

**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: October 20, 2025

BOARD MEMBERS PRESENT:

Richard A. Kondo, President
Peter Billera, Vice President
Richard Miller, Treasurer
Elizabeth Law-Evans, Secretary

STAFF PRESENT:

Mark Daugherty, Fire Chief
Matt Horan, Deputy Chief, Support Services
Matt O’Leary, Deputy Chief, Operations
Lisa Willis, Chief Financial Officer
Steve Gosselin, Division Chief, Fire Prevention
Amy Collins, Human Resources Manager
Donna Hays, IT Manager
Jason Doyle, Facilities Manager
Katie Converse, Public Information Officer

EXCUSED:

James Hiromasa, Asst. Secretary

LEGAL COUNSEL:

Dino Ross

A. Call to Order

President Kondo called the board of directors meeting to order at 2:00 p.m.

B. Pledge of Allegiance by Director Billera

C. Additions/Deletions to Agenda

A MOTION TO EXCUSE THE ABSENCE OF DIRECTOR HIROMASA FROM THE BOARD MEETING WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR MILLER. THE MOTION PASSED UNANIMOUSLY.

D. Approve Agenda

Chief Daugherty asked to move the Oaths of Office after the Electromagnetic Field Report on the agenda.

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

E. Public Comment (Agenda Items Only)

None.

F. New Staff Introduction – Administrative Assistant Chandra Rizzo

Heather Brown introduced Chandra Rizzo, the new Administrative Assistant who started on September 9. She will support the Fire Chief and Deputy Chiefs and assist the Executive Administrative Assistant. Ms. Rizzo noted that her background was in aviation, and she was happy to be at North Metro Fire.

President Kondo expressed his appreciation for Ms. Rizzo’s assistance with the general contractor interviews.

G. Presentations

1. Station 64 Electromagnetic Field Report

Ms. Karen Phegley from EFI Global had conducted an electromagnetic field (EF) study at Station 64 because of the close proximity of the cell phone tower to the station. She shared a table of the EF readings at Station 64, all of which were under 100% except for an old lamp in a bedroom. The outside readings were consistently low.

Director Billera asked about the FCC Maximum Permissible Exposure limits. He wondered what are the Maximum Permissible Exposure limits in other countries. Ms. Phegley did not know this information, but agreed to look into it.

H. Oath of Office – Engineer David Altizer

Deputy Chief O’Leary reviewed Engineer Altizer’s history at North Metro Fire. Chief Daugherty administered the oath of office to Engineer Altizer, and his wife pinned his badge.

I. Oath of Office – Engineer Josh Manson

Deputy Chief O’Leary reviewed Engineer Manson’s accomplishments during his time at North Metro Fire. Chief Daugherty administered the oath of office to Engineer Manson, and his wife pinned his badge.

J. Executive Session

A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR LAW-EVANS TO GO INTO EXECUTIVE SESSION AT 2:57 P.M. TO 1) RECEIVE ADVICE OF LEGAL COUNSEL AND INSTRUCT NEGOTIATORS IN CONNECTION WITH THE STATION 68, FLEET STORAGE FACILITY, AND TRAINING CENTER SEWER LINE CONSTRUCTION PROJECTS, AND AN MOU WITH LOCAL 2203 TO CHANGE PENSION PLAN FOR EMPLOYER CONTRIBUTIONS FOR DROP PARTICIPANTS; AND 2) DISCUSS PERSONNEL MATTER 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 portion of the Executive Session in which he would be providing advice would constitute a confidential attorney-client communication and would not be recorded.

A MOTION WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR BILLERA TO COME OUT OF EXECUTIVE SESSION AT 4:09 P.M. THE MOTION PASSED UNANIMOUSLY.

K. Presentations (continued)

2. General Contractor Interviews for Fleet Storage Facility

Chief Daugherty discussed the process to choose a general contractor for a new Fleet Storage Facility at the Training Center. The Committee recommended Saunders Construction for the contract to build the Fleet Storage Facility.

3. General Contractor Interviews for Station 68

Chief Daugherty discussed the process to choose a general contractor for the Station 68 construction project. The original budget for the construction of the station was \$10 million. The three contractors estimated around \$9 million which made this a difficult decision. The Committee ultimately recommended Golden Triangle Construction for the contract to build Station 68.

President Kondo stated that he had enjoyed participating in the interview process for the construction projects.

L. Staff Reports

1. September 30, 2025, YTD Financial Statements – All Funds

CFO Willis reviewed the financial statements for all funds for the period ending September 30, 2025. She shared a chart explaining the Wildland Fire Deployment Revenue for 2025 through September, which is close to \$1 million.

2. 2026 Budget Process

CFO Willis noted that version one of the 2026 proposed budget was emailed to the board on October 15, 2025. The next step would be the public hearing on November 17. Budget notebooks would be delivered to the board on November 14. There would also be a study session on December 2.

3. 2026 Old Hire Pension Fund Benefit Adjustment

CFO Willis discussed the potential benefit adjustment for 2026 for the Old Hire Pension Fund retirees and the applicable process – the district board considers the adjustment first, and if appropriate, makes a recommendation to the Old Hire Pension Fund board of trustees. The board of trustees would consider the recommendation and determine whether to make an adjustment. CFO Willis noted that the board had historically followed the cost of living increase approved by the Fire and Police Pension Association (FPPA), which at this time is a 0.27% COLA, plus a one-time payment of 2.63% of the previous year's annual benefit. There is an action item for board consideration.

Attorney Ross commented that the pension plan includes a provision for ad hoc COLA increases. If the district board deems the COLA appropriate, it would adopt a recommendation to the board of trustees to approve the COLA.

4. Adams County Fire Rescue Fleet Maintenance Agreement

Chief Daugherty discussed the second amendment to the Fleet Agreement which would amicably dissolve the District's relationship with Adams County Fire Protection District for Fleet Maintenance Services at the end of 2025.

5. 401(a) Plan for DROP Participants – Amendment to the Admin Pay Plan and CBA

Chief Daugherty reviewed his discussions with the union leadership and admin employees regarding the district making its employer DROP contributions to the employee's 401(a) account instead of a 457 Plan, which is currently occurring. This change would be made to the Collective Bargaining Agreement and the Admin Pay Plan, and also would include an agreement with FPPA. Chief Daugherty believes that this change is in the best interests of all employees.

6. Civil Service Committee Vacancy

Chief Daugherty noted that the Civil Service Committee contains three members. Retired Battalion Chief Ginther is stepping down after his six-year term ends in November. The board may choose to appoint his replacement. Committee members must live in the district boundaries. Chief Daugherty asked for the board's opinion on how to fill the vacancy. Discussion followed.

7. Second Amendment to IGA with the City of Thornton

President Kondo thanked all that were involved in the planning and execution of the joint study session with Thornton City Council at the Training Center.

Chief Daugherty agreed that it went well, and it took many people to pull it off successfully. He had worked with Chief Kelly to draft an Amendment for a three year term with increased rental and maintenance fees. During the three years, a feasibility study would be conducted to guide the future partnership between the two fire departments.

8. Training Center Sewer Line

Attorney Ross reviewed the status of the Training Center Sewer Line project. The board at its last meeting had approved Farner Enterprises as the contractor for the project. It was later learned that Farner is not licensed to be a general contractor. It would be necessary to restructure the project and determine if Jordy Construction, which completed the design and engineering services for the project, would be the appropriate party to handle construction of the project.

9. Proposed 2026 Board Meeting Calendar

President Kondo noted that the board had received a draft calendar for 2026 board meetings. Executive Administrative Assistant Brown asked for any conflicts to be shared with her before the board considers an action item to approve the meeting calendar at its next meeting.

10. News and Other Project Updates

Chief Daugherty announced that the district had recently remembered Firefighter Craig Moilanen who passed away from cancer 10 years ago with a small ceremony with his family in attendance. The district would also be renaming a street at the Training Center to Moilanen Way. The district is flying special flags honoring Firefighter Moilanen.

M. Public Comment

None.

N. Broomfield Urban Renewal Authority Update

Director Law-Evans stated that BURA is undergoing their budget process, and revenue is expected to decrease by \$400,000 in 2026.

O. City Liaison Comment

President Kondo had enjoyed his time at the SDA Conference.

P. Action Items

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR MILLER. THE MOTION PASSED UNANIMOUSLY.
 - a) Approval of accounts payable checks 59475 through 59736 and online Bill Pay 2025-84 through 2025-96 for a net total of \$1,138,965.26.
 - b) Approval of minutes from the September 9, 2025 regular district board meeting.
 - c) Approval of minutes from the September 30, 2025 board study session.
2. A MOTION TO APPROVE RESOLUTION NM25-08, DEFINED RETIREMENT OPTION PLAN (DROP) EMPLOYER CONTRIBUTION AGREEMENT – STATEWIDE MONEY PURCHASE PLAN WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR BILLERA. THE MOTION PASSED UNANIMOUSLY.
3. A MOTION TO APPROVE RESOLUTION NM25-09, AUTHORIZING AND RECOMMENDING A ONE-TIME 0.27% INCREASE IN BENEFIT PAYMENTS TO PARTICIPANTS OF THE “OLD HIRE” DEFINED BENEFIT PLAN EFFECTIVE ON JANUARY 1, 2026 AND A ONE-TIME, LUMP SUM PAYMENT IN 2026 ONLY THAT IS EQUAL TO 2.63% OF THE PARTICIPANT’S 2025 ANNUAL BENEFIT, WHICH SHALL BE PAID IN JANUARY 2026 WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR MILLER. THE MOTION PASSED UNANIMOUSLY.
4. A MOTION TO ACCEPT THE BID OF, AND AWARD THE STATION 68 CONSTRUCTION PROJECT TO GOLDEN TRIANGLE CONSTRUCTION ON CONDITION THAT THE CONTRACTOR SIGN A CONTRACT THAT IS ACCEPTABLE TO CHIEF MARK DAUGHERTY AND LEGAL COUNSEL AND, FURTHER, AUTHORIZING CHIEF DAUGHERTY TO SIGN SUCH

CONTRACT WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR LAW-EVANS. THE MOTION PASSED UNANIMOUSLY.

5. A MOTION TO ACCEPT THE BID OF, AND AWARD THE FLEET STORAGE FACILITY CONSTRUCTION PROJECT TO, SAUNDERS CONSTRUCTION ON CONDITION THAT THE CONTRACTOR SIGN A CONTRACT THAT IS ACCEPTABLE TO CHIEF MARK DAUGHERTY AND LEGAL COUNSEL AND, FURTHER, AUTHORIZING CHIEF DAUGHERTY TO SIGN SUCH CONTRACT WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR LAW-EVANS. THE MOTION PASSED UNANIMOUSLY.
6. A MOTION TO ADOPT SECOND AMENDMENT TO IGA BETWEEN NORTH METRO FIRE RESCUE DISTRICT AND CITY OF THORNTON REGARDING TRAINING CENTER USE WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR MILLER. THE MOTION PASSED UNANIMOUSLY.
7. A MOTION TO ADOPT SECOND AMENDMENT TO IGA ESTABLISHING SHARED FLEET MAINTENANCE AND REPAIR PROGRAM WITH ADAMS COUNTY FIRE RESCUE DISTRICT WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR BILLERA. THE MOTION PASSED UNANIMOUSLY.
8. A MOTION TO APPROVE THE AMENDMENT TO THE 2023-2026 BENEFIT SUMMARY AND PAY PLAN FOR ADMINISTRATIVE EMPLOYEES WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR MILLER. THE MOTION PASSED UNANIMOUSLY.
9. A MOTION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH LOCAL 2203 TO MODIFY THE 2023-2026 COLLECTIVE BARGAINING AGREEMENT CONCERNING EMPLOYER CONTRIBUTIONS TO AN EMPLOYEE'S RETIREMENT PLAN AFTER ENTERING THE DEFERRED RETIREMENT OPTION PLAN (DROP) WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR BILLERA. THE MOTION PASSED UNANIMOUSLY.
10. A MOTION TO CONDITIONALLY AWARD THE TRAINING CENTER SEWER LINE CONNECTION PROJECT TO JORDY CONSTRUCTION, SUBJECT TO CHIEF STAFF AND LEGAL COUNSEL NEGOTIATING AND FIRE CHIEF DAUGHERTY SIGNING A MUTUALLY ACCEPTABLE

CONTRACT AND TO RESCIND THE BOARD'S SEPTEMBER 9, 2025 AWARD OF THE CONSTRUCTION PROJECT TO FARNER ENTERPRISES WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR LAW-EVANS. THE MOTION PASSED UNANIMOUSLY.

Q. Attorneys' Report

None.

R. Directors' Reports

The Directors shared their responses to the presentations.

S. Executive Session

None.

T. Recess/Adjournment

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

The meeting was adjourned at 5:21 p.m.

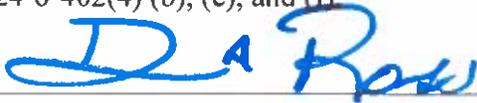


Richard A. Kondo, President



Elizabeth Law-Evans, Secretary

I certify that the portion of the executive session where legal advice was provided, which was not recorded, constituted a privileged attorney-client communication within the meaning of C.R.S. §24-6-402(4) (b), (e), and (f).



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 A. Kondo, President