

## RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT  
HELD  
July 16, 2018

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 16<sup>th</sup> day of July 2018, at 5:00 P.M., at Centennial Hall, 124 10<sup>th</sup> Street, Rooms 113/114, Steamboat Springs, Colorado.

### ATTENDANCE

#### Directors in Attendance Were:

Eric Schmidt, President/Chairman  
Karl Gills, Vice-President  
Tom Ihrig, Treasurer  
Randall Hannaway, Secretary

#### Also in Attendance Were:

Mel Stewart, Fire Chief; City of Steamboat Springs Fire Department  
Kammy Tinney, Irene McCaffrey and Chelsey Green; Pinnacle Consulting Group, Inc. (via teleconference)  
Dino Ross, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via teleconference)  
Gary Suiter, City Manager; City of Steamboat Springs  
Craig Wasserman; Fire Committee Facilitator and Steamboat Springs Resident  
Joe Oakland, President; Steamboat Springs Professional Fire Fighters, International Association of Fire Fighters Local 44772

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

Chairman Schmidt declared that a quorum of the Board was present, with four of four Board members in attendance. There is one vacancy on the Board.

### 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: There were no comments from members of the public.

Minutes: The Board reviewed the minutes of the June 18, 2018 regular meeting. Following review and discussion, upon motion duly made by Director Gills, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved the minutes of the June 18, 2018 regular meeting, as amended.

DEPARTMENT  
MATTERS

Chief's Report: Chief Stewart reviewed the Fire Chief's written report, dated July 10, 2018, which includes activities of the Fire/Rescue, Training, and Fire Prevention Divisions.

Mr. Suiter joined the meeting at this time.

**Notable Events.** Chief Stewart reported that the total call volume for June increased by 17 calls compared to June of 2017. Year to date call volume has increased 5.2% over the same period of time as compared to 2017.

The department sent a wildland crew and a brush truck to help fight the 416 fire near Durango. The crew was on scene from June 11<sup>th</sup>-26<sup>th</sup>.

**Fire Prevention/Public Education.** Chief Stewart reported that Fire Prevention activity for June 2018 was down 8% compared to June 2017, and revenue was down 25% for the same time frame.

Final fire alarm and fire sprinkler inspections were completed on the new Mountain Valley Bank building.

**Trainings.** Chief Stewart reported that the department fire training in June focused on propane fires, the "propane tree" practical, and company performance tasks.

The department emergency medical services training in June focused on pharmacology, treatment of amputation injuries, and response to active shooter events with the Steamboat Springs Police Department.

Chief Stewart reported that personnel participated in a table top exercise at the Bob Adams Airport for response to small plane crashes. The exercise included Steamboat Springs Police Department, airport personnel, and Steamboat Springs Fire Rescue.

Chief Stewart reported that personnel completed hose testing at the beginning of the month.

**Public Education Events.** Chief Stewart reported that the department provided a HeartSaver CPR/AED class on June 6<sup>th</sup> for the SSWSC staff and provided fire extinguisher training for the Horizons Organization on June 6<sup>th</sup>.

The department provided a station tour and safety talk to a Girl Scout troop at the Mountain Station on June 7<sup>th</sup> and the Kids Vacation Center on June 27<sup>th</sup>.

The department provided a CPR Refresher course to Steamboat Springs Resort Bike Patrol on June 13<sup>th</sup> and a CPR/1<sup>st</sup> Aide Refresher Perry Mansfield Staff on June 14<sup>th</sup>.

The department assisted with a campus fire drill at Perry Mansfield on June 27<sup>th</sup>.

**Subcommittee Report.** Chief Stewart, Director Gills, and Director Hannaway reported that a Fire Committee meeting, consisting of Council members, District members and City Staff, met on Friday, July 6<sup>th</sup> to discuss the pre-inclusion agreement and related topics. The committee has follow up meetings scheduled on July 19<sup>th</sup> and August 2<sup>nd</sup>.

Director Gills noted that Kim Weber prepared a five-year budget projection based on information provided by Chief Stewart. The budget projections were provided to Ms. McCaffrey for review and comment.

---

FINANCIAL  
MATTERS

Review and Consider Approval of July Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending July 31, 2018, totaling \$63,804.70.

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 July 31, 2018, totaling \$63,804.70.

Review and Accept Cash Position Statement, CD Yield Information, and Budget to Actual Report: Ms. McCaffrey reviewed with the Board the Cash Position Statement for the period ending July 16, 2018, with accompanying CD yield information, and Budget to Actual report for the period ending June 30, 2018. Ms. McCaffrey reviewed with the Board the CD rates from UMB.

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 July 16, 2018, with CD Yield information, and Budget to Actual report for the period ending June 30, 2018.

Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board directed that the CD's expiring in July and early August be reinvested into CD's with UMB for a term of one-year each.

---

LEGAL MATTERS

Attorneys' Report: Attorney Ross reviewed with the Board the July Attorneys' Report. Attorney Ross reported that the City of Steamboat Springs approved the final form of the Public Art Donation and Maintenance Agreement. Signatures are still needed to finalize the Agreement, but no further action is needed by the Board.

Executive Session: Pursuant to § 24-6-402(4)(b) and (e) 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 potential actions to address the effects of the Gallagher Amendment and continued negotiations with the City of Steamboat Springs. Director Ihrig seconded the motion. The vote carried unanimously. Ms. Tinney, Ms. Green, 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 6:12 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 6:44 p.m. on a motion by Director Hannaway, seconded by Director Ihrig and passed by the affirmative vote of all members.

The Board reconvened in regular session at 6:44 P.M.

Coordinated November 2018 Election: Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board directed Ms. Tinney to submit a letter to the Routt County Clerk and Recorder informing the County of the District's possible participation in November 2018 Coordinated Election.

DIRECTOR'S  
ITEMS

There were no Director's Items brought before the Board for consideration.

COMMUNITY  
MATTERS

There were no Community Matters brought before the Board for consideration.

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 Gills, seconded by Director Ihrig and, upon vote, unanimously carried, the meeting was adjourned at 6:44 P.M.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE JULY 16, 2018 REGULAR MEETING OF THE STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Eric Schmidt

\_\_\_\_\_  
Tom Ihrig

\_\_\_\_\_  
Randall Hannaway

\_\_\_\_\_  
Karl Gills

I hereby attest that the information communicated during the Executive Session, which was not recorded, constituted privileged attorney-client communications.

\_\_\_\_\_  
Dino Ross, Esq.

I hereby attest that the Executive Session was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. 24-6-402(4)(b) and (e).

\_\_\_\_\_  
Eric Schmidt, President