

**Meeting Minutes of the Estes Valley Fire Protection District
September 27, 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 Rick Spear, Code Assistant Stacey Sutherland

Absent: Dave Hamrick absent excused

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 – Dave Hamrick absent excused

CONFLICT OF INTEREST

None

PUBLIC COMMENT / BOARD COMMENT

No public comment.

Vice-President Tseng wanted to thank the 9/11 committee for the great stair climb event and all the work that went into it. Huge thanks to LFRA for the ladder truck and flag.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Moved by Brian Tseng and seconded by Jon Hodde to approve the meeting minutes from the 9/6/2023 board meeting with a correction to the time adjourned. Motion carried unanimously.

PRESENTATIONS

None

REPORTS

Fire Chief Report –

Administrative Division:

- Department/Family photos are post on the wall
- Open House on 10/8 to kick off Fire Prevention Week
- Hosting Library Story Time on 10/12 &10/13
- Annual Report due to be filed before 10/1 to County Commissioners, County Clerk & Recorder, State Auditor and Division of Local Government and posted on our website (Section 32-1-207(3)(c)(I), C.R.S)
- CEBT renewal, workers compensation renewal, submitted for safety grant and the state contribution to volunteer firefighters pension.

Prevention Division:

- Jamie Kuryllo submitted an RSG grant, is working on a CWDG grant, as well as a COSWAP grant
- Chief Landkamer is meeting with EVWC board members and Town Administrator Machalek tomorrow to discuss grant coordination for WUI projects
- Wesley lining up many home WUI assessments in Windcliff and throughout other neighborhoods in our District, as well as project development for the CWDG and COSWAP grants.
- Stacey attended PEER Support training last week and now joins our PEER Support team. She will also be attending CSFC annual conference

Operations Division:

- 479 -2023 482 – 2022
- 48 ff's
- 45 vol 3 new applications
- 3- IGAs (App. Borrow, LCEMS, EP Health)

RECORD OF PROCEEDINGS

Training Division:

- FA Class 7 – Interior 14 Students (Started with 19)
- 5 depts
- Live Fire Training/Vol. Meeting
- CT Instructor II

Station & Apparatus:

- Garrett attended a week-long training specifically for Pierce electrical components
- Working with Mobility Services Manager Solesbee to finalize our agreement with Fleet for next year's budget.

Misc.:

- 1A 1% sales tax– Travis Machalek 1percentrenewal@estes.org

Volunteer Captain Report – Captain Spear is just back from vacation. No update to provide.

Treasurer's Report – Treasurer Marybeth Bruchwalski 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. Moved by Ryan Bross and seconded by Brian Tseng to accept transactions as listed in the Treasurer's report. Motion carried unanimously.

OLD BUSINESS

Chief Recruitment Process– The board reviewed the proposed job posting profile and had a few minor edits to be made. Salary range was discussed. The board would like feedback from Prothman on what they are seeing for similar positions. Erika to provide Prothman with the edits and salary range.

POLICY UPDATES

None.

NEW BUSINESS


Division Chief Jon Landkamer presented and reviewed a 2021 International Fire Code Adoption Proposal document. We are currently using the 2018 code but would like to remain in alignment with the Town of Estes Park and Larimer County.

Division Chief Jon Landkamer the 2024 proposed budget to the board via a PowerPoint presentation. Revenues, expenses, and capital expenditures were reviewed. It was noted that this is a very preliminary draft as we are expecting more changes to come with proposition HH affecting property tax revenues.

The next regularly scheduled board meeting will be on Wednesday, October 11th at 4:30 pm.

Motion by Brian Tseng, seconded by Marybeth Bruchwalski to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 5:56 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."