

**MINUTES  
BOARD OF DIRECTORS REGULAR MEETING  
NORTH METRO FIRE RESCUE DISTRICT  
ADMINISTRATIVE HEADQUARTERS  
101 SPADER WAY, BROOMFIELD, CO 80020**

The meeting was held in-person. Information regarding public participation in the meeting was posted on the District's website at least 24-hours in advance.

Date: September 19, 2023

**BOARD MEMBERS PRESENT:**

Richard Miller, President  
Peter Billera, Vice President  
Richard Kondo, Treasurer  
Elizabeth Law-Evans, Secretary  
Patrick Browne, Asst. Secretary

**STAFF PRESENT:**

David Ramos, Fire Chief  
David Anderson, Deputy Chief, Support Services  
Jeff Bybee, Deputy Chief, Operations  
Lisa Willis, Chief Financial Officer  
Mark Daugherty, EMS Chief  
Steve Gosselin, Division Chief, Fire Prevention  
Rob Morris, Training Chief  
Matt Horan, Planning Chief  
Amy Collins, Human Resources Manager  
Sara Farris, Public Information Officer  
Donna Hays, IT Manager

**LEGAL COUNSEL:**

Dino Ross

**A. Call to Order**

President Miller called the Board of Directors meeting to order at 4:00 p.m.

**B. Pledge of Allegiance by Director Browne**

**C. Additions/Deletions to Agenda**

Chief Ramos asked for the Lifesaving Award to be moved to the first presentation.

**D. Approve Agenda**

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BROWNE TO ACCEPT THE AMENDED AGENDA. THE MOTION PASSED UNANIMOUSLY.

**E. Public Comment (Agenda Items Only)**

None.

**F. Presentations**

1. Lifesaving Award – Bill Castonguay

Chief Daugherty was proud to tell a lifesaving story involving Firefighter Bill Castonguay. He encountered a bicyclist on the ground in cardiac arrest in Boulder County on his day off. He stopped to render aid in the form of CPR and calling for an ambulance. The bicyclist was in attendance and had made a remarkable recovery. He thanked Firefighter Castonguay. Chief Ramos presented Firefighter Castonguay with the District's lifesaving medal.

2. Oath of Office – Captain Cullen Lyle

Chief Bybee reviewed Captain Lyle's history and accomplishments while at North Metro Fire. Chief Ramos administered the oath of office to Captain Lyle, and Battalion Chief Smith pinned his badge.

3. Oath of Office – Lieutenant Michael Wyman

Chief Bybee reviewed Lieutenant Wyman's history and accomplishments while at North Metro Fire. Chief Ramos administered the oath of office to Lieutenant Wyman, and his wife pinned his badge.

4. Oath of Office – Lieutenant Jacob Charney

Chief Bybee reviewed Lieutenant Charney's history and accomplishments while at North Metro Fire. Chief Ramos administered the oath of office to Lieutenant Charney, and his girlfriend pinned his badge.

5. Oath of Office – Engineer Matt Peterson

Chief Bybee reviewed Engineer Peterson's history and accomplishments while at North Metro Fire. Chief Ramos administered the oath of office to Engineer Peterson, and his wife pinned his badge.

6. Medical Director Award – Alan Graham

Chief Daugherty announced a new award that solicits nominations from the line. Dr. Roosa reviewed Alan Graham's selection for the first Medical Director award.

7. Introduce Andrew Clark, IT Technician

Donna Hays introduced Andrew Clark, IT Technician, who will serve as Tier 1 support for the District.

**G. Staff Reports**

1. PIO Presentation

PIO Farris reviewed coverage from the 9/11 Memorial Ceremony.

2. August 31, 2023, YTD Financial Statements – General Fund

CFO Willis reviewed the August 31, 2023 financial statements for the General Fund. She discussed the Medicaid Supplemental income. The reimbursement payment will be \$2,814,631 and was recorded as revenue in the August financial statements. Since 2018, the District has received over \$10 million in Medicaid supplemental reimbursement.

3. Property Tax Assessment 2024

CFO Willis explained that she had received preliminary valuations from the five counties on August 25. These estimates do not include any reductions if Proposition HH passes in November. She would bring back more information in October after she receives more estimates from the counties on the potential effect of Proposition HH.

Director Law-Evans asked if the Board could take a stance on Proposition HH. Attorney Ross replied that the Board may take a stance on Proposition HH in the form of a Resolution; however, the Board is limited in how the Resolution may be disseminated. After discussion, Director Law-Evans withdrew her recommendation to take a stance on Proposition HH. She recommended developing a policy around political statements for the future, such as unanimous support for the stance.

CFO Willis reviewed increases to the Property Tax Assessment for 2024, which includes a substantial increase in oil and gas property tax revenue, which would not be affected if Proposition HH succeeds. Chief Ramos added that he is planning to use oil and gas revenue to fund capital expenditures, since it cannot be counted on to remain the same in the future.

4. MDA Fill the Boot

Lieutenant Kyle Petau discussed the cash collected by firefighters over Labor Day weekend, which totaled more than \$33,000 for the Muscular Dystrophy Association.

5. 2024 Budget Process

CFO Willis announced that she would provide the first version of the 2024 Proposed Budget to the Board by October 15. There will be a budget hearing on November 14, with a Study Session two weeks later on November 28.

6. Medicaid Supplemental Adjustment

CFO Willis addressed this during her report on the financials.

7. Sprinkler Ordinance in Broomfield, Division Chief Steve Gosselin

Chief Gosselin noted that the Sprinkler Ordinance did pass in Broomfield and takes effect on January 1, 2024. President Miller acknowledged that this was a team effort. Director Kondo asked about any dialogue in Northglenn to pass a similar sprinkler ordinance. Chief Gosselin would push for this in Northglenn with the next Code Adoption in 2024.

8. November 2023 Election Update

DEO Brown confirmed that the ballot issue language had been submitted to all five counties in English and Spanish. The deadline for receiving pro and con statements about the Ballot Issue, which would be included in the TABOR notice, is September 22.

9. News and Other Project Updates

None.

**H. Public Comment**

None.

**I. Broomfield Urban Renewal Authority (BURA) Update**

Director Law-Evans noted that the recent BURA meeting had concerned the site development plan for the Broomfield Town Center. The BURA Board did approve the site development plan. The plan includes a roundabout at 1<sup>st</sup> Avenue and Spader Way. She recommended following up with Broomfield about the parking lot where the temporary fire station was located near headquarters and potential TIF reimbursement for this area.

Director Law-Evans requested a presentation on all of the District's TIF areas after the November election.

**J. City Liaison Comment**

Mr. Richard Kondo, City Councilperson from Northglenn, thanked the District for supporting Pirate Fest. He announced that the Prost Brewery should open by the end of October. He had offered the opportunity to ride along with firefighters to other Northglenn City Council members.

**K. Action Items**

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.

1. Approval of accounts payable checks 55540 through 55671 and online Bill Pay 2023-82 through 2023-86 for a net total of \$681,489.41.
2. Approval of minutes from the August 22, 2023, regular District Board meeting.
3. Approval of minutes from the August 30, 2023, special District Board meeting.

**L. Attorneys' Report**

Attorney Ross stated that he had nothing to add to his written report to the Board. The Board had no questions.

**M. Directors' Reports**

The Directors shared their responses to the presentations.

**N. Executive Session**

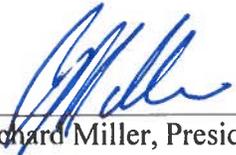
A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BROWNE TO GO INTO EXECUTIVE SESSION AT 5:53 P.M. TO PROVIDE NEGOTIATION DIRECTION TO THE DISTRICT'S BENEFITS BROKER, HUB INTERNATIONAL, PURSUANT TO C.R.S. 24-6-402(4)(E). THE MOTION PASSED UNANIMOUSLY.

A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR LAW-EVANS TO COME OUT OF EXECUTIVE SESSION AT 7:40 P.M. THE MOTION PASSED UNANIMOUSLY.

**O. Recess/Adjournment**

A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR LAW-EVANS. THE MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 7:42 p.m.

  
Richard Miller, President

  
Elizabeth Law-Evans, Secretary