

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BLACK FOREST FIRE/RESCUE PROTECTION DISTRICT

The Board of Directors of the Black Forest Fire/Rescue Protection District held a regular board meeting on January 17, 2018, at Black Forest Fire Station One, such meeting duly posted for public notice.

A quorum present, the meeting began at 7:01 p.m.

Directors present: R. McMorrان/PJ Langmaid/J. Hinton/B.Kroto  
Directors absent: R. Nearhoof  
Also present: B. Jack/J. Rebitski/D. Arkowski/fire department personnel/community members / Calandra Vargas / Judy Von Ahlefeldt / Donovan Routsis

**Roll Call:** Director Rick Nearhoof was absent; **a motion was made, seconded, and unanimously carried to excuse his absence.**

**Public Comment:** Ms. Calandra Vargas introduced herself as a candidate for the Board of County Commissioners District 1 seat. She stated she is conducting a grass roots campaign, lives in Black Forest and invited questions and support.

Mr. Donovan Routsis also spoke to the board, announcing he is opening a brewery in Black Forest in the strip mall at Black Forest and Burgess Roads. Mr. Routsis, the brew master, retired from the Air Force after 26 years before embarking on his brew pub venture.

**Minutes** A motion was made, seconded, and approved unanimously to approve the minutes of the December 13, 2017 meeting minutes.

**Financial Reports** Treasurer Hinton reported 2017 ended with a \$1.809 million balance. The payment for the new engine chassis and the lease/purchase agreement will significantly impact the balance going into 2018. In 2017 there were substantial expenses for vehicle maintenance, mostly for front line apparatus. Chief Jack will separate vehicle maintenance expenses by vehicle in future reports. The 2017 budget finished at 12 percent under the projected total. **Upon a motion duly made and seconded, the board approved the financial report; motion carried unanimously.**

**Operations Report** Given by Chief Jack. (A written report was prepared by Chief Jack, copy attached to the minutes.)

#### Response/Service

- 85 responses in last month and 23 transports.
- The average response time is 9 minutes 24 seconds.
- The average turnout time was 1 minute 12 seconds.

#### Training

- 90 training hours in last month.
- All shifts are recertified for ice rescues.

#### EMS

- 22 overlapping calls in the last month (mostly Black Forest) with none attributed to AMR, and none resulted in a non-response. Responded for AMR on 5 calls, and they are now fully staffed.

#### Apparatus and Equipment

- All vehicles are in service.
- Captain Bell's efforts at specifications has resulted in a finalist for the engine – SVI of Fort Collins who offered a price of \$478,594. Some items were eliminated to achieve the lower cost, but the engine will be wired to facilitate the addition of those items later. Some electronic valves and cosmetic features were also eliminated. Vice Chair Langmaid advised those present that department personnel have worked extremely hard to reduce the price of this vehicle, while still ensuring an engine that will serve the district very well. The truck will be built in Fort Collins and worked on at that location. This will be a low-profile, 4x4 truck. It will have a 2-year bumper-to-bumper warranty, and delivery will be in April. Captain Bell was praised for his persistent excellent work on this project. **A motion was made to approve**

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**the purchase of a new apparatus from SVI Trucks in Fort Collins at a cost of \$478,594; motion received a second; a vote was taken and the motion carried unanimously.**

### Facilities and Grounds

- An interior door is broken.

### Other

- Staffing was 5.33 operational per day.
- The chiefs' forum dinner will be January 20.
- A Leadership Presentation will be hosted on February 8, 2018 at station 1.
- Chief Jack met with Peak Vista Health concerning delivery of health care to district residents, perhaps in collaboration with the fire department.

**Old Business** The proposed strategic plan has been studied, revised, and edited over several months, including a board work session, and discussions with all staff members. **A motion was made for the board of directors to adopt the strategic plan as written; the motion was seconded; upon a vote the motion was unanimously carried.**

Discussion ensued surrounding the strategic plan section of goals and objectives and the matter of mill levy initiatives, or a voter approved request for a mill levy increase. Treasurer Hinton was asked to work with Chair McMorran and the attorney on developing ballot language for a time when a mill levy increase may be needed. The financial strains imposed by the Gallagher Amendment, and the lack of impact fees for the district, may make a mill levy increase necessary.

Vice Chair Langmaid will be pursuing the matter of a standardized process for the exclusion of annexed property.

Mr. Langmaid also wishes to begin anew discussions with neighboring fire districts concerning the formation of a fire authority; Mr. McMorran will assist in this endeavor.

Traffic Concerns: Directors Hinton and Nearhoof met with the county commissioners on this matter and traffic studies may be conducted. There are many problem areas that have been issues for several years. Dr. Von Ahlefeldt spoke to these issues, highlighting several traffic problem sites. She urged the board to be proactive in road placement and traffic concerns of new developments. Chief Jack noted that the district has been involved to some degree in the Flying Horse North roadways, and will be a party to approval of access and egress roads and turn-around ratios.

**New Business** **Upon motion duly made and seconded, the board approved the adoption of Resolution 2018-01, notifying the public that board meetings will be held on the third Wednesday of each month in 2018 at station 1, and the public posting locations will be station 1, station 2, and the public posting board in the R&R coffee shop; a vote was called and the resolution passed unanimously.**

**A motion was made and seconded for the board to adopt Resolution 2018-02, which outlines and describes the process for an election of directors on May 8, 2018, and the designation of Melissa Bottorff as the designated election official; upon a vote the resolution carried unanimously.**

The transparency notices have been completed and submitted to all required agencies.

Gallagher Amendment discussion: The Gallagher rate was at 7.96 for many years and is now being reduced to 6.11. This may cause a substantial loss in tax revenue to the fire district of \$182,840. Such a loss will impact the strategic plan and operations in general, and if home building decreases the losses could be worse. Remedies for such losses include a mill levy increase, cutting costs, or merging with other fire departments. In the case of exploring the formation of a fire authority, it was noted that the respective boards must drive the initiative rather than relying on the fire chiefs to develop a merger.

**Reports on Workshops and Meetings** None.

**Correspondence** None.

**Future Meetings** The next regular board meeting will be held on Wednesday, February 21, 2018, at 7:00 p.m.

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**Adjournment** There being no further business, **and upon motion duly made, seconded, and unanimously carried,** the board adjourned at 8:25 p.m.

Respectfully submitted,

Donna Arkowski, Secretary