



SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT

Board of Directors

1745 County Road 102, Guffey, Colorado 80820
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RESOLUTION

No. 2026-03-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT
CREATING THE POSITION OF DEPUTY FIRE CHIEF
AND APPROVING THE DEPUTY FIRE CHIEF JOB DESCRIPTION
AND AUTHORIZING AN EMPLOYMENT AGREEMENT**

Resolution No.: 2026-03-04

Adopted: March 13, 2026

Effective: March 13, 2026

RECITALS

WHEREAS, the Southern Park County Fire Protection District (the "District") is a Colorado special district duly organized and existing under the laws of the State of Colorado, C.R.S. Title 32, Article 1, with authority to provide fire protection and emergency medical services within its jurisdictional boundaries in southern Park County, Colorado;

WHEREAS, the District's Board of Directors (the "Board") is the governing body of the District and is authorized under C.R.S. § 32-1-1001 and the District's Bylaws to establish, modify, and abolish staff positions, to define their duties, qualifications, and terms of employment, and to authorize employment agreements with qualified personnel;



WHEREAS, the District serves approximately 242 square miles of rural, wildland-urban interface terrain in southern Park County, Colorado, bordering Teller and Fremont counties, with complex fire protection and emergency medical services demands that require a full-time operational command presence;

WHEREAS, District Chief Aric Stahly has identified an operational need for a full-time Deputy Fire Chief to assist with volunteer personnel administration, emergency response coverage, wildland fire operations, interagency coordination, training program development, and administrative duties, thereby materially strengthening the District's capacity to fulfill its public safety mission;

WHEREAS, the Board has reviewed the Deputy Fire Chief Job Description, Document No. 20260313_PERS_DCJD_v1.0, attached hereto as Exhibit 1, which defines the position's duties, authority limitations, performance expectations, minimum qualifications, work schedule, and governing standards, and has determined that the Job Description accurately reflects the operational needs of the District;

WHEREAS, the Board has reviewed the Deputy Fire Chief Employment Agreement, Document No. 20260313_PERS_DCContract_v1.1, which governs compensation, probationary period, term, leave, wildland deployment, drug and alcohol testing, and all other conditions of employment, and has determined that its terms are consistent with applicable Colorado law including C.R.S. Title 32, the Colorado COMPS Order #40 (FLSA exemption threshold), and the District's Bylaws;

WHEREAS, the Employment Agreement establishes that the probationary period commences on the Execution Date — the date the Agreement is signed by the Board Chair on behalf of the Board — and expires six (6) months thereafter, severed from the compensation effective date of January 1, 2026, which governs salary accrual and back-pay only; the Board hereby acknowledges and ratifies that the Employee has performed services from January 1, 2026 through the Execution Date, and that compensation for that period is owed and shall be paid by the District;

WHEREAS, the Employment Agreement requires Employee to comply with SPCFPD Policy #100 (Drug and Alcohol Policy) and Policy #101 (Random Drug Testing Policy) as conditions of employment, including: pre-employment screening; random testing up to four (4) times per calendar year; post-incident and post-accident testing, which is independent of and does not count toward the four-test annual random limit; and reasonable suspicion testing; the Board hereby affirms these testing obligations as conditions of the position;

WHEREAS, the Job Description is incorporated into the Employment Agreement as Exhibit A and shall become effective and binding upon the Board's adoption of this Resolution, which constitutes formal Board approval for purposes of the Exhibit A effective date clause in the Employment Agreement;

WHEREAS, the Board has determined that compensation and other terms of employment for this position are consistent with applicable Colorado law, including the COMPS Order minimum salary threshold for FLSA-exempt status, and are fiscally responsible given the District's budget and operational needs;

WHEREAS, creation of this position does not require a mill levy increase or voter authorization, and is within the existing authority of the Board to administer District personnel and operations;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Southern Park County Fire Protection District, Park County, Colorado, as follows:



- 1. Creation of Position.** The Board hereby creates the full-time staff position of Deputy Fire Chief within the Southern Park County Fire Protection District. This position is established effective as of the Execution Date of the Employment Agreement authorized herein.
- 2. Approval of Job Description.** The Board hereby formally approves the Deputy Fire Chief Job Description, Document No. 20260313_PERS_DCJD_v1.0, attached hereto as Exhibit 1 and incorporated herein by reference. This approval constitutes the Board approval referenced in the Exhibit A effective date clause of the Employment Agreement, and the Job Description is effective as of the date of this Resolution. The District Chief is authorized to make minor administrative updates to the Job Description as operational needs require, provided that any material changes to duties, authority, qualifications, or compensation structure shall require Board approval.
- 3. Authority and Chain of Command.** The Deputy Fire Chief shall report directly to and serve at the direction of the District Chief. All authority exercised by the Deputy Fire Chief is delegated by and subject to the oversight of the District Chief. The Deputy Fire Chief shall have no independent executive authority and may not establish or amend District policy, approve major expenditures, or make final personnel decisions without the District Chief's prior approval. The Board of Directors retains ultimate governance, policy-making, and oversight authority pursuant to Bylaws Article III and C.R.S. Title 32.
- 4. Authorization of Employment Agreement.** The Board hereby approves the Deputy Fire Chief Employment Agreement, Document No. 20260313_PERS_DCContract_v1.1, and authorizes the Board Chair to execute the Agreement on behalf of the Board. The Agreement shall take effect upon signature by the Employee, the District Chief, and the Board Chair (the "Execution Date"). The Board Chair's signature date on the Agreement shall constitute the Execution Date for all purposes, including commencement of the probationary period.
- 5. Probationary Period.** The initial appointee to this position shall serve a six-month probationary period commencing on the Execution Date, as provided in the Employment Agreement. During the probationary period, the District may terminate employment without cause upon fourteen (14) days' written notice, or immediately for cause as specified in the Agreement. Employee must provide thirty (30) days' written notice to terminate during probation. Successful completion of the probationary period shall be confirmed in writing by the District Chief. The District may extend the probationary period for up to three (3) additional months in the District Chief's discretion, with written notice and an improvement plan.
- 6. Retroactive Compensation.** The Board hereby ratifies and authorizes payment of salary to the Employee for services performed from January 1, 2026 through the Execution Date. The compensation effective date of January 1, 2026 in the Employment Agreement governs salary accrual and back-pay only and does not affect the Execution Date as the start of the probationary period. The District Treasurer shall ensure that all retroactive compensation is properly accounted for in the District's financial records.
- 7. Drug and Alcohol Testing.** The Board affirms that as a condition of employment, the Deputy Fire Chief shall comply with SPCFPD Policy #100 (Drug and Alcohol Policy) and Policy #101 (Random Drug Testing Policy) throughout the term of employment. Random testing shall not exceed four (4) times per calendar year. Post-incident and post-accident testing may be required following any incident in which the Employee is directly involved as operator or supervisor; such tests are independent of and do not count toward the annual random testing limit. Reasonable suspicion testing may be required at any time. Refusal to submit to any required test shall be treated as a positive result. The Board directs that Policies #100 and #101, currently in legacy status, be prioritized for rewrite and adoption as updated policies.



8. **Exempt Status and Compensation.** The Deputy Fire Chief position is established as a full-time salaried exempt position under FLSA (29 U.S.C. § 213(a)(1)) and Colorado COMPS Order #40. Compensation shall be as set forth in the Employment Agreement at a level consistent with the applicable COMPS Order minimum salary threshold. The Board shall conduct or authorize an annual salary review on or around September 25, 2026, with any adjustments subject to Board approval and documented in a written amendment or successor agreement.

9. **Annual Contract Basis.** This position is established on an annual contract basis. Continuation of employment beyond the term of any approved employment agreement shall require Board approval of a renewal or successor agreement. Nothing in this Resolution creates a property interest in continued employment or obligates the Board to renew the position or maintain it in perpetuity. On or around September 25, 2026, the parties shall begin good-faith negotiations for a 2027 agreement.

10. **Budgetary Authorization.** The Board hereby authorizes the expenditure of funds necessary to compensate the Deputy Fire Chief in accordance with the approved Employment Agreement, including retroactive compensation from January 1, 2026 through the Execution Date. The District Treasurer and/or Secretary-Treasurer shall ensure that all payroll, withholdings, and associated employment costs are properly accounted for in the District's budget and financial records, consistent with C.R.S. § 32-1-1001 and applicable law.

11. **Equal Opportunity.** The District is an equal opportunity employer. The Deputy Fire Chief position shall be administered in compliance with applicable federal and state anti-discrimination laws, including Title VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000e) and C.R.S. § 24-34-401.

12. **Severability.** If any provision of this Resolution is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

13. **Effective Date.** This Resolution shall take effect immediately upon adoption by the Board of Directors at the regular meeting of the Board held on March 13, 2026.

PASSAGE AND ADOPTION

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the Southern Park County Fire Protection District at a duly noticed regular meeting of the Board held on March 13, 2026, by the following vote:

Director	AYE	NAY	ABSTAIN
Sean English (Board Chair)	AYE	<input type="checkbox"/>	<input type="checkbox"/>
Mike Brandt (Secretary/Treasurer)	AYE	<input type="checkbox"/>	<input type="checkbox"/>
Mike Smith	AYE	<input type="checkbox"/>	<input type="checkbox"/>
Mike Parrish	AYE	<input type="checkbox"/>	<input type="checkbox"/>
	AYE	<input type="checkbox"/>	<input type="checkbox"/>



ORIGINAL DOCUMENTS WITH SIGNATURES ON FILE AT STATION 1

ATTESTATION

IN WITNESS WHEREOF, the undersigned, being the duly authorized officers of the Board of Directors of the Southern Park County Fire Protection District, hereby attest to the adoption of this Resolution.

Sean English, Board Chair
Southern Park County Fire Protection District
Date: _____

Mike Brandt, Secretary/Treasurer
Southern Park County Fire Protection District
Date: _____

CERTIFICATION

I, Mike Brandt, Secretary/Treasurer of the Board of Directors of the Southern Park County Fire Protection District, Park County, Colorado, hereby certify that the foregoing is a true and correct copy of Resolution No. 2026-03-04 duly adopted by the Board of Directors at a regular meeting held on March 13, 2026, at which a quorum was present and acting throughout.

Mike Brandt, Secretary/Treasurer
Southern Park County Fire Protection District

Date: _____

*Document No. 20260313_GOV_RES_2026-03-04 • Exhibit 1: Deputy Fire Chief Job Description
(20260313_PERS_DCJD_v1.0)
Employment Agreement: 20260313_PERS_DCContract_v1.1*