Minute Record – Board of Directors – Clifton Fire Protection District

Regular Meeting

June 17, 2026

Call to Order, Roll Call, Pledge of Allegiance

The Board of Directors of the Clifton Fire Protection District met in Regular Session on Wednesday, June 17, 2026, at 3254 F Road, Clifton, Colorado. A Certification of Posting Meeting Notice verifying that notice of the meeting had been posted in accordance with statutory requirements was executed on Friday, June 12, 2026, at 12:18 p.m. Board President Brian Woods called the meeting to order at 6:12 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

Brian Woods – President - Present

David Combs – Director - Present

Robert Thomason – Director - Absent (Excused)

Others present: Jennifer Woods, Administrative Specialist and 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

Brian Bray, Bray and Company Realtors – Virtual attendance

Paul Miller, Blair and Associates, P.C.

Public Comment

No public comments were received.

Approval of the Agenda Action

A motion was made by Director David Combs and seconded by Secretary/Treasurer Perez to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes Action

Regular Meeting Minutes from May 20, 2026

A motion was made by Director Kent Brumback and seconded by Director David Combs to approve the meeting minutes as presented. Motion 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.

2025 Audit Presentation

Chief Cherveny introduced Paul Miller of Blair and Associates, P.C. for presentation of the District's 2025 Annual Audit.

Mr. Miller provided an overview of the District's financial statements and reviewed the audit process. He discussed recent accounting changes associated with the District's volunteer pension plan and explained required reporting changes related to pension accounting that affected the presentation of the financial statements but did not represent changes in the District's day-to-day operations.

Mr. Miller also reviewed changes to the accounting treatment for compensated absences resulting from the District's personnel policy revisions implemented during 2025. Discussion included the impact of the revised Paid Time Off (PTO) policy on accrued leave liabilities and employee payout obligations reflected within the financial statements.

Additional discussion occurred regarding the financial disclosures associated with the District's 2025 cybersecurity-related financial loss and the corresponding accounting treatment within the audit report.

Mr. Miller advised the Board that the Statement of Revenue, Expenditures – Budget and Actual – General Fund contained within the Required Supplemental Information was one of the most important sections of the report for evaluating the District's overall financial performance and budget compliance. The Board discussed the audit report and recommended several minor editorial revisions to page references prior to final publication.

Following discussion of the audit presentation, Board members asked questions regarding the District's financial position, reserves, budget performance, and the accounting treatment associated with the cybersecurity-related financial loss. Mr. Miller explained that the financial statements fairly presented the District's financial position and that the audit was completed in accordance with generally accepted auditing standards.

Discussion also included the District's continued implementation of improved internal financial controls following the 2025 cybersecurity incident. Board members noted that many of the recommended administrative and financial control improvements have already been implemented during the past year and would continue to strengthen the District's financial oversight processes.

Secretary/Treasurer Perez moved to accept the District's 2025 Annual Audit, subject to the recommended editorial revisions discussed by the Board prior to final publication. Director Kent Brumback seconded the motion. Motion carried unanimously.

Executive Session

At 6:45 p.m., Director David Combs made a motion to enter Executive Session pursuant to the following provisions of Colorado Revised Statutes:

Discussing the potential purchase, acquisition, lease, transfer, or sale of real property for the purpose of acquiring additional real property on which to construct new District facilities, pursuant to C.R.S. § 24-6-402(4)(a).

Discussing specialized details of security arrangements or investigations, where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law, related to an open investigation concerning an alleged security breach concerning fraud, pursuant to C.R.S. § 24-6-402(4)(d).

The motion was seconded by Secretary/Treasurer Perez and approved unanimously.

Upon entering Executive Session, a roll call was conducted with Kent Brumback, Vice President; Shannon Perez, Secretary/Treasurer; Brian Woods, President; and David Combs, Director, present. Director Robert Thomason was absent (excused). Also present were Fire Chief Brian Cherveny, Jennifer Woods, Administrative Specialist, and Brian Bray of Bray and Company Realtors, attending virtually. Mr. Paul Miller was excused prior to Executive Session.

The Executive Session was audio recorded in accordance with C.R.S. § 24-6-402(2) (d.5).

At approximately 7:01 p.m., the Board concluded discussion of the real property matter and transitioned to the remaining Executive Session topic. Mr. Brian Bray exited the Executive Session at that time.

At 7:25 p.m., Secretary/Treasurer Perez made a motion to exit Executive Session. The motion was seconded by Director David Combs and approved unanimously.

The Board reconvened the Regular Session at approximately 7:26 p.m.

The Board confirmed that the matters discussed during Executive Session were limited to the purposes stated in the motion to enter Executive Session and that no formal action, decision, or vote was taken during Executive Session. Any action of the Board will occur in open session.

Matters discussed during Executive Session included legal and operational considerations associated with the District's capital facilities planning efforts, ongoing real property evaluations, and the continuing investigation associated with the District's cybersecurity-related financial loss.

Chief's Report

A copy of the Fire Chief's Report was included in the Board packet for review. Chief Cherveny reviewed and discussed selected items contained within the report, including the following:

Training and Grants

Chief Cherveny reported that Firefighter/EMT Zach Lovelady has been accepted into paramedic school beginning in August 2026. Mr. Lovelady was also awarded a CREATE Grant in the amount of approximately $5,200, reducing the amount of District funding required for his education. The Board discussed the District's education assistance program and the requirements established within the Personnel Policy Manual, including the employee commitment period, reimbursement provisions, and repayment requirements should program obligations not be fulfilled. Chief Cherveny advised that the total cost of the paramedic program is anticipated to be approximately $15,000, which has been budgeted within the District's EMS Training budget. Staff will continue pursuing additional grant opportunities to further reduce District expenses associated with the program.

Chief Cherveny also reported that Doug Stassen successfully completed his Community Paramedic certification, bringing the District to two certified Community Paramedics. Discussion followed regarding emerging reimbursement opportunities for Community Paramedicine, including proposed state and federal initiatives that may allow agencies to receive reimbursement for treatment-in-place and other non-transport services. Chief Cherveny advised that staff would continue researching these opportunities as a potential future service and revenue source for the District.

Board members discussed the long-term value of continuing to invest in advanced EMS education and specialized certifications to improve patient care, strengthen employee recruitment and retention, and position the District to take advantage of future reimbursement opportunities as Community Paramedicine programs continue to evolve.

Personnel and Staffing

Chief Cherveny reported that recruitment efforts have generated 37 applications for the District's current vacancies, including applicants for five part-time positions and one full-time paramedic position. Several qualified paramedic candidates have applied, including candidates from outside the District. Staff anticipates completing the testing process in mid-July, with a projected start date of approximately August 15, 2026.

Chief Cherveny also presented a preliminary concept involving the temporary reassignment of the District's EMS Quality Assurance/Quality Improvement Coordinator to a forty-hour administrative schedule for a one-year evaluation period. The proposal would not create a new position or increase staffing levels but would temporarily reassign an existing line position while utilizing available part-time staffing to maintain operational coverage. Chief Cherveny explained that the change could improve quality assurance activities, employee training, EMS documentation, billing compliance, insurance information collection, and revenue recovery while providing additional administrative oversight of the EMS program.

The Board discussed the operational and compensation considerations associated with the proposal, including Fair Labor Standards Act (FLSA) implications and scheduling impacts. Chief Cherveny advised that additional research is being conducted and that a formal recommendation will be presented at a future meeting.

Board members recognized that the proposed reassignment would utilize existing staffing resources rather than create an additional position and discussed the importance of evaluating measurable operational improvements, documentation quality, billing performance, and revenue recovery during the one-year evaluation period before considering any long-term organizational changes.

External Engagements

Chief Cherveny reported that following discussions with the Mesa County Emergency Manager, the planned wildfire mitigation project within the Autumn Breeze subdivision was completed through a collaborative effort involving Mesa County personnel and partner agencies. The project focused on creating defensible space and reducing hazardous vegetation adjacent to residential properties to improve firefighter access and reduce wildfire risk. The Board discussed the project and expressed appreciation for the cooperative effort.

The Board acknowledged the importance of maintaining collaborative relationships with Mesa County and regional partners while continuing to advocate for proactive wildfire mitigation efforts that reduce community risk before emergency incidents occur.

Volunteer Fire Pension

Chief Cherveny advised the Board that, effective June 21, 2026, one Volunteer Fire Pension participant has been temporarily suspended from receiving pension benefits pending completion of required administrative documentation necessary to maintain eligibility under the Volunteer Fire Pension Plan. Staff will continue working with the individual to resolve the administrative requirements necessary to restore eligibility.

Following discussion, Director Kent Brumback made a motion to accept the Chief's Report as presented. The motion was seconded by Director David Combs and carried unanimously.

The Board expressed appreciation for the continued efforts of District personnel and directed staff to continue pursuing grant opportunities, employee development initiatives, and operational improvements while providing periodic updates as these initiatives progress.

District Financial Report

Chief Cherveny reviewed the District's financial report through May 31, 2026. Personnel expenditures continued to track favorably within the approved budget, with overtime expenditures remaining below budget projections. Chief Cherveny attributed the reduced overtime costs to the effectiveness of the District's part-time staffing program while maintaining consistent operation of Ambulance 23. Although ambulance billing and collections do not directly correspond on a month-to-month basis due to payment delays, overall revenues continued to trend positively. Staff continues to evaluate opportunities to improve documentation, insurance information collection, and billing practices to maximize reimbursements and improve the District's collection rate.

Chief Cherveny reviewed the District's sales tax revenues, reporting the most recent distribution at approximately $188,000 after adjustment for previously omitted State administrative fees. Based upon current collections, annual sales tax revenues remain on pace with expectations, although monthly distributions will fluctuate due to seasonal economic activity and reporting delays. Staff continues to review Department of Revenue reporting information to identify businesses that may not be properly remitting sales tax within the District.

The Board discussed sales tax reporting categories, destination-based retailers, online sales tax collections, and recent changes to Medicare reimbursement rates. Discussion also included continued efforts to improve EMS billing practices and evaluating future reimbursement opportunities associated with Community Paramedicine services.

The Board discussed the importance of continuing to monitor monthly sales tax distributions as reporting processes mature and emphasized the significance of maintaining conservative revenue projections until long-term collection trends become more established.

A motion was made by Secretary/Treasurer Perez and seconded by Director Kent Brumback to accept the Financial Report for the period ending May 31, 2026, approve Accounts Payable in the amount of $581,639.19, outgoing checks in the amount of $57,013.25, for total disbursements of $638,652.44, and ratify outgoing checks from June 1, 2026, through June 17, 2026, in the amount of $31,986.50. Motion carried unanimously.

Old Business

Committee Report ....Update

Capital Facilities Planning / Station Development

Sun King Property

Director Kent Brumback, reporting on behalf of the Facilities Committee, summarized the committee's work evaluating the proposed Sun King property. Director Brumback reported that the committee had spent considerable time reviewing multiple development options, predevelopment requirements, and due diligence information to determine whether the property remained a viable option for the District's future administration facility. Following the committee's review and the Board's discussion during Executive Session, the committee concluded that the District should discontinue pursuit of the Sun King property and focus its efforts on other facility development opportunities.

President Brian Woods stated that, based upon the Executive Session discussion and the committee's recommendation, the Board should formally acknowledge its direction to discontinue further pursuit of the Sun King property. President Woods directed that staff cease any additional work related to the proposed land purchase, notify the appropriate parties of the Board's decision, and redirect the District's consultants and project team toward continued development of the Clifton Sanitation District property at 32 Road and D Road. Chief Cherveny confirmed that staff would implement the Board's direction and coordinate with the District's consultants to refocus planning, engineering, and design efforts on the 32 Road and D Road project.

The Board acknowledged the significant amount of work completed by the Facilities Committee, staff, consultants, and legal counsel during the due diligence process and agreed that the information gathered had been instrumental in evaluating the District's long-term facility needs and guiding the Board's decision to redirect the project.

Board members discussed the continued importance of maintaining project momentum in order to support the District's goal of initiating construction during the first quarter of 2027. Discussion included coordination with Chamberlin Architects, engineering consultants, Mesa County Planning, legal counsel, and potential lending agencies as the project advances through design, permitting, financing, and construction planning milestones.

32 Road and D Road Project Update

Director Kent Brumback presented a comprehensive update on the Facilities Committee's ongoing work regarding development of the Clifton Sanitation District property at 32 Road and D Road. Director Brumback reported that the committee continues to meet weekly with project consultants and representatives from the Clifton Sanitation District to coordinate project development and maintain forward progress. He recognized the continued efforts of Chief Cherveny, President Woods, Kim Kerk, Dillon Foster, River City Consultants, and other members of the project team in coordinating engineering, planning, and county requirements. Director Brumback stated that, although the development process is complex and requires numerous approvals, the committee continues to make steady progress with no significant roadblocks identified.

Director Brumback reported that the June 15, 2026, coordination meeting with the Clifton Sanitation District was productive and focused primarily on development of the proposed ground lease agreement. President Woods reviewed the meeting summary and accompanying term sheet with the Board, explaining that the documents are intended to establish the framework for the future Ground Lease Agreement and Intergovernmental Agreement between the two agencies.

President Woods reported that the proposed agreement provides that the Clifton Sanitation District will retain ownership of the property while the Clifton Fire Protection District will receive the leasehold rights necessary to develop, finance, construct, and operate public safety facilities. The lease area will be established through completion of the property survey and legal description, with easements and access rights incorporated into the final agreement. The proposed lease structure includes an initial fifty (50) year lease term with automatic twenty-five (25) year renewal periods, subject to review and approval by legal counsel and any lender requirements.

The Board reviewed the proposed allocation of responsibilities between the two agencies. Under the proposed agreement, the Clifton Fire Protection District will be responsible for planning, design, engineering, permitting, financing, construction, operation, maintenance, and future improvements associated with the public safety facilities. The Clifton Sanitation District will retain ownership of the property and continue responsibility for its utility operations while participating in review and approval of the lease documents through its Board and legal counsel. The agreement is also intended to protect existing sanitation district operations while preserving future expansion opportunities for both agencies through appropriate site planning, operational separation, security measures, maintenance responsibilities, insurance requirements, environmental protections, and clearly defined dispute resolution procedures.

President Woods further reviewed the proposed project development priorities and next steps. These include maintaining project momentum to avoid delays associated with the Mesa County planning process; completing the property survey and property line adjustment; initiating the required rezoning process; advancing conceptual site planning and facility design; continuing financing discussions and identifying lender requirements; preparing the Ground Lease Agreement and Intergovernmental Agreement through legal counsel; and presenting the completed documents to both Boards for review and approval. President Woods emphasized that maintaining progress on each of these milestones is critical to supporting the District's objective of beginning construction during the first quarter of 2027.

Chief Cherveny reported that recent project coordination meetings have continued to produce positive results and advised that consultants are prepared to proceed with engineering, geotechnical investigations, conceptual design, and site planning as direction is received from the Board. Chief Cherveny presented preliminary conceptual site layouts and discussed building orientation, apparatus access, future expansion opportunities, and overall site functionality. He advised the Board that orienting the apparatus bays toward D Road would provide improved emergency response access while supporting future facility expansion.

Chief Cherveny also reported that preliminary coordination with Mesa County and CDOT has resulted in an indication that a traffic impact study is not anticipated for the project, eliminating a significant cost and potential schedule delay. The Board also reviewed the proposed property line adjustment, future zoning designation for the public safety facility, and compatibility of the project with anticipated future expansion plans of the Clifton Sanitation District.

Following extensive discussion, the Board reached unanimous consensus that the District's future Administration Station will be located on the Clifton Sanitation District property at 32 Road and D Road. President Woods emphasized that establishing the Administration Station at this location was a critical milestone, providing the direction necessary for the District's consultants to proceed with final site planning, architectural design, engineering, geotechnical investigations, financing coordination, and preparation of construction documents. Chief Cherveny advised that project consultants were awaiting formal Board direction before advancing these activities and that confirmation of the facility location was essential to maintaining the District's objective of commencing construction during the first quarter of 2027. The Board affirmed its commitment to moving forward with development of the Administration Station at the Clifton Sanitation District site and directed staff and the project team to proceed with all necessary planning and pre-construction activities.

Architectural Services – Chamberlin Architects

Chief Cherveny presented the architectural services proposals submitted by Chamberlin Architects for the District's future facilities program. Following the Board's consensus to locate the Administration Station at the Clifton Sanitation District property, discussion focused on initiating architectural design services necessary to maintain the District's project schedule and allowing the project to move into the design phase.

Chief Cherveny advised that the project team was prepared to proceed with programming, conceptual design, engineering coordination, surveying, geotechnical investigations, financing activities, and other pre-construction work; however, Board direction was necessary before those activities could continue. Board members discussed that the architects, engineers, consultants, and financing partners were awaiting direction from the District in order to maintain the desired project schedule and continue advancement toward the first quarter 2027 construction start.

Chief Cherveny reviewed Chamberlin Architects' fee proposals, including an architectural and engineering fee of $584,075 for the proposed 15,000 square-foot Administration Station with an estimated hard construction budget of $11,700,000, and an architectural and engineering fee of $397,505 for the future 10,000 square-foot Satellite Station with an estimated hard construction budget of $7,200,000. Chief Cherveny explained that the construction estimates represented preliminary hard construction costs only and did not include architectural and engineering fees, surveying, geotechnical investigations, environmental work, permitting and planning costs, utility and tap fees, testing and inspections, furniture, fixtures and equipment, legal and financing expenses, owner contingencies, construction contingencies, or other project soft costs. Discussion followed regarding additional site improvements, utility extensions, sidewalks, landscaping, and other project costs that would be further refined as design progresses.

Director Kent Brumback then reviewed the differences between the traditional Design-Bid-Build delivery method and the Construction Manager/General Contractor (CMGC) approach. Discussion included early contractor participation during design, value engineering, constructability reviews, material procurement, scheduling, guaranteed maximum pricing, competitive bidding, contractor qualifications, change order management, and overall project cost control. Director Brumback advised that although selection of a construction delivery method was not required at this meeting, the Board would need to make that determination in the near future, as the decision will directly influence architectural design, consultant services, preparation of construction documents, procurement strategies, and future contract development.

President Woods stated that proceeding with Chamberlin Architects at this time would not commit the District to either the CMGC or Design-Bid-Build delivery method. Rather, initiating architectural services would allow the design process to begin while the Board continued evaluating the most appropriate construction delivery approach. The Board agreed that delaying architectural services while deciding between project delivery methods would unnecessarily delay engineering, geotechnical investigations, financing activities, DOLA grant requirements, and the overall project schedule.

The Board further discussed the proposed AIA architectural agreement and agreed that negotiations should continue with Chamberlin Architects while District legal counsel completed its review of the contract documents. The Board also agreed that, at this stage of the project, only the Administration Station architectural agreement should proceed. While conceptual planning for the future Satellite Station will continue, execution of the satellite architectural agreement will be deferred until a future phase of the District's capital facilities program.

Following discussion, a motion was made by Director David Combs and seconded by Secretary/Treasurer Perez authorizing the Facilities Committee to continue negotiations with Chamberlin Architects for architectural and engineering services associated with the Administration Station project, based upon the proposed fee not to exceed $584,075. The motion further authorized the Committee to work with District legal counsel to negotiate and finalize an acceptable agreement and authorized Fire Chief Brian Cherveny to execute the agreement on behalf of the District upon successful completion of negotiations and legal review. Motion carried unanimously.

Service Plan – Palisade

Chief Cherveny reported that there have been no significant updates regarding the Palisade service plan since the previous Board meeting. He advised that following the May 13, 2026, meeting with representatives of the Town of Palisade, discussions had largely stalemated and no additional communication had been received from the Town. Chief Cherveny reported that the District subsequently received correspondence from Town Manager Janet Hawkinson; however, the correspondence did not address the issues discussed during the May meeting, the District's proposed service agreement, or the operational concerns raised by Clifton Fire Protection District.

President Woods reported that he responded to the correspondence in an effort to clarify the District's position and redirect the discussion to the matters addressed during the May meeting. President Woods stated that his response specifically identified the issues discussed by both parties and sought clarification regarding the Town's intentions moving forward. To date, no response has been received to that correspondence. Chief Cherveny reported that Palisade representatives had recently met with representatives of the Mesa County Fire Authority regarding future service planning. Discussion reflected that the proposal under consideration would require the participating districts to increase their mill levies to approximately 15 mills.

Board members reaffirmed that the District remains committed to maintaining positive working relationships with neighboring agencies while also ensuring that future service agreements appropriately recognize operational responsibilities, staffing expectations, financial impacts, and equitable service delivery for Clifton Fire Protection District taxpayers.

The Board agreed that continued dialogue with regional partners remains important and directed staff to continue documenting operational data, mutual aid utilization, and service impacts to support future discussions and potential intergovernmental agreements.

Service Plan – Mesa County Fire Authority

Chief Cherveny reported on ongoing discussions with the Mesa County Fire Authority regarding future fire and EMS service delivery. While President Woods was unavailable, Chief Cherveny met with representatives of the Mesa County Fire Authority to answer preliminary questions regarding potential service options. Chief Cherveny advised that he indicated his preference to defer substantive discussions until President Woods returned so that future discussions could occur on a Board-to-Board basis. During that meeting, Mesa County Fire Authority representatives requested that Clifton Fire Protection District develop a conceptual proposal outlining potential service options for consideration by their Board.

Chief Cherveny reported that, following discussions with President Woods, a conceptual service proposal was developed based upon a service delivery model similar to the agreement utilized by Grand Junction Rural Fire Protection District. Chief Cherveny advised that the proposal was intended to allow Mesa County Fire Authority to maintain its organization and governance while contracting with Clifton Fire Protection District for operational fire and EMS services. Discussion included utilizing existing apparatus and equipment, phased capital replacement, equitable cost allocation, and preserving local administrative functions while transferring operational responsibilities to Clifton Fire Protection District.

President Woods reviewed the history of the discussions with Mesa County Fire Authority and explained that the District initially met with representatives of Central Orchard Mesa before learning that service planning discussions would need to occur through the Mesa County Fire Authority Board. President Woods reported that, following those discussions, Mesa County Fire Authority requested that Clifton Fire Protection District prepare and present a conceptual proposal for consideration by its Board. President Woods further advised that, to avoid misunderstandings and inconsistent communication, future discussions should occur directly with the Mesa County Fire Authority Board rather than through committee meetings or individual representatives.

Board members discussed the importance of presenting the District's proposal directly to the Mesa County Fire Authority Board to ensure that all members received the same information and had an opportunity to consider the proposal in its entirety.

President Woods reported that Clifton Fire Protection District will attend the Mesa County Fire Authority Board meeting scheduled for June 23, 2026, to present the District's conceptual service proposal. President Woods advised that the presentation would focus on the overall service concept rather than a detailed agreement and would provide the Mesa County Fire Authority Board with an opportunity to consider the proposal before determining future direction.

Board members emphasized that any future agreement should protect the District's financial stability while ensuring that Clifton Fire Protection District taxpayers are not required to subsidize services provided outside the District without equitable financial participation from the benefiting agencies.

The Board supported the committee to continue refining the proposed framework in consultation with legal counsel and regional partners before returning to the Board with recommendations for future consideration.

Annexations and Exclusions... Update

Automatic Aid Agreement – Grand Junction Fire Department

Chief Cherveny reported that the notice terminating the Automatic Aid Agreement between Clifton Fire Protection District and Grand Junction Fire Department had been provided and that the agreement would terminate effective July 13, 2026. He advised that the required CAD modifications had been coordinated with the Grand Junction Regional Communications Center and that implementation would require only administrative system changes on the effective date.

Chief Cherveny reported that he had a follow-up discussion with Grand Junction Fire Department Chief Peter Skeris regarding the termination notice and the District's request for discussions concerning the agreement. Chief Cherveny advised that the agreement would terminate as previously noticed and that the District would continue moving forward with implementation of the administrative changes.

Chief Cherveny reported that District personnel had been briefed regarding the upcoming changes associated with termination of the Automatic Aid Agreement. He advised that crews had received training on the operational impacts of the change and understood that the modification was administrative in nature. Chief Cherveny emphasized that termination of the Automatic Aid Agreement would not affect existing mutual aid relationships between the agencies and that firefighters should continue to maintain the professional working relationships that exist between personnel of both departments.

Board members discussed the importance of clearly defining future service expectations, operational responsibilities, and financial accountability between the agencies while continuing to maintain emergency response capabilities that protect the public and District personnel.

Staff will continue coordinating with legal counsel, Mesa County, dispatch representatives, and neighboring agencies regarding future implementation activities and will provide updates as additional discussions occur.

Cybersecurity Policies and Audit.. Update

The Board received an update regarding the District's cybersecurity audit and related policy development efforts. Discussion reflected that the audit process identified several areas for improvement involving cybersecurity procedures, internal controls, and financial-related policies. The Board reviewed a summary of the audit findings and discussed ongoing efforts to organize and develop additional policies and procedures to address identified recommendations. Discussion reflected that proposed policies and procedures will continue to undergo review by legal counsel, financial auditors, and information technology personnel prior to presentation to the Board for formal consideration.

Cybersecurity and Financial Control Policies

Chief Cherveny presented the proposed Cybersecurity and Financial Control Policies developed following the District's 2025 cybersecurity-related financial loss. He reviewed the purpose of the policies, emphasizing the implementation of enhanced internal financial controls, strengthened cybersecurity practices, improved payment authorization procedures, segregation of financial responsibilities, and additional administrative safeguards intended to reduce organizational risk and strengthen protection of District assets. To assist the Board in evaluating the proposed policies, Chief Cherveny also prepared a summary document outlining the purpose and content of each policy.

Chief Cherveny advised that the Internal Financial Controls Policy was developed to strengthen financial oversight, internal controls, and segregation of duties where practical for an organization of the District's size. He further reported that the policy is intended to be incorporated into the Personnel Policy Manual upon adoption. Chief Cherveny also reviewed the proposed cybersecurity policies, explaining that they were developed in response to recommendations identified during the District's Net Diligence cybersecurity assessment and to support continued compliance with the District's cybersecurity insurance requirements.

Board members expressed support for the overall direction of the proposed policies and recognized the importance of adopting comprehensive controls that reflect current best practices for public agencies. Discussion emphasized that, because the policies represent significant long-term governance documents affecting the District's financial operations, additional review was appropriate prior to formal adoption.

Board members discussed obtaining additional review of the policies by District legal counsel, Michael Santo, and Value Enhancement Services prior to adoption. Chief Cherveny advised that many of the recommended cybersecurity practices have already been implemented administratively and that the proposed policies formalize those practices while addressing recommendations identified through the cybersecurity assessment.

Following discussion, the Board reached consensus to defer consideration of the Cybersecurity Policies and Internal Financial Controls Policy until the July Board meeting to allow additional review and comment prior to adoption.

Capital Improvement Plan – Ladder Truck Purchase

Chief Cherveny reported that the Board previously authorized replacement of the District's aerial apparatus with a project budget not to exceed $1,500,000. Since that authorization, staff have continued working with Pierce Manufacturing and Front Range Fire Apparatus in an effort to locate an available stock unit that met the District's operational requirements. Chief Cherveny advised that no acceptable stock units were available and that staff had also evaluated apparatus from other manufacturers, including Spartan, before being notified that Front Range Fire Apparatus had an allocated Pierce production slot matching the specifications previously developed by the District.

Chief Cherveny reported that the proposed apparatus closely matched the specifications previously reviewed and approved by the Board and operational staff, with only minor modifications anticipated, including revisions to the cab seating configuration and aluminum wheels. The apparatus is currently in production with an anticipated delivery approximately one year from the date of order.

Chief Cherveny reviewed the pricing proposal, advising that the apparatus purchase price would be $1,536,512 under the standard payment schedule or $1,480,737 if prepaid during production. Discussion followed regarding the financial advantages and disadvantages of prepaying the apparatus versus retaining District funds in Colo Trust investments.

Discussion included anticipated replacement timelines, potential procurement strategies, projected costs, available funding sources, and coordination with the District's broader capital facilities planning efforts. Board members recognized that replacement of a ladder truck represents one of the District's largest capital equipment investments and emphasized the importance of balancing operational readiness with long-term financial sustainability.

President Woods recommended issuing a purchase order to reserve the production slot while deferring payment until a future date, thereby allowing the District to retain investment earnings and financial flexibility throughout the production period. Chief Cherveny advised that issuance of a purchase order would secure the apparatus at the quoted price while allowing staff to continue evaluating financing and payment options as delivery approaches.

Following discussion, a motion was made by Secretary/Treasurer Perez and seconded by Director David Combs authorizing the Fire Chief to issue a purchase order to Front Range Fire Apparatus for the Pierce aerial apparatus in accordance with the previously approved specifications, reserving the current production slot with an anticipated delivery in approximately one year. Motion carried unanimously.

New Business

Mesa County MOU – Wild Fire Resiliency Code..Update

Chief Cherveny presented the Memorandum of Understanding between Clifton Fire Protection District and Mesa County regarding administration and enforcement of the Wildfire Resiliency Code. Chief Cherveny reported that the agreement had been reviewed by District legal counsel and revised to incorporate the recommended changes. He explained that the agreement formally delegates administration and enforcement of the Wildfire Resiliency Code within the District to Mesa County and is required to maintain compliance with State requirements prior to July 1, 2026.

Discussion included the importance of maintaining consistent wildfire mitigation standards throughout the region while recognizing the need for clearly defined agency responsibilities, available resources, implementation expectations, and ongoing coordination between participating agencies.

Board members expressed support for collaborative regional wildfire mitigation efforts and acknowledged the benefits of proactively addressing wildfire risk before emergency incidents occur.

Following discussion, a motion was made by Director David Combs and seconded by Secretary/Treasurer Perez to approve the Memorandum of Understanding with Mesa County as presented. Motion carried unanimously.

Chief Cherveny reminded the Board that the Volunteer Fire Pension Board meeting is scheduled for July 15, 2026, at 5:45 p.m., immediately preceding the regular Board meeting.

Adjournment

There being no further business to come before the Board, a motion to adjourn was made by Secretary/Treasurer Perez and seconded by Director David Combs. Motion carried unanimously. President Woods adjourned the meeting at 9:20 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