



BLACK FOREST FIRE RESCUE
PROTECTION DISTRICT
MONTHLY REPORT

BFFRPD BOARD OF DIRECTORS & STAFF

March 16th, 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: March 16th, 2021, 7:00 PM

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

VIRTUAL LOCATION: Zoom Meeting <https://us02web.zoom.us/j/84352193066>

1. Meeting called to order.
2. Roll Call.
3. Oath and Badge Pinning of Firefighter Dustin Courter
4. Minutes approved – February 16th, 2022, regular meeting.
5. Financial report; Treasurer Jack Hinton.
6. Department report presented by Chief Langmaid.
7. Old Business:
 - Election Report
8. New Business:
9. Board member reports on workshops/meetings attended.
10. Correspondence.
11. Public comments. **Comments will be limited to 3 minutes per person.**
12. Announcement of future meeting dates (Probable: April 20th, 2022)
13. Executive Session Pursuant to §24-6-402(4)(d), C.R.S., Specialized details of security arrangements
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 February 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. Abendschan/D. Hoffpauir
Directors absent: J. Hinton
Also present: Chief Langmaid/D. Arkowski/R. Dunn/fire department personnel/and others via Zoom

Roll Call: Treasurer Jack Hinton was absent; a motion was made and seconded to excuse Mr. Hinton's absence due to being hospitalized; the motion carried unanimously.

Minutes A motion was made and seconded to approve the board meeting minutes for the January 19, 2022 regular board meeting; upon a vote, the motion carried unanimously.

Financial Reports Chief Langmaid reported the financial position, in the absence of Treasurer Hinton. All accounts are in order, with assets of about \$1.7 million. A cash balance of \$550,000 is available for operating expenses. 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

- 19 fire calls; 73 EMS calls; 1075 training hours; 2 plan reviews
- Staff has attended Flying Horse North meetings
- Returned to Marshall fire early in January for 5 days
- Have been attending many meetings

Finance and Administrative:

- Tax revenue Jan. 2022 - \$84,740; ambulance revenue - \$33,299; deployment revenue - \$9,325; COVID grant revenue - \$4,216
- Notable expenses - \$57,891, Workers Compensation Insurance

Logistics:

- IT – Transfer to dedicated IT server began
- Fleet – repairs in some areas
- Facilities – nothing to report
- Supply chain issues continue
- Communications – nothing new to report
- Nine members impacted by covid in January; all healthy now

Operations:

- Training – auto stabilization with Falcon FPD

Planning

- TriLakes FPD investigating a third ambulance and a tender and using Highway 83 station
- An 11-lot subdivision being reviewed
- Retaining wall at station 2 has been repaired, and waiting on other maintenance items as Flying Horse North considers the construction of a fire station

Old Business 2022 Election Report – DEO Rachel Dunn: There are applicants for the board vacancies, and their eligibility will be verified.

New Business None

Reports on Workshops and Meetings Treasurer Hinton and Chief Langmaid met with First National Bank to discuss vehicle financing. A loan of \$357,000 was reviewed, including information on interest rates and payment schedules. Specific information on a potential loan was provided. The

RECORD OF PROCEEDINGS

truck will be delivered in May and the loan will be secured at that time. No action is required at this time.

Correspondence A thank-you letter was received from the family of a deceased firefighter; also a thank-you letter from a resident who was transported by ambulance.

Many properties in Black Forest are being rented out for weekend events, and the renters have been generating complaints from neighbors due to noise, disturbances, and building fires on the property. The neighbors are reporting these disturbances to the fire department, and fire personnel have responded to investigate and extinguish the fires. The Sheriff's Office, however, has jurisdiction and the authority to impose fines and has been asked to have property owners and managers handle this situation. All such properties should require definitive information and instructions to those who rent the houses to follow rules. Chief Langmaid responded to the involved properties in a very professional matter.

Chief Langmaid reported that he has received several inquiries from residents about the 2022 mill levy assessment and has prepared an informational table with mill levy comparisons of fire departments in the County. The table illustrates that Black Forest has the lowest mill levy of all surrounding fire districts. This information will be posted on the website.

Public Comments Linda Smith asked for clarification of fire stages 1 and 2, which Chief Langmaid explained, noting this information is on the website. Ms. Smith also asked about enforcement powers of the Sheriff's Office, and was informed that the SO will respond to informal fires and has authority to impose fines

Future Meetings The next regular meeting will be March 16, 2022, at 7:00 p.m.

Adjournment There being no further business, the board adjourned at 7:54 p.m.

Respectfully submitted,

Donna Arkowski, Secretary

Black Forest Fire Rescue Protection District Balance Sheet

As of February 28, 2022

| | Total |
|--|--------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 1000 FNB - Operations Checking | 127,631 |
| 1005 MMDA First National Bank | 135,739 |
| 1010 FNB - Emergency Reserve | 235,931 |
| 1015 FNB - Capital Improvement | 815,278 |
| 1020 FNB - Tabor | 136,924 |
| Total Bank Accounts | \$1,451,503 |
| Accounts Receivable | |
| 1200 Accounts Receivable | 3,230 |
| Total Accounts Receivable | \$3,230 |
| Other Current Assets | |
| 1205 County Taxes Receivable | 1,471,794 |
| Total Other Current Assets | \$1,471,794 |
| Total Current Assets | \$2,926,527 |
| TOTAL ASSETS | \$2,926,527 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 2000 Accounts Payable | 8,922 |
| Total Accounts Payable | \$8,922 |
| Other Current Liabilities | |
| 2015 Colonial Insurance | 423 |
| Total Other Current Liabilities | \$423 |
| Total Current Liabilities | \$9,345 |
| Total Liabilities | \$9,345 |
| Equity | |
| 3000 Beginning Fund Balance | 1,889,620 |
| Net Income | 1,027,563 |
| Total Equity | \$2,917,182 |
| TOTAL LIABILITIES AND EQUITY | \$2,926,527 |

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

| | Total | | |
|--|--------------------|--------------------|-----------------|
| | Actual | Budget | % of Budget |
| Income | | | |
| 100 Operating Revenues | 56,964 | 561,104 | 10.15% |
| 200 Non-Operating Revenues | 1,582,752 | 3,982,874 | 39.74% |
| Total Income | \$1,639,716 | \$4,543,978 | 36.09% |
| Gross Profit | \$1,639,716 | \$4,543,978 | 36.09% |
| Expenses | | | |
| 300 General Finance Branch | 157,771 | 292,328 | 53.97% |
| 320 Administrative Branch | 8,036 | 51,183 | 15.70% |
| 340 Total Compensation Branch | 284,388 | 2,350,236 | 12.10% |
| 342 Benefits | 79,988 | 568,287 | 14.08% |
| 400 General Logistics Branch | 393 | 39,559 | 0.99% |
| 420 Information Technology Branch | 14,414 | 37,812 | 38.12% |
| 440 Communications Branch | 2,494 | 99,522 | 2.51% |
| 460 Fleet Services Branch | 5,364 | 103,040 | 5.21% |
| 480 Facilities Branch | 7,905 | 77,377 | 10.22% |
| 484 Training Center | 36 | 17,828 | 0.20% |
| 485 Radio Tower | 36 | 616 | 5.79% |
| 486 Communications Center | 96 | | |
| 490 Personal Protective Equipment (PPE) Branch | 794 | 51,462 | 1.54% |
| 500 Operations Branch | 3,491 | 127,693 | 2.73% |
| 520 Training Branch | 7,805 | 163,664 | 4.77% |
| 540 Deployment Branch | 17,510 | 376,104 | 4.66% |
| 620 Community Risk Branch | 5,093 | 5,975 | 85.23% |
| 680 Capital Procurement Branch | 5,925 | 43,029 | 13.77% |
| 700 Command Sections | 10,612 | 93,762 | 11.32% |
| Total Expenses | \$612,150 | \$4,499,477 | 13.60% |
| Net Operating Income | \$1,027,566 | \$44,501 | 2309.09% |
| Net Income | \$1,027,566 | \$44,501 | 2309.09% |

DEPARTMENT REPORT FOR ACTIVITIES IN FEBRUARY 2022

Submitted by PJ Langmaid, Fire Chief

FIRE CHIEF'S Summary – PJ LANGMAID

BRIEF OVERVIEW OF FEBRUARY

| Fire Calls | EMS Calls | Training Hours | Plans Reviewed |
|---|-----------|----------------|----------------|
| 17 | 44 | 1187.5 | 1 |
| Significant Incidents, Events, & Projects | | | |
| Working Structure Fire just east of border with Falcon FPD. Celebration of Life Services for Director David Hoffpauir and his brother Bud were held. Working Structure Fire just west of border with Tri-Lakes Monument/Donald Wescott FPD. Entry-level interviews for Wildland Technician were held with CSFD and BFFR panelists. | | | |

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
- Colorado State Fire Chiefs
- Pikes Peak Radio Communications Network
- Emergency Service Authority (ESA) Board
- Pikes Peak Area Council of Governments
- Cherokee Metropolitan District
- Mtn. View Electric Board
- Special Districts Association
- Colorado Springs City Council
- El Paso County Planning Commission
- El Paso County Land Use

Fire Chief's primary focus, and intent continue 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.

FINANCE & ADMINSTRATIVE SECTION – RACHEL DUNN

Cost Unit

Notable Revenues this Month:

- Ambulance Revenue of \$14,340
- Total Tax Revenue for February of \$1,471,794

Notable Expenses this Month:

Note: Spending moratorium effective in November 2021 significantly reduced spending to bare minimum operating expenses.

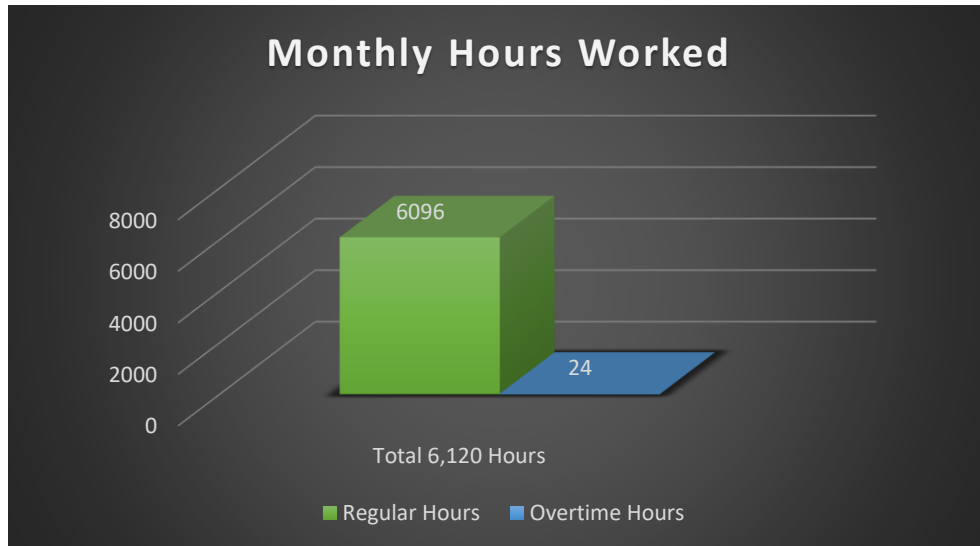
- Tire cache \$3,086

Procurement Unit

Notable Arrivals this Month:

- Bunker Gear (ordered in September 2021)
- Portable radios
- Mobile Dispatch Consoles (MDCs) (ordered in summer 2021)

Time Unit



LOGISTICS SECTION – DEPUTY CHIEF JAMES REBITSKI & RACHEL DUNN

Information Technology (IT) Unit – Leader: Rachel Dunn

- IT vendor (GS-Network Solutions) quit while nearing the end of transfer of IT services to them. This occurred after being requested to participate in an external audit of work completed.

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

- Repairs to #5849 (loose body panel/cracked brass fitting)
- Repairs to #8591 (light bar)
- Repairs to #4546 (water leak/wheel seal)

Facilities Unit – Leader: Deputy Chief James Rebitski

Station 1 – Lt. Jamal Davis: *Overhead door repairs.*

Station 2 – Lt. Ben Rackl: *Water drainage project began with expected completion first week of March.*

Training Complex – Capt. Chris Piepenburg: *Welder contacted to install safety equipment.*

Supply Unit – Leader: Rachel Dunn

- Nothing new to report for this month.

Communications Unit – Leader: Deputy Chief James Rebitski

- Newer (slightly used) portable radios were ordered and delivered.
- Three (3) MDCs ordered in summer of 2021 finally arrived.
- Continue to have connectivity issues with MDCs and EPSO CAD.

Member Wellness Unit – Leader: Rachel Dunn

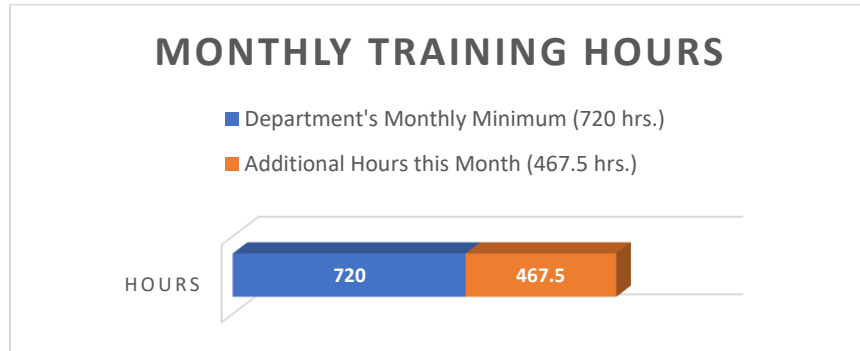
- Nothing new to report for this month.

OPERATIONS SECTION – FIRE CHIEF PJ LANGMAID

Training Branch – Director: Captain Chris Piepenburg

Summary of Significant Events: *Numerous personnel either acquired new certifications or renewals of existing certifications across several disciplines.*

Monthly Training Hours:



Medical Branch – Director: Acting Lt. Cody Poole

Summary of Significant Events/Updates: *Nothing new to report.*

Special Operations Group – Supervisor: Lt. Chad Herdt

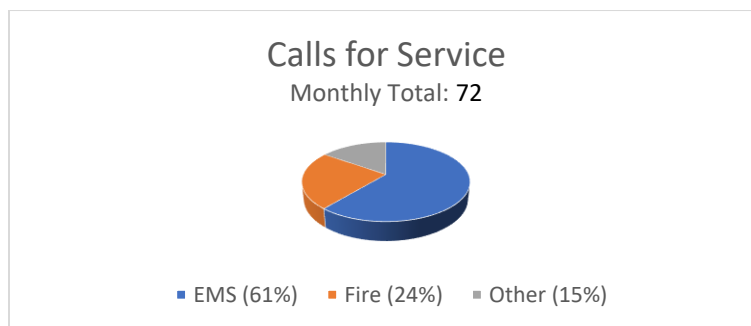
Summary of Significant Events/Updates: *Nothing new to report.*

Deployment Group – Supervisor: Captain Chris Piepenburg

Summary of Significant Events/Updates: *Preparing resources for 2022 Deployments.*

Daily Operations Branch – Director: Fire Chief PJ Langmaid

Summary of Significant Events: *Two working fires in February. One in Falcon and one in Donald Wescott*



PLANNING & PREVENTION SECTION – DEPUTY CHIEF JAMES REBITSKI

Resources Unit:

- Four (4) new temporary full-time Wildland Technicians were identified and offered positions for mitigation work and deployments. Two will start in March and two will start in late May.

Situation Unit:

- The Flying Horse North development is expected to be submitted in early March.
- AMR staffing issues are impacting county agencies. BFFR has been relatively unimpacted due to our BLS transport with ALS supplementation model. This model has effectively kept ALS and our ambulance available for BFFRPD as all surrounding agencies have sufficient ALS personnel on their heavy apparatus.

Documentation Unit:

- Nothing to report.

Community Risk Unit (Office of the Fire Marshal):

- BFFR went out of Stage 2 Fire Restrictions and into Stage 1 Fire Restrictions based upon increased moisture and local resource availability. Additionally, BFFR is implementing a new risk reduction model in April for Red Flag days. This new model will require pre-emptive public education and information notification via social media platforms of the new risk reduction model. The new level of restriction is simply whenever the National Weather Service issues a Red Flag warning for our region, the District will automatically move into Stage 2 Fire Restrictions for those hours identified within the Red Flag Warning.
- Flying Horse North filing #2, a single lot build, has been submitted.
- Eagle Forest along the 7400 block of Shoup Road has submitted final plat for approval. This is a 9-lot sub that has been in design since 2012.
- Forest Edge addition. This is a single-family home building a 607 sq ft. master bedroom addition on to their home, meets current code requirements. No significant issues for BFFR.
- New 10,000-gallon cistern approved along Bridle Bit Road.
- Developed and Pre-incident Land Use Agreement that can be used for resources during an extended emergency event.

APPENDIX A
OLD BUSINESS DOCUMENTS

APPENDIX B
NEW BUSINESS DOCUMENTS