



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

**May 19<sup>th</sup>, 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
Debra Bullock	Vice President
Kasen Huwa	Treasurer
RJ Fernandez	Secretary
Shawn Poe	Director

Also Present:

Bob Olme	Fire Chief
Bobby Noel	Deputy Chief of Operations
Randall Weigum	Deputy Chief of Support Services
Jason Oster	Division Chief of Training
Jay Willmott	Division Chief of Fire Prevention
Miles Miller	Chief Mechanic
Ron Fano	District Legal Counsel
Kevin Kellar	Information Technology
Emma DeRosia	Administrative Specialist

Guests: Public Relations Maria Carabajal, Battalion Chief Derek Ross, Public Education Specialist Anissa Griggs, Captain Augdon Greening, Firefighter Alex Stone, Jim Hinkle, Christian Orizaba, Steve Dillenbeck, Jim Hullett, Kim Kohler, Michelle Henry, Elizabeth Dewald and Kim Kleshchik.

Life Saving Award Presentation:

Chief Olme presented the lifesaving award to Engineer Jim Hullett, Firefighter/Medic Christian Orizaba and Platte Valley Ambulance members Michelle Henry, Elizabeth Dewald and Kim Kleschick for the CPR and lifesaving measures performed on March 19<sup>th</sup>, 2026 which resulted in return of spontaneous circulation. The patient recovered fully and was discharged.

Public Comments:

No public comment.



#### Approval of Minutes:

Secretary Fernandez moved to approve the minutes from the April 21<sup>st</sup>, 2026, regular board meeting as posted in the Board packet. Director Poe seconded the motion, which passed unanimously.

#### Changes/Additions to the Agenda:

Chief Olme asked the Board to include a discussion of staff vehicles in the new business section of the meeting. President Machuga agreed to such request.

#### Financials:

Mr. Zima reported to the Board that the District's total revenues are about \$23.7 Million, of which roughly \$21.5 million is from property and specific ownership taxes. Mr. Zima also reported that the total expenses including interfund transfers are around \$13.6 million and our overall operating expenses are currently trending roughly 6% under budget. Treasurer Huwa commented and thanked the accounting team for the hard work in implementing the sales tax. Treasurer Huwa asked about the Wildland reimbursement account. Mr. Zima explained that these are reimbursements from the wildland deployments last year and that these reimbursements take time to be received.

#### Audit Present and Approval:

Mr. Zima presented and introduced Jim Hinkle with Hinkle and Company, PC to present the 2025 Audit to the Board. Mr. Hinkle briefly reviewed the 2025 audit, which contains an unmodified/clean opinion. Treasurer Huwa made a motion to approve the 2025 financial audit as presented by Hinkle & Company and direct the Chief or his designee to execute any further requirements for submission. Vice President Bullock seconded the motion. The motion passed unanimously.

#### Special Reports:

##### Chief Olme's Report:

Chief Olme reported, in addition to his Board report in the Board packet, that the Memorial Day Parade is coming up and that this year he will be walking in the parade along with an Engine, the Tower, our new ambulance, and the golf cart. Chief Olme also reported that the Pancake Breakfast will be taking place on May 31<sup>st</sup> at Station 22. Chief Olme informed the Board that the staff has started the budget request process for 2027, with the hopes to have the first review to the Board by August. President Machuga asked if Chief Olme could schedule a tour for the Board with Commerce City Police Department of the new Real Time Crime Center. Chief Olme answered that he will have Ms. DeRosia to reach out for scheduling as soon as possible.

##### Deputy Chief of Operations Report:

Deputy Chief of Operations Noel reported, in addition to his Board report in the Board packet, he wanted to give some recognition to the peer fitness team for all their hard work this year. Chief Noel also informed the Board that the peer fitness team helped facilitate the fire sled testing and that all the chiefs staff passed successfully. Vice President Bullock congratulated Chief Noel on acceptance into the Fire Service Chief Executive Officer Program.



#### Deputy Chief of Support Report:

Deputy Chief of Support Weigum reported, in addition to his Board report in the Board packet, that had an initial meeting with the developer for the land around station 27 with a follow up meeting on May 27<sup>th</sup>. Chief Weigum also stated that the previous Saturday, he attended the Fallen Firefighter Memorial in Lakewood, on this day, former South Adams Member Kristen Hayes was honored. Chief Weigum said it was a great gathering and also thanked the Truck 23 crew for their attendance.

#### Local 5124:

President Greening reported, in addition to his Board report in the Board packet, that legislation passed the Firefighter Benefits bill and is currently sitting on the Governor's desk, further explaining that this is a big deal for all firefighters across the state of Colorado. President Greening also invited all of the Board to the IAFF Fallen Firefighter Memorial in Colorado Springs on September 19<sup>th</sup>.

#### Legal Comments:

Mr. Fano reported, in addition to his written Board report, that this was a busy legal month. Mr. Fano did report that there has been no further contact from the Adams 14 School board and he will be reaching out again for some communication.

#### New Business:

- A) EMS Week Proclamation: Chief Olme presented the EMS Week Proclamation to the Board, saying it is the week of May 17<sup>th</sup> through 24<sup>th</sup>. Chief Olme explained that due to testing, live burns and roof repair the celebrations have been postponed and will have the dates by mid June. Vice President Bullock made a motion to sign the EMS Week Proclamation. Secretary Fernandez seconded the motion and it passed unanimously.
- B) Amendment to the North Area Chief IGA: Chief Olme presented the amendment to the current IGA to allow for information sharing across all the departments in the North Area. Vice President Bullock made a motion to approve the IGA between the North Area Chiefs and authorize the Chief or his designee to execute any documents necessary to finalize this amendment. Treasurer Huwa seconded the motion. The motion passed unanimously.
- C) Memorandum of Understanding for Drone Launch Pad: Chief Olme presented to the Board that with the addition of the real time crime center to the Commerce City Police Department there is a need of additional areas for the drone to launch from. Chief Olme informed the Board that the request was made to place a concrete pad at station 26 until the new substation was built for the Commerce City Police across the street. Chief Olme further explained that this would be a twelve-foot by ten-foot piece of concrete that the CCPD would be providing and securing. Chief Olme reassured the Board that this is just a temporary agreement and that there would be no cost to the District. Director Poe made a motion to approve the MOU between City of Commerce City, FLOCK and SACFD to loan property ( for a period of 18 months) for the placement of a drone launch at Station 26 and authorize the Chief or his designee to execute any and all items needed to complete this MOU. Treasurer Huwa seconded the motion. The motion passed unanimously.



- D) Rebranding: Chief Olme presented to the Board that when working on the Strategic Plan for 2027 to 2031, the department had made the decision to change the mission, vision and values. Chief Olme continued that in doing so he was approached by some members about changing the brand, due to the current branding having the old mission and values. Chief Olme believes the Board will be very impressed with the thoughtfulness of this committee in this endeavor. Alex Stone presented the Rebranding presentation to the District Board, representing weeks of ideals and visions of hard work of an intentional process to better reflect where the department has come from and the future. The Board requested an itemized list of the costs of the Rebranding, and some minor adjustments be made to the logo and slogan prior to approving the rebranding.
- E) 2026 Facilities Assessments and 2027-2031 Facility Master Plan: Chief Weigum presented to the Board the completed 2026 Facilities Assessment and 2027-2031 Facility Master Plan. The Board and the Executive Chiefs had a discussion about the higher needs and concerns moving forward on the facilities.
- F) Chief Staff Vehicle: Chief Olme presented to the Board that a vehicle better suited for response, due to higher clearance than the current Chief's Vehicle, has been brought to our attention from the Poudre Fire Department. Chief Olme further explained that the vehicle is a used Tahoe, with 40,000 Miles from 2022, and that Poudre Fire is asking for \$50,000 for the new vehicle. Vice President Bullock made a motion to purchase the Tahoe from the Poudre Fire Department and direct the Chief or his designee to execute any and all items needed to complete this purchase. Treasurer Huwa seconded this motion, which passed unanimously.

Board of Directors Report/Comments:

Director Shawn Poe congratulated all who received the lifesaving award tonight and thanked Mr. Zima for all the hard work on the audit. Director Poe thanked everyone for their effort in the rebranding efforts. Director Poe reminded everyone of the Hearts behind the Helmets kick-off event this upcoming weekend, and looked forward to seeing everyone at the pancake breakfast.

Vice President Debra Bullock congratulated everyone for the life-saving award and Deputy Fire Marshal Doherty for his Fire Marshal Designation with CPSE. Vice President Bullock also thanked Maria Carabajal for all the bios on the new hires.

Secretary RJ Fernandez thanked the crew who attended the Fallen Firefighter Memorial last Saturday, and really appreciated the Department's support. Secretary Fernandez also congratulated all on the life-saving award.

Treasurer Kasen Huwa also congratulated everyone on the life-saving award and commented he is looking forward to the pancake breakfast.


President Craig Machuga also congratulated everyone on the lifesaving award and told Firefighter/Medic Stone to keep up the good work with the rebranding.

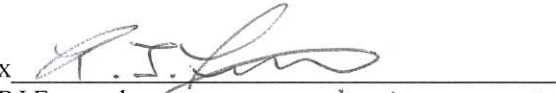
Any Additional Matters that may come before the Board:

No additional matters for the Board.



Adjournment: President Machuga adjourned the meeting at 6:31 p.m. with no further business before the Board.

  
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Craig Machuga  
Board President 6/16/2026.

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RJ Fernandez  
Board Secretary 6/16/2026.