

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT
HELD
July 17, 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 17th day of July 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 (via teleconference)
Karl Gills, Assistant Secretary
Randall Hannaway, Assistant Secretary

Also in Attendance Were:

Kammy Tinney and Irene McCaffrey; Pinnacle Consulting Group, Inc. (via teleconference)
Dino Ross, Esq. and Matt Court, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via teleconference)
Mel Stewart, Fire Chief; City of Steamboat Springs Fire Department (joined the meeting at 5:10 P.M.)

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 amended, changing the order of discussion items under Item IV. B.

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: There were no members of the public in attendance.

Minutes: The Board reviewed the minutes of the June 19, 2017 regular meeting. Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Logan and, upon vote, unanimously carried, the Board approved the minutes of the June 19, 2017 regular meeting, as presented.

DEPARTMENT
MATTERS

Chief's Report: Chief Stewart reviewed the written report, dated July 12, 2017, which includes activities of the Fire/Rescue, Training, and Fire Prevention Divisions.

Notable Events. Chief Stewart reported that the total call volume for June was a 16.8% increase from the same period in June of 2016. Year to date call volume has decreased 0.5% over the same period in June of 2016. Chief Stewart reported that the 4th of July Firework Show was canceled due to the overly dry conditions and a nearby wildfire burning in western Routt County. Chief Stewart reported that the department responded to a fire on July 14th that ignited from a BBQ grill that caught fire on a patio.

Fire Prevention/Public Education. Chief Stewart reported that Fire Prevention activity for June 2017 decreased 16% from June 2016. Year to date fire prevention activity has increased 10% with revenues increasing by 48% from June 2016. Chief Stewart noted that the fire sprinklers and fire alarm inspections were completed on the addition to the United Methodist Church.

Chief Stewart reported that the department hosted several training and education opportunities in June, including a CPR class for Forest Service Employees and SSWSC at Howelsen Hill, in addition to hosting a CPR instructor class and a Fire Extinguisher training with Yampa Valley electric employees. The department participated in the Egg Drop at Bud Werner Library and conducted three fire drills at Perry Mansfield. The department also gave station tours of the Mountain Fire

Station to the Kids Adventure Club.

Trainings. Chief Stewart reported that the department fire training in June included a Water Supply Training focused on rural water supply movement with tenders, jet siphon and suppression, near drowning and heat emergencies taught by Twink Dalton, After Action Review on swift water rescue attempts and subsequent death, Airport tours to review layout and hazard areas of airport, and poisonings including the care and treatment of poisonings. The department also participated in a Swift Water Refresher where crews trained on rescue techniques, as well as a hose movement training where crews trained on efficient hose movement techniques.

Continued Discussions with City Representatives Regarding Current and Future Services: Director Schmidt reported on follow up discussions with some members of City Council noting that they have not met since the last Board meeting. Chief Stewart reported that Councilman Scott Ford gave a report to the City Council as noted last month. The City Manager was directed to seek a consultant to review the operational needs identified in the fire department's strategic plan, and advise City Council regarding the potential use of a special district as a funding mechanism. Director Gills noted that it seems as though reviewing the fire department's operational needs and providing advice on potential funding mechanisms are two separate issues that will require specific areas of expertise. Chief Stewart feels that the operational needs must be addressed prior to receiving advice on funding mechanisms. Director Schmidt will follow up with Councilman Ford to discuss the District's potential involvement in selection of an outside consultant or consultants.

FINANCIAL
MATTERS

Review and Consider Approval of July Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending July 17, 2017, totaling \$68,347.15.

Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Gills and, upon vote, unanimously carried, the Board approved payment of the claims for the period ending July 17,

2017, in the amount of \$68,347.15.

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 June 30, 2017 and the Cash Position Statement for the period ending July 17, 2017, with accompanying CD yield information. Director Ihrig reported that he compared interest rates for Certificates of Deposit with Mountain Valley Bank and Centennial Bank, and noted that UMB's interest rate is the best among the banks he researched. Director Ihrig recommended moving forward with investing in a two-year term Certificate of Deposit with a 1.65% interest rate with UMB Bank.

Following review and discussion, upon motion duly made by Director Gills, seconded by Director Hannaway and, upon vote, unanimously carried, the Board directed that the CD's expiring in July and early August be reinvested for a two-year term with UMB Bank at the 1.65% interest rate.

Following review and discussion, upon motion duly made by Director Logan, seconded by Director Ihrig and, upon vote, unanimously carried, the Board accepted the Budget to Actual Report for the period ending June 30, 2017, and Cash Position Statement, with accompanying CD yield information, for the period ending July 17, 2017, as presented.

LEGAL MATTERS

Attorney's Report: Attorney Ross reviewed with the Board the July Attorney's Report, noting that the Ireland Stapleton Special District's Practice Group will be presenting at the SDA Annual Conference in Keystone, Colorado. Attorney Ross reviewed with the Board a legal advisement summarizing new laws resulting from the 2016-2017 Colorado legislative session.

Executive Session: Pursuant to § 24-6-402(4)(b) of the Colorado Revised Statutes, Director Hannaway moved that this regular public meeting of the Board of the Steamboat Springs Area Fire Protection District adjourn and, upon an affirmative vote of at least two-thirds of the quorum present, that the Board reconvene in Executive Session to receive legal advice regarding (i) current and potential future contracts for water use in

emergency situations, and (ii) ongoing discussions with City representatives regarding current and future services. Director Logan seconded the motion. The vote carried unanimously. Ms. Tinney and Ms. McCaffrey were invited to attend the Executive Session.

Attorney Ross certified for the record that, pursuant to § 24-6-402(4)(b) of the Colorado Revised Statutes, all of the executive session discussion will constitute an attorney-client privileged communication and will not be recorded.

The Board went into Executive Session at 5:35 P.M.

The Board did not engage in substantial discussion of any matter not enumerated in § 24-6-402(4)(b), C.R.S. The Board did not adopt any proposed policy, position, resolution, rule, regulation, or formal action. The Executive Session was adjourned at 6:06 p.m. on a motion by Director Gills, seconded by Director Logan and passed by the affirmative vote of all members.

The Board reconvened in regular session at 6:06 P.M.

DIRECTOR'S
ITEMS

There was no new information to report.

COMMUNITY
MATTERS

There were no members of the community present.

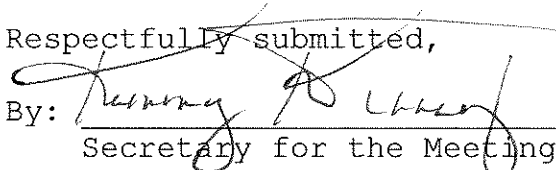
OTHER
BUSINESS

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 Hannaway and, upon vote, unanimously carried, the meeting was adjourned at 6:07 P.M.

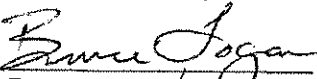
Respectfully submitted,

By: 
Secretary for the Meeting

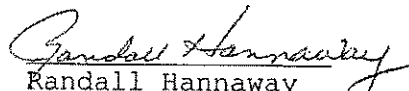
THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF

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THE JULY 17, 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