

COMMISSIONERS
Anita Tatum- Chairman
Neil Busch
Tim Hornbuckle
John Reyes
Matt Cotter



FIRE CHIEF
David Garrison

SECRETARY
Sherrill Jenkins

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

**Fire Station Training Hall
March 11, 2026**

6:38 P.M- Call to Order

Chairperson Anita Tatum called the meeting to order at 6:35 pm. Present were fellow Commissioners; Neil Busch, Tim Hornbuckle, Matt Cotter. **Absent:** John Reyes

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

MO# 26-49: Approved the March 11th meeting agenda.

Motion: Neil Busch **Second:** Tim Hornbuckle **Ayes:** Tatum, Busch, Hornbuckle, Cotter **Absent:** Reyes

3. Public Comments – None made
4. Public Correspondence/ Discussion about correspondence received-
5. Approval of the February 12th meeting minutes.

MO# 26-50: Approved the February 12th regular meeting minutes.

Motion: Matt Cotter **Second:** Neil Busch **Ayes:** Tatum, Busch, Hornbuckle, Cotter **Absent:** Reyes

6. Approval of the bills submitted for payment.

MO# 26-51: Approved bills processed for payment since last meeting.

Motion: Tim Hornbuckle **Second:** Neil Busch **Ayes:** Tatum, Busch, Hornbuckle, Cotter **Absent:** Reyes

7. Reports, Discussion and Action Items from the District Fire Chief
 - a. Chief's Report (See Attached)
8. Action Items and Reports from Board of Commissioners
 - a. Update on progress with Prop 218 Benefit Assessment.
 1. Discussion and updates on the Engineer's Report and Resolutions.

Dunnigan Fire March 11th Minutes (cont.)

Present were SCI Consulting Group's Susan Barns and John Bliss to provide guidance and answer questions. Commissioner Cotter and Chief Garrison have been talking with the community to get support for the initiative and hear concerns.

2. Approval of "A Resolution Initiating Proceedings, Providing Intention To Levy Assessments, Preliminarily Approving Engineer's Report, And Providing For Notice Of Hearing, And The Mailing Of Assessment Ballots For The Dunnigan Fire Protection District, Fire Protection And Emergency Response Services Assessment"

RESOLUTION #26-01: Approved "A Resolution Initiating Proceedings, Providing Intention To Levy Assessments, Preliminarily Approving Engineer's Report, And Providing For Notice Of Hearing, And The Mailing Of Assessment Ballots For The Dunnigan Fire Protection District, Fire Protection And Emergency Response Services Assessment"

Motion: Neil Busch **Second:** Matt Cotter **Ayes:** Tatum, Busch, Hornbuckle, Cotter
Absent: Reyes

3. Approval of "A Resolution Adopting Proposition 218 Assessment Ballot Proceedings Procedures"

RESOLUTION #26-02: Approved "A Resolution Adopting Proposition 218 Assessment Ballot Proceedings Procedures"

Motion: Matt Cotter **Second:** Tim Hornbuckle **Ayes:** Tatum, Busch, Hornbuckle, Cotter
Absent: Reyes,

- b. Update on the new septic system

Harold Leverenz was present to discuss and answer questions. Harold stated the current system is not in good condition and could be used as a backup system. By design, the proposed new system would be able to hand both buildings and estimated the construction cost to be between \$60k - \$100k. It was learned that the district must post the "request for bids" through the county's system to meet the California Uniform Public Construction Cost Accounting Act (CUPCCAA) requirements.¹

- c. Budget Status update and any concerns

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

MO# 26-52: Adjourned the March 11th meeting at 7:54 pm.

Motion: Tim Hornbuckle **Second:** Neil Busch **Ayes:** Tatum, Busch, Hornbuckle, Cotter **Absent:** Reyes

Chairperson: _____

Secretary: _____

¹ For projects between \$60,000 and \$200,000, the County will conduct informal solicitations by reaching out to registered contractors on the County's CUPCCAA list.

ATTACHMENT

Dunnigan Fire Dist. Commissioners Meeting Chiefs Report 3/11/26

Chief Garrison

- Mandatory EMS training last week.
- JOA Extrication training scheduled for March 21st
- Mutual aid appreciation corned beef and cabbage dinner scheduled for March 12th. Expecting roughly 120 guests.
- Sewer contract was signed. Need to deliver to septic engineer.
- Captain Rotz scheduled to attend training for fire officers in the urban interface.
- Starting in January reserves have been mandated to spend 4 hours at dispatch. Roughly half have completed.
- Office of traffic safety grant has been applied for.

Chief Sagara

- February call data