



Minute Record – Board of Directors – Clifton Fire Protection District

Regular Meeting

October 15, 2025

Call to Order, Roll Call, Pledge of Allegiance

The Board of Directors of Clifton Fire Protection District met in regular session on Wednesday, October 15, 2025, at 3254 F Road, Clifton, Colorado. A Certification of Posting Meeting Notice verifying posting was completed on Friday, October 10, 2025, at 4:03 PM. Board Vice President Brumback called the meeting to order at 6:01 p.m. and roll call was taken. Attendees recited the Pledge of Allegiance.

Roll Call:

Kent Brumback – Vice President	- Present
Shannon Perez – Secretary/Treasurer	- Present
Brian Woods – President	- Absent
David Combs – Director	- Present at 6:06 PM (Virtual)
Robert Thomason- Director	- Present

Others present: Jennifer Woods, Administrative Specialist; Fire Chief Brian Cherveney. A list of attendees shall be included as part of the meeting minutes. It was recognized that a quorum was present. It was noted that Board President Woods was absent as discussed at the previous meeting.

Guests

Public Comment

No public comments were received.

Approval of the AgendaAction

- Director Thomason moved to approve the October 15, 2025, agenda, seconded by Secretary/Treasurer Perez ; carried unanimously.

Approval of MinutesAction

Regular Meeting Minutes from September 17, 2025

- Director Thomason moved to approve the September 17, 2025, Regular Meeting minutes as presented, seconded by Secretary/Treasurer Perez ; carried unanimously.

In accordance with District By-Laws, recorded meeting minutes kept at the District office, and any executive recorded meeting minutes greater than 90 days are to be removed from the District’s records after approval of the minutes.

Chief's Report

Health & Safety

Chief Cherveney reported that it has been 81 days since the last incident or accident involving District facilities or apparatus.

District insurance coverage has been reviewed with the Colorado Special Districts Property & Liability Pool. Staff is currently updating information and conducting a comprehensive review to ensure adequate coverage, including:

- Replacement cost coverage for higher-value apparatus
- Coverage for high-cost portable equipment
- Facility coverage

Training

Training continues in alignment with the implementation of new SOPs.

Firefighters Jake Harsha and Mason Sturgill have successfully passed their NREMT-P exams and have begun the five-month process to obtain Mesa County protocol approval.

Grants

The AFG grant process is currently at a standstill due to the federal shutdown.

The District expects to receive the check from the Elizabeth Fire Foundation soon. All wild land PPE has been purchased.

Public Feedback & Outreach

Two positive comments were received praising the crews for responses.

The District received significant positive feedback following the recent apartment fire, along with additional compliments regarding overall service. No negative feedback was received.

Town hall meetings were lightly attended but were considered successful in providing valuable information to attendees.

Apparatus / Facilities / Equipment

The hose washer has been delivered, placed in service, and has been used extensively following recent fire incidents.

Volunteer Pension

The revised actuarial study has been received and will be distributed to Board members for review.

Director Thomason moved to approve the Chief’s Report as presented, seconded by Secretary/Treasurer Perez; carried unanimously.

District FinancialsAction

- Chief Cherveny reported provided a short report on the Profit and Loss statement and stated the wages were in line with the budget.
- Ms. Woods reported that the District has heard back on the Medicare/Medicaid/Reimbursement and stated the figure quoted was \$85,000, which is more than expected. Ms. Woods also stated a year over year billing report has been added to the billing report information.
- There was a short discussion and updates were given on banking and billing procedures.

Director Thomason moved to accept the financial and billing report from 9/1/2025 through 9/30/2025 and acceptance of accounts payable in the amount of \$672,586.45 and outgoing checks in the amount of \$45,463.04 for a total of \$718,049.49 to be accepted and outgoing checks for 10 /1/2025 through 10/15/2025 in the amount of \$3,573.86, seconded by Secretary/Treasurer Perez; carried unanimously.

Old Business

Strategic Plan recommendations.....Update

- Chief Cherveny provided a summary of the priority goals from the Strategic plan including finding new funding streams, providing a peak time ambulance and new construction of a fire station.

Mutual Aid.....Update

- Chief Cherveny reported that the changes in dispatching for mutual aid with MCFA are working as designed and has saved CFPD a few responses to that area. MCFA is still not approved as a transport agency. Additionally, it was reported that work is continuing on the agreement regarding mutual aid with a focus on the way charges will be calculated. Palisade mutual aid was slightly increased due to a wild land deployment of an ALS personnel.

November 2025 Ballot Issue.....Action

- Chief Cherveny updated the Board on the election process stating all deadlines to date have been met, and ballots have been mailed by the county.

Policy regarding billing of employees/retirees.....Update

- Chief Cherveney stated work is continuing on the policy to reflect a benefit that is compliant with regulations and still provides a benefit to past and present CFPD members.

New Business

2026 Budget Hearing.....Update

Director Thomason moved to open the budget hearing at 7:27 PM. The motion was seconded by Secretary/Treasurer Perez and carried unanimously. No public comments were received, and the hearing was properly publicized in accordance with statutory requirements. Director Thomason then moved to close the budget hearing at 7:29 PM. Secretary/Treasurer Perez seconded the motion, which carried unanimously.

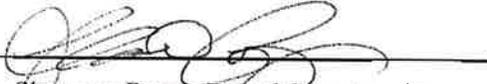
- Chief Cherveney updated the Board on the 2026 budget process and presented a PowerPoint summary covering Revenues, Expenditures, and Capital Improvement items. He clarified that the listed capital expenditures for 2026 may be offset by potential grant funding and that their inclusion in the budget does not constitute approval for purchase. Each capital item will be individually discussed and presented to the Board for consideration in 2026.

Adjournment.....Action

Secretary/Treasurer Perez moved to adjourn at 7:30 PM, seconded by Director Thomason; carried unanimously.

Approved by: Absent

Brian Woods, Board Chairperson

Approved by: 

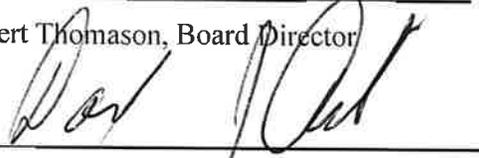
Shannon Perez, Board Secretary/Treasurer

Approved by: 

Kent Brumback, Board Vice Chairperson

Approved by: _____

Robert Thomason, Board Director

Approved by: 

David Combs, Board Director