

# RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District**  
**August 24, 2022 5:30 p.m.**  
**Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

**Board:** Jon Hodde, Larry Leaming, Dave Hamrick, Brian Tseng, Ryan Bross

**Staff:** Board Recording Secretary Goetz, Chief Wolf, Div. Chief Landkamer

**Also Attending: Captain Rick Spear, Steve Dazzio**

**Absent:** none

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

**President Jon Hodde called the meeting to order at 5:35 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call – all present**

## **CONFLICT OF INTEREST**

None

## **PUBLIC COMMENT / BOARD COMMENT**

No public comment

No board comment

## **APPROVAL OF AGENDA**

Moved by Ryan Bross, seconded by Dave Hamrick to approve the agenda as written. Motion carried unanimously.

## **APPROVAL OF MINUTES**

Moved by Brian Tseng, seconded by Ryan Bross to approve the 7/27/2022 meeting minutes as written. Motion carried unanimously.

## **Presentations:**

Steve Dazzio reviewed the 2021 audit for the board with opportunities for Q&A. The audit was unremarkable with nothing significant to note. Mr. Dazzio did recommend that the board read the footnotes to see what assumptions are being used for the actuarial as they are a bit more reader friendly.

At 6:19pm President Jon Hodde made a motion to move into executive session pursuant to 24-6-402(4)(b), C.R.S.: "Conferences with an attorney for the local public body for the purposes of receiving legal advice related to enforcement of the fire code." Seconded by Dave Hamrick. Motion carried unanimously.

Executive session ended at 6:49pm. Regular session was re-entered at 6:50pm.

## **REPORTS**

### **Fire Chief Report –**

#### **Administrative Division:**

- Upcoming Events
  - Membership Strategic Planning
    - Tuesday 8/30
    - Benefits Committee Report Out
    - Update from Chief Wolf on process, including PR Firm, Architect, etc
  - Family Dinners
    - September 6 (plus agency photos) – Squad 2
  - 9/11 Memorial Event
  - Special District Association Conference
    - September 13-15
    - Grant funding for Tseng
    - Wolf, Goetz, Tseng in person
- Other
  - Fire Restrictions
    - Arapaho Roosevelt & Boulder County lifted last week
    - Larimer County plans to let theirs expire on August 29<sup>th</sup>
    - Estes Fire planning to lift ours in alignment with Larimer County

**Training Division:**

- Fire Academy
  - Started Class 6: 12 exterior students, 13 interior
  - 5<sup>th</sup> Anniversary of starting this program. Total of 140 FFI & FFII students.

**Operations Division:**

- At 409 calls YTD – 419 calls 07/27/2021 (down 2.5%)
- Promotion of Scott Manning to Lieutenant

**Station & Apparatus:**

- Tender 72 in service
- Engine 723 finalizing issues, in service soon
- Staff 72 75% complete, expected delivery next week

**Volunteer Captain Report –**

Working with the benefits committee to review membership benefits – 5 members  
T72 is in service. Still waiting on E723 but it should be arriving soon.

**Treasurer's Report-** Brian Tseng 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, Tabor and capital reserve were also provided. Sales tax projections were discussed.  
Moved by Ryan Bross, seconded by Dave Hamrick to accept paid bills. Motion carried unanimously.

**OLD BUSINESS**

**Strategic Planning:**

- Town Board Revenue Request
  - Tuesday 9/27 @ 17:00 or 17:30 Study Session on Sales Tax Request
  - Tuesday 9/27 @ 19:00 Town Board Meeting with review of Code Adoptions
- Station 73 Firm – Oz Architecture
  - Started work, weekly meetings on design and planning
  - Expect presentation to Board at November meeting
- WR Communications
  - August
    - Data Dump to Bill
  - September
    - Start Sept 1
    - Background, get up to speed
    - Public messaging
  - October
    - Internal Survey late Sept/early Oct
    - Finalize mailer mid-month to have ready for Nov 1
    - Public messaging, anticipating mailer
  - November
    - Public Survey November 1
    - Election November 8
    - Architect final products
  - December
    - Results and incorporation

Chief Wolf and Div. Chief Landkamer presented a handout with proposed measures of success for the Prevention Division. The prevention division has 2 main priority areas: wildland and the IFC application. Talks are ongoing with partner agencies on how to continue continuity of operations with the departure of one of our inspectors.

**POLICY UPDATES**

Second review of policies #203 District Volunteer Firefighter Program, #284 Employee Work Schedules, #285 Employee Benefits, and #287 Holidays for Permanent Employees. No changes since the last review. Motion by Ryan Bross, seconded by Dave Hamrick to approve policies #203, #284, #285, and #287 as updated and written. Motion carried unanimously.

**NEW BUSINESS**

President Hodde proposed to assign board members to committees. The goal is to help with communication and information sharing as we move forward with our strategic planning. Brian Tseng and Ryan Bross have the prevention committee. Dave Hamrick and Larry Learning have WUI and the CWPP.

- RECORD OF PROCEEDINGS

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The next regularly scheduled board meeting will be on Wednesday September 28th, 2022 at 5:30 pm.

Meeting adjourned at 7:37 pm.

A handwritten signature in blue ink, reading "David Hamrick", is written over a horizontal line.

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."*