

**COMMISSIONERS**  
Anita Tatum- Chairman  
Neil Busch  
Tim Hornbuckle  
John Reyes  
John Keeble



**FIRE CHIEF**  
David Garrison

**SECRETARY**  
Sherrill Jenkins

**DUNNIGAN FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS  
MEETING MINUTES**

**Fire Station Training Hall  
April 11, 2024**

**6:30 P.M- Call to Order**

Chairperson Anita Tatum called the meeting to order at 6:30 pm. Present were fellow Commissioners; Neil Busch, and John Reyes. Absent: Tim Hornbuckle and John Keeble

1. Pledge of Allegiance
2. Approval of Agenda
  - a. Approve the April 11<sup>th</sup> meeting agenda.

**MO# 24-47:** Approved the April 11<sup>th</sup> meeting agenda.

**Motion:** Neil Busch **Second:** John Reyes **Ayes:** Tatum, Busch, Reyes **Absent:** Hornbuckle, Keeble

3. Public Comments
  - Opportunity for members of the public to address the Board of Commissioners on subjects relating to District business. The Board of Commissioners reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker. State law prohibits action by the board on items not on the agenda.
4. Public Correspondence/ Discussion about correspondence received-
5. Approval of the March 13<sup>th</sup> meeting minutes.

Tabled until next meeting, due to only one of the 3 members present were at the March 13th meeting.
6. Approval of the bills submitted for payment.

Bills were not approved by the Board through a Minute Order, as this item was overlooked. However, the bills were reviewed and signed by all commissioners present.
7. Reports, Discussion and Action Items from the District Fire Chief
  - a. Chief's Report (See attached)
  - b. Update on new septic system. No new update.
  - c. Identifying a District Need to be provided to Assembly Majority Leader Cicilia Aguiar-Curry.
    - i. Chief Garrison stated he is looking at putting on the proposal equipment for the new equipment type 1 engine, and a new command vehicle for about \$70-80,000. Current command vehicle was built in 2009.
8. Action Items and Reports from Board of Commissioners
  - a. Jeffery Small, Capitol Public Financing, to present proposal to help complete a Community Facility District for the Dunnigan Fire Protection District.

## Dunnigan Fire April 11<sup>th</sup> Agenda (cont.)

Jeffrey Small presented an overview of the Community Facility District (CFD) formation. After discussion, the Commissioners decided to hold a special meeting as soon as possible, so the entire Board could be present to vote on his proposal for engagement.

b. Discussion on hourly pay vs. stipend pay.

Secretary Jenkins stated she contacted the County Counsel and learned that stipend pay is allowed within labor laws, but they recommended hourly pay is cleaner and easier to track for required overtime pay. She still had some questions and some concerns about setting up the 28-day work period, and how that would affect overtime. She added, we are not required to provide vacation leave, but we are required to provide up to 40 hrs of sick leave a year. She will do further work to get these issues resolved and set up.

c. Budget Status update and any concerns – None discussed.

9. MOTION TO ADJOURN - The next regular meeting will be held on May 9<sup>th</sup> at the Fire Station Training Hall.

**MO# 24-48:** Adjourned the April 11<sup>th</sup> Meeting at 7:50.

**Motion:** John Reyes **Second:** Neil Busch **Ayes:** Tatum, Busch, Reyes **Absent:** Hornbuckle, Keeble

## ATTACHMENT

### Dunnigan Fire Dept. Commission Meeting, 4/11/24 Chief's Report.

- 1 New reserve firefighter, Paul Dicus.
- 2 firefighters applied for and received \$1000 scholarship from NERO for cost of EMT school. – Thomas Chatterton & Alex Osman.
- Association has agreed to pay the entrance fee for Dunnigan Fire to enter the Sacramento Sierra Arson Investigators Association, I learned on 4/9 that we had been accepted and now have them as a resource to investigate arson in our district. This will aid when residents request our reports for insurance purposes. We also learned that a member of the arson investigation team lives in Yolo County and should prove to be helpful.
- Mutual Aid Appreciation Dinner (Corned Beef Feed) was successful and received positive reviews. Special thanks to John Reyes acting as an advisor to the cooks.
- Meeting with supervisor Barajas tentatively scheduled for Friday May 3<sup>rd</sup> at 11 AM to discuss financial sustainability. This will come 1 week after the county Fire Sustainability Committee meets with the supervisor ad-hoc committee so we should get a better idea of the financial and political climate county wide. Last discussions, calculations were going to be run on an estimated revenue from ½% sales tax.
- Currently we are in the process of applying for multiple grants (Nutella, Firehouse Subs, Morning Pride, Calfire 50/50, CFA, AFG). We have not received any word on our success yet, but we hope to know more by next meeting. Collectively these grants total around \$50K.
- Assistant Chief Eckles was able to secure a deal for Dunnigan Fire to receive a full set of hydraulic extrication tools (it sounds like more than a standard et) at no charge from Sparks Fire

## Dunnigan Fire April 11<sup>th</sup> Agenda (cont.)

Department in Sparks Nevada. We are currently working on the logistics of getting the paperwork signed and getting the tools picked up.

- Fire station kitchen remodel. – Currently the kitchen is in need of a remodel due to rot, wear and tear. Estimate has been provided by firefighter Thomas Chatterton, who will also donate his time to complete the project. It will include new cabinets, countertops, and appliances. (Estimate Attached). Requesting commission approval to start the remodel.
- Contacted Calfire about utilizing their hand crews to paint the station. Currently Calfire Battalion Chief is checking with the crews to determine details of the project but will most likely require Dunnigan Fire to provide the supplies, tools, and a porta potti with a cost of \$200 per day per crew. Estimated only 1 crew needed for no more than 3 days.