



BLACK FOREST FIRE RESCUE
PROTECTION DISTRICT
MONTHLY REPORT

BFFRPD BOARD OF DIRECTORS & STAFF
JULY 17TH, 2024

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



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

AGENDA

**BLACK FOREST FIRE/RESCUE PROTECTION DISTRICT REGULAR BOARD MEETING
07/17/24**

**LOCATION: Station 1 Community Room, 11445 Teachout Rd., Colorado Springs, CO
80908 @ 7:00 pm VIRTUAL LOCATION: <https://us02web.zoom.us/j/84371405737>**

1. Meeting called to order.
2. Roll Call.
3. Minutes approved – June 19th, 2024, regular meeting.
4. Financial report – Treasurer Jack Hinton
5. Department report presented by Department Staff
6. Old Business: None
7. New Business: None
8. Board member reports on workshops/meetings attended.
9. Correspondence.
10. Public comments. Comments will be limited to 3 minutes per person.
11. Announcement of future meeting dates.
12. Executive Session: 24-6-402(4)(b), C.R.S. To receive legal advice on specific legal questions regarding investigation of complaints.
13. Executive Session: 24-6-402(4)(b), C.R.S. To receive legal advice regarding possible retention of interim Fire Chief.
14. Potential formal action regarding items discussed during executive session referenced above.
15. 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 June 19, 2024, 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/K. Tarvainen/J. Hinton/C.Behnken

Directors absent: J. Abendschan

Also present: R. Dunn/L. Emry/Chief Piepenburg/Chief Langmaid/L. Glesne via zoom
fire department personnel/community members

Roll Call: J. Abendschan was excused

Minutes A motion was made and seconded to approve the board meeting minutes for the May 15, 2024 regular board meeting; upon a vote the motion carried unanimously.

Financial Reports Treasurer Hinton reported that the district has total assets of \$4.5 million, which includes taxes receivable of \$253,941. Budget expenses are at 40% to date. 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.

Finance and Administrative – Section Lead Lisa Emry:

- Notable revenues last month were ambulance receipts-\$4,528, tax revenues-\$253,941.
- Monthly hours worked – 8608.
- Audit was \$9,000
- Chief Langmaid was asked to speak to 2/4 General Support Aviation Battalion

Logistics & Planning – Section Lead Rachel Dunn:

- Asset Management - Quotes given to board for concrete
- Fleet Management – Routine maintenance, parts coming in June for Type 6 builds
- Information Technology – Microsoft license audit

Operations – Section Lead Deputy Chief Chris Piepenburg

- Training hours – 2323.
- Small structure fire with MFD
- 81 calls last month.
- EDARP participation at 100%.
- 2 members in CSFD Plans Review Academy.

Old Business: District Policies and Procedures Lexipol, a business that provides guidance for public safety agencies, has submitted a proposal to the BFFRPD for consideration for the 2025 budget. Lexipol provides state-specific policies based on statutes and law enforcement professionals and public safety. Board discussion ensued regarding contract, renewal date and retention of policies. Staff directed to clarify retention of policies, printing at will and changing renewal date.

A motion was made, seconded and unanimously carried for Chief Langmaid and or his designee to sign Lexipol contract.

SB24-194, Emergency Services Funding Sources: L. Glesne joined via zoom. In summary the bill does two things. Repeals the current impact fee process and permits a fire protection or ambulance district to impose its own impact fee upon the construction of new buildings, structures, facilities or improvements on real property with limits. Second, bill gives authority to both ambulance and fire districts to impose a sales tax. Board discussion ensued regarding impact fee study. Legal will send the board names of consultants, skeleton RFP and a completed impact fee study for review.

New Business None

Board Member Reports None.

Correspondence Thank you notes from School in the Woods and Mr. Palmer with a donation for medical equipment

Public Comments None.

Future Meetings The next regular board meeting will be July 17th, 2024, at 7:00 p.m.

A motion was made to adjourn into executive session, pursuant to 24-6-402(4)(e) C.R.S to discuss positions relative to matter subject to negotiations regarding Ambulance service: the motion carried unanimously and was carried by a voice vote. The board adjourned into executive session at 8:34 p.m

The Board reconvened in public session at 9:00 p.m. Chair Dowden announced that the board discussed Ambulance service during executive session. No other topics were discussed.

Adjournment There being no further business, the board adjourned at 9:01 p.m.

Respectfully submitted,
Rachel Dunn, Administrative Officer



Black Forest Fire/Rescue Protection District

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - June, 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
100 Operating Revenues	83,867	195,000	43.00 %
200 Non-Operating Revenues	5,503,609	5,772,111	95.00 %
Total Income	\$5,587,476	\$5,967,111	94.00 %
GROSS PROFIT	\$5,587,476	\$5,967,111	94.00 %
Expenses			
300 General Finance Branch	237,517	283,174	84.00 %
320 Administrative Branch	17,870	32,164	56.00 %
340 Total Compensation Branch	1,431,260	3,367,444	43.00 %
342 Benefits	396,386	796,152	50.00 %
400 General Logistics Branch	16,174	28,896	56.00 %
420 Information Technology Branch	25,009	43,873	57.00 %
440 Communications Branch	17,818	54,449	33.00 %
460 Fleet Services Branch	39,779	117,195	34.00 %
480 Facilities Branch	52,866	130,541	40.00 %
490 Personal Protective Equipment (PPE) Branch	43,464	93,813	46.00 %
500 Operations Branch	46,077	102,458	45.00 %
520 Training Branch	48,062	79,550	60.00 %
600 General Planning Branch		49,106	
620 Community Risk Branch	1,310	550	238.00 %
640 Investigations & Inspections Branch		1,777	
660 Documentation Unit	15,517	20,735	75.00 %
680 Capital Procurement Branch	349,850	708,593	49.00 %
700 Command Sections	25,717	99,605	26.00 %
Uncategorized Expense	0		
Total Expenses	\$2,764,675	\$6,010,075	46.00 %
NET OPERATING INCOME	\$2,822,800	\$ (42,964)	(6,570.00 %)
Other Income			
104 Deployments	6,240	1,061,982	1.00 %
Total Other Income	\$6,240	\$1,061,982	1.00 %
Other Expenses			
800 Deployment Program	144,008	1,019,017	14.00 %
901 Principal Payments	31,661		
902 Interest Payment	12,217		
Total Other Expenses	\$187,886	\$1,019,017	18.00 %
NET OTHER INCOME	\$ (181,646)	\$42,965	(423.00 %)
NET INCOME	\$2,641,155	\$1	264,115,463.00 %



Black Forest Fire Rescue Protection District

Balance Sheet

As of June 30, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 FNB - Operations Checking	2,570,299
1005 MMDA First National Bank	138,881
1010 FNB - Emergency Reserve	200,782
1015 FNB - Capital Improvement	94,861
1020 FNB - Tabor	178,321
1030 Deployment Ops	307,836
Total Bank Accounts	\$3,490,980
Other Current Assets	
1204 Property Taxes Receivable	4,969,010
1205 County Taxes Receivable	1,506,853
Total Other Current Assets	\$6,475,863
Total Current Assets	\$9,966,843
TOTAL ASSETS	\$9,966,843
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	10,151
Total Accounts Payable	\$10,151
Credit Cards	
2010 Divvy Payable	13,148
Total Credit Cards	\$13,148
Other Current Liabilities	
2056 Accrued Wages	(16,552)
2091 Deferred Property Taxes	4,969,010
Total Other Current Liabilities	\$4,952,458
Total Current Liabilities	\$4,975,758
Total Liabilities	\$4,975,758
Equity	
3000 Beginning Fund Balance	2,185,931
3001 Tabor Reserve	164,000
Net Income	2,641,155
Total Equity	\$4,991,085
TOTAL LIABILITIES AND EQUITY	\$9,966,843

Department Report for July 2024

DEPARTMENT SUMMARY

BRIEF OVERVIEW of June 2024

Fire Calls	EMS Calls	Training Hours
13	49	1545.5
Significant Incidents, Events, & Projects		
Wildland Deployment to the Oak Ridge Fire		
New wildland technician		

FINANCE & ADMINISTRATIVE

Section Lead: Lisa Emry

Accounts Receivable/Payable (Costs)

Notable Revenues this month:

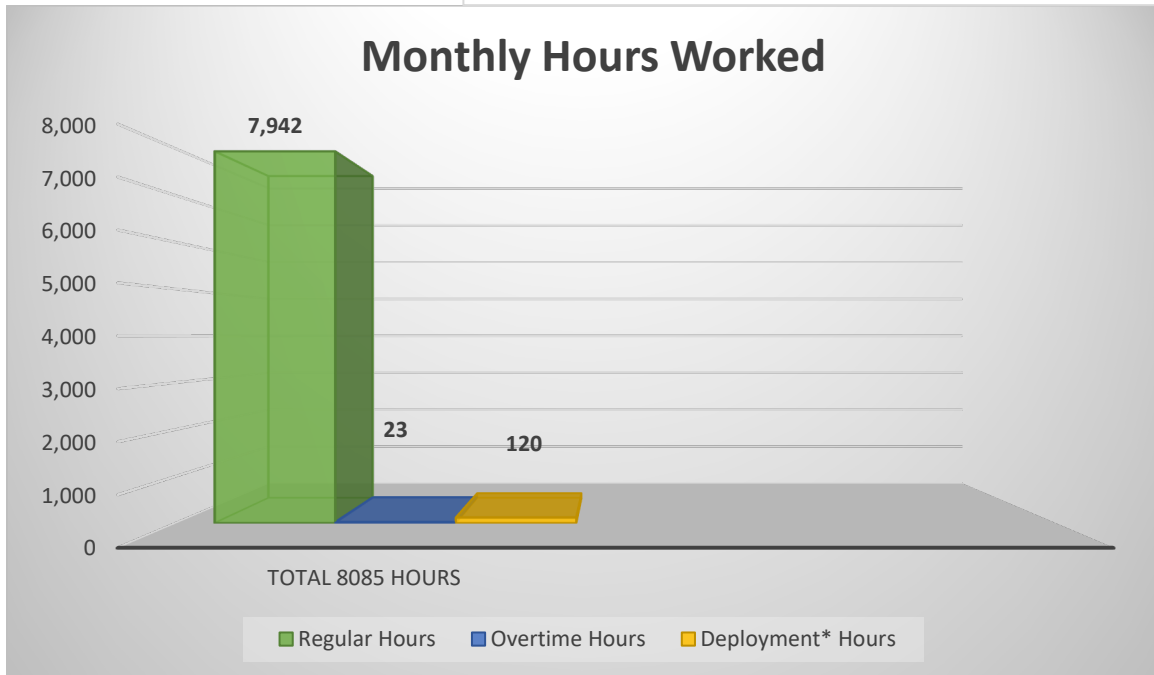
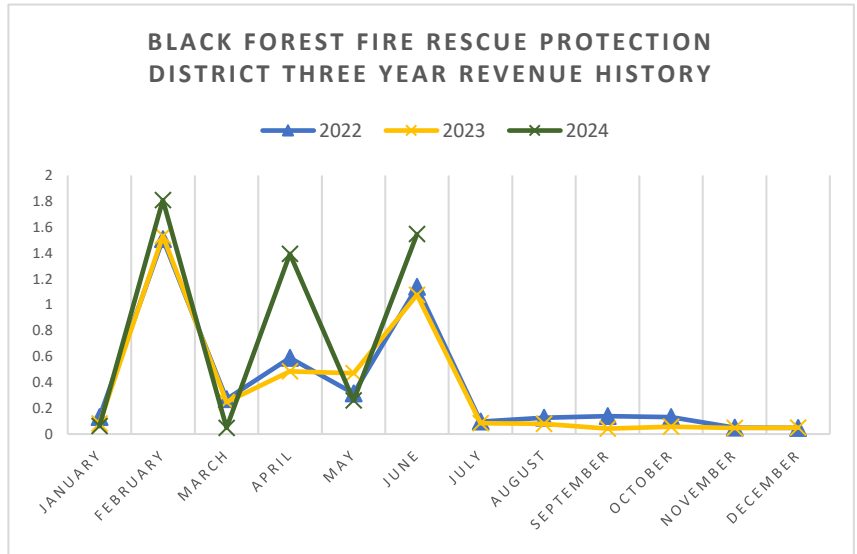
- Ambulance Revenue of \$16,695
- Total Tax Revenue of \$1,529,230

Notable Expenses this month:

- Turnout Gear \$19,002

Public Affairs/Community Engagement

Time Reporting



* Denotes total deployment and deployment backfill hours

LOGISTICS & PLANNING

Section Lead: Rachel Dunn

Asset Management Plan

- Continued assessment of department assets.

Information Technology (IT)

- Renewed contract with Applied Technology.

Fleet Management (E.V.T. Gavin Smith)

- Routine Maintenance .
- Parts and materials for Type 6 units are beginning to be delivered.
- Gavin working on pricing for building out a Type 3.
- Install Jake break on 712.
- Diagnosing electrical issues on 731.

Lexipol

- Contract signed on June 25th.
- Initial orientation with Lexipol on July 18th

OPERATIONS

Section Lead: Deputy Chief Chris Piepenburg

Training: Captain Michael Torres



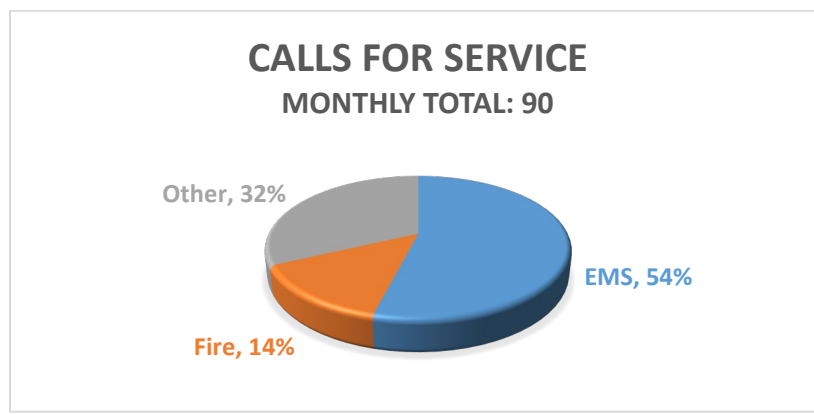
Summary of Significant Events:

- Members continue certification testing.
- Wildland Structure Protection drill in district for all crews.
- Rope Rescue drill in district for all crews.

Daily Operations

Summary of Significant Events:

- Wildland Deployment to the Oak Ridge Fire.
- New wildland technician.



Community Risk Reduction

Inspections

- EDARP @ 100% participation.
- Two members still in CSFD Plans Review Academy.

Fuels Management (Mitigation)

- Daily fire danger determination continues, and adjustments of signs occurs daily.

BFFRPD is out of FIRE RESTRICTIONS

COMMAND/STRATEGIC SUMMARY

Fire Chief PJ Langmaid

Nothing to report

APPENDIX A
OLD BUSINESS DOCUMENTS

APPENDIX B
NEW BUSINESS DOCUMENTS
