



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

December 5, 2023

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 at 6:15 p.m.

Board Members Present:

Craig Machuga	President
Debra Bullock	Vice President
RJ Fernandez	Secretary
Ernie Anderson	Treasurer
Kasen Huwa	Director

Also Present:

Ken Koger	Fire Chief
Bobby Noel	Deputy Chief of Operations
Randall Weigum	Division Chief Fire Marshal
Hunter Hackbarth	Division Chief of Training
Miles Miller	Chief Mechanic
Brittany Brown	Division Chief of Fire Prevention
Maria Carabjal	Public Relations
Anissa Griggs	Public Education
Melissa Rossback	Human Resources
Ron Fano	District Legal Counsel
Thomas Goral	IT
Sandy Danne	Executive Administrative Assistant

Absent: None

Guests: Captain Andrew Fairband, Lt. Bendinelli, Grant Todack, Engineer Andrew Reifman, FF's Richard Cerrone and Christian Orizaba:

Public Comments: None

Changes/Addition to the Agenda: None.

Board Action Items:

- a) Director Huwa made a motion to approve Resolution regarding 2024 Plan reviews, inspection, and permit fees. Director Bullock seconded the motion. The motion passed unanimously.
- b) President Machuga opened the public hearing on the 2024 budget at 6:18 p.m. There were no public comments.
- c) President Machuga closed the public hearing on the 2024 budget at 6:22 p.m.



- d) Director Huwa made a motion to approve the 2024 Budget and adopt/approve corresponding resolutions, subject to any necessary changes made on final assessed valuation. Director Anderson seconded the motion. The motion passed unanimously.

Legal Comments:

Mr. Fano said most of his work for the month has been related to employment matters and construction contracts. The Board didn't have any questions for Mr. Fano.

Special Reports:

Chief's Report:

Chief Koger reported, in addition to his written report included in the board packet, that the 2024 Academy with laterals will begin in January. Brighton and Arvada will be joining SACFD in the academy; he updated the board on upcoming meetings in the accreditation process; and informed of IT stopping a potentially dangerous cyber-attack. Mr. Koger also requested that the Board consider moving the monthly meeting start time to 4:00 or 4:30 p.m.

Deputy Chief of Operations Report:

Deputy Chief Noel reported in addition to his written report included in the board packet, he reported that Station 6 has re-opened and crews are back in.

Deputy Chief of Support Report on District Projects:

Deputy Chief of Support Weigum reported that the residential sprinkler has been approved. A new prevention person is to be hired to approve and inspect residential sprinklers.

Board of Directors Report/Comments:

All Board members thanked everyone for the work put into the accreditation, thanked the staff for 2023 and wished everyone a Merry Christmas.

Secretary Fernandez thanked IT for everything they have done to protect the district from cyber-attacks. Director Huwa also thanked IT for all their cyber protection efforts.

Adjournment: With no further business to come before the Board, President Machuga adjourned the meeting at 6:40 pm.

Craig Machuga
Craig Machuga (Jan 17, 2024 15:30 MST)

Craig Machuga
Board President 01/16/2024

X RJ Fernandez
RJ Fernandez (Jan 18, 2024 17:07 MST)

RJ Fernandez
Board Secretary 01/16/2024

December 5, 2023 BOD meeting minutes

Final Audit Report

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