

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: November 14, 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 Kondo

C. Additions/Deletions to Agenda

None.

D. Approve Agenda

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

E. Public Comment (Agenda Items Only)

None.

F. Presentations

1. Lifesaving Awards

Dr. Roosa discussed lifesaving measures provided by Broomfield Police Officer Shane Mortensen. He was presented with a Lifesaving Award for his decisive action in caring for a patient with a massive hemorrhage prior to the arrival of EMS.

EMS Chief Daugherty presented Cardiac Arrest Care Commendations to members of North Metro Fire, Westminster Fire, Broomfield Communications, and Broomfield Police that provided CPR and critical care to a patient that suffered a cardiac arrest on September 9, 2023. The patient, Mr. Cletis Lietchy, had thankfully made a full recovery and was present to meet and thank the responders and telecommunicators.

2. Introduce Jason Doyle, Facilities Maintenance Manager

Chief Anderson introduced the Board to Jason Doyle who has a wealth of experience with the Omni Hotel organization.

G. Public Hearing

1. 2024 Proposed Budget

CFO Willis discussed some charts comparing general fund revenue to expenditures and capital improvements expenditures.

CFO Willis explained the effects of SB22-238 on the property tax income in 2024. Attorney Ross discussed the upcoming special legislative session, called to address property tax relief. He promised to update the Board as there is news to report. CFO Willis noted that there would be a Board meeting on November 28 when they can review the actual legislation that has been enacted.

CFO Willis reviewed changes to salaries for the 2024 proposed budget and the components of the changes, including Cost of Living Adjustments, new hires and longevity.

CFO Willis discussed Emergency Services staffing comparing 2023 to 2024.

CFO Willis concluded her presentation by reviewing a summary of benefit accounts for all divisions. President Miller asked what is the percentage of total compensation for fringe benefits. CFO Willis promised to bring that information to the Board at the next meeting.

Director Law-Evans asked how fresh the construction numbers were for Stations 68 and 69. Chief Ramos replied that he refreshes these estimates often with the owner's representative and the architect. He is anticipating some price increases for Station 68. Director Law-Evans also asked about the rising cost of firefighting gear. CFO Willis promised to bring a flyer describing the rising costs of the gear that was used to educate the citizens earlier this year.

2. Public Comment (2024 Proposed Budget Only)

None.

H. Staff Reports

1. PIO Presentation

PIO Farris reviewed election coverage in the local newspapers.

2. Election Update – Bond Mill Levy Extension

DEO Brown announced that the mill levy ballot issue had passed with 76% voting yes. She would file the appropriate documents with Division of Local Government once the UOCAVA ballots had been counted.

3. 2024 Old Hire Pension Fund Benefit Adjustment

Chief Ramos noted that in order to provide a Cost-of-Living Adjustment (COLA) for the Old Hire Pension Fund members, the District Board would need to pass a resolution to recommend the COLA to the Old Hire Pension Board. Then the Old Hire Pension Board would meet on December 13 to approve the COLA as well. In order to match the FPPA increase, the proposed Resolution specifies a one-time payment in January 2024 that is equal to 8.35% of the member's 2023 annual benefit and a cost-of-living increase of 0.15% beginning in January 2024.

4. Updated Strategic Plan 2019-2025

Chief Ramos discussed the recent edits to the Strategic Plan, including building a fitness center and Class A burn building at the Training Center. He also added hiring a new inspector to the Fire Prevention Division in 2024 to take the load off the crews. Director Kondo asked about the septic system at the Training Center. Chief Ramos replied that this has been funded in the Capital Fund budget and is not included in the Strategic Plan. President Miller would like to accelerate the construction of the fitness center at the Training Center. He would like to see cost estimates for this project.

5. Exploration of Merger with Adams County Fire Protection District

President Miller announced that in the last week of August, Chief Ramos was approached by Acting Fire Chief Troy Patterson about the potential for a merger between North Metro Fire and Adams County Fire Protection District. This resulted in a lunch meeting between two Board members from each department. The results of that meeting indicated that further exploration of the concept of a merger was warranted. The Board has had several Executive Session discussions with Attorney Ross on what form the merger could take as well as other legal feasibility issues. President Miller feels it is time to have a public discussion on whether to move forward with exploration of a merger with Adams County Fire Protection District.

Director Browne noted that every single detail is important. Director Kondo acknowledged the professionalism and similarities of culture between the two fire departments. He hopes for economies of scale. Director Law-Evans would be looking for benefits to the citizens. She worries about protecting the culture.

President Miller noted that many of the departments in the southern portion of the metro area had already merged. He wants to be in a position of strength when mergers start happening in the north area. Director Law-Evans would like to hear thoughts from Staff. Chief Ramos shared that he has heard support from staff. He would solicit additional feedback to share with the Board. President Miller stated that he would like to host a joint Board meeting in January to address gateway issues. He would like Attorney Ross to be present along with Attorneys Ferguson and Powell. Director Kondo would also like to know Staff's recommendation before meeting jointly with the Adams County Fire Protection District Board.

A MOTION TO EXPLORE A POTENTIAL MERGER WITH ADAMS COUNTY FIRE PROTECTION DISTRICT WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BROWNE. THE MOTION PASSED UNANIMOUSLY.

6. Proposed 2024 Board Meeting Calendar

Chief Ramos noted that the December Board meeting is usually held over lunch to allow the CFO time to share the certifications with the five counties once approved by the Board. The Board also holds a performance review of the Fire Chief during this meeting. President Miller recommended starting the meeting at 11:00 a.m. on December 13.

Heather Brown shared a proposed Board meeting calendar for 2024 that had been drafted for Board consideration. She noted exceptions to the third Tuesday of the month in January, July, November and December. Director Law-Evans mentioned that November 5 is election day and recommended picking another day for the November meeting. Ms. Brown will share an updated draft for Board consideration at the December 13 Board meeting.

7. News and Other Project Updates

Chief Ramos noted that this was PIO Farris' last Board meeting. He invited the Board to her farewell party later that week. She will be helping out part-time after she moves back to Texas.

I. Public Comment

None.

J. Broomfield Urban Renewal Authority Update

None.

K. City Liaison Comment

Director Kondo discussed election results in Northglenn. He was re-elected to his City Council seat.

L. 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.
 - a) Approval of accounts payable checks 55883 through 55979 and online Bill Pay 2023-100 through 2023-104 for a net total of \$510,351.98.
 - b) Approval of minutes from the October 26, 2023, regular District Board meeting.
2. A MOTION TO APPROVE RESOLUTION NM23-09, AUTHORIZING AND RECOMMENDING A ONE-TIME 0.15% INCREASE IN BENEFIT PAYMENTS TO PARTICIPANTS OF THE "OLD HIRE" DEFINED BENEFIT PLAN EFFECTIVE ON JANUARY 1, 2024 AND A ONE-TIME, LUMP SUM PAYMENT IN JANUARY 2024 THAT IS EQUAL TO 8.35% OF THE MEMBER'S 2023 ANNUAL BENEFIT WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BROWNE. THE MOTION PASSED UNANIMOUSLY.

3. A MOTION TO ADOPT THE UPDATED STRATEGIC PLAN 2019-2025 WAS MADE BY DIRECTOR BILLERA AND SECONDED BY BROWNE. THE MOTION PASSED UNANIMOUSLY.

M. Attorneys' Report

Attorney Ross stated that he had nothing to add to his written report to the Board.

N. Directors' Reports

The Directors shared their responses to the presentations.

O. Executive Session

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BILLERA TO GO INTO EXECUTIVE SESSION AT 6:46 P.M. TO DISCUSS MATTERS RELATED TO FIRE CHIEF COMPENSATION PACKAGE AND TO RECEIVE ADVICE OF LEGAL COUNSEL REGARDING A POTENTIAL MERGER WITH ADAMS COUNTY FIRE PROTECTION DISTRICT PURSUANT TO C.R.S. 24-6-402(4)(B) AND (F). THE MOTION PASSED UNANIMOUSLY.

Attorney Ross certified for the record that the first portion of the Executive Session, where he would provide advice regarding the potential merger with Adams County Fire Protection District, would constitute a confidential attorney-client communication and would not be recorded.

A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR KONDO TO COME OUT OF EXECUTIVE SESSION AT 7:58 P.M. THE MOTION PASSED UNANIMOUSLY.

P. Recess/Adjournment

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

The meeting was adjourned at 7:58 p.m.



Richard Miller, President



Elizabeth Law-Evans, Secretary

I hereby attest that the information communicated during the first portion of the Executive Session, which was not recorded, constituted privileged attorney-client communications.


Dino Ross, Esq.

I hereby attest that the first portion of the Executive Session, which was not recorded, was confined to advice of legal counsel, and the second portion of the executive session, which related to the Fire Chief's compensation package and was recorded, were both authorized for discussion in Executive Session pursuant to C.R.S. §24-6-402(4)(b) and (f).


Richard Miller, President