

## RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT  
HELD  
March 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 March 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  
Tom Ihrig, Secretary/Treasurer  
Karl Gills, Assistant Secretary  
Randall Hannaway, Assistant Secretary

#### Directors Not in Attendance Were:

Bruce Logan, Vice President

#### Also in Attendance Were:

Mel Stewart, Fire Chief; City of Steamboat Springs Fire Department  
Kent Vertrees and Ben Beall, Board Members; 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)  
Matthew Court, Esq.; Ireland, Stapleton, Pryor & Pascoe, P.C. (via teleconference)

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 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 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 February 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 February 19, 2018 regular meeting as presented.

May 2018 Regular Election: Ms. Tinney, in her capacity as Designated Election Official, reported that the District did not receive more Self-Nomination and Acceptance forms than Directors' positions available at the election, and at the close of business on March 6, 2018, Ms. Tinney cancelled the election and declared the candidates elected by acclamation. Ms. Tinney noted that one vacancy remains on the Board, following the expiration of the current terms of office in May. The Notice of Cancellation is scheduled for publication in the Steamboat Pilot, and the Notice of Cancellation and Certified Statement of Results will be filed with the appropriate agencies.

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DEPARTMENT  
MATTERS

Chief's Report: Chief Stewart reviewed the written report, dated March 7, 2018, which includes activities of the Fire/Rescue, Training, and Fire Prevention Divisions.

**Notable Events.** Chief Stewart reported that the total call volume for February increased by 13.2% compared to February of 2017. Year to date call volume has increased 8.2% over the same period of time as compared to 2017. In February, the department responded to six (6) 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.

Steamboat Springs Fire Rescue assisted Howelsen Hill

Ski Patrol in a successful resuscitation and transport of a patient.

**Fire Prevention/Public Education.** Chief Stewart reported that Fire Prevention activity for February 2018 was down 1% compared to February 2017. In February 2018, the department's revenue was down 31% as compared to February 2017.

**Trainings.** Chief Stewart reported that the department fire training in February included self-contained breathing apparatus, command and communication, and peer support training. The department continues to train new hires on basic firefighter skills focusing this month on hazardous material operations.

The department emergency medical services training in February included pediatric airway management, pediatric advanced life support certification renewals, and pain management medications.

Chief Stewart reported Deputy Chief Cerasoli attended a six-day Command and Control of Large Scale Events class in Emmitsburg, MD at the National Fire Academy.

**Public Education Events.** Chief Stewart reported that the department provided a safety talk and engine tour at Holy Name Pre-School.

Continued Discussions with City Representatives Regarding Current and Future Services: Chief Stewart distributed and reviewed with the Board a spreadsheet detailing four staffing options previously presented to City Council at their March 13, 2018 regular meeting. Director Gills reviewed City Council Member Scott Ford's report to City Council regarding potential emergency services consolidation. City Council will hold a work session to further discuss the possibility of emergency services consolidation on May 22, 2018.

FINANCIAL  
MATTERS

Review and Consider Approval of January Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending March 19, 2018, totaling \$269,784.70, noting the adjusted amount with the removal of director's fees payable to Director Logan.

Following review and discussion, upon motion duly made by Director Gills, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved payment of the claims for the period ending March 19, 2018, in the amount of \$269,784.70.

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 March 19, 2018, with accompanying CD yield information, and the Budget to Actual report period ending February 28, 2018. Ms. McCaffrey recommended the Board consider investment options for excess funds in the ColoTrust account and certificates of deposit maturing in July and August. The Board directed Ms. McCaffrey to check interest rates with UMB Bank and Director Ihrig to check interest rates with Mountain Valley Bank. The Board will discuss their findings at the regular meeting in April.

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 March 19, 2018, with CD Yield information, and Budget to Actual report for the period ending February 28, 2018.

LEGAL MATTERS

Attorney's Report: Attorney Court reviewed with the Board the March Attorney's Report.

Status of development of a Public Art Donation and Maintenance Agreement with Friends of the Yampa and the City of Steamboat Springs regarding the Yampa River Murals Project - Ambulance Barn Property: Attorney Court reported that legal counsel continues to engage in discussions with Friends of the Yampa and the City regarding the Public Art Donation and Maintenance Agreement.

Mr. Beall and Mr. Vertrees addressed the Board regarding the status and work done to date. Mr. Beall noted that the Friends of the Yampa is ready to move forward with the project. Attorney Court provided the Board an update regarding the ongoing negotiations between legal counsel representing the parties. Director Gills motioned to table consideration of the

Public Art Donation and Maintenance Agreement, until the most recent version is provided to the District Board for review.

Following discussion, upon motion duly made by Director Gills, seconded by Director Schmidt and, upon vote, with Director Hannaway voting "Nay", and Directors Gills, Schmidt, and Ihrig voting "Aye", the Board tabled consideration of the Public Art Donation and Maintenance Agreement.

Attorney Court noted that three main issues remain outstanding, including the scope of the City's obligation to indemnify the District, the amount of the endowment, and confirmation that a separate agreement will be executed between Friends of the Yampa and the artist that will give Friends of the Yampa the legal right to transfer and convey right, title, and interest in the work of art ("Work") to the District.

Friends of the Yampa representatives and the Board discussed costs associated with maintenance of the Work. Director Gills expressed concerns regarding the proposed \$5,000 endowment level not being adequate to cover costs if any damage or vandalism were to occur. Friends of the Yampa representatives provided the Board with their calculations related to maintenance of the Work and the manner in which they concluded that a \$5,000 endowment will be sufficient.

Attorney Court provided options for the Board to approve the agreement prior to the regular April meeting. It was the Board's consensus to wait until the April 16, 2018 meeting to consider approval of the agreement. Following discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board authorized the endowment level amount to be set at \$5,000.

Mr. Beall, Mr. Vertrees, and Ms. Keith left the meeting at this time.

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

DIRECTOR'S  
ITEMS

The Board discussed the need to stay in touch with the City Manager, Gary Suiter. Director Gills will reach out to Mr. Suiter regarding further discussion and provide an update to Ms. Tinney before April's regular meeting. Director Gills informed the Board that he will be out of the country for April's regular meeting and requested that the Board consider excusing his absence from the meeting.

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COMMUNITY  
MATTERS

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

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OTHER BUSINESS

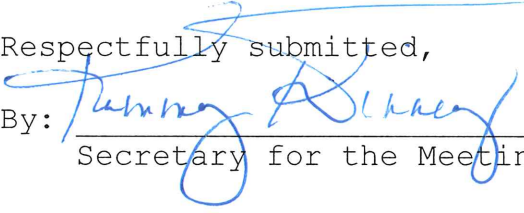
There was no other business brought before the Board for consideration.

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ADJOURNMENT

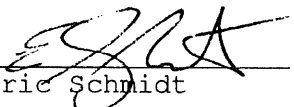
There being no further business to come before the Board, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the meeting was adjourned at 6:57 P.M.

Respectfully submitted,

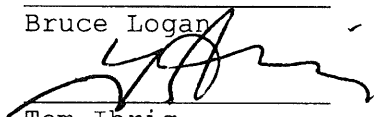
By:   
Secretary for the Meeting

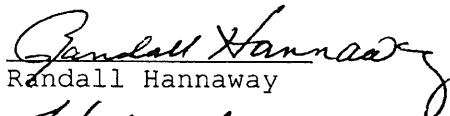
THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF

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

  
Eric Schmidt

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Bruce Logan

  
Tom Ihrig

  
Randall Hannaway

  
Karl Gills