

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT
HELD
May 15, 2017

A regular meeting of the Board of Directors of the Steamboat Springs Area Fire Protection District (referred to hereafter as "Board") was convened on Monday, the 15th day of May 2017, at 5:00 P.M., at Centennial Hall, 124 10th Street, Rooms 113/114, Steamboat Springs, Colorado.

ATTENDANCE

Directors in Attendance Were:

Eric Schmidt, President/Chairman
Bruce Logan, Vice President
Tom Ihrig, Secretary/Treasurer
Karl Gills, Assistant Secretary (via teleconference)
Randall Hannaway, Assistant Secretary

Also in Attendance Were:

Kammy Tinney, Irene McCaffrey, and Darcy Chilton;
Pinnacle Consulting Group, Inc. (via teleconference)
Dino Ross, Esq.; Ireland, Stapleton, Pryor & Pascoe,
P.C. (via teleconference)
Mel Stewart, Fire Chief; City of Steamboat Springs Fire
Department
David "Mo" DeMorat, Emergency Operations Director;
Routt County Office of Emergency Management

Chairman Schmidt called the meeting to order at 5:00 P.M.

Chairman Schmidt declared that a quorum of the Board was present, with five of five Board members in attendance.

ADMINISTRATIVE MATTERS

Agenda: A proposed agenda was distributed for the Board's review and approval. Following review and discussion, the agenda was approved as presented.

Disclosure of Potential Conflicts of Interest: Chairman Schmidt inquired whether there were any conflicts to disclose by Board members present, which have not

already been adequately disclosed. There were no such conflicts to disclose.

Public Comment: Mr. DeMorat addressed the Board and provided a brief background of his experience and summary of qualifications. The Board welcomed him to the area and thanked him for attending this evening's meeting.

Minutes: The Board reviewed the minutes of the April 17, 2017 regular meeting. Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved the minutes of the April 17, 2017 regular meeting, as amended.

DEPARTMENT
MATTERS

Chief's Report: Chief Stewart reviewed the written report, dated May 8, 2017, including reports from the Fire/Rescue, Training, and Fire Prevention Divisions.

Notable Events. Chief Stewart reported that the total call volume for April was a 13.3% decrease from the same period in April of 2016, primarily due to a decrease in EMS calls to the Ski Area. Year to date call volume has decreased 6.8% over the same period in April of 2016, and total call volume has increased 4.5% over a two-year period from 2015.

Chief Stewart reported that the department responded to a wildland fire caused by an unattended barrel burn that got out of control. The fire burned the surrounding grass area, eventually igniting a nearby propane tank. No injuries were reported and the fire was extinguished.

Fire Prevention/Public Education. Chief Stewart reported that Fire Prevention activity for April 2017 increased 98% from April 2016, with a large portion of the increase resulting from building permits and existing building inspections. Chief Stewart reported that the department completed the final fire alarm and fire sprinkler inspections at Building A in The Reserves.

Chief Stewart reported that the department gave a First Aid presentation to the Girl Scouts for completion of

their First Aid Badge, participated in the "Month of the Young Child" parade in Downtown Steamboat, and provided a station tour and fire safety training for the First-Grade Class at Strawberry Park Elementary.

Trainings. Chief Stewart reported that the department fire training in April included a Wildland fire refresher and an Arduous Pack Test. EMS training in April included Childbirth and Newborn Care. Chief Stewart also noted that the department has engaged the services of a new billing company for emergency response billing, Ambulance Medical Billing (AMB), and presented information, documentation, and training to all crews.

Continued Discussions with City Representatives Regarding Current and Future Services: Mr. Gills reported that he attended the May 11th City Council Work Session which included a presentation by Chief Stewart regarding future capital needs and proposed station locations. The Steamboat Springs Fire Rescue Capital Improvements Plan includes new stations beginning in 2020.

Chief Stewart reviewed with the Board the same presentation previously given to City Council, and also presented a short video on NFPA 1710.

Chief Stewart reiterated his position that major revisions to the current IGA between the City and the District are needed, and encouraged a meeting with representatives from each entity to begin the process.

Chief Stewart left the meeting at this time.

FINANCIAL
MATTERS

Review and Consider Approval of April Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending May 31, 2017, totaling \$80,021.56.

Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Logan and, upon vote, unanimously carried, the Board approved payment of the claims for the period ending May 31, 2017, in the amount of \$80,021.56.

Review and Accept Budget to Actual Report and Cash Position Statement: Ms. McCaffrey reviewed with the Board the Budget to Actual report for the period ending March 31, 2017 and the revised Cash Position Statement for the period ending April 13, 2017, with accompanying CD yield information.

Following review and discussion, upon motion duly made by Director Gills, seconded by Director Ihrig and, upon vote, unanimously carried, the Board accepted the Budget to Actual Report for the period ending March 31, 2017, and Cash Position Statement, with accompanying CD yield information, for the period ending April 13, 2017, as presented.

Review and Accept Cash Position Statement and, Unaudited Financial Statements: Ms. McCaffrey reviewed with the Board the District's Cash Position Statement for the period ending May 15, 2017, with accompanying CD yield information, and unaudited Financial Statements for the period ending March 31, 2017.

Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board accepted the Cash Position Statement, with accompanying CD yield information, for the period ending May 15, 2017 and the unaudited Financial Statements for the period ending March 31, 2017, as presented.

Status of 2016 Audit Preparation - McMahan & Associates, LLC: Ms. McCaffrey reported that all information needed has been provided to the auditors and preparation of the 2016 draft audit is currently on track to be presented at the next regular meeting in June.

LEGAL MATTERS

Attorney's Report: Attorney Ross reviewed with the Board the April Attorney's Report.

2017 Legislative Update: Attorney Ross reported that the Colorado Legislative Session ended on May 10, 2017. A summary of legislation that may impact the District will be provided as a part of the routine legal advisements provided under the District's retainer

arrangement.

DIRECTOR'S
ITEMS

There was no new information to report.

COMMUNITY
MATTERS

There were no members of the community present.

OTHER
BUSINESS

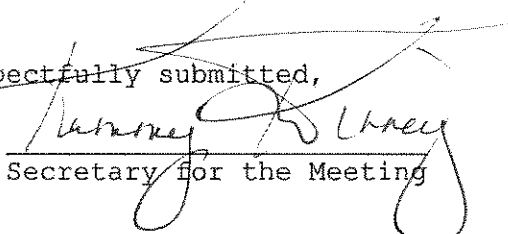
There was no other business brought before the Board for consideration.

ADJOURNMENT

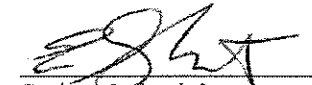
There being no further business to come before the Board, upon motion duly made by Director Logan, seconded by Director Ihrig and, upon vote, unanimously carried, the meeting was adjourned at 6:18 P.M.

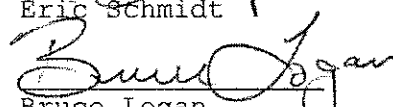
Respectfully submitted,

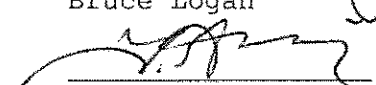
By:

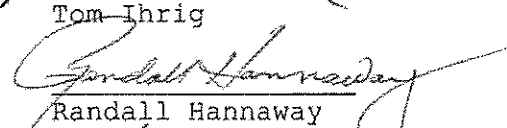

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE MAY 15, 2017 MEETING OF THE STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:


Eric Schmidt


Bruce Logan


Tom Ihrig


Randall Hannaway


Karl Gills