

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT
HELD
JANUARY 18, 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 18th day of January, 2016, at 5:00 P.M., at Centennial Hall, 124 10th Street, Rooms 113/114, Steamboat Springs, Colorado.

ATTENDANCE

Directors In Attendance Were:

Scott Havener, President/Chairman
Jim Ficke, Vice President
Bruce Logan, Assistant Secretary

Directors Not In Attendance Were:

Eric Schmidt, Secretary/Treasurer

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)
Chuck Cerasoli, Deputy Chief; City of Steamboat Springs Fire Department

Chairman Havener called the meeting to order at 5:03 P.M.

Chairman Havener 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 Ficke, seconded by Director Logan and, upon vote, unanimously carried, the agenda was approved as presented.

Disclosure of Potential Conflicts of Interest: Chairman Havener 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 members of the public in attendance.

Minutes: The Board reviewed the minutes of the November 16, 2015 regular meeting. Following review and discussion, upon motion duly made by Director Ficke, seconded by Director Logan, and upon vote, unanimously carried, the Board approved the minutes of the November 16, 2015 regular meeting, as amended.

The Board reviewed the minutes of the December 14, 2015 regular meeting. Following review and discussion, upon motion duly made by Director Logan, seconded by Director Ficke, and upon vote, unanimously carried, the Board approved the minutes of the December 14, 2015 regular meeting, as presented.

Board Vacancy: Director Havener reported that Karl Bastian, who had previously expressed an interest in serving on the Board, notified him that due to scheduling conflicts he will not be able to serve. Director Ficke stated that Joe Beglund may be interested in serving and he will provide Mr. Beglund with contact information for Ms. Tinney and Director Havener.

DEPARTMENT
MATTERS

Chief's Report: Deputy Chief Cerasoli reviewed the written report, dated January 8, 2016, including reports from the Fire/Rescue, Training, and Fire Prevention Divisions.

Notable Events. Deputy Chief Cerasoli reported that December saw a 10.1% increase in call volume over the same period last year. Call volume for 2015 was 9.2% above call volume in 2014.

Deputy Chief Cerasoli reported that the department hired two part-time firefighters, Dane Vlsnick and Nick Kuchulis, and one reserve firefighter, Russ Sanford, from the 2015 Fire Academy. Deputy Chief Cerasoli reported that the department responded to two structure fires last weekend.

Trainings. Deputy Chief Cerasoli reported that

trainings in December focused on tactical considerations, ice rescue, and hazardous materials. Each EMS shift chose its own area of focus for training.

Fire Prevention/Public Education: Deputy Chief Cerasoli reported that final fire alarm and fire sprinkler inspections were completed on the first phase of the remodel/addition of the former Doak Walker Center at the Yampa Valley Medical Center. The new OB/GYN clinic is expected to open in February. Deputy Chief Cerasoli reported that fire prevention activity was down 35% from December of 2014, fire prevention activity in 2015 was 6.93% below 2014 but fire prevention fees were up in 2015 by 16.55%.

Deputy Chief Cerasoli reported that the department hosted a station tour and spaghetti dinner for the Young Burn Survivors annual winter ski trip. The department provided community CPR training on December 16th, facilitated Santa's delivery via fire truck to the Holiday Party at Howelsen Lodge on December 13th, and staff helped with the United Way "Holiday Wishes Gift Collection" program, organized by the Young Professional Network.

Deputy Chief Cerasoli reported that he organized a community meeting on December 14th to discuss a fire department proposal to establish a training facility off 20 Mile Road near the county shops, and several residents of the Fairview neighborhood were in attendance.

Strategic Plan: Deputy Chief Cerasoli reported that the fire department's Strategic Plan is on the February 2, 2016 City Council agenda for consideration. Director Havener will attend. Director Havener noted that he has concerns regarding the lack of attention in the Strategic Plan to the north and west portions of the response areas, and has previously discussed his concerns Deputy Chief Cerasoli. Deputy Chief Cerasoli stated that he will discuss revisions with Chief Stewart. The Board approved the Strategic Plan, subject to requested revisions, which will be completed by the end of the week.

FINANCIAL
MATTERS

Review and Consider Approval of December Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending January 18, 2016 totaling \$4,911.75. Ms. McCaffrey noted that due to Director Schmidt's absence the payment to him will not be processed, bringing the total to \$4,819.40.

Following review and discussion, upon motion duly made by Director Ficke, seconded by Director Logan and, upon vote, unanimously carried, the Board approved payment of the claims for the period ending January 18, 2016, in the amount of \$4,819.40.

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 January 13, 2016, with accompanying CD yield information, and the Budget to Actual report through December 31, 2015.

Following review and discussion, upon motion duly made by Director Ficke, seconded by Director Logan and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending January 13, 2016, with accompanying CD yield information.

Following review and discussion, upon motion duly made by Director Ficke, seconded by Director Logan and, upon vote, unanimously carried, the Board accepted the Budget to Actual report through December 31, 2015.

Money Management Portfolio Services with UMB Bank: Ms. McCaffrey reported that the application documents were sent to Director Havener for execution by both he and Director Schmidt. Director Havener confirmed receipt of the documents, but noted that Director Schmidt will be out of town for two weeks. Once Director Schmidt returns, Director Havener will facilitate the receipt of Director Schmidt's signatures and return of the documents as requested. Ms. Tinney will forward to Director Schmidt via email as well, should he have the opportunity to sign and then return electronically.

LEGAL MATTERS

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

Attorney Ross reviewed with the Board the 2015 retainer analysis, noting that the District realized a 33% savings in 2015 due to the retainer arrangement and reported that an increase to the retainer is not recommended for 2016.

Director Ficke asked about the number of Board meetings legal counsel will attend in person in 2016. Attorney Ross stated that attendance in person will be on an as needed basis.

2016 Legislative Update: Attorney Ross stated that legislation to allow fire protection districts to collect impact fees was introduced today. Legal counsel will continue to report on the status of proposed legislation that may impact the District.

DIRECTOR'S
ITEMS

Potential Land Purchase/Dedication: Director Havener had no new information to report. Director Ficke stated that he has not had any discussion with the School District.

COMMUNITY
MATTERS

District Sponsored CPR Classes: Director Havener stated that he would like to discuss with Chief Stewart District sponsored CPR classes.

OTHER
BUSINESS

Director Havener noted that he had some challenges with receiving documents from staff for signature by the Board. The documents were eventually received and staff is looking into a solution to better facilitate the exchange of documents.

Director Ficke requested to be excused from the February Board meeting.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Ficke, seconded by Director Logan and, upon vote, unanimously carried, the meeting was adjourned at 5:36 P.M.

Respectfully submitted,

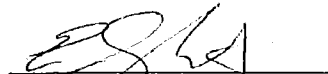
By: 

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE JANUARY 18, 2016 MEETING OF THE STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

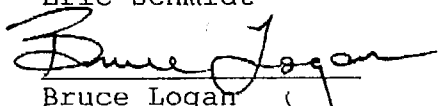


Scott Havener

Jim Ficke



Eric Schmidt



Bruce Logan