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
September 11, 2025

6:30 P.M- Call to Order

Chairperson Anita Tatum called the meeting to order at 6:34 pm. Present were fellow Commissioners; Neil Busch, John Reyes, Matt Cotter. **Absent:** Tim Hornbuckle

1. Pledge of Allegiance

2. Approval of Agenda
   - Approve the September 11th meeting agenda.

   MO# 26-11: Approved the September 11th meeting agenda.
   Motion: Neil Busch **Second:** Matt Cotter **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

3. Public Comments -No comments made

4. Public Correspondence/ Discussion about correspondence received- No discussion undertaken

5. Approval of the August 14th meeting minutes.

   MO# 26-12: Approved the August 14th meeting minutes.
   Motion: Matt Cotter **Second:** Neil Busch **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

6. Approval of the bills submitted for payment.

   MO# 26-13: Approved bills processed for payment since last meeting.
   Motion: John Reyes **Second:** Neil Busch **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

7. Reports, Discussion and Action Items from the District Fire Chief
   a. Chief's Report (See attached Chief's Report)

8. Action Items and Reports from Board of Commissioners

   a. Discussion and possible action to enter contact with SCI Consulting, to attempt a 2nd Prop 218 Benefit Assessment.

      Chief Garrison led a discussion on working with SCI Consulting to conduct a 2nd attempt for a Prop 218 Benefit Assessment. It was decided that the Chief would reach out to the SCI consultant to obtain answers to some proposed concepts to meet the concerns of the district property owners.

b. Update on proposed CFD, CSA, CSD, or other "New Development" agreements.

c. Budget Status update and any concerns
- Approve increase to shift pay to achieve compliance with minimum wage of $16.90 starting January 1, 2026.

MO# 26-14: Approved a 2% increase to shift pay for all firefighters to achieve compliance with the new minimum wage of $16.90 per hour, to be effective starting with the next pay cycle.
Motion: Anita Tatum **Second:** Neil Busch **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

- Approve Fy 24-25 Annual Impact Fee Report

MO# 26-15: Approved Fy 24-25 Annual Impact Fee Report
Motion: Anita Tatum **Second:** Neil Busch **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

d. Update on the new septic system- Chief Garrison

The Board would like to see a report from the engineer within the next couple of weeks, or they will move to go with a different engineer. Secretary Jenkins will notify Steve Chriss of this pending action.

e. **CLOSED SESSION -**
- Personnel Issue- Pursuant to Government Code Section **(§54957 (b) (1))**

f. **RECONVENE OPEN MEETING**
- Public report of any actions taken during closed session.
  - No action taken to report out

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

MO# 26-16: Adjourned the September 11th Meeting at 9:50 pm.
Motion: Matt Cotter **Second:** John Reyes **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

Chairperson: _____

Sherrill Jenkins, Secretary: _____

ATTACHMENT

Dunnigan Fire Department Commission Meeting Chiefs Report. 9/11/25

- Community day was successful. Very good opportunity to connect with the community.
- New Engine 12 is now responding to calls. – Some tooling items are still pending but the unit is in service.
- Pistachio facility in Zamora – Zamora Fire invited the surrounding districts to tour their new commercial facility, a Pistachio processing plant. Numerous DFPD members attended including the on-duty crew. Many JOA members also attended. Risk areas and safety protocols were discussed.
- Commercial facility yearly inspections – Fire safety inspection only. Items of concern are forwarded to code enforcement. Re-inspection on Jack In The Box was performed utilizing a developed document as a trial run.
- CUPA / CERS – Calcupa.org – Organization for tracking hazardous materials on properties. Will be utilizing in the future and applying a requirement to developments from here forward.
- Dunnigan Creek development under new management.
- September 23rd County Supervisor meeting – This meeting will be providing county budget updates. Fire community and chiefs intend to be present to encourage the board to view fire services as a absolute necessity.
- New interim OES Coordinator. – Previous OES Coordinator left Yolo County as of 6/30/25, Kurt Johnson was asked to come back to keep the department moving forward. Yolo County Chiefs association has requested to be part of the hiring process for numerous reasons. The hiring process is expected to take place prior to calendar year 2026
- Team Rubicon – [discussion by A/C Sagara]
- Discussion about our website and new DOJ regulations – [A/C Sagara]