Lt Covillo has made changes to our billing with Verizon Wireless that should help to minimize future data overages and stabilize the monthly bill.

Quartermaster: The R&D process is underway to evaluate options for new structural PPE and lightweight PPE.

Three brands have been selected for testing by our members.

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: July, unfortunately, gave us another opportunity to exercise our supportive culture. One of our members lost his brother. West is so proud of the way all of the members of FRFR stepped up to assist and to be present for the funeral services. Losing a loved one is extremely hard. Having a family of sister and brother firefighters makes it just a little easier.

This month we received preliminary numbers from the Weld County Assessor. They will be providing their second draft late this month. The good news is that with growth and increasing property values in our district, our valuation has increased slightly. Beyond that, the reduction in commercial assessment rates and the anticipated drop in gas and oil revenue appears to have our 2022 revenue close to the same as 2021. This is an improvement over earlier projection. West states we are doing well with oil and gas, as well as with all of the growth coming in. Knock on wood, we won't get another pandemic or terrorist event. We will get the next batch of numbers on August 25th, which should provide better insight.

We were contacted by the Insurance Services Office (ISO) to begin the process of reevaluation. They are looking at reevaluating nearly all of the fire districts in Weld County. West's hope is that our current rating will improve over the last visit. At the least we will have a solid roadmap of how we can continue to improve our rating. As you likely know, many insurance companies use this rating to set costs for home and business owners' property insurance. Improving our score helps our citizens and helps us benchmark against other agencies. West states the ISO has not been here for a while. Recently, someone requested to come look at Weld County. They try to get out here every five years. West had good conversations with him. We are at an ISO of 3 right now. The lower the number, the better we are. Some of the improvements we have made, we should be at a 3. At the very least, we will have a very good roadmap which way to go. We will be solid without any problems whatsoever. West likes that he is doing the entire county at the same time. We all provide data as well as other district with mutual aid, etc.

This month we temporarily promoted a Lieutenant. Tim Beam will be filling in on C-shift as one of our officers is off on an extended leave. Tim is at the top of our promotional list and this opportunity will give him experience in the role that will be valuable in the future.

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. The delay is due to the cylinder gauges. West is confident these cylinders will be here in three weeks.

Two members attended the Fire Department Instructor's Conference held in Indianapolis. This event was postponed twice during the pandemic. Tens of thousands of fire service professionals attend this event. Our firefighters received hands-on training, classroom training, and an opportunity to see the newest equipment and apparatus. West is looking forward to having a debrief to evaluate what things we can do differently.

Highlights:

- West met with Chief Leshar of TVEMS this month. We have been meeting quarterly to ensure we are aligned operationally with TVEMS. As FRFR has expanded into Larimer County, we have a growing area that both agencies both respond within. The meeting was very productive.
 - Leadership will meet with UCH including five Weld County Chiefs. The Chief's want to make sure they are all being heard by UCH, not only us, but other leaderships as well will be there. Whatever changes UCH is making does not negatively affect us. We can share resources. This is a positive direction.
- Officer's Meeting
- We held a meeting with the leadership of UCH and the 5 fire chiefs. This session was to clear up any miscommunication and come to an understanding of where UCH sees the future of service among the departments. As we have discussed, they have been awarded the contract to cover the City of Greeley. We are optimistic that this change will be positive and allow us all better access to coordinated resources. We have now set a monthly meeting with all of us and the Greeley Fire Chief to continue to move our service in a positive direction.
- West participated as a bagpiper assisting Windsor Severance Fire by playing at the retirement for Mike Blackwill. Mike was WSFR's Operations Chief and their first official retirement from their career force.

LFRA/FRFR Boundary Realignment: With Chief Miller's departure from LFRA, West met with Chief Sparks to discuss how best to exercise our recently adopted MOU as it relates to including property from LRFDP into FRFR. Our attorney has advised that the easiest way to move forward with the inclusion process of property south of 402 is to collaboratively exclude/include with LRFDP on a single ballot measure. Chief Sparks is taking this to his board. The properties total around 85. About 56 are privately owned and the rest are in trusts or businesses. Twelve (12) are within Johnstown limits. In 2021, they netted just over \$32,000 in tax revenue to LRFDP.

West states the IGA is now in place and signed by the BoDs as well as signed by Loveland Rural Fire Protection District. West would like to continue to exercise this. West feels the fastest way is to do a ballot measure. In speaking with legal, West says the easiest way would be to have a joint meeting with West, the BoD and Loveland Rural and collaborate on a ballot measure. They may push back on the cost of this. They could potentially lose \$32,000. We could help foot the bill of this election. The other option is the slow way, which includes bringing in piece of property at a time, which we are doing now.

West spoke with John Rosso to see if he is buying any of those properties. He is not currently doing anything additional south of 402 and nothing is on his radar now.

West states the most complicated and complex way would be to knock on each door and try to convince the property owners – 25 of them are held in trust or are LLCs, and taxed at different rates.

West would like to continue with Chief Sparks and collaborate and go along with the ballot measure. West will set up a meeting with our BoDs and the Loveland Rural Fire Board. All of our BoDs are okay with this.

Young asked about the temporary promotion and if the individual rolls right into this position if it opens up. West states that yes, that individual will be permanently assigned.

Rutt asked West about our members family losses and if they are being taken care of. West states that they are very well taken care of. Everyone has stepped up and helping take care of the people.

OLD BUSINESS:

IGA for Fleet Services: Document attached in the Google Folder. This is an updated IGA that The City of Loveland has asked us to sign. Drage states that they changed from a service level agreement to an IGA. Legal Counsel states it makes more sense to have it as an IGA.

Hobler moves to approve the IGA with Loveland. Freehling seconds. Roll call: All "aye." Motion passes.

NEW BUSINESS:

Petition For Inclusion: The Town of Johnstown notified Front Range Fire Rescue of a pending annexation into Town boundaries. The annexation is 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.

The purpose of this agenda item is to make the Board aware that we have received 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). The Petition for Inclusion has been signed by all property owners, and has been properly notarized.

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 FRFR Fire Station #4 in the future. 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. The Caliber Development Company is purchasing these two parcels and intends to develop them 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 the Google Folder.

Hobler asks if it makes any difference if we do this little section or should we do it all together. West states from a customer service perspective, the property owners are requesting the inclusion, so it makes sense to respond to their request.

Young moves to accept the Petition for Inclusion of the South Ridge Annexation into FRFR jurisdiction, to direct staff to schedule this matter for a Public Hearing at the September 14, 2021, Board of Directors meeting, and to follow appropriate procedure for providing public notice of the public hearing. Howe seconds. Roll call: All "aye." Motion passes.

NEW BUSINESS: (Continued....)

Architect Engagement For Station 1 Remodel: In 2014, a remodel plan was drawn for Station 1. The plan called for an expansion of the building on the northwest corner. Since that time, a lot has changed, and an expansion is no longer needed. What is needed, though, is a significant remodel of the interior. By the remodel, we hope to accomplish the following:

- Private bunk rooms and showers for each of our on-duty members and UCH personnel.
- The colocation of the company officers and UCH with all members on the second floor to improve collaboration.
- The creation of public space and smaller classroom on the first floor (ADA accessible)
- Speed our nighttime response by creating improved bay access from the second floor
- Building usable offices to house logistics and fire prevention personnel and allow for growth
- Having a separate bunker gear storage area (remote from diesel exhaust)
- Separate the gym (diesel exhaust)
- Establish best practices for deconning personnel before they enter the living space.
- Create usable training props on-site to reduce the need to be out of District 1 for routine training.

Additionally, the space at our Gateway condo is well suited to create a viable warehouse for our uniforms, bunker gear, and reserve equipment. This will free up space at Station 1, allowing for more efficient use of the room.

The staff recommends that we move ahead with the first phase of conceptual drawings and schematic architectural and engineer design. This project was budgeted for this year. This phase will also give us the total project cost estimates for moving forward with the subsequent stages.

Young asked if the remodel and work itself will take place in 2022 for Station 1. West states yes, this allows us to budget for it this coming year. West states it will provide us a more professional organization, help with sleep deprivation, decontamination, and provide more private space/ privacy which is extremely critical.

Hobler moves to engage the services of Beford Watkins Group to provide FRFR conceptual drawings and schematic architectural and engineer design for the first phase of the Station 1 remodel. Freehling seconds. Roll call: Howe, yes; Rutt, yes; Hobler, yes, Young, yes; and Freehling, yes. Motion passes.

Howe asks West how many phases for the remodel of Station 1. West states 3 phases.

BOARD REPORTS: Howe states he will take the Ford B.

CORRESPONDENCE: In the Google Folder.

West states he had a great conversation with the interim superintendent. Our attorney and superintendent had a good conversation as well in regards to the training building. Young asks if we need to re-roof this building. West states we did budget for the concrete and roof. We have the money, but 6 years left on the lease. West will get the ball rolling.

ADJOURNMENT: Move to adjourn requested. Hobler seconds. Meeting adjourned at 20:05.