

RECORD OF PROCEEDINGS

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

April 17, 2023

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 April 2023, at 5:00 P.M. at Alpine Bank, 1901 Pine Grove Road, Suite 101, 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
Tom Ihrig, Treasurer
Adonna Allen, Secretary

Directors absent and excused:

Jason Miller, Director/Assistant Secretary

Also in Attendance Were:

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, PC (via video conference)
Jennifer Ondracek, Kieyesia Conaway, and Tiffany Skoglund; Pinnacle Consulting Group, Inc. (via video conference)
Assistant Chief Wilkinson; Steamboat Springs Fire Rescue
Sean Walsh; Sean Walsh Consulting (via video conference)
Kim Weber, Finance Director; City of Steamboat Springs

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

Upon motion duly made by Director Ihrig, seconded by Director Hannaway and, upon vote, unanimously carried, the absence of Director Miller 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 amended to move item "II C. Overhead Allocation for District" after item "I E. District Management Report".

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 March 20, 2023, regular Board meeting. Following review and discussion, upon motion duly made by Director Allen, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved the minutes of the March 20, 2023, regular Board meeting as amended to reflect changes requested by Director Ihrig.

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

Overhead Allocation for District: Ms. Weber presented the Overhead Allocation from the City to the District for operational overhead, and answered questions.

Status report on communication activities by Sean Walsh Consulting: Mr. Walsh presented a status report on communication activities he has been working on, noting the company that was retained to perform the design was not able to produce an acceptable product. He has retained a new company and expects to have the design out by the beginning of May. Director Allen noted that the District should include why the new station is needed and a BIO of Chief Cerasoli as well.

Public Comment: There was no public comment.

DEPARTMENT
MATTERS

Fire Chief's Report: Assistant Fire Chief Wilkinson reviewed with the Board Fire Chief Cerasoli's written report, dated April 10, 2023, which includes the following activities of the Fire/Rescue, Training, and Fire Prevention Divisions.

Notable Events. The departments of Fire, Police, Office of Emergency Management, EMS, and event organizers worked together to meet and discuss emergency plans for the Winter Wondergrass festival.

The department took advantage of the vacant City Hall building and worked on hose deployment, search and rescue, and room and contents fire scenarios.

Call Numbers. The call volume for March 2023 increased by 20.7% compared to March 2022. The calls for service are still seeing a significant increase (35.5%) compared to five years ago (2018). Year to date, the department has responded to 890 calls for service; this is a 7.2% increase over 2022's 830 calls for service.

Fire Prevention. In March 2023 fire prevention activity decreased by 19% compared to March 2022. Year to date activity is down 3%.

Fire Marshal Shaffer attended a forum sponsored by the Routt County Regional Building Department, which focused on the adoption of the 2021 version of the International Codes, and to take part in the discussion on the adoption of the Wildland Urban Interface Code.

Inspections were completed on several tents and food vendor trucks and trailers for Winter Wondergrass.

Fire Department Training. The department training in March included pump theory, hydraulics, relay pumping, electric vehicle response, hose deployment, Air-Pack familiarization, aerial apparatus set-up, and difficult airway drills.

EMS training focused on care for patients of abuse and neglect.

Public Education Events. Paramedic Wernig hosted a CPR instructor course for the department, Steamboat Springs Police Department, and RSCO employees.

The Department continued to get law enforcement up to date on CPR/AED and First Aid training, assisting in three courses.

Status of Central Fire Station: Assistant Chief Wilkinson reported the Department should be hearing back anytime with final pricing from contractors with a not to exceed amount. He noted that this amount should be close to the

current approved budget amount. He confirmed that May 17, 2023 will be the date for the groundbreaking ceremony at the City Hall and he will share the time with the Board once confirmed.

Assistant Chief Wilkinson reported that there are a couple of options for the remodeling of the ambulance barn that will be submitted to the Board for approval, once finalized.

Brown Ranch Annexation: Assistant Chief Wilkinson reported that the Yampa Valley Housing Authority is having discussions regarding the appropriate costs of the Fire Station to go onto the Annexation, noting that Chief Cerasoli will meet with Director Gills once he returns to discuss further. Currently the proposal from the city states that Brown Ranch would be responsible for 75% of the station with the remaining 25% being split between the City of Steamboat Springs and the Steamboat Springs Area Fire Protection District.

IGA - Provision of Wildfire Protection Service and Reimbursements of Cost: Assistant Chief Wilkinson presented the IGA - Provision of Wildfire Protection Service and Reimbursements of Cost to the Board and answered questions. Following review and discussion, upon motion duly made by Director Allen, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved the IGA - Provision of Wildfire Protection Service and Reimbursements of Cost.

FINANCIAL
MATTERS

Ratify claims for the period ending March 31, 2023, totaling \$12,362.26: Ms. Ondracek presented the claims for the period ending March 31, 2023, totaling \$12,362.26 and answered questions. Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Hannaway and, upon vote, unanimously carried, the Board approved the claims for the period ending March 31, 2023, totaling \$12,362.26.

Review and Accept Cash Position Statement, including District investments, for the period ending April 17, 2023, and Budget vs. Actual Report ending February 28, 2023: Ms. Ondracek reviewed with the Board the Cash Position Statement for the period ending April 17, 2023,

and the Budget vs. Actual for the period ending February 28, 2023. 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 April 17, 2023 and the Budget vs. Actual Report for the period ending February 28, 2023.

DIRECTOR
ITEMS

President's Comments: Chairman Gills noted the Mill Levy has gone up to 9.247. This is up from 6.011 in 2019 in anticipation of increased operational costs from increased staffing and the cost of the new fire station.

City-District Oversight Committee: Director Allen noted the next Oversight Committee meeting will be held on May 3, 2023, at 4:00 P.M.

Communications Committee: There was no Communications committee update to bring before the Board.

COMMUNITY
MATTERS

There was no Community Matters to come before the Board.

OTHER BUSINESS

There was no Other Business to come before the Board.

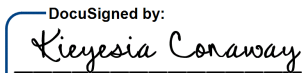
LEGAL MATTERS

Attorneys' Report: Attorney Ross reviewed with the Board the April Attorneys' Report, noting legislative updates and answered questions.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:15 P.M.

Respectfully submitted,

By:  _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE APRIL 17, 2023, REGULAR MEETING OF THE STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by:
Karl Gills
Karl Gills

DocuSigned by:
Randall Hannaway
Randall Hannaway

DocuSigned by:
Tom Ilrig
Tom Ilrig

DocuSigned by:
Adonna Allen
Adonna Allen

____ (Absent) _____
Jason Miller