



BLACK FOREST FIRE RESCUE
PROTECTION DISTRICT
MONTHLY REPORT

BFFRPD BOARD OF DIRECTORS & STAFF

APRIL 20TH, 2022

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**BLACK FOREST FIRE RESCUE PROTECTION DISTRICT
BOARD OF DIRECTORS**
11445 Black Forest Road
Colorado Springs, CO 80908
(719) 495-4300



Rick Nearhoof, Chairman
Nate Dowden, Vice-Chairman Jack Hinton, Treasurer
Jim Abendschan, Director Deb Hoffpauir, Director

MEETING AGENDA

Meeting Date/Time: April 20th, 2022, 7:00 PM

LOCATION: Station 1 Community Room, 11445 Teachout Rd., Colorado Springs, CO 80908

VIRTUAL LOCATION: Zoom Meeting

1. Meeting called to order.
2. Roll Call.
3. Oath and Badge Pinning of Firefighter Dustin Courter and Fire Lieutenant Chad Herdt
4. Minutes approved – March 16th, 2022, regular meeting.
5. Financial report; Treasurer Jack Hinton.
6. Department report presented by Department Staff.
7. Old Business:
8. New Business:
9. Guest Speaker: County Commissioner Candidate Lindsay Moore
10. Board member reports on workshops/meetings attended.
11. Correspondence.
12. Public comments. **Comments will be limited to 3 minutes per person.**
13. Announcement of future meeting dates (Probable: May 18th, 2022)
14. Adjournment.

Action Items:

Subject: _____ Assignee: _____

Subject: _____ Assignee: _____

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 March 16, 2022, such meeting duly posted for public notice.

A quorum present, the meeting was called to order at 7:00 p.m. by Chair Nearhoof.

Directors present: R. Nearhoof/N. Dowden/J. Hinton/J. Abendschan/D. Hoffpauir

Directors absent: None

Also present: Chief Langmaid/Chief Rebitski/C. Piepenburg/D. Arkowski/R. Dunn/fire department personnel/and others via Zoom

Roll Call: All directors were present.

An oath and badge pinning ceremony for Dustin Courter was planned, but due to weather conditions, he was not present. This will be delayed until the April board meeting.

The Board was pleased to present a service award to Chairman Rick Nearhoof, recognizing him for his eight years of service on the Board of Directors.

Minutes A motion was made and seconded to approve the board meeting minutes for the February 16, 2022 regular board meeting; upon a vote, the motion carried unanimously with Treasurer Hinton abstaining.

Financial Reports Treasurer Hinton reported \$2.926 million in assets, \$1.471 million taxes received year to date, and 13.6% of budget expended to date. **A motion was made and seconded to approve the financial report; the motion carried unanimously.**

Operations Report Given by Chief Langmaid. A written report was prepared by Chief Langmaid and given to all directors. A copy is attached to the minutes.

Previous Month Overview and Primary Focus

- Two structure fires in February
- Participated in a celebration of life ceremony for Director David Hoffpauir
- Four new temporary full-time wildland technicians identified and offered positions for mitigation work and deployments. Two will begin in March and two in May.
- Have been attending many meetings

Finance and Administrative:

- Tax revenue Feb. 2022 - \$1,471,794; ambulance revenue - \$14,340
- Notable expenses and arrivals – tires, bunker gear, portable radios, MDCs

Logistics:

- IT – Transfer in progress
- Fleet – repairs in some areas
- Facilities – overhead door repair; water drainage repair has begun at station 2

Operations:

- Training – well above minimum with 1187.5 recorded

Planning

- Flying Horse North will submit their revised plan to the County in March
- AMR staffing issues not impacting BFFR very much due to BF using BLS transport model

Community Risk Unit

- BFFR moved back to stage 1 fire restrictions but during red flag days will return to stage 2 restrictions. Notification to the public will be done through the BFFR website, social media, and signs.
- A 10,000 gallon cistern was approved along Bridle Bit Road

Responding to a question on wildland maps, Captain Piepenburg reported the maps are progressing well with the district broken into two strategic areas. All 91 tactical maps are plotted out with

RECORD OF PROCEEDINGS

information pertaining to drop and dip sites, number of homes, and resources required.

Old Business 2022 Election Report – DEO Rachel Dunn: Four self-nominations were received for the three board vacancies, but only three of the individuals were eligible electors. Therefore, the election will be canceled and the three eligible nominees will be Chad Behnken, Nate Dowden (the incumbent vice chair), and Kierstan Tarvainen.

New Business None

Reports on Workshops and Meetings None

Vice Chair Dowden praised the department for the informative and professional videos that have been posted on social media.

Correspondence A thank-you letter was received from Mountain View FPD in Boulder County expressing appreciation for the assistance provided by BFFR in containing the Marshall Fire. Firefighter John Dillon was present and advised that he and a crew deployed December 30 to the Marshall Fire and spent five days assisting with suppression activities.

A thank-you note was received from Deb Hoffpauir, the widow of Director David Hoffpauir, thanking the district for the participation of the Honor Guard in the ceremony for David.

A thank-you note was received from a Black Forest family expressing gratitude for the BFFR's assistance throughout the illness of a family member.

It was asked if there has been any progress in identifying the problem properties that were included in recent public complaints for homes that were being used as Airbnb rentals in which the renters were loud and disruptive and building fires on the properties. This is a difficult situation, as many homes are being utilized in this way, and the fire department and the Sheriff's Office are attempting to enforce property use rules.

Public Comments Linda Smith questioned whether the multiple grass fires recently burning alongside Black Forest Road were considered intentional. Chief Langmaid stated the cause of the fires was undetermined and it is unknown if they were intentional.

Future Meetings The next regular meeting will be April 20, 2022, at 7:00 p.m.

Executive Session **A motion was made to adjourn into executive session per §24-6-402(4)(d) CRS to discuss security issues; the motion was seconded; calling for a vote, the motion carried unanimously.** The Board adjourned into executive session at 7:23 p.m.

The Board reconvened into open session at 8:11 p.m.

Adjournment There being no further business, the board adjourned at 8:11 p.m.

Respectfully submitted,

Donna Arkowski, Secretary

Black Forest Fire Rescue Protection District Balance Sheet

As of March 31, 2022

	Total
ASSETS	
Current Assets	
Bank Accounts	
1000 FNB - Operations Checking	1,301,065
1005 MMDA First National Bank	136,424
1010 FNB - Emergency Reserve	235,989
1015 FNB - Capital Improvement	815,480
1020 FNB - Tabor	136,958
Total Bank Accounts	\$2,625,916
Accounts Receivable	
1200 Accounts Receivable	3,230
Total Accounts Receivable	\$3,230
Other Current Assets	
1205 County Taxes Receivable	251,821
Total Other Current Assets	\$251,821
Total Current Assets	\$2,880,967
TOTAL ASSETS	\$2,880,967
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	26,956
Total Accounts Payable	\$26,956
Credit Cards	
2010 Divvy Payable	3,429
Total Credit Cards	\$3,429
Other Current Liabilities	
2015 Colonial Insurance	423
2055 Federal Tax Payable-Employee	(8)
Total Other Current Liabilities	\$415
Total Current Liabilities	\$30,800
Total Liabilities	\$30,800
Equity	
3000 Beginning Fund Balance	1,888,913
Net Income	961,254
Total Equity	\$2,850,167
TOTAL LIABILITIES AND EQUITY	\$2,880,967

Black Forest Fire Rescue Protection District
Budget vs. Actuals:
 January - March, 2022

	Total		
	Actual	Budget	% of Budget
Income			
100 Operating Revenues	71,888	561,104	12.81%
200 Non-Operating Revenues	1,838,496	3,982,874	46.16%
Total Income	\$1,910,383	\$4,543,978	42.04%
Gross Profit	\$1,910,383	\$4,543,978	42.04%
Expenses			
300 General Finance Branch	163,693	292,328	56.00%
320 Administrative Branch	9,355	51,183	18.28%
340 Total Compensation Branch	440,262	2,350,236	18.73%
342 Benefits	125,051	568,287	22.00%
400 General Logistics Branch	818	39,559	2.07%
420 Information Technology Branch	14,624	37,812	38.68%
440 Communications Branch	45,519	99,522	45.74%
460 Fleet Services Branch	11,755	103,040	11.41%
480 Facilities Branch	13,855	77,377	17.91%
484 Training Center	133	17,828	0.74%
485 Radio Tower	107	616	17.31%
486 Communications Center	96		
490 Personal Protective Equipment (PPE) Branch	35,902	51,462	69.76%
500 Operations Branch	15,504	127,693	12.14%
520 Training Branch	21,531	163,664	13.16%
540 Deployment Branch	29,236	376,104	7.77%
620 Community Risk Branch	5,143	5,975	86.07%
680 Capital Procurement Branch	5,925	43,029	13.77%
700 Command Sections	10,622	93,762	11.33%
Total Expenses	\$949,129	\$4,499,477	21.09%
Net Operating Income	\$961,254	\$44,501	2160.07%
Net Income	\$961,254	\$44,501	2160.07%

Department Report for March 2022

DEPARTMENT SUMMARY

BRIEF OVERVIEW of MARCH 2022

Fire Calls	EMS Calls	Training Hours	Plans Reviewed
13	48	1429	5
Significant Incidents, Events, & Projects			
Awards & Recognition Dinner			
Wildland/Mitigation Technicians onboarded and deployed			

We continue to attend and meet with:

- North El Paso County Fire Chief’s
- Pikes Peak Fire Chief’s Council
- Pikes Peak Wildfire Preparedness Group
- Board of County Commissioners (BoCC)
- 9-1-1 Authority
- El Paso County Planning Commission
- El Paso County Land Use
- Pikes Peak Radio Communications Network
- Pike Peak Area Council of Governments
- Colorado State Fire Chief’s
- Mtn. View Electric
- Cherokee Metropolitan District
- Emergency Services Authority (ESA) Board
- Colorado Springs City Council
- Pikes Peak Regional Office of Emergency Management (PPROEM)

FINANCE & ADMINISTRATIVE SECTION

Administrative Officer Rachel Dunn

Cost Unit

Notable Revenues this month:

- Ambulance Revenue of \$7,976
- Total Tax Revenue of \$255,134
- Wildland Revenue of \$6,948

Notable Expenses this month:

- Bunker Gear - \$14,745
- Two structure fire chainsaws and parts - \$2,441
- Wildland equipment (packs, helmets, kestrel) - \$1,585

Procurement Unit

Notable arrivals this month:

- Chainsaws
- Rescue equipment

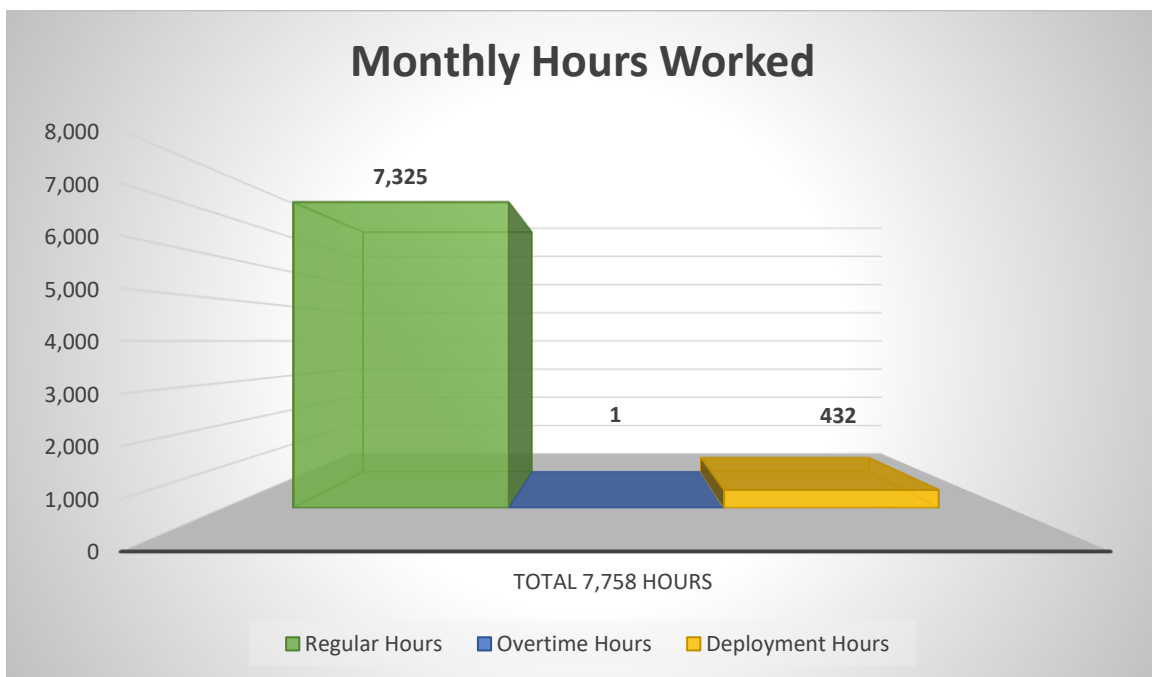
Public Affairs (PIO) Unit

- Reviewing website and platforms to provide easier access to information and updates.

Compensation & Claims Unit

- Nothing to report

Time Unit



LOGISTICS SECTION

Administrative Officer Rachel Dunn & Deputy Chief James Rebitski

Branch I (Rachel Dunn)**IT Unit**

Onboarding of IT partner with full system/network analysis to begin in April.

Supply Unit

Maintaining sufficient station and medical supplies. However, supply chain issues persist.

Member Wellness Unit

2nd Annual Awards & Recognition Dinner

- Firefighter of the Year: Erik Beckstrom
- EMS Provider of the Year: Madison North
- Numerous Unit Citations
- Promotion of Captain Chris Piepenburg to Deputy Chief of Operations

Former BFFR Firefighter Carlos Pittman graduated from CSPD Academy and has begun his law enforcement career.

Branch II (Deputy Chief Rebitski)**Communications Unit (Brandon Jones)**

- Estimate for Station Alerting equipment, programming, and installation received. This will conclude a seven-year project and modernize the alerting system.
- Persistent MDC/GPS location issues are finally being resolved with new double antennas being installed.

Ground Support (Fleet) Unit (E.V.T. Gavin Smith)

3341: Annual County inspection

3342: Annual County inspection

4546: Front right wheel assembly; Pump

5891: Master drain handle

5849: Right side upper pump-house panel tightened

8591: Wheel chock; Valve handle assembly for tank fill; Start diagnosis on ABS light; Master drain cable; Replaced half of dash light bulbs that were out, (dealer didn't have enough in stock to replace the rest); Broken light bracket

7129: Pre-deployment inspection

1390: Headlight

Facilities Unit

Firehouse 1 (Lt. Davis): Obtaining estimates to upgrade flooring from carpet to polished/stained concrete.

Firehouse 2 (Lt. Rackl): Exterior project almost complete. Landscape fabric and gravel remaining.

Training Complex (DC Piepenburg): Contractors unavailable to assist with planned improvements.

PLANNING & PREVENTION SECTION

Deputy Chief James Rebitski

Planning Branch**Resources Unit**

- Two of the four temporary seasonal wildland technicians started.
- New Pierce Engine now expected in June.
- Still seeking additional fuel capacity methods.

Situation Unit

- ***Persistent Red Flag weather and Fire Danger Ratings indicate serious threats to region and community.***
- Flying Horse North Development officially submitted plans in March.
- Sterling Ranch development has developed to the area set aside for additional BFFR firehouse.
- Early discussions with property owner for a 3-lot subdivision (mitigation, water, and access).
- Met with Classic homes regarding water issues at Timber Ridge Filing 2 subdivision (2.5 acre lots).
- Significant national supply issues are impacting all areas of planning.

Documentation Unit

- Nothing to report.

Community Risk Branch**Inspections Unit**

- Approved emergency access for Sterling Ranch Phase 9.
- Submitted comments on High View Estates off Walker Rd (4 lot subdivision).
- Submitted comments on Kinch subdivision located off Milam Rd. Early discussion about access and mitigation on all lots.
- Submitted comments on the McClintock Gate Station off Vollmer Rd (CSU) putting up a steel building to cover critical piping and valves.
- Submitted comments on a 3-lot family subdivision off Herring Rd. Working on access to all three lots.
- Working with developer of the Eagle Forest subdivision off Shoup Rd (44 acres) on installing water cistern.

Investigations Unit

- Registered two employees for a fire investigations class.

Fuels Management (Mitigation) Unit

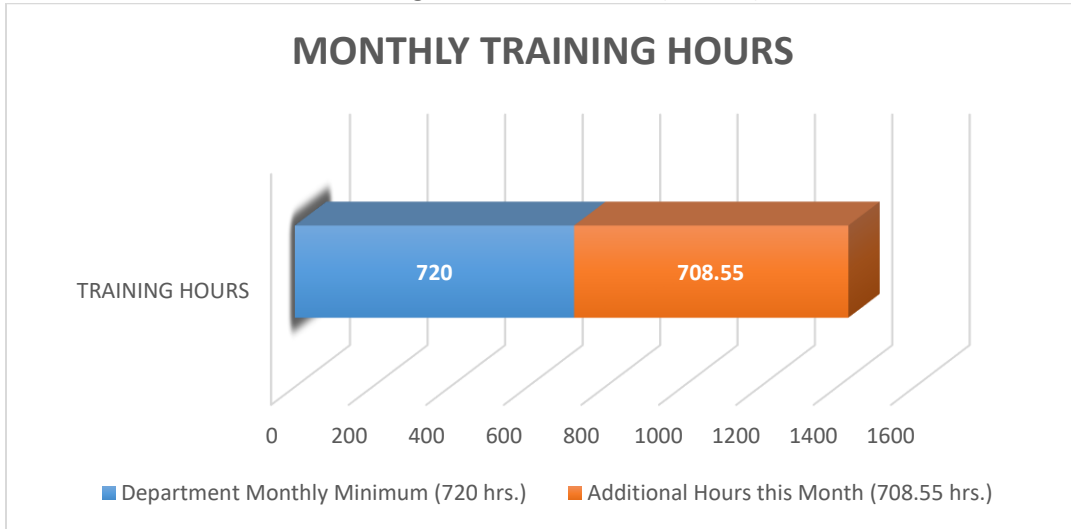
- Continuing to work on the Community Risk Assessment to develop the Community Risk Reduction Plan.
- Attended the Spring PPROEM wildland mitigation meeting with D.C. Piepenburg to discuss regional mitigation projects by other agencies and to get updates on County Projects and support.
- Requested updated quotes for chipper.

BFFRPD is in STAGE 2 FIRE RESTRICTIONS

OPERATIONS SECTION

Deputy Chief Chris Piepenburg

Training Branch – Director: (Vacant)



Deployment Branch

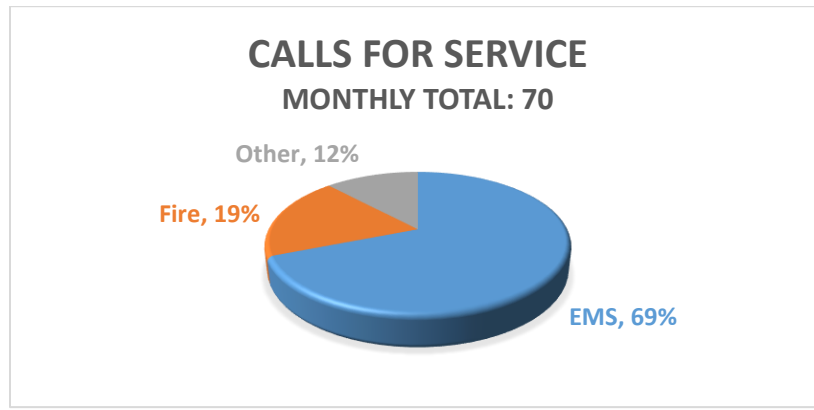
Summary of Significant Events:

- BFFR Type 6 (Brush) deployed with an Engine Boss and two wildland/mitigation technicians to severity patrols in SE Colorado on March 26th for a three-week assignment.

Daily Operations Branch

Summary of Significant Events:

- Nothing significant to report



COMMAND/STRATEGIC SUMMARY

Fire Chief PJ Langmaid

Fire Chief's primary focus, and intent continues to be:

- Leadership development and alignment for entire Officer Corps and other interested staff.
- Succession planning and development for continuity of operations and service delivery.
- Strategic planning and alignment for organizational sustainability and stability.
- Building and maintaining relationships with strategic and tactical partners.
- Research and development to increase capacities and capabilities for community services delivery.

Strategic Planning:

- Due to significant supply chain issues, reduced manufacturing capacity, and the predicted increases in development with subsequent service delivery needs, there is a need to begin the acquisition of the ladder truck.
 - With a build time of 24-months, the goal would be to take delivery at the end of 2024 for a target in service date of January 2025.
 - This acquisition will also be a part of the grant requests for SAFER grants to assist with increasing staffing with Federal grant monies. We will be hiring a professional grant writer to assist in this project.

INFORMATIONAL ONLY NO ACTION REQUESTED/NEEDED AT THIS TIME

- Beginning to identify the needs for additional smaller fire stations throughout the district over the next 10 to 12 years to decrease response times and interdict small fires and acute medical incidents more quickly.
 - Within Sterling Ranch for an Engine, Brush, and Tender
 - Along Vollmer/Swan area for an Engine, Brush, Tender, and medium Rescue
 - Along Shoup/Milam area, for an Engine, Brush, and Tender
 - The concept is to work with partners to develop these facilities to ideally reduce costs to existing taxpayers.

INFORMATIONAL ONLY NO ACTION REQUESTED/NEEDED AT THIS TIME

- Given the rapid development of the area and the significant increases in traffic we can predict that call volume will continue to rise, while we have not yet met our daily staffing need of 15 firefighters.
 - With increasing operational staff, we must plan for the increased support staff required. Previously the Board was informed of the persistent deficiencies within the American Fire Service to properly staff the supporting elements of fire departments. As we plan for the operational increases we must stay ahead of and continue to invest in the increased capacity and capability of our supporting elements.
 - The goal is to maintain an 80/20 split for Operations/Support, despite a 70/30 split being the more efficient and effective ratio. With this 80/20 split model BFFR support positions are already understaffed by two FTE's. This will be an area of focus for the 2023 budget. Again, your BFFR General Staff is looking at diverse solutions to improve this while reducing spending of existing tax dollars.

INFORMATIONAL ONLY NO ACTION REQUESTED/NEEDED AT THIS TIME

In summary, despite the significant daily operational workload, the leadership within your organization is consistently focused on the strategic planning for the next 5, 10, and 20 years of professional and high performing service delivery.

APPENDIX A
OLD BUSINESS DOCUMENTS

APPENDIX B

NEW BUSINESS DOCUMENTS
