

Clarksburg Fire Protection District
52902 Clarksburg Avenue, P.O. Box 513
Clarksburg, CA 95612
Regular Meeting of the Board of Commissioners
January 12, 2023 4:30 p.m. (via In-Person and Zoom)
Meeting Minutes

Chairman Pruner called the meeting to order at 4:42 p.m.

Members present:

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

Fire personnel present:

Chief Craig Hamblin, Assistant Chief Richard Bagby, and Captain Peter Hunn

Public Present:

Dr. Jessica Rudnick, Extension Specialist, Delta Stewardship Council.

Agenda approval:

It was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the agenda as presented. The motion passed unanimously by a roll call vote.

Approval of Virtual Meeting:

The Board reconsidered the circumstances of the state of emergency in California. It was moved by Commissioner Pylman and seconded by Commissioner Webber that the Board found that the state or local officials continue to impose or recommend measures to promote social distancing and that this meeting be approved to proceed by teleconference and in person without compliance with Government Code §54953(b)(3). The motion passed unanimously by a roll call vote.

Delta Stewardship Council:

Chairman Pruner introduced Dr. Jessica Rudnick of the Delta Stewardship Council. Dr. Rudnick introduced herself and provided a brief description of her role as a social science specialist with the Delta Stewardship Council. Dr. Rudnick explained that her project seeks to understand Delta residents' livelihoods, well-being, priorities, and concerns for the region. This is necessary for developing balanced approaches to policy and management as those components relate to the proposed project. To facilitate this, Dr. Rudnick explained that her team will be mailing out a survey to all Delta residents by the end of January in an effort to document and quantify the aforementioned components. Dr. Rudnick solicited the support of the Commission in supporting the survey. It was her concern that support from local organizations will enhance the credibility of the survey, thus encouraging residents to complete and return the document. Dr. Rudnick stated that it is her goal to be an advocate for the Delta residents. Following the survey, results will be available to community organizations. Following

Dr. Rudnick's presentation, a discussion ensued that included, but wasn't limited to, the potential for ongoing research in this area, follow-up with smaller groups, the nature of the questions, breaking down results by census blocks, factors affecting statistical accuracy, research rules, follow-up letters, and Spanish language inclusion. At the conclusion of the discussion, Chairman Pruner thanked Dr. Rudnick for her presentation.

Approval of the minutes of the Regular Meeting of December 1, 2022:

It was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to approve the minutes of the Regular Meeting of December 1, 2022 as presented. The motion passed unanimously by a roll call vote.

Approval of the minutes of the Regular Meeting of December 13, 2022:

It was moved by Commissioner Gomes and seconded by Commissioner Kirchhoff to approve the minutes of the Special Meeting of December 13, 2022 as presented. The motion passed unanimously by a roll call vote.

Approval of the uses of the expenditures for the month of November 2022 in the amount of \$3,291.07:

Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the uses of the expenditures for the month of November 2022 in the amount of \$3,291.07 The motion passed unanimously by a roll call vote.

Acceptance of Donations:

Following discussion, it was moved by Commissioner Gomes and seconded by Commissioner Webber to accept the recent donations from Mrs. Erma Wilson and Ms. Sandra Wilson. The motion passed unanimously by a roll call vote.

Public Comment:

Captain Hunn took this opportunity to call the Board's attention to the number of citizens who assisted the firefighters during the recent wind event. The Captain asked Commissioner Pylman to bring the Commission up-to-date with respect to his organization of a number of back hoes that he had "lined up" to respond to such an emergency. Commissioner Pylman reported to the Board that Steve Winkler, James Reamer, Chase Vierra, Dave Chesnut, and Warren Bogle have pledged equipment to be used in the moving of fallen trees and material. A brief discussion ensued regarding a number of community members that assisted with response to the wind events. That discussion brought up the names of Dan Wilson, Craig Kirchhoff, Len Fox, Randy Valenzano, Steve Heringer and Austin Hill. In concluding this discussion, it was the consensus of the Board that it would be all but impossible to delineate all the persons and organizations, in our community, that "stepped up to the plate" during the two weather/wind events of early January.

Closed Session:

It was moved by Commissioner Pylman and seconded by Commissioner Webber to adjourn to Closed Session and for that the Closed Session include Captain Hunn. The motion passed unanimously by a roll call vote.

Following the Closed Session, Chairman Pruner reported that no action was taken during the Closed Session.

Reports from Commissioners:

There were no reports from Commissioners.

Equipment Replacement Plan Review:

Commissioner Pylman presented a revised Equipment Replacement Plan. The Commissioner reported to the Board that the revised plan took in consideration the State allocation of 2022, revised cost of living increases, and revised interest rates. Following discussion, it was moved by Commissioner Webber and seconded by Commissioner Gomes to approve the January 12, 2022 revision of the Equipment Replacement Plan. The motion passed unanimously by a roll call vote.

Grant Application Status:

Captain Hunn reported that he has heard nothing from Yocha Dehe Giving. Chief Hamblin reported that we have heard nothing regarding the FEMA application.

Facility Use Request:

Secretary Bagby called the Board's attention to an email from Ms. Emma Vierra of the Yolo County Food Bank. The Secretary summarized that the Food Bank is requesting to, in addition to the one day per month (3rd Tuesday) that they currently utilize the Fire Station for food distribution, they are requesting on additional day. The written request is to utilize the Fire Station on the 1st and 3rd Tuesday of each month between the hours of 11:00 A.M. and 1:00 P.M. for food distribution. Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Webber to approve the use of the Fire Station by the Yolo Food Bank as described above. The motion passed unanimously by a roll call vote.

Independent Audit for fiscal years ending (FYE) in 2020 and 2021:

Secretary Bagby reported that the independent audit is underway. The Secretary stated that both he and Mark Krummenacker are providing the necessary documents to Fechter and Company. The Secretary reported that Commissioners should anticipate contact from the lead auditor, Mr. Michael Fink, prior to his on-site field work during the last week in January.

2022 State Controller Transaction Report:

The Secretary presented the Commission with a letter of intent that would notify the Yolo County Department of Financial Services (DFS) that we are asking the DFS to complete this report and file it with the State Controllers Office. Following a brief discussion, it was moved by Commissioner Gomes and seconded by Commissioner Pylman to have the DFS complete this report at an estimated cost of \$306.00. The motion passed unanimously by a roll call vote.

2023 California Special District's Association (CSDA) Membership:

The Board of Commissioners engaged in a discussion regarding membership in the CSDA. Included in the discussion was the scheduled cost of membership (\$1185.00), representation by a State wide organization, sample policy handbook availability, counsel relating to District policy, etc. The Secretary reported that the CSDA has extended their pay-what-you-can offer through 2023. Following additional discussion, it was moved by Commissioner Pylman and seconded by Commissioner Webber that we offer to maintain our membership in the CSDA for the sum of \$300 through the end of 2023. The motion passed unanimously by a roll call vote.

District Revenue Sources and Formulas:

Chairman Pruner reported that, since December of 2021, he has engaged in an ongoing dialogue with Chad Rinde, Yolo County Chief Financial Officer, regarding how the level of tax revenue is determined for our District. The Chair presented the Board with a copy of that email dialogue and a draft response from Mr. Rinde. The Chair asked the Board to consider the draft response as this will be on the agenda of the next Regular Meeting.

2022-2023 Budget Review:

Secretary Bagby reported that the period 6 (December) general ledger has yet to close. Thus, it would be difficult to assess spending and revenue at this traditional half way point in the fiscal year. It was the consensus of the Board that this item will be on the agenda at the next Regular Meeting.

Proposition 218 Assessment Review:

Chairman Pruner reported having a conversation with Elisa Sabatini regarding the allocation of approximately \$550,000 in County money being "ear marked" for distribution to County fire districts. The Chairman expressed his concern that some of the distribution of these funds may be dependent upon the various fire districts considering a 218 assessment, fire districts considering an increase in Proposition 218 assessment, call volume, and other restrictions to accessing the funds. An extended discussion incurred regarding the various issues involved in local districts seeking additional revenue.

Glide District Annexation:

Chairman Pruner reported that, at the meeting of December 6, 2022, the Yolo County Board of Supervisors took formal action on the LAFCo report. This created a situation where the Glide District, north of Babel Slough, will become part of Spring Lake Fire District. Thus, the Glide District will, officially, become a "contract district". In addition, at the same meeting, the Supervisors took action to initiate a reorganization of the Elkhorn Fire Protection District (EFPD), dissolving the DFPD and annexing EFPD's territory into the Springlake Fire Protection District. There was an extended discussion regarding various fire district and community service district boundaries, fire district boundaries, and response times. At one point in the discussion, Chief Hamblin stated that he does not recommend that the District seek to extend District boundaries or sphere of influence. The Chief went on to explain that West Sacramento Station 42, because of their proximity to the Glide District, can easily provide a better level of service.

Wind Event Response Review:

The Board engaged in a discussion regarding the Wind Event of December 31, 2022. The discussion included, but was not limited to, the District response to approximately 36 calls for service, the Yolo-Alert reverse 911 system, the P G and E response to the event, Reclamation District(s) response to the event, local organizations response to the event, the hardship that the power outage caused for residents, the Fire District's general response, and additional actions to be considered during future events.

Yolo County OES Administration:

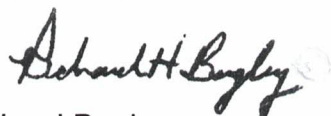
Chief Hamblin reported that Ms. Kristin Weivoda is the new Yolo County Chief of Emergency Services. The Chief further reported that Kirstin has worked with the County for a number of years, most recently serving as the Administrator for the Yolo County Emergency Medical Services Authority.

Chief's Report:

Chief Hamblin reported, in detail, the District's response to the public service calls during the recent wind events. The Chief reported that the District responded to 36 calls during a 32-hour period. The Chief complemented the firefighters for both their participation and endurance during those demanding hours. Further noted by Chief Hamblin, was the participation of Yolo County Public Works in closing roads and addressing the downed trees that exceeded the District's capability or presented a serious danger to responders. The Chief reported that, within the next several weeks, we will be ordering structural and wildland personal protective equipment for the new firefighters. This will be funded, in part, by the Cal Fire Volunteer Firefighter Assistance Grant.

With no further business before the Board, it was moved by Commissioner Pylman and seconded by Commissioner Webber to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 7:23 p.m.

Respectfully submitted,



Richard Bagby
Secretary to the Commission