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RECORD OF PROCEEDINGS

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

June 17, 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 17th day of June 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:
Randall Hannaway, President (via video conference)
Karl Gills, Vice President
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, Jennifer Ondracek, and Michael Garcia; Pinnacle Consulting Group, Inc. (via video conference)
Gary Suiter; City of Steamboat Springs

Chairman Hannaway called the meeting to order at 5:02 P.M.

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

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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 Hannaway 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.

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Minutes: The Board reviewed the minutes of the May 20, 2024, regular Board meeting. Following review and discussion, upon motion duly made by Director Gills seconded by Director Allen and, upon vote, unanimously carried, the Board approved the minutes of the May 20, 2024, regular Board meeting, as amended to reflect changes requested on page 2 and 7 of the Minutes.

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

Status Report on communications activities by Sean Walsh Consulting: Mr. Walsh was not present.

Property Owners being Taxed by City and District after Annexation: The Board discussed the fact that certain properties were previously annexed to the City, but the District Board was not notified of the annexations. As a result, the properties were not excluded from the District's boundaries. Attorney Ross advised the Board that there are two ways the annexed properties can be excluded from the District. First, individual property owners may petition the District Board to exclude their property. There would be costs associated with excluding properties on an individual basis. It also is an inefficient process for excluding a large number of properties. Second, the City may petition the Court to exclude the properties under C.R.S. 32-1-501. The benefit of this process is that it does not involve the property owners and it will exclude all of the properties in one Court action. The Court's exclusion order will be effective on January 1 of the year following the year in which the Court order of exclusion is recorded with the County Clerk and Recorder. Therefore, the exclusion action must be completed before December 31, 2024, for the exclusion to take effect on January 1, 2025. Further Board discussion ensued. Mr. Suiter noted that this item is a priority for the City. The Board and Mr. Suiter agreed that Attorney Ross should contact the City Attorney to discuss the process for accomplishing the City's exclusion of the annexed properties.

Public Comment: There were no members of the public present.

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DEPARTMENT MATTERS

Fire Chief's Report: Chief Cerasoli provided 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, in the written report:

The Fire Department partnered with the City's Parks and Recreation Department to train on handling an ammonia leak at the City's ice rink. This training involved simulating a leak and the response. The training was beneficial to both departments and made them better prepared for a possible event at the ice rink.

The Department continued dry hydrant testing that started in April.

Lifescan Evaluations occurred during the month of May and proved to be very successful.

The Department hosted the City 101 class this month. The class was well attended as usual, with lots of good questions about the operations of the Department.

Chief Cerasoli continues to educate himself on the potential process of consolidation with the other fire districts in the County.

The Department continues to work with the County and City on special events. This month was a discussion with the County on coordination of special events within the County that cross the boundaries of numerous fire districts. As the County continues to refine its special event process, the fire districts are working on coordination amongst themselves.

The County will be changing its responses alerting app from "I Am Respond" to "First Due." This change requires a significant amount of up-front work by the Department and the County. Upon completion, the Department plans to follow with the implementation of a Pre-Plan/Fire Investigation module to assist in the preplanning of major facilities within the combined boundaries of the City and the District.

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Call Numbers. The call volume for May 2024 decreased by 30% compared to May 2023. The year-to-date calls compared to calls for service in 2019, have increased by 21.4%. The Department saw an increase of 20% in concurrent calls compared to concurrent calls in 2023, and an increase of 55% compared to 2019. Overall, the year-to-date calls have decreased by 1% compared to 2023.

Fire Prevention. In May 2024 fire prevention activity increased by 2.4% compared to May 2023. Year-to-date activity is down 9.5% compared to the same time in 2023 and revenue year-to-date is up 83% as compared to the same period in 2023, due to multiple large projects.

Fire Department Training. The Department training in May included RSI and CPR, Aerial Operations, Water Tender Operations, Engine Operations, Wildland Fire Refresher, Ice Rank Training, and Swiftwater Rescue Training.

EMS training focused on Medical Assessments.

Public Education Events. Firefighters visited Olympian Hall to teach two Heartsaver CPR/AED First Aid courses to SSWSC coaching staff. SSWSC is committed to providing the coaching staff with the skills and knowledge to best initiate care in case of an emergency. A total of 20 coaches received their certification.

Firefighter/Paramedic and Public Education Coordinator Julie Wernig was hosted by Sleeping Giant Elementary 4th grade who invited the Department into their classroom to teach the students basic first aid skills. Students learned how to help with minor bleeding control, splinting, and preventative tips to stay safe. Over two classes, 45 students learned important skills and started their journey in being better prepared in case of an injury.

The Department attended Sleeping Giany Elementary's career day. They fielded questions about the Fire/EMS service, along with talking about what it takes to be a Firefighter/EMT in Steamboat Springs. They hosted three sessions with about 30 students.

The Department hosted City Camp for roughly 40 kids at Central Station. During their time with the Department,

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they learned basic first aid, fire prevention, and apparatus familiarization. The campers were reminded of what a Firefighter looks like when fully dressed for an emergency.

Firefighters taught CPR/AED and first aid to approximately 13 members of CPW Heartsaver.

The Department partnered up again this year with Routt County Riders for their annual Street Smarts campaign. Members of the Department spent four days speaking about bike safety and leading group rides for roughly 150 middle school aged students in Routt County.

The AED program for special events started off strong in May, sending out 11 AEDs for special events, including Yampa River Fest, EC Ride and Drive, and the Youth Lacrosse Tournament.

Fire Station No. 1: Ms. Skoglund noted that an update from Chief Cerasoli on the construction of Fire Station No.1 was emailed to the Board today.

District Consolidation Update: Chairman Hannaway and Director Gills provided an update on the possible consolidation of emergency services into a single fire district and answered questions, noting it is a long process that could take five to six years to accomplish but it could lead to a positive outcome. Attorney Ross discussed with the Board the various ways for accomplishing a consolidation.

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FINANCIAL MATTERS

Ratify claims for the period ending May 31, 2024, totaling $1,116,444.67: Ms. Ondracek presented the claims for the period ending May 31, 2024, totaling $1,116,444.67 and answered questions. Following review and discussion, upon motion duly made by Director Allen, seconded by Director Miller and, upon vote, unanimously carried, the Board approved the claims for the period ending May 31, 2024, totaling $1,116,444.67.

Review and Accept Cash Position Statement, including District investments, for the period ending June 17, 2024, and Budget vs. Actual Report for the period ending April 30, 2024: Ms. Ondracek reviewed with the Board the

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Cash Position Statement for the period ending June 17, 2024, and the Budget vs. Actual Report for the period ending April 30, 2024. Following review and discussion, upon motion duly made by Director Gills, seconded by Director Ihrig and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending June 17, 2024 and the Budget vs. Actual Report for the period ending April 30, 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 Hannaway stated that the Board By-laws need to be updated. Board discussion ensued. The consensus of the Board was for Attorney Ross to update the Bylaws for the Board to review at its July meeting.

City-District Oversight Committee: The Committee had no update.

Ambulance Barn – Additional Bay Needed for the Department: Chairman Hannaway noted that Director Ihrig and Director Hannaway met with Search and Rescue (SAR) concerning the Department's need for an additional bay at the ambulance barn. Director Hannaway will meet with Chief Cerasoli to discuss in detail what exactly the Department needs are prior to meeting with SAR again.

Communications Committee: Director Miller provided an update regarding the Communications Committee, noting that Sean Walsh will meet with Chief Cerasoli on content for the next newsletter.

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COMMUNITY MATTERS

There were no Community Matters to present to the Board.

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OTHER BUSINESS

There was no Other Business to present to the Board.

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LEGAL MATTERS

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

Legislative Tracker Update: Attorney Ross presented the

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Legislative Tracker to the Board and answered questions.

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ADJOURNMENT

There being no further business to come before the Board, Chairman Hannaway adjourned the meeting at 6:09 P.M.

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Respectfully submitted,

By: DocuSigned by: Kieyesia Conaway
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Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE JUNE 17, 2024, REGULAR MEETING OF THE STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, BY THE DIRECTORS SIGNING BELOW:

DocuSigned by: Randall Hannaway
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Randall Hannaway

DocuSigned by:
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Kari Sills

DocuSigned by: Tom Ihrig
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Tom Ihrig

DocuSigned by: Adonna Allen
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Adonna Allen

DocuSigned by: Jason Miller
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Jason Miller