



BLACK FOREST FIRE RESCUE  
PROTECTION DISTRICT  
MONTHLY REPORT

BFFRPD BOARD OF DIRECTORS & STAFF

MAY 18TH, 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  
Chad Behnken, Director-elect      Kiersten Tarvainen, Director-elect

**MEETING AGENDA**

**Meeting Date/Time: May 18<sup>th</sup>, 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. Minutes approved – April 20th, 2022, regular meeting.
4. Oath of Office for newly elected directors Chad Behnken, Nathan Dowden, and Kiersten Tarvainen
5. Board of Directors election of officers – Chair, Vice-Chair, Treasurer
6. Financial report; Treasurer Jack Hinton
7. Department report presented by Department Staff.
8. Old Business:   As presented
9. New Business:   As presented
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
14. Adjournment.

Action Items:

Subject: \_\_\_\_\_ Assignee: \_\_\_\_\_

Subject: \_\_\_\_\_ Assignee: \_\_\_\_\_

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**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 April 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 Nearhoof.

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

Directors absent: None

Also present: Chief Langmaid/DC Rebitski/DC Piepenburg/D. Arkowski/R. Dunn/C. Behnken-Director Elect/fire department personnel/L. Moore/and others via Zoom

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

An oath and badge pinning ceremony for Firefighter Dustin Courter and Fire Lt. Chad Herdt was held, with two outgoing board members, Director Nearhoof and Director Deb Hoffpauir, leading the ceremony. Family members of the two honorees were present to do the badge pinning.

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

**Financial Reports** Treasurer Hinton reported \$2.88 million in assets, with revenue streams and expenditures as budgeted, with a purchase of bunker gear at \$14,745 being a notable purchase. **A motion was made and seconded to approve the financial report; the motion carried unanimously.**

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

**Finance and Administrative – Admin. Officer Rachel Dunn:**

- Notable revenues last month were ambulance receipts of \$7,976, tax revenues of \$255,134, and wildland revenue of \$6,948.
- Notable expenditures were bunker gear at \$14,745, chainsaws at \$2,441, and wildland equipment at \$1,585.
- Notable arrivals were chainsaws and rescue equipment.
- Re public affairs, the website is being updated to provide more efficient access.
- A new IT company will begin system analysis in April.
- Supply chain issues continue, while station and medical supplies are being maintained.
- A second annual awards dinner was held in March recognizing several employees.

**Planning and Prevention – Deputy Chief James Rebitski**

- Final quote for station alerting system has been received.
- MDC/GPS issues are being resolved with new double antennas.
- Gavin Smith is maintaining fleet units well, with multiple minor repairs noted.
- Exterior project at station 2 is nearly complete.
- Two temporary seasonal wildland technicians were deployed and have just returned.
- New Pierce engine delivery has been delayed until June.
- Exploring new on-site fuel storage to preclude supply shortage.
- Red flag warnings over the area are persistent and leading to several fires, and BFFD has moved to Stage 2 fire restrictions.
- Flying Horse North has submitted plans to the County Commissioners to greatly increase the number of properties allowed, and many property owners are seeking subdividing their properties to 2.5 acre lots.
- Many comments have been submitted on planned subdivisions.
- Two employees are registered for a fire investigation class.
- Working with community partners to improve mitigation projects. Large-scale chippers are needed for this work but are not available at this time.

**Operations – Deputy Chief Piepenburg**

- Still overseeing training pending hiring a replacement, and hours are far exceeding those required by the NFPA, which are based on department personnel numbers.

## RECORD OF PROCEEDINGS

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- A type 6 brush truck was deployed for a three-week assignment with two technicians in southeast Colorado. The truck is in R&R now, but will be deployed again as soon as it is available. A type 6 truck is paid at the rate of \$96 per hour, and a type 3 is paid \$110 per hour of service.
- 70 calls during the last month.
- Wildland Pre-plan Program – The district area map will be divided into square mile grids and will display hazards and resources with all data coming from the County. A retired firefighter is the vendor on this project and he is working with the USFS to manipulate mapping data. A communication and evacuation system will be implemented.

### Command/Strategic – Chief PJ Langmaid

Chief Langmaid discussed the need for strategic planning, stressing the importance of the entire region thinking and planning strategically many years into the future. He noted there are problems getting information from the County, which has hampered successful operations such as devising a station alerting system. Forward looking plans require administrative units to consider lengthy build times for equipment which will need to be ordered as much as two years before needed, the need for additional and smaller fire stations, and increasing operational and support staff.

Concerning paying the projected \$92,000 needed for the station alerting system, which was not included in the budget, the Chief advised this money may be available due to savings within the budget (the cancellation of the election and delaying the new engine payment until 2023), and funds allocated to the capital improvements line item. After discussion, **A motion was made to purchase the fire station alerting system, and provide the funds necessary for such system by reallocating \$43,000 which was budgeted for the first payment on the engine, originally scheduled for payment in 2022 but now delayed until 2023, and all remaining funds needed to be taken from the Capital Improvement Fund; the motion was seconded. Discussion ensued concerning this financial transaction, with the motion amended to add that the total expenditure for the fire station alerting system will not exceed \$100,000; the amendment was seconded. A voice vote was taken with all directors voting in favor of the motion.**

Chief Langmaid clarified that the District moving to Stage 2 fire restrictions was not due to employees being deployed to other areas. The District was and is fully staffed at all times.

**Old Business** None.

**New Business** None

**Guest Speaker** Ms. Lindsay Moore, a candidate for District 1 of the El Paso County Commissioners Board, was present and addressed the meeting concerning her reasons for seeking this political position and provided information on her background and credentials. She expanded on some of her concerns about local government, environmental issues, and agency management.

**Reports on Workshops and Meetings** None

**Correspondence** Deb Hoffpauir presented a thank-you letter to the board for allowing her to complete her husband David's term on the board. There were also letters of appreciation from officials involved with the Marshall fire. Chief Langmaid also advised of problems with the current dispatching system, which is operated by the Sheriff's Office. The system was described as a critical issue for all participants and in need of an overhaul.

**Public Comments** Ms. Linda Smith asked if the matter involving resident Richard Painter and the radio tower has been resolved. She was advised that the District has worked with him and the issue has been settled.

**Future Meetings** The next regular meeting will be May 18, 2022, at 7:00 p.m.

**Adjournment** There being no further business, the board adjourned at 8:25 p.m.

Respectfully submitted,

Donna Arkowski, Secretary

## Black Forest Fire Rescue Protection District Balance Sheet

As of April 30, 2022

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1000 FNB - Operations Checking	1,285,816
1005 MMDA First National Bank	133,467
1010 FNB - Emergency Reserve	235,989
1015 FNB - Capital Improvement	815,480
1020 FNB - Tabor	136,958
	\$
<b>Total Bank Accounts</b>	<b>2,607,709</b>
<b>Accounts Receivable (FEMA USAR)</b>	
1200 Accounts Receivable	3,230
	\$
<b>Total Accounts Receivable</b>	<b>3,230</b>
<b>Other Current Assets</b>	
1205 County Taxes Receivable	559,093
	\$
<b>Total Other Current Assets</b>	<b>559,093</b>
	\$
<b>Total Current Assets</b>	<b>3,170,032</b>
	\$
<b>TOTAL ASSETS</b>	<b>3,170,032</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 Accounts Payable	51,915
	\$
<b>Total Accounts Payable</b>	<b>51,915</b>
<b>Credit Cards</b>	
2010 Divvy Payable	3,421
	\$
<b>Total Credit Cards</b>	<b>3,421</b>
<b>Other Current Liabilities</b>	
2015 Colonial Insurance	423
2045 Deferred Compensation (457)	(2)
2055 Federal Tax Payable-Employee	(8)
	\$
<b>Total Other Current Liabilities</b>	<b>414</b>
	\$
<b>Total Current Liabilities</b>	<b>55,750</b>
	\$
<b>Total Liabilities</b>	<b>55,750</b>
<b>Equity</b>	
3000 Beginning Fund Balance	1,888,475
Net Income	1,225,808
	\$
<b>Total Equity</b>	<b>3,114,283</b>
	\$
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>3,170,032</b>

## Black Forest Fire Rescue Protection District Budget vs. Actuals

January - April, 2022

	Total		
	Actual	Budget	% of Budget
<b>Income</b>			
100 Operating Revenues	85,259	561,104	15.19%
108 Training Fees	3,000		
200 Non-Operating Revenues	2,411,431	3,982,874	60.54%
	\$	\$	
<b>Total Income</b>	<b>2,499,689</b>	<b>4,543,978</b>	<b>55.01%</b>
	\$	\$	
<b>Gross Profit</b>	<b>2,499,689</b>	<b>4,543,978</b>	<b>55.01%</b>
<b>Expenses</b>			
300 General Finance Branch	171,924	292,328	58.81%
320 Administrative Branch	13,163	51,183	25.72%
340 Total Compensation Branch	598,328	2,350,236	25.46%
342 Benefits	170,452	568,287	29.99%
400 General Logistics Branch	6,611	39,559	16.71%
420 Information Technology Branch	14,960	37,812	39.56%
440 Communications Branch	47,917	99,522	48.15%
460 Fleet Services Branch	23,780	103,040	23.08%
480 Facilities Branch	24,343	77,377	31.46%
484 Training Center	170	17,828	0.95%
485 Radio Tower	142	616	23.00%
486 Communications Center	96		
490 Personal Protective Equipment (PPE) Branch	35,902	51,462	69.76%
500 Operations Branch	51,375	127,693	40.23%
520 Training Branch	27,430	163,664	16.76%
540 Deployment Branch	62,956	376,104	16.74%
620 Community Risk Branch	6,783	5,975	113.52%
680 Capital Procurement Branch	5,925	43,029	13.77%
700 Command Sections	11,625	93,762	12.40%
	\$	\$	
<b>Total Expenses</b>	<b>1,273,882</b>	<b>4,499,477</b>	<b>28.31%</b>
	\$	\$	
<b>Net Operating Income</b>	<b>1,225,808</b>	<b>44,501</b>	<b>2754.56%</b>
<b>Other Expenses</b>			
Reconciliation Discrepancies	0		
<b>Total Other Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Net Other Income</b>	<b>\$ -</b>	<b>\$ -</b>	
	\$	\$	
<b>Net Income</b>	<b>1,225,808</b>	<b>44,501</b>	<b>2754.56%</b>

**Department Report for April 2022**

**DEPARTMENT SUMMARY**

BRIEF OVERVIEW of APRIL 2022

Fire Calls	EMS Calls	Training Hours	Plans Reviewed
16	40	1248.25	3
Significant Incidents, Events, & Projects			

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 \$13,371
- Total Tax Revenue of \$559,09
- Colorado State Fire Fighters Foundation Grant: \$5,000

Notable Expenses this month:

- Fitness equipment: \$3974
- Trench rescue kit: \$23,305
- Knox safes: \$5943

**Procurement Unit**

Notable arrivals this month:

- Trench Rescue Equipment
- Knox safes

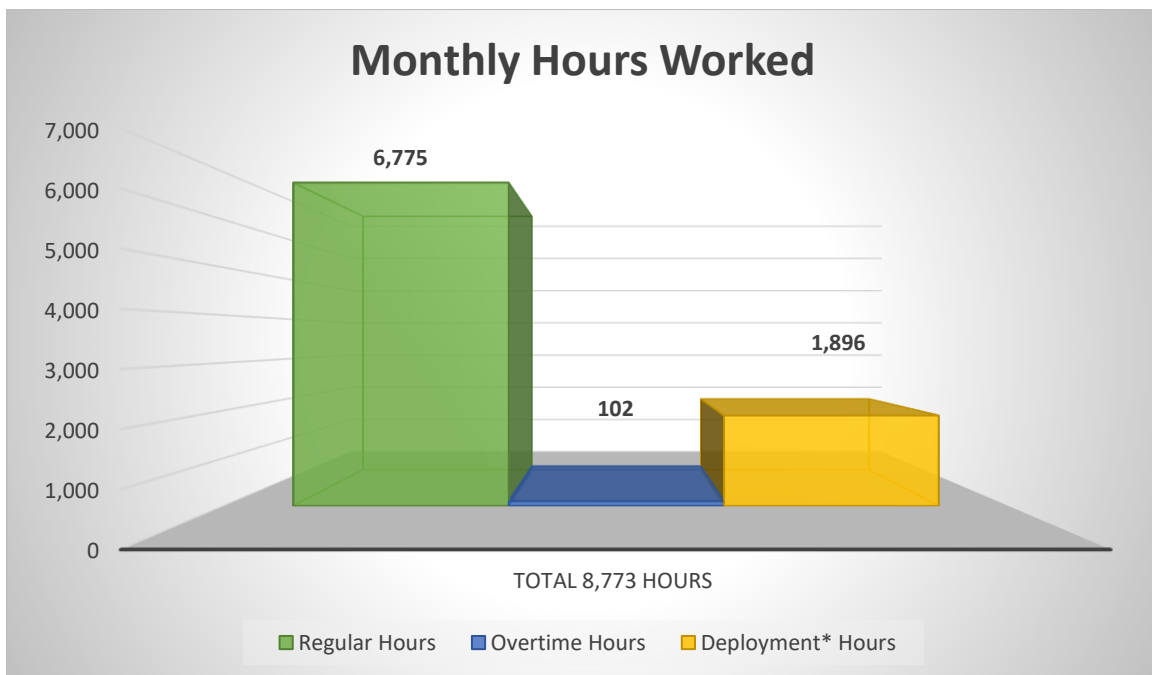
**Public Affairs (PIO) Unit**

- Deputy Chief Rebitski interviewed by KOAA regarding mitigation program.

**Compensation & Claims Unit**

- Nothing to report

**Time Unit**



\* Denotes total deployment and deployment backfill hours

**LOGISTICS SECTION**

Administrative Officer Rachel Dunn &amp; Deputy Chief James Rebitski

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

- Platte River Network on-boarded

**Supply Unit**

- Nothing new to report

**Member Wellness Unit**

- Nothing new to report

**Branch II (Deputy Chief Rebitski)****Communications Unit (Lt. Jones)**

- Radio programming updates completed.
- Station alerting scheduled for May.
- Station alerting dependent upon dispatch capabilities.

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

4546: Pump rebuild completed; wheel seal replaced

5849: Primer repaired

8306: Replaced damaged front tire

8591: Air leak repaired

**Facilities Unit**

Firehouse 1:

- Started conversion from fluorescents to LED lighting panels.
- Received \$62,985 quote to repair concrete apparatus pads.
- Requested quote to begin removing carpet and polishing concrete.
- Ceiling repaired in stairway.

Firehouse 2:

- Outdoor project complete

Training Complex (DC Piepenburg):

- Welding contractor unavailable to assist with planned improvements.

**PLANNING & PREVENTION SECTION**

Deputy Chief James Rebitski

**Planning Branch**

**Resources Unit**

- Pierce engine started production
- Acquired used 25-foot cargo trailer from CSFD.

**Situation Unit**

- ***Persistent Red Flag weather and Fire Danger Ratings indicate serious threats to region and community.***
- Early discussions with La Foret regarding building a new structure and improving water tank capacity.
- Significant national supply issues are impacting all areas of planning.

**Documentation Unit**

- Nothing to report.

**Community Risk Branch**

**Inspections Unit**

- Reviewed sketch plan with land development.
- Submitted comments on Copper Chase at Sterling Ranch for 138 homes at Vollmer and Marksheffel Rd.
- Commitment letter to 3 lot sub-division on Vessey Rd.
- Submitted comments on single family home addition.
- Completed annual inspection of the La Foret complex

**Investigations Unit**

- Nothing to report

**Fuels Management (Mitigation) Unit**

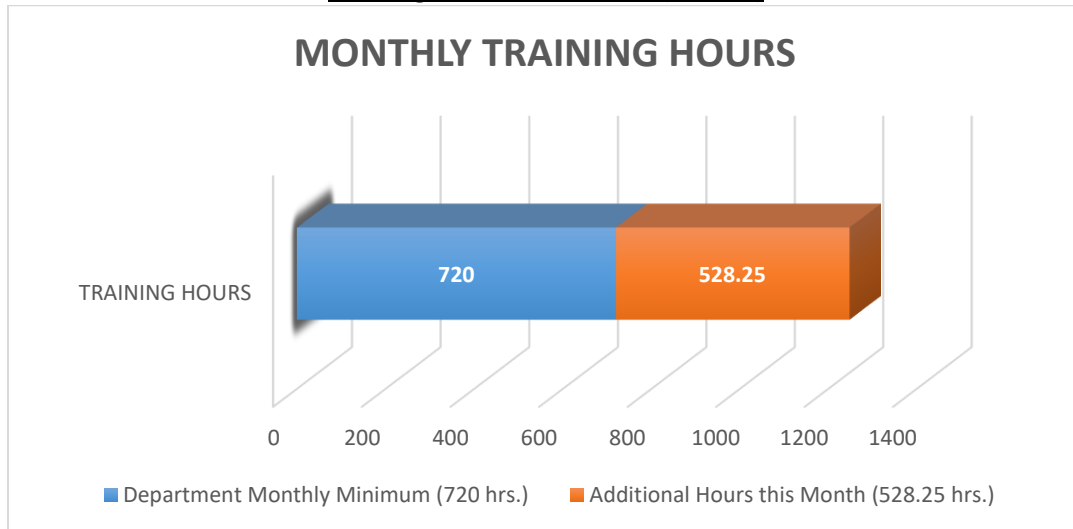
- Completed wildfire risk assessments for 131 properties.
- Completed Firewise® assessments for 6 properties.
- Working with partners to enhance mitigation program and information sharing.

**BFFRPD is in STAGE 2 FIRE RESTRICTIONS**

**OPERATIONS SECTION**

Deputy Chief Chris Piepenburg

**Training Branch – Director: (Vacant)**



**Training Branch**

Summary of Significant Events:

- Deputy Chief Piepenburg traveled to Fire Department Instructor Conference (FDIC) as an instructor for a Man versus Machine program.
- Began annual medical skills checkoff for Dr Hurtado
- Wildland training with CSFD – Structure Protection

**Deployment Branch**

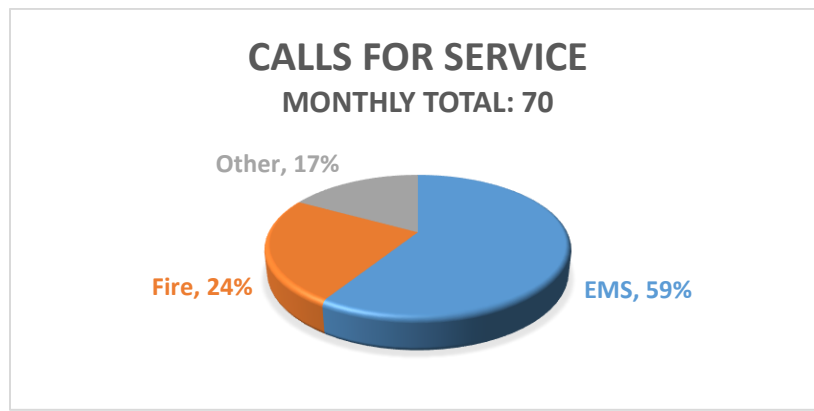
Summary of Significant Events:

- BFFR Type 6 (Brush) returned from deployment.

**Daily Operations Branch**

Summary of Significant Events:

- Two (2) Falcon brush fires with structures threatened.
- Colorado Springs brush fire with dozens of structures threatened.



**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:

**INFORMATIONAL ONLY NO ACTION REQUESTED/NEEDED AT THIS TIME**

- Due to the need to begin the acquisition of the ladder truck.
  - Deputy Chief Piepenburg will be presenting an operation brief on the operational, tactical, and task level reasons that support the acquisition of a ladder truck.
  - Chief Langmaid will schedule field tours and briefings with Directors interested in viewing the district from the perspective of a ladder truck workload and service delivery for the community.

**INFORMATIONAL ONLY NO ACTION REQUESTED/NEEDED AT THIS TIME**

- Within the Sterling Ranch development, a small parcel for a smaller fire station is being identified and followed up in May or June for a discussion with the developer to discuss.
  - Tentatively this would house an Engine, Brush, and Tender

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.

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## **APPENDIX A**

### **OLD BUSINESS DOCUMENTS**

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## **APPENDIX B**

### **NEW BUSINESS DOCUMENTS**

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