

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

**FRFC Board of Directors
Notice of Regular Board Meeting and Agenda
February 18, 2025, 2:00pm
Berthoud Fire Protection District Station 1 – 248 Welch Ave.
Berthoud, CO 80513**

AGENDA ITEMS

1. **Call to Order:** This meeting was called to order at 2:00pm by FRFC Board President Fire Chief Tim Sendelbach.
2. **Roll Call:** Chief Michael Calderazzo (Boulder), Interim Chief Randy Callahan (Boulder Rural), Chief Michael West (Front Range), Chief Brian Kuznik (Greeley), Chief Pete Bradshaw (Lafayette), Chief Dan Higgins (Longmont), Chief John Willson (Louisville), Chief Tim Sendelbach (Loveland), Chief Jim Klug (Platte Valley), Chief Chris Angermuller (Windsor-Severance)

Also Present: Chief Greg Ward (Loveland), Chief Eric Klaas (Loveland), Chief Jason Goodale (Loveland), Sara Simonton (JVG), Taygan Lane (LFRA & FRFC Admin)

3. **Approval or Changes to the Agenda:**

Chief Kuznik requested the addition of an item to the agenda: Follow Up Meeting with Mike Rainey.

Chief Sendelbach requested the addition of an item to the agenda: FRFC Website ADA Compliance.

*Motion to approve the agenda with the additional items – Chief Jim Klug (Platte Valley Fire Protection District)
seconded – Chief Michael West (Front Range Fire Rescue)
All Approved – Motion Carried*

4. **Approval or Changes to Previous Board Meeting Minutes:** Previous Board Meeting Minutes from January 21, 2025 – Regular Meeting

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*Motion to approve the previous board meeting minutes as written – Chief Brian Kuznik (Greeley Fire Department)
seconded – Chief Chris Angermuller (Windsor-Severance Fire Rescue)
All Approved – Motion Carried*

5. **Call to the Public:** No members of the public provided comment, either in person or online.
6. **Financials:**
 - a. **Monthly Financial Report** – Sara Simonton

Sara presented the financial report for January. The ending balance for January was \$116,000. Accounts receivable as of January 31st stood at \$177,000, with \$135,000 having been collected since that date. The credit card balance was \$4,000, which will be paid in February.

Revenue received in January totaled \$60,000, which was primarily driven by agency administrative fees for fiscal year 2025. January expenses were minimal at \$6,000 as the academy had not started.

Sara reviewed the training fund balances and noted that some agencies were below their required \$10,000 minimum balance. She reported that Mountain View and Platte Valley had paid their outstanding balances since the January close.

*Motion to approve the monthly financial report as presented – Chief Michael West (Front Range Fire Rescue)
seconded – Chief Michael Calderazzo (Boulder Fire Rescue)
All Approved – Motion Carried*

7. **Old Business:**
 - a. **FRFC Director Position** – Chief Angermuller/West

The job description for the FRFC Director position was distributed to the board prior to the meeting. Discussion focused primarily on funding concerns for the position. The board acknowledged the challenge of creating adequate compensation to attract qualified candidates. Further discussion is needed to create financial sustainability for the position.

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b. New Logo – Chief Bradshaw

Chief Bradshaw reported that his designer contact was unclear about the requirements for the new logo. Chief West shared information about Jonathan Beistline, who has designed logos for multiple fire departments, including Frederick-Firestone. The current price estimate is approximately \$1,000 for a complete logo package. Chief West will connect Chief Bradshaw with Beistline to explore options for the FRFC logo.

8. New Business:

a. Berthoud Withdrawal from the FRFC – Chief Sendelbach

Chief Sendelbach announced that Chief Charles has submitted a letter withdrawing from the FRFC due to budget constraints within his department. The withdrawal is effective January 2025, as they did not contribute the \$5,000 administrative fee for the year. Per the IGA, their training funds will be added to the FRFC reserve account. If they wish to rejoin in the future, they would need to contribute the \$10,000 minimum plus any additional fees. Chief Sendelbach says he will work with Emily to revise the IGA to reflect the current financial model.

b. FRFC Academy 2025-1 Update – Chief Klaas

Chief Klaas reported that Academy 25-1 started today with 18 recruits. They had originally expected 19 recruits but lost one as of Friday, February 14, 2025. The academy is operating within the projected budget. The Google Drive 25-1 admin folder has been shared with the training officers in the participating agencies. The academy will operate with two cadre members instead of the originally planned three.

Chief Klaas proposed the Train-the-Trainer program to create depth in the instructor pool, especially for smaller agencies. The program would cover the six major modules: hose, search, safety & survival, forcible entry, ladders, and ventilation. Each module would require one day of training (not consecutive days). Participating agencies would cover personnel cost for their members' participation. The goal is to implement this program by April/May to be ready for Academy 25-1. An added

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benefit would be better alignment between academy training and department floor operations.

Motion to approve the Train-the-Trainer Program – Chief Michael West (Front Range Fire Rescue)

seconded – Chief Pete Bradshaw (Lafayette Fire Department)

All Approved – Motion Carried

c. Follow Up Meeting with Mike Rainey – Chief Kuznik

Chief Kuznik reported on a follow-up meeting that he and Chief Sendelbach had with Michael Rainey. The proposal from Rainey includes a 12-month commitment at a total cost of \$44,000. This would consist of 3 months for strategic plan development followed by 9 months of implementation support with monthly check-ins. Rainey has offered a 10% discount to any FRFC agency that partners with him for other services. The board discussed the value versus cost of the proposal and expressed interest in having Rainey make a formal presentation at the next meeting.

d. FRFC Website ADA Compliance – Chief Sendelbach

Chief Sendelbach reported that the FRFC website needs to meet the ADA compliance requirements that will become a law July 1, 2025. Taygan will research costs through vendors like Streamline and Civic Plus and will report back with cost estimates at the next meeting.

Chief West suggested a grant that Front Range Fire Rescue received to help fund their website to become ADA complaint. Chief Sendelbach said that he would look into that for the FRFC website.

9. Next Regular Meeting: 2:00pm March 18, 2025, Virtual – Via Teams

10. Adjournment: This meeting was adjourned at 2:40pm February 18, 2025.

Motion to Adjourn – Chief Chris Angermuller (Windsor-Severance Fire Rescue)

seconded – Chief John Willson (Louisville Fire Protection District)

All Approved – Motion Carried

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ATTESTATION OF MINUTES: *We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Front Range Fire Consortium, are a true and accurate record of the meeting held on the date stated above.*

A handwritten signature in black ink, appearing to read "T. Sendelbach", written over a horizontal line.

_____, FRFC Board President
Fire Chief Tim Sendelbach

A handwritten signature in black ink, appearing to read "B. Kuznik", written over a horizontal line.

_____, FRFC Board Secretary
Fire Chief Brian Kuznik









2-18-2025 Board Meeting Minutes (Draft)

Final Audit Report

2025-03-31

Created:	2025-03-27
By:	Taygan Lane (Taygan.Lane@lfra.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAABpWK-CQ6sTAaXCgWrJA0IWd59IPLRIJf

"2-18-2025 Board Meeting Minutes (Draft)" History

-  Document created by Taygan Lane (Taygan.Lane@lfra.org)
2025-03-27 - 2:24:54 PM GMT
-  Document emailed to Tim Sendelbach (tim.sendelbach@lfra.org) for signature
2025-03-27 - 2:25:31 PM GMT
-  Document emailed to Brian Kuznik (brian.kuznik@greeleygov.com) for signature
2025-03-27 - 2:25:31 PM GMT
-  Email viewed by Brian Kuznik (brian.kuznik@greeleygov.com)
2025-03-27 - 2:36:29 PM GMT
-  Document e-signed by Brian Kuznik (brian.kuznik@greeleygov.com)
Signature Date: 2025-03-27 - 2:36:44 PM GMT - Time Source: server
-  Email viewed by Tim Sendelbach (tim.sendelbach@lfra.org)
2025-03-31 - 1:28:04 PM GMT
-  Document e-signed by Tim Sendelbach (tim.sendelbach@lfra.org)
Signature Date: 2025-03-31 - 1:28:23 PM GMT - Time Source: server
-  Agreement completed.
2025-03-31 - 1:28:23 PM GMT