

Clarksburg Fire Protection District  
52902 Clarksburg Avenue, P.O. Box 513  
Clarksburg, CA 95612  
Special Meeting September 20, 2023 4:30 p.m.  
Meeting Minutes

Chairman Mark Pruner called the meeting to order at 4:36 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, Assistant Chief Richard Bagby, Captain Peter Hunn, and Firefighter Joe Gomes.

**Public present:**

Jeanette Hynson of SCI Consulting; Mark Bryan, Deputy Chief Administrator, County of Yolo; Elisa Sabatini, Community Services Division, Office of the Yolo County Administrator, and Oscar Villegas, Yolo County Supervisor, District 1.

**Approval of the Agenda:**

Chairman Pruner recommended that the two agenda items be reversed to facilitate a more sequential discussion of the two topics. It was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to address agenda item 5 first followed by agenda item. The motion passed unanimously by a roll call vote.

**Review and discussion of the proposed Yolo County Fire District Sustainability Plan:**

Chairman Pruner introduced Elisa Sabatini of the Yolo County Administrator's office and thanked her for punctually emailing the proposed plan. The Chairman asked Ms. Sabatini to review the proposed plan or this Commission and answer any questions the Commissioners may have regarding how the plan relates to the Clarksburg Fire District.

Ms. Sabatini related to the Commission the general concept of the plan wherein a new Proposition 218 benefit assessment is a prerequisite for County matching funds. Chairman Pruner acknowledged our Commission's basic knowledge of the plan but, questioned whether our District's incremental increases to our assessment will be eligible for matching funds. Ms. Sabatini stated, to the best of her knowledge, County matching funds would only apply to "new" Proposition 218 benefit assessments.

A brief discussion ensued between Ms. Sabatini and Chairman Pruner. The discussion included, but was not limited to, the selection of ad hoc committee members, the relationship of the ad hoc committee to the Yolo County Fire Chief's Association, the limited input that the Clarksburg district had in the process, the limited tax revenue received by the Clarksburg District, the need for fire districts to modernize their revenue structure, the timing of disbursement of matching funds, the need to focus additional funding on districts who are deemed in financial need, and the need for District's to apply for funds in the event of a Proposition 218 election failure.

On behalf of the Commission, Chairman Pruner expressed a number of concerns relating to our District's ability to share in funding this year and in the future.

Following the aforementioned discussion and expressed concerns, Ms. Sabatini volunteered to share, via email, the concerns of this Commission with the ad hoc committee. Chairman Pruner thanked Ms. Sabatini, Mr. Bryan, and Supervisor Villegas for their participation in this meeting.

The proposed draft plan that will be presented to the Yolo County Board of Supervisors is attached to these minutes and considered a part thereof.

**Review and discussion of the proposed Yolo County Fire District Sustainability Funding Plan:**

Chairman Pruner introduced Ms. Jeanette Hynson of SCI Consulting. Ms. Hynson reminded the Board that her company has hired by the County of Yolo to work with the fifteen rural fire districts in Yolo County to prepare Proposition 218 benefit elections. Ms. Hynson reviewed the six elections that have already taken place in Yolo County. Ms. Hynson reviewed the needs basis for an assessment, the required Engineer's Report, budget considerations, and our current assessment. Specifically addressed, as a basis for additional assessment, were additional services, equipment, apparatus, staffing, and training. Ms. Hynson called the Board's attention to the materials she emailed to the Chairman prior to this meeting. Those included Yolo County Fire Districts Sample Rates, Clarksburg Fire Protection District Draft Timeline for Balloting in 2024, and a sample Engineers Report. Chairman Pruner confirmed receipt of these documents and forwarding them to the Commissioners. A lengthy discussion ensued. Specifically addressed were the various criteria utilized in determining how a particular parcel is assessed. Specifically addressed was the concept of a Single-Family Equivalency (SFE), Multi-family properties, Commercial property, replacement cost factors, travel time (response time), risk factors, and how the various factors inter-relate in the Engineer's Report to determine a particular assessment. A number of questions were raised by the Commissioners and addressed by Ms. Hynson. Following Ms. Hynson's presentation, Chairman Pruner thanked her for her participation.

An extended discussion occurred relating to the Yolo County Fire Sustainability Plan. Following, it was moved by Commissioner Gomes and seconded by Commissioner Webber to petition the Yolo County Board of Supervisors, in writing, to advocate that the Board modify the proposal for Fire District Sustainability to allow all fire districts (contract districts excepted) to apply for funding this year. The motion passed unanimously by a roll call vote. Chairman Pruner volunteered to draft the aforementioned letter.

With no further business before the Board, it was moved by Commissioner Kirchhoff and seconded by Commissioner Pylman to adjourn the meeting. The motion passed unanimously by a roll call vote. Chairman Pruner adjourned the meeting at 6:35 p.m.

Respectfully,



Richard Bagby  
Secretary to the Governing Board