



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE
SOUTH ADAMS COUNTY FIRE PROTECTION DISTRICT**

April 21st, 2026

A meeting of the Board of Directors of the South Adams County Fire Protection District was held in person at the South Adams County Fire Protection District's Headquarters, located at 6050 Syracuse Street, Commerce City, CO 80022, commencing upon conclusion of the Pension Board Meeting. The meeting also had a Teams video link for participants.

Board Members Present:

Craig Machuga	President
Kasen Huwa	Treasurer
Shawn Poe	Director

Also Present:

Bob Olme	Fire Chief
Bobby Noel	Deputy Chief of Operations
Randall Weigum	Deputy Chief of Support Services
Roger Japp	Division Chief of EMS
Miles Miller	Chief Mechanic
Ryan Doherty	Deputy Fire Marshal
Ron Fano	District Legal Counsel
Robert Kern	Information Technology Administrator
Emma DeRosia	Administrative Specialist

President Machuga excused Vice President Bullock from the meeting and noted that Secretary Fernandez was absent and excused.

Guests: Public Relations Maria Carabajal, Battalion Chief Andrew Fairband, Captain Augdon Greening, Firefighter Darren Toro, Firefighter Josh Jelcick, Stephanie Porter, Kevin Kellar, Nick Bendenilli, Fil Martinez, David Metish, Alex Stone and Josh Leeling.

Public Comments:

Stephanie Porter introduced herself as a member of the community, having been invited by Vice President Bullock. Miss Porter explained that she also has a company in the community that helps people experiencing fire loss and wants to be more involved in the community.

Approval of Minutes:

Director Poe moved to approve the minutes from the March 17th, 2026, regular board meeting as posted in the Board packet. Treasurer Huwa seconded the motion, which passed unanimously.

Changes/Additions to the Agenda: None



Financials:

Chief Olme reported on behalf of Mr. Zima who is out on vacation, that we have received roughly 36% of our anticipated revenues through quarter 1. Chief Olme also stated that the department received the additional \$7M in capital from the Financing for Station 22. Chief Olme reported the total operating expenses are currently about 3.7% under budget and we are currently operating about a \$3.4M net income.

Special Reports:

Chief Olme's Report:

Chief Olme reported, in addition to his Board report in the Board packet, that the roof repairs as stated from the previous meeting have been scheduled for next month, with the replacement of the entirety of the roof at Station 28. Chief Olme also reported that the Station 22 expansion project is coming along well, and that the City of Commerce City is not requiring any variances, which saves about 70 days within the permitting process. Chief Olme reported to the Board that the original design for the exterior of Station 22 was at full height with a price of \$1.4M, and has opted to go with a band option instead for the exterior wall, which significantly reduces the cost. Chief Olme asked the attending Board members for a consensus on the design to send back to the design team tomorrow. The Board gave the consensus for design B with the addition of Station 22 at the top. Chief Olme stated that he has been approached about aiding the City of Commerce City for their recent initiative to help the unhoused find housing and jobs. Chief Olme explained that the ask from the department was to use department property to house the City's shower trailer while in use twice a month for 13 showers, further explaining that the City of Commerce City would be providing everything else, the water, generator, and volunteers to manage the showers. Chief Olme explained that the water is self-contained and that the thought would be to use the pad space out at the Support Building. Treasurer Huwa was fully supportive of this idea of helping the community, but asked Chief Olme to come to the next board meeting with an agreement in place with the City that protected the District and allowed for termination at the District's discretion. Director Poe asked about what happened with the variance for the Station 22 project. Chief Olme explained that once the City of Commerce City did a deep dive into the zoning for Station 22, no requirement for a variance was found to be needed. Treasurer Huwa asked Chief Olme about the status with Platte Valley Ambulance. Chief Olme answered that Platte Valley Ambulance has been billed for being non-compliant in March and another invoice will be sent out for another \$5000 for the month of March.

Deputy Chief of Operations Report:

Deputy Chief of Operations Noel reported, in addition to his Board report in the Board packet, that the call report is missing from the Board packet this month as he is working with Captain Metish on building a new report coming out of NERIS. Chief Noel stated that the new report will be in the next month's packet. Chief Noel also reported that he was accepted to the Texas A&M Executive Chief Office Program, a week long program in August.

Deputy Chief of Support Report:

Deputy Chief of Support Weigum reported, in addition to his Board report in the Board packet, that the station 28 roof will be replaced the week of May 4th and the "Pound" roof is scheduled to be replaced the



week of May 18th until June 2nd. Chief Weigum stated that during this time there will be limited to no access to certain areas of the Indoor Training Center during this roof repair. Chief Weigum Also wanted to thank Administrative Assistant Kohler for all the hard work she has done to help with the roof repairs and the insurance.

Local 5124:

President Greening reported that the Local 5124 had their fellowship night the previous evening, and thanked the association for the continued use of the building. President Greening also informed the Board that the Local is working with the Chiefs on various MOU's and SOG's. President Greening also reported that the State Convention is coming up in June, with the IAFF 9th District Conference in August and the Firefighter Memorial in Colorado Springs on September 19th.

Legal Comments:

Mr. Fano reported, in addition to his written Board report, that he has been working with Chief Olme and the Adams 14 School Board on the property purchase off of Brighton Blvd and 69th Avenue. Mr. Fano noted that the property has to be subdivided and that the District's portion will be 2.5 acres, with the specification for the North East Corner of the property. Mr. Fano further stated that he made it clear to the Adams 14 School District that the subdividing and zoning of the property will fall back on them. Mr. Fano believes this will be a three to six month process to complete. Mr. Fano's colleague is drafting a purchase and sale agreement for the Board to approve.

New Business:

- A) Indoor Training Facility HVAC Funds: Chief Weigum presented to the Board that after the department performed an analysis of the HVAC system last year, it was concluded that there were major issues with the heating and cooling systems. Chief Weigum explained that at the end of last year three of the four RTU's units were replaced. Chief Weigum expressed the issues with the current ductwork and the need to update and bring it up to code, with a price of \$49,600. Treasurer Huwa made a motion to appropriate \$49,600 for Frontier Mechanical to upgrade the Indoor Training Facility ductwork and balance the HVAC System. Director Poe seconded the motion, which passed unanimously.
- B) IWUIC Resolution: Deputy Fire Marshal Doherty presented on behalf of Chief Willmott to the Board the International Wildland Urban Interface Code for adoption by the District. Treasurer Huwa made a motion to approve the adoption of the Colorado Wildfire Resiliency Code without amendment in its entirety, and that the Code become recognized as part of our district's adopted codes and standards. Director Poe seconded the motion. The motion passed unanimously.
- C) Strategic Plan: Chief Olme presented the Strategic Plan to the District Board as put together by the members of the department and the community. Chief Olme explained that the plan is to assign to different divisions and Chiefs to start having bi-annual appraisals. Treasurer Huwa made a motion to approve the 2027-2031 Strategic Plan and authorize the Chief or his designee to distribute and execute this plan as needed. Director Poe seconded the motion, which passed unanimously.

Board of Directors Report/Comments:



Director Shawn Poe apologized for missing the pancake breakfast and is looking forward to the next one.


Treasurer Kasen Huwa commented that the Pancake breakfast was great, and asked Chief Olme why we did not do every station once a year. Chief Olme stated this is something that can be explored and that the next Pancake Breakfast will be on May 30th at Station 22. Treasurer Huwa also commented that the social media has been great and gave kudos to Maria for all the hard work.


President Craig Machuga thanked Chief Olme and Mr. Fano for all the hard work with Adams 14 School District property purchase.

Any Additional Matters that may come before the Board:

No additional matters for the Board.

Adjournment: President Machuga adjourned the meeting at 6:42 p.m. with no further business before the Board.


Craig Machuga
Board President 5/19/2026.


RJ Fernandez
Board Secretary 5/19/2026.