

Clarksburg Fire Protection District
52902 Clarksburg Avenue, P.O. Box 513
Clarksburg, CA 95612
Regular Meeting of the Board of Commissioners
August 6, 2026, 4:30 p.m. (via In-Person and Zoom)
Meeting Minutes

Chairman Pruner called the meeting to order at 4:32 p.m.

Members present:

Joe Gomes, Nancy Kirchhoff, Mark Pruner, Steve Pylman, and Bob Webber
Richard Bagby, Commission Secretary

Fire personnel present:

Chief Craig Hamblin, Battalion Chief Peter Hunn, and Firefighter Joe Gomes

Public present:

Jack Johnson, Deputy to Supervisor Oscar Villegas

Approval of Remote Participation:

Following a request from Commissioner Pylman, it was moved by Commissioner Gomes and seconded by Commissioner Webber to approve the request for remote participation of Commissioner Pylman for "just cause". The motion passed by a roll call vote of 4 yesses and 1 abstention.

Agenda approval:

It was moved by Commissioner Webber and seconded by Commissioner Kirchhoff to approve the agenda as amended. The motion passed unanimously by a roll call vote.

Approval of the Minutes of the Regular Meeting of July 2, 2026:

Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Webber to approve the Minutes of the June 4, 2026 Regular Meeting as presented. The motion passed unanimously by a roll call vote.

Approval of the Minutes of the Special Meeting of June 18, 2026:

It was moved by Commissioner Gomes and seconded by Commissioner Pylman to approve the minutes of the Special Meeting of July 2, 2026 as presented. The motion passed unanimously by a roll call vote.

Approval of the uses of expenditures for the month of June 2026 in the amount of \$15,610.96:

Following a brief review, it was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to approve the uses of expenditures for the month of June 2026 in the amount of \$15,610.96. The motion passed unanimously by a roll call vote.

Public Comment:

Chief Hunn thanked Commissioner Pylman for his assistance in the spreading of the crushed asphalt on the station driveway.

Reports from Commissioners:

Commissioner Webber reported that the grape harvest has begun on Merritt Island.

Commissioner Purner reported that he has been asked to attend tonight's meeting of the Clarksburg General Plan Committee and report of the District's new Proposition 218 Benefit Assessment as passed by the electorate last year. The Chair stated that he planned to outline the basic reasons for the new assessment emphasizing the additional \$10,000 raised, the expansion to additional parcels, the more equitable assessment formula, Yolo County matching funds, and the alignment of our assessment with current case authority.

Engine 40 Refurbishing Project:

Battalion Chief Hunn provided a detailed written report on progress in the refurbishing of Engine 40. This report is attached to these Meeting Minutes and considered an integral part thereof. Chief Hunn reviewed the various categories of the refurbishment including, but not limited to, communications equipment, the internal intercom, LED lighting, the emergency lighting/warning system, compartment door installation, painting, detailing, and minor repairs to the water tank. The Chief noted that a number of minor repairs have already been completed. The Chief expressed confidence that this project will, in all likelihood, finish under budget and provided an estimate of \$225,000. A discussion ensued regarding details of the refurbishment as well as budget considerations for all the aforementioned work. Chief Hunn volunteered to update the Board as cost estimates are incurred and/or revised. Following, it was moved by Commissioner Kirchhoff and seconded by Commissioner Gomes to accept Chief Hunn's report and continue the Engine 40 refurbishment project as presented and discussed. The motion passed unanimously by a roll call vote.

County Fire District Sustainability Funding:

Secretary Bagby reported that the 2025-2026 Sustainability Funds have been received and deposited. Chairman Pruner reported that the District has completed and filed the County required report to justify the funds received.

Site Improvement, Access to Annex Building:

Chairman Pruner reported on the receipt, delivery, and spreading of the ground asphalt that was applied to the driveways leading to the main building and annex building at Station 40. The Chairman noted that the material was donated but, the District will be liable of transportation charges. This improvement was all thanks to Chief Hunn, who orchestrated the project; Brian Whitney who donated the materials; Commissioner Pylman who assisted with the spreading of the asphalt; and Chief Hamblin, who assisted in compacting the asphalt. It was moved by Commissioner Webber and seconded by Commissioner Kirchhoff to approve the aforementioned project, donated property, and up to five hundred dollars for the cost of transportation. The motion passed unanimously by a roll call vote.

Grant/Allocation Application/Disbursement Status:

Secretary Bagby reported that the District has received reimbursement for the 2025-2026 Federal Emergency Management Agency (FEMA) grant. The Secretary noted that only reimbursement for the United States Department of Agriculture (USDA) Community Facilities Grant is outstanding. The Secretary further reported that he emailed the USDA representative handling our claim and was assured our claim is under review.

Septic System:

Chairman Pruner reported that, following the last Regular Meeting, he contacted Mr. Hasmet Celik, P.E. requesting a diagram of the project reflecting the use of Old Sugar Mill property for the District septic system. The Chairman reported that he forwarded the diagram to Chief Hamblin. Chief Hamblin stated that he forwarded the provided diagram to Mr. Jason Singh for his consideration. The Chief expressed his concern that the diagram provided required a "mound" without providing any further detail. The Chief's concern is based on Mr. Singh's previously expressed concern about the aesthetics of the proposed system. The Chairman asked Chief Hamblin to follow up with the Old Sugar Mill.

Memorial Plaque for Lieutenant Tim Hall:

Commissioner Kirchhoff reported that she has made considerable progress on this and plans to present a plan within the next several months.

District Insurance Coverage:

Secretary Bagby verified that members of the Board had received the Declarations and Summary relating to the District's Worker's Compensation, Liability, Property, and Fidelity insurance. The Secretary delineated the history of the District moving from private brokers to "self-insurance" status and the tiered nature of the District's Liability coverage through the Yolo County Public Agency Insurance Authority (YCPARMIA).

Declaration and Disposal of Surplus Property:

Secretary Bagby presented the Board with a proposal to declare surplus the District's recently replaced Self-Contained Breathing Apparatus (SCBA) and donate this equipment to *Baja Bridges*, a 501 c3 non-profit organization that provides necessary fire, EMT, and educational supplies to agencies and civil organizations in Baja, Mexico. Following a brief discussion, it was moved by Commissioner Gomes and seconded by Commissioner Pylman to declare the District's recently replaced SCBA's surplus and donate them to *Baja Bridges*. The motion passed unanimously by a roll call vote.

Yolo County Local Agency Formation Commission (LAFCO) Upcoming Municipal Services Review (MSR):

Chairman Pruner reported that he had a cordial email exchange with Christine Crawford, Executive Director of Yolo LAFCO. The Chairman reported that he inquired about the how our refurbishment of Engine 40 will be considered in the LAFCO report. The Chair reported that he was told that the Executive Directive will be asking the Yolo County Fire Chief's Association to appoint an advisory committee to assist in the review. Chief Hamblin expressed his concern that the Clarksburg District will be included on this committee. There was a brief discussion of the LAFCO process. It was the Chairman's impression that this process will begin with fire districts in the northern part of the County and move south.

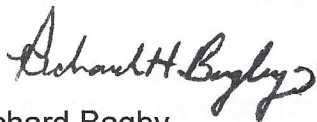
Chief's Report:

Chief Hamblin reported on the recent visit by the two representatives from the Federal Emergency Management Agency (FEMA). The Chief noted that this visit went well and that we received FEMA reimbursement for our SCBA grant within the next week. The Chief thanked his staff for the recent Wildland/Crop Firefighting Training Burn. The Chief noted that the training was well planned and attended. The Chief concluded his report with information about recent maintenance activities on Squad 40 and Brush 40.

Adjournment:

With no further business before the Commission, it was moved by Commissioner Kirchhoff and seconded by Commissioner Webber to adjourn the meeting. The motion passed unanimously by a roll call vote. The meeting was adjourned at 5:43 p.m.

Respectfully submitted,



Richard Bagby
Secretary to the Commission