

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

September 28, 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 Justin Kearney; Rod Morten via Zoom

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 5:30 p.m.

Chief Wolf led the Pledge of Allegiance

Secretary Goetz performed roll call – all present

CONFLICT OF INTEREST

None

PUBLIC COMMENT / BOARD COMMENT

Rod Morten who lives on Fish Hatchery Road asked about the evacuation analysis being done for the workforce housing project in his area. He has concerns with the addition of 190 units and the ability to safely evacuate the area if needed. This is a Town of Estes Park project, and they will be responsible for doing the evacuation analysis. The fire district has not been brought in on this project yet.

No board comment

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Moved by Ryan Bross, seconded by Larry Leaming to approve the 8/24/2022 meeting minutes as written. Motion carried unanimously.

Presentations:

Chief David Wolf presented the proposed 2023 budget to the board. Chief Wolf reviewed 2022 with what was adopted vs actual numbers YTD before moving on to the 2023 budget PowerPoint. We reviewed our predictions for revenue coming in 2023 assuming a 6% growth in sales tax. The long-range capital purchase plan was reviewed. Chief Wolf then reviewed projected expenditures and how the 2023 budget aligns with our strategic plan.

REPORTS

Fire Chief Report –

Administrative Division:

- Upcoming Events
 - Family Dinners
 - October 4 – Squad 3
 - November 1 – Squad 4
 - November 15 (Thanksgiving Potluck)
 - December 13 (Holiday Party)
 - Special District Association Conference
 - Recap
 - Colorado State Fire Chiefs – Fire Leadership Conference
- Other
 - 9/11 Event
 - Over 100 people in attendance
 - Raised \$6,200 for NFFF and \$2,800 for EVFPD

Prevention Division:

- Wildfire
 - Working with EVWC on grant opportunities to implement CWPP
 - Community Wildfire Defense Grant
 - Forest Restoration & Wildfire Risk Mitigation

Training Division:

- Weekly Training
 - September included vehicle extrication training & ropes
- Fire Academy
 - Exterior complete, starting Interior tomorrow
- Other Training
 - Two additional volunteers through Peer Support Training
- Misc
 - Cole Ingram completed smoke distribution system for his Eagle Scout project

Operations Division:

- At 486 calls YTD – 505 calls 09/28/2021 (down 3.8%)
- Notable Incidents
 - Structure fire Whispering Pines
 - Structure fire Cyteworth
 - MVC / Rope Rescue on Trail Ridge Road

Station & Apparatus:

- Both Engine 723 and Tender 72 in service
- Staff 72 in service
- Engine 72 received damage on Cyteworth Fire, able to order replacement fender and handle in house

Volunteer Captain Report –

Nothing new to report. Department morale seems to be good with good turnout to calls.

Treasurer's Report- Brian Tseng reviewed the August 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 Larry Leaming, seconded by Dave Hamrick to accept paid bills. Motion carried unanimously.

OLD BUSINESS

Strategic Planning:

- Town Board Revenue Request
 - Tuesday 9/27 @ 16:30 Study Session on Sales Tax Request
 - Tuesday 9/27 @ 17:30 Study Session on Town Code Adoptions
- Station 73 Firm – Oz Architecture
 - Started work, weekly meetings on design and planning
 - Design Charette, working on prices
 - Expect presentation to Board at November meeting
- WR Communications
 - September
 - Working on internal survey questions to get out soon
 - 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
 - Notes
 - More than 50% of voters turning in ballots within 3 days before election

Board Committees

It was suggested that the committees think about utilizing resolutions to communicate “the why” to our membership and the public.

POLICY UPDATES

First Review of Policy #108 Emergency Declaration Procedures Policy

Chief Wolf presented a new policy #108 Emergency Declaration Procedures Policy to outline where we can deviate from regular policy if a disaster declaration is put into place.

First Review of Policy #231 Wellness Incentive Policy

This policy was updated to reflect the recommendation from the benefits committee to eliminate the need to turn in receipts when individuals meet the call requirement. This changes it from a reimbursement to an incentive and is now subject to FLSA limits.

First Review of Policy #232 Cell Phone Incentive Policy

This policy was updated to reflect the recommendation from the benefits committee to eliminate the need to turn in receipts when individuals meet the call requirement. This changes it from a reimbursement to an incentive and is now subject to FLSA limits.

First Review of Policy #301 Active Membership Policy

This policy was updated to reflect the recommendation from the benefits committee to make the requirements for a qualified year of pension the same as the LOSAP requirements.

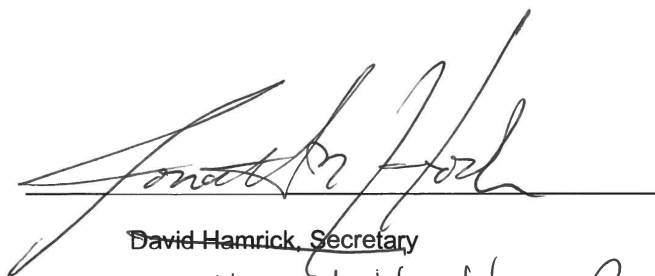
NEW BUSINESS

Call Data Related to Visitors

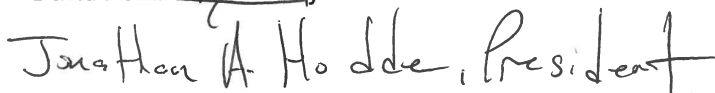
Chief Wolf wanted to clarify (as it has been asked) how we arrived at our percentage of fires as related to short term rentals. First, the term short term rental when we first used it, it did not have a codified definition. That has since changed and so our terminology has changed as well. When we look at the data we collect, we assign the address as either "resident" or "visitor".

The next regularly scheduled board meeting will be on Wednesday October 26th, 2022 at 5:30 pm.

Meeting adjourned at 7:10 pm.



David Hamrick, Secretary



Jonathan A. Hodde, President

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."