

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

Chairman Pruner called the meeting to order at 4:40 p.m.

Chairman Pruner noted that this Special Meeting is a continuance of the Regular Meeting of October 5, 2023 that was interrupted by a multi-casualty emergency response.

**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:**

Ryan Bogle

**Agenda approval:**

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

**Public Comment:**

There was no public comment.

**Grant Application Status:**

Chairman Pruner reported that we are waiting for a check for this year's legislative allocation of \$370,000.

Secretary Bagby reported that our grant writer, Gatchell Grant Management, has asked for an updated budget to update our Vehicle Replacement Grant Application with the Federal Emergency Management Agency (FEMA). The Secretary noted that this grant writer will, at no charge, continue to up-date the application and submit it to FEMA. The Secretary, given the two legislative allocations, asked if it would be appropriate to cancel the vehicle grant application and apply for necessary safety equipment. It was consensus of Commissioners to revise our FEMA grant application to be for up-dated safety equipment, the specifics of which to be determined by the Chief.

Chairman Pruner reviewed the specifics of the current legislative allocations and grant applications.

Secretary Bagby reported that the CalFire Volunteer Fire Capacity Grant will be funded by the end of the calendar year.

**Solar Power for Station 40:**

Commissioner Kirchhoff reported that she emailed the preliminary information to the Chairman but, suggested tabling this item until this information can be distributed and studied to all. The Commissioner suggested that an investment in solar power, in view of increasing energy costs, would be financially advantageous to the District. Following a discussion, it was the consensus of the Board that this be tabled until a future meeting.

**Office of Liaison Proposal:**

Captain Hunn, after making the original proposal, suggested that this item be tabled due to recent changes in the allocation and grant status. It was the consensus of the Board that this item be tabled until a future meeting.

**Yolo County Fire Sustainability Initiative:**

Chairman Pruner reported on the Board of Supervisors meeting of September 26, 2023 as it relates to this topic. The Chair distributed a copy of the minutes of the portion of Supervisor's meeting that relates to the fire sustainability issue. An extended discussion ensued. The majority of the discussion was for clarifying the status of, the various rules, application procedures, and timeline associated with County funding.

**Review of District Administrative Code:**

A brief discussion ensued regarding the existing Administrative code and the need to review and update the document. It was the consensus of the Board that this item be placed on the agenda of the next Regular Meeting.

**Review of LAFCo Recommendations:**

It was the consensus of the Board that this item was adequately covered in the previous discussion and that this item be placed on the agenda of the next Regular meeting.

**2023-2024 Final Budget Approval:**

The Secretary presented a draft of the Final Budget that included additional revenue items (donations and grants). Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Kirchhoff to approve the Final Budget in the amount of \$ 206,167. The motion passed unanimously by a roll call vote.



**Consideration of new Proposition 218 Benefit Assessment for the Clarksburg Fire Protection District:**

Chairman Pruner asked the Board to consider appointing a local advisory task force to study and make recommendations to the Board with respect a second Proposition 218 Benefit Assessment for our District. The Chairman noted that we have a number of local residents who are professionally qualified to serve on such a task force. A discussion ensued regarding the Fair Political Practices Commission (FPPC) requirements for such a task force. Following discussion, it was moved by Commissioner Kirchhoff and seconded by Commissioner Pylman to establish an Ad hoc Advisory Task Force to make recommendations to the Board on the District's consideration of a new Proposition 218 Benefit Assessment. The motion passed unanimously by a roll call vote.

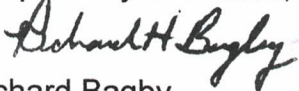
The Commission engaged in an extended discussion that included, but was not limited to the various considerations in having two Proposition 218 benefit assessments, actual needs, the reliability of County matching funds, various assessment formulas utilized in other districts, irrigated vs. non-irrigated land, timelines, the potential for hardship exemptions, mileage/response time adjustments, specifics of a new benefit formula, budgetary items to be funded by an additional assessment, the credibility of an "overlay" (a concurrent Proposition 218 assessment), a local task force to assess support for an additional assessment, and consultation with resources outside of those provided by the County of Yolo. It was the consensus of the Board that this item be placed on the agenda of the next Regular meeting.

**Chief's Report:**

Chief Hamblin reported that during his 10-day vacation earlier this month, the District responded to 10 emergency calls. The Chief concluded his report by informing the Board that, this Saturday, his staff will be conducting interviews and agility testing for new firefighter candidates. The Chief stated that the number of candidates called up for training will depend on District needs, safety equipment, and training resources.

With no further business before the Commission, it was moved by Commissioner Gomes and seconded by Commissioner Pylman to adjourn the meeting. The motion passed unanimously by a roll call vote. The meeting was adjourned at 6:47 p.m.

Respectfully submitted,



Richard Bagby  
Secretary to the Commission