

RECORD OF PROCEEDINGS

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

December 11, 2023

A meeting of the Board of Directors of the Steamboat Springs Area Fire Protection District (referred to hereafter as "Board") was convened on Monday, the 11th day of December 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 (via video conference)
Jason Miller, Director/Assistant Secretary

Also in Attendance Were:

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, PC
(via video conference)
Tiffany Skoglund, Kevin Mitts, and Jennifer Ondracek;
Pinnacle Consulting Group, Inc. (via video conference)
Chief Cerasoli; Steamboat Springs Fire Rescue
Sean Walsh; Sean Walsh Consulting (via video conference)
Gary Suiter, City Manager; City of Steamboat Springs

Chairman Gills called the meeting to order at 5:05 P.M.

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

ADMINISTRATIVE
MATTERS

Agenda: The Board considered the approval of the agenda. 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 November 20, 2023, regular Board 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 November 20, 2023, regular Board meeting subject to the changes requested by Director Ihrig.

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

Status report on communication activities by Sean Walsh Consulting: Mr. Walsh presented a status report on communication activities.

Public Comment: There was no public comment.

DEPARTMENT
MATTERS

Fire Chief's Report: Chief Cerasoli reviewed with the Board his written report, dated December 5, 2023, which includes the following activities of the Fire/Rescue Training and Fire Prevention Divisions.

Notable Events. Chief Cerasoli reported on the following matters:

The Department completed the annual Ambulance Service Licensing and Ambulance Permitting process. This Process will be moving from county oversight to state oversight in 2024 and will require additional effort to meet the requirements of the state process.

New Firefighter's hired at the beginning of the year have completed their initial training with the final step of completing their Steamboat Springs Fire Rescue Ambulance Check-Off Process.

Steamboat Springs Fire Rescue continues to host and mentor EMT students with Colorado mountain College. This relationship allows individuals within the community and the Department to discuss the fire service while training new EMT's on the skills and requirements for the job.

Call Numbers. The call volume for November 2023 decreased by 14.6% compared to November 2022. The total number of calls for November 2023 is 169 compared to 198 in November of 2022. Year to date, the Department's calls for service

have seen a 5.7% increase over 2022's calls for service. The year-to-date calls compared to calls for service in 2018, have increased by 15.6%.

Fire Prevention. In November 2023 fire prevention activity decreased by 48% compared to November 2022. Revenue for this same period is down 52%. Year to date activity is up 3.2%. Revenue for this same period is up 14.04%.

Chief Cerasoli reported that the second reading of an ordinance to adopt the 2021 International Fire Code with local amendments was passed unanimously by Steamboat Springs City Council.

Fire Department Training. The Department training in November included Mega Code drills, Patient search and hose deployment, Moving Victims, Maydays drills, Aerial Master Stream, Ground Ladder placements, Communications, and Pediatric CPR Drills. Along with Aerial Apparatus water flow, Turbo Drafting and Hazmat air monitoring.

EMS training focused on Cardiac Arrest and Post Resuscitation Care, Shock and Fluid resuscitation.

Public Education Events. In November public education included Steamboat Springs Fire Rescue going to the Steamboat Springs High School to teach Fire Extinguisher Basics to Med Prep Students, instructing 50 students, utilizing Steamboat Springs Fire Rescue's new Fire Extinguisher Trainer, and also teaching the 50 students CPR/AED.

The Department also taught CPR/AED to staff members/volunteers of the Tread of Pioneers Museum. Tread of Pioneers purchased an AED for their organization and reached out to Steamboat Springs Fire Rescue for instruction. A reminder that Steamboat Springs Fire Rescue currently has 11 certified AHA CPR Instructors.

Chief Cerasoli reported that Steamboat Springs Fire Rescue hosted students and teachers of Yampa Valley High School at the Central Station. The visit was part of their CASEL course (Career, Academic, Social-Emotional Learning) that seeks out community members willing to talk about careers and offer other life skills

information.

Steamboat Springs Fire Rescue has been working with Steamboat Springs School District to CPR certify faculty in CPD/AED and First Aid, crews taught 19 Steamboat Springs High School Faculty on November 17th.

Chief Cerasoli reported that November 24th was the holiday season kickoff hosted by Mainstreet Steamboat where they hosted "Light Up The Night" on the Courthouse lawn. Steamboat Springs Fire Rescue assisted Santa with Tower 61 to kick off the event.

Discussion of Fire Station No. 1: Chief Cerasoli provided an update on the construction of Fire Station No. 1, noting that the Steel work has begun on City Hall. The steel delivery for Station No.1 was delayed and work will begin once it is received the project should remain on schedule still even with this delayed delivery.

Brown Ranch Annexation: Mr. Suiter noted that there will not be any updates until after the election. The City Council will either accept the certification or repeal and then elections are possible which will push this matter to January. Discussion was had and Mr. Suiter answered questions.

FINANCIAL
MATTERS

Ratify claims for the period ending November 30, 2023, totaling \$816,091.00: Ms. Ondracek presented the claims for the period ending November 30, 2023, totaling \$816,091.00 and answered questions. Following review and discussion, upon motion duly made by Director Miller, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved the claims for the period ending November 30, 2023, totaling \$816,091.00.

Review and Accept Cash Position Statement, including District investments, for the period ending December 11, 2023, and Budget vs. Actual for the period ending October 31, 2023: Ms. Ondracek reviewed with the Board the Cash Position Statement for the period ending December 11, 2023, and the Budget vs. Actual for the period ending October 31, 2023. Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the

Board accepted the Cash Position Statement for the period ending December 11, 2023 and the Budget vs. Actual for the period ending October 31, 2023.

Discussion of Amendment to 2023 Budget: Ms. Ondracek discussed the need to Amendment the 2023 budget after the final invoice from the City is paid with the Board and answered questions. In order to stay within compliance the 2023 Budget Amendment will need to be completed prior to the 2023 Audit in the Spring.

Public Hearing to Consider Resolution to Adopt the 2024 Budget; Set Mill Levies; and, Appropriate Sums of Money: Upon motion duly made by Director Hannaway, seconded by Director Miller and, upon vote, unanimously carried, the Board opened the public hearing to consider the proposed 2024 Budget and discuss related issues.

Mr. Ross noted that a Notice stating that the Board would consider adoption of the proposed 2024 Budget and the date, time and place of tonight's public hearing was published in the Steamboat Pilot on November 27, 2023, having general circulation within the District. No written objections were received prior to the public hearing, and the public present had no comment.

Ms. Ondracek reviewed with the Board the proposed 2024 budget, estimated revenues and mill levy scenarios, proposed 2024 expenditures, and projected reserves.

The Board discussed the District's current and projected reserve funds, the current interest rate environment, and the potential need to increase the District's general operating mill levy to better position the District for future capital improvement obligations set forth in the 5-year Capital Improvement Plan. Following review and discussion, upon motion duly made by Director Hannaway, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved a general operating mill levy of 9.0 mills.

Upon motion duly made by Director Hannaway, seconded by Director Miller and, upon vote, unanimously carried, the Board closed the public hearing.

Following review and discussion, upon motion duly made by

Director Miller, seconded by Director Ihrig and, upon vote, unanimously carried, the Board adopted the Resolution to Adopt the 2024 Budget; Set the Mill Levies; and, Appropriate Sums of Money; approved execution of the Certification of Mill Levies and further, to authorize Pinnacle Consulting Group, Inc. to make non-material adjustments to the documents if necessary as a result of the final Certification of Assessed Valuation from the Routt County Assessor, which will be received on or before January 3, 2024.

The Board authorized Pinnacle Consulting Group, Inc. to transmit the 2024 Budget and Certification of Mill Levies, as appropriate, to the Board of County Commissioners of Routt County, the Division of Local Government, and the Division of Property Taxation. Certification of Mill Levies need to be filed no later than January 10, 2024, and the 2024 Budget needs to be filed no later than January 31, 2024.

DIRECTOR
ITEMS

President's Comments: President Gills had no comments to present.

City-District Oversight Committee: Chief Cerasoli presented an update from the City-District Oversight Committee to the Board and answered questions.

Communications Committee: There was no update from the Communications Committee.

COMMUNITY
MATTERS

There were no community matters to come before the Board.

OTHER BUSINESS

Update on Search and Rescue Communications on Building: Chief Cerasoli reported that he received the bill for the survey of the land. Chief Cerasoli will work with Ms. Skoglund to ensure the invoice is paid by the Search and Rescue team.

LEGAL MATTERS

Attorneys' Report: Mr. Ross presented the Attorney's Report to the Board and answered questions.

ADJOURNMENT

There being no further business to come before the Board,
the meeting was adjourned at 6:58 P.M.

Respectfully submitted,

DocuSigned by:
By: Kieyesia Conaway
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE
DECEMBER 11, 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 Hrig
Tom Hrig

DocuSigned by:
Adonna Allen
Adonna Allen

DocuSigned by:
Jason Miller
Jason Miller