

## RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT  
HELD  
January 16, 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 16<sup>th</sup> day of January, 2017, 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  
Bruce Logan, Vice President (via teleconference)  
Tom Ihrig, Secretary/Treasurer  
Randall Hannaway, Assistant Secretary (via teleconference)

#### Also in Attendance Were:

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

Chairman Schmidt called the meeting to order at 5:02 P.M.

Chairman Schmidt declared that a quorum of the Board was present, with four 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 and seconded 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.

Public Comment: There were no comments from members of the public.

Minutes: The Board reviewed the minutes of the December 12, 2016 regular meeting. Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved the minutes of the December 12, 2016 regular meeting, as presented.

Appointment of Candidate to Fill Vacant Director Position: Chairman Schmidt welcomed Mr. Gills to the meeting, noting that several members of the Board know Mr. Gills personally. Mr. Gills addressed the Board regarding his interest in serving on the Board and provided an overview of his career in hospital administration, involvement in emergency services, and experience in serving on various boards and commissions within the community. Ms. Tinney verified Mr. Gills' eligibility to serve on the Board.

Following discussion, upon motion duly made by Director Ihrig, seconded by Director Logan and, upon vote, unanimously carried, the Board appointed Mr. Gills to fill the vacant position on the Board of Directors.

Administer Oath of Office: Ms. Tinney, in her capacity as Notary Public, administered the Oath of Office to Mr. Gills, and the newly appointed member joined the meeting in his capacity as a member of the Board of Directors.

---

DEPARTMENT  
MATTERS

Chief's Report: Chief Stewart reviewed the written report, dated January 9, 2017, including reports from the Fire/Rescue, Training, and Fire Prevention Divisions.

**Notable Events.** Chief Stewart reported that the department responded to 131 calls in December, which was a 7.7% decrease in call volume from December 2015. The department responded to 2,245 calls in 2016, a 3.0% increase above the same time period in 2015.

Chief Stewart reported that the City of Steamboat Springs Police Department provided a training to the fire department on Building/Workplace Safety. Chief Stewart also noted that four additional members were hired into reserve positions following their completion of the Fire Academy in November.

**Trainings.** Chief Stewart reported that the department fire training in December included Ventilation Techniques, Ice Rescue Response, and a training on MS4 Permit reviews with Kelly Romero-Heany. Chief Stewart reported that the department EMS training in December included Pediatric Behavioral Emergencies, Exposure Prevention, and a Denver Health Mini Trauma Conference.

Fire Prevention/Public Education: Chief Stewart reported that Fire Prevention activity for December 2016 decreased 3.0% from December 2015. During that same period, revenue from the permits and plan reviews have increased by 18.62% from December 2015. Overall, Fire Prevention activity for 2016 has increased 1.27% from 2015.

Chief Stewart reported that the department assisted with the United Way Holiday Gift Exchange events held and provided skill checks for Steamboat Springs Police Officers who are currently completing their CPR Certification. The Strawberry Park Elementary students toured the Mountain fire station, learned about the fire department, and how to stay safe at home. The department presented Safety Talks through, "Meet a Firefighter" at BOCES pre-school. The department hosted their annual event, "Steamboat Springs Burn Camp", where children who are burn survivors are invited to come and enjoy a weekend of winter activities at Steamboat, including skiing and a spaghetti dinner. The department attended a training sponsored by ATMOST, to educate Property Management and Snow Removal companies on the importance of keeping gas meters clear.

FINANCIAL  
MATTERS

Review and Consider Approval of January Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending January 16, 2017, totaling \$60,591.99. Ms. McCaffrey noted that Director Gills will receive Director's Fees for his attendance at today's meeting.

The revised total for consideration by the Board is \$60,684.34. Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Logan and, upon vote, unanimously carried, the Board approved payment of the claims for the period ending January 16, 2017, in the amount of \$60,684.34, as amended.

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 December 31, 2016 and the District's Cash Position Statement for the period ending January 16, 2017, with accompanying CD yield information. The Board discussed current interest rates for CD's scheduled to mature in April 2017. Director Ihrig provided information regarding current interest rates available with local banking institutions. Director Schmidt provided a general overview of the District's investment philosophy which is based largely on the projected needs of the fire department for capital equipment, vehicles, buildings, et cetera pursuant to its Strategic Plan presented in 2015, and updated in 2016.

Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Logan and, upon vote, unanimously carried, the Board accepted the Budget to Actual report for the period ending December 31, 2016 and accepted the Cash Position Statement, with accompanying CD yield information, for the period ending January 16, 2017 as presented.

---

LEGAL MATTERS

Attorney's Report: Attorney Ross reviewed with the Board the January Attorney's Report, noting that no work was done outside of routine retainer matters.

2017 Legislative Update: Attorney Ross reported that the 2017 session of the Colorado Legislature began January 11, 2017. The first meeting of the Colorado State Fire Chiefs Legislative Committee was held this afternoon. Proposed legislation discussed included the creation of a voluntary cancer insurance program, reduction of the residential property assessment ratio to 6.56% from the current 7.96%, possible representation of local governments on the Boards of

Downtown Development Districts, and protections for information provided during peer support activities.

---

DIRECTOR'S  
ITEMS

Continued Discussions with City Representatives Regarding Current and Future Services: Director Schmidt reported that he did not connect with City Council member Walter Magill over the holidays, but that he and Director Hannaway will coordinate a meeting with Mr. Magill over the next two weeks. Director Schmidt inquired of Chief Stewart who would be the best contact at the City for information regarding sales and use taxes, and additional data regarding fire department operations. Chief Stewart referred Director Schmidt to the City's Finance Director, Kim Weber.

Director Schmidt provided background information to Director Gills regarding ongoing discussions with the City to potentially combine the emergency services and funding provided by the District and the City into one entity. Attorney Ross provided an overview of the legal mechanisms available to achieve that goal.

---

COMMUNITY  
MATTERS

There were no members of the community present.

---

OTHER  
BUSINESS

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

---

ADJOURNMENT

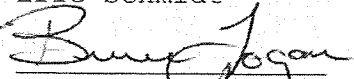
There being no further business to come before the Board, upon motion duly made by Director Gills, seconded by Director Hannaway and, upon vote, unanimously carried, the meeting was adjourned at 6:02 P.M.

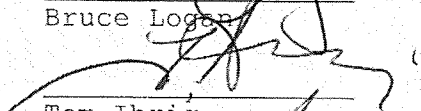
Respectfully submitted,

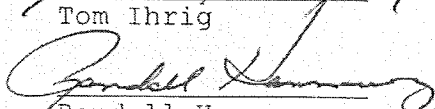
By:   
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE JANUARY 16, 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