

RECORD OF PROCEEDINGS

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

October 18, 2021

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 October 2021, at 5:00 P.M. at Centennial Hall in the Carver Room, 124 10th Street, Steamboat Springs, Colorado. Attendance was both in person and virtual via a teleconference platform accessible to the public.

ATTENDANCE

Directors in Attendance Were:

Eric Schmidt, President/Chairman
Karl Gills, Vice-President
Tom Ihrig, Treasurer
Randall Hannaway, Secretary
Adonna Allen, Director/Assistant Secretary

Also in Attendance Were:

Chuck Cerasoli, Fire Chief and Gary Suiter, City Manager;
City of Steamboat Springs
Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, PC
(via videoconference)
Kammy Tinney, Lindsey Paavilainen, Jennifer Ondracek and
Irene McCaffrey; Pinnacle Consulting Group, Inc. (via
videoconference)
Brian McGovern (via teleconference) and Larry Monger;
District Residents

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

Vice Chairman Gills declared that a quorum of the Board was present, with five of five Board members in attendance.

Chairman Schmidt arrived at 5:03 p.m.

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.

Minutes: The Board reviewed the minutes of the September 20, 2021 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 September 20, 2021 regular meeting as presented.

Management Report: Ms. Tinney reviewed with the Board the written management report, noting management's handling of routine matters for the District since the September 20th regular meeting.

Public Comment: Mr. Monger addressed the Board, expressing his concerns regarding limited address markers in rural areas and the accuracy of GPS systems to locate addresses in an emergency.

DEPARTMENT
MATTERS

Chief's Report: Fire Chief Cerasoli reviewed the Fire Chief's written report dated October 12, 2021 which includes activities of the Fire/Rescue, Training, and Fire Prevention Divisions for September 2021. Fire Chief Cerasoli responded to questions from the Board.

Notable Events. Fire Chief Cerasoli reported that the Lobsterfest occurred September 11, 2021 at the downtown fire station raising \$65,000 for the Routt County Crisis Support.

Fire Chief Cerasoli reported that a three-person crew and a Type VI Brush Truck were deployed to assist with the Schneider fire in Washington state.

Fire Chief Cerasoli reported a near-miss occurred when an HVAC unit overheated and briefly caught fire at One Steamboat Place. The responsible party for the building advised the on-duty crew did not need to respond. An ambulance crew continued to respond and investigated to find the HVAC unit on the second floor had caught fire.

Fire Chief Cerasoli reported that department staff trained with Classic Aire Ambulance reviewing interface procedures with helicopters.

Fire Chief Cerasoli reported that crews are traveling to CSU for firefighter physical evaluations. The evaluations provide baseline medical and physical information following the guidelines set forth in NFPA 1582. The evaluations allow the department to be eligible for Federal and State grants as well as participate in the Colorado Firefighters Heart and Cancer Benefits Trusts.

Fire Chief Cerasoli reported that the department received a grant to host an auto extrication workshop. The full day training was open to all Routt County departments and covered tactics and methods of rapidly extricating victims from auto accidents.

Fire Chief Cerasoli reported that the 2021 City of Steamboat Springs Fire Department Strategic Plan was adopted by the Steamboat Springs City Council and the Steamboat Springs Area Fire Protection District Board.

Fire Chief Cerasoli reported that Deputy Chief Travis Wilkinson completed Fire Officer III certification.

Call Numbers. Fire Chief Cerasoli reported that department calls for service increased in September 2021 by 5.9% over September of 2020 and 13.8% over the calls for service in September of 2016.

Fire Chief Cerasoli reported that year to date calls for service continue to increase over last year by 7.9%. Comparing that to 2016, current call numbers year to date have increased by 7.9%.

Fire Prevention. Fire Chief Cerasoli reported that due to a recent software upgrade the Fire Prevention Activity for September could not be provided. The information will be included in the October report at the November meeting.

Fire Chief Cerasoli reported that the final fire alarm and fire sprinkler inspection on the Zulejkic Residence and the Sleeping Giant School are complete.

Fire Chief Cerasoli reported that the department received Fire Training in Airway Equipment - BLS and ALS, Gunshot Wounds, and Communications and Documentation Training. EMS Training included Firefighter survivability and Aerial Ladder Operations.

Fire Chief Cerasoli reported that public education events were held at the Steamboat Surgical Center, the Routt County Office of Emergency Management, and the Steamboat Springs High School Homecoming Parade.

Staffing Plan and SAFER Grant: Fire Chief Cerasoli reported that four positions are approved for 2022 and will be posted once City Council approves the 2022 budget.

Status of Site Selection and Funding Proposals for Central Fire Station: Fire Chief Cerasoli and Mr. Suiter provided some clarity regarding City Staff's request for additional information from the District for the City's recent grant application to the Department of Local Affairs (DOLA). Following discussion, the Board directed District management to provide the requested information to DOLA, noting that the District is not a co-applicant with the City.

Mr. Suiter reported that an appraisal of the 840 Yampa property is moving forward. The City would like to move forward with a restricted appraisal to determine the value of the land underlying the City Hall site and has received an estimate in the amount of \$4,500 to perform the appraisal. The District's share of the cost of the appraisal is \$1,500. Attorney Ross clarified that the District is prohibited from paying any more than fair market value for real property.

Other Matters: There were no Other Matters brought before the Board.

FINANCIAL
MATTERS

Review and Approve October Claims: Ms. McCaffrey reviewed with the Board the claims for the period ending October 18, 2021, totaling \$235,847.60.

Following review and discussion, upon motion duly made by Director Allen, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved the payment

of claims for the period ending October 18, 2021, totaling \$235,847.60.

Review and Accept Cash Position Statement for the Period Ending October 18, 2021, with CD Yield Information, and Budget to Actual report for the period ending September 30, 2021: Ms. McCaffrey reviewed with the Board the Cash Position Statement for the period ending October 18, 2021, with CD yield information, and unaudited Budget to Actual report for the period ending September 30, 2021.

Following review and discussion, upon motion duly made by Director Gills, seconded by Director Allen and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending October 18, 2021, with CD yield information, and Budget to Actual report for the period ending September 30, 2021.

Review and Discuss Draft 2022 Budget and Schedule Public Hearing to Consider Adoption of 2022 Budget: Ms. McCaffrey reviewed with the Board the draft 2022 Budget, including proposed mill levy scenarios. Following review and discussion, upon motion duly made by Director Gills, seconded by Director Allen and, upon vote, unanimously carried, the Board ratified the appointment of the Budget Committee to include Director Ihrig, and determined to hold the public hearing to consider adoption of the 2022 Budget at the November 15, 2021 regular Board meeting.

ColoTrust Edge Investment Option: Ms. McCaffrey requested direction regarding current investments with UMB. Following discussion, upon motion duly made by Director Allen, seconded by Director Ihrig and, upon vote, unanimously carried, the Board directed that UMB DDA accounts be closed, and the funds transferred to a new account with ColoTrust Edge.

LEGAL MATTERS

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

DIRECTOR MATTERS

City-District Oversight Committee: Director Gills reported that the Committee met September 30th. Director Gills requested approval of \$1,500 for the District's share of the cost for the land appraisal of the City site.

Following review and discussion, upon motion duly made by Director Allen, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved its share of the cost of the land appraisal at the City site not to exceed \$1,500.

The Committee requested a letter of support from the District for the department's proposed Wildland Response Program. The program will include crews and apparatus available for National Wildland Call-Out, community education and wildfire mitigation efforts. It was the consensus of the Board to provide a letter of support as requested, and Director Gills will prepare a draft for review by Director Schmidt.

The Committee also discussed a joint letter from the City and the District to the City of Steamboat Springs Housing Authority requesting that the Authority consider a donation of property for a fire station from the Brown Ranch development. It was the consensus of the Board to submit a joint letter as suggested, and Director Gills will work with Mr. Suiter to prepare a draft letter to the Authority.

Director Gills suggested that the Board consider options available for the issuance of bonds, certificates of participation or another form of loan while interest rates remain low as part of the funding discussion for future capital needs.

COMMUNITY
MATTERS

There were no Community Matters brought before the Board.


OTHER BUSINESS

There was no Other Business brought before the Board.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:53 P.M.

Respectfully submitted,

By:  Secretary for the Meeting
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THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE
OCTOBER 18, 2021 REGULAR MEETING OF THE STEAMBOAT SPRINGS
AREA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE
DIRECTORS SIGNING BELOW:

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Eric Schmidt

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Eric Schmidt

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Tom Ihrig

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Randall Hannaway

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Karl Gills

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Adonna Allen

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