

**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: December 12, 2024

**BOARD MEMBERS PRESENT:**

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

**STAFF PRESENT:**

David Ramos, Fire Chief  
Dave Anderson, Deputy Chief, Support Service  
Matt Horan, Deputy Chief, Support Services  
Mark Daugherty, Deputy Chief, Operations  
Lisa Willis, Chief Financial Officer  
Steve Gosselin, Division Chief, Fire Prevention  
Amy Collins, Human Resources 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 Murphy**

**C. Additions/Deletions to Agenda**

President Miller noted that Directors Law-Evans and Billera were attending the meeting virtually.

No additions or deletions to the Agenda.

**D. Approve Agenda**

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

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

None.

**F. Presentations**

1. Oath of Office – Engineer Harrison Bailey

Chief Daugherty reviewed Engineer Bailey’s accomplishments at North Metro Fire. Chief Ramos administered the oath of office to Engineer Bailey, and his girlfriend pinned his badge.

**G. Convene as Old Hire Paid Pension Board of Trustees**

President Miller convened the Old Hire Paid Pension Board of Trustees meeting. The Trustees conducted their business as reflected in the Old Hire Paid Pension Board of Trustees meeting minutes.

The Old Hire Paid Pension Board of Trustees meeting was adjourned, and the district Board continued its meeting.

**H. Convene Meeting of Board of Trustees of the Adams County Mutual Aid Trust**

President Miller convened the meeting of the Board of Trustees of the Adams County Mutual Aid Trust. Chief Ramos explained that the final Adams Jefferson County Hazardous Response Authority (Authority) meeting had occurred, and the division of assets for transfer to the two parties had been finalized. He recommended Board approval of the Amended and Restated Resolution and Declaration of Trust which would allow the Adams County Mutual Aid Trust to receive the transfer of assets from the Authority.

Attorney Ross reviewed the Amended and Restated Resolution and Declaration of Trust document. The Trust provides support by providing physical assets; it does not provide emergency response for hazardous materials incidents.

1. A MOTION TO APPROVE THE AMENDED AND RESTATED RESOLUTION AND DECLARATION OF TRUST FOR THE ADAMS COUNTY MUTUAL AID TRUST, EFFECTIVE DECEMBER 12, 2024 WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR LAW-EVANS. THE MOTION PASSED UNANIMOUSLY.

A MOTION TO ADJOURN THE TRUST MEETING WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.

**I. Public Hearing (continued) – 2025 Proposed Budget**

1. Staff Report

CFO Willis reviewed minor changes to the 2025 Proposed Budget since the November version. She would file the mill levy certifications with the five counties once the Board approves the Resolution.

2. Public Comment (Proposed Budget Only)

None.

A MOTION TO ADJOURN THE PUBLIC HEARING ON THE 2025 PROPOSED BUDGET WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.

Director Law-Evans commended CFO Willis and her staff for the hard work preparing the 2025 budget.

**J. Staff Reports**

1. Accreditation Site Visit Recap

Chief Horan discussed the recent site visit by four peer assessors. The peer team recommended the district for accredited status. The district is debating how to respond to the team's recommendations. The district will appear at a hearing before the Commission in Florida in April 2025.

President Miller commented that he and Director Kondo had met with the lead assessor during the visit. Director Kondo commended Chief Horan and Lieutenant Young for their work on the accreditation process.

2. 2025 Board Meeting Calendar

Ms. Brown stated that she had adjusted the 2025 Board Meeting Calendar based on previous comments. President Miller noted that he may add more meetings later. There were no edits from the Board.

3. Station 68

Chief Ramos noted that the district is continuing to make progress and getting closer to setting up a temporary station.

4. News and Other Project Updates

Chief Ramos had received a letter from Broomfield Urban Renewal Authority regarding the development of a new urban renewal area for the Town Square with a hearing on February 25, 2025.

**K. Public Comment**

None.

**L. Broomfield Urban Renewal Authority Update**

Director Law-Evans announced that the Broomfield Events Center demolition is ongoing.

**M. City Liaison Comment**

Director Kondo thanked the crews and public education staff for attending Noel Northglenn event.

**N. Action Items**

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.
  - a) Approval of accounts payable checks 57863 through 57953 and online Bill Pay 2024-107 through 2024-112 for a net total of \$512,269.72. Voided check: 57898.
  - b) Approval of minutes from the November 20, 2024 special district board meeting.
  - c) Approval of minutes from the December 4, 2024 special district board meeting.
2. A MOTION TO APPROVE RESOLUTION #NM24-09 – 2025 MILL LEVY CERTIFICATION AND 2025 FINAL BUDGET WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.
3. A MOTION TO APPROVE RESOLUTION #NM24-10, APPROVING THE REGULAR BOARD OF DIRECTORS MEETING SCHEDULE FOR CALENDAR YEAR 2025; AND DESIGNATING POSTING LOCATIONS FOR NOTICES OF REGULAR AND SPECIAL MEETINGS WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.

**O. Attorneys' Report**

Attorney Ross did not have anything to add to his written report.

**P. Directors' Reports**

The Directors shared their responses to the presentations.

**Q. Executive Session**

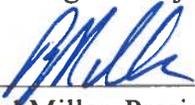
A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR MURPHY TO GO INTO EXECUTIVE SESSION AT 5:31 P.M. TO DISCUSS THE FIRE CHIEF SELECTION PROCESS AND FIRE CHIEF RAMOS' ANNUAL EVALUATION PURSUANT TO C.R.S. §24-6-402(4)(F). THE MOTION PASSED UNANIMOUSLY.

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR MURPHY TO COME OUT OF EXECUTIVE SESSION AT 7:54 P.M. THE MOTION PASSED UNANIMOUSLY.

**R. Recess/Adjournment**

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

The meeting was adjourned at 7:55 p.m.

  
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Richard Miller, President

  
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Elizabeth Law-Evans, Secretary

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) (f).

  
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Richard Miller, President