

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
February 18, 2025

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by President Jerry Cassel 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 Jerry Cassel	Present
Vice President Bill Clayton	Present
Secretary Don Sherman	Present
Treasurer Carolyn Wolfrum	Present
Director Mike Feeley	Present
Director Amira Watters	Present
Director Mike Williams	Present – Remotely via Teams

Also present were Fire Chief Don Lombardi; Deputy Chief Mike Kirkpatrick; Deputy Chief Jeremy Metz; Deputy Chief Dan Pfannenstiel; Ms. Adele Reester, Esq.; Lieutenant Mike Mulcahy representing IAFF Local #1309; Mr. Bruk Mulaw; and, Ms. Jennifer Wheaton as recording secretary.

III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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

IV. PUBLIC HEARING ON THE 2024 BUDGET – COLORADO TASK FORCE ONE (CO-TF1) SUPPLEMENTING THE BUDGET FOR 2024 DEPLOYMENT

Mr. Cassel opened the public hearing on supplementing the 2024 CO-TF1 budget for the 2024 deployment.

Ms. Joan Poston was present to speak for public comment during the public hearing on supplementing CO-TF1's 2024 budget for the 2024 deployment, expressing concerns on taxes and grants for funding.

Chief Lombardi noted that this supplementation to the 2024 budget is a result of the CO-TF1's response to Hurricanes Helene and Milton in the fall of 2024. This supplementation is separate from the budgeted funding provided by FEMA for day-to-day operations. Costs associated with disaster responses are paid by the Disaster Relief

Fund and not budgeted annually at the local agency. The District has received reimbursement for response expenses from the Disaster Relief Fund which requires a resolution to supplement the budget at this time. The board will address Resolution 2025-01 – A Resolution to Supplement the 2024 Budget at a later point in the meeting, during Old Business. As no one else was present from the public to speak at the public hearing, Mr. Cassel closed the public hearing on supplementing the 2024 CO-TF1 budget for the 2024 deployment.

V. REVIEW OF MINUTES

- A. Minutes of January 21, 2025 – Regular Meeting and Minutes of February 10, 2025 – Study Session

MOTION: It was moved by Carolyn Wolfrum and seconded by Amira Watters to approve the minutes of the regular meeting of the board of directors dated January 21, 2025, and to approve the minutes of the study session of the board of directors dated February 10, 2025, as presented. The motion was voted upon and carried.

VI. PROMOTIONS

- A. Promote Ben Tennesen to the Rank of Assistant Chief, Effective January 24, 2025, to Promote Michael Harvey to the Rank of Captain, Effective January 24, 2025, and to Promote Joel Doty to the Rank of Lieutenant, Effective January 24, 2025 – Fire Chief Don Lombardi

MOTION: It was moved by Don Sherman and seconded by Bill Clayton to Promote Ben Tennesen to the Rank of Assistant Chief, Effective January 24, 2025, to Promote Michael Harvey to the Rank of Captain, Effective January 24, 2025, and to Promote Joel Doty to the Rank of Lieutenant, Effective January 24, 2025. The motion was voted upon and carried.

VII. OATH OF OFFICE FOR ASSISTANT CHIEF BEN TENNESSEN, CAPTAIN MICHAEL HARVEY, AND LIEUTENANT JOEL DOTY

RECESS

At approximately 6:25 p.m., President Cassel announced the board would take a 10-minute recess to congratulate the newly promoted employees, and would reconvene the regular meeting of the West Metro Fire Protection District Board of Directors at 6:35 p.m.

VIII. PUBLIC COMMENT

Ms. Joan Poston was present to speak about Old Business Agenda Item D., the Lakewood Land Partners LP (The Bend) TIF Sharing Agreement. Ms. Poston expressed concerns about the urban renewal project; specifically, contamination, access to water, and safety of the first responders if this property is included in the District's response area.

Mr. Dave Garner was present to speak about the most recent Green Mountain Water and Sanitation board meeting which addressed the vote to approve or deny water and sewer services at the Federal Center X, north and south. He described that the board voted to table the conversation as more information will be needed before a determination is made. He noted that there is a recording of the meeting available online if any West Metro board member needs further clarification on the decision.

IX. REPORTS

A. Report of the Fire Chief – Fire Chief Don Lombardi

1. Federal Government Developments and Potential Impact

Chief Lombardi is monitoring payment on the contracts and grants that the District has with the federal government. The District's provision of emergency services for the Denver Federal Center and the National Renewal Energy Laboratory (NREL) are two examples of such contracts. Additionally, the Federal Emergency Management Agency (FEMA) funds the readiness and day-to-day operations of the CO-TF1 through an annual grant. These, among other federal government grants and agreements, will continue to be monitored closely for payment.

2. USAR Update

The sponsoring agency chiefs meeting was held at a convention center near Denver International Airport. CO-TF1 hosted the meeting where 28 sponsoring agency chiefs and program managers were in attendance. With ongoing discussions at the federal government level on the future structure of FEMA, the sponsoring agencies will wait to see what develops.

3. Response to January 21, 2025 Public Comment

Chief Lombardi also informed the board of a response that was provided to the citizen who attended the January 21, 2025 board meeting to speak during public comment. The citizen requested answers to questions about the District's response capabilities. The answers were provided to her in an email to provide a thorough response to address each question.

B. Finance – Finance Director Bruk Mulaw

1. Preliminary December 2024 Financial Statements

Mr. Mulaw reviewed the Preliminary December 2024 financial statements which will be brought to the board for approval at the March 11, 2025 meeting.

C. Administration – Deputy Chief Jeremy Metz

1. Administration Update

Chief Metz informed the board of the annual renewal of the 10-year contract for the District to provide emergency services to the Denver Federal Center. The contract covers Option Period 5 from March 1, 2025, through February 28, 2026, for \$1.6 million.

Jeffcom 911 will have its grand opening at the new communications center on February 20, 2025. While the Jeffcom administrative staff has moved their offices to the new building, the operations staff is still occupying the dispatch and communications center on the 3rd floor of the District's administration building through the end of February. The District will move some West Metro administrative staff into the vacated offices on the 3rd floor in March.

Asbestos abatement is underway at the Reserve Apparatus Storage Facility. Demolition is anticipated to occur in March, and construction is anticipated to begin in April. With delays in obtaining permits from the city of Lakewood, there could be delays in the construction start date.

Chief Metz updated the board on the various pension funds the District currently oversees for the former employees and volunteers associated with the District in the years past. The Wheat Ridge Pension Fund, while included into the Fire and Police Pension Association (FPPA) in 2024, will still require that the board operate as the pension fund board through the year 2030 to include the five individuals who are vested but have not reached age 50 when the pension can be accessed. The Wheat Ridge Volunteer Pension Fund currently has 47 active members, the Roxborough Volunteer Pension Fund currently has 23 members, the Lakewood Old Hire Pension Fund has 22 members, and the Bancroft Old Hire Pension Fund has 7 members.

D. Operations – Deputy Chief Dan Pfannenstiel

1. Operations Update

The Assistant Chief Promotional Exam occurred at the Training Center today, with the process continuing through Thursday.

The recruit academy 25-01 is just three weeks in with a total of 33 recruits, with 20 recruits from West Metro and 13 from Arvada Fire.

Chief Pfannenstiel reported on temporary shelters that have opened to care for people seeking shelter in colder temperatures.

Chief Pfannenstiel reported on a technical issue in the software that tracks call volume. The software has been corrected and now reflects that the year 2024 resulted in more total calls than 2023.

Notable calls included an automatic aid response to a fire at a vacant car wash, resulting in an individual who was injured. West Metro was on scene for over four hours with 25 apparatus and 56 personnel.

E. Life Safety – Deputy Chief Mike Kirkpatrick

1. Comprehensive Project Report – Electronic Report
2. Chief Kirkpatrick also reported on Colorado Senate Bill 23-166 which resulted in the Colorado Wildfire Resiliency Code that will need to be adopted this year. Many of the changes have to do with building construction, building types, and building materials.

F. Other Matters

None.

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

Ms. Reester reported on an EMS billing collections matter with the District's former collections agency, United Resource Systems (URS). A judgement was made against the agency, resulting in an agreement for URS to pay the District for the collections made on behalf of the District.

H. Report of the President – President Jerry Cassel

Mr. Cassel thanked the board and the public stakeholders panel participants for their role in the fire chief interview process on February 10, 2025.

Mr. Cassel also mentioned the passing of former West Metro Firefighter William Stone. Adding that he appreciated the commitment of the District's leadership to the safety, health, and wellness of the firefighters at West Metro so that they not only have long and healthy careers, but can also live in good health long into their retirement years.

I. Treasurer's Report – Treasurer Carolyn Wolfrum

1. October 2024 and November 2024 Financial Statements

MOTION: It was moved by Carolyn Wolfrum and seconded by Mike Feeley to approve the October 2024 and November 2024 Financial Statements as presented. The motion was voted upon and carried.

J. Report of the Union – Lieutenant Mike Mulcahy

Lieutenant Mulcahy thanked the board on behalf of all Local 1309 union members for allowing the participation of himself and Captain Norwood on the public stakeholders interview panel during last week's fire chief interviews. He noted that for the board to consider the employees' perspective on the selection of the next fire chief is a meaningful testament to the relationship that has developed between the board, the fire chief, and with the employees of the District.

K. Report of Civil Service Committee – Secretary Don Sherman

Mr. Sherman reported on the February 11, 2025 Civil Service Committee meetings. The next meeting of the CSC is scheduled for March 4, 2025.

X. OLD BUSINESS

A. Fire Chief Search Committee – Final Report – Chairman Don Sherman

Mr. Sherman provided a report on the final meeting of the Fire Chief Search Committee, noting that there were three candidates (Jeremy Metz, Steve Aseltine, and Sean Jewell) selected to be finalists at the February 3, 2025 meeting, concluding the business of the Fire Chief Search Committee. The Committee was therefore dissolved on February 3, 2025.

B. Approval of Third Amendment to Chief Lombardi's Employment Contract – Fire Chief Don Lombardi

MOTION: It was moved by Don Sherman and seconded by Amira Watters to approve the third amendment to Fire Chief Don Lombardi's employment contract as presented. The motion was voted upon and carried.

Mr. Clayton commented on his support for this amendment to Chief Lombardi's contract, noting the value in identifying a time for him to step back and allow his successor to begin operating as fire chief with Chief Lombardi remaining in a position to support and consult the new fire chief as needed.

C. Training Center Class A Burn Building Replacement (Approval anticipated at the March 11, 2025 board meeting) – Deputy Chief Jeremy Metz

D. Lakewood Land Partners LP (The Bend) TIF Sharing Agreement – Fire Chief Don Lombardi

MOTION: It was moved by Mike Feeley and seconded by Amira Watters to approve the TIF Sharing Agreement with the city of Lakewood for The Bend project as presented to the District's staff where the District will receive the following TIF through the life of the URA. Zero to seven years at 0%, eight to thirteen years at 40%, fourteen to nineteen years at 70%, twenty to twenty-five years at 90% conditioned upon the inclusion of the property into

the District and subject to legal counsel's approval of the final Agreement. The motion was voted upon and carried.

Opposed: Bill Clayton

Mr. Clayton expressed his opposition to TIF agreements in relation to organizations like West Metro that provide a public safety service to the community.

- E. Resolution 2025-01 – A Resolution for Supplemental Budget and Appropriation – Finance Director Bruk Mulaw

MOTION: It was moved by Bill Clayton and seconded by Don Sherman to adopt Resolution 2025-01 - A Resolution for Supplemental Budget and Appropriation to the 2024 CO-TF1 budget. A roll call vote was taken and the motion carried unanimously.

- F. Resolution 2025-02 – A Resolution Advocating the Lengthening of Term Limits for the Board of Directors and Setting the Ballot Language for a Regular Polling Place Election to be Held May 6, 2025 – Fire Chief Don Lombardi

MOTION: It was moved by Mike Feeley and seconded by Don Sherman to adopt Resolution 2025-02 - A Resolution Advocating for the Lengthening of Term Limits for Board of Directors and Setting the Ballot Language for a Regular Polling Place Election, Contingent Upon There Being a Need to Hold the May 6, 2025 Election. A roll call vote was taken and the motion carried unanimously.

XI. NEW BUSINESS

- A. Polling Place Locations (Station 16, Administration, Training Center, and Station 15) – Fire Chief Don Lombardi

Chief Lombardi requested and received consensus to select West Metro Fire Station 16, Administration, Training Center, and West Metro Fire Station 15 as polling locations in preparation for the board member election on May 6, 2025.

- B. Request for the Top Three Names from the Eligibility Register for the Rank of Engineer – Fire Chief Don Lombardi

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

XII. BOARD BRIEFS

None.

XIII. OTHER MATTERS

None.

XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

MOTION: There being no further business to be presented it was moved Mike Feeley and seconded by Bill Clayton 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 7:34 p.m.

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