

## RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT  
HELD

November 19, 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 19<sup>th</sup> day of November 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:

Chuck Cerasoli, Deputy Fire Chief; City of Steamboat Springs Fire Department  
Gary Suiter, City Manager; City of Steamboat Springs  
Kammy Tinney, Chelsey Green, and Irene McCaffrey; Pinnacle Consulting Group, Inc. (via teleconference)  
Dino Ross, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via teleconference)  
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 October 15, 2018 regular meeting. Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved the minutes of the October 15, 2018 regular meeting, as presented.

DEPARTMENT  
MATTERS

Chief's Report: Deputy Chief Cerasoli reviewed the Fire Chief's written report, dated November 12, 2018, which includes activities of the Fire/Rescue, Training, and Fire Prevention Divisions.

**Notable Events.** Deputy Chief Cerasoli reported that the call volume for October 2018 (163 calls) is the same as October 2017. 2018 year-to-date call volume is currently running 8.2% over 2017 (2068 calls versus 1911 calls).

Deputy Chief Cerasoli reported that Steamboat Springs Fire Rescue personnel are continuing the process of bi-annual firefighter testing at Colorado State University. The testing is to determine physical fitness per NFPA Standard 1582 and to establish baseline heart and circulatory fitness per requirements of the Colorado Firefighters Heart, Circulatory and Cancer Benefits Trust.

**Fire Prevention.** Deputy Chief Cerasoli reported that fire prevention activity for October 2018 was up 8% compared to October 2017 and revenue for the same period is up 6% compared to the same period in 2017. The year-to-date fire prevention activity is up 23% from the same period in 2017 and year to date revenue is down 2%.

Deputy Chief Cerasoli reported that shift personnel performed inspections at Soda Creek Elementary School, Strawberry Park Elementary School, Billo Marijuana Grow Facility and The Steamboat Grand Hotel and Resort.

**Trainings.** Deputy Chief Cerasoli reported that the department fire training in October focused on

ventilation techniques, department ladder techniques, and command structure and accountability trainings.

The department emergency medical services training in October focused on OB Emergencies, RSI and Ketamine training, and waiver review.

**Public Education Events.** Deputy Chief Cerasoli reported that the department provided a CPR/First Aid training course for teachers from Emerald Mountain School, children from Steamboat Springs High School, Steamboat Springs Winter Sports Club, Civil Air Patrol, and Howelsen Hill Ski Patrol-City Employees.

Deputy Chief Cerasoli reported that the department provided station tours to sixteen children from a local pre-school.

The department participated in the Halloween Stroll.

Routt County Emergency Management - Intergovernmental Agreement for Wildland Fire Suppression: Deputy Chief Cerasoli reported that the District will soon receive notification from Routt County of its intent to terminate the current Agreement effective December 31, 2018. It is the intent of the County to continue to partner with the parties to the Agreement via a new agreement expected to be in place by March 30, 2019.

Fire Station Location Task Force: Director Gills requested the status of the task force's progress to date. Deputy Chief Cerasoli reported that multiple meetings have been held with input provided to both Fire Chief Stewart and Gary Suiter, City Manager. The task force is narrowing its focus to the most practical site and this item will be on City Council's work session agenda in January 2019.

Discussion Regarding Outsourcing EMS Services: Mr. Suiter reported that he met with representatives of Yampa Valley Medical Center regarding the possibility of outsourcing of EMS services from the fire department to the medical center. At this time the medical center does not have an interest in, nor the funding to provide, emergency medical services to the community.

Mr. Suiter left the meeting at this time.

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FINANCIAL  
MATTERS

Review and Consider Approval of November Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending November 19, 2018, totaling \$122,166.99.

Following review and discussion, upon motion duly made by Director Gills, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved payment of the claims for the period ending November 19, 2018, totaling \$122,166.99.

Review and Accept Cash Position Statement, CD Yield Information, and unaudited Financial Statements: Ms. McCaffrey reviewed with the Board the Cash Position Statement for the period ending November 19, 2018, with accompanying CD yield information, and unaudited Financial Statements for the period ending September 30, 2018 with revised draft 2019 budget.

Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Gills and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending November 19, 2018, with CD Yield information, and unaudited Financial Statements for the period ending September 30, 2018.

Revised 5-Year Financial Forecast Summary - City of Steamboat Springs Inclusion: Ms. McCaffrey reviewed with the Board the revised 5-year Financial Forecast Summary reflecting changes to the residential assessment rate, currently set at 7.2%, as a result of the District's successful election to "de-Gallagherize".

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LEGAL MATTERS

Attorneys' Report: Attorney Ross reviewed with the Board the November Attorneys' Report.

Deputy Chief Cerasoli and Mr. Oakland left the meeting at this time.

Executive Session: Pursuant to § 24-6-402(4)(b) and (e) of the Colorado Revised Statutes, Director Ihrig moved that this 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, determine positions relative to negotiations, develop strategy for negotiations. Director Hannaway 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 6:08 P.M.

The Board did not engage in substantial discussion of any matter not enumerated in § 24-6-402(4)(b) and (e), C.R.S. The Board did not adopt any proposed policy, position, resolution, rule, regulation, or formal action. The Executive Session was adjourned at 6:55 p.m. on a motion by Director Gills, seconded by Director Hannaway and passed by the affirmative vote of all members.

The Board reconvened in regular session at 6:55 P.M.

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DIRECTOR  
ITEMS

Increased Visibility Efforts: Director Gills suggested that an action plan be prepared to address suggested increased visibility efforts as discussed at the October 29, 2018 special meeting. Ms. Tinney reported that the efforts discussed are already underway, and that items requiring budget appropriation are included in the draft 2019 budget.

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COMMUNITY  
MATTERS

Information to Property Owners Regarding Status of the Pre-Inclusion Agreement and May 2019 Election: Ms. Tinney discussed with the Board the process of notification to property owners regarding the conclusion of the potential inclusion matter. The Board discussed preparation of a press release to the Steamboat Pilot, information posted on the District's website, and potential mailing to property owners. Director Hannaway suggested that he would prepare a draft press release for Board review.

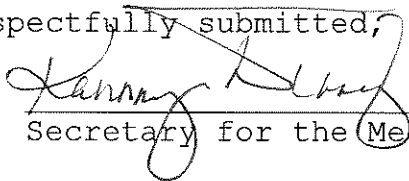
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OTHER BUSINESS There was no other business brought before the Board for consideration.

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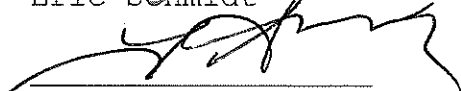
ADJOURNMENT There being no further business to come before the Board, upon motion duly made by Director Ihrig, seconded by Director Hannaway and, upon vote, unanimously carried, the meeting was adjourned at 7:09 P.M.

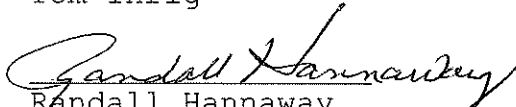
Respectfully submitted,

By:   
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE NOVEMBER 19, 2018 REGULAR MEETING OF THE STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:


  
Eric Schmidt

  
Tom Ihrig

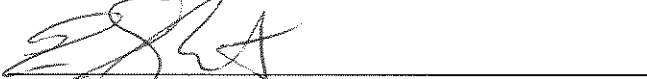
  
Randall Hannaway

  
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) & (e).

  
Eric Schmidt, President