

RECORD OF PROCEEDINGS

West Metro Fire Protection District Board of Directors Meeting August 18, 2026

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by President Bill Clayton at 6:00 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's Administrative Office Building, at 433 South Allison Parkway, Lakewood, Colorado, and available remotely via Teams.

II. ROLL CALL

President Bill Clayton	Present
Vice President Carolyn Wolfrum	Present
Secretary Don Sherman	Present
Treasurer Amira Watters	Present
Director Steven Haire	Present
Director Mike Williams	Absent
Director Joe Zimmermann	Present

Also present were Fire Chief Jeremy Metz; Deputy Chief Gary Armstrong; Deputy Chief Steve Aseltine; Deputy Chief Todd Heintz; Ms. Adele Reester, Esq.; Captain Mike Mulcahy representing IAFF Local #1309; Mr. Bruk Mulaw; and, Ms. Jennifer Wheaton as recording secretary.

III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

President Clayton led the Pledge of Allegiance and requested a moment of silence to honor all fallen firefighters.

IV. REVIEW OF MINUTES

A. Minutes of July 21, 2026 - Regular Meeting

MOTION: It was moved by Don Sherman and seconded by Amira Watters to approve the minutes of the regular meeting of the board of directors dated July 21, 2026, as presented. The motion was voted upon and carried.

V. PROMOTIONS

- A. Promote Kyle Loupee to the Rank of Captain, Effective August 15, 2026, Promote Ronald Peterson to the Rank of Lieutenant, Effective August 15, 2026, and to Promote Peter Neal, and Chelsea Martinez to the Rank of Engineer, Effective August 1, 2026, and to Promote Brenton Smothers to the Rank of Engineer, Effective August 13, 2026 – Fire Chief Jeremy Metz

MOTION: It was moved by Joe Zimmermann and seconded by Don Sherman to Promote Kyle Loupee to the Rank of Captain, Effective August 15, 2026, Promote Ronald Peterson to the Rank of Lieutenant, Effective August 15, 2026, to Promote Peter Neal, and Chelsea Martinez to the Rank of Engineer, Effective August 1, 2026, and to Promote Brenton Smothers to the Rank of Engineer, Effective August 13, 2026

VI. OATH OF OFFICE FOR CAPTAIN KYLE LOUPEE, LIEUTENANT RONALD PETERSON, ENGINEER PETER NEAL, ENGINEER CHELSEA MARTINEZ, AND ENGINEER BRENTON SMOTHERS

VII. CITIZEN AWARD

- A. Presentation of Citizen Award to Caliel Rodriguez – Fire Chief Jeremy Metz

RECESS

At approximately 6:19 p.m., President Clayton announced the board would take a 15-minute recess to congratulate the citizen and the newly promoted employees and would reconvene the regular meeting of the West Metro Fire Protection District Board of Directors at 6:34 p.m.

VIII. PUBLIC COMMENT

None.

IX. REPORTS

- A. Report of the Fire Chief – Fire Chief Jeremy Metz

1. CO-TF1 Update

The deployment to Texas for the 2026 Flood Event has concluded with all CO-TF1 members demobilized. Outstanding reimbursements from the 2024 Hurricane Helene and 2025 Texas Floods are in progress and total approximately \$300,000.

2. Accreditation Update

The 2026 Annual Compliance Report, 2026 Risk Assessment, and 2026 Standard of Cover were accepted by the Center for Public Safety Excellence (CPSE), completing this year's filings. Preparation for the 2027 full re-accreditation process is underway, with Chief Metz noting that the Commission on Fire Accreditation International (CFAI) hearing will take place in Atlanta, Georgia in August 2027.

3. 2027 Budget Update

Chief Metz updated the board on the progress of the 2027 budget-making process. Preliminary budget reviews are underway. The entire preliminary budget will be made available to the board members in October, and the presentation of the 2027 budget will occur at the October 20, 2026 board meeting.

4. Insurance Institute Business and Home Safety (IBHS) Wildfire Prepared Community Demonstration Event

Colorado will host its first IBHS live fire demonstration for a wildfire-prepared community on September 17th at the Training Center, showcasing fire-resilient building materials and techniques in the Mountain Villages community currently in the planning phase at Willow Springs neighborhood in the Station 11 response area.

5. Whole Blood Update

The Whole Blood Program is on track for full implementation in September.

6. Injured Firefighter

Chief Metz provided a brief update on the injured firefighter.

B. Finance – Finance Director Bruk Mulaw

1. June 2026 Financial Statements

Mr. Mulaw reviewed the June 2026 financial statements which will be brought to the board for approval at the September 22, 2026 meeting.

C. Chief of Staff – Fire Chief Jeremy Metz

1. Chief of Staff Update

The District was recently awarded an Urban Area Security Initiative (UASI) grant to support the drone as a first responder program in the

amount of \$230,000. This will fund the purchase of a drone and docking station at Station 10. The Station 4 drone that was funded by a different grant, awarded earlier this year, in coordination with the Lakewood Police Department, has been up and running, operating to 12-15 flights per day.

D. Administration – Deputy Chief Todd Heinl

1. Administration Update

The new Engines 4 and 10 were delivered to the District in recent weeks. Both had some flaws in the paint finish, which are in the process of being repaired before being outfitted for front-line service.

The District will be hosting a Firefighter Obstacle Course Challenge on August 29 from 9:00 a.m. – 12:00 p.m. There are currently more than 100 participants signed up to take part in the challenge, which mirrors the physical agility test that the firefighters perform as an essential job requirement. This event doubles as a recruiting opportunity for those community members in attendance who may have interest in a career in the fire service.

2. Cybersecurity Update – IT Director Eric Bates

Mr. Bates provided the board with an annual update on the state of the District's cybersecurity, with a focus on the ongoing efforts his team takes to ensure the safety of the District's network. Mr. Bates also discussed compliance requirements and the pros and cons of using artificial intelligence (AI) in the workplace. Mr. Bates described the five-year plan for the IT Division, which includes stronger security controls, reduced organizational risk, better governance, improved system integration, and a sustainable technology platform.

E. Operations – Deputy Chief Gary Armstrong

1. Operations Update

Chief Armstrong reviewed notable calls in recent weeks, including three simultaneous calls on August 8 involving a SWAT incident, a structure fire, and a high-speed rollover auto accident, noting the strong leadership demonstrated by the officers during these responses.

Donor Alliance recently attended an all-chiefs meeting to explain organ donation procedures and how first responders can help support organ donation. Follow-up from Donor Alliance revealed that there has been an increase in organ donor activity from West Metro referrals since the meeting.

F. Life Safety – Deputy Chief Steve Aseltine

1. Comprehensive Project Report – Electronic Report
2. 31st Annual Family Fire Muster – September 26, 2026

Chief Aseltine encouraged the board members to attend West Metro's premier community event, either as a participant or as a volunteer at one of the activity stations. A full presentation on the outcome of the 2026 Muster will occur at the November 17, 2026 board meeting.

G. Other Matters

None.

H. Report of Legal Counsel – Adele Reester, Esq.

The staff at Lyons Gaddis will be in attendance at the Special Districts Association Conference, September 15-17, 2026. John Chmil from the practice will be presenting during the conference.

I. Report of the President – President Bill Clayton

None.

J. Treasurer's Report – Treasurer Amira Watters

1. May 2026 Financial Statements

MOTION: It was moved by Amira Watters and seconded by Steven Haire to approve the May 2026 financial statements as presented. The motion was voted upon and carried.

K. Report of the Union – Captain Mike Mulcahy

Six West Metro representatives attended the International Association of Fire Fighters Convention from August 9 to 14, 2026, in Arlington, Texas, with four serving on committees. President Mulcahy highlighted the strong cooperation between union representatives, district leaders, and the board, noting that West Metro excels nationally by meeting top industry best practices.

L. Report of Civil Service Committee – Secretary Don Sherman

Mr. Sherman reported on the August 11, 2026 Civil Service Committee meetings. The next meeting of the CSC is scheduled for September 8, 2026.

X. OLD BUSINESS

- A. CO-TF1 Lease Agreement – Deputy Chief Todd Heint

MOTION: It was moved by Amira Watters and seconded by Joe Zimmermann to approve the amended lease agreement with CO-TF1 and authorize Chief Metz or his designee to execute all documents associated with this lease agreement. The motion was voted upon and carried.

- B. Organizational Chart Change Life Safety Division – Fire Chief Jeremy Metz

MOTION: It was moved by Don Sherman and seconded by Joe Zimmermann to approve the changes to the District's organizational chart as presented, effective September 10, 2026. The motion was voted upon and carried.

- C. Consent Agreement – Roxborough Village Metropolitan District Provision of Fire Mitigation Services – Fire Chief Jeremy Metz

MOTION: It was moved by Joe Zimmermann and seconded by Steven Haire to approve the Consent Agreement for the Roxborough Village Metropolitan District for the provision of limited fire mitigation services as presented. The motion was voted upon and carried.

- D. Resolution 2026-06 Calling for an Election – Fire Chief Jeremy Metz

MOTION: It was moved by Don Sherman and seconded by Joe Zimmermann to adopt Resolution 2026-06 – A Resolution Calling for an Election on a referred measure regarding enacting a 0.75% sales tax in the West Metro Fire Protection District for the purpose of defraying the cost of operational and capital expenses of the District. A roll call vote was taken and the motion carried unanimously.

During discussion, the board weighed the advantages and disadvantages of the proposed 0.75% sales tax rate against a lower rate.

XI. NEW BUSINESS

- A. Request for the Top Three Names from the Eligibility Register for the Rank of Engineer from the Civil Service Committee – Fire Chief Jeremy Metz

Chief Metz requested and received consensus to request the top three names from the eligibility register for the rank of engineer from the Civil Service Committee.

- B. Set Public Hearing for the Petition for Inclusion of the Brown Property Inclusion – Fire Chief Jeremy Metz

Mr. Clayton requested and received consensus to set the public hearing for the petition for inclusion for the Brown Property at the September 22, 2026 board meeting.

XII. BOARD BRIEFS

- A. Gear Wash Lease Agreement – Deputy Chief Todd Heint

XIII. OTHER MATTERS

- A. Next Board Meeting Moved to September 22, 2026

XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

MOTION: There being no further business to be presented it was moved Amira Watters and seconded by Steven Haire to adjourn the regular meeting of the West Metro Fire Protection District board of directors. The motion was voted upon and carried.

The meeting adjourned at 8:01 p.m.

Recording Secretary: /s/s/ Jennifer Wheaton
/s/ Don Sherman