



Minute Record – Board of Directors – Clifton Fire Protection District

Special Meeting

October 12, 2026

Call to Order, Roll Call, Pledge of Allegiance

The Board of Directors of the Clifton Fire Protection District met in special session on Monday, October 12, 2026, at 3254 F Road, Clifton, Colorado. A Certification of Posting verifying that notice of the meeting had been posted in accordance with District requirements was executed on Friday, October 9, 2026, at 1:19 p.m. Board President Brian Woods called the meeting to order at 6:03 p.m. Roll call was taken, and attendees recited the Pledge of Allegiance.

Roll Call:

Kent Brumback – Vice President – Present

Shannon Perez – Secretary/Treasurer – Present virtually

Brian Woods – President – Present

Robert Thomason – Director – Present

David Combs – Director – Present

Others present: Fire Chief Brian Cherveny.

A list of attendees shall be included as part of the meeting minutes. It was recognized that a quorum was present.

Guests

No guests were present.

Public Comment

No public comments were received.

Approval of the Agenda Action

A motion was made by Director Robert Thomason and seconded by Director David Combs to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes Action

Regular Meeting Minutes from September 23, 2026

A motion was made by Director Robert Thomason and seconded by Director David Combs to approve the September 23, 2026 regular meeting minutes as presented. Motion carried unanimously.

Executive Session Action

Director Robert Thomason moved to enter executive session pursuant to C.R.S. § 24-6-402(4)(e), for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategies for negotiations, and instructing negotiators concerning

financing for the District's new fire station project. Discussion was to include financing structure, interest rates, repayment terms, associated fees, and potential financial institutions.

Director David Combs seconded the motion. Motion carried unanimously.

The Board entered executive session at 6:07 p.m.

Executive Session Attendance:

Brian Woods – President

Kent Brumback – Vice President

Shannon Perez – Secretary/Treasurer (virtually)

Robert Thomason – Director

David Combs – Director

Brian Cherveney – Fire Chief

The executive session was recorded in accordance with C.R.S. § 24-6-402(2)(d.5). No formal action was taken during executive session.

Director Robert Thomason moved to exit executive session and return to open session. Vice President Kent Brumback seconded the motion. Motion carried unanimously.

The Board returned to open session at 6:27 p.m.

Selection of Financing Partner Action

Following the return to open session, Vice President Kent Brumback moved that the Clifton Fire Protection District Board of Directors select Holman Capital Corporation as its preferred financial partner for the District's new fire station project, based on its revised 6.39% financing proposal and the financial flexibility provided to the District.

The motion further authorized Fire Chief Brian Cherveney, in consultation with legal counsel and appropriate financial representatives, to proceed with negotiations and preparation of the necessary financing documents. Final financing terms and agreements are to be presented to the Board of Directors for review and approval prior to execution.

Director Robert Thomason seconded the motion. Motion carried unanimously.

Public Information Officer / Public Relations Consultant Discussion

Board President Brian Woods introduced the possibility of retaining professional public information or public relations assistance for the District. He referenced materials previously distributed to the Board and asked Fire Chief Brian Cherveney to provide additional background.

Chief Cherveney explained that several significant developments could increase public and media attention on the District, including changes in regional fire and EMS services, construction of the new fire station, and proposed service agreements with neighboring agencies. He recommended exploring a professional public relations consultant who could assist the District in preparing accurate, timely communications and managing potentially sensitive public information.

Chief Cherveney noted that District personnel have successfully managed social media and other communications but could benefit from working alongside an experienced professional. He

emphasized that the consultant should also help train existing personnel and strengthen the District's internal communications capabilities for the future.

President Woods expressed concern that the District has not been sufficiently proactive in communicating its accomplishments and ongoing initiatives. He emphasized the importance of informing the public about the District's financial position, facility planning, regional service efforts, and work to address changing EMS requirements. He stated that professional assistance could help the District develop timely responses, communicate consistently, and address emerging issues before they become public controversies.

Director David Combs supported pursuing professional public relations assistance. He agreed that proactive communications would allow the District to better explain its activities, accomplishments, and future plans rather than responding after others had established a public narrative.

Secretary/Treasurer Shannon Perez offered to assist in identifying potential public relations resources through professional and educational contacts. The Board discussed the possibility of using internship assistance in the future but expressed a preference for an experienced professional to lead the District's communications efforts.

President Woods clarified that his preference was for an experienced professional rather than an intern serving as the District's primary public relations representative. He suggested a contractual arrangement, potentially lasting one to two years, rather than creating a permanent or part-time employee position. Director Combs agreed that an intern could potentially assist an experienced consultant in the future.

The Board also discussed the importance of carefully selecting a qualified consultant, recognizing that poorly managed public relations efforts could negatively affect the District. President Woods referenced recent public communications involving other fire service organizations as examples of the importance of professional judgment and appropriate public messaging.

Following discussion, the Board reached a consensus to further investigate contractual public relations assistance. Fire Chief Brian Cherveney agreed to coordinate with Secretary/Treasurer Perez and research available consulting options. The matter will be placed on the next Board meeting agenda for further consideration.

No formal motion was made, and no contract or expenditure was authorized.

Adjournment Action

Director Robert Thomason moved to adjourn the special meeting. Secretary/Treasurer Shannon Perez seconded the motion. Motion carried unanimously.

Board President Brian Woods declared the meeting adjourned at 6:38 p.m.

Approved by:



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