

**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: May 21, 2024

**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, Deputy Chief, Operations  
Steve Gosselin, Division Chief, Fire Prevention  
Amy Collins, Human Resources Manager  
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**

President Miller added a presentation by Local 2203 to the agenda.

**D. Approve Agenda**

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

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

None.

**F. Presentations**

1. Citizens Academy Graduates

Josh Hamilton, Community Risk Reduction Specialist, discussed the weeks of learning that the Citizens Academy participants had experienced. He shared a video of their training. Director Billera distributed certificates to the participants. The Board took a short recess to mingle with the participants.

2. Local 2203

Lieutenant Chad Telling, Treasurer of Local 2203, discussed the Memorandum of Understanding (MOU) that had been submitted to the Board and asked if there were any questions.

President Miller replied that the Board had no questions at this time.

Naomi Perera, the Union's legal counsel, noted that this is a busy collective bargaining year for front range fire departments. Economic conditions have changed since the current collective bargaining agreement with the District was negotiated in 2022. The Union believes the wages in the current collective bargaining agreement are below wages at comparable fire departments. She thinks the MOU provides a safety net. She is worried about a future morale problem if the District negotiates a new collective bargaining agreement that would apply if the merger is successful, then the merger falls through, and the District abandons the new collective bargaining agreement.

3. Broomfield Urban Renewal Authority Cooperation Agreements

CFO Willis explained Tax Increment Financing (TIF). For some of the TIF areas in Broomfield, the District receives property tax reimbursement from the City and County of Broomfield to make the District whole for lost property tax income. She shared a chart of the reimbursements the District received in 2024, which total more than \$4.7 million.

Attorney Ross added that there was legislation passed a few years ago that requires Urban Renewal Authorities to negotiate with local taxing entities regarding any new TIF areas.

Director Law-Evans thanked CFO Willis for the presentation that Director Law-Evans had requested.

**G. Staff Reports**

1. April 30, 2024, YTD Financial Statements – General Fund

CFO Willis reviewed the financial statements for the General Fund for the period ending April 30, 2024. The District had received backfill property tax income due to Senate Bill 22-238 from three counties so far.

2. Recap of Meeting with Northglenn City Manager

President Miller summarized the engaging meeting with the Northglenn City Manager, Mayor, Police Chief and Deputy Chief. Director Kondo and he shared with City officials the reasons the Board was considering a merger. The city officials urged the District to put together a communications plan quickly. Director Kondo added that the City Manager recommended a public outreach opportunity.

3. Potential Merger Update

Chief Ramos informed the Board that Staff is assessing individual Collective Bargaining Agreements in preparation for potential collective bargaining and administrative pay and benefits plan development for a merged District.

4. Station 68 Land Purchase

Chief Ramos was getting ready to negotiate on a piece of property in Verve Innovation Park. He has a draft letter of intent to purchase. The District only wants to pay for useful land. He would like direction on completing negotiations in Executive Session.

5. News and Other Project Updates

Chief Ramos updated the Board on the Adams and Jefferson County Hazardous Substance Response Authority meeting that took place earlier that day. The Authority Board has completed a recommendation to dissolve the Authority and the division of Authority assets between the two agencies that established the Authority. He will work with Attorney Ross to develop the appropriate documentation to dissolve the Authority.

**H. Public Comment**

None.

**I. Broomfield Urban Renewal Authority Update**

Director Law-Evans shared that BURA was tasked with disentangling the relationship between

the Events Center and Arista Parking Garage.

**J. City Liaison Comment**

Director Kondo noted that the Northglenn City Council had approved the IGA for Sewer Service for the Training Center.

**K. Action Items**

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR LAW-EVANS. THE MOTION PASSED UNANIMOUSLY.
  - a) Approval of accounts payable checks 56746 through 56924 and online Bill Pay 2024-35 through 2024-42 for a net total of \$712,783.42.
  - b) Approval of minutes from the April 16, 2024 regular district board meeting.
  - c) Approval of minutes from the April 23, 2024 joint meeting of the North Metro Board and the Adams County Fire Protection Board.

**L. Attorneys' Report**

Attorney Ross noted that he is assisting in the negotiations for the Station 68 land purchase.

**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 BILLERA TO GO INTO EXECUTIVE SESSION AT 5:32 P.M. TO (1) RECEIVE ADVICE OF LEGAL COUNSEL REGARDING THE POTENTIAL MERGER, (2) DISCUSS CFO COMPENSATION, AND (3) RECEIVE ADVICE OF LEGAL COUNSEL, DEVELOP NEGOTIATION STRATEGIES, AND INSTRUCT NEGOTIATORS REGARDING POTENTIAL REAL PROPERTY ACQUISITION PURSUANT TO C.R.S. § 24-6-402(4)(B), (E), AND (F). THE MOTION PASSED UNANIMOUSLY.

Attorney Ross certified for the record that the discussion on the potential merger and advice of legal counsel regarding real property acquisition in Executive Session will be advice of counsel, will constitute a confidential attorney-client communication and will not be recorded.

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BILLERA TO COME OUT OF EXECUTIVE SESSION AT 7:25 P.M. THE MOTION PASSED UNANIMOUSLY.

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BROWNE TO RECOGNIZE THE VALIANT AND EXTRA EFFORTS BY CFO LISA WILLIS, FAR BEYOND EXPECTATIONS, AND OFFER A SPECIAL COMPENSATION BONUS IN THE AMOUNT OF \$5,000. THE MOTION PASSED UNANIMOUSLY.

**O. Recess/Adjournment**

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

The meeting was adjourned at 7:28 p.m.

  
Richard Miller, President

  
Elizabeth Law-Evans, Secretary

I hereby attest that I provided advice of legal counsel in connection with the potential merger and the potential real property acquisition in the Executive Session, which constituted privileged attorney-client communications and was not recorded.

  
Dino Ross, Esq.

I hereby attest that the Executive Session was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. §24-6-402(4)(b), (e) and (f).

  
Richard Miller, President