



BLACK FOREST FIRE RESCUE
PROTECTION DISTRICT
MONTHLY REPORT

BFFRPD BOARD OF DIRECTORS & STAFF

DECEMBER 7TH, 2022

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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 November 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 Dowden.

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

Directors absent: J. Abendschan

Also present: Linda Glesne/PJ Langmaid/C. Piepenburg/R. Dunn/D. Arkowski/fire department personnel/community members/and others via Zoom

Roll Call: Director J. Abendschan was absent. **A motion was made and seconded to excuse Mr. Abendschan's absence due to travel; the motion carried unanimously.**

Oath and Badge Pinning: Chief Langmaid introduced new firefighters, including some of their background information, and spoke to the dedication their jobs will require. Chairman Dowden administered the oath of office to four new permanent staff members – Firefighters Patterson, Priddy, Svoboda, and Kanipe. Family members and friends pinned their badges. Luis Marconato was also introduced, and is a graduate of the CSFD Fire Academy.

Minutes A correction was noted for the October 12, 2022 minutes, to change "four-window" on page two, the second paragraph of New Business, to "four-day window". **A motion was made and seconded to approve the board meeting minutes as amended for the October 12, 2022 regular board meeting; upon a vote the motion carried unanimously.**

New Business The agenda format was suspended to allow Attorney Linda Glesne to join the meeting via Zoom to lead a board discussion on the question of whether the Black Forest Fire/Rescue Protection District should participate in the Colorado Family and Medical Leave Insurance Program (FAMLI), a state-facilitated paid family medical leave program. This is a new program in Colorado that is funded by a 0.45% contribution from the employee, based on their annualized wages, plus a 0.45% matching contribution from the employer. Or the employer may wish to pay the full 0.9% premium. Special districts are allowed to opt out of this program if they are providing their employees with adequate benefits, and must notify the State of such action. Concerning independent options of employees, they may voluntarily choose to participate and contribute savings to the program. If the District opts into the program, it must abide by State rules of membership and stay in the program for at least three years initially. The District would have the ability to opt out after the initial three-year period. Also, if the District opts out now, it may decide to opt in at a later date, using a three-year window for opting in or out. If the District decides to opt out, that action must be revisited again in eight years and a vote taken again whether to opt out or in. A decision deadline is 12/31/2022. If employers provide similar benefits to employees already, they may consider opting out of this program. Ms. Glesne stated the great majority of her clients have opted out.

If an employee participates on their own in FAMLI, they are responsible for submitting the required forms and contributions, they own their account and the fund balance is portable; they may move it to another employer. There are rules in place limiting the maximum balance they may accrue.

Discussion ensued re benefits provided by the District to employees vs. those offered by FAMLI and the reliability of the costs of that program. Directors examined the language of Resolution 2022-03, a resolution declining participation in FAMLI, which sets forth the parameters of the new State program and the requirements of the District, ascertaining that the District had performed their due diligence in this matter. **A motion was made to adopt Resolution 2022-03, A Resolution Declining Participation in the Colorado Family and Medical Leave Insurance Program; the motion was seconded; the motion was approved unanimously by all directors present.**

Financial Reports Treasurer Hinton reported that the District has assets of \$2.8 million, with no exceptional transactions. **A motion was made and seconded to approve the financial reports; the motion carried unanimously.**

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

RECORD OF PROCEEDINGS

Finance and Administrative – Admin. Officer Rachel Dunn:

- Notable revenues last month were ambulance receipts - \$20,837, tax revenues - \$56,018, deployment revenue - \$53,376.
- Notable expenditures – nothing to report.
- Procurement - uniforms.
- Monthly hours worked – 8,895.

Branch II Logistics – Planning and Prevention – Deputy Chief James Rebitski (by Chief Piepenburg)

- Fleet – routine repairs and maintenance.

Facilities Unit

- Facilities – nothing to report.

Resources Unit

- Pierce aerial had new lights installed and ETA is delayed to mid-January 2023.
- Working on wildland fire assessment.

Inspections Unit

- Routine activity.
- Increase in recreational fire permits.

Fuels Management (Mitigation) Unit

- Working on grants to obtain chipper and truck.

Operations – Deputy Chief Piepenburg

- Training hours continue to be significant at 21% of work hours.
- Wildland engine returned from deployment in southeast Colorado.
- Assisted Hanover in wildland fire and Pueblo County for vehicle fire.
- Four members graduated from CSFD Fire Academy, with BFFD member Trevor Holliday named top recruit.
- CSFD personnel came to BFFD to train in the training building. Outside participants are not charged for using the facilities as all departments and districts share their training spaces.

Command/Strategic – Chief PJ Langmaid

- Chief advised he was notified that the work estimate for the Pierce aerial did not include lights in the bucket, at a cost of about \$3,500. The Chief made a decision to approve this extra work, and the Board concurred.
- Chief and the staff will be meeting to review capital needs, facilities needs, training, strategic planning, and other needs and will report on the findings to the Board.

Old Business Public Hearing – 2023 Budget for the Fire District. Ms. Dunn presented budget projections for an eight-person per day budget plan. Several items were highlighted, such as a reduction in workers compensation. The “estimated” column will continue to change until year-end and will continue to decrease. This will impact the beginning balance for 2023. Total expenditures include deployment expenses and deployment revenue is also included to offset this expense. Total revenues for the 2023 budget will be \$4.8 million, which will be balanced by \$4.8 million in expenditures. Major expenditures will be \$43,879 each for a Pierce engine and a Pierce tender.

It was announced that the bank president, Dave Wood, will be retiring. There are plans to commemorate his association with the fire district. He will be invited to the awards banquet in March.

At the December board meeting the budget resolution will be adopted and the mill levy will be certified. The mill levy will be adjusted due to the state reduction in the RAR, resulting in a revenue neutral budget that does not increase taxes.

Reports on Workshops and Meetings None

Correspondence A donation of \$3,000 was received from the family of Walter and Imelda Evans, both former volunteers in the fire department beginning in 1976. Walter and Imelda are both deceased and were extremely dedicated to the fire department. To recognize their service to the fire department, their children decided to make this donation in their names. Chief Langmaid suggested perhaps dividing the funds between the two stations for quality-of-life items. Board

RECORD OF PROCEEDINGS

members considered memorializing their service in some way that would be publicly noted, such as photos and plaques centered in an area of the front entry of station 1.

Public Comments Ms. Linda Smith noted that in the past many paid personnel would leave the BFFD fire department soon after being hired to go to departments that pay more. She stated that it seemed that was no longer the case and she asked if the employee level has stabilized. Chief Langmaid responded that it has slowed down, but there is always a competition with other departments who are able to pay more. In an effort to maintain an employee force, other efforts are under way to build and strengthen a department culture.

Ms. Smith continued with questions about a possibility of a new fire station in Flying Horse North to service that area of Black Forest, asking if FHN would be assisting with land, equipment, and the building of a station. The Chief replied that more staff will be needed, the cost of which will be provided by FHN property taxes upon build-out. Station 2 is unable to meet the needs of FHN. Sufficiency of water is also a big issue. The developer is committed to working with the fire district to solve the issues currently being considered.

Future Meetings The next regular board meeting will be December 7, 2022, at 7:00 pm. The financial reports will not be available that early in the month, and will be presented in January. There will be an all-hands meeting on December 3, and the Board is included. A public notice will be published notifying the public that the Board meetings in 2023 will be held on the third Wednesday of every month, unless circumstances require changing the date.

Adjournment There being no further business, the board adjourned at 9:00 p.m.

Respectfully submitted,

Donna Arkowski, Secretary

Black Forest Fire Rescue Protection District
Balance Sheet
As of November 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 FNB - Operations Checking	1,262,576
1005 MMDA First National Bank	136,674
1010 FNB - Emergency Reserve	236,107
1015 FNB - Capital Improvement	193,276
1020 FNB - Tabor	137,026
Total Bank Accounts	\$1,965,660
Accounts Receivable	
1200 Accounts Receivable	547,865
Total Accounts Receivable	\$547,865
Total Current Assets	\$2,513,525
TOTAL ASSETS	\$2,513,525
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	22,059
Total Accounts Payable	\$22,059
Credit Cards	
2010 Divvy Payable	11,107
Total Credit Cards	\$11,107
Other Current Liabilities	
2015 Colonial Insurance	423
Total Other Current Liabilities	\$423
Total Current Liabilities	\$33,589
Total Liabilities	\$33,589
Equity	
3000 Beginning Fund Balance	1,888,475
Net Income	591,461
Total Equity	\$2,479,936
TOTAL LIABILITIES AND EQUITY	\$2,513,525

Black Forest Fire Rescue Protection District
Budget vs. Actuals
January – November 2022

Department Report for November 2022

DEPARTMENT SUMMARY

BRIEF OVERVIEW of SEPTEMBER 2022

Fire Calls	EMS Calls	Training Hours	Plans Reviewed
10	54	1729.25	6
Significant Incidents, Events, & Projects			
Joint Interagency Training Continues Small brush fire that was stopped quickly in District 1 Medical runs where Chaplain assistance was needed 8 members participated in Rigging for Rescue			

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
- Pikes Peak Area Council of Governments
- Colorado State Fire Chief’s
- Mtn. View Electric
- Cherokee Metropolitan District
- Emergency Services Authority (ESA) Board
- Pikes Peak Regional Office of Emergency Management (PPROEM)

FINANCE & ADMINISTRATIVE SECTION

Administrative Officer Rachel Dunn

Cost Unit

Notable Revenues this month:

- Ambulance Revenue: \$8,833.74
- Total Tax Revenue: TBD
- Deployment Revenue: \$10,950.98

Notable Expenses this month:

- Nothing new to report

Procurement Unit

- Uniform items

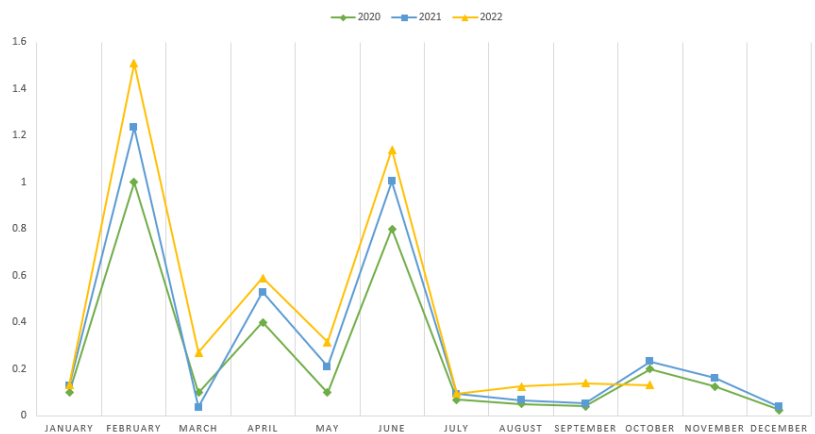
Public Affairs (PIO) Unit

- Nothing new to report

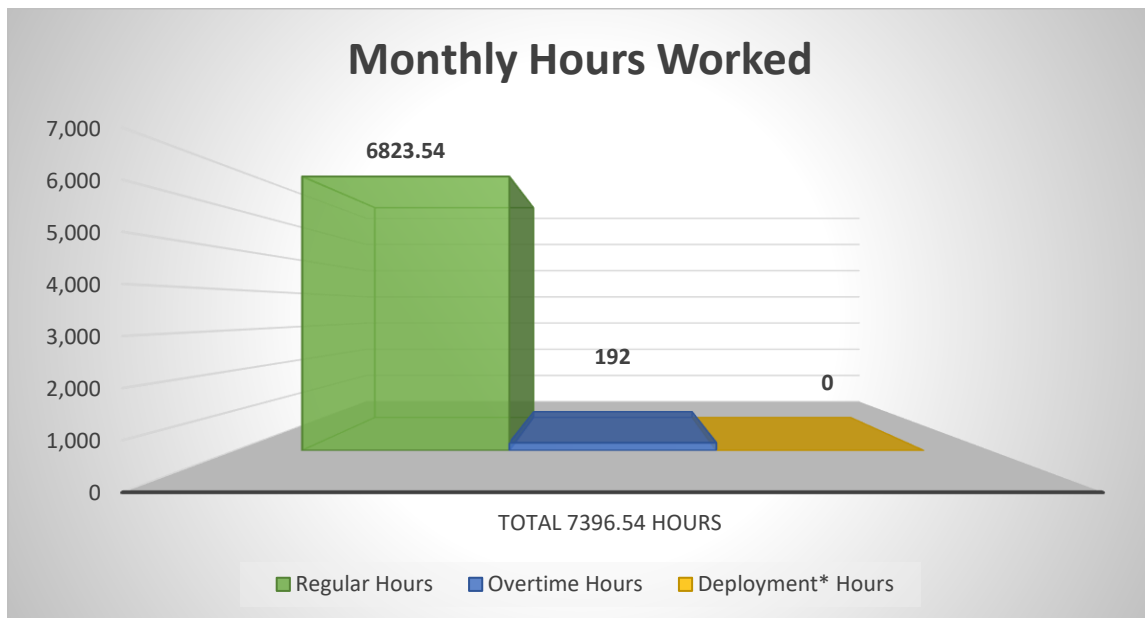
Compensation & Claims Unit

- Nothing new to report

BLACK FOREST FIRE RESCUE PROTECTION DISTRICT THREE YEAR REVENUE HISTORY



Time Unit



* Denotes total deployment and deployment back fills*

LOGISTICS SECTION

Administrative Officer Rachel Dunn & Deputy Chief James Rebitski

Branch I (Rachel Dunn)

IT Unit

- Nothing new to report

Supply Unit

- Nothing new to report

Member Wellness Unit

- Nothing new to report

Branch II (Deputy Chief Rebitski)

Communications Unit (Lt. Jones)

- Working to set up IP for station alerting.

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

8591: Repaired damage to wiring, replaced air switch, perform service, and replaced EGR valve.

1390: replace ball joints and upper control arms

4395: Continuing to install equipment and ready for service.

All four pump apparatus passed pump test.

Facilities Unit

DC Rebitski, DC Piepenburg, Fire Chief, and Lt. Herdt held a work session regarding facility planning with a follow up scheduled in early 2023.

Firehouse 1:

- Performing general maintenance.

Firehouse 2:

- Nothing new to report.

Training Complex:

- Heaters installed in barn.

PLANNING & PREVENTION SECTION

Deputy Chief James Rebitski

Planning Branch

Resources Unit

- Continued work on the Pierce truck. ETA January 2023.

Situation Unit

- New RED Flags installed on all fire danger signs.

Documentation Unit

- Continued scanning old documentation to add to electronic filing system.

Community Risk Branch

Inspections Unit

- Worked with minor sub to develop road plan for Burgess Road
- Comment on Northern Water delivery system
- Comment on Multi-family rezone on Vollmer Road
- Final plat comment Copper Chase at Sterling Ranch
- Final plat comments RV storage on Vollmer Road
- Comments on commercial cistern project
- Continuing to see an increase in Recreational Fire permits and address sign requests

Investigations Unit

- Nothing new to report.

Fuels Management (Mitigation) Unit

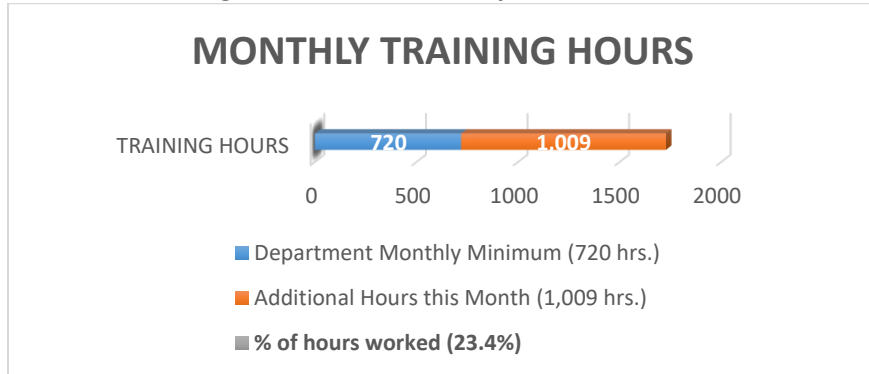
- Performing risk assessments as personnel are available.

BFFRPD is out of FIRE RESTRICTIONS

OPERATIONS SECTION

Deputy Chief Chris Piepenburg

Training Branch – Director: Captain Jason Morrison



Training Branch

Summary of Significant Events:

- 8 members participated in Rigging for Rescue

Deployment Branch

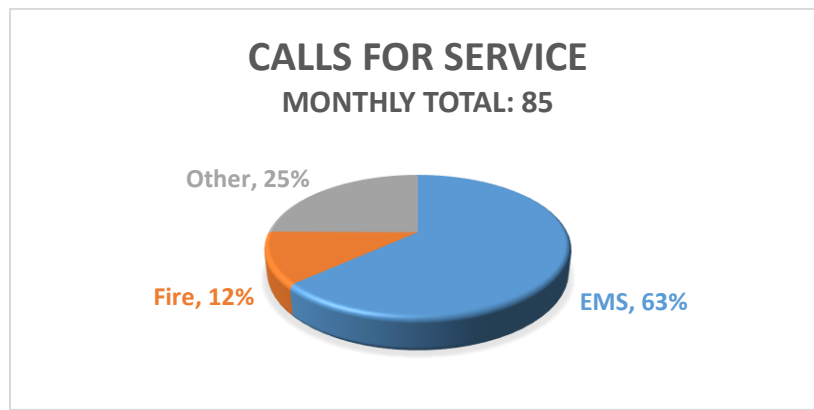
Summary of Significant Events:

- Nothing new to report.

Daily Operations Branch

Summary of Significant Events:

- Small brush fire that was stopped quickly in District 1
- Medical runs where Chaplain assistance was needed



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.

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

2023 Black Forest Fire Rescue Protection District Budget Message

Directors and Community,

I am pleased to submit the 2023 Budget for the Black Forest Fire Rescue Protection District. This budget provides flexibility while maintaining a conservative financial approach.

The center of gravity for this budget, as predicted and communicated over the past few years, are the financial impacts exclusions have due to unabated and unmitigated annexations by the City of Colorado Springs. The growth of Colorado Springs is a boost to the local economy. However, the continued loss of property tax revenue from annexations and subsequent exclusions poses a serious threat to the minimum levels of service delivery needed for unincorporated and unannexed portions of the district. Fortunately, strategic planning is a central focus of the organization, and the expected developments of residential and commercial properties will generate sufficient revenue to offset losses from exclusions. Future annexations and exclusions will undoubtedly undermine the professional all-hazards capability of our fire district; alternate strategies and course of actions should be, and are being, sought.

This budget aligns with both the textual meaning and intent of the 2018 voter approved ballot measure:

- We continue to invest in attracting and retaining experienced firefighters using competitive total compensation, realistic and arduous training, and developing a culture of leadership.
- We will maintain staffing at both firehouses while also laying the groundwork for increased staffing to open an additional fire company by 2025.
- Funding is provided for the long-term apparatus replacement plans in addition to other capital improvement projects.

The objectives above are being secured through the authority given by the voters to the Board of Directors to adjust the mill levy annually to offset revenue losses due to change the percentage of actual valuation, a decision made by State representatives. This authority allows the Board of Directors to maintain, but not raise, taxation levels. Here are the highlights of this budget and its alignment with the voter approved goals:

- Provides a minimal 3% cost of living adjustment (COLA) while inflation and economic information indicates an 8% hike ought to be sought. The 3% COLA will keep BFFRPD competitive in compensation with several near peer agencies but will need to be adjusted significantly in 2024.
- Dedicates 10% of tax revenue, in total, to capital improvements such as apparatus, renovations, etc.

Your fire department leadership expects 2023 and 2024 to be difficult years due to the national economy and the exclusion issues resulting from the City of Colorado Springs annexations. However, we also anticipate that through our strategic partnerships, strategic planning, and proposed developments the future (2025 and beyond) is extremely positive; that the residents, laborers, and visitors to the Black Forest area will be well served by your firefighters.

Respectfully submitted,

PJ Langmaid

2023 DRAFT BUDGET
Black Forest Fire Rescue Protection District

ACCOUNT NUMBER	DESCRIPTION	APPROVED 2022	ESTIMATED 2022	PROPOSED 2023
General Fund				
	Total Reserve Funds			482,689
	Total Unreserved Funds (from prior years)			190,174
	Beginning Balance General Fund	1,315,069	1,969,963	672,863
REVENUES				
100	Operating Revenues			
101.000	Ambulance Service Fees	185,000	174,606	175,000
102.000	Colorado Medicaid Supplemental	n/a	n/a	0
103.000	Incident Recoveries	n/a	n/a	0
104.000	Deployments	376,104	790,731	534,729
105.000	Impact Fees	n/a	n/a	n/a
106.000	Inspection Fees	-	1,000	0
107.000	Community Risk/Prevention	0	0	0
108.000	Training Fees	0	9,300	5,000
	Operating Revenues Total	561,104	975,637	739,729
200	Non-Operating Revenues			
201.000	General Property Tax	3,731,374	3,703,848	3,784,579
202.000	Specific Ownership Tax	250,000	375,460	300,000
203.000	Grants-Federal, State, Local	0	43,246	0
204.000	Interest Earned	500	1,063	1,000
205.000	Donations	500	2,200	500
206.000	Other Non-Operating Revenues	500	1,080	250
207.000	Sale of Fixed Assets	0	0	0
208.000	Insurance Recoveries	0	0	0
	Non-Operating Revenues Total	3,982,874	4,126,897	4,086,329
	TOTAL REVENUES	4,543,978	5,102,534	4,826,058
	TOTAL FUNDS AVAILABLE (Inc. beginning bal)	5,859,047	7,072,497	5,498,921
EXPENDITURES				
300	FINANCE & ADMINISTRATIVE SECTION			
300.000	General Finance Branch			
301.100	County Treasurer's Fees @ 1.5%	55,143	55,606	55,930
304.100	Election	18,000	137	18,000
305.100	Transfer to Volunteer Pension Fund	10,000	10,000	10,000
306.100	Audit	10,000	9,500	9,500
307.100	Ambulance/Services Billing Fees	11,100	10,476	10,500
308.100	Accounting	28,320	28,320	28,320
309.100	General Liability Insurance	74,057	68,675	69,461
310.100	Workers Compensation	84,968	67,006	44,095
312.100	Bank Fees	500	132	150
313.100	Payroll	0	2,338	2,158
314.100	Postage & Shipping	240	393	240
320.000	Administrative Branch			
	General Finance & Administration Branch Total	343,511	286,190	271,442
340.000	Total Compensation Branch			
341.000	Wages			
	Wages Total	2,350,236	2,057,152	2,347,435
342.000	Benefits			
	Benefits Total	568,288	539,130	590,875
	Total Compensation Branch Total	2,918,524	2,596,282	2,938,311
	FINANCE & ADMINISTRATIVE SECTION TOTAL	3,262,035	2,882,472	3,209,753

2023 DRAFT BUDGET
Black Forest Fire Rescue Protection District

ACCOUNT NUMBER	DESCRIPTION	APPROVED 2022	ESTIMATED 2022	PROPOSED 2023
400	LOGISTICS SECTION			
400.000	General Logistics Branch			
	General Logistics Branch Total	39,559	34,345	29,025
420.000	Information Technology Branch			
	Information Technology Branch Total	37,812	31,437	49,458
440.000	Communications Branch			
	Communications Branch Total	99,522	105,366	69,320
460.000	Fleet Services Branch			
	Fleet Services Branch Total	103,040	89,462	123,384
480.000	Facilities Branch			
	Facilities Branch Total	95,821	103,912	108,740
490.000	Personal Protective Equipment (PPE) Branch			
	Personal Protective Equipment Branch Total	51,462	60,563	46,085
	LOGISTICS SECTION TOTAL	427,216	425,086	426,012
	OPERATIONS SECTION			
500.000	Operations Branch			
	Operations Branch Total	127,693	128,771	60,799
520.000	Training Branch			
	Training Branch Total	163,664	163,188	107,100
540.000	Deployment Branch			
	Deployment Branch Total	376,104	538,569	534,729
	OPERATIONS SECTION TOTAL	667,461	830,528	702,628
	PLANNING SECTION			
600	General Planning Branch			
	General Planning Branch Total	0	0	226,700
620.000	Community Risk Branch			
	Community Risk Branch Total	3,675	2,273	1,673
640.000	Investigations & Inspections Branch			
	Investigations & Inspections Branch Total	2,300	8,758	1,595
660.000	Documentation Unit			
	Documentation Unit Total	0	0	17,815
680.000	Capital Procurement Branch			
	Capital Procurement Branch Total	43,029	711,647	151,758
	PLANNING SECTION TOTAL	52,679	722,678	399,541
700.000	COMMAND SECTION			
	COMMAND SECTION TOTAL	93,762	51,596	85,942
	TOTAL EXPENDITURES LESS A/C 510	4,503,153	4,912,360	4,823,875
	Rev. Over (Under) Expenditures	40,825	190,174	2,183
	ENDING BALANCE - GENERAL FUND	1,355,894	2,160,137	675,046
	Tabor Reserve Fund (Article X)			
	Beginning Balance	136,896	136,896	136,992
	Transfer from General Fund	0	0	0
	ENDING BALANCE - TABOR RESERVE (ARTICLE X)	136,896	136,992	136,992
	District Emergency Reserve Fund			
	Beginning Balance	235,697	235,697	236,048
	Transfer from General Fund	0	0	0
	ENDING BALANCE - DISTRICT EMERGENCY RESERVE	235,697	236,048	236,048

2023 DRAFT BUDGET
Black Forest Fire Rescue Protection District

ACCOUNT		APPROVED	ESTIMATED	PROPOSED
NUMBER	DESCRIPTION	2022	2022	2023
Capital Improvement Fund				
	Beginning Balance	821,296	821,296	109,649
	Transfer from General Fund	0	0	226,700
	ENDING BALANCE - CAPITAL IMPROVEMENT	821,296	109,649	336,349
Total Reserve Funds				
	Beginning Balance	1,193,889	1,193,889	482,689
	Transfer from General Fund	0	0	226,700
	Total Deductions from Reserve Funds	274,575	0	0
	ENDING BALANCE - ALL RESERVE FUNDS	919,314	482,689	709,389

CERTIFICATION OF TAX LEVIES, continued

THIS APPLIES ONLY TO SPECIAL DISTRICTS (TITLE 32, ARTICLE 1) WHICH LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 CRS). Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, CRS). Total should be recorded on page 1, line 3.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS:

- 1. Purpose of Issue:
Series:
Date of Issue:
Coupon Rate:
Maturity Date:
Levy:
Revenue:

- 2. Purpose of Issue: N/A
Series:
Date of Issue:
Coupon Rate:
Maturity Date:
Levy:
Revenue:

CONTRACTS

- 3. Purpose of Contract: N/A
Title:
Date:
Principal Amount:
Maturity Date:
Levy:
Revenue:

- 4. Purpose of Contract: N/A
Title:
Date:
Principal Amount:
Maturity Date:
Levy:
Revenue:

BLACK FOREST FIRE RESCUE PROTECTION DISTRICT

RESOLUTION NO. 2022-04

RESOLUTION TO ADOPT 2023 BUDGET

A RESOLUTION ADOPTING A BUDGET, AND SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, AND APPROPRIATING SUMS OF MONEY, AND SETTING A MILL LEVY FOR THE BLACK FOREST FIRE RESCUE PROTECTION DISTRICT, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2023 AND ENDING ON THE LAST DAY OF DECEMBER 2023.

WHEREAS, the Board of Directors of the Black Forest Fire Rescue Protection District has appointed PJ Langmaid, Fire Chief, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Fire Chief PJ Langmaid has submitted a proposed budget to this governing body on October 12, 2022, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 16, 2022, and interested taxpayers were given the opportunity to file or register any objection to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves so that the budget remains in balance, as required by law; and

WHEREAS, for the purpose of meeting general and operations expenses of the Black Forest Fire Rescue Protection District it is necessary to raise by taxation the sum of \$3,784,579 for general operations, when levied upon every dollar of assessed valuation of taxable property within the District will produce said sum is 14.951 mills for general operations;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BLACK FOREST FIRE RESCUE PROTECTION DISTRICT, COLORADO:

1. That the budget as submitted and summarized by fund, hereby is approved, and adopted as the budget of the Black Forest Fire Rescue Protection District for the year stated above.
2. That there is hereby appropriated for the purposes and uses in the amounts set forth in the budget of said District for the year ending December 31, 2023, a total sum of \$5,532,805 including the beginning balance and all anticipated revenues, for general operations, and general obligation bond debt.
3. That the tax levied upon every dollar of assessed valuation for the taxable property within said district for the year 2023 shall be 14.951 mills for general operations, and the Board of County Commissioners, El Paso County, Colorado, shall levy, at the time and in the manner required by law for levy of taxes for government purposes, such taxes upon assessed valuation of all taxable property within the District, and that said mill levy shall be certified to proper taxing authorities of the County of El Paso, State of Colorado, as required by law.

DULY ADOPTED at a regular meeting of the Board of Directors of the Black Forest Fire/Rescue Protection District, El Paso County, Colorado, this 7th day of December 2022.

Nate Dowden, Chair

James Abendschan, Vice Chair

Jack Hinton, Treasurer

Kiersten Tarvainen, Director

Chad Behnken, Director

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



Nate Dowden, Chairman
 Jim Abendschan, Vice-Chairman Jack Hinton, Treasurer
 Kiersten Tarvainen, Director Chad Behnken, Director

2023 Fee Schedule

SERVICE	FEE
CORA Request-Research and Retrieval -----	\$30/hr. after 1 st hr.
CORA Request Page -----	\$0.25 per page
Postal and Carrier charges (if required) -----	Actual cost
Medical Report Request by Patient (HIPAA Compliant) -----	\$0
Property Inclusion -----	Under Review
Property Exclusion -----	Under Review
Returned Check -----	\$35
Commercial Inspections, plans review and sprinkler systems -----	See CSFD Fee Schedule
Recreational Fire permit -----	\$0
Hot Work Permit (outdoor welding work) -----	\$10 (1 day permit)
Slash Pile Permit -----	\$0 (1 day permit)
Firewise Inspection -----	\$0
Home Safety Inspection -----	\$0
Reflective Address Indicator Post -----	\$35
Fire Protection Report -----	\$750
Fire Commitment Letter -----	\$0
Subdivision Plan Reviews -----	\$500 (<= 10 acres)
	\$750 (> 10 acres)
Variance Request -----	\$150
APPARATUS STANDBY	
Fire Engine -----	\$175/hr.
Ambulance -----	\$150/hr.
Brush Truck -----	\$150/hr.
Water Tender -----	\$100/hr.
Hazardous Material Mitigation Supplies -----	Replacement Costs
AMBULANCE SERVICE	
BLS -----	\$1616.26/transport
BLS-MVC -----	\$1716.26/transport
ALS-1 -----	\$1919.33/transport
ALS-1 MVC -----	\$2019.33/transport
ALS-2 -----	\$2777.94/transport
ALS-2-MVC -----	\$2877.94/transport
LOADED MILEAGE -----	\$31.48 per mile

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



Nate Dowden, Chairman
 Jim Abendschan, Vice-Chairman Jack Hinton, Treasurer
 Kiersten Tarvainen, Director Chad Behnken, Director

2023 Wage & Leave Schedule

BFFR Employed	Certification Maintenance	Position	2023 hourly	2023 annually
DOQ/DOE	S130/S190, L180, DO-Tender	Wildland Technician:	\$ 20.28	\$ 43,527.12
0-11 months	EMT-B & Enrolled in FF Academy	Firefighter/EMT 5 th Class:	\$ 19.60	\$ 58,604.00
12-23 months	FF2/EMT-B	Firefighter/EMT 4 th Class:	\$ 20.28	\$ 60,637.20
24-35 months	FF2/EMT-B/DOU	Firefighter/EMT 3 rd Class:	\$ 21.46	\$ 64,165.40
36-47 months	FF2/EMT-B/DOP	Firefighter/EMT 2 nd Class:	\$ 22.72	\$ 67,932.80
48-59 months	FF2/EMT-B/DOP/DOA	Firefighter/EMT 1 st Class:	\$ 23.98	\$ 71,700.20
60+ months	FO1/EMT-B/DOP/DOA	Sergeant:	\$ 24.91	\$ 73,284.90
DOQ/DOE	FO2/EMT-B/DOP/DOA	Fire Lieutenant:	\$ 29.03	\$ 86,799.70
DOQ/DOE	FO2/EMT-B	Fire Captain:	\$ 32.07	\$ 95,889.30
DOQ/DOE	FO2/EMT-B	Battalion Chief:	N/A	N/A
DOQ/DOE		Deputy Chief:	N/A	\$ 113,225.17
DOQ/DOE		Administrative Assistant:	\$ 17.51	\$ 36,420.80
DOQ/DOE		Administrative Officer:	\$ 36.44	\$ 75,795.20
0-12 months	EMT-P w/local endorsement	Paramedic Differential	\$ 2.27	\$ 6,787.30
N/A	Annual Proof of Insurance	Health Insurance Differential	\$ 1.27	\$ 3,797.30
min. of 8x/mo	Fulfilling role consistently	Acting Lieutenant Differential	\$ 1.50	\$ 4,485.00
	Leave Type	2023 Annual		
	Vacation Accrual			
	Administrative Personnel	160 hours		
	Operations Personnel	192 hours		
	Sick Leave Accrual	120 hours		

APPENDIX B
NEW BUSINESS DOCUMENTS

BLACK FOREST FIRE RESCUE PROTECTION DISTRICT

RESOLUTION NO: 2022-05

A RESOLUTION CALLING FOR THE 2023 REGULAR DISTRICT ELECTION AND APPOINTING A DESIGNATED ELECTION OFFICIAL

WHEREAS, the Black Forest Fire Rescue Protection District (the "District") is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Article 1, C.R.S.; and

WHEREAS, the terms of office of Directors James Abendschan and Jack D. Hinton shall expire after their successors are elected at the regular special district election to be held on May 2, 2023 (the "Election") and have taken office; and

WHEREAS, in accordance with the provisions of the Special District Act ("Act") and the Colorado Local Government Election Code (the "Code") (the Act and the Code being referred to jointly as the "Election Laws"), the Election must be conducted to elect two (2) Directors to serve for a term of four (4) years.

NOW, THEREFORE, be it resolved by the Board of Directors of the Black Forest Fire Rescue Protection District in the County of El Paso, State of Colorado that:

1. The regular election of the eligible electors of the District shall be held on May 2, 2023, between the hours of 7:00 a.m. and 7:00 p.m. pursuant to and in accordance with the Election Laws, and other applicable laws. At that time, two (2) Directors may be elected to serve a four-year term.

2. There shall be one election precinct for the convenience of the eligible electors of the District, the boundaries of which shall be identical to the boundaries of the District, and there shall be one (1) polling place at the following location:

Black Forest Fire Station One
11445 Teachout Road
Colorado Springs, Colorado

This polling place shall also be the polling place for disabled electors and for eligible electors not residing within the District. If the Designated Election Official deems it to be more expedient for the convenience of the eligible electors of the District (who are also eligible electors in other special districts with overlapping boundaries which are conducting elections on the Election day), the Election may be held jointly with such special districts in accordance with coordinated election procedures as set forth in an agreement between all participating special districts. In such event, the election precincts and polling places shall be as set forth in such agreement. The Designated Election Official is authorized to execute such agreement on behalf of the District, which agreement shall include provisions for the allocation of responsibilities for the conduct and reasonable sharing of costs of the coordinated Election.

3. The Board of Directors (the "Board") hereby designates Rachel Dunn as the Designated Election Official for the conduct of the Election on behalf of the District and she is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Election Laws or other applicable laws. Among other matters, the Designated Election Official shall publish the call for nominations, appoint election judges as necessary, appoint the

Canvass Board, arrange for the required notices of election, printing of ballots, and direct that all other appropriate actions be accomplished.

4. Self-Nomination and Acceptance forms are available at the Designated Election Official's office located at 11445 Teachout Road, Colorado Springs, Colorado or email Rachel.dunn@bffire.org. All candidates must file a Self-Nomination and Acceptance form with the Designated Election Official no earlier than January 1, 2023, nor later than the close of business on Friday, February 24, 2023.

5. If the only matter before the electors is the election of Directors of the District and if, at the close of business on February 28, 2023, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent no later than February 27, 2023, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code.

6. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

7. Any and all actions previously taken by the Designated Election Official, the Secretary of the Board, or any other persons acting on their behalf pursuant to the Election Laws or other applicable laws, are hereby ratified and confirmed.

8. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

9. The provisions of this Resolution shall take effect immediately.

ADOPTED this 7th day of December, 2022.

BLACK FOREST FIRE RESCUE PROTECTION DISTRICT

By _____
Chairman

ATTEST:

By _____
Secretary



Black Forest Fire Rescue Protection District
11445 Teachout Road
Colorado Springs, Colorado 80908
Ph-719.495.4300
Web- www.bffire.org

"Always Ready, Always Forward, Always Learning."

**Board of Directors
2023 Meeting Schedule**

Time: 7:00 pm

Location: Station 1, 11445 Teachout Rd, Colorado Springs, CO 80908

January 18, 2022
February 15, 2022
March 15, 2022
April 19, 2022
May 17, 2022
June 21, 2022
July 19, 2022
August 16, 2022
September 20, 2022
October 18, 2022
November 15, 2022
December 13, 2022

"Serving the citizens of Black Forest since 1945"