
Minutes of the Two-by-Two Committee of the Ripon City Council

WEDNESDAY, May 24, 2023 – 3:30 PM

Two-by-Two Meeting between the City of Ripon and the Ripon Consolidated Fire Protection District

1. **ROLL CALL:** City Council Member Daniel de Graaf, Vice Mayor Leo Zuber, Ripon Consolidated Fire Protection District Board Chair Sheri Coburn, City Administrator Kevin Werner, City Attorney Tom Terpstra, Ripon Fire Chief Dennis Bitters.

Absent: Ripon Consolidated Fire Protection District Board Member Bryce Perkins

OTHERS PRESENT: Deputy City Clerk Jane Kilgore, Ripon Consolidated Fire Protection District Board Member Jimmy Barber, Lucy Crocker, Dion Dwyer, Chad Cheek, Josh Bodeson.

2. **PUBLIC DISCUSSION:** No one from the public wished to speak at this time.

3. **TOPIC OF DISCUSSION**

A. Review the Educational Outreach Plan and receive input and direction from Two-by-Two members.

City Administrator Werner reviewed the two-by-two meeting on March 21, 2023 in which the Educational Outreach Plan was discussed.

Lucy Crocker, Lucy & Company, presented a PowerPoint presentation summarizing the three phases of the Educational Outreach Plan.

Crocker said education would be an important component of the Educational Outreach Plan. Many residents are unaware that the Ripon Fire District it is not part of the City, but is its own entity. She said the Plan will need to communicate the current and future position of Ripon Fire, including the increasingly longer response times and what that means for residents.

Dion Dwyer, Lucy & Co, discussed the general survey and the pros and cons of doing the survey during Phase 1 or Phase 2 of the Plan. He said if the survey is conducted during Phase 1 it gives the team more information to work with up front, however there is a larger margin for error. Phase 2 provides a smaller margin for error but it often received too late to be used during the majority of the outreach.

The Committee members provided feedback regarding the Educational Outreach Plan, summarized below:

- Conduct the survey in Phase 1 of the Educational Outreach Plan.
- Ripon Consolidated Fire District to identify a spokesperson.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:40 PM.

A handwritten signature in blue ink, appearing to read "Kevin Werner", is written above a horizontal line.

Kevin Werner, City Administrator