

RECORD OF PROCEEDINGS

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

October 17, 2022

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 17th day of October 2022, 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 video and teleconference platform accessible to the public.

ATTENDANCE

Directors in Attendance Were:

Karl Gills, President/Chairman
Randall Hannaway, Vice-President
Adonna Allen, Secretary
Jason Miller, Director/Assistant Secretary

Directors Absent and Excused:

Tom Ihrig, Treasurer

Also in Attendance Were:

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, PC (via videoconference)
Irene Buenavista, Jennifer Ondracek, Kammy Tinney, Kieyesia Conaway, Peggy Dowswell, and Tiffany Skoglund; Pinnacle Consulting Group, Inc. (via videoconference)
Chief Cerasoli; Steamboat Springs Fire Rescue
Sean Walsh; Sean Walsh Consulting (via videoconference)
Gary Suiter, City Manager; City of Steamboat Springs
William Friesell; Member of the Public

Chairman Gills called the meeting to order at 5:01 P.M.

Upon motion duly made by Director Gills, seconded by Director Allen and, upon vote, unanimously carried, the absence of Director Ihrig was excused.

Chairman Gills 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 Gills 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 19, 2022 regular meeting. Following review and discussion, upon motion duly made by Director Allen, seconded by Director Miller and, upon vote, unanimously carried, the Board approved the minutes of the September 19, 2022 regular meeting as presented.

District Management Report: Ms. Skoglund reviewed with the Board the written Management Report.

Status Report on Communication activities with Sean Walsh Consulting: Mr. Walsh presented his status report since the September Regular Meeting and answered questions. Mr. Walsh noted that he would like to move forward with website changes and add Board Member Biographies and Photos.

Public Comment: There were no public comments.

DEPARTMENT
MATTERS

Chief's Report: Fire Chief Cerasoli reviewed with the Board the Fire Chief's written report, dated October 12, 2022 which includes activities of the Fire/Rescue, Training, and Fire Prevention Divisions.

Notable Events. Chief Cerasoli reported that the Routt County EMS Council met in September for the quarterly meeting; the Council is funded by the State of Colorado. The EMS Council works to improve pre-hospital services in the state and Routt County, and supports the Routt County Crisis Support Team. This year the EMS Council purchased an airway manikin for use by all agencies. They are in the process of purchasing software that will help analyze and improve CPR outcomes in the County.

The Fire Department is continuing to support local events with the AED program. September AED's were provided to the following events: Run Rabbit Run, Electric Vehicle

Ride and Drive Event, and the Emerald Mountain Trail Run.

Chief Cerasoli reported that the department just took delivery of the new Type III Wildland Urban Interface engine. This vehicle holds 500 gallons of water and will primarily be used for wildland mitigation, response, and deployment.

Call Numbers. Chief Cerasoli reported that the call volume for September 2022 rose compared to September 2021, experiencing a 18.7% increase over the last year. Comparing the past five years, calls for service in September 2022 showed an 17% increase compared to 2017.

Year-to-date calls for service for 2022 continue to see increases over last year, with an increase of 11% over 2021.

Calls for service to date in 2022 are 25.7% higher than 2017.

Fire Prevention. Chief Cerasoli reported that September 2022 fire prevention activity increased by 4% compared to September 2021, while revenue for the same period was down 29%. Year-to-date activity is up 13% from the same period in 2021 and revenue is down 6%.

Chief Cerasoli reported the rough fire alarm and sprinkler inspections were completed at the new Routt County Health and Human Services Building. A fire investigation was conducted at 339 Apple Drive after a structure fire.

Fire Department Training. Chief Cerasoli reported that the department training in September included Aerial Apparatus Drills, Extrication drills, FF Accountability System, Firefighter Survivability.

Fire Chief Cerasoli reported that EMS training focused on Spinal Cord Injuries and Cardiology.

Public Education Events. Chief Cerasoli reported that the department hosted the Colorado Mountain College EMT students at the Mountain Fire Station. This was held as an introduction to the fire and ambulance services for the EMT students.

Steamboat Springs Fire Rescue supported the High School Homecoming weekend by having an engine in the parade and an ambulance at the football game.

The Steamboat Springs firefighters supported the Rubber Ducky Race at the Old Town Hot Springs.

Status of Central Fire Station: Chief Cerasoli and City Manager Suiter advised the Board that 50% of the design is completed. Now they are choosing furnishings and working on all final bids.

FINANCIAL
MATTERS

Review and Consider Approval of September Claims: Ms. Ondracek reviewed with the Board the claims for the period ending October 17, 2022, totaling \$392,152.36.

Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Allen and, upon vote, unanimously carried, the Board ratified and approved the payment of claims for the period ending October 17, 2022, totaling \$392,152.36.

Review and Accept Cash Position Statement and Budget to Actual Report: Ms. Ondracek reviewed with the Board the Cash Position Statement for the period ending October 17, 2022 and the Budget to Actual Report for the period ending September 30, 2022.

Following review and discussion, upon motion duly made by Director Allen, seconded by Director Hannaway and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending October 17, 2022 and the Budget to Actual Report for the period ending September 30, 2022.

Review proposed 2023 Budget. Ratify appointment of Budget Committee to prepare draft 2023 Budget. Schedule public hearing to consider adoption of the proposed 2023 budget: Ms. Ondracek reviewed the proposed 2023 Budget with the Board and answered questions. Following review and discussion, upon motion duly made by Director Miller, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved: (1) the 2023 Budget Committee as Karl Gills and Pinnacle Consulting Group,

Inc.; and, (2) holding a Public Hearing to consider adoption of the proposed 2023 Budget during the regular Board meeting that will be held on November 21, 2022.

DIRECTOR
ITEMS

President's Comments: Director Gills commented on the water use agreements to verify no further information was needed.

Communications Committee: The consensus of the Board was to table Communications Committee report until the November 21 regular Board meeting.

City-District Oversight Committee: Director Allen reported that the committee has not met since September. There is no new information to report.

COMMUNITY
MATTERS

There are no Community Matters to come before the Board.

OTHER BUSINESS

There was no other business to come before the Board.

LEGAL MATTERS

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

Executive Session: Pursuant to § 24-6-402(4)(b) of the Colorado Revised Statutes, Director Miller moved that this regular public meeting of the Board of 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 for the purpose of receiving legal advice on SB21-273 and SB22-238 pursuant to § 24-6-402(4)(b) of the Colorado Revised Statutes. Director Hannaway seconded the motion. The vote carried unanimously. Attorney Ross certified for the record that the Executive Session will constitute a confidential attorney-client communication and will not be recorded.

The Board went into Executive Session at 6:53 P.M. The Board did not engage in substantial discussion of any matter not enumerated in § 24-6-402(4)(b), C.R.S. The Board did not adopt any proposed policy, position, resolution, rule, regulation, or formal action. The

Executive Session was adjourned at 7:07 p.m. on a motion by Director Miller, seconded by Director Hannaway and passed by the affirmative vote of all members.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:07 P.M.

Respectfully submitted,

By: *Kieyesia Conaway*
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE OCTOBER 17, 2022 REGULAR MEETING OF THE STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

Karl Gills
Karl Gills

Randall Hannaway
Randall Hannaway

____ (Absent) _____
Tom Ihrig

Adonna Allen
Adonna Allen

Jason Miller
Jason Miller