

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, April 28, 2005*

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 28<sup>th</sup> day of April, 2005.

Committee: Chairman Newsom, Trustees Doyle and Homeier

Attending: All

Also Attending: Town Administrator Repola, Police Chief Richardson, Fire Chief Dorman, Clerk O'Connor, Commander Kufeld, Finance Officer McFarland, Police Staff Members Lee & Bartram

Absent: None

Chairman Newsom called the meeting to order at 8:00 a.m.

### **POLICE DEPARTMENT.**

**Policy and Procedure Manual – Request Approval.** As required by the Colorado Association of Chiefs of Police (CACCP)/Colorado State Accreditation process (170± various standards), the Dept. has rewritten all departmental policies and procedures. Additionally, if accredited, the Dept. could receive consideration points by CIRSA. In-house printing and distribution to all departmental employees is estimated at \$500 - \$700.

Copies of the manual were previously distributed to Committee members and the Plan now includes a Strategic Plan for the next five years. The Manual is an evolutionary document and potential revisions will be considered during an annual review.

**The Committee praised staff for their effort on rewriting the Manual, and recommends approval of the Policy and Procedure Manual as presented.**

### **Reports:**

1. **1<sup>st</sup> Quarter NIBRS (National Incident Base Reporting System) Report.** The Committee reviewed statistics and noted that serious crimes are up 10-15% for 2005.
2. **Safe Schools Grant.** Amanda Lee/Restorative Justice Coordinator reported that "CHAINS" (Community Hub Accessing Individual Needs for Students) serves students and their families in the Estes Valley. The primary partners are the Park R-3 School District, Police Department, Estes Valley Restorative Justice Partnership, and the Larimer Center for Mental Health. Their vision is that the Estes Valley will be a model community, providing comprehensive services in the areas of psychosocial, emotional, mental and physical development for youth and their families. The program is designed to promote the use of community resources by the School District to increase opportunities for students. A federal grant program (non-matching) is available and by submitting an application. As required by the grant, the School District would serve as the fiscal agent, and the Town would be under no obligation to continue the funding. Reporting requirements are stringent and any funding would be acknowledged in June, with receipt of funds expected October 1<sup>st</sup>. Discussion followed, with **the Committee recommending CHAINS proceed with the grant application, and, if the grant is received, a decision to accept the funding could be further discussed at that time.**

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3. **Personnel.** Chief Richard reported on the Assessment Center Process utilized to fill the Commander position. The competition was intense, and as a result of the process, **Wes Kufeld** has been **promoted to Commander**. The Committee extended their congratulations to Commander Kufeld.

**FIRE DEPARTMENT.**

**Community Wildfire Protection Plan (CWPP) Development – Request Approval.** Chief Dorman reported that a group known as the “East Portal Firewise Coalition”, comprised of the Fire Dept., US and State Forest Service, Larimer County and Tunnel Road property owners has been meeting to prepare a CWPP addressing wildfire hazards, fuel reduction and the like for the Tunnel Road area. Federal funding is available for this effort, and Chief Dorman is seeking approval to proceed with assisting the coalition.

This effort is also being coordinated with RMNP and the Park is funding a new position—Wildland Urban Interface Coordinator—with office space being provided at the Fire Station. The position (May through the end of October) has been filled by Sue Pinkham.

**The Committee recommends Chief Dorman be authorized to provide assistance on the development of Community Wildfire Protection Plans.**

**Fireworks Permit – Ride the Divide Rally, June 4, 2005 – Request Approval.** Event organizers have submitted a request for a public fireworks display as part of a brief theatrical display involving a motorcycle jump by Robbie Knievel at the Fairgrounds. The pyrotechnic company has supplied the Fire Dept. with a description and map of the event and various documents, including a copy of the liability insurance naming the Town and the EPVFD as additionally insured. All products are within NFPA 1.4 designation as theatrical fireworks.

Town Administrator Repola reported on discussions with the promoters concerning the event’s image and the Town’s desire to preserve a “family friendly community.”

Following discussion, **the Committee recommends approval of the fireworks permit contingent upon: (1) the Fire Dept. being present during the display, and (2) event organizers providing a demonstration of the fireworks themselves and the safety devices prior to the event for the Fire Dept.**

**Reports:**

1. **Proposed Satellite Fire Station – Update.** Staff has met with the YMCA on the proposed satellite fire station and confirmed that affected property owners must provide funding. Thus, a meeting was held with RMNP and the Park has offered to build a single-bay station on Park property, off Mills Rd. The Dept. desires a minimum 3-bay station and the Town would be expected to fund the additional 2 bays. The station would house existing Fire Dept. vehicles and improve response and liability concerns, particularly during the summer season. The Park is preparing reviewed drawings and the Committee will receive an update when additional information is available.

Stating that the Fire District could have funded this satellite station, Administrator Repola reported that Fire District issue would be revisited this Fall.

2. **First Quarter Incident Run Reports.** Reviewing the reports, Chairman

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Newsom suggested an article on the Fire Dept.'s activities, plus the number of calls inside and outside Town Limits and training statistics be included in a future edition of the "Bugle" Newsletter. Administrator Repola commented that perhaps a "public safety" issue be scheduled for both the Fire and Police Departments.

There being no further business, Chairman Newsom adjourned the meeting at 8:53 a.m.

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Vickie O'Connor, CMC, Town Clerk