

Clarksburg Fire Protection District  
52902 Clarksburg Avenue, P.O. Box 513  
Clarksburg, CA 95612  
Regular Meeting of the Board of Commissioners  
February 9, 2023 4:30 p.m. (via In-Person and Zoom)  
Meeting Minutes

Chairman Pruner called the meeting to order at 4:30 p.m.

**Members present:**

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

**Members excused:**

Nancy Kirchhoff

**Fire personnel present:**

Chief Craig Hamblin and Assistant Chief Richard Bagby

**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.

**Approval of Virtual Meeting:**

The Board reconsidered the circumstances of the state of emergency in California. It was moved by Commissioner Webber and seconded by Commissioner Gomes 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.

**Approval of the minutes of the Regular Meeting of January 12, 2023:**

It was moved by Commissioner Webber and seconded by Commissioner Pylman to approve the minutes of the Regular Meeting of January 12, 2023 as presented. The motion passed unanimously by a roll call vote.

**Approval of the uses of the expenditures for the month of December 2022 in the amount of \$4,928.26:**

Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Webber to approve the uses of the expenditures for the month of December 2022 in the amount of \$4,928.26 The motion passed unanimously by a roll call vote.

**Public Comment:**

There was no public comment.

**Closed Session:**

It was moved by Commissioner Gomes and seconded by Commissioner Pylman to adjourn to Closed Session. 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.

**2022-2023 Budget Review:**

Secretary Bagby called the Commissioner's attention to the various General Ledger reports distributed prior to the meeting. A discussion ensued regarding the revenue categories that were not previously considered. That included, grants, donations, increased tax revenue, investment income and refunds. The Secretary cited a number of increased expenditures brought about due the high wind events of January 2023 and unanticipated needs.

**2022-2023 Budget Revisions:**

The previous agenda item segued into the need for revisions to the current budget. Secretary Bagby presented a revised budget developed by he and Chief Hamblin to address the additional income and expenditures outlined in the previous budget review. Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Webber to adopt the 2022-2023 revised budget in the amount of \$231,428. The motion passed unanimously by a roll call vote.

**Grant Application Status:**

Chief Hamblin and Assistant Chief Bagby reported on the status of the Districts grant application to the Federal Emergency Management Agency (FEMA) for the replacement of Water 40. The Chiefs reported that the grant writer is still enthusiastic regarding the possibility of this application being funded for the 2022 period. The Chiefs surmised that this enthusiasm is due to the age and the "home built nature" of the existing Water 40. In addition, the Chiefs noted that, at their request, this application will be updated and filed for the 2023 grant period. The Chiefs added that, for the first time, the award period of the previous year (2022) is overlapping with the filing deadline of the following year (2023).

**Apparatus Purchase:**

Chief Hamblin distributed bids from two vendors for the purchase of an additional Water Tender. This tender would provide a third water tender to our apparatus inventory and be designated Water 340. The Chief reviewed the two bids for the Board. Following an extended discussion, it was moved by Commissioner Pylman and seconded by Commissioner Webber to accept the Proposal to Furnish Fire Apparatus from Hi-Tech Emergency Vehicle Service, Inc. of Oakdale California in the amount of \$422,064.00, plus sales tax, plus up to 10% for necessary changes, tariffs, and surcharges.



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

Secretary Bagby reported that the independent audit is still underway, but running a little behind schedule due to the wind events and power outage of January 2023. 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 now scheduled for the month of February.

**District Revenue Sources and Formulas:**

There was a discussion regarding the post Proposition 13 revenue formulas that direct the distribution of tax revenue to the District. The discussion highlighted the Assembly Bill 8 factors that, following the passage of Proposition 13, left the Clarksburg Fire District in a long period of revenue shortfall. Following the discussion, Commissioner Webber volunteered to investigate this topic further and report back to the Board.

**Proposition 218 Assessment Review:**

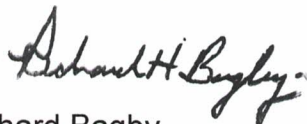
The Board discussed the \$550,000 in County money being set aside for distribution to County fire districts. Chairman Pruner expressed concern regarding the supplemental funding being contingent upon increases in or passage of Proposition 218 assessments. Chief Hamblin reported that he has been in communication with several other fire chiefs who expressed the concern that the public would not support drastic increases in existing assessments or new assessments that would place an excessive burden on the land owners. A discussion incurred regarding the issues involved in the various County fire districts seeking additional revenue.

**Chief's Report:**

Chief Hamblin reminded all present of the upcoming "Old Timers Dinner" to be held of Saturday, March 4<sup>th</sup>.

With no further business before the Board, it was moved by Commissioner Webber and seconded by Commissioner Pylman to adjourn the meeting. The motion passed unanimously by a roll call vote. The meeting was adjourned at 6:46 p.m.

Respectfully submitted,



Richard Bagby  
Secretary to the Commission