



WINDSOR SEVERANCE FIRE RESCUE

100 N. 7th Street • Windsor • Colorado • 80550
970-686-2626

REGULAR BOARD MEETING Virtual Meeting Only Thursday, June 10, 2021 / 6:00pm

MEETING MINUTES

I. CALL TO ORDER

- I. Pledge of Allegiance

II. ROLL CALL

Board Directors Pearson, Stevenson, Hansen, Rosen, and Thorn. Chief Kazian, Chief Chapman, Fire Marshal Friedrichsen, Captain Dykstra, Human Resource Manager Lucy Zamarripa, Ruthie Knief, Financial Manager Gabe Buldra, Dan Spykstra from Wember, and members of the public were present at the remote meeting.

III. APPROVAL OF AGENDA

Director Thorn submits a motion to approve the Agenda as presented, Director Rosen seconds, all "Aye". Approved.

IV. REGULAR BOARD MEETING

I. Public Forum:

i. Public Comments

This portion of the meeting is provided to allow the public to present comments or concerns not listed/related on the agenda. The public may speak on any agenda item during the meeting at the onset of the agenda item. The public comment period will be limited to three (3) minutes. Respectful communication is welcomed; outbursts, interruptions, and personal attacks will not be tolerated. Interaction with the Board of Directors is inappropriate. If further discussion is needed, the topic or concern may be placed on a future agenda.

Public Comments - None

II. Consent Agenda – Discussion/Possible Actions:

The Consent Agenda is intended to allow the Board to spend its time and energy on the important items on a lengthy agenda. Administration recommends approval of the Consent Agenda. Anyone may request an item on this agenda to be "pulled" off the Consent Agenda and considered separately. Agenda items pulled from the Consent Agenda will be considered separately under Pulled Consent Items. Items remaining on the Consent Agenda will be approved by Board with one vote. The Consent Agenda consists of items of no perceived controversy and routine administrative actions.

i. May 13, 2021, Regular Meeting Minutes

Director Rosen submits a motion to approve the Consent Agenda as presented, Director Thorn seconds, all "Aye". Approved.



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III. Presentation

i. Weld RE-4 Bond Presentation

Weld-RE 4 Superintendent Dan Seegmiller shared presentation Designed to Inspire – Potential November 2021 Bond. The School District is anticipating being over capacity for both the elementary and middle schools. They delayed the bond in 2020 due to Covid. Building permits in Weld-RE 4 account for 47% of permits for surrounding communities. Windsor school growth is exploding while the average state is declining 2%.

IV. Financial Report and Updates

i. Discussion/Possible Action: Approval of May 2021 Monthly Financial Report/Bill Ratification

Financial Director Gabe Buldra stated the major expense groups were all under budget for the month of May. Total under budget of \$135k. Seeing a savings for Personnel Cost. Expended costs are at 37% for YTD. Chief Kazian said we are caught up on any delinquencies from taxes payments.

The draft audit is due to JVG by 6/15/21. JVG will then review it and ready it for presentation at next month's meeting.

Director Stevenson submits a motion to approve the May 2021 Monthly Financial Report and Bill Ratification, Director Rosen seconds, all "Aye". Approved.

V. District Update

i. Reports

1. WSFR 2020 Annual Report

Chief Kazian wanted the Board to have the ability to review the draft report before going to print. Chief Kazian gave a brief recap of the report.

2. 2022-2026 Strategic Plan Update

Chief Kazian said they are looking at keeping it as a 5-year plan or changing it to a 3-year plan. Chief Kazian pointed out that we had an 80% growth in emergency responses with a 60% growth in administration in the previous five years. Hoping to have a draft ready for approval in August.



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3. WSFR Monthly Response Report

Chief Chapman reported that call volume is up substantially from the previous year – about 20%. We had a couple of structure fires in the last month. We also had 50-60 calls in Station 4's response zone.

4. WSFR Division Reports

Chief Kazian said training has transitioned – Chief Williams has moved to the BC role. We are working on creating a job description for the opening for training. Director Rosen pointed out the number of average training hours and how we are almost double that. Chief Kazian said those hours are true structured training hours. Director Thorn asked if there was any ISO benefit for Board education. Director Thorn wants to know how they can be a better board. Chief Kazian invites them to sign up for SDA trainings, stop by and have conversations of interest, do a ride along, etc. Chief Kazian said we worked finance for several hours today – looking at the 2022 budget and how to improve budget submittals.

ii. Personnel

1. FRFC 2021-1 Graduation – FF Jered Kreutzer and FF Mitch Spykstra
Chief Kazian congratulated FF Kreutzer and FF Spykstra. FF Kreutzer received the Top Gun award and FF Spykstra received the Hard Hat award. Submitted for a Safer grant which would provide some cost relief for additional staff over the next few years.

iii. WSFR Activities and Events

1. Station 4 Groundbreaking – Saturday, June 12 9:00am
All five Board members will be attending along with the mayor and others from our construction and design teams.
2. WSFR Open House – Saturday, June 12 10:00am
Rebecca Clark organized this year's event.
3. Chief Blackwill's Retirement Walkout Ceremony – Thursday, July 22 3:00pm
The event will be formal with a ceremony.

iv. Facilities & Apparatus

1. 1987 Freightliner – Water Tender Status
The vehicle is still in our parking lot. We asked the PFA maintenance shop to look at the pump issue so we have a better understanding of the issue so we can better
2. Update: Consideration of New Engine Purchase
Pierce did a price increase of 1.5% as of June 1 and may do another



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price increase later due to challenges with obtaining equipment and supplies from vendors. We bumped our timeline up and will present our proposal at the July meeting. The increase is roughly \$10,000-12,000.

v. Other District Related Matters

Chief Kazian reported the dismissal of the trench lawsuit from 2019. Chief Kazian also said bill SB21-293 passed. Expecting about an estimated 5% cut on our revenue in 2023. Also in 2023, our mill rate will increase. Initiative 27 is up next which we should learn more about soon. If Initiative 27 occurs, it's a \$1.03 billion deficit.

VI. Staff Items

i. Station 4

1. Discussion/Update: Project Status

Dan Spykstra gave each Board member a snapshot of the time spent on the project and the progress. Construction started on May 17. Still on schedule to be done next May 2022. The last page of the snapshot is the rendering of the new station. There are still challenging issues with the steel and wood shortage. They are working with Great Western to figure out the amount of activity on our access road/driveway to our site.

ii. WSFR – Preparing for Our Future

1. Discussion: Consideration of WSFR Organizational Structure

Chief Kazian said we are thin on our staff and running out of space. Chief Kazian wants to look ahead to make sure we create the organization correctly going forward. We want to make sure we have the right people in the right area for the future growth. Do we need a GIS person, an IT person, a data person, etc. We want to thrive as we move forward. Director Stevenson said we currently are on the right side with Personnel costing 75%, so we are sitting good for adding staff. Chief Kazian wants to stay on track and is also looking at salary comparisons. Director Thorn said we are at the 75% mark now, but what about fire season and more overtime? Financial Director Gabe Buldra said he is correct with that statement, but we are still in a good place and project to be within budget at the end of the year. Chief Kazian explained that we have been at a good percentage for Personnel costs in the past and for sustainability. Oil and Gas has been declining for revenue which becomes a data point of how do we budget with that.



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Director Thorn said he supports Chief Kazian to develop the organization for the future. Gabe said we ended last year at 80% for Personnel cost and we are at about the same this year. The wildland reimbursement helps to offset the expense. Director Rosen said it's finding that balance. Chief Kazian is looking to find balance within staff and their workload. Director Thorn said Chief Kazian is being responsible.

2. Discussion: Consideration of Long-Range Masterplan for WSFR
Chief Kazian talked about getting a third party to help assist us with planning for our future. He welcomes an outside view to help direct us – future station locations, administration building, etc. Director Thorn asked when we would start. Chief Kazian said we could wait until January so it's a budgeted item, but we also have money in the budget today if we should start sooner.

The Board gave their consensus to support Chief Kazian to obtain a proposal for our future organizational structure and long-range planning.

VII. Board of Directors Items

- i. Weld-RE 4 Hosting Joint Elected Official Meeting – Monday, July 19th, 5:00pm Meeting (Dinner 4:45pm)
Reminder that there is a Joint Meeting with the Towns, school, library, Mayors, us.
- ii. Virtual 2021 SDA Annual Workshop – Tuesday, June 29 8:30am-3:45pm
Director Stevenson and Chief Kazian are registered. In September, there's a conference as well.

V. ADJOURNMENT

Director Thorn submits a motion to adjourn the June 2021 Regular Board Meeting, Director Rosen seconds. All "aye". Approved.