

**Meeting Minutes of the Estes Valley Fire Protection District
August 23, 2023 4:30 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

Board: Jon Hodde, Dave Hamrick, Brian Tseng, Ryan Bross, Marybeth Bruchwalski

Staff: Chief Paul Capo, Div. Chief Jon Landkamer, Chief of Staff Erika Goetz

Also Attending: Volunteer Representative Captain Justin Kearney, Town of Estes Park Administrator Travis Machalek

Absent: None

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

President Ryan Bross called the meeting to order at 4:30 p.m.

Chief Capo led the Pledge of Allegiance

Erika Goetz performed roll call – All present

CONFLICT OF INTEREST

None

PUBLIC COMMENT / BOARD COMMENT

No public comment.

President Bross reminded everyone of the upcoming 9/11 memorial 5K and stair climb, please register to participate!

APPROVAL OF AGENDA

Moved by Dave Hamrick and seconded by Brian Tseng to approve the agenda as written. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Ryan Bross and seconded by Brian Tseng to approve the meeting minutes from the 8/9/2023 board meeting as written. Motion carried unanimously.

PRESENTATIONS

Town Administrator Travis Machalek presented a PowerPoint on the 1% sales tax renewal proposal. Proposed renewal components are: 46% street maintenance, 28% stormwater infrastructure, 17% trail expansion & maintenance, and 9% wildfire mitigation. The Town of Estes Park is gathering feedback from citizens and stakeholders and is encouraging participation in the two public presentations in the coming weeks.

REPORTS

Fire Chief Report – Administrative Division:

- Department/Family photo Sept. 5th along with Family Dinner
- Sent RFP to 7 agencies with due date of 8/25, received two back so far
- 9/11 Stair Climb is coming up – be sure to register!

Prevention Division:

- Jamie Kuryllo started on August 1st, and we are getting her started on grant applications. Leary Foundation grant submitted on August 15th, working on CWDG next.
- Chief Landkamer is meeting weekly with 1A renewal team from the Town. Working on first phase of community feedback and education on the proposal.
- Wesley lining up many home WUI assessments in Windcliff and throughout other neighborhoods in our District. (38)
- Stacey is working on the lesson plan for the schools and Fire Prevention Week.

Operations Division:

- Calls to date: 402 -2023 408 – 2022
- Promoted Lt
- 49 ff's
- 46 vol
- First Due

RECORD OF PROCEEDINGS

Training Division:

- Fire Academy Class 7 – 18 Students
- 5 depts
- Live Fire Training/Vol. Meeting
- CT Instructor II

Station & Apparatus:

- Garrett attended a week-long training in preparation for his EVT certification test, results pending.
- Working with Mobility Services Manager Solesbee to update our agreement with Fleet for next year's budget.

Volunteer Captain Report – Captain Kearney reported that there will be a volunteer membership meeting on August 29th. They will seek a new volunteer representative to serve on the pension board. A new Lieutenant was selected to lead Squad Five, Lt. Kris Harrison. Morale is good and had good participation at training last night.

Treasurer's Report – Treasurer Marybeth Bruchwalski reviewed the July balance sheet(s) including, but not limited to: governmental funds and schedule of capital assets, statement of revenues, expenditures, and changes in fund balance for general operations, operating reserve. Moved by Jon Hodde and seconded by Brian Tseng to accept transactions as listed in the Treasurer's report. Motion carried unanimously.

OLD BUSINESS

Chief Recruitment Process- Chief of Staff Goetz gave an update on the RFP process during the administrative update. No further updates to report.

POLICY UPDATES

None.

NEW BUSINESS

None

The next regularly scheduled board meeting will be on Wednesday, September 6th at 4:30 pm.

Motion by Brian Tseng, seconded by Dave Hamrick to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 5:16 p.m.



David Hamrick, Secretary

The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner."

"The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District."