

Clarksburg Fire Protection District
52902 Clarksburg Avenue, P.O. Box 513
Clarksburg, CA 95612
Regular Meeting of the Board of Commissioners
July 10, 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 and Assistant Chief Richard Bagby

Public present:

Mr. Erik Tickler,

Agenda approval:

It was moved by Commissioner Pylman and seconded by Commissioner Webber to approve the agenda as revised placing the Closed Session to discuss real estate considerations first on the agenda. The motion passed unanimously by a roll call vote.

Closed Session to discuss real estate considerations:

It was moved by Commissioner Pylman and seconded by Commissioner Webber to adjourn to Closed Session to discuss real estate issues. 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.

Approval of the minutes of the Regular Meeting of May 4, 2023:

It was moved by Commissioner Gomes and seconded by Commissioner Pylman to approve the minutes of the Regular Meeting of May 4, 2023 as presented. The motion passed by a roll call vote of 3 yeas and 2 abstentions.

Approval of the uses of the expenditures for the month of April 2023 in the amount of \$3,788.77:

Following discussion and questions, it was moved by Commissioner Kirchhoff and seconded by Commissioner Webber to approve the uses of the expenditures for the month of April 2023 in the amount of \$7,252.30 The motion passed unanimously by a roll call vote.

Approval of the uses of expenditures for the month of May 2023 in the amount of \$2,022.97:

Following discussion, it was moved by Commissioner Kirchhoff and seconded by Commissioner Pylman to approve the uses of expenditures for the Month of May in the amount of \$2,022.97. The motion passed unanimously by a roll call vote.

Public Comment:

There was no public comment.

Reports from Commissioners:

Commissioner Pruner reported that the District has received a State Legislative restrictive allocation of \$378,539 for a water tender. In support of his report, the Chairman passed out a list of the various allocations and recipients for the fiscal year. Following the Chairman's report, an extended discussion ensued that included, but was not limited to, the specific language of the allocation bill, current equipment replacement needs, the District equipment replacement schedule, current apparatus costs, other requests for funding, and grant applications pending.

Commissioner Webber reported on the large tree that fell across County Road 144 just south of County Road 141.

Commissioner Gomes reported that the old lumber yard has been "cleaned-up" reducing the fire danger associated with the property.

Closed Session for the purpose of discussing pending litigation:

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

Following Closed Session, the Chairman Pruner reported that no action was taken during the Closed Session.

Grant Application Status:

It was the consensus of the Board that this agenda item was adequately addressed during the *Reports from Commissioners*. Notwithstanding, Secretary Bagby reported that the District has received no information regarding the status of the District's Grant application with FEMA.

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

Secretary Bagby reported that, Fechter and Company has presented the District with a draft copy of the Independent Audits for the fiscal years ending in 2021 and 2022. Following review and discussion, it was moved by Commissioner Pylman and seconded by Commissioner Gomes to accept the audit with the amendments proposed by the Board. The motion passed unanimously by a roll call vote.

2023-2024 Proposition 218 Benefit Assessment:

A lengthy review and discussion was held regarding this agenda item. The discussion included, but was not limited to, the status of additional funding for fire districts by Yolo County, the specific terms of that proposed additional funding, the status of other districts pursuing 218 assessments, and the duration that our District has maintained the benefit assessment at the same level. Following discussion, it was moved by Commissioner Webber and seconded by Commissioner Pylman to increase the Proposition 218 Benefit Assessment by a factor of 3% for the 2023-2024 Fiscal year. The motion passed unanimously by a roll call vote.

2023-2024 Preliminary Budget:

Secretary Bagby presented a proposed budget that was developed by Chief Hamblin and the Secretary. There was an extended discussion regarding the future needs of the District. Of particular concern to the Chairman was the increased clerical load placed on the Secretary. After discussion, it was the consensus of the Board to fund account number 501165, Professional and Special Services in the amount of \$2,434 to provide additional resources for the completion of necessary clerical tasks. Following discussion, it was moved by Commissioner Pylman and seconded by Commissioner Gomes to approve the 2023-2024 Preliminary Budget in the amount of \$ 184,962. The motion passed unanimously by a roll call vote.

Approval of the Department of Financial Services Authorization Form for the 2023-2024 Fiscal Year:

Secretary Bagby presented the 2023-2024 Authorization Form. Following discussion, it was moved by Commissioner Webber and seconded by Commissioner Gomes to approve and sign the 2023-2024 Authorization Form as presented. The motion passed unanimously by a roll call vote.

Chief's Report:

Chief Hamblin reported that the District will placing a strong emphasis on recruiting new firefighters and adding their applications to those already on file. The Chief stated that this will support interviews, agility testing, and hiring within the next few months. The Chief concluded his report by informing the Board that our District will be hosting the Yolo County Fire Chief's Association dinner and meeting tomorrow night.

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 7:25 p.m.

Respectfully submitted,



Richard Bagby
Secretary to the Commission