

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT
HELD
April 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 16th day of April 2018, 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
Tom Ihrig, Secretary/Treasurer
Randall Hannaway, Assistant Secretary

Directors Not in Attendance Were:

Bruce Logan, Vice President (excused)
Karl Gills, Assistant Secretary (excused)

Also in Attendance Were:

Mel Stewart, Fire Chief; City of Steamboat Springs Fire Department
Gary Suiter, City Manager; City of Steamboat Springs
Darryl Levingston; Routt County Search and Rescue
Ben Beall, Board Member; Friends of the Yampa
Kim Keith, Executive Director; Steamboat Springs Arts Council and Steamboat Creative District
Kammy Tinney, Irene McCaffrey, and Chelsey Green; Pinnacle Consulting Group, Inc. (via teleconference)
Dino Ross, Esq. and Matthew Court, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via teleconference)

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

Following discussion, upon motion duly made by Director Ihrig, seconded by Director Hannaway and, upon vote, unanimously carried, the absence of Directors Logan and Gills were excused.

Chairman Schmidt declared that a quorum of the Board was present, with three 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.

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 March 19, 2018 regular meeting. Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Gills and, upon vote, unanimously carried, the Board approved the minutes of the March 19, 2018 regular meeting as amended.

Executive Session: Pursuant to § 24-6-402(4)(b) of the Colorado Revised Statutes, Director Ihrig 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 the proposed Public Art Donation and Maintenance Agreement with Friends of the Yampa and the City of Steamboat Springs. Director Hannaway seconded the motion. The vote carried unanimously. Ms. Tinney and Ms. Green 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 5:06 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 5:47 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 5:47 P.M.

Director Hannaway asked Mr. Levingston what is Routt County Search and Rescue's ("Search and Rescue") position on the public art proposal. Mr. Levingston stated that their position has not changed since the original proposal was presented in September of 2017, and he would address with the Search and Rescue Board of Directors the possible assignment of Search and Rescue's right, title, and interest in the proposed mural to the District at the Search and Rescue Board meeting on April 24th.

Following further discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved the Public Art Donation and Maintenance Agreement, subject to the Routt County Search and Rescue Board of Directors agreeing to assign all right, title, and interest in the proposed mural to the District, and authorized President Schmidt to execute the final agreement; and, further, that if Search and Rescue does not agree to assign its interest to the District, then the District's involvement in this project shall terminate.

Mr. Beall, Mr. Keith, and Mr. Levingston thanked the Board and left the meeting at this time.

DEPARTMENT
MATTERS

Chief's Report: Chief Stewart reviewed the written report, dated April 11, 2018, which includes activities of the Fire/Rescue, Training, and Fire Prevention Divisions.

Notable Events. Chief Stewart reported that the total call volume for March increased by 9.1% compared to March of 2017. Year to date call volume has increased 8.4% over the same period of time as compared to 2017. In March, the department responded to four incidents with less than the standard level of equipment and/or personnel. The responses noted were a result of concurrent calls for service, though none resulted in negative outcomes.

The department responded to a barn fire on March 31st, requiring response from all on-duty personnel, seven off-

duty personnel, the Chiefs, and the Fire Marshall. No animals, residents or personnel were injured during the incident. The cause of the fire remains under investigation.

Fire Prevention/Public Education. Chief Stewart reported that Fire Prevention activity for March 2018 was up 76% compared to March 2017, due to large numbers of plan review submittals and requests for Certificates of Occupancy. Year to date department fee and inspection revenue is 10% higher as compared to March 2017.

Trainings. Chief Stewart reported that the department fire training in March included command and communication, mitigation of hazardous material in storm drainage systems, and peer support training.

The department emergency medical services training in March included ImageTrend documentation, allergies and anaphylaxis, and two special trainings at Colorado Mountain College for trauma, wounds, and suturing.

Chief Stewart reported the bi-annual Rapid Sequence Intubation waiver protocols training took place in March.

Public Education Events. Chief Stewart reported that the department provided a HeartSaver CPR/AED class on March 28th for Routt County employees. The department provided a tour for a Girl Scouts Troop at the Mountain Station on March 8th.

Continued Discussions with City Representatives Regarding Current and Future Services: Mr. Suiter addressed the Board regarding the City's Request for Proposal ("RFP") to evaluate the department's staffing and operational needs in a continued effort to determine where improvements might be made to obtain optimum levels of efficiency. Mr. Suiter indicated that he would keep Chief Stewart and all stakeholders apprised of the response to the RFP and progress of the evaluation.

Director Hannaway reported that the District's representatives continue discussion with the City's subcommittee members. City Council has approved the expenditure of up to \$7,000 towards the cost of preparing a draft Pre-Inclusion Intergovernmental Agreement for consideration by both parties. Mr. Suiter confirmed that

the City is ready to move forward, with the District's legal counsel taking the lead on preparing a draft Pre-Inclusion Intergovernmental Agreement, and that the City's legal counsel will provide input on the draft agreement. City Council will hold a work session to review the draft agreement on May 22, 2018. Attorney Ross recommended that the Board consider holding a special meeting to review the draft Pre-Inclusion Intergovernmental Agreement prior to the May 22nd work session, as the next regularly scheduled Board meeting is May 21st.

It was the Board's consensus to schedule a special meeting to review the draft Pre-Inclusion Intergovernmental Agreement on April 30, 2018 at 5:00 p.m.

FINANCIAL
MATTERS

Review and Consider Approval of April Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending April 16, 2018, totaling \$90,340.62.

Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved payment of the claims for the period ending April 16, 2018, in the amount of \$90,340.62.

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 April 16, 2018, with accompanying CD yield information, and the Budget to Actual report for the period ending March 31, 2018. Ms. McCaffrey requested approval to close the CityWide Bank Money Market Account and include those funds with a transfer of \$500,000 out of ColoTrust for investment in Certificates of Deposit with UMB for a term of two-years each. The Board directed Ms. McCaffrey to proceed as recommended.

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 April 16, 2018, with CD Yield information, and Budget to Actual report for the period ending March 31, 2018.

LEGAL MATTERS

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

2018 Legislative Update: Attorney Ross discussed with the Board the status of several bills currently pending before the Colorado legislature that, if passed, could impact the District.

Mr. Suiter and Chief Stewart left the meeting at this time.

Discussion Regarding Reorganization Discussions with the City of Steamboat Springs: Pursuant to § 24-6-402(4)(b) of the Colorado Revised Statutes, Director Ihrig 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 reorganization discussions with the City of Steamboat Springs, and the Gallagher Amendment. Director Hannaway seconded the motion. The vote carried unanimously. Ms. Tinney and Ms. Green 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 6:44 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 7:20 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 7:21 P.M.

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.

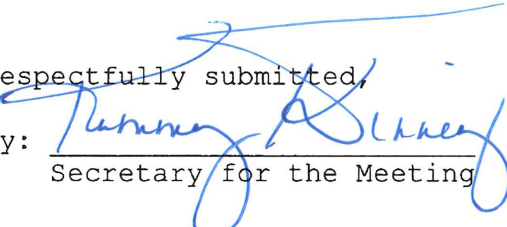
OTHER BUSINESS

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

ADJOURNMENT

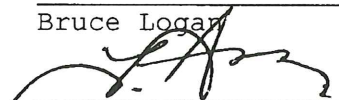
There being no further business to come before the Board, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the meeting was adjourned at 7:21 P.M.

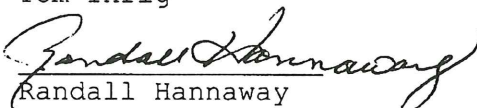
Respectfully submitted,

By: 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE APRIL 16, 2018 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