

Clarksburg Fire Protection District  
52902 Clarksburg Avenue, P.O. Box 513  
Clarksburg, CA 95612  
Regular Meeting of the Board of Commissioners  
January 11, 2024, 2023, 4:30 p.m. (via In-Person and Zoom)  
Meeting Minutes

Chairman Pruner called the meeting to order at 4:34 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:**

John Lambeth

**Agenda approval:**

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

**Approval of the Minutes of the Regular Meeting of December 7, 2023:**

Following discussion, it was moved by Commissioner Webber and seconded by Commissioner Pylman to approve the Minutes of the December 7, 2023 meeting as corrected. The motion passed unanimously by a roll call vote.

**Approval of the Minutes of the Special Meeting of December 20, 2023:**

Following discussion, it was moved by Commissioner Gomes and seconded by Commissioner Pylman to approve the minutes of the December 20, 2023 as corrected. The motion passed unanimously by a roll call vote.

**Approval of the uses of expenditures for the month of November 2023 in the amount of \$2,866.07:**

Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the uses of expenditures for the month of November 2023 in the amount of \$2,866.07. The motion passed unanimously by a roll call vote.

**Public Comment:**

There was no public comment.

**Reports from Commissioners:**

Commissioner Pylman reported that there been a sighting of a heard of deer in the area of Jefferson Boulevard and the south end of the "high rise" (a.k.a. Shangri la Slough, a.k.a.

Arcade Station). The Commissioner elaborated that deer have been crossing the road to access the olive grove on the west side of Jefferson Boulevard thus, creating a traffic hazard. There was a brief discussion. Ultimately, it was the consensus of the Board to suggest to the County and/or CalTrans that warning signs be placed on the highway in that area and notify the schools of the hazard.

Chairman Pruner reported that he had heard from Virginia Gardner regarding the possibility of an extension of the regional bicycle trail into the area of the Old Sugar Mill. A discussion ensued regarding the existing bicycle trails in the area and the potential of new trails to relieve the hazards of bicycle traffic on roads in the area.

**Closed Session:**

A Closed Session was not held.

**Grant/Allocation Application Status:**

Captain Hunn reported that he has heard nothing from Yocha Dehe Giving or the Wintun Nation Community fund but, plans to contact representatives in the next 30 days to assess the status of the applications. Chairman Pruner reported that, notwithstanding his email to staff, he has heard nothing from Congressman Thompson's office regarding the Federal allocation previously discussed. Chairman Pruner reported that the District is monitoring the recent State allocation and, according to several contacts at the State level, we will be receiving that allocation prior to the end of January. Secretary Bagby reported that all the paperwork is in place to write a Federal Emergency Management Agency (FEMA) grant application for Self-Contained Breathing Apparatus (SCBA) for the 2023-2024 grant cycle.

**Yolo County Fire Sustainability Initiative:**

Notwithstanding the previous approval of the agenda, it was the consensus of the Board to remove this item from the agenda.

**Review of District Administrative Code:**

By consensus of the Board, this item will be continued to the next Regular Meeting

**Review of LAFCo Recommendations:**

By consensus of the Board, this item will be continued to the next Regular Meeting.

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

Chairman Pruner reported on a teleconference with SCI Consulting that he completed approximately 1 hour ago. The Chairman reported that the teleconference addressed the format and content of a landowner survey and the format and content of surveys conducted in other districts. There was a brief discussion of the increased number of parcels assessed in the proposed new assessment as compared to our existing Proposition 218 Benefit Assessment (2004). Mr. Lambeth shared current legal interpretation with respect to public and non-profit parcels receiving benefit from District services thus, these parcels should be included in any benefit assessment.

Chairman Pruner reviewed the nature and membership of the consulting committee established by the Board (Ryan Bogle, Dominic Dimare, and John Lambeth). The Chairman further reviewed the current state of the District including, but not limited to, financial status, service capacity, recent allocations, future needs of the District, and the conditions in other districts that have brought about the current movement to establish new Proposition 218 Benefit Assessments to support various fire districts in the County.

Mr. Lambeth recommended to the Board, in addition to the work from SCI Consulting, they consider contracting a political consultant to aid in any campaign to pass a new benefit assessment. Mr. Lambeth's recommendation was accompanied by the clarification that the District is not allowed to spend public money on a campaign. The District would have to use private money for such endeavor.

Chairman Pruner reviewed the current financial status of the District including tax revenue, assessment revenue, grant revenue, and donations. Following there was an extended discussion about how a new Proposition 218 Benefit Assessment will integrate into the District's financial structure.


Chairman Pruner led the Board in a "line by line" review of the Engineer's Report provided by SCI Consulting. During this review, a number of items were clarified and changes recommended. These recommended changes will be forwarded to SCI Consulting.

**Chief's Report:**

Chief Hamblin reported that, due to the withdrawal of two probationary firefighters, firefighters will be doing agility and interviews for 5 additional probationary firefighter candidates. This is planned before the end of January. The Chief reported that he had met with the River Rats Septic company regarding a new septic system for the fire station. There was a brief discussion regarding the need for a new septic system and the various requirements thereof.

With no further business before the Commission, it was moved by Commissioner Pylman and seconded by Commissioner Webber to adjourn the meeting. The motion passed unanimously by a roll call vote. The meeting was adjourned at 7:18 p.m.

Respectfully submitted,

  
Richard Bagby  
Secretary to the Commission