

## 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 June 20, 2018, at Black Forest Fire Station One, such meeting duly posted for public notice.

A quorum present, the meeting began at 7:00 p.m.

Directors present: PJ Langmaid/R. McMorran/J. Hinton/R. Nearhoof/D. Hoffpauir  
Directors absent: None  
Also present: Chief Jack/D. Arkowski/fire department personnel/community members

**Roll Call:** All directors were present.

**Swearing In of New Fire Fighter Hires:** Three newly hired fire fighters were sworn in by Chief Jack, and their badges were pinned by family members or special friends.

**Public Comment** District resident and regular board meeting attendee, Ms. Smith, made a comment directed at the new hires to congratulate them on their hire and to assure them that the board members are dedicated to their success. She noted that the board cares about district employees and strives to provide them with a safe and productive working environment.

**Minutes** A motion was made, seconded, and approved unanimously to approve the minutes of the May 16, 2018 meeting.

**Financial Reports** Treasurer Hinton reported that revenues are progressing as scheduled, and are comparable to this time last year. A few large expenditures early in the year have skewed the financial percentages, and will even out soon as large tax revenues begin to come in. In response to a question from the floor, it was noted that tax revenues mirror payment activity of property owners. **Upon a motion duly made and seconded, the board approved the financial report; motion carried unanimously.**

**2017 Audit Report** Ms. Dawn Schiller presented the results of the 2017 audit for the fire district, and praised the office staff for their quick response to all questions and requests for materials. She reported the audit went smoothly and the books are in good order. Her report drew attention to several areas of auditing boilerplate, as required by GASB regulations, and narratives associated with analysis of various areas of the ledgers. All aspects of the books are well presented and the finances of the district are sound. At the conclusion of the report, Treasurer Hinton suggested the directors review the report and vote on its acceptance at the July board meeting.

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

#### Response/Service

- 73 responses in last month and 20 transports.
- Nationally, 2.1 million acres have burned YTD as a result of 27,134 wild fires.
- Stage 2 burn restrictions are in effect.

#### Training

- 104 training hours in last month.
- Chief Jack attended Summer Wildland Fire Academy June 1-8 and completed All-Hazards Safety Officer Course.

#### EMS

- An ambulance that had been loaned to TriLakes FPD has been returned.

#### Apparatus and Equipment

- Engine 711 back in service.
- 762 had a leak, and has been repaired.

#### Facilities and Grounds

- There were some issues with the fire alarm system, which have been repaired.

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### Other

- Chief Jack spoke at the 5 year anniversary of the June 11, 2013 fire ceremony.
- Staffing was 4.7 operational per day in last month, and does not reflect the three new hires.
- Fire fighter Schlingmann is on light duty due to an injury.
- Ten volunteer applicants are being interviewed.
- No updates on the SAFER grant application.

Chair Langmaid thanked staff members for repairing equipment internally and saving the district funds and for outstanding turnout times.

**Old Business** Ambulance rate increase: All directors have reviewed the proposed changes and concur with the need for this action. **Upon a duly made motion and second, the board of directors voted unanimously to approve the proposed changes in the ambulance rates.** Chair Langmaid added that this action will be addressed on an annual basis.

Exclusion update: Chair Langmaid explained that there are areas on the south end of the fire district that are being annexed into the city of Colorado Springs, which resulted in those properties being taxed twice for fire protection – from both Black Forest and from Colorado Springs. The Black Forest FPD will be relinquishing fire protection of these areas to the city.

**New Business** None.

**Executive Session** Chair Langmaid made a motion to adjourn into executive session at 7:43 p.m. pursuant to §24-6-402(4)(b) C.R.S. for a conference with District general counsel Linda Glesne who participated by telephone; motion seconded by Vice Chair McMorran; motion carried unanimously. The board of directors adjourned into executive session at 7:43 p.m.

At the close of the executive session, District general counsel Linda Glesne certified that the board of directors met in executive session for a prescribed purpose and that the meeting content did not veer from that purpose.

The board of directors reconvened in open session at 8:18 p.m.

**Reports on Workshops and Meetings** Nothing to report.

**Correspondence** Two thank-you cards: One from the El Paso County dispatchers who participated in training at the Black Forest station, and another from the County for department participation in the 5 year ceremony.

**Future Meetings** The next regular meeting will be held July 18, 2018 at 7:00 p.m.

**Adjournment** There being no further business, **and upon motion duly made, seconded, and unanimously carried,** the board adjourned at 8:19 p.m.

Respectfully submitted,

Donna Arkowski, Secretary