

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, January 22, 2004*

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 22<sup>nd</sup> day of January, 2004.

Committee: Chairman Gillette, Trustees Jeffrey-Clark and Newsom  
Attending: Trustee Jeffrey-Clark  
Also Attending: Town Administrator Widmer, Police Chief Richardson, Fire Chief Dorman, Police Commander van Deutekom, Construction Mgr. Sievers, and Deputy Clerk van Deutekom  
Absent: Chairman Gillette and Trustee Newsom

Trustee Jeffrey-Clark called the meeting to order at 7:30 a.m.

### **POLICE DEPARTMENT**

**Estes Valley Victim Advocates (EVVA) Contract for Services – Approval Request.** Each year the Estes Valley Victim Advocates receive funding from the Town for services rendered to crime victims who are residents of the Town. Police staff and Town Attorney White have reviewed the contract and present no changes. The 2004 Budget includes \$5,000 for these services. **The Committee recommends approval of the 2004 Estes Valley Victim Advocates contract in the amount of \$5,000 as presented.**

**Audible Crosswalk Indicators (Chirper) Replacement – Approval Request.** In late 2003, eight audible crosswalk indicators (chirpers) were taken from the intersections of Moraine/Elkhorn and Riverside/Elkhorn by unknown criminal suspects. These audible indicators were installed to assist with the traffic management of downtown pedestrians during the visitor season. The Public Works and Police Departments initiated this traffic management project in 2003 and will share equally in the cost to replace the audible indicators, at a cost of \$5,000.

Construction Mgr. Sievers noted that the volume and time of day use for the chirpers can be adjusted. He will also research mounting the units higher on the poles to discourage future vandalism.

Concluding all discussion, the **Committee recommends replacement of the eight audible crosswalk indicators at a cost of \$5,000, as outlined above.** Replacement of these indicators is expected by May 2004.

**Addition of One Full Time Employee (FTE) – Approval Request.** Over the past few years, the Department has consistently experienced staffing turnover within the patrol unit that creates challenges to achieve service levels within patrol, specifically for community wide policing initiatives and officer management of the downtown area during the visitor season. To enhance the service levels with additional staff continues to be a cost prohibitive proposition. Recent events within the department have created an opportunity to reassess the possibility of increasing patrol staff levels.

There are two determining components to identify the adequate number of staff required for patrol: shift relief factors and calls for service. Shift relief factors have presented the greatest challenges for the Dept. (i.e., coverage for training, vacation, sick time, etc.).

Chief Richardson presented a revised Organizational Chart and explained that staff initiated a reorganization of the Dept. following two recent resignations and one retirement. This reorganization involves eliminating one Police Commander position

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and one Dispatcher position. These changes allow the Department to increase staffing levels within the patrol unit by two positions. In addition, staff identified additional cost savings within the personnel budget by reducing two positions from the CSO Program. By adopting the staffing changes outlined above, the Department will realize a total savings of \$37,715.10 and increase staffing from 28.5 FTEs to 29.5 FTEs.

The **Committee recommends increasing the Police Department to 29.5 full time employees and reducing two positions from the CSO Program, as presented.** The additional full time employee will be hired in December 2004 and the CSO Program reduction would take place in 2005.

#### Reports

**NIBRS 4<sup>th</sup> Quarter and End of 2003 Year Reports.** The Committee reviewed said reports. Areas discussed include domestic violence cases, youth alcohol statistics, and treatment/counseling options.

**Citizen Commendations.** Chief Richardson presented commendations to Eric Calkins, Dan Fitzpatrick, and Justin Garrett for their assistance in capturing a burglary suspect. Subsequently 11-14 1<sup>st</sup> degree criminal trespass cases in Stanley Village were solved as a result of their efforts.

**Estes Valley Victim Advocates Annual Report.** Mary Mesropian/Estes Valley Victim Advocates presented the 2003 Yearly Report and briefed the Committee on 2004 training events and advocacy opportunities.

#### FIRE DEPARTMENT

**Wildland Fire Truck Purchase – Approval Request.** Chief Dorman reported that two trucks are currently used for wildland firefighting: Engine 5, 1976 mini pumper, and Brush 9, a 1964 Kaiser Jeep that is leased from the Colorado State Forest Service. In 2003, the Department submitted a grant to FEMA under the Assistance to Firefighters Grant Program to purchase a new wildland fire truck. This was a 90/10 matching grant, with 90% Federal funding. On December 15, 2003, the Department was awarded a \$112,500 federal grant. With the 10% fire department match of \$12,500, there is \$125,000 available for the purchase of a new wildland fire truck. The Department has the required funds for the 10% grant match.

Staff submitted the truck specifications to American LaFrance and Pierce Fire Equipment. American LaFrance has a truck that meets the grant requirements available for delivery in 8-10 weeks. Pierce Fire Equipment is expected to submit a proposal this week. Fleet Mgr. Mahany and Chief Dorman will review both proposals and determine the appropriate vehicle for purchase. Staff is requesting approval to purchase a wildland fire truck to be delivered by May 31, 2004.

The **Committee recommends approval for the purchase of a wildland fire truck that meets grant requirements, not to exceed the \$125,000 purchase price to be delivered as outlined above.**

#### Reports.

**2003 Year End Report.** Chief Dorman presented the year-end report. 2004 Officers are as follows: Daryl McCown/1<sup>st</sup> Asst. Chief, Robert Hirning/2<sup>nd</sup> Asst. Chief, Will Birchfield/Secretary, and Jon Landkamer/Treasurer. Areas discussed include financial statements, training, and types of calls.

**Slash Disposal Program.** A total of 800-1,000 cubic yards of fire-mitigating material was collected and processed. Chief Dorman expressed appreciation to Tony

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Simons/Larimer County Wildland Safety Specialist, Mike Babler/Colorado State Forest Service, Dan Speedlin/Town of Estes Park, and the Estes Park Volunteer Fire Department for their efforts. Larimer County and the Colorado State Forest Service are working with the Town of Nederland to send the material to Nederland to heat their school.

There being no further business, Trustee Jeffrey-Clark adjourned the meeting at 8:17 a.m.

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Rebecca van Deutekom, CMC, Deputy Town Clerk