



# WINDSOR SEVERANCE FIRE RESCUE

100 N. 7<sup>th</sup> Street • Windsor • Colorado • 80550  
970-686-2626

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## REGULAR BOARD MEETING

100 N 7<sup>th</sup> St

Wednesday, December 11, 2024 / 6:00pm

### MEETING MINUTES

#### I. CALL TO ORDER

- a. Pledge of Allegiance

#### II. ROLL CALL

- a. Board Directors Rosen, Medhurst (on shift, will join as available, otherwise excused), Hansen, Lutz, and Hyland. Fire Chief Angermuller, Deputy Chief Jaques, Battalion Chief Williams, Chief Greer, Chief Friedrichsen, Deputy Chief of Administration Jeff Dykstra, HR Manager Emily Pearson, Logistics Manager Travis Chapman, Cierra Will, and members of the public were present at the meeting.

#### III. APPROVAL OF AGENDA

Director Rosen suggested the board move the UCHHealth agreement (item IV, F, II) to follow the UCHHealth Response Report (IV, c.)

- a. Director Lutz submits a motion to approve the adjusted agenda as presented, Director Rosen seconds, all "Aye". Approved.

#### IV. REGULAR BOARD MEETING

- a. 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.*

1. Public Comments – Local 4845 President Erik Morse thanked the Board for their work and talked about the positive feedback that has been received over the progress on the Training Center project.



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**b. 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 the Board with one vote. The Consent Agenda consists of items of no perceived controversy and routine administrative actions.*

- i.** November 13, 2024, Regular Meeting Minutes
- ii.** WSFR 2025 Holiday Closure Schedule

Director Lutz submits a motion to approve the Consent Agenda, Director Hansen seconds, all “Aye”. Approved.

**c. UCHealth Response Report**

Chief Angermuller stated that for the month of November for emergent calls UCHealth was 89.52% compliant with the 90<sup>th</sup> percentile. For non-emergent calls, UCHealth was 95.28% compliant.

Kevin Waters said the changes discussed in November’s board meeting became effective on November 1. The changes have created dramatic improvements in response time. Deployment statistics are being monitored closely and adjustments are being made to further improve responses.

The board noted that the data looks optimistic and hopes the trend can continue. Director Rosen thanked Kevin and UCHealth for their efforts to make these improvements.

**i. Discussion/Possible Action: UCHealth Contract Update**

Chief Angermuller presented the UCHealth agreement to the board. The agreement is endorsed by both the UCHealth and WSFR attorneys. If signed today, the contract will go into effect in January.

Director Lutz submits a motion to accept the UCHealth contract as presented to go into effect January 1, Director Rosen seconds, all “Aye”. Approved.

**d. Financial Report and Updates**



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i. Discussion/Possible Action: Approval of November 2024 Monthly Financial Report/Bill Ratification

Financial Director Gabe Buldra recapped key points for November: Total Revenue for November was \$223,783 which is \$138,981 under budget; Tax Levy Revenue for November was \$75,479, which is \$93,013 under budget, driven by under collection of property taxes for the month; Non-Tax Levy Revenue for November is \$148,303, which is \$45,969 under budget, driven by grant revenues; Total Expenses for November were \$1,110,868, which is \$118,246 under budget; Personnel Costs under budget by \$52,883, driven overtime wages and related benefits; Travel & Training under budget by \$13,410, driven by training costs being less than what was

1. Anticipated; Total Revenue Year-to-Date is \$22,676,459, which is over budget by \$1,265,038; Total Expenses Year-to-Date is \$12,267,278, which is \$902,151 under budget; Total Cash is \$26,412,153, which is \$8,314,876 more than this time last year. Expenses: Personnel was at 82%, Operations at 10%, and Managerial at 8%; currently at 86% of budget through November with 14% remaining.

Director Lutz submits a motion to approve the November 2024 Monthly Financial Report/Bill Ratification, Director Rosen seconds, all "Aye".  
Approved.

ii. Public Hearing: 2025 Budget

Director Rosen submits a motion to move to a Public Hearing for the 2025 Budget, Director Lutz seconds, all "Aye". Approved.

Gabe presented the final draft of the 2025 budget. Director Hansen asked why the Travel & Training budget is increasing. Chief Greer responded that the increase is mainly driven by SOT training that is needed to maintain special operation programs.

Director Hansen asked what it means to approve the capital budget. Gabe explained that approving the budget is to appropriate the funds. Any items in the capital budget would first come to the board for approval to purchase.



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Director Hansen asked if the mill levy is a separate resolution. Gabe said the mill levy is part of the overall resolution to adopt the budget.

No public comment.

Director Rosen submits a motion to close the Public Hearing, Director Lutz seconds, all "Aye". Approved.

**iii.** Discussion/Possible Action: Approve Resolution 2024-04 to Adopt 2025 WSFR Budget

Director Hansen requested to separate the capital budget from the operating budget next year. Gabe said that each fund would then need to be a separate resolution, along with a separate resolution to submit the mill levy. There would be a total of 5 resolutions for the board to approve using this methodology. The conversation was tabled for further discussion next year.

Director Rosen submits a motion to approve Resolution 2024-04 to Adopt the 2025 WSFR Budget, Director Lutz seconds. Roll Call, Director Medhurst absent and excused, all "Aye". Approved.

**e.** District Update

**i.** Reports

**1.** WSFR Monthly Response Report

Chief Jaques presented the monthly response report. Call volume is right in line with last year. A pinning ceremony occurred last month for two new engineers.

**2.** WSFR Division Reports

Admin: Continue to make progress with First Due. The go-live date for the incident reporting module is still in progress for January 1<sup>st</sup>. Chief Dykstra thanked Cierra for her work on making the documents on the website ADA-compliant. He also thanked the board for approving the budget and commended the hard work of the staff to pull it together.

**ii.** Personnel

There is currently leadership development training occurring both this week and



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next week. 20 members are attending. An AAR will be conducted to determine how to progress with the training moving forward. Work is ramping up to start planning next year's hiring processes.

Chief Friedrichsen has been designated as the Emergency Manager for WSFR. She will be the point of contact for the County.

### **iii.** WSFR Activities and Events

- 1.** WSFR Annual Appreciation Dinner, Friday, January 31, 5pm at Embassy Suites

### **iv.** Facilities & Apparatus

Everything is on schedule. The Type III is scheduled to arrive in late December/early January to get graphics. The new Engine is still due in late April, with final inspections happening in March. Another Engine will be presented to the board for purchase approval to arrive in 2028.

### **v.** Other District Related Matters

Chief Angermuller discussed how the Impact Fee was originally run. The study was focused on the capital plan, which created confusion and recommended inflated fees. A few areas were identified for improvement, and a new study will be done. A new impact fee plan will be presented to the board following the results of the new study. There will also be further discussions with developers and with the town to make sure everyone understands the study and is on the same page. Chief Angermuller recommends the board dissolve the previously approved resolution and make no changes to impact fees until the new study can be completed.

Director Lutz asked how often impact fees are being evaluated. Chief Angermuller stated that it will be evaluated every 3 years. Director Lutz asked when the new fees would be able to go into effect. Chief Angermuller said the study is projected to come back in January. The new fees would likely not be implemented until 2026, but this will give enough time to make sure the fees are properly presented to the town and developers.

Director Lutz expressed disappointment in the original process of evaluating impact fees and stated concerns about losing out on needed impact funds now that the fees will remain the same for the next year. Chief Dykstra stated the fee revenue was



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already kept the same for the 2025 budget as this year and that the budget was not dependent on the increased fees. He stated the new study will provide better information that will better be able to justify the fees to the community.

Director Medhurst joined the meeting via Zoom at 18:58.

Chief Angermuller stated that discussions with Broe regarding the LOI for the training center land are still in progress and more information will be provided at a later date.

### f. Staff Items

- i. Discussion/Possible Action: Approve Resolution 2024-05 Calling an Election for May 6, 2025

Director Medhurst and Director Hyland's terms expire May 2025. At that time, two directors will be elected to serve a four-year term expiring in May 2029.

Director Lutz submits a motion to approve Resolution 2024-05 to Call the Election and Appoint Community Resources of Colorado, LLC, as DEO, Director Rosen seconds. Roll Call, all "Aye". Approved.

- ii. Discussion/Possible Action: Approve Resolution 2024-06 to Dissolve Resolution 2024-02

Director Lutz submits a motion to approve Resolution 2024-06 to Dissolve the Updated Impact Fee Schedule Resolution 2024-02, Director Rosen seconds. Roll Call, all "Aye". Approved.

### g. Board of Directors Items

Director Rosen asked the board to BCC everyone in emails as information is needed to keep everyone on the same page.

The board extended their appreciation to the first responders as they work through the holidays and wished happy holidays to all.



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### V. ADJOURNMENT

Director Lutz submits a motion to adjourn the December 2024 Regular Board Meeting, Director Hansen seconds. All "aye". Approved.