

# RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District  
December 14th, 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, Div. Chief Capo

**Also Attending:** In person: Bill Ray, Captain Rick Spear

**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 5:38 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

President Hodde expressed thanks to Chief of Staff Goetz for organizing the holiday party that was held the previous night.

## **APPROVAL OF AGENDA**

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

## **APPROVAL OF MINUTES**

Moved by Larry Leaming, seconded by Ryan Bross to approve the 11/30/2022 meeting minutes as written. Motion carried unanimously.

**Presentations:** Bill Ray from WR Communications presented a PowerPoint to the board showing the data collected from the external survey that went out to the community. Bill answered questions as they were asked. Conclusion was that community education needs to take place before putting questions on the ballot. It was advised that we should host some open house type opportunities for the community. The PowerPoint is to be posted on the members portal. The board will review the open-ended questions prior to next steps.

## **REPORTS –**

### **Fire Chiefs Report**

#### **Administrative Division:**

- Upcoming Events
  - Family dinners – see Training calendar
- Other
  - Board Member Tuesday AM schedule
- Sales Tax
  - Oct 2022 vs 2021 – up 11.8%
  - YTD 2022 vs 2021 – up 7%

#### **Prevention Division:**

- Hiring
  - Update on Wildfire Specialist Position
  - Update on Code Safety Position

#### **Operations Division:**

- At 614 calls YTD – 633 calls 12/14/2021 (-3%)
- Notable Incidents
  - Wildland fire with LFRA, 12/1 during wind event

#### **Station & Apparatus:**

- New compressor / cascade scheduled to ship 12/16, old to training site

## **Volunteer Captain Report**

Captain Spear thanked the board for receiving feedback and participating in a meeting with the membership. The officer group met and came to a consensus that the volunteer officers are on the same page and will communicate down through the ranks. The last meeting that the board attended with the membership went so well that it was recommended to have board representation at quarterly meetings of the membership.

# RECORD OF PROCEEDINGS

## OLD BUSINESS

**Strategic Planning:** No new updates, just the earlier presentation by WR Communications. It was agreed that the January 11<sup>th</sup> meeting should be focused the election and what education we will do for the community. The timeline to do education and to certify the question were reviewed.

**Board Committees:** Dave Hamrick and Brian Tseng were appointed to a new committee that will focus on strategic planning communications.

## POLICY UPDATES

None

## NEW BUSINESS

### **Adoption of 2023 Budget**

Chief Wolf stated that no major changes have been made to the 2023 budget since last time it was reviewed. Motion by Larry Leaming, seconded by Brian Tseng to approve resolution 2022-06 to adopt the budget and appropriation of funds. Motion carried unanimously.

Motion by Ryan Bross, seconded by Dave Hamrick to approve resolution 2022-07 to set mill levies. Motion carried unanimously.

### **Resolution 2022-08 Commitment to A Culture of Service**

President Hodde presented another resolution to the board for a commitment to a culture of service. This is the 2<sup>nd</sup> of 5 resolutions that are in the process of review and adopting. Motion by Ryan Bross, seconded by Brian Tseng to approve resolution 2022-08 a Commitment to A Culture of Service. Motion carried unanimously.

### **Resolution 2022-09 Commitment to Good Governance**

President Hodde presented another resolution to the board for a commitment to good governance. This is the 3<sup>rd</sup> of 5 resolutions that are in the process of review and adopting. Motion by Dave Hamrick, seconded by Larry Leaming to approve resolution 2022-09 a Commitment to Good Governance. Motion carried unanimously.

It was discussed how to communicate these to the membership and to the community. Resolutions are to be posted on the bulletin board and on the members portal for the membership. The board will look for ways to share with the community such as the newspaper or letter to the editor. Resolutions are also posted on the district website.

### **Approval of 2023 Notice of Regular Meeting Dates & Times**

It was proposed to start board meetings at 4:30 pm next year. Everyone was fine with keeping meetings on the 2<sup>nd</sup> & 4<sup>th</sup> Wednesdays. Motion by Brian Tseng, seconded by Ryan Bross to hold board meetings at 4:30 pm on the 2<sup>nd</sup> & 4<sup>th</sup> Wednesdays in 2023. Motion carried unanimously.

### **Election Timelines**

Reviewed timelines with the 10A strategic planning talk.

The board took a break at 7:44 pm to allow the recording secretary to gather signatures on approved items prior to going into executive session.

Meeting resumed at 7:49 pm.

### **Executive Session**

Motion by Larry Leaming, seconded by Dave Hamrick to go into an executive session pursuant to Section 24-6-402(4)(f) C.R.S. for purposes of discussing a personnel matter. Motion carried unanimously.

Executive session entered at 7:50 pm.

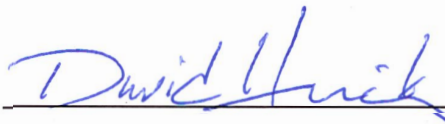
Exited executive session and resumed regular session at 8:39 pm.

### **Amended & Restated Employment Agreement for Chief Wolf**

No action taken on this item at this meeting

The next regularly scheduled board meeting on Wednesday January 11<sup>th</sup>, 2023 at 4:30 pm will be a paired down agenda to focus on election items.

Meeting adjourned at 8:40 pm.



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."*