

**Meeting Minutes of the Estes Valley Fire Protection District**

**February 28, 2018 6:00 p.m.**

**Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

**Board:** President Doug Klink, Vice President Mike Kearney, Treasurer Dave Coleson, Mike Richardson, Ed Ford

**Staff:** Board Recording Secretary Goetz

**Also Attending:** Bill Van Horn, Frank Theis, and Nic Wackerly (EP Trail Gazette)

**Absent: none**

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

**President Doug Klink called the meeting to order at 6:00 p.m.**

**President Klink led the Pledge of Allegiance**

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

**CONFLICT OF INTEREST**

Mike Kearney for snow plowing services

**PUBLIC COMMENT / BOARD COMMENT**

President Klink asked for any public comment on the topic of impact fees. Bill Van Horn started the discussion voicing concerns on behalf of the EDC. Bill was present when Chief Wolf talked to the EDC about impact fees and appreciated his professionalism and preparedness for the presentation. The EDC is taking a stance against any fees that would be implemented that could have a negative impact on the construction of workforce housing. He notes that these fees coupled with the proposed storm water utility issue would negatively impact the number of new housing projects. On a personal note Bill Van Horn noted that he would feel better if this was an issue that was put to the people for a vote, such as a bond or mill levy as the impact fees can only be used for capital improvements. If the district is growing that much, it would be better to collect money that is unrestricted in its use.

Frank Theis noted that he was happy to see a presence from the EDC at the meeting. He thought more people would be in attendance. Mr. Theis noted the same concerns that these impact fees will have on construction noting that residential fees have increased 50% in the last 4 years. He also is concerned that the District is overestimating the revenue that will be generated by the impact fees.

President Klink voiced the boards desire to not increase the mill levy. He stated that keeping the department volunteer saves the district a lot of money as staffing an engine 24/7 is close to \$1,000,000. The increased height allowed for buildings is also going to increase the capabilities needed of our ladder truck when it's replaced. Klink also stated the increased cost of the prevention division since adopting a fire code. This means having the staff and resources to enforce the fire code. President Klink also noted that the district will have a waiver policy if someone would seek a lower rate or an exemption from the impact fees. The collection of fees would start on July 1<sup>st</sup>, 2018.

President Klink asked if there was anymore public comment. There was none. President Klink asked for board discussion taking into consideration the concerns that were voiced. The board consensus was that they felt the increase in building was going to impact the district and call for additional resources.

Moved by Mike Kearney, seconded by Dave Coleson to approve resolution 2018-01 authorizing the implementation of impact fees. Motion carried unanimously.

**APPROVAL OF AGENDA**

Moved by Mike Kearney, seconded by Mike Richardson to approve the agenda with a modification of moving item 11B up to 5B. Motion carried unanimously.

**APPROVAL OF MINUTES**

Moved by Dave Coleson, seconded by Mike Kearney to approve the 1/24/18 meeting minutes as written. Motion carried unanimously.

**Presentations – none**

**REPORTS**

Fire Chief Report –

**Administrative Division:**

- Website update
  - Incorporated feedback from members on draft
  - Put the new page live on 2/19
  - Intention to make information easier to find and update

# RECORD OF PROCEEDINGS

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## Operations Division:

- Currently at 97 calls (02/28) for 2018 (103 last year on 2/28/17)

## Dispatch:

- Nothing to report

## Prevention Division:

- Update in Old Business
- Have outlined projects for new Fire Marshal to prioritize the occupancy database and risking

## Training Division:

- Weekly Training
  - February: Engineering
  - March: Wildland
    - Coordinating with RMNP for Wildland certification classes
- External Classes
  - WTGB: FF Rescue & Survival – Had 37 in attendance, generated \$1,380 net revenue
  - WTGB: Tricks of the Truck 3/10
  - Plan to use EventBright to help with course registration, payment collection, and roster management. Costs covered by participants.
- Certification Classes
  - Ice Rescue 2/10 – Had 20 attendees, revenue neutral class
  - Instructor I 3/15
  - Fire Academy 8/16

## Community:

- Explorer Post 911
  -
- Mountain Chiefs
  - Glen Haven hosting next in March
  - Discussion of automatic mutual aid contracts for fires and entrapments
- County Chiefs
  - Discussing county projects such as PulsePoint and EMS contracts
  - Next meeting hosted by Larimer County 5/7 (after all hazards meeting)
  - Wolf working with northern agencies on Exterior Fire Academy

## Station & Apparatus:

- Training Site
  - Classroom project ongoing
- Apparatus
  - CO2 (2006 Expedition) currently in Fort Collins for engine rebuild. Expect back mid-week.
- Equipment
  - Rope rescue equipment coming in and being placed in service (in budget item)

Treasurer's Report- Treasurer Coleson reviewed the January 2018 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.

Moved by Ed Ford, seconded by Mike Kearney to accept paid bills. Motion carried unanimously.

## OLD BUSINESS

### Station Transfer:

- Two simultaneous things happening:
- 1) Working with BOR on Special Use Permit (SUP)
  - IGA with Town complete and on file
  - Have request into BOR to add more parking
  - Expected draft SUP late March
- 2) Town pursuing legislative option that grants us ownership of land
  - Land would be granted directly to EVFPD
  - Town would transfer building
  - No SUP required

### Strategic Planning:

- Resident Program Summer Trial Proposal, next steps:
  - Set up space
    - F14 is taking point on project
    - Removing workout equipment from upstairs
    - Have bedroom furniture
    - Need to obtain couch, dining table/chairs, pots/pans/plates
  - Set up agreements/policies
    - Have discussed with a few agencies who have similar programs for examples
    - Brainstorming projects for members to perform

- Advertise
  - Have already discussed with a few internal members
  - Intend to put out email late-March for applicants
  - Intend to interview applicants and have selections by late March/early April
- Execute
  - Program start/end date will depend on candidate's school/work schedule
  - Expect mid/late May start

**Impact Fees:**

- Presented to ToEP Study Session on 1/23
- Presenting to Larimer County Board 3/12 (pushed back by County)
- Press release week of February 12
- Draft IGA to ToEP, expect comments back first week of March
- Proposed initiation date July 1, 2018

**Prevention Division Update**

- Our top candidate, John Jerome, has accepted the position
- He has secured rental housing
- Expected start date Monday March 26
- Will start process for hiring Inspector in mid-March, want new Fire Marshal to be part of process

**NEW BUSINESS**

President Klink brought up the topic of public searchable email and asked the board what their thoughts were. Klink advised the board that other districts are implementing this practice and if the board was to do this, there would be some technical setup that would need to be done. The board discussed the matter and came to a conclusion that they didn't feel there was a need for it at this time, but if things changed we should look into it further.

The next regularly scheduled board meeting will be March 28, 2018 at 6:00 p.m. at Dannels Fire Station.

Meeting adjourned at 7:05 p.m.



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Ed Ford, Secretary of the Board

EF/eg

*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."*

