

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, October 23, 2002

Minutes of a Regular meeting of the **PUBLIC SAFETY COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 23rd day of October, 2002.

Committee: Chairman Gillette, Trustees Jeffrey-Clark and Newsom

Attending: All

Also Attending: Town Administrator Widmer, Police Chief Richardson, Fire Chief Dorman, Deputy Clerk van Deutekom

Absent: None

Chairman Gillette called the meeting to order at 4:00 p.m.

POLICE DEPARTMENT

Fines and Fees Schedule, Police Records Unit – Request Approval. Pursuant to the increase in searches of databases and taped transcripts of radio transmissions, Staff conducted a research of services for the Larimer County Sheriff's Dept., and the Aurora, Ft. Collins, and Loveland Police Departments and found that the majority of fees charged for services provided by the Estes Park Police Records unit are well below these agencies.

Support Services Manager Bartram is requesting a fee increase as follows:

ITEM	CURRENT FEE	PROPOSED FEE
10 Plus Pages/page	\$0.25	\$0.50
Archived Records < 3 years	5.00	10.00
Certified Transcripts-Tapes	--	35.00
Certified VIN Checks	--	25.00
RSO List/page	--	2.00
Dispatch Tapes	25.00	No Change
Fingerprints	--	10.00
Local Background Checks	5.00	10.00
PBT Breath Tests	--	5.00
Report Copies/report	2.00	10.00
Searches over 1 Hour	20.00	No Change
Special Search Fees	20.00	No Change

The **Committee recommends approval of the proposed fee scheduled above, effective January 1, 2003.**

2003/2004 Goals and Objectives – Request Approval. Chief Richardson presented the following 2003/2004 goals and objectives for the Dept.: 1) Develop consistent quality leadership, 2) Improve internal and external communications processes, 3) Achieve professional accreditation, 4) Recruitment of quality people, and 5) Implement community-wide policing initiatives. These five goals are the result of a collaborative effort by all department members who provided input and recommendations for improving organizational effectiveness and achieving a standard of excellence in policing.

The Committee recommends implementation of the 2003/2004 goals and objectives as presented and commends Staff for their efforts in this endeavor.

Computer Aided Dispatching System (CAD)/Records Management System (RMS) Improvement Project 2003 – Request Approval. Due to the pending County-wide upgrade of the CAD/RMS Systems, Staff was directed to provide an analysis of the current systems and they have determined that wireless technology for mobile computing would increase efficiencies in the Department's reporting systems, and reduce workload of staff. Thus, staff located federal funding dollars through the *Edward Byrne Memorial Systems Improvement Grant Project*, sponsored by the Justice Dept. The 75/25% matching grant application process begins in November, 2003, with awards being made in 2003. The project would place laptop computers in each patrol car, thus the officers would write police reports and send them directly to records for processing. Officers could issue citations and print a copy of the ticket on the scene by swiping a driver's license. The entire project includes paying for the Larimer County fees for their CAD/RMS System, laptop computers, GPS tracking, Magswipe, printer, initial wireless fees, and installation costs. The total project cost is \$166,600, and the Department's actual budget expense would be \$42,000. Other costs would include annual wireless fees of \$3,600. **The Committee recommends applying for the Byrne Grant, otherwise, this project is cost prohibitive at this time.**

Budgeted 2002 Vehicle Purchase/Replacement. Fleet Manger Mahany noted that this vehicle has been in the Police Patrol Fleet since 1999 and it is within the vehicle replacement parameters of 80,000-90,000 miles for 4-4.5 years. The following bids were received:

Estes Park Auto Mall	\$11,334 with trade-in
Perkins Motor Co.	\$15,170 "

The budget contains \$28,500 for this replacement. **The Committee recommends approval of the bid submitted by Estes Park Auto Mall in the amount of \$19,134 less \$7,800 for the trade-in, for a total bid price of \$11,334.**

REPORTS.

Commendations. Sgt. Rose and Det. Kenney received commendations for an incident pertaining to the Bear Lake Fire in RMNP. Tony and Matthew Reihing, private citizens, were acknowledged for their volunteer search efforts in an incident pertaining to an elderly man who was reported missing.

Meeting Cancellations. Due to the upcoming holiday season, the November 27th and December 25th Committee meetings are cancelled.

FIRE DEPARTMENT

Rescue Squad Truck Pre-construction Meeting. Chief Dorman reported that he and Fleet Mgr. Mahany traveled to the LaFrance Co. Plant in Caster, WY to discuss construction plans for the rescue squad truck.

Dry Hydrant Installed. The first of nine dry hydrants has been installed along Big Thompson Ave./Hwy. 34. Dry hydrants are non-pressurized underground pipe systems that provide access to year-round water sources (such as lakes or streams). Firefighters are able to access the water by attaching draft hoses directly to the hydrants instead of utilizing above ground fire hoses extending from Pumper Trucks the entire distance to the water source. Funds for this project were obtained through a 50/50% grant provided by the Colorado Forest Service.

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Pump and Aerial Truck Inspection. Equipment inspections have been completed and all equipment is in good working order.

ISO Test Update. Chief Dorman briefed the Committee on the ISO Test completed last week. Areas tested include: documentation pertaining to training, incidents, apparatus, and response times for personnel and equipment, operating procedures, water storage and capacity, new lines and hydrants, and the rural water supply system. Test results are anticipated by Spring 2003.

On behalf of the Trustees, Chairman Gillette commended all departments involved in this comprehensive system-wide test and expressed appreciation to members of the Fire and Police Departments for their efforts on behalf of all citizens.

There being no further business, Chairman Gillette adjourned the meeting at 5:02 pm.

Rebecca van Deutekom, CMC, Deputy Town Clerk