

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
July 11, 2024**

6:30 P.M- Call to Order

1. Pledge of Allegiance
2. Approval of Agenda
 - Approve the July 11th meeting agenda.

MO# 25-01: Approved the July 11th meeting agenda.

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

3. Public Comments- No comments made
4. Public Correspondence/ Discussion about correspondence received-
5. Approval of the June 13th meeting minutes.

MO# 25-02: Approved the minutes from the June 13th regular meeting.

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

6. Approval of the bills submitted for payment.

MO# 25-03: Approved bills submitted for payment.

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

7. Reports, Discussion and Action Items from the District Fire Chief
 - a. Chief's Report (See Attached)
 - b. Update on new septic system. Discussed within Chief's Report
 - c. Update on CFD- Discussed within Chief's Report
8. Action Items and Reports from Board of Commissioners
 - a. Budget Status update and any concerns
 - Budget Adjustment for FY 2023-34

MO# 25-04: Approved a budget adjustment for FY 2023-24 as follow:

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

| FY 2023-24 Budget Adjustment | | | |
|------------------------------|-----------------------|--|-----------|
| From | | | |
| 510275 | PROF & SPEC SVC-OTHER | | 10,050.00 |
| To | | | |
| 500110 | EXTRA HELP | | 10,000.00 |
| 526020 | TAXES AND ASSESSMENTS | | 50.00 |

- Discussion and approval of the FY 2024-2025 Annual Budget.

Chief Garrison requested \$25,000 be designated from the Impact Fee account to be used toward a used Command Vehicle, stating the current 2-wheel vehicle is not able to reach all types of calls. He intends to replace this temporary vehicle with a new command vehicle, if Assemblywoman Aguiar-Curry awards our request for funding of equipment. After the discussion, the balance of the impact fee (\$40,000) will be included in the FY 24-25 budget to allow for the best purchase to meet the District’s needs, with only the actual purchase amount being used from the Impact Fee account once the purchase is complete.

MO# 25-05: Approved the Dunnigan Fire Protection District’s annual budget for Fiscal Year 2024-25 in the amount of \$1,373,885.

Motion: Anita Tatum **Second:** Tim Hornbuckle **Ayes:** Tatum, Hornbuckle, Keeble
Absent: Busch, Reyes

- b. Discussion on compensation policy and payroll practices

Secretary Jenkins provided a draft compensation policy to the Board with supporting handouts. This item will be tabled until next meeting.

- 9. MOTION TO ADJOURN - The next regular meeting will be held on August 8th at the Fire Station Training Hall.

MO# 25-06: Adjourned the July 11th Meeting at 7:21.

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

Anita Tatum, Chairperson: 

Sherrill Jenkins, Secretary: 

ATTACHMENT

Dunnigan Fire Department Commission Meeting 7/11/24 Chiefs Report

- 52 calls in June. Above average and many calls were fires.
- Actively investigating possibilities of installing solar panels for station as electrical bill is roughly \$2000 / month.
- New employee, David Caraveo, moved to admin position where he will be focusing on grants, training, and commercial inspections. I've asked him to attend next month's commission meeting for introduction purposes.
- Found a new process for weed abatement that includes county staff handling paperwork. Currently working with Knights landing fire, who has been using this process, to apply this process in Dunnigan.
- Currently in the process of scheduling a follow up meeting with building department and county council to continue the establishment of a CFD in Dunnigan Fire District.
- Discussed with supervisor Barajas the possibility of having a meeting with community members after we successfully complete our 1 on 1 meetings to determine sustainability possibilities. Supervisor Barajas likes the idea and is in support of our plan to engage the community.
- Water tender blew a tire on the way to a call, it was repaired the same day with minimal damage to the rear bumper and lights. Upon further inspection found that the newest tire on the unit was 20 years old, all tires were replaced.
- Funding request to assemblymember Curry has been submitted and will be addressed by her office in the fall.
- Staffing is a problem currently; we have firefighters leaving for better opportunities faster than we can replace them. We're reaching out to all contacts to pull in any favors we can.
- Requesting to move \$25,000 from impact fee fund into vehicles / repair fund for possibility of purchasing new command vehicle. Current vehicle is not 4-wheel drive and has been a problem on numerous fires, assignments have been turned down due to this. Used vehicles are available in the \$15,000 - \$20,000 range, would like to discuss this option at next month's meeting when all commissioners are in attendance but due to the budget timeline would like to move the money now. If a replacement command unit is declined by the commission the impact fee money can be utilized for this year's vehicle repairs.