

South Metro Fire Rescue  
Volunteer Firefighter Pension Board of Trustees'  
Regular Meeting Minutes  
November 10, 2025

Present:

Jim Albee, Chair	John Curtis, Fire Chief
Walt Burns, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
Kevin Leung, Secretary	Jake Mayhew, Deputy Chief – Emergency Services
William Shriver, Treasurer	Kristin Eckmann – Deputy Chief – Community Services
Renee Anderson	Matt Weller, Deputy Chief – Internal Services
Sue Roche	Stephanie Corbo, Chief Financial Officer
Rich Sokol	Camie Chapman, Chief Human Resources Officer
Cheryl Poage	Allison Ulmer, Legal Counsel
Phil McCart	

Others: SMFR Staff Members and guests

**MEETING CALL TO ORDER**

Chair Albee called the regular meeting of the South Metro Fire Rescue Volunteer Firefighter Pension Board of Trustees to order at 6:03 p.m.

**PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

All Board members were present in person.

**APPROVE AGENDA**

Director Shriver motioned to approve the agenda. Director Roche seconded the motion. 9 in favor, 0 opposed. The motion carried.

**CONFLICT OF INTEREST DISCLOSURE**

Chair Albee asked the Board members to affirm there are no conflicts of interest:

- Director Roche – no conflict
- Director Anderson – no conflict
- Chair Albee- no conflict
- Director Shriver – no conflict
- Director Sokol – no conflict
- Director Leung – no conflict
- Phil McCart – no conflict
- Walt Burns – no conflict
- Cheryl Poage – no conflict

**PUBLIC COMMENT**

There was no public comment.

## CONSENT AGENDA

1. **August 18, 2025 SMFR Volunteer Firefighter Pension Board of Trustees' Regular Board Meeting Minutes**
2. **Third Quarter 2025 Allocation Reports**

Director Leung motioned to approve the consent agenda as presented. Member Burns seconded the motion. 9 were in favor, 0 opposed. The motion carried.

## ACTION ITEMS

1. **SMFR Resolution No. 2025-01: A Resolution to Adopt Amended and Restated Bylaws of the Board of Trustees of the South Metro Fire Rescue Fire Protection District Volunteer Firefighter Pension Plan** - Chief Dell'Orfano informed that the most recent Board of Trustees bylaws were adopted in 2018. Article IX of the bylaws includes the types of benefits provided to members along with the specific amounts of each benefit. It was recently discovered that the bylaws were not updated in 2021 after the benefits were increased. It is staff's opinion that it is a cumbersome process to re-adopt the entire bylaws each time Article IX is amended to reflect new benefits. So, with the potential for additional adjustments to benefits in 2025, it is recommended that the benefit amounts be removed from Article IX of the bylaws and instead, just refer to a resolution that the Board of Trustees would adopt each time benefits are adjusted. Therefore, the 2025 amended and restated bylaws show this change. The corresponding resolution with benefit amounts will be presented later in the board meeting agenda.

Since the bylaws are being amended, staff also recommends specifying which plans are still active or have been terminated. Additionally, references to the "pension fund" have been changed to "pension plan" specially for the Parker and South Metro Volunteer Pension Plans as they do not sit in an individual fund but are funded by South Metro Fire Rescue's General Fund. The Volunteer Pension Board serves as trustees for the Parker and South Metro Volunteer Pension Plans, while also administering the Cherry Hills Pension Fund (which has a dedicated mill levy).

Member Burns requested in article IX, section 2, regarding benefits that he would like to put forward a friendly amendment to what was proposed with the intent to tie the pension benefit to the biannual actuarial and how to go about adjusting the monthly pension based on inflationary increases. At Director Shriver's request, Member Burns confirmed just wanting to put it on the calendar for a bi-annual review of the monthly pension following the actuarial study. After discussion, Chair Albee confirmed retaining the first recommended sentence stating that the monthly pension shall be determined by resolution of the Board to include inflationary adjustment. The inflationary adjustments, if there are any, will take effect in January after the November Board Meeting.

Member Burns motioned to amend Article IX Section 2 as recommended to include inflationary adjustments and if there are any adjustments they will take effect in January after the November Board Meeting. Director Sokol seconded the motion. 9 were in favor, 0 opposed. The motion carried.

At Member Burns' request, Chief Dell'Orfano stated that article IX, Section 4 regarding funeral expenses is proposed to be updated but will need more discussion. The next resolution will specify a funeral expense amount. After checking with FPPA, we will be leaving it at \$500, we cannot change that number without an actuarial study, and it can be no less than \$100 which is a statutory requirement, confirmed by Legal Counsel Ulmer.

At Member Poage's request, Chief Dell'Orfano believes property burial is a typo and it will be changed to funeral expenses.

Member Burns motioned to approve the amendments to article IX, Section 4 to change the language to read funeral expenses. Director Roche seconded the motion. 9 were in favor 0 opposed. The motion carried.

Chair Albee motioned to approve Resolution No. 2025-01: A Resolution to Adopt Amended and Restated Bylaws of the Board of Trustees of the South Metro Fire Rescue Fire Protection District Volunteer Firefighter Pension Plan as amended. Director Sokol seconded the motion. 9 were in favor, 0 opposed. The motion carried.

**2. Resolution No. 2025-02 A Resolution Adopting Retirement Benefit Amounts for the South Metro Fire Rescue Fire Protection District Volunteer Firefighter Pension Plan** – CFO Corbo stated that at the Board’s request, Staff hired FPPA to do an actuarial study for the retiree benefits. The 2021 changes to the benefits plans were outlined and three scenarios presented for 2026. The Board indicated their support for Plan B which includes a 13.4% increase to monthly payments.

Chair Albee motioned to approve Resolution No. 2025-02: A Resolution Adopting Retirement Benefit Amounts for the South Metro Fire Rescue Fire Protection District Volunteer Firefighter Pension Plan using Plan B. Member Burns seconded the motion. 9 were in favor, 0 opposed. The motion carried.

Member Burns expressed his gratitude for all of the work getting to this point.

**DISCUSSION ITEMS**

N/A

**INFORMATION ITEMS**

N/A

**EXECUTIVE SESSION**

There was no motion to convene to executive session.

**NEXT MEETING**

Regular Board of Trustees’ Meeting to be held in May 2026, at a date to be determined, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**ADJOURNMENT**

The meeting was adjourned by Chair Albee at 6:55 p.m.

Attested by James E Albee Date May 4, 2026

