

Clarksburg Fire Protection District

52902 Clarksburg Avenue, P.O. Box 513
Clarksburg, CA 95612

Regular Meeting of the Board of Commissioners
April 8, 2021, 4:30 p.m.
Meeting Minutes

Chairman Pruner called the video conference meeting to order at 4:33 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, and Firefighter Joe Gomes

Public Present:

Mr. Dominic DiMare, Partner, ARC Strategies, LLC, Sacramento, CA

Agenda approval:

It was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the Agenda as amended. The motion was approved unanimously by a roll call vote.

Additional Funding or Yolo County Fire Districts:

Chairman Pruner provided a review of California Proposition 172 and the potential eligibility of California Fire Protection Districts to receive funds made available by the passage of this 1993 ballot measure. In addition, the Chairman reviewed the financial needs of our District including, but was not limited to, the inequity of Proposition 13 Assembly Bill 8 formulas, the District's pursuit of grant funding, gifts provided to the District, the cost of training volunteers, and apparatus life expectancy. Following his summary, the Chairman chronicled the efforts of the Yolo County Fire Chief's Association to secure a portion of Yolo County's allocation of these funds for Fire Districts in Yolo County. Chairman Pruner also brought to the Commission the topic of the American Rescue Plan which will allocate large sums of money to counties to provide support to essential services. The Chair emphasized that the aforementioned sources of revenue would be solicited for real needs of the District. Chief Hamblin reminded all present that his staff continues to solicit grant funding. Mr. DiMare queried the Chairman as to the nature of the various District revenue sources and potential revenue sources. Chairman Pruner identified the annual nature of tax revenue, assessment revenue, and the proposed Proposition 172 funding. This was contrasted to grant funding that has been solicited by the District.

A lengthy discussion ensued that included the nature of various grants, the American Rescue Plan, existing ongoing revenue sources, one time revenue sources, political considerations, and the complex tax funding formulas that are integrated into the Constitution of the State of California. Mr. DiMare asked the Chief about evaluative process that appears to be a part of the Fire Chief's Association's pursuit of the Proposition 172 money. Chief Hamblin verified that the Fire Chief's Association quest for Proposition 172 funds, as it has progressed, has levied an accountability component on the individual fire districts in order to justify the funding. Mr. DiMare made the observation that the task of any advocacy for the District should be to secure any money that is available during the current budget cycle and advocate for additional money that is available on an ongoing basis (i.e. Proposition 172 money). Mr. DiMare expressed the concern that his efforts to increase revenue not supplant any current sources of revenue (i.e. assessment, grant funding, etc.). Mr. DiMare discussed some of the subtle issues of advocacy for governmental agencies.

Consideration of Contact with Advocate:

Chairman Pruner thanked Mr. DiMare for volunteering to assist the District, pro bono, in the pursuit of the aforementioned funding. Notwithstanding the pro bono relationship, Mr. DiMare underscored the need for a contractual relationship to meet both transparency and legal requirements. It was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff that the District enter into contract with Mr. Dominic DiMare to advocate for the District in matters of securing additional funding for the District. The motion passed unanimously by a roll call vote.

Approval of the Minutes of the Regular Meeting of March 4 2021:

Following a review of the draft minutes of the March 4, 2021 Regular Meeting, it was moved by Commissioner Pylman and seconded by Commissioner Webber to approve the minutes of the Regular Meeting of March 4, 2021 as presented. The motion was approved unanimously by a roll call vote.

Approval of the minutes of the Special Meeting of March 17, 2021:

It was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the minutes of the Special Meeting of March 17, 2021 as presented. The motion passed unanimously by a roll call vote.

Approval of the minutes of the Regular Meeting of April 1, 2021:

It was moved by Commissioner Kirchhoff and seconded by Commissioner Pylman to approve the minutes of the Regular meeting of April 1, 2021 as presented. The motion passed unanimously by a roll call vote.

Approval of the expenditures for the month of February 2021 in the amount of \$1,730.98

There was a brief discussion regarding the relatively low expenditures for the past several months. The Secretary pointed out that many of the District's expenses are paid annually. Following examination and discussion, it was moved by Commissioner Gomes and seconded by Commissioner Kirchhoff to approve the expenditures for the month of February 2021 in the amount of \$1,730.98. The motion was approved unanimously by a roll call vote.

Public Comment:

There was no public comment.

Reports from Commissioners:

There were no reports from Commissioners.

Closed Session:

It was moved by Commissioner Pylman and seconded by Commissioner Webber to adjourn to Closed Session. The motion was approved unanimously by a roll call vote.

Following the Closed Session, Chairman Pruner reported that, during the Closed Session, the Board approved the general concept a security fence to be built by Valdez Painting Incorporated (VPI) involving their property and District property on the northwest side of the Annex Building.

California Special District's Association (CSDA) Membership:

Chairman Pruner reviewed the "Pay What You Can" offer from the CSDA and the potential benefits of membership for our District. Following discussion and verification of the offer, it was moved by Commissioner Pylman and seconded by Commissioner Webber to join the CSDA for a one-time payment of \$300 for CSDA membership through calendar year 2022. The motion passed unanimously by a roll call vote.

Equipment Acquisition and Finance:

Commissioner Pylman presented an *Excel* spreadsheet to be used for calculating various aspects of the District's equipment replacement projections. The Commissioner explained that the spreadsheet has the capability of considering cost of living increases, use of financing for purchases, different repayment periods, grant funding, salvage value of replaced apparatus, and unanticipated revenue. A brief discussion ensued that included, but was not limited to, the need for an articulate equipment replacement plan, the value of used fire apparatus, and potential *reserve status* for replaced apparatus. Chairman Pruner charged the Board with further study of this spreadsheet in an effort to achieve the broadest possible participation. Commissioner Pylman invited the Board members to suggest changes to the document. It was the consensus of the Board that this item will be placed on the agenda of the next Regular Meeting.

Review of District Code of Rules and Regulations:

Chairman Pruner reported that he solicited, for the purpose of study, Administrative Regulations from both the Walnut Grove Fire and Courtland Fire Protection Districts. As of this date, the Chair reported receiving the Walnut Grove regulations and is still waiting for a response from the Courtland District.

Radio Communications Survey:

Assistant Chief reported that, in an effort to assess current conditions and future needs, the Yolo Emergency Communications Agency (YECA) has conducted a user survey. The Chief reported that, as of this date, the results of the survey have not been presented. This item will be placed on the agenda of the next Regular Meeting.

Acceptance of Donations:

The Secretary presented a donation from Ken and Shelly Wilson doing business as the Wilson Family Foundation. It was moved by Commissioner Gomes and seconded by Commissioner Webber to accept the donation from Ken and Shelly Wilson in the amount of one thousand dollars (\$1,000). The motion passed unanimously by a roll call vote.

Inter-county property tax valuation:

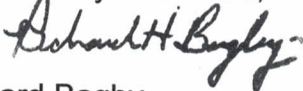
Secretary Bagby called the Board's attention to a letter from the Yolo County Assessor's Office. The Secretary went on to say the letter was sent because our District has been identified as a local agency that may be affected by the County's potential adoption of an ordinance allowing inter-county transfers of base year values for property tax purposes following a disaster pursuant to Revenue and Taxation Code Section 69.3.

Chief's Report:

Assistant Chief Bagby reported that, on the evening of April 6th, training began for the five new probationary firefighters. The new volunteers began at 6:00 p.m. completing the paper work required from new hires and a tour of the station facilities. Following, the recruits joined the firefighters for the monthly Association meeting and dinner. The Chief expressed his belief that the District has recruited a high functioning group of volunteers that have the potential to be an asset to the District for many years.

With no further business before the Commission, it was moved by Commissioner Gomes and seconded by Commissioner Webber to adjourn the meeting. The motion was approved unanimously by a roll call vote. The meeting was adjourned at 6:28 p.m.

Respectfully submitted,



Richard Bagby
Secretary to the Commission