

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT
HELD
August 15, 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 15th day of August, 2016, 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 (via teleconference)
Bruce Logan, Vice President
Randall Hannaway, Assistant Secretary

Directors Not in Attendance Were:

Tom Ihrig, Secretary/Treasurer

Also in Attendance Were:

Kammy Tinney and Irene McCaffrey; Pinnacle Consulting Group, Inc. (via teleconference)
Emily Powell, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via teleconference)
Mel Stewart, Fire Chief; City of Steamboat Springs Fire Department

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

Following discussion, upon motion duly made and seconded and, upon vote, unanimously carried, the absence of Director Ihrig was excused.

Chairman Schmidt declared that a quorum of the Board was present, with three of four Board members in attendance. There is one vacant position 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 Hannaway, seconded by Director Logan and, upon vote, unanimously carried, 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.

Minutes: The Board reviewed the draft minutes of the July 18, 2016 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 July 18, 2016 regular meeting, as presented.

Public Comment: There were no members of the public in attendance.

DEPARTMENT
MATTERS

Chief's Report: Chief Stewart reviewed the written report, dated August 4, 2016, including reports from the Fire/Rescue, Training, and Fire Prevention Divisions.

Notable Events. Chief Stewart reported that the department responded to 224 calls in July, which was a 25.1% increase in call volume from July 2015. Year-to-date call volume saw a 7.6% increase above the same time period in 2015.

Chief Stewart reported that the department responded to a large residential fire that occurred overnight.

In July, the department responded to a structure fire in a commercial building on Copper Ridge Drive. The fire began in the interior of the building and burned through the roof truss system. West Rount Fire Protection District provided mutual aid. The fire is currently under investigation by state and local officials.

The department continues to provide support in the Beaver Creek Fire by dispatching a Brush Truck with 3 crew members and an EMT Firefighter for a two-week period.

Both of the department's aerial trucks passed the annual aerial ladder inspection.

Chief Stewart noted that initial preparation of the 2017 budget is underway. He intends to request additions to staff of one full-time Fire Marshall, and three part-time firefighters, as well as the implementation of a pay plan. A draft of the department's five-year capital plan was previously reviewed with the District Board.

Trainings. Chief Stewart reported that the Firefighter I Academy focused on fire service ladders and ventilation/loss control/truck operations. The Cadets participated in Live Fire training at the Hayden burn facility. The department trained in Forcible Entry techniques and hands on practice, Company Performance Tasks and Special Driver Operator Training. Chief Stewart noted that EMS Training focused on Airway Management Techniques, skills and equipment.

Fire Prevention/Public Education: Chief Stewart reported that Fire Prevention activity for July 2016 increased 32% from July 2015, with overall activity increasing in most categories. Final fire alarm and fire sprinkler inspections for the Deer Park Road office building were completed.

Chief Stewart reported that the department provided several education opportunities in July, including Perry Mansfield Fire Drills and Fire Extinguisher Training for Horizons. Deputy Chief Cerasoli spoke at the Colorado Community College System Conference in Steamboat Springs and gave a brief overview to students of what each department will be seeking from potential new hires.

FINANCIAL
MATTERS

Review and Consider Approval of August Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending August 4, 2016, totaling \$50,864.54. Ms. McCaffrey noted that, due to his absence at today's meeting, Director Ihrig will not be paid for this meeting, and the revised total August claims for Board consideration is \$50,792.79

Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Logan and, upon vote, unanimously carried, the Board approved

payment of the claims for the period ending August 4, 2016, as revised, in the amount of \$50,792.79.

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 August 15, 2016, with accompanying CD yield information, and the Budget to Actual report for the period ending July 31, 2016.

Following review and discussion, upon motion duly made by Director Logan, seconded by Director Hannaway and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending August 15, 2016, with accompanying CD yield information.

Following review and discussion, upon motion duly made by Director Logan, seconded by Director Hannaway and, upon vote, unanimously carried, the Board accepted the Budget to Actual report for the period ending July 31, 2016.

Consider Appointment of Budget Officer or Committee to Prepare a Draft 2017 Budget: Ms. Tinney discussed with the Board the need to appoint a Budget Officer or Committee to prepare a draft 2017 budget for Board review and consideration.

Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Logan and, upon vote, unanimously carried, the Board appointed Pinnacle Consulting Group, Inc. to prepare a draft 2017 budget for Board consideration, with Ms. Tinney as the Budget Officer, and including Director Ihrig for review.

LEGAL MATTERS

Attorney's Report: Attorney Powell introduced herself and reviewed with the Board the August Attorney's Report, noting that no work was performed outside of the normal retainer matters.

DIRECTOR'S
ITEMS

Continued Discussions with City Representatives Regarding Current and Future Services: Director Schmidt reported on his discussion with former Board member

Scott Havener regarding prior negotiations with City representatives related to the IGA between the parties. Director Schmidt will contact Walter Magill directly to initiate further discussion.

Incident Command System 402 Workshop: Director Schmidt noted that three Board members have indicated an interest in attending an Incident Command System 402 Workshop scheduled for Wednesday, August 17th. Because a quorum of Board members may be attending the workshop, Ms. Tinney will prepare and post a Notice of Possible Special Meeting.

COMMUNITY
MATTERS

Annexation of Property to Sunlight Subdivision: Ms. Tinney reported that the District received notice from the City of Steamboat Springs regarding a public hearing to consider annexation of property into the City's Sunlight Subdivision. Based on her research of the property, the District will not be adversely impacted by the annexation. Chief Stewart provided additional information regarding the subdivision's location.

OTHER
BUSINESS

Special District Association Annual Conference: Ms. Tinney reported that the Special District Association Annual Conference will be held September 21, 2016 through September 23, 2016 in Keystone, Colorado. Any Board member interested in attending should contact Ms. Tinney to make the necessary arrangements.


ADJOURNMENT

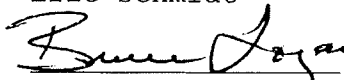
There being no further business to come before the Board, upon motion duly made by Director Hannaway, seconded by Director Logan and, upon vote, unanimously carried, the meeting was adjourned at 5:30 P.M.

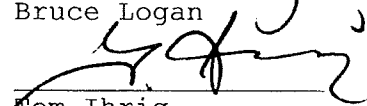
Respectfully submitted,

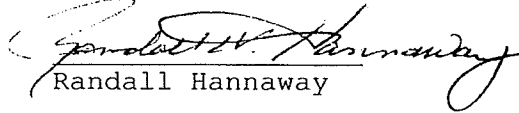
By: 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF
THE AUGUST 15, 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