

RECORD OF PROCEEDINGS

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 July 20, 2022, such meeting duly posted for public notice.

A quorum present, the meeting was called to order at 7:02 p.m. by Chair Dowden.

Directors present: N. Dowden/J. Abendschan/J. Hinton/C. Behnken/K. Tarvainen

Directors absent: None

Also present: D. Arkowski/fire department personnel/community members/and others via Zoom

Roll Call: All directors were present, except Director Tarvainen who was excused by motion and approval until her arrival at 7:10 p.m.

Minutes A motion was made and seconded to approve the board meeting minutes for the June 22, 2022 regular board meeting; upon a vote the motion carried unanimously.

Financial Reports Treasurer Hinton reported that paint detail, lights and decals were approved for the aerial ladder truck, to be done at Brindlee Mountain Fire Apparatus in Alabama. These work items were quoted by businesses in Denver, but Brindlee offered a substantial savings and would eliminate having to drive the truck to and from Denver for the work. It was noted that the BFFD staff is not yet qualified to drive the aerial truck. A temporary 90-day extended warranty was not approved, as it was deemed not worth the cost of \$2,300.

Mr. Hinton advised that an extension of time is needed for the 2021 audit and requested a motion for same. **A motion was made and seconded to extend the time allowable for the 2021 audit report to September 2022; motion carried unanimously.** Mr. Hinton will sign the appropriate documents for this matter with the auditing firm.

The last significant property tax payment for 2022 was received in June, an amount over \$1 million, with total current assets totaling \$3,642,986. Budgeted expenditures are at 49% at the end of June. A notable expenditure was \$250,000 for the Pierce Tower Ladder. Deployment reimbursements are still pending. **A motion was made and seconded to approve the financial reports; the motion carried unanimously.**

Operations Report Given by Chair Dowden in the absence of the operational staff. A written report was prepared by Chief Langmaid and given to all directors. A copy is attached to the minutes.

Chair Dowden reported there were 16 fire calls and 33 EMS calls, and 1,430 hours of training, with five plan reviews. Five new hires are attending a fire academy at the CSFD, a new training captain, Captain Jason Morrison, has been hired, and the 2005 tower ladder truck was purchased.

Finance and Administrative – Admin. Officer Rachel Dunn:

- Notable revenues last month were ambulance receipts - \$12,582, tax revenues - \$1,084,133; deployment revenue - \$41,570.
- Notable expenditures - \$250,000, Pierce Tower Ladder.
- The videographer team filmed for a few days.
- Time Unit – 6,961 hours worked, with 268 hours of overtime related to deployment activities.
- IT Unit – Platte River Network is complete.

Branch II Logistics - Communications – Deputy Chief James Rebitski

- Station alerting system is aligned with CSFD.

Ground Support (Fleet Services)

- Multiple items of routine maintenance.

Facilities Unit

- No significant items to report.

Planning and Prevention

- Four employees left BFFR, two for positions closer to home, one to reduce hours required for two full time firefighting positions, and one for a fire position that does not exist at BFFD.

RECORD OF PROCEEDINGS

- Five new employees were hired following entry level testing.
- New Pierce engine still being manufactured.

Community Risk – Inspections, Investigations, Mitigation

- Sketch plans, comment submittals and commitment on subdivisions ongoing.
- Wildfire risk assessments completed for 71 properties.

Operations – Deputy Chief Piepenburg

- Training hours far exceed minimum required; training occurs daily.
- Significant training events included CO-TF1 USAR and Echelon Front Muster Leadership.
- BFFR Type 3 engine deployed to San Angelo, TX for severity patrols.

Command/Strategic – Chief PJ Langmaid

Chief Langmaid continues to work on leadership development, succession planning and continuity of operations and service delivery, building and maintaining partnerships with tactical partners, and research and development to increase capacity for community service.

The 2023 budget cycle has begun with company officers having completed and submitted budget requests to their respective section chiefs for review. The residential assessment rate has been reduced, which will impact budget preparation.

Old Business Chair Dowden extended thanks to the entire team that participated in identifying the new ladder truck and recognized resident Hugh Carver for his input on this matter. Mr. Carver's suggestion that a used vehicle might be available was crucial in the decision of management to take a broader view of this district purchase, which saved the BFFRPD over a million dollars.

New Business Resolution 2022-02, Resolution for signing authority for Treasurer Hinton and Chief Langmaid to sign a 10-year lease/purchase agreement for acquisition of an engine. Treasurer Hinton itemized the details on this transaction for the financing of the engine purchase and the terms of the lease/purchase agreement. **Upon a motion duly made and seconded, the board agreed to adopt Resolution 2022-02 to approve this signing authority; motion carried unanimously.**

Reports on Workshops and Meetings Department members and two directors attended a muster leadership training exercise, which was highly praised.

Correspondence Chair Dowden read a thank you note from a property owner following a response to a fire.

Public Comments Former Director Deb Hoffpauir came to the meeting to offer cupcakes to all in honor of Former Director David Hoffpauir on the anniversary of his birthday.

Future Meetings The next regular meeting will be August 17, 2022, at 7:00 p.m.

Adjournment There being no further business, the board adjourned at 7:59 p.m.

Respectfully submitted,

Donna Arkowski, Secretary