



WINDSOR SEVERANCE FIRE RESCUE

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

REGULAR BOARD MEETING

100 N 7th St

Wednesday, February 12, 2025 / Immediately Following Pension Meeting

MEETING MINUTES

I. CALL TO ORDER

- a. Pledge of Allegiance

II. ROLL CALL

- a. Board Directors Rosen, Medhurst, Hansen, Lutz, and Hyland. Fire Chief Angermuller, Deputy Chief Jaques, Battalion Chief Seaman, Chief Greer, Chief Friedrichsen, Financial Director Gabe Buldra, Deputy Chief of Administration Jeff Dykstra, Logistics Manager Travis Chapman, Cierra Will, and members of the public were present at the meeting.

III. APPROVAL OF AGENDA

- a. Director Lutz submits a motion to approve the 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.

No public comment.

- 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



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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. January 8, 2025, Regular Meeting Minutes

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

c. Financial Report and Updates

- i. Discussion/Possible Action: Approval of January 2025 Monthly Financial Report/Bill Ratification

1. Financial Director Gabe Buldra recapped key points for January 2025: Total Revenue for January was \$79,865 which is \$80,760 under budget; Tax Levy Revenue for January was \$0; Non-Tax Levy Revenue for January is \$79,865, which is \$80,760 under budget, driven by Grant Revenue and Plan Reviews & Inspections; Total Expenses for January were \$1,088,265, which is \$121,693 under budget; Personnel Costs under budget by \$45,462, driven by regular and overtime wages; Vehicles & Equipment under budget by \$26,785, driven by fuel and small equipment costs being less than what was anticipated; Total Cash is \$23,954,420, which is \$7,002,879 more than this time last year. Expenses: Personnel was at 81%, Operational at 14%, and Managerial at 5%; currently at 7% of budget through January with 93% remaining.

Director Lutz submits a motion to approve the January 2025 Monthly Financial Report/Bill Ratification, Director Rosen seconds, all "Aye". Approved.

- ii. Mike Warne with Synergy Capital presented an update on the District's investments. Interest rates have not changed very much. 2024 Total Return was 4.7%. Director Rosen asked if it would make sense to transfer funds from CSAFE to Synergy investments. Mike Warne and Gabe Buldra both stated that with current liquidity needs, it does not make sense to make that move, but they are continuing to monitor the market and the district's needs.

Mike Warne also announced that Synergy Capital is changing custodians from RBC to Fidelity. The main thing that will change is who generates the statement. There



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may be some signatures needed to facilitate the transfers.

d. District Update

i. Reports

1. WSFR Monthly Response Report

Chief Jaques presented the Response Report. Call volume year over year is steady. Chief Jaques also shared data regarding CPR cases in 2024. The national survival rate is 10.2%. Colorado is at 10.8%. WSFR's CPR survival rate is 16%, higher than the national survival rate. He noted that the addition of EMS Lieutenant Eric Schmitz has had significant positive impacts on the agency.

The UCHealth EMS response report looked great for last month. Their numbers have improved substantially, and they will continue to be monitored. Director Rosen asked Chief Jaques to pass along thanks to Kevin with UCHealth for all their efforts to improve EMS response.

2. WSFR Division Reports

Training: Chief Greer showed renderings of the potential training tower for the new Training Facility. A formal RFP will be made once land is secured.

CRR: Chief Friedrichsen shared that short-term rental inspection in Windsor will begin once the list is received. A lot of special events are coming in for the year already. The Wildfire Resiliency Code that is being mandated by the State has a final draft due March 31. It will be in effect come July 1, and needs to be adopted by October 1st to be effective January 1, 2026. More information to come. The Emergency Operations Plan and Continuity of Operations Plan are completed and just need signatures.

Admin: A work comp audit was also completed. The audit resulted in an increase in billing attributed to some reclassifications and salary increases. They are working with the broker to see if there are any opportunities to make some changes. Billing for a recent wildland deployment is in progress. Staff completed a staffing study as outlined in the strategic plan which included job analysis questionnaires and interviews. Results will be presented to the board and staff once the data is compiled. Progress towards



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ADA compliance continues. The website is currently 96% compliant and on track to meet the July 1 deadline.

Travis stated that the 2024 Annual Program Appraisal is complete and has been published on the website.

3. WSFR 2024 Annual Report Draft

Travis presented the final draft to the board. An additional page was added to the financial responsibility section. There are still some minor tweaks that will be made.

4. Annual Accreditation Compliance Report

Chief Dykstra shared that the Annual Compliance Report (ACR) was submitted for accreditation compliance and accepted last week. CFAI will review it over the next 90 days and determine if WSFR will maintain accreditation status. No issues are anticipated.

ii. Personnel

iii. WSFR Activities and Events

1. Recap Annual Appreciation Dinner

Chief Angermuller thanked Chief Friedrichsen, Emily Pearson, Hayley Carson, and Cierra for putting on a fantastic Annual Banquet.

2. Pinning Ceremony, Wednesday, February 19, 6:00pm

iv. Facilities & Apparatus

v. Other District Related Matters

Chief Angermuller noted that Congresswoman Boebert came to Station 1 to present a certificate and flag in recognition of wildland deployment to the California fires.

Chief Angermuller thanked Chief Friedrichsen for her work on the Emergency Operations Plan and Continuity of Operations Plan. He thanked Chief Dykstra for his work on the ACR, and he thanked Travis for his work on the Annual Report.

e. Staff Items

i. Discussion/Possible Action: 2nd Reading of the 2024 International Fire Code Adoption and Amendments

ii. Discussion/Possible Action: Approval of Resolution 2025-02 Adoption of 2024 International Fire Code Adoption and Amendments



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Director Lutz submits a motion to approve Resolution 2025-02 Adopting the 2024 International Fire Code Adoption and Amendments, Director Medhurst seconds. Roll Call, all "Aye". Approved.

iii. Discussion/Possible Action: Approval of Revised Board Bylaws

Director Lutz submits a motion to approve the 2025 revised Board Bylaws as presented, Director Rosen seconds, all "Aye". Approved.

iv. Discussion/Possible Action: Letter of Intent for Purchase of Land for Future Training Center

Chief Angermuller noted that a few properties were missed on the initial appraisal, so the appraisal was run again and the value increased. An adjusted LOI was presented to the Board. Chief Angermuller and Chief Dykstra have a meeting with Broe tomorrow if the LOI is approved and will push to have an answer on whether the land is suitable for building by March 1st.

Director Lutz submits a motion to approve the Letter of Intent for Purchase of Land for Future Training Center from The Broe Group, Director Rosen seconds, all "Aye". Approved.

v. Discussion/Possible Action: Approve Ault Fire Protection District Auto Aid Agreement

Chief Jaques presented the updated Auto Aid agreement with Ault Fire Protection District. The agreement was updated in collaboration with Ault to be consistent with neighboring agencies.

Director Lutz submits a motion to approve the IGA for Auto Mutual Aid with Ault Fire Protection District, Director Medhurst seconds, all "Aye". Approved.

f. Board of Directors Items



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- i. Information Only: Deadline for Filing Self-Nomination Form Application is February 28, 5:00pm
 - ii. Director Rosen noted that the board did diversity training this week. As a result of the training, the Fire Chief contract will be amended to match the rest of staff in which a felony or misdemeanor charge is treated with unpaid leave instead of paid leave during an investigation. The amended contract will be presented to the board next month.

V. ADJOURNMENT

- a. Director Lutz submits a motion to adjourn the February 2025 Regular Board Meeting. Director Rosen seconds. All "aye". Approved.