

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District
January 22, 2025 4:30 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: Dave Hamrick, Brian Tseng, Ryan Bross, Mike Lewelling, Chris Buser

Staff: Chief Paul Capo, Asst. Chief Jon Landkamer, Chief of Staff Erika Goetz, Marinda Baxter;
Lt. Shepard, Logan Lasley

Also Attending: Lt. Ron Bruchwalski, FF Kelly Brenner; FF Michael Barnthouse, Frank Theis, Barb Boyer Buck

Absent: Dave Hamrick absent excused

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

APPROVAL OF AGENDA

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

CONFLICT OF INTEREST

None

PUBLIC COMMENT

Frank Theis commented as a member of the public and former EVFPD board member. He acknowledged that the District has gone through a difficult time and he thought we handled it well. He hopes that it does not discourage board members from running for office or discourage others from running for board seats. He thanked everyone for their work.

APPROVAL OF MINUTES

Moved by Ryan Bross and seconded by Mike Lewelling to approve the meeting minutes from the 1/2/2025 board meeting as written. Motion carried unanimously.

Presentations

Chief Capo, Division Chief Landkamer, and Chief of Staff Goetz presented the 2024 annual report via a PowerPoint presentation. This presentation can be found on the District website.

REPORTS

Chief's Report –

No report due to 2024 annual report presentation

Volunteer Captain Report – Captain not present; no update

Treasurer's Report – Reviewed December 2024 balance sheet(s) including, but not limited to governmental fund 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 Mike Lewelling to approve transactions listed in the Treasurer's report. Motion carried unanimously.

OLD BUSINESS

Strategic Plan – Emails went out to both internal and external stakeholders for strategic plan process to be held week of February 18. The process will be facilitated by Center for Public Safety Excellence (CPSE)

POLICY UPDATES

#301 Active Membership – 1st Review

Chief Capo presented proposed changes to the active membership policy to bring them current. Major changes to include the removal of requirements for out of district volunteers as we don't take out of district applications anymore. Also to define what a qualifying year is and allowing the 1st partial year to qualify for pension and LOSAP if minimum active membership numbers are made. This ripples into policy #185 Volunteer Pension Program and #186 Volunteer LOSAP policies.

#185 Volunteer Pension Program – 1st Review

Chief Capo presented proposed changes to policy #185 to define a qualifying year.

RECORD OF PROCEEDINGS

#186 Volunteer Length of Service Award Program – 1st Review

Chief Capo presented proposed changes to policy #186 to define a qualifying year.

NEW BUSINESS –

Resolution 2025-01 Calling for the 2025 Election and Appointing a DEO

Resolution 2025-01 was presented to call for a polling place election for the 2025 spring election of board seats as all five seats need to be filled. Sarah Luetjen to be appointed DEO and given the authority to cancel the election if there are not more candidates than seats to be filled.

Motion by Brian Tseng, seconded by Chris Buser to approve resolution 2025-01 calling the 2025 election and appointing a DEO. Motion carried unanimously.

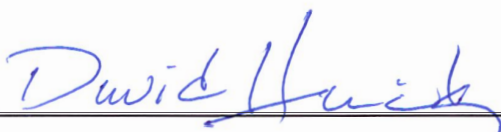
BOARD COMMENT

Mike Lewelling thanked the staff for the annual report.

Chief Capo thanked the board for supporting the staff.

The next board meeting will be on Wednesday, February 26th.

The meeting adjourned at 5:39 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."