

Clarksburg Fire Protection District  
52902 Clarksburg Avenue, P.O. Box 513  
Clarksburg, CA 95612  
Regular Meeting of the Board of Commissioners  
May 6, 2021, 4:30 p.m. (via In-Person and Zoom)  
Meeting Minutes

Chairman Pruner called the 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:**

There were no members of the general public present.

**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.

**Approval of the Minutes of the Regular Meeting of April 8, 2021:**

Following a review of the draft minutes of the April 8, 2021 Regular Meeting, it was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to approve the minutes of the Regular Meeting of April 8, 2021 as presented. The motion was approved unanimously by a roll call vote.

**Approval of the Expenditures of March 2021 in the amount of \$1,563.05:**

Following a brief discussion, it was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the expenditures for the month of March 2021 in the amount of \$1,563.05. The motion passed unanimously by a roll call vote.

**Public Comment:**

There was no public comment.

**Reports from Commissioners:**

Commissioner Webber reported receiving a notification from the California State Department of Water Resources (DWR) that, effective 2022, the DWR will be requiring all domestic wells be tested for nitrates.

Chairman Pruner reported that there will be a Department of Water Resources (DWR) Delta Conveyance Project workshop tonight on the topic of the Community Benefits Program.

Chairman Pruner questioned the Chief regarding the need, if any, for the District to do a mail-out to residents of the District to communicate the high fire risk posed by the drought weather we are anticipating for the coming fire season. A brief discussion followed regarding several of the identified fire risk properties in the District and the District's role in fire prevention within our jurisdiction. Chief Hamblin outlined some of the County policies relating to red-flag fire danger days.

**Consideration of Advocacy Agreement:**

Chairman Pruner reviewed the major provisions of the Advocacy Agreement between the District and Mr. Dominic DiMare. Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to approve the Advocacy Agreement with Mr. DiMare. The motion passed unanimously by a roll call vote.

**Additional Funding for Yolo County Fire Districts:**

Chairman Pruner reported that he recently participated in an informal conversation with Supervisor Villegas on this topic. The Chair reported the conversation-as being cordial and addressing a number of the factors influencing the Supervisors deliberations on this issue. According to the Chairman, the conversation included, but was not limited to, the overall demeanor of the Fire Chief's Association efforts, potential limitations of our District negotiating as an independent entity, and the role of the various districts in financing their individual needs. It was the consensus of the Board that this item will be on the agenda of the next Regular Meeting.

**Community Water Delivery System:**

Chairman Pruner reported on the Delta Conveyance Project (DCP) Community Benefit Program. The Chair reported that this program appears to be a result of the previous failures to address the concerns of the various Delta Communities. The Chairman reported that there will be a community meeting tonight where members of the Delta communities will have an opportunity to contribute public input to the DCP. There was a brief discussion regarding the benefits of a community water system verses other considered projects. Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to offer the Districts support to a Community Water System to provide potable water and fire protection for the township.

**Security Fencing and Access:**

There was a short discussion of the security fence installation by Valdez Painting Inc. as discussed at the previous Regular Meeting. It was the consensus of the Board the Chief Hamblin continues to be the District representative in discussions with Valdez Painting Incorporated (VPI) on the specific location of the fence.

**Equipment Acquisition and Finance:**

Commissioner Pylman reviewed the components of the *Excel* spreadsheet he presented at the last Regular Meeting. The Commissioner delineated a number of changes made as the result of study and suggestions. Cost- saving options were discussed including down payment, and the monthly payment option. Individual Commissioners and staff noted the level of advanced planning contained in this document and thanked Commissioner Pylman for his efforts.

**Review of District Code of Rules and Regulations:**

Chairman Pruner presented a "red line" version of our Code of Rules and Regulations wherein a number of changes were proposed. Proposed changes related to budget adoption, public notice, and District powers. This item will be on the agenda of the next Regular Meeting

**Radio Communications Survey:**

Assistant Chief Bagby presented the results of a survey completed by the Yolo Emergency Communications Agency (YECA). It was the Chief's assessment that the survey revealed little information with respect to the limitations of the current system and the cost disadvantages of various improvement alternatives.

**2020-2021 Budget Revisions:**

The Secretary presented a number of budget revision recommendations designed to align our current budget with actual revenue, actual expenditures, and expenditures anticipated between now and the end of the current fiscal year. Following discussion, it was moved by Commissioner Gomes and seconded by Commissioner Kirchhoff to approve the revised 2020-2021 Fiscal Year Budget in the amount of \$186.883.00.

**2021-2022 Benefit Assessment:**

Following discussion, it was moved by Commissioner Webber and seconded by Commissioner Pylman to maintain the District Benefit Assessment at the current level (with no changes). The motion passed unanimously by a roll call vote.

**Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA)**

**Preliminary Cost Allocations:**

Secretary Bagby presented a document from the YCPARMIA containing various options their agency has in assessing the membership for various coverages for the 2021-2022 fiscal year. The Secretary noted that, for the past several years, the insurance industry has been experiencing a "hard market" that will, no doubt, result in an increase in our insurance costs.

**2021-2022 Preliminary Budget:**

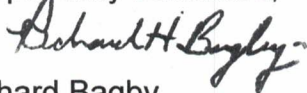
Secretary Bagby reminded the Board of the need to begin this process and encouraged Commissioner participation with the Secretary and Chief to develop a preliminary budget.

**Chief's Report:**

Chief Hamblin reported that, at their recent meeting, the Clarksburg Fire Association voted to hold the 4<sup>th</sup> of July Parade this year. The Chief reported that the event will be advertised by flyers at local businesses and a banner of the fire station. The theme will be "Welcome Back".

With no further business before the Commission, it was moved by Commissioner Kirchhoff and seconded by Commissioner Webber to adjourn the meeting. The motion was approved unanimously by a roll call vote. The meeting was adjourned at 6:20 p.m.

Respectfully submitted,



Richard Bagby  
Secretary to the Commission