

**RECORD OF PROCEEDINGS**

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

May 20, 2024

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 20<sup>th</sup> day of May 2024, 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 (via video conference)  
Tom Ihrig, Treasurer  
Adonna Allen, Secretary  
Jason Miller, Director/Assistant Secretary (via video conference)

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  
Gary Suiter; City of Steamboat Springs  
Sean Walsh; Sean Walsh Consulting  
Michael Boatwright; Member of the Public

Chairman Gills called the meeting to order at 5:03 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 amended to move Sean Walsh Report to Item I.I.

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 April 15, 2024, regular Board meeting. Following review and discussion, upon motion duly made by Director Ihrig seconded by Director Allen and, upon vote, unanimously carried, the Board approved the minutes of the April 15, 2024, regular Board meeting, as amended to reflect changes requested by Director Allen and Director Ihrig on page 6 of the Minutes, changing the last sentence of The Mountain Station Rebuild to reflect the Oversight Committee talking to the City of Steamboat Springs instead of Search and Rescue, as well as where it is noted that the District was able to work well with the City on the construction it needs to be changed to the Department.

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

Engagement of Consultants for Implementation of Public Entity Digital Accessibility Standards: Chairman Gills presented the topic of engaging Streamline Services to assist the District in complying with the requirements of the ADA and answered questions. The consensus of the Board decline Pinnacle Consulting Group, Inc.'s recommendation to utilize Streamline Services and to keep the District Website "as is" for the remainder of the 2024 calendar year. The Board will consider this issue again in 2025 and at that time will decide if there is a need to change the website consultant.

Property Owners being Taxed by City and District after Annexation: Chairman Gills provided some preliminary comments on the issue of certain property owners being taxed by City and District after annexation. Attorney Ross reviewed with the Board the District's legal process under C.R.S. 32-1-401 for the property owners to petition the District Board to exclude their properties from the District's boundaries and answered questions. Attorney Ross stated there is another option that would enable the City to exclude the properties from the District, which is found in C.R.S. 32-1-502. This process does not involve the property owners. Instead, the City and the District can exclude the property by submitting to the Court a stipulated plan and obtaining and recording a Court Order of Exclusion that is strictly between the District and the City. Following review and discussion, upon motion

duly made by Director Allen, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved using the Section 32-1-502 process and discussing with the City the process for accomplishing this type of property exclusion.

Public Comment: Mr. McBride told the Board that, after his residence was annexed to this City, it has been taxed by the City and the District. Mr. McBride applauded the Board for doing the right thing with the process to help the property owners who are being double taxed. Mr. McBride requested what the process will be moving forward for the Property Owners and would request that this is not on hold for another year. Attorney Ross answered questions and provided next steps.

Status Report on Communication Activities by Sean Walsh Consulting: Mr. Walsh presented an update on Communication Activities by Sean Walsh Consulting to the Board and answered questions, noting that the newsletter has been mailed out to all District residents. The newsletter process is running smoothly; the next newsletter will be in August/September.

DEPARTMENT  
MATTERS

Fire Chief's Report: Chief Cerasoli reviewed with the Board his written report, which includes the following activities of the Department's Training Division and Fire Prevention Division.

**Notable Events.** Chief Cerasoli reported on the following matters:

Firefighter Kellie Wilcoxon completed her paramedic training earlier in the year, has now completed her Steamboat Springs Fire Rescue training check-off and is now operating as a Firefighter/Paramedic for the Department.

Crews are gearing up for the annual dry hydrant testing in May/June. Dry Hydrants are "off-the-system" water supply sources that have a tested fire department connection for drafting operations. These water sources may be tanks or ponds, are spread throughout the rural Fire District, and can supply anywhere from 10,000-1,000,000 gallons of water. Dry Hydrants allow the

Department to shuttle and/or supply water for a structure fire or wildland fire. There are about 36 within the Fire District. The Department works with homeowners to provide an annual inspection and perform pump testing to ensure the connections are operational and in good condition.

The Fire Department met with the Police Department and Sheriff's Office to discuss resiliency efforts for first responders. Recent events have reminded personnel of the importance of maintaining physical and mental fitness in an industry that sees high levels of suicides and mental health issues from Post Traumatic Stress.

Representatives from Routt County Crisis Support have been joining the Department shifts for dinner. This is an opportunity for personnel to become more familiar with the crisis team and for individuals to reach out if needed.

The Department responded to a structure fire at 32760 RCR 41 on April 21, 2024. The occupant was rescued from a porch room after exiting the house onto the deck off a third story bedroom. Oak Creek Fire Protection District provided mutual aid in the form of a water tender. Routt County Sheriff's Deputies also assisted.

Steamboat Springs Fire Rescue, Steamboat Springs Police Department and the County Sheriff's Office participated in the Stop and Think Pep Rally at the High School. Responders competed in tug-o-war competitions between fire and law enforcement and then the full first-responder crew lost to the student body sports captains. This was a great event and everyone looks forward to a rematch next year.

The Routt County Wildfire Mitigation Council has begun.

**Call Numbers.** The call volume for April 2024 decreased by 16.5% compared to April 2023. The year-to-date calls compared to calls for service in 2019, have increased by 35%. The Department saw an increase in concurrent calls compared to concurrent calls in 2023, and an increase compared to 2019. Overall, the year-to-date calls have increased by 4.1% compared to 2023. Concurrent calls have increased 24% year-to-date.

**Fire Prevention.** In April 2024 fire prevention activity increased by 1.87% compared to April 2023. Revenue for this same period is up 147%. A large part of the revenue number being up significantly is due to six medium to large projects having fire alarm and/or fire sprinkler permits submitted in the same month. Year to date activity is down 13.24% compared to the same time in 2023 and revenue year to date is up 94% as compared to the same period in 2023, due to multiple large projects.

Fire Marshall Shaffer, Sheriff's Department Investigator Jackson and the Colorado Department of Fire Prevention and Control are conducting an investigation of the structure fire on RCR 41.

**Fire Department Training.** The Department training in April included swift water rescue boats deployment, Aerial Apparatus drills, initial Scene Size-Up, Fly the Wye drills, Aerial Apparatus Placement, and dual Company Operations.

EMS training focused on Pharmacology and Pain Management.

**Public Education Events.** Chief Cerasoli reported that the Department participated in the Steamboat Springs High School Stop and Think: Student Lead "Stop and Think" Week occurred in April which was designed to promote student safety and good decision-making skills. This comes before spring break and prom with the main goal being peer-to-peer messaging to help students make good decisions and stay safe. The event also was to build trusting relationships with First Responders. The Department helped kick off the weeklong event with the Student Rally and Tug of war contest. The Department was challenged by the High School students and the Police Department. The Fire Department also participated in handing out snacks during lunch hour.

AI for Wildfire Detection: Chief Cerasoli discussed with the Board using AI for early Wildfire Detection Cameras and answered questions.

Fire Station No. 1: Chief Cerasoli provided an update on Fire Station No. 1 to the Board and answered questions.

District Consolidation Update: Chief Cerasoli reported

that four area Chiefs met and would like to set up a meeting with a few board members from each district to discuss this matter further. The oversight committee will serve as the contact for the Steamboat Springs Area Protection Fire District.

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FINANCIAL  
MATTERS

Ratify claims for the period ending April 30, 2024, totaling \$10,756.65: Ms. Ondracek presented the claims for the period ending April 30, 2024, totaling \$10,756.65 and answered questions. Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Allen and, upon vote, unanimously carried, the Board approved the claims for the period ending April 30, 2024, totaling \$10,756.65.

Review and Accept Cash Position Statement, including District investments, for the period ending May 20, 2024, and Unaudited Financial Statements for the period ending March 31, 2024: Ms. Ondracek reviewed with the Board the Cash Position Statement for the period ending May 20, 2024, and the Unaudited Financial Statements for the period ending March 31, 2024. Following review and discussion, upon motion duly made by Director Allen, seconded by Director Ihrig and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending May 20, 2024 and the Unaudited Financial Statements for the period ending March 31, 2024.

Update on 2023 Audit: Ms. Ondracek provided an update on the 2023 Audit and answered questions.

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DIRECTOR  
ITEMS

President's Comments: President Gills had nothing to report.

City-District Oversight Committee: Chief Cerasoli and Director Allen presented a status report on the City-District Oversight Committee and answered questions.

Ambulance Barn - Additional Bay Needed for the District: Chief Cerasoli provided an update to the Board regarding the Fire Department's need for another bay to the Ambulance Barn and answered questions.

Mountain Station Rebuild: Chief Cerasoli and Director Allen updated the Board regarding the Mountain Station Rebuild, noting that they are working with the City to hopefully include this project in its capital improvement plan for 2025.

Communications Committee: Director Miller provided an update to the Board regarding the Communications Committee and answered questions.

COMMUNITY MATTERS

There were no Community Matters to present to the Board.

OTHER BUSINESS

Election of Officers: Chairman Gills discussed with the Board the election of Board officers for 2025. Following review and discussion, upon motion duly made by Director Allen, seconded by Director Hannaway and, upon vote, unanimously carried, the Board elected the following slate of Officers, effective immediately:  
Randall Hannaway - President  
Karl Gills - Vice President  
Tom Ihrig - Treasurer  
Adonna Allen- Secretary  
Jason Miller - Assistant Secretary

LEGAL MATTERS

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

Legislative Tracker Update: Attorney Ross presented the Legislative Tracker to the Board and answered questions.

ADJOURNMENT

There being no further business to come before the Board, Chairman Gills adjourned the meeting at 6:48 P.M.

Respectfully submitted,

DocuSigned by:  
By: Kieyesia Conaway  
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Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE  
MAY 20, 2024, 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