



**SOUTH METRO FIRE RESCUE**  
**Regular Board of Directors' Meeting**  
**August 4, 2025**  
**9195 East Mineral Avenue, Centennial, CO**

**I. REGULAR BOARD MEETING – 6:00 P.M. – Board Room**

**A. MEETING CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

**D. APPROVAL OF THE AGENDA**

**E. CONFLICT OF INTEREST DISCLOSURE**

**F. PUBLIC COMMENT**

*Public Conduct at Meetings.* Comments by members of the public shall be made only during the “Public Comment” portion of the meeting or a specified “Public Hearing,” and shall be limited to three minutes per individual and five minutes per group spokesperson unless additional opportunity is given at the Board’s discretion. Each member of the public wishing to speak shall identify themselves by name, address, and agenda item, if any, to be addressed. Disorderly conduct, harassment, or obstruction of or interference with meetings by physical action, verbal utterance, nuisance or any other means are prohibited. Such conduct may result in removal of person(s) responsible for such behavior from the meeting, a request for assistance from law enforcement, and criminal charges filed against such person(s).

**G. CONSENT AGENDA**

*Consent Agenda items are provided for study in the Board packets and introduced in the General Session for the Board’s review. They can be adopted by a single motion. All resolutions and proposed actions must be read by title prior to a vote on the motion. Any Consent Agenda items may be removed at the request of a Director and heard separately or tabled.*

1. 06/16/25 South Metro Fire Rescue Fire Protection District Workshop Meeting Minutes – Amended
2. 07/14/25 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes
3. 07/21/25 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes

**H. ACTION ITEMS**

1. Election of Officers – Dell’Orfano

**I. DISCUSSION/POTENTIAL ACTION ITEMS**

*With a two-thirds (2/3) vote of the board members in attendance, the board has the discretion to amend the agenda to move any Discussion/Potential Action Item to an Action Item.*

1. Strategic Plan Consultant Status – Dell’Orfano
2. Revenue Initiative Discussion
  - a. Fair Campaign Practices Act – Cole

- b. Follow-Up Items
- c. General Discussion
- 3. 2026 Budget Approach – Curtis

**L. INFORMATION ITEMS**

- 1. IGA Update – Dell’Orfano
  - No new IGAs to report

**M. EXECUTIVE SESSION**

**N. NEXT MEETING(S)**

Special Board of Directors’ Meeting to be held on August 18, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO

Regular Board of Directors’ Meeting to be held on September 8, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO

South Metro Fire Rescue Fire Protection District  
Board of Directors' Workshop Meeting Minutes  
June 16, 2025

Present:

Jim Albee, Chair	John Curtis, Fire Chief
Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
Rich Sokol, Treasurer	Kristin Eckmann, Deputy Chief – Community Services
Sue Roche, Secretary (via Teams)	Matt Weller, Deputy Chief – Internal Services
Kevin Leung	Camie Chapman, CHRO – Employee Services
William Shriver	Stephanie Corbo, CFO – Business Services
	Bob Cole, Legal Counsel

Others Present: Department of Revenue Local Government Manager Brandon Davis, Aurora Mayor Mike Coffman, Lone Tree City Manager Seth Hoffman, Centennial City Manager Matt Sturgeon, SMFR Staff, Citizens

### **MEETING CALL TO ORDER**

Chair Albee called the Workshop of the South Metro Fire Rescue Fire Protection District to order at 6:25 p.m. and welcomed everyone.

Chair Albee explained that the agenda will be rearranged, and the presentations will be first. The ability to collect sales tax with voter approval is brand new for Colorado fire districts, including SMFR. The presentations tonight are to help provide additional educational information for the Board.

### **PRESENTATIONS**

- 1. Sales Tax Overview**
  - a. Department of Revenue Brandon Davis**
  - b. Aurora Mayor Mike Coffman**
  - c. Lone Tree City Manager Seth Hoffman & Centennial City manager Matt Sturgeon**

Chief Dell'Orfano provided an introduction of the speakers who are going to provide an overview of how sales taxes work, and how they are managed from the municipal perspective. All of the information will be taken into consideration along with other information received so that sometime in August the Board can determine how best to move forward with a revenue initiative.

Department of Revenue Local Government Manager Brandon Davis provided an overview of his agency which is a resource for local governments around their sales tax, sales tax concepts, trends overall & SMFR specific, sales tax vs. property tax, provided websites with additional information regarding Colorado sales tax rates in various formats.

At Director Sokol's request, Mr. Davis explained that although there are still some nuances, in Colorado, when a purchase is made, the sales tax rate is based on the location where the purchaser takes possession of the purchased property or first uses the purchased service.

At Director Anderson's request, Mr. Davis provided an overview of how the GIS system is a very useful tool for shipping and delivery to determine the tax, which can be imposed or modified either January 1 or July 1 yearly. The Colorado Department of Revenue creates and distributes a tax memo that is used by businesses to help report their taxable sales.

At Director Sokol's request, Mr. Davis stated that tax-exempt organizations should have exempt certificates that need to be presented at the time of purchase and assist the business in keeping track of exempt purchases.

At Director Leung's request, Mr. Davis explained that tariffs end up happening on the front end, before the product is on the shelf. If the tariff goes up, the sales tax on the purchase price likely goes up also, which may be a boost to the sales tax revenues. Over the past two or three years, the sales tax projections have been pretty flat but when spread out over five years, they reflect pretty strong growth.

At Director Sokol's request, Mr. Davis reported that his agency can only charge what is needed to administer the program. Special Districts are subject to the net incremental cost & receive a letter of projection and that fee is pulled throughout the year.

Aurora Mayor Mike Coffman stated that a portion of the City of Aurora is in SMFR's district and that he and the Mayors of Lone Tree, Parker, and Centennial urge SMFR to focus on pursuing a property tax increase if they intend to have a revenue ballot issue, which should have a greater chance of approval, leaving the sales tax revenues for the municipalities. Mayor Coffman provided a letter signed by these mayors that provides this same message.

At Director Anderson's request, Mayor Coffman stated that he does not recall when Aurora was successful in asking the taxpayers for an increase in property taxes, but historically property taxes go to school districts, counties and special districts.

Centennial City Manager Matt Sturgeon stated that Mayor Coffman covered a lot of the points already and reiterated why the cities are very protective of the sales tax revenue source & reviewed the sales and use tax as the primary source of revenue, sales tax rates, Centennial revenue types and expressed caution about how a sales tax request from SMFR would affect the cities. Lone Tree City Manager Seth Hoffman presented their city's revenue types & informed that they do not collect property tax and are extremely reliant on sales tax, excluding grocery tax, so they are very reliant on the approximately 30 million visitors each year making discretionary expenditures.

At Director Sokol's request, City Manager Hoffman confirmed there is real sensitivity to the stock market and consumer confidence when it comes to sales tax.

At Director Anderson's request, City Manager Hoffman stated that the Park Meadows Metro District is an overlay district, and the mall is inside that district. There is a sales tax share back which is a formula for road and bridge tax, much less than what's generated in Lone Tree. City Manager Sturgeon stated that it is similar in Centennial.

At Director Leung's request, City Manager Hoffman confirmed that Sams Club and Costco generate significant sales tax, but Park Meadows is 40-50 percent of the sales tax revenue. The Cities really want to continue the partnership with SMFR, but this is a really critical source of funding for them.

The Board thanked all for presenting their perspectives and additional details.

Chair Albee informed that there was a glitch in the posting of the meeting so as a precaution the guidance received from Legal Counsel was not to do any business and limit the scope to a workshop. The audit, filling the District 4 seat and condominium conversion are key governance items and polled the Board for availability for a special meeting before the audit and condominium approval deadlines at the end of the month.

All agreed to a Special Board Meeting on Monday, June 23<sup>rd</sup> at 6:00 p.m.

Chief Dell'Orfano stated Staff has a good process for posting meetings but as of tonight could not re-trace it and apologized that they could not be as productive as planned.

**ADJOURNMENT**

Chair Albee adjourned the meeting at 7:33 p.m.

Attested by: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT

South Metro Fire Rescue Fire Protection District  
Regular Board of Directors' Meeting Minutes  
July 14, 2025

Present:

Jim Albee, Chair	John Curtis, Fire Chief
Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
Rich Sokol, Treasurer	Jake Mayhew, Deputy Chief– Emergency Services
Sue Roche, Secretary (absent)	Kristin Eckmann, Deputy Chief – Community Services
Kevin Leung	Matt Weller, Deputy Chief – Employee Services
William Shriver	Stephanie Corbo, Chief Financial Officer
Phil McCart	Camie Chapman, CHRO Employee Services
	Bob Cole, Legal Counsel

Others Present: SMFR Staff Members & citizens

#### **MEETING CALL TO ORDER**

Chair Albee called the Regular Meeting of the South Metro Fire Rescue Fire Protection District to order at 18:04 and welcomed everyone to the meeting.

#### **PLEDGE OF ALLEGIANCE**

Chair Albee led the Pledge of Allegiance to the Flag of the United States of America.

#### **ROLL CALL**

Director Roche's absence is excused. All of the other Board members were present in person.

#### **APPROVAL OF THE AGENDA**

Director Leung motioned to approve the agenda as presented. Director Shriver seconded the motion. 6 were in favor, 0 opposed. The motion carried.

#### **OATH OF OFFICE**

1. **District 4 Board Member Phil McCart** – Chair Albee swore in the Oath of Office for appointed Director McCart.

#### **CONFLICT OF INTEREST DISCLOSURE**

Chair Albee asked if there were any changes to conflict of interest affirmation:

- Director McCart – no conflicts of interest; will consult with Bob Cole regarding his employment at Lockheed Martin
- Director Roche – absent
- Director Anderson – no changes
- Chair Albee- no changes
- Director Shriver – no changes
- Director Sokol – no changes
- Director Leung – no changes

#### **INTRODUCTION**

1. **Deputy Chief of Operations Jake Mayhew** – Chief Curtis provided a brief overview of Chief Mayhew's background and welcomed him to the ETeam.

## **SPECIAL PRESENTATION**

Fire Chief Curtis presented an Exceptional Duty Award to Division Chief Jens Pietrzyk for his critical intervention during a cardiac arrest at our Mineral HQ. We appreciate his humble service and dedication to saving lives. Director Anderson personally thanked Chief Pietrzyk for his military service and dedication to SMFR.

## **PUBLIC COMMENT**

There were no public comments.

## **CONSENT AGENDA**

1. **06/02/25 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes**
2. **06/16/25 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes**
3. **06/23/25 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes**

Director McCart abstained from voting because he was not in attendance at the meetings as a board member.

Consent Agenda item #2 "06/16/25 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes" was removed and tabled until it is clarified as a work session.

Director Leung motioned to approve the Consent Agenda with a minor correction to item #1. Director Anderson seconded the motion. 5 were in favor, 1 abstained, 0 opposed. The motion(s) carried.

## **ACTION ITEMS**

1. **Public Hearing: SMFR Resolution No. 2025-03 Resolution to Amend 2025 Budget and Appropriate Sums – CFO**  
Corbo stated Staff is requesting to increase the General Fund expenditure appropriation to include the following initiatives: Fire Chief selection in the amount of \$162,401 (budget rollover from 2024), revenue election consultant in the amount of \$143,343 (budget rollover from 2024), purchase of three thermal imaging cameras for Centennial Airport in the amount of \$19,431 (reimbursable), and rollover of ending 2024 Jefferson-Arapahoe consolidated CAD (JACC) balance in the amount of \$102,342 (restricted). Staff also requested to increase the Capital Projects Fund expenditure appropriation to include vehicle and apparatus budget rollover from 2024 in the amount of \$3,501,385 (delivery timing) as well as upfitting of apparatuses in the amount of \$559,399.

A motion was made by Director Albee to approve SMFR Resolution No. 2025-03 Resolution to Amend 2025 Budget and Appropriate Sums as presented. Director Sokol seconded the motion. 6 were in favor, 0 opposed. The motion carried.

## **DISCUSSION/POTENTIAL ACTION ITEMS**

1. **Revenue Initiative** - Sara O'Keefe and Bryan Blakely from Public Alignment Communications and Courney Sievers and Ryan Winger from Magellan Strategies presented:
  - a. **2<sup>nd</sup> Survey Results** – Ms. Sievers and Mr. Winger presented the topline results of an online survey of 2,095 registered voters in the SMFR District. The interviews were conducted from June 18<sup>th</sup> – 30<sup>th</sup>, 2025. This survey has a margin of error of +/- 2.14% at the 95 percent confidence interval. The survey data were weighted to represent the turnout demographics of an odd-year election within the SMFR District.
  - b. **Stakeholder Feedback** – Chief Dell'Orfano provided a summary of feedback received during presentations to stakeholder groups. Also, questions and answers on the engagesouthmetro.org site were provided.
  - c. **General Discussion** – A decision tree was reviewed outlining the various direction needed to work toward a potential ballot measure, including whether a tax increase is needed, if a ballot measure will be submitted, whether property or sales tax will be pursued, and, if property tax, whether a property tax limit waiver or floating mill should be pursued. Individual board members indicated their preference to ask voters for additional revenues in the November 4<sup>th</sup> election but did not indicate support for the tax limit waiver or floating mill. There was discussion regarding the pros and cons of property taxes and sales taxes. Additional direction/requests included:

- i. Make necessary updates to engagesouthmetro.org prior to the board calling for the election.
- ii. Is there a short-term step a revenue increase.
- iii. Can we see the distribution of seniors and lower income citizens in our district.
- iv. Are other jurisdictions submitting ballot measures in November.
- v. If a 2026 vote is needed, what is the short-term fix.
- vi. Provide information on sales tax trends, ideally going back to the 2008 reduction.
- vii. What is the potential cost of the November election.
- viii. Provide highlights of the 2026 budget if not revenue increase is obtained.

## INFORMATION ITEMS

1. **Town of Parker Fire Code Permitting Services** – The Town of Parker has designated SMFR as the Town’s fire code official, which means our Fire Marshal’s Office will resume issuing permits for all construction and events, duties that were removed back in 2015. Parker Town Council will take action on ordinances that address start-up costs and fire code revisions at a later date.
2. **Station 32’s Water Quality Permit Withdrawal** – Chief Dell’Orfano informed that when Station 32 was built, SMFR was required to monitor contaminants in the ground water. These were naturally occurring, not the result of SMFR’s activities. CDPHE has recently changed their rules and we are no longer required to perform this monitoring and reporting. Therefore, SMFR submitted a notice withdrawing us from the permit process. The State could re-introduce regulations in the future.
3. **IGA Update** – Chief Dell’Orfano informed there were no new IGAs signed.
4. **Board Officer Election August 4<sup>th</sup>** – Chief Dell’Orfano reminded that per the SMFR district bylaws, the Board shall elect officers at the first regular meeting after the election or “at such time as deemed appropriate” by the Board. With the vacancy and appointment at the last meeting, this process will be addressed at the August 4<sup>th</sup> meeting. The positions to be elected include Chair, Vice-Chair, Secretary and Treasurer.
5. **Medicare/Medicaid – Future Challenges** – Chief Curtis discussed the future challenges of Medicare/Medicaid. With funding reductions at the federal level, the potential impacts include the elimination of SMFR’s Medicare Supplement (totaling about \$7M this year), reductions in transport revenue, reductions in coverage for some of our community, and an increased reliance on 911 for medical services.

Correspondence items in the Board’s packet are summarized below as well as other information items that were communicated:

- Chief Mayhew:
  - Update on the Airport Fire is now 90% contained
- Chief Pietrzyk:
  - A recently injured FF from Idaho will be transported to Craig Hospital for rehabilitation.
- CHRO Chapman:
  - Next Academy has a start date of 7.25.25 with a class of 18.
- Chief Weller:
  - Station 15 Open House was well attended. The station is almost complete with some concrete work still pending.
- Chief Richardson:
  - SMFR currently has 4 FF working wildland fires in California with a relief crew swapping out in 2 days.
- Fire Marshal Everitt:
  - FMO attended 10 events/concerts including Fiddlers Green during the 4<sup>th</sup> of July holiday. This is a great opportunity to work with Community Relations to remind the public about proper disposal of used fireworks.
- Local Union Member Pierce reporting for President Dzengelewski:
  - Good results from the recent Golf Tournament
- Director Leung:
  - Enjoyed the local 4<sup>th</sup> of July Parade

- Attended Last Shift Ceremony for Reggie Hyatt
- Director Anderson:
  - Expressed gratitude to everyone who helped support the 4<sup>th</sup> of July events.
  - Recently toured the recently opened Mesquite Fire Station in Nevada.
- Director McCart:
  - Currently reading the book "Crucible of Fire".
  - Getting up to speed on SMFR Board happenings.
- Chair Albee:
  - Station 15 Grand Opening had over 700 people attend. Thank you to all who helped to make this newest rebuilt Fire Station happen!
  - Thank you to all who help the Board in every aspect. It is much appreciated.
- A copy of the 2024 Annual Report was included in the Board packet.
- Thank you letters/notes:
  - Thank you note received from website expressing support for the brave men and women of SMFR.
  - Thank you note received from the website expressing appreciation for Station 33 A Shift and Dispatch Supervisor Matt Whipple for assistance with a potential fireplace gas leak.
  - Thank you letter received from the Parker Police Department for SMFR's invaluable participation in the Parker Days Festival.
  - Thank you note received for SMFR's assistance provided at a gas station on Arapahoe Road after they had run out of gas.
  - Thank you note received for Station 45 and 18 B Shift for rescuing a dog from a burning building which was seen on Tik Tok.
  - Thank you letter to Station 46 for assistance with a persistent upstairs fire detector issue.
  - Thank you note received from Highlands Ranch Community Association for Fire Inspector Burgess for his help making their 4<sup>th</sup> of July parade event a huge success.

#### **EXECUTIVE SESSION**

N/A

#### **NEXT MEETING**

Special Board of Directors' Meeting to be held on July 21, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

Regular South Metro Fire Rescue Volunteer Firefighter Board of Trustees Meeting to be held on August 4, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO

Regular Board of Directors' Meeting to be held on August 4, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

#### **ADJOURNMENT**

Chair Albee adjourned the meeting at 9:24 p.m.

Attested by: \_\_\_\_\_

Date: \_\_\_\_\_



## **CONSENT AGENDA ITEMS**

N/A

## **ACTION ITEMS**

N/A

## **DISCUSSION / POTENTIAL ACTION ITEMS**

Additional discussion regarding the revenue initiative included:

1. CFO Corbo presented and discussed the efficiencies in place and ongoing with the total cost savings implemented prior to or in 2025 at ~\$7.86M. CFO Corbo also provided an overview of SMFR's Long Term 10-year plan and how the suggested 3 MIL increase may not provide sufficient revenues under certain scenarios.
2. Chief Dell'Orfano provided sales tax trends from Douglas and Arapahoe County and the City of Centennial, along with SMFR's past property tax trends.
3. CHRO Chapman provided a breakdown of 2025 Staff Counts that included 2 main categories of staff jobs - Administration and Direct Field Support. Currently we have 158 admin staff with an additional 8 employees that are technically working admin jobs but are still listed under Line - which brings the total to 166. The administration category accounts for about 66 employees of less than 8% of the workforce.
4. Chief Dell'Orfano provided demographic data including Owner Occupied Housing Units, Average Household Income, Average Family Size, Median Age, Senior Population, Diversity Index, Households Below Poverty Level, Households with Food Stamps/SNAP, and Have Medicaid Medical Policy.
5. Additional information requested:
  - a. Other district revenue strategies for the November election
  - b. Cost of the November election
  - c. Talking points highlighting the benefits of Wellness
  - d. Clarify some of the numbers in the staff breakdown
  - e. The efficiencies should be posted on the engagesouthmetro.org site with an intro
  - f. Messaging on engagesouthmetro.org should include information that 3 mills may not be sufficient

The Board thanked all for presenting the additional information.

## **INFORMATION ITEMS:**

Chief Mayhew:

- We have filled 2 open District Chief positions. Please congratulate Chiefs Aaron Goedeker and Mike Gilbert on their promotions to District Chief.

CFO Corbo:

- Will miss the 8/4 meeting as her son is graduating from Navy Boot Camp
- Budget Manager Brittany Segner is transitioning out of her role at SMFR

Chief Richardson:

- Update on Task Force 1 mobilizations. All crews expected home soon.

Vice-Chair Anderson:

- SMFR has been in the news for 2 special reports on upcoming budget issues. She is starting to get questions from the public asking, “What have we done lately and where has all the money gone to?” Some good responses are to discuss what our Wellness Clinic is doing to help our employees both preventive and rehab. This allows our employees to return to work more quickly. Also, the monies collected are going towards our employees for all aspects of their career with SMFR including the costs to hire well qualified candidates.

Director McCart:

- Met with E-team to learn more about budget.

Director Leung:

- Hosting an Asian event in the Board Room in August. All are welcome to attend and enjoy authentic cuisine from Asia.

Chair Albee:

- Asked about our Settlement Rights for the condominiumization. According to Legal Counsel Bob Cole – the space can be Leased (not sub-leased) to similar type business companies.
- Asked about the ERP ROI analysis? CFO Corbo will follow up.
- Chair Albee has met up with “Just Bob” Baker for coffee. Retirement is going very well, and he says “Hello” to all.

**NEXT MEETING(S):**

Regular Board of Directors’ Meeting to be held on August 4, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

Special Board of Directors’ Meeting to be held on August 18, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**ADJOURNMENT**

Chair Albee adjourned the meeting at 8:35 p.m.

Attested by: \_\_\_\_\_

Date: \_\_\_\_\_

# BOARD OF DIRECTORS AGENDA ITEM STAFF REPORT



**Meeting Date:** 8/4/2025  
**Agenda Item Type:** Action Item  
**Agenda Item:** Election of Officers  
**Submitted By:** Chief Dell'Orfano  
**Approved:** Chief Curtis

## **SUMMARY:**

Per the South Metro Fire Rescue district bylaws, the board shall elect officers at the first regular meeting after the election or "at such times as deemed appropriate" by the board. The positions include Chair/President, Vice-Chair/Vice-President, Secretary, and Treasurer.

## **BACKGROUND:**

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## **FINANCIAL IMPACT:**

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## **STRATEGIC INITIATIVE:**

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## **RECOMMENDED ACTION/MOTION:**

Click or tap here to enter text.

## **ALTERNATIVE OPTIONS:**

Click or tap here to enter text.

## **ATTACHMENTS:**

MEMORANDUM

July 3, 2025

ATTORNEY-CLIENT PRIVILEGED

VIA EMAIL

TO: Board of Directors  
**South Metro Fire Rescue Fire Protection District**

FROM: Robert G. Cole

RE: **Fair Campaign Practices Act**



**GENERAL**

Under the Fair Campaign Practices Act (“FCPA”), the SMFR may not make contributions to campaigns involving the nomination, retention or election of any person to any public office, or expend any public monies or supplies, or make any contributions, to urge electors to vote in favor of or against any issue before the electorate. The FCPA expressly allows the Board to adopt a resolution stating the Board’s position on any issue before the electorate. SMFR may not allow public employees or paid officers to work on a campaign during their working hours or use any public facility or equipment for the purposes of a campaign. Nor can SMFR provide transportation or advertising using public property or funds to influence, directly or indirectly, the passage or defeat of any issue or grant an employee or officer leave from his or her job or office with the local government, **with pay**, to work on a campaign. However, use of accrued personal leave is allowed.

A Board member may expend not more than \$50 of the local government’s money on letters, telephone calls, or other activities incidental to expressing his or her opinion on any such issue. This allowance is intended to avoid disputes over de minimis expenditures and should not be considered a meaningful allowance to be used for campaigning. A Board member or employee of the local government may respond to unsolicited questions about the issue.

The local government may expend public monies or make contributions to dispense a fair and balanced factual summary of the issue of official concern before the electorate. The summary must be factual, must include arguments both for and against the proposal, and cannot contain a conclusion or opinion in favor of or against the issue. There are numerous determinations that attempted factual summaries failed to meet these subjective requirements, and even the mere allegation of a violation can jeopardize an election outcome. Therefore, we recommend not attempting to dispense a fair and balanced summary.

The FCPA does not prohibit a public employee or Board member from expressing a personal opinion on an issue while on their own time, expending personal funds, making contributions or using personal time to urge electors to vote in favor of or against an issue.

### **FIXING THE BALLOT TITLE**

As noted above, under the FCPA:

No ... political subdivision of the state shall ... expend any money from any source, or make any contributions, to urge electors to vote in favor of or against any [l]ocal ballot issue that has been ***submitted for the purpose of having a title fixed pursuant to section 31-11-111 or that has had a title fixed pursuant to that section ...***

Section 1-45-117(1)(a)(I), C.R.S. (***emphasis added***).

Prior to 2017, Administrative Law Judge (ALJ) decisions had held that “fixing a title” to be the date on which the governing body had adopted an ordinance or resolution that calls the election and approves the form of ballot question. A 2017 opinion of an ALJ on an FCPA complaint brought by Douglas Bruce against School District 11 began requiring a more refined interpretation.

The 2017 School District 11 case involved informational materials which did not contain arguments against the measure that were publicly funded before the School District Board approved the ballot language or called the election. The School District argues that the FCPA’s language “submitted for the purpose of having a title fixed” applied only to municipalities because the referenced statute is a municipal election statute; districts were believed to be limited only after the title was fixed through certification of the ballot.

The ALJ in the School District 11 case determined that although Section 31-11-111(1), C.R.S., refers to the legislative body “of the municipality,” the FCPA intends that § 111(1) apply to all political entities, and not just municipalities. The ALJ decided that the date the proposed ballot issue was first placed before the Board was the date it was “submitted for the purpose of having a title fixed,” even though the ballot title was not fixed until later when the Board adopted it and directed that in be included on the ballot. Although the materials in question did not urge voters to vote in favor of the measure, the ALJ determined that they could only be construed as favorable to the measure. The ALJ determined that School District expenditures after the Board first received the proposed ballot language were in violation of the FCPA.

Subsequent opinions have followed the rule that once ballot language is presented to the governing body, no public funds may be spent on a proposal unless it is factual, includes arguments both for and against the proposal, and does not contain a conclusion or opinion in favor of or against the issue.

Given these opinions, SMFR should not order or make payment on any services or materials that could arguably be urging voters to vote in favor of a tax measure after potential ballot language is submitted to the Board for consideration.

### **ISSUE COMMITTEES**

Issue committees supporting or opposing a special district ballot issue must file registration forms and disclosure reports required under the FCPA with the Secretary of State. The Secretary of State requires such filings electronically.

Article XXVIII of the Colorado Constitution (“Constitution”) and the FCPA provides for the organization of “Issue Committees” for the purpose of accepting contributions and making expenditures to support or oppose any ballot issue. Issue Committees supporting or opposing a special district ballot issue must electronically register with the Secretary of State within ten (10) days of accepting or spending contributions in the amount of \$200. The website is [www.sos.state.co.us](http://www.sos.state.co.us). Registration must include the organization’s full name (spelling out any acronym); the name of a person authorized to act as a registered agent; a street address and telephone number for the principal place of operations; any affiliated committees; and the purpose of the committee. Issue Committees must:

1. Deposit all contributions received by the Issue Committee in a separate bank account. All funds received or expended by the Issue Committee must be processed through that bank account. Records pertaining to the bank account must be maintained for 180 days following the election.
2. Issue Committees cannot receive a cash contribution of or expend \$100 or more in cash; such amount in the form of a check is allowable.
3. Issue Committees must report all contributions received, including the name and address of each person who contributed \$20 or more; all expenditures; and any obligations entered into by the Committee.
4. Any unexpended contributions to an Issue Commission may be donated to a charitable organization or returned to the contributor.

These reports must be filed electronically with the Secretary of State on the 21st day before the election; on the Friday before the election; and 30 days after the election.

Please contact us with any questions.

Hello Mary,  
If you can please pass this along:

On behalf of the Carriage Club Homeowners Association, I would like to extend our heartfelt thanks for your support during our 4th of July Parade. We are truly grateful for the time and effort your team put into helping make the event special and memorable for our community. The children (and adults!) especially enjoyed seeing the fire truck and your friendly presence added so much excitement to the celebration.

Thank you for your continued service and dedication to our community — we are lucky to have you!!

Roxanne Chaparro, CMCA®, AMS®  
*Association Business Manager*  
Westwind Management Group, LLC  
27 Inverness Drive East  
Englewood, CO 80112  
303-369-1800 (x150) Phone  
[www.westwindmanagement.com](http://www.westwindmanagement.com)



07/23/25, 7:43 PM

**Wesley Lewis**

The crew at Station 45 on July 23rd were fantastic during a drop in visit by my son and I while visiting friends that live in your district. Their hospitality and desire to answer questions as well as provide information was everything good about today's fire service. I wouldn't be surprised if you find the young people that visited in your pool of candidates in the future.



## **Karin Egan**

I want to extend my sincere gratitude to the crew at South Metro Fire Station #22 (Walmart Shopping Center)

I experienced difficulty breathing in the early morning of July 24th. I was quite frightened, as I had never experienced this before.

My husband and I had originally planned to go to the nearest emergency center when my breathing was quickly getting worse, but I was getting more and more frightened by the minute and did not want to waste any time.

I was confident that the rescue team at this station would provide the immediate treatment needed for my symptoms.

You have saved my husband Tim's life numerous times, and I knew you would help me, too. After transport to Parker Adventist, I was diagnosed with pneumonia, an illness that I had never had, so the breathing issue was new and very scary for me. I am well into recovery and feeling much better!

I just want to extend my utmost gratitude to all of you for helping me and making me feel safe when I needed it.

Finance/LOGS/Fleet/IT gave back to the community in June by volunteering at Rosie's Ranch in Parker.

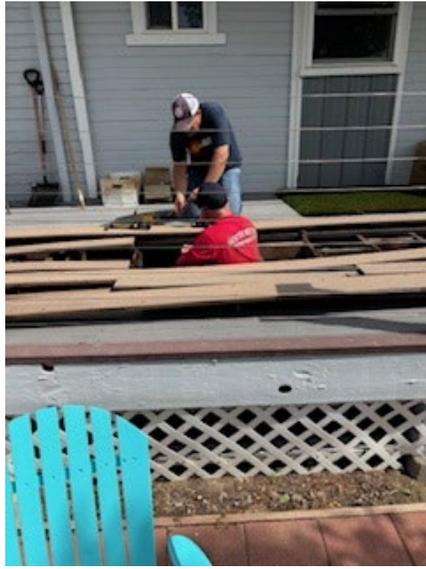
Rosie's Ranch, which is in the SMFR district, is a non-profit horse therapy ranch for visually and hearing impaired children.

Our group was able to muck stalls, rewire all outside corrals, replace decking, repair/replace blown down fences, replace fence posts and arena archways, cut wood, and cut up pallets for firewood.

Thanks!







Hello All,

I wanted to write you, as Team Bennet has been tracking the ongoing vegetation fire in Douglas County this afternoon. We appreciate your teams for their quick action on this situation and collaboration to ensure community safety for those in Louviers and the surrounding area.

Please let our team know what we can do to assist you as this situation remains ongoing.

All the best,

**Gabe Martinez**

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