



ORIGINALS WITH SIGNATURES ON FILE AT STATION 1

SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT
Board Resolution

RESOLUTION NO. 2026-05-02

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT
ADOPTING ELEVEN POLICIES OF THE 200-SERIES (GOVERNANCE AND ADMINISTRATION)
OF THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT POLICY MANUAL**

Resolution No.:	2026-05-02
Adopted:	May 12, 2026
Effective:	May 12, 2026
Policies Adopted:	Policy Nos. 200-2.01, 200-2.02, 200-2.03, 200-2.04, 200-2.05, 200-2.06, 200-2.09, 200-2.10, 200-2.11, 200-2.14, 200-2.15
Supersedes:	See Exhibit A (Policy Schedule) for supersession details by policy

RECITALS

WHEREAS, the Board of Directors of the Southern Park County Fire Protection District (“District”) has undertaken a comprehensive review and modernization of its governance framework, including the adoption of the Board Administrative Rules, Practices and Procedures Manual (BAM v1.1, adopted April 14, 2026) and the 100-Series Policy Manual (adopted April 8, 2026); and

WHEREAS, the Board has previously adopted the following 200-Series policies: Policy 200-2.07 (Board Meeting Procedures, March 13, 2026); Policy 200-2.08 (Public Comment Policy, March 13, 2026); Policy 200-2.12 (CORA Compliance Procedure, April 8, 2026); and Policy 200-2.13 (Citizen Complaint Procedure, March 13, 2026); and

WHEREAS, the District has prepared eleven additional 200-Series governance and administration policies identified in Exhibit A (“Policy Schedule”) to this Resolution, each of which has been distributed to all Directors in the agenda packet for this meeting and reviewed in advance of this vote; and

WHEREAS, each of the eleven policies in the Policy Schedule is consistent with the District’s Bylaws (March 2014), the BAM v1.1, and applicable Colorado law; and

WHEREAS, the Board finds that adoption of these policies in a single block vote, with severability as provided herein, is the most efficient and transparent method of completing the 200-Series, given that all policies have been reviewed and no Director has raised an objection requiring separate consideration of any individual policy; and

WHEREAS, Policy 200-2.15 (Electronic Signatures and Remote Governance) shall not take operational effect as to electronic signature use until the Board separately authorizes a specific e-signature platform by resolution, as provided in that policy; and

WHEREAS, the Board desires to complete the 200-Series Policy Manual and make it available to the public in a consolidated form;



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

- 1. Block Adoption.** The Board hereby adopts each of the eleven policies identified in Exhibit A (the “Policy Schedule”) as official policies of the Southern Park County Fire Protection District, effective immediately upon adoption of this Resolution. Each policy is adopted in the version set forth in the Policy Schedule. Upon adoption, each policy supersedes any prior District document governing the same subject matter as specified in the Policy Schedule.
- 2. Severability of Adoption.** Each policy in the Policy Schedule is adopted independently. The failure of the Board to adopt any one or more policies — whether by amendment, separate vote, or any other action taken at or after this meeting — shall not affect the adoption of any other policy in the Policy Schedule. Each policy stands on its own and takes effect independently of the others.
- 3. Version Numbers.** Each policy adopted by this Resolution is renumbered from its draft designation (DRAFT-v0.x) to ADOPTED-v1.0, effective the date of this Resolution. The Secretary/Treasurer shall update the version designation in each policy document and file the ADOPTED-v1.0 version as the official record.
- 4. Policy 200-2.15 — Conditional Operative Effect.** Policy 200-2.15 (Electronic Signatures and Remote Governance) is hereby adopted. However, the provisions of that policy governing the use of electronic signatures on District documents shall not take operational effect until the Board separately selects and authorizes a specific electronic signature platform by resolution. All other provisions of Policy 200-2.15 take effect immediately.
- 5. Public Posting.** The Secretary/Treasurer shall post all eleven adopted policies to the District’s public website (www.guffeyfire.net) within thirty (30) calendar days of the date of this Resolution and shall update the Policy Manual Table of Contents to reflect the complete 200-Series.
- 6. Policy Manual Integration.** The eleven policies adopted by this Resolution, together with the previously adopted 200-Series policies (Policy Nos. 200-2.07, 200-2.08, 200-2.12, and 200-2.13), constitute the complete 200-Series (Governance and Administration) of the Southern Park County Fire Protection District Policy Manual as of the date of this Resolution.
- 7. Annual Review.** Each adopted policy shall be reviewed annually in the Q1 review cycle established by Policy 100-1.06. The District Chief shall coordinate the review and present any recommended amendments to the Board.
- 8. Effective Date.** This Resolution takes effect immediately upon adoption.

EXHIBIT A — POLICY SCHEDULE

The following eleven policies are adopted by this Resolution. Each is incorporated by reference as if set forth in full herein.

Policy No.	Title	Adopted Version	Supersedes
200-2.01	Code of Ethics and Conduct	ADOPTED-v1.0	Legacy Policy #010 (Rules of Conduct, 2007) — as to all-personnel conduct standards



ORIGINALS WITH SIGNATURES ON FILE AT STATION 1

200-2.02	Conflict of Interest	ADOPTED-v1.0	Legacy Policy #010 conflict-of-interest provisions; portions of Bylaws Article III guidance
200-2.03	Dual-Role Policy	ADOPTED-v1.0	No prior dedicated policy
200-2.04	Confidentiality and Non-Disclosure	ADOPTED-v1.0	Legacy Policy #030 (Release of Information, 2012) — as to confidentiality obligations
200-2.05	Board Governance (BAM Reference Policy)	ADOPTED-v1.0	No prior dedicated policy
200-2.06	Board Meeting Procedures (BAM Reference Policy)	ADOPTED-v1.0	No prior dedicated policy; supplements Policy 200-2.07 (already adopted)
200-2.09	Social Media Policy	ADOPTED-v1.0	No prior dedicated policy
200-2.10	Community Engagement Policy	ADOPTED-v1.0	No prior dedicated policy
200-2.11	Records Retention Schedule and Procedures	ADOPTED-v1.0	Legacy Policy #030 (Release of Information, 2012) — as to records management obligations; BAM v1.1 § 5.2.2 supplemented
200-2.14	Release of Information and Media Relations	ADOPTED-v1.0	Legacy Policy #030 (Release of Information, 2012) — as to media relations and public information release procedures
200-2.15	Electronic Signatures and Remote Governance	ADOPTED-v1.0	No prior dedicated policy

Previously Adopted 200-Series Policies — Not Subject to This Resolution:

The following 200-Series policies were adopted by prior resolution and are excluded from this block adoption. They remain in full force and effect: Policy 200-2.07 (Board Meeting Procedures, adopted March 13, 2026, Res. 2026-03-01); Policy 200-2.08 (Public Comment Policy, adopted March 13, 2026, Res. 2026-03-02); Policy 200-2.12 (CORA Compliance Procedure, adopted April 8, 2026, Res. 2026-04-04); Policy 200-2.13 (Citizen Complaint Procedure, adopted March 13, 2026, Res. 2026-03-03).



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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 May 6, 2026, by the following vote:

Director	Role	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 Parrish	Director	AYE	<input type="checkbox"/>	<input type="checkbox"/>	
Mike Smith	Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jennifer Taylor	Director	AYE	<input type="checkbox"/>	<input type="checkbox"/>	
TOTALS		4	0	—	

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

Board Chair — Board of Directors, SPCFPD
Date: May 12, 2026

Mike Brandt, Secretary/Treasurer

Secretary/Treasurer — Board of Directors, SPCFPD
Date: May 12, 2026

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. 2026-05-02 duly adopted by the Board of Directors at a regular meeting held on May 6, 2026, at which a quorum was present and acting throughout.

Mike Brandt, Secretary/Treasurer

Secretary/Treasurer — Southern Park County Fire Protection District
Date: May 12, 2026