

South Metro Fire Rescue Fire Protection District
Regular Board of Directors' Meeting Minutes
November 10, 2025

Present:	Jim Albee, Chair	John Curtis, Fire Chief
	Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
	William Shriver, Treasurer	Jake Mayhew, Deputy Chief– Emergency Services
	Sue Roche, Secretary	Kristin Eckmann, Deputy Chief – Community Services
	Kevin Leung	Matt Weller, Deputy Chief – Internal Services
	Rich Sokol	Stephanie Corbo, Chief Financial Officer
	Phil McCart	Camie Chapman, Chief Human Resources Officer
		Allison Ulmer, 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 7:01 p.m. and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was recited at the South Metro Fire Rescue Fire Protection District Volunteer Firefighter Board of Trustees Meeting earlier this evening.

ROLL CALL

All of the Board members were present in person.

APPROVAL OF THE AGENDA

Director Roche motioned to approve the agenda as presented. Director Anderson seconded the motion. 7 were in favor, 0 opposed. The motion carried.

CONFLICT OF INTEREST DISCLOSURE

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

- Director McCart – no changes
- Director Roche – no changes
- Director Anderson – no changes
- Chair Albee- no changes
- Director Shriver – no changes
- Director Sokol – no changes
- Director Leung – no changes

PUBLIC COMMENT

Jim Remley, of 9748 Bucknell Way in Highlands Ranch, stated he is pleased to be part of SMFR and worked with Terry Nolan to make that happen. I know how hard it can be. Watched the urban wildfires in California from the back of his home and again in his current home. About a year and a half ago, he and Director Anderson sat over coffee talking about mitigation of the large urban areas with a high prevalence of materials. An organization in New York called First Street, a nationwide organization to look at the risks of flood, fire, wind, heat and all agreed that his house has an extremely high risk of fire destruction or damage. Who in Colorado has the ability to address his neighbor's responsibility to clean up his property? Found a study that shows Douglas County has a fire risk higher than 98% of counties in the US. Legislation passed in response to Marshall Fire that allows Fire Districts to go in and address mitigation issues.

Douglas County does good things but wants to leave a couple of the research papers he has found to pass along to whoever in this organization has the ability to assist with doing something about it.

The Board thanked Mr. Remley for his comments.

CONSENT AGENDA

- 1. October 6, 2025, South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes**
- 2. October 20, 2025, South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes**

Director Sokol, recommended in October 20th minutes, change the Treasurer to Bill Shriver; #3 under 2026 Budget Workshop, middle of next page, Director Sokol requested information on OT by rank should be Director Leung; and second to last bullet point, should read property evaluations go down by 5% per year.

Director McCart motioned to approve the Consent Agenda as amended. Director Anderson seconded the motion. 7 were in favor, 0 opposed. The motion carried.

ACTION ITEMS

- 1. SMFR Resolution No. 2025-07: A Resolution Adopting Bylaws** – Chief Dell’Orfano stated that the Board Bylaws Committee has reviewed the September 1, 2023, Restated Bylaws and has proposed several amendments. These changes are recommended in order to provide guidance on the types of absences from a board meeting, the process for classifying an absence, and updating current meeting agenda practices. Additional clarifications were made based on discussion during the October 20, 2025, board meeting and it is recommended.

that the final determination of the type of absence will be made when the minutes are approved by the Board (Sections 6(j)(1) and 9(f)(7)).

Director Shriver motioned to approve the SMFR Resolution No. 2025-07: A Resolution Adopting Bylaws as presented. Director Leung seconded the motion. 7 were in favor, 0 opposed. The motion carried.

- 2. SMFR Resolution No. 2025-08: A Resolution Adopting Retirement Benefit Amounts for the South Metro Fire Rescue Fire Protection District Volunteer Firefighter Pension Plan** – CFO Corbo stated the Volunteer Pension Board just approved the Plan B pension increase for a total of \$158,293 and that would require a change to the general fund appropriation for the additional amount.

Director Sokol motioned to approve SMFR Resolution No. 2025-08: A Resolution Adopting Retirement Benefit Amounts for the South Metro Fire Rescue Fire Protection District Volunteer Firefighter Pension Plan with Exhibit A, Plan B. Director Roche seconded the motion. 7 in favor, 0 opposed. The motion carried.

- 3. Q3 Financial Report** – Accounting Manager Takacs reviewed the Executive Summary.

At Director Leung’s request, CFO Corbo stated they will come back with which County owes us the most in taxes.

At Director Leung’s request, Budget Manager Mike Smith stated that the projections are based on trends, they do see a lot of movement at the end and beginning of the year responding to interest rates, but it is hard to predict. Shortfalls are also projected and the amount of revenue collected did go up but not enough. It is hard to tell what goes to bad debt but it is not a one-to-one ratio in increases versus bad debt.

At Chair Albee’s request, Chief Mayhew stated the \$2.6M in overtime in the third quarter should go down because the staffing promotional lists have been filled. Chief Burke added that some of the reimbursables are hitting the budget and various personnel are off for various reasons. There are a lot of other things going on in the organization which are factors that drove the 3rd quarter overtime; however those factors should be reduced as the year ends.

At Director Leung's request, Chief Burke stated they will do their best to extract details, but it will be difficult to determine one leave code that drives the OT but can give a good sample of leave codes for a particular day. Chief Curtis added that the raw data will show you what it takes to fill the positions to push the OT down from having to call in over 20 people. Now we have full lists for every position now, as Chief Mayhew stated.

Director Shriver motioned to accept the Q3 Financial Statements as presented. Director Sokol seconded the motion. 7 in favor, 0 opposed. The motion passed.

PUBLIC HEARING

1. 2026 Budget

- a. **Overview**
- b. **SMFR Resolution No. 2025-09: A Resolution to Adopt 2026 Budget and Appropriate Sums**
- c. **SMFR Resolution No. 2025-10: A Resolution Repealing and Readopting an Updated Fee Schedule for Ambulance and EMS Services**
- d. **SMFR Resolution No. 2025-11: A Resolution Repealing and Adopting an Updated Fee Schedule for Fire Code Inspections**
- e. **SMFR Resolution No. 2025-12: Resolution to Set Mill Levies**

Chair Albee opened the public hearing at 8:07 p.m.

A public hearing on the 2026 budget included a budget presentation from CFO Corbo with an emphasis on costs associated with overtime, as well as apparatus costs, capital project commitment and fund balance.

There was additional discussion regarding OT budget levels. Director Anderson requested one full sheet that contains all overtime expenditures, including rank, reason, hours, budget, amount of budget spent.

Transport fees are proposed to increase to \$1,900 and \$31 per mile and permit fees by 3.5%.

Chair Albee asked if there was anyone who wishes to make a public comment.

There was no public comment and Chair Albee closed the Public Hearing at 9:44 p.m. The final budget and fees will be presented for approval at the November 17, 2025, board meeting.

DISCUSSION/POTENTIAL ACTION ITEMS

1. 2025 Budget Amendment – CFO Corbo

- a. **General Fund**
 - I. **Elections – May & November**
 - II. **Legal**
 - III. **GASB 87/96 Software Leases**
- b. **Self-Insured Medical Fund**
- c. **Capital Improvement Fund**

General Fund

Current appropriation - \$201,591,909 (Resolution No. 2025-03)

Supplemental appropriation - \$203,600,723

Increase: **\$2,008,814**

Increase Details:

- May 6, 2025 Board of Director Election: Budget \$400,000 Actual Costs \$456,000, net increase needed **\$56,000**
- November 4, 2025 Issue 7A Election: \$500,000 (estimate)
- Legal Counsel: Budget: \$250,000 Current Trends: \$360,121, net increase needed \$110,121. Trends related to increase in general council, condo project and Personnel/Benefit legal review.

- GASB 87/96: Budget: \$194,980. Forecast: \$1,537,573, net increase needed **\$1,342,593**. This is to account for the Government Accounting Standards dollar amount that has to be appropriated but is not an actual monetary transaction for revenue or expenditures.

Self-Insured Medical Fund

Current expenditure appropriation - \$15,681,971 (Resolution No. 2024-10)

Supplemental appropriation - \$20,415,943

Increase Needed: \$4,733,972

This additional expense is driven based on the shift in employees selecting Cigna for health benefits vs Kaiser. With this shift to Cigna also generated an increase in medical premium revenue of \$2,250,266 creating a net change to fund balance: (\$2,483,706)

Capital Projects Fund No additional appropriation is needed for this fund. Station 15 did have the remaining amount of the total project budget of \$10.4 rolled over into 2025 as the project was budgeted to finish in April. With that said, the 2025 budget needs to be increased to allow for the full remaining project budget to be appropriated. The amount of the increase needed is \$188,183.45. With underspend from Station 16 Land that is already appropriated, staff recommend using this to cover the change without having to increase the fund appropriation. A public hearing will be held at the November 17th meeting.

2. SMFR Resolution No. 2025-XX Delegating Authority to the Fire Chief to Expend Funds and Execute Contracts on Behalf of the District – Chief Curtis stated this resolution is an update to the version adopted by the Board in 2018 in order to modify the spending limits of the Fire Chief. Since that time, the Board's Finance and Audit Committee is recommending the resolution be modified to authorize different limits depending on the type of expenditure and whether the expenditure is budgeted or unbudgeted. The recommended levels are:

- \$500,000 for budgeted expenditures in the General, Building Rental, and Capital Improvement Funds;
- \$100,000 for unbudgeted expenditures in the General, Building Rental, and Capital Improvement Funds (but are still within the fund's total appropriations);
- \$100,000 for budgeted or unbudgeted expenditures relating to construction projects within the General, Building Rental, and Capital Improvement Funds (but are still within the fund's total appropriations).

This resolution will be brought before the Board at the November 17th meeting for approval.

INFORMATION ITEMS

1. IGA Update – N/A

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

Remarks:

Chief John Curtis sadly reported that an email was sent out today that we lost a member of our Explorer Group. Staff have been in contact with the family to offer support to the family, the group, and the instructors.

Chief Kristin Eckmann stated that an All Personnel meeting will be held on Thursday, November 13th that will outline the plan for the funds from the successful election.

Chief John Curtis met last week with the Metro Area Chiefs (Denver, Aurora, West Metro, Castle Rock, Poudre, Colorado Springs) and representative from CML, funding was the primary discussion item. They were very congratulatory to us for passing our initiative, Chief Curtis highlighted this as an effort by the Board, Staff, ETeam to get to this point and made a public thank you to our community. Chief expressed special recognition to Directors Albee and Anderson for their time dedicated to the campaign and everyone else that participated.

Local 2086 President Dzengelewski echoed Chief Curtis' statement regarding how Governance, Staff, Line working together can do a lot. E-Board did a lot of leg work that happened behind the scenes. This is the first wave in Colorado with various departments that had successful revenue initiatives on the ballots.

- CPFF and Local will be pursuing a lot of legislative issues.
- SMFR was 7th in the Country for MDA Collections. Thank you for supporting.
- Hosting January 9th CPFF delegate meeting at the Union Hall.
- As a personal comment he urges the Board to reconsider collecting abatements. The election demonstrated a need, and we need to get things back into our plans.

Chief Dell'Orfano:

- The signs for the Chief Troy Jackson highway are in place. A ceremony will be planned for a future date.
- Asked the Board to look for an email to schedule a 6-hour meeting for the Strategic Planning Process. The meeting is in January.

Director Phil McCart:

- He met with Chair Albee and Chief Dell'Orfano to talk about our legislative efforts. It was a very informative meeting.

Director Renee Anderson:

- There were people from WMFR who are from the IAFF that helped a ton with money and assistance during the campaign. She is grateful for the help, particularly the E-Board members. She is committed to doing what she can to help with the next wave of organizations that are wanting to present funding initiatives to their organizations.

Director Bill Shriver:

- Attended the Urban Renewal Authority Meeting for Lone Tree last week. They have a couple of construction projects going on at the old Marie Calendars and the former Treo/Bahama Breeze location.

Director Kevin Leung:

- Acknowledge the unsung heroes that exist that helped with distributing canvassing material, that's why we won by 56%.

Chair Jim Albee:

- It is impossible to recognize everyone that did things during the campaign, things were coordinated and larger than he knew, but like most things it took people and money. Had great people and spent just under \$170,000 to reach 183,000 votes to accomplish what we want. Grateful to be on this side of the conversation & grateful for the team coming together.

Thank You, Letters/Notes Received:

- Appreciation for Bryan DeWolfe c/o Kirk Lock, Fire Chief Arvada Fire
- Thank you from Ingrid Newkirk Founder of PETA, for coming to the aid of four cats who were trapped in a burning house on September 15th
- Thank you from Mike Weege, Fire Chief Evergreen Fire for Dustin Searle's response to Evergreen High School

EXECUTIVE SESSION

Chair Albee motioned to move to executive session at 10:30 p.m., pursuant to §24-6-402(4)(b), C.R.S., conferences with an attorney for the public entity to receive legal advice on specific legal questions and Pursuant to §24-6-402(e), C.R.S., determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations, and instructing negotiators regarding Station 15. Director Anderson seconded the motion. The vote was 7-0 and ended at 11:05 p.m.

The regular meeting adjourned at 11:05 p.m. with no action taken.

NEXT MEETINGS

Special Board of Directors' Meeting to be held on November 17, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

Board of Directors' Study Session to be held on December 1, 2025, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

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

ADJOURNMENT

Chair Albee adjourned the meeting at 11:05 p.m.

Attested by: 

Date: 12/8/2025