

**NORTH METRO FIRE RESCUE DISTRICT  
2023–2026 BENEFIT SUMMARY AND PAY PLAN  
FOR ADMINISTRATIVE EMPLOYEES  
AMENDED 10-20-2025**

The benefits described below are applicable to full-time regular administrative employees only. The benefits described below do not apply to uniformed employees who are within the collective bargaining unit covered by a collective bargaining agreement. This summary is provided for information purposes only. Specific benefits are detailed in and subject to the limitations and provisions of the Rules and Regulations of the District, in addition to any limitations of the contracts with the District’s insurance providers. This summary is neither an express nor an implied contract, and the District retains the right to change, delete, or modify any benefit as authorized by applicable law.

**SALARY CONTINUATION PROGRAMS**

A. Health Insurance:

The District will provide health care insurance to employees. The District will pay 85% of family, employee plus spouse and employee plus children premiums and 90% of single premiums for all plans offered. The District reserves the right to provide additional choices to employees that may be more favorable in terms of price and/or cost sharing. The District also reserves the right to provide well-being incentives to encourage health improvements and overall cost reductions in accordance with applicable law. If the District offers a high deductible plan, the high deductible plan will include an annual employer contribution to a Health Savings Account for each employee enrolled in the high deductible plan. The District’s annual contribution will be \$4,500 for family coverage, \$4,000 for Employee plus spouse coverage, \$3,500 for Employee plus child coverage and \$2,250 for single coverage. The contributions to the Health Savings Accounts will be deposited monthly.

B. Retiree Health Insurance (RHI):

1. Retiree Health Insurance with District Contributions:

1.1 If at retirement an eligible employee elects to remain on a District-sponsored medical plan, the District will pay an amount toward such retiree’s health insurance on the following terms and conditions (“RHI contribution”).

1.1.1 The RHI contribution shall equal 85% of the then-current premium for the District’s most comprehensive single coverage medical plan.

1.1.2 The retiree (and the retiree’s dependents) may enroll in any District-sponsored medical plans at any coverage level offered on such plans. The retiree shall pay this cost to the District by the 15<sup>th</sup> day of each month during which the retiree maintains such coverage.

1.1.3 Eligibility for the RHI contribution shall begin on the first of the month following the date of retirement and continuing until the earlier of the following: the retiree qualifies for Medicare or reaches the age of 65 (or the then-current Medicare qualifying age as set forth in the Federal Law).

1.1.4 The District will pay the RHI contribution directly to the District-sponsored insurer.

1.2 A retiree is eligible for the RHI contribution if the following three conditions are met:

(i) The retiree is enrolled in a District-sponsored medical plan on the date of retirement; and,

(ii) The retiree's combined age and years of service at the time of retirement equals at least 80, and,

(iii) At the time of retirement, the retiree is age fifty (50) or older.

1.3 The District shall permanently discontinue the RHI contribution for any retiree who (i) cancels or elects not to enroll in a District-sponsored medical plan after the retiree's date of retirement, or (ii) fails to timely pay any portion of the premiums payable by the retiree.

## 2. Retiree Health Insurance without District Contribution:

2.1 Employees who do not meet the requirements above for retiree health insurance with District contributions may be eligible for retiree health insurance for themselves and their dependents without District contribution. This coverage applies to employees who meet one or more of the following conditions:

2.1.1 The employee has completed at least twenty (20) years of service;

2.1.2 The employee has completed at least ten (10) years of service, and is at least fifty-five (55) years of age;

2.1.3 The employee qualifies for disability retirement.

2.2 In order for the employee to continue this coverage, the following must be met:

2.2.1 The insurance carrier will agree to provide the coverage;

2.2.2 The former employee does not qualify for Medicare nor has the former employee reached the age of 65 (or the then-current Medicare qualifying age as set forth in the Federal law); and,

2.2.3 The former employee shall pay this cost to the District by the 15<sup>th</sup> day of each month during which the retiree maintains such coverage. The District shall permanently discontinue insurance if the former employee fails to timely pay the cost to the District.

C. Medicare Reimbursement for Employees and Retirees Hired Before April 1, 1986:

1. For all employees and retirees hired before April 1, 1986, that have reached the age of 65 and do not otherwise qualify for Medicare per the Federal government provisions:

1.1 The District will reimburse the employee/retiree for the full monthly cost of the premium for Medicare coverage of the type which is provided premium-free to persons who (or whose spouses) paid Medicare taxes while working for a certain amount of time.

1.2 Such reimbursement will be made after the employee/retiree submits the proof of payment of such premium according to District policies.

D. Dental Insurance:

The District will provide dental insurance to employees. The District will pay 85% of family, employee plus spouse and employee plus children premiums and 90% of single premiums. The District reserves the right to provide additional choices to employees that may be more favorable in terms of price and/or cost sharing.

E. Vision Insurance:

The District will provide vision insurance to employees. The District will pay 85% of family, employee plus spouse and employee plus children premiums and 90% of single premiums. The District reserves the right to provide additional choices to employees that may be more favorable in terms of price and/or cost sharing

F. Sick Leave:

An employee may use accrued sick leave when they are physically injured, ill, where the employee requires medical treatment not available during his/her non-duty hours, or for mental health reasons. Sick leave may also be used when it is necessary for the employee to attend to an injured or ill member of his/her immediate family (as is defined in ADM-142 Sick Leave Procedures).

Non-exempt employees may use up to 24 hours of sick leave in a calendar year for personal leave, using a minimum of 2 hours in each instance.

Immediate family shall mean: An employee's husband, wife, daughter, son, father, mother, or other person with whom the employee is in the substantial equivalent of an immediate family relationship, as determined by and with the approval of the Fire Chief.

To ensure that all employees have economic protection against illness or injury, each employee shall accumulate sick leave at the following rates per month of employment with the District:

- 40 hour employees will accrue 9 hours per month
- 56 hour employees will accrue 12 hours per month

Employees will accrue sick leave when: (a) working regular duty or modified duty hours; (b) while using vacation, sick leave and other paid leaves; and (c) for the first 90 days of Paid Injury Leave.

Employees will not accrue sick leave while: (a) on an Unpaid Leave of Absence; (b) on Paid Injury Leave lasting more than 90 days; (c) or for other unpaid absences.

If upon hire or termination a full month has not been completed, sick leave will be prorated by the percentage of month completed.

G. Payment for Accumulated Sick Leave Upon Termination:

1. An employee shall be reimbursed per the table below for all hours accrued at the current rate of pay upon termination of employment from the District for any reason. An employee may request a cash payout for all or a portion of their accruals in excess of the minimum balances set forth in the District Rules and at the percentage identified in the table below:

Years of Service Completed:	Percent Reimbursement:
0 to 4 years	25%
5 to 9 years	50%
10 to 24 years	75%
25 years and over	80%

- H. Maternity/Paternity/Adoption Leave: Leaves for the birth or placement of a child may be taken in accordance with the Family and Medical Leave Act. However, an employee may, at his/her discretion, utilize any leaves which are available to him/her or may take leave without pay under the Family and Medical Leave Act for such event.

The District shall grant 16 hours of paid leave (48 hours for line personnel) to personnel for the birth or placement of a child, plus an additional 16 hours (48 hours for line personnel) of paid leave for an employee to physically recover from giving birth to a child.

Breaks for Nursing Mothers: In accordance with Section 7 of the Fair Labor Standards Act (FLSA) and applicable State and Federal law, the District will provide employees a reasonable amount of time to express milk for up to 2 years after a child's birth each time that she needs to express milk.

The District shall provide a location to express breast milk, that is not a bathroom, that is shielded from view and free from intrusion from coworkers and the public.

I. Injury Leave (Work Related):

**INTENT:** To provide income protection for employees recovering from injury or illness which occurred while working within the scope and course of his/her employment and whose injury or illness is covered by workers' compensation or for cancers eligible for benefits under the Colorado Firefighter Heart and Cancer Benefits Trust ("Trust"). To be eligible for compensation and other benefits under this section, the employee must comply with applicable Colorado and federal law, the District's policies and procedures, this document, and workers' compensation and/or Trust requirements for injury/illness reporting, ongoing care, and treatment.

**1. BENEFITS PRIOR TO EMPLOYEE'S RETURN TO FULL DUTY OR REACHING MAXIMUM MEDICAL IMPROVEMENT ("MMI"):**

- 1.1 The District will provide 100% income protection for 365 days from the date of on the job injury/illness by providing paid injury leave, modified duty, or use of accrued vacation and/or sick leave when an employee is absent during modified duty due to the injury or illness (collectively referred to as "Income Protection Benefits" IPB).
- 1.2 Vacation and sick leave accrual will continue for 90 days from date of injury/disability. Vacation and sick leave will accrue by pay period (semi-monthly).
- 1.3 Vacation and sick leave accrual will continue beyond 90 days when working modified duty.
- 1.4 The District will not provide vacation and sick leave accrual while on paid injury leave more than 90 days.
- 1.5 Employees who have not reached MMI may utilize IPB while working modified duty to maintain 100% wage pay and benefits.
- 1.6 With respect to employees receiving cancer benefits under the Trust, they will receive a financial award to offset their out-of-pocket medical expenses associated with treatment and potential loss of income.

**2. BENEFITS FOR EMPLOYEES REACHING MMI:**

- 2.1 Employees who have reached MMI and remain unable to return to full duty are encouraged to apply for FPPA disability. If an employee applies for FPPA disability, the District will provide an additional 120 days of IPB while the employee awaits FPPA's disability determination.

**3. EMPLOYEE'S RESPONSIBILITIES TO BE ELIGIBLE FOR BENEFITS:**

- 3.1 Timely report injury/illness in compliance with the District's policies and procedures, and Colorado and federal law.

3.2 Comply with all requirements for timely evaluation by the District's physicians and workers' compensation doctors.

3.3 While a Trust award recipient's medical care may be provided by non-District physicians, the employee will be evaluated periodically by the District's physicians for work restrictions, progress, anticipated MMI, and a determination of MMI and return to full duty.

3.4 Employees on paid injury leave must remain accessible to respond in a timely manner.

**4. CHIEF DISCRETION:**

4.1 The Chief or his/her designee may, at his/her sole discretion, extend the use of sick leave, vacation, and/or modified duty beyond 365 days (without paid leave) when an employee remains unable to return to full duty after 365 days but the District's physician anticipates a return to full duty within an additional 90 days, or where an employee is awaiting an FPPA determination of disability that last beyond 120 days.

J. Disability Leave (Non-Work Related): The District will provide income continuance protection through a self-funded disability insurance program for absence due to off-the-job injury or illness. This protection will begin after the employee has used all accumulated sick leave, but in no event sooner than 15 calendar days of absence, and will continue up to 180 calendar days of absence or when the employee is released to return to work, whichever comes first. This benefit will afford the employee 66% of his/her base salary.

The District will provide income protection in the event of continuous long-term absence, specifically, absences extending beyond six months, in the amount of 66% of the employee's base salary in effect at the time the disability began. These disability payments will be paid in accordance with the provisions of the long-term disability insurance policy.

Confirmation of Disability: Upon request, an employee may be required by the Fire Chief to undergo an examination by a District-designated physician for purposes of determining if the employee has incurred a disability which renders the employee temporarily unable to perform the duties of his/her position or other modified duty assignment(s) that may be appropriate and available, as determined by the Fire Chief.

Short-term disability leave may be taken for an injury or illness that renders an employee unable to perform their job duties. The Chief shall have sole discretion, in cases of recurring illness or injury, to grant another short-term disability leave for the same illness or injury. In no case will short-term disability be granted, for any reason, in excess of 360 days during any ten-year timeframe of employment with the District. Employees who refuse a medically authorized assignment may be subject to a reduction in, or loss of benefits and compensation, and/or disciplinary action.

K. Family Medical Leave (FMLA): Up to 520 hours will be granted in unpaid, paid from sick/vacation leave available or combination thereof for any of the following:

1. The birth of a child or placement of a child for adoption or foster care;
2. To bond with a child (leave must be taken within one year of the child's birth or placement);
3. To care for the employee's spouse, child, or parent who has a qualifying serious health condition;
4. For the employee's own qualifying serious health condition that makes the employee unable to perform the employee's job;
5. For qualifying exigencies related to the foreign deployment of a military member who is the employee's spouse, child, or parent.

Employees are eligible if they have worked for the District for a least one year for full-time employees and at least 1,250 hours over the previous 12 months if employed part-time. FMLA leave is further governed by the District's Rules, Administrative Policies, Employee Handbook, State and Federal Law.

- L. State-Wide Death and Disability: The District shall make the entire contribution required by state statute to the death and disability fund for (uniformed) personnel who are eligible for the death and disability coverage provided under section 31-30-104, et. seq. C.R.S.
- M. Pension: FPPA is the retirement plan for all full-time employees. The District shall contribute the minimum FPPA defined employer contribution to those employees in the Statewide Defined Benefit plan, the Statewide Benefit Re-entry Group plan and the Statewide Hybrid Plan.
- N. Deferred Compensation Plan: A 457 Deferred Compensation Plan is available to all employees. Employee contributions are voluntary and contributions can be made up to the current IRS maximum contribution amount.

The District provides up to a 2% match on voluntary elected contributions for all full-time employees who are in the Statewide Defined Benefit plan and Statewide Hybrid plan.

For Employees of the FPPA Defined Benefit Reentry Group, the District will match an employee's contribution, above the FPPA defined plan minimum contribution, up to a maximum of two percent (2.0%). The employee and matching employer contribution will be contributed the employees FPPA Money Purchase Plan as defined by FPPA.

- O. Employer Contributions to Pension after DROP: After an employee has elected to enter the Deferred Retirement Option Plan (DROP) with the Fire and Police Pension Association of Colorado and up to the employee's time of termination of employment (which shall be no later than the fifth anniversary of the DROP entry date), the District will contribute into the FPPA 401(a)/Statewide Money Purchase Plan on behalf of the Employee at the current contribution rate required by the FPPA Statewide Money Purchase Plan as if the employee had not entered the DROP plan.

P. Retiree Health Savings Plans(s) (RHS):

The District will maintain one or more plans (called Retiree Health Savings Plan(s) (RHS)) to assist employees in accumulating funds on a tax-free basis for paying or reimbursing certain post-retirement health care expenses. The expenses eligible for payment or reimbursement will be governed by the applicable plan documents, District policies and IRS rules and regulations. To fund the RHS, the District will:

1. Beginning on January 1, 2024, make annual contributions to the RHS for each employee in an amount equal to two percent (2%) of the then-current Firefighter I base salary.
2. At the time of an eligible employee's retirement or separation, the employee shall contribute to the RHS a percentage of the eligible employee's accumulated sick leave (accumulated in accordance with Article F and G that would otherwise have been paid to the eligible employee).

The eligibility, contribution, distribution and other policies of the RHS shall be governed by the applicable plan documents, District policies and IRS rules and regulations.

- Q. Life Insurance: The District will pay the full cost of the premium for group term life insurance on the life of the employee. In the event of the employee's death, this insurance will pay the designated beneficiaries an amount equal to two times (four times if accidental death) the employee's annual base salary. An additional benefit will be paid to the designated beneficiaries of Administrative Pay Plan Employees who are considered Public Safety Officers (Fire Chief, Deputy Fire Chief, Division Chiefs, Battalion Chiefs and Administrative Captains). For these employees, an additional benefit will be paid to the designated beneficiaries for a Line of Duty Death for an amount equal to the lesser of \$50,000 or two times the employee's annual base salary.

**PAID LEAVE BENEFITS:**

A. Vacation:

1. Administrative employees will accrue vacation leave at the following rates:

For the years 2023-2024,

<u>Years of Employment</u>	<u>8 Hour Shift</u> <u>Hours Accrued/Year</u>	<u>24 Hour Shift</u> <u>Hours Accrued/Year</u>
0 through 2	80	120
3 through 4	120	180
5 through 7	144	216
8 through 12	176	264
13 through 17	192	288
18 through 22	224	336

23 through 25	240	360
26 through 29	264	384
Over 29	288	408

For the years 2025-2026,

<u>Years of Employment</u>	<u>8 Hour Shift</u>	<u>24 Hour Shift</u>
	<u>Hours Accrued/Year</u>	<u>Hours Accrued/Year</u>
During 1 <sup>st</sup> year of service	112	168
Completed 1 yr of service	152	228
Completed 4 yrs of service	176	264
Completed 7 yrs of service	208	312
Completed 12 yrs of service	224	336
Completed 17 yrs of service	256	384
Completed 22 yrs of service	272	408
Completed 25 yrs of service	280	420
Completed 29 yrs of service	304	456

All Administrative employees hired between January 1, 2018 and December 31, 2022 shall accrue vacation leave at the rates noted in the 2021-2022 Benefit Summary and Pay Plan for Administrative Employees for years of employment 0 through 4.

Employees will accrue vacation when: (a) working regular duty or modified duty hours; (b) while using vacation, sick leave and other paid leave; and (c) for the first 90 days of Paid Injury Leave.

Employees will not accrue vacation while: (a) on an Unpaid Leave of Absence; (b) on Paid Injury Leave lasting more than 90 days; (c) or for other unpaid absences.

If upon hire or termination a full month has not been completed, vacation leave will be prorated by the percentage of month completed.

- Administrative employees must use at least one-half of the vacation hours earned during the year they are earned. Administrative employees are allowed to carry over annual accrued vacation leave based on years of service per the following table:

<b>Years of Service Completed</b>	<b>40 Hour Employees</b>	<b>24 Hour Shift Employees</b>
1 to 24 years	350 hours annually	408 hours annually
25 to 29 years	390 hours annually	456 hours annually
30 to 34 years	480 hours annually	560 hours annually
35 years and greater	640 hours annually	745 hours annually

3. An employee will be reimbursed 100% of all hours accrued at current rate of pay upon termination from the District for any reason.

B. Holidays:

1. Every regular employee who is assigned to an 8-hour shift shall receive fourteen paid holidays per year, as follows:

New Year's Day	January 1
Martin Luther King Jr.	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Thanksgiving Friday	Friday following Thanksgiving
Christmas Eve	December 24
Christmas Day	December 25
Three Floating Holidays	May be taken at any time, subject to approval of supervisor

- a. Newly hired employees will be eligible for up to three floating holidays to be prorated upon percent of year remaining from date of hire and subject to approval by supervisor. Employees terminating during year will also be subject to proration of the three floating holidays and supervisor approval. Floating Holidays not taken will not be reimbursed or carried over to the new year.

2. Every Battalion Chief who is assigned to a 24 hour shift shall receive 104 hours of holiday pay.

- C. Bereavement Leave: The Fire Chief or his/her designee may grant up to five working days for 8 hour/day employees (3 shifts for shift employees) of paid bereavement leave to any employee when a death has occurred in such employee's or employee's spouse's immediate family. Immediate family shall mean: An employee's spouse, children, parents, parents-in-law, sibling, sibling-in-law, grandparents, step-parents, step-children and grandchildren. Requests for extended bereavement leave shall be given due consideration.

Approved bereavement leave in excess of the periods provided above may be deducted from unused vacation time or accrued sick leave, or may otherwise be without pay.

Requests for bereavement leave should be made to the Fire Chief or his/her designee.

D. Military Leave:

1. **ANNUAL MILITARY LEAVE:** Pursuant to the provisions of State law, any District employee who is a member of the National Guard or any other component of the military forces of the state organized or constituted under State or Federal law, or who is a member of the Colorado division of the Civil Air Patrol, or who is a member of the Reserve Forces of the United States, organized or constituted under Federal law, shall be entitled to annual military leave with pay in an amount not exceeding fifteen (15) days (120 hours) in any calendar year. For the purposes of this Section, such annual military leave shall be considered to be with pay if the District pays the employee the difference between the employee's regular salary and any compensation paid to the employee by the appropriate military unit. Annual military leave shall not be paid unless the employee returns to employment with the District upon being released from such service within the timelines, and subject to the conditions outlined, in Federal and State law.
2. **EXTENDED MILITARY LEAVE:** If any employee who is a member of any unit referred to in the above section continues such military service beyond the time for which leave with pay is allowed, such employee shall be entitled to leave of absence without pay in accordance with the provisions of Federal or State law, as it may from time to time be amended. For any extended military leave that is specifically for military deployment or natural disaster response (i.e., **active duty, war time, combat zone deployments**), the District shall continue to pay the employee the difference between the employee's regular salary and any compensation and allowances paid to the employee by the appropriate military unit up to a maximum of sixty (60) calendar days of military leave per year or deployment. In no case will an employee receive more than 60 days of additional compensation in one calendar year or for the same deployment or natural disaster response if it extends beyond 60 days or over two calendar years. Employees granted extended/emergency military leave shall be entitled to credit for the time spent on such leave as provided for by Federal or State law.
3. In order for an employee to receive the difference between the employee's regular salary and any compensation paid to the employee by the appropriate military unit for the time specified above, the employee must provide copies of all checks or documents specifying allowances that were paid to employee for such military time.

- E. Court Leave: An employee who is required to serve as a juror during normal work hours in a Federal, State, County or Municipal Court shall be granted court leave with pay in an amount that constitutes the difference between the employee's regular salary and any jury fees paid to the employee, exclusive of meals and travel expenses to serve in such a capacity. An employee who is subpoenaed to appear as a witness in a Federal, State, County or Municipal Court shall be granted court leave with pay to appear in such capacity, if and only if such subpoena stems from an incident which is the direct result of the employee's employment with the District. Otherwise, the employee shall be released from work and may use vacation or compensatory time as permitted by the Fire Chief.

- F. Election Leave: All employees may be eligible to receive a maximum of two hours for election leave with pay to vote in each Municipal, County, State or Federal election; provided, however, in order to receive such paid election leave, an employee shall notify his/her supervisor at least five days before of the date and time that the employee intends to take election leave and the employee demonstrates that he/she will not have three or more hours between the time of opening and the time of closing of the polls on election day during which the employee is not required to be on the job.

## **OTHER BENEFITS**

- A. Tuition Reimbursement: An employee will be eligible for education assistance for job-related credit courses, subject to funding as approved by the District Board, for which the employee obtained prior approval of the Fire Chief. Where such prior approval has been given, the District shall reimburse employees attending job-related courses by paying the cost of the tuition, books and fees upon the employee's achievement of a grade of C or better in each course and upon the employee's submission of valid receipts for expenses incurred. Should an employee, through voluntary resignation, leave the District's employment within twelve months of having completed a course(s) for which the employee was reimbursed, such reimbursement shall be refunded to the District by the employee.

- B. Uniform/Clothing Allowance:

1. Battalion Chiefs, Administrative Captain, PIO, Fire Prevention and Life Safety Education staff: The District shall replace, as needed, uniforms issued by the District.
2. Deputy and Division Chiefs: The District shall pay \$600.00 annually for uniform/clothing allowance.

- C. Flex Time/Administrative Leave:

All administrative employees who are exempt from the minimum wage and overtime requirements of the FLSA are noted in District's job descriptions and are referred to as exempt employees. Exempt employees are expected to work in excess of the established workday or workweek to complete job duties, if necessary, and any such time shall not be compensated in wages or salaries, nor shall it be accumulated. Except for the Battalion Chief shift positions, exempt employees shall not be eligible to receive overtime compensation for hours worked in excess of 40 hours in the established workweek (for 40 hour positions). Battalion Chief shift positions are eligible for voluntary overtime as outlined in the District's administrative policies. Exempt employees may, however, request flex time/administrative leave from the Fire Chief or his/her designee. Such paid absences, including the amount of advance notice required of the employee to schedule these absences, shall be strictly discretionary with the Fire Chief and his/her designee.

D. Overtime:

Positions that are subject to minimum wage and overtime requirements of the FLSA are referred to as non-exempt positions. All non-exempt positions are noted in the applicable job descriptions. Non-exempt employees will be paid overtime at the rate of 1 ½ times their regular rate of pay for all hours worked in excess of 40 hours in a workweek (for 40 hour positions) or for hours worked in excess of 182 hours in a 24 day work period (line positions).

E. Compensatory Time Off (Comp Time):

A non-exempt employee who earns overtime shall have such time converted to compensatory time off (comp time) until the employee has accrued 40 hours of comp time. For each overtime hour worked, the employee will receive 1½ hours of comp time. Once the employee has accrued 40 hours of comp time, the employee will be paid for any additional overtime worked at the rate of 1½ times his/her regular rate of pay. If the employee's accrued comp time drops below 40 hours, any overtime hours worked will again be converted to comp time until the employee again has 40 hours of accrued comp time.

F. Probationary Period:

An employee, who for the one-year period immediately following date of hire with the District, is expected to perform in a satisfactory manner for the position as defined in the performance management standards; and, during which time may be discharged with or without cause subject only to the requirements of applicable law.

G. Team Merit Pay:

Subject to funding as approved by the District Board, team merit pay may be awarded to employees on an annual basis. Team merit pay will be awarded based on a division or workgroup's annual performance towards achieving District goals and meeting or exceeding team performance benchmarks.

1. Team merit will be paid as a lump sum and will not increase the employee's base pay.
2. An employee whose latest performance appraisal indicates that the employee has not met the established performance requirements for his/her position or is on a corrective action plan shall not receive any team merit pay.
3. Only those currently employed at the time team merit pay is awarded are eligible to receive team merit pay.
4. Employees who have less than one full year employment will be eligible for team merit pay on a pro rata basis.

- H. Vehicles: Vehicles may be assigned to staff personnel as determined by the Fire Chief.
- I. Compensation for 2023 – 2026 is shown as Appendix A, B, C and D of this Plan.

**APPENDIX A  
NORTH METRO FIRE RESCUE DISTRICT  
ADMINISTRATIVE\* PAY RANGES**

	<b>2023</b>	<b>2023</b>
<b>POSITION</b>	<b>Minimum</b>	<b>Maximum</b>
Chief	n/a	n/a
Deputy Chief	184,225	184,225
Chief Financial Officer	136,463	184,225
Human Resources Manager	124,712	168,367
Assistant Chief	168,367	168,367
Battalion Chief	160,349	160,349
Administrative Captain	148,760	148,760
Division Chief	124,712	168,367
Deputy Fire Marshal	97,518	131,691
Fire Safety Engineer I	90,327	121,982
Fire Prevention Specialist	76,987	103,966
Fire Inspector	73,176	98,821
Life Safety Education Officer	67,826	91,595
Community Risk Reduction Specialist	73,176	98,821
Public Information Officer	88,094	118,966
Training Center Coordinator	69,671	94,086
IT Manager	124,712	168,367
IT Lead/Specialist	94,244	127,271
Business Intelligence Analyst	92,778	125,291
Network IT Technician	73,552	99,327
Facilities Manager	76,283	103,015
Facilities Technician	55,466	74,880
Fleet Manager	89,484	120,843
EVT Mechanic	66,903	90,348
Senior Accountant	76,557	103,385
Accounting Clerk	48,315	65,248
Executive Administrative Assistant	71,648	89,560
Human Resources Assistant	57,440	68,956
Administrative Assistant II	44,995	60,763
Receptionist/ Admin Asst. I	43,150	51,800

\*Administrative employees are those employees who are not within the “collective bargaining unit” as defined in the collective bargaining agreement between the District and Local 2203.

**APPENDIX B  
NORTH METRO FIRE RESCUE DISTRICT  
ADMINISTRATIVE\* PAY RANGES**

	<b>2024</b>	<b>2024</b>
<b>POSITION</b>	<b>Minimum</b>	<b>Maximum</b>
Chief	n/a	n/a
Deputy Chief	192,515	192,515
Chief Financial Officer	142,604	192,515
Human Resources Manager	130,324	175,943
Assistant Chief	175,943	175,943
Battalion Chief	167,565	167,565
Administrative Captain	155,454	155,454
Division Chief	130,324	175,943
Deputy Fire Marshal	101,906	137,617
Fire Safety Engineer I	94,392	127,471
Fire Prevention Specialist	80,451	108,644
Fire Inspector	76,469	103,268
Life Safety Education Officer	70,878	95,717
Community Risk Reduction Specialist	76,469	103,268
Public Information Officer	92,058	124,319
Training Center Coordinator	72,806	98,320
IT Manager	130,324	175,943
IT Lead/ Specialist	98,485	132,998
Business Intelligence Analyst	96,953	130,929
Network IT Technician	76,862	103,797
Facilities Manager	79,716	107,651
Facilities Technician	57,962	78,250
Fleet Manager	93,511	126,281
EVT Mechanic	69,913	94,414
Senior Accountant	80,002	108,037
Accounting Clerk	50,489	68,184
Executive Administrative Assistant	74,872	93,590
Human Resources Assistant	60,025	72,059
Administrative Assistant II	47,019	63,497
Receptionist/ Admin Asst. I	45,091	54,131

\*Administrative employees are those employees who are not within the “collective bargaining unit” as defined in the collective bargaining agreement between the District and Local 2203.

**APPENDIX C  
NORTH METRO FIRE RESCUE DISTRICT  
ADMINISTRATIVE\* PAY RANGES**

	<b>2025</b>	<b>2025</b>
<b>POSITION</b>	<b>Minimum</b>	<b>Maximum</b>
Chief	n/a	n/a
Deputy Chief	220,210	220,210
Chief Financial Officer	163,118	220,210
Human Resources Manager	142,653	192,588
Battalion Assistant Chief - Staff	202,217	202,217
Battalion Chief - Shift	191,670	191,670
Administrative Captain	170,160	170,160
Division Chief	149,072	202,217
Deputy Fire Marshal	111,546	150,636
Emergency Manager	120,000	162,000
Fire Safety Engineer I	103,322	139,530
Fire Prevention Specialist	88,063	118,922
Fire Inspector	83,703	113,605
Life Safety Education Officer	77,583	104,771
Community Risk Reduction Lead	96,258	129,991
Community Risk Reduction Specialist	83,703	113,036
Public Information Officer	95,741	129,292
Training Center Coordinator	83,222	112,463
IT Manager	142,653	192,588
IT Lead/Specialist	107,801	145,580
Business Intelligence Analyst	106,126	143,315
Information Technology Technician	84,133	113,616
Facilities Maintenance Manager	87,256	117,835
Facilities Maintenance Technician	63,446	85,663
Fleet Maintenance Manager	102,357	138,228
EVT Mechanic	76,527	103,346
Accounting Manager	96,327	130,084
Senior Accountant	87,570	118,258
Accounting Clerk	55,266	74,634
Executive Administrative Assistant	83,223	112,463
Human Resources Specialist	65,703	78,875
Administrative Assistant III	65,703	78,875
Administrative Assistant II	51,467	69,504
Receptionist/ Admin Asst. I	49,357	59,253

\*Administrative employees are those employees who are not within the “collective bargaining unit” as defined in the collective bargaining agreement between the District and Local 2203.

**APPENDIX D  
NORTH METRO FIRE RESCUE DISTRICT  
ADMINISTRATIVE\* PAY RANGES**

	<b>2026</b>	<b>2026</b>
<b>POSITION</b>	<b>Minimum</b>	<b>Maximum</b>
Chief	n/a	n/a
Deputy Chief	231,221	231,221
Chief Financial Officer	171,274	231,221
Human Resources Manager	149,786	202,217
Battalion Assistant Chief - Staff	212,328	212,328
Battalion Chief - Shift	201,254	201,254
Administrative Captain	178,668	178,668
Division Chief	157,275	212,328
Deputy Fire Marshal	117,123	158,168
Emergency Manager	126,000	170,100
Fire Safety Engineer I	108,488	146,507
Fire Prevention Specialist	92,466	124,868
Fire Inspector	87,888	119,285
Life Safety Education Officer	81,462	110,010
Community Risk Reduction Lead	101,071	136,491
Community Risk Reduction Specialist	87,888	118,688
Public Information Officer	100,528	135,757
Training Center Coordinator	87,384	118,086
IT Manager	149,786	202,217
IT Lead/Specialist	113,191	152,859
Business Intelligence Analyst	111,432	150,481
Information Technology Technician	88,340	119,297
Facilities Maintenance Manager	91,619	123,727
Facilities Maintenance Technician	66,618	89,946
Fleet Maintenance Manager	107,475	145,139
EVT Mechanic	80,353	108,513
Accounting Manager	101,143	136,588
Senior Accountant	91,949	124,171
Accounting Clerk	58,029	78,366
Executive Administrative Assistant	87,384	118,086
Human Resources Specialist	68,988	82,819
Administrative Assistant III	68,988	82,819
Administrative Assistant II	54,040	72,979
Receptionist/ Admin Asst. I	51,825	62,216

\*Administrative employees are those employees who are not within the “collective bargaining unit” as defined in the collective bargaining agreement between the District and Local 2203.