

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT
HELD
May 16, 2016

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 16th day of May, 2016, at 5:00 P.M., at Centennial Hall, 124 10th Street, Rooms 113/114, Steamboat Springs, Colorado.

ATTENDANCE

Directors in Attendance Were:

Scott Havener, President/Chairman
Jim Ficke, Vice President
Eric Schmidt, Secretary/Treasurer
Bruce Logan, Assistant Secretary (via teleconference)

Also in Attendance Were:

Jim Worley and Irene McCaffrey; Pinnacle Consulting Group, Inc.
Matt Court, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via teleconference)
Mel Stewart, Fire Chief; City of Steamboat Springs Fire Department
Tom Ihrig and Randall Hannaway; Residents

Chairman Havener called the meeting to order at 5:01 P.M.

Chairman Havener declared that a quorum of the Board was present, with four of four Board members in attendance. Effective with the results of the May 3, 2016 regular election, there are three vacant positions on the Board.

ADMINISTRATIVE MATTERS

Agenda: A proposed agenda was distributed for the Board's review and approval. Following review and discussion, upon motion duly made by Director Schmidt, seconded by Director Logan and, upon vote, unanimously carried, the agenda was approved as presented.

Disclosure of Potential Conflicts of Interest: Chairman Havener 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.

Minutes: The Board reviewed the minutes of the April 18, 2016 regular meeting. Following review and discussion, upon motion duly made by Director Schmidt, seconded by Director Ficke, and upon vote, unanimously carried, the Board approved the minutes of the April 18, 2016 regular meeting, as amended.

Appointment of Candidates to Fill Vacant Director's Position: Chairman Havener introduced Tom Ihrig and Randall Hannaway to the Board, noting that both gentlemen have shown an interest in serving on the Board of Directors. Following discussion with both interested candidates, upon motion duly made by Director Ficke, seconded by Director Schmidt and, upon vote, unanimously carried, Mr. Ihrig and Mr. Hannaway were appointed to fill two of the three vacancies on the Board of Directors.

Administer Oaths of Office: President Havener administered Oaths of Office to Bruce Logan, Tom Ihrig and Randall Hannaway, and the newly re-elected and appointed members joined the meeting in their capacity as members of the Board of Directors. Outgoing Directors Havener and Ficke joined the meeting as residents of the District.

Election of Officers: Director Hannaway made a motion to elect Eric Schmidt to the office of President, Bruce Logan to the office of Vice President, and Director Ihrig as Treasurer. Director Ihrig seconded the motion and, upon vote, unanimously carried, the nominated slate of officers was elected.

Resolutions of Appreciation for Director Havener and Director Ficke: The Board reviewed the Resolution of Appreciation for Director Havener. Upon motion duly made by Director Schmidt, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved the Resolution of Appreciation for Director Havener.

The Board reviewed the Resolution of Appreciation for Director Ficke. Upon motion duly made by Director Ihrig, seconded by Director Hannaway and, upon vote,

unanimously carried, the Board approved the Resolution of Appreciation for Director Ficke.

Public Comment: There were no comments from members of the public.

DEPARTMENT
MATTERS

Chief's Report: Chief Stewart reviewed the written report, dated May 10, 2016, including reports from the Fire/Rescue, Training, and Fire Prevention Divisions. Chief Stewart noted that Ambulance #63 was sold. Chief Stewart also discussed staffing needs and the desire to staff eight personnel per shift.

Notable Events. Chief Stewart reported that the department responded to 150 calls in April, which was a 2% decrease in call volume from April 2015. Year-to-date call volume saw a 12.1% increase above the same time period in 2015.

Chief Stewart reported that the department responded to one significant call in Routt County on April 16th, in which a pole barn with 13 tons of hay, as well as a tractor in the barn, were destroyed by fire. When firefighters arrived on scene the barn was engulfed in flames and firefighters protected a nearby structure and propane tank while extinguishing the fire. When the call was paged, two other EMS calls were in progress. Two off duty firefighters responded to staff Tenders 61 and 64 and firefighters from the West Routt Fire Protection District responded to provide mutual aid. The fire appeared to have been accidental in nature and the cause is undetermined with the most reasonable scenario being that hay had become wet and spontaneously combusted.

Chief Stewart reported that the fire department has begun its next fire academy with seven cadets. The academy will run for the next six months. Individuals successfully completing the academy will be eligible to apply for open part-time positions with the fire department.

Trainings. Chief Stewart reported that trainings in April focused on Back Injury Prevention, Vehicle Fires and Wildland Refresher Training. Chief Stewart noted

that EMS Training focused on MCI and Triage and the application of Tourniquets for Hemorrhage Control.

Fire Prevention/Public Education: Chief Stewart reported that the Fire Prevention activity for April 2016 decreased 30% from April 2015. Chief Stewart noted that a fire investigation was performed for the structure fire that occurred on April 16th at 38325 Routt County Road 33. Chief Stewart reported that the department provided a station tour and fire safety training for the Soda Creek Girl Scouts.

FINANCIAL
MATTERS

Review and Consider Approval of April Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending May 16, 2016, totaling \$295,967.46.

Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved payment of the claims for the period ending May 16, 2016, in the amount of \$295,967.46.

Review and Accept Cash Position Statement and Budget to Actual Report: Ms. McCaffrey reviewed with the Board the District's Cash Position Statement for the period ending May 16, 2016, with accompanying CD yield information, and the Budget to Actual report for the period ending April 30, 2016.

Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Hannaway and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending May 16, 2016, with accompanying CD yield information, and the Budget to Actual report through April 30, 2016.

Status of 2015 Audit: Ms. McCaffrey reported that a draft of the 2015 audit was provided to Management and Legal Counsel for review and comment. Attorney Court noted that Legal Counsel has reviewed the draft of the 2015 audit and has provided comments to Ms. McCaffrey. A final draft will be provided to the Board for review and consideration at the regular meeting in June.

LEGAL MATTERS

Attorney's Report: Attorney Court reviewed with the Board the May Attorney's Report noting that no work was performed outside of the normal retainer matters.

2016 Legislative Update: Attorney Court reported that the 2016 session of the Colorado Legislature ended May 11th. A legal advisement letter summarizing the legislation passed during the 2016 legislative session will be provided to the Board of Directors within the next couple months, as part of the retainer services.

DIRECTOR'S
ITEMS

Meeting with City Representatives Regarding Current and Future Services: Mr. Havener addressed the Board and reported that he and Director Schmidt attended a meeting between representatives of the City and the District to present the revised draft IGA Establishing the Steamboat Springs Fire Commission, and that the District and the City are continuing discussions regarding the current IGA between the parties. The main topics of discussion included using a unified property tax to serve the entire combined area, changes to the proposed commission agreement, and the new proposal.

Potential Land Purchase/Dedication: There was no new information to report.

COMMUNITY
MATTERS

Wildlife Policy Group: Mr. Ficke addressed the Board and suggested that the Board consider appointing a Director to replace him on the Routt County Wildlife Policy Group. Director Schmidt requested that this item be placed on the agenda for discussion at the regular meeting in June.

OTHER
BUSINESS

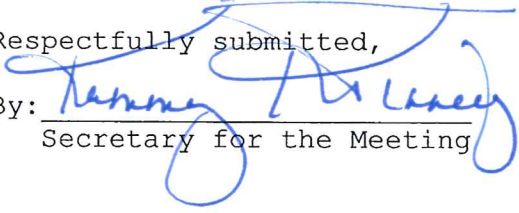
Storage of Vehicle Titles: Mr. Worley read an email from Shelly St. Pierre with the City of Steamboat Springs, suggesting that the City retain all original vehicle titles at their offices. The Board will consider the request at its regular meeting in June.

ADJOURNMENT


There being no further business to come before the Board, upon motion duly made by Director Ihrig,


seconded by Director Logan and, upon vote, unanimously carried, the meeting was adjourned at 6:43 P.M.

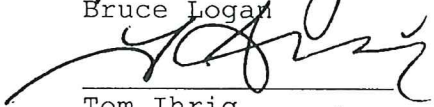
Respectfully submitted,

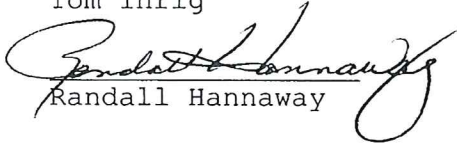
By: 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE MAY 16, 2016 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