COMMISSIONERS
Anita Tatum- Chairman
Neil Busch
Tim Hornbuckle
John Reyes
Vacant

FIRE CHIEF
David Garrison

SECRETARY
Sherrill Jenkins

DUNNIGAN FIRE PROTECTION DISTRICT BOARD OF COMMISSIONERS
MEETING MINUTES

Fire Station Training Hall
April 10, 2025

6:30 P.M- Call to Order

Chairperson Anita Tatum called the meeting to order at 6:30 pm. Present were fellow Commissioners; Tim Hornbuckle, and John Reyes. Neil Busch arrived late at 6:37

1. Pledge of Allegiance

2. Approval of Agenda
   - Approve the April 10th meeting agenda.

   MO# 25-36: Approved the April 10th meeting agenda.
   Motion: John Reyes **Second:** Tim Hornbuckle **Ayes:** Tatum, Hornbuckle, Reyes **Absent:** Busch

3. Public Comments- None

4. Public Correspondence/ Discussion about correspondence received- None

5. Approval of the March 13th meeting minutes.

   MO# 25-37: Approved the March 13th meeting minutes. (No meeting held in February)
   Motion: John Reyes **Second:** Tim Hornbuckle **Ayes:** Tatum, Hornbuckle, Reyes **Absent:** Busch

6. Approval of the bills submitted for payment.

   MO# 25-38: Approved bills submitted for payment.
   Motion: Tim Hornbukle **Second:** Neil Busch **Ayes:** Tatum, Busch, Hornbuckle, Reyes **Absent:**

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

   - 2025/2026 Calfire 50/50 grant (Volunteer firefighter capacity grant) is currently being advertised. – Would like to officially request $10k to be matched by grant funding for a total purchase of $20k for the purchase of wildland fire PPE.

     Approve a resolution authorizing the District Fire Chief to execute the Agreement between your department and the State of California, Department of Forestry and Fire Protection (CAL FIRE).

> **"Resolution** - The governing body of your department must adopt a Resolution authorizing its chairperson (or other officer) to execute the Agreement between your department and the State of California, Department of Forestry and Fire Protection (CAL FIRE)."

Although a resolution was made, this resolution will be tabled until after the district receives the Award Notification e-mail from CAL FIRE with the Grant Agreement package to be completed. Most likely the resolution will be approved during the October, or November meeting in the next fiscal year. Only the application for the award was needed before May 5th.

8. Action Items and Reports from Board of Commissioners

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

- Discussion of Dunnigan Fire Protection District Financial Forecast, information from recent Yolo County BOS meeting and recent Yolo County Chiefs Association Fire Sustainability Committee Meeting" - Presented by Chief David Garrison and Dunnigan Community Advisory Committee Vice Chair Bill Webber.

  Chief Garrison and Community Advisory Committee Vice Chairman Bill Webber discussed the recent March 25th Board of Supervisor's meeting, where County Counsel presented options and recommendations to the Board of Supervisors, which could increase revenue for the Dunnigan Fire District, and could become a districtwide policy for other fire and/or special districts.

  Bill Webber stated that the discussion was enlightening for the District, in that it was clear to see there was not enough support amongst the Supervisors for the sale tax revenue sharing approach. The Board will continue to review all of the options, including re-evaluating how the $1.5 cannabis tax funds are allocated, and other taxing mechanisms.

  Link to presentation and attachments by County Counsel to BoS on March 25, 2025:

  Video: https://yolocountyca.new.swagit.com/videos/338356

  Agenda Item and attachments:
  https://destinyhosted.com/agenda_publish.cfm?id=96561&mt=BOS&vl=true&get_month=3&get_year=2025&dsp=agm&seq=15422&rev=0&min=3838&ln=56995#ReturnTo56995

  Mr. Webber added the County is looking more closely at the Mello Roo's tax (CFD), since it doesn't take funds away from the County's revenue funds and is the sole responsibility of the district to administer and govern.

  Chief Garrison then discussed the financial forecast document, which has been added below as an attachment. He developed the document to show the district's need to the BoS and others, to clearly support why we are requesting some type of financial help.

  Mr. Webber mentioned that the developer appears supportive of the Mello Roo's approach, including a possible $250,000 annual CFD tax on the development.

After much discussion, Chief Garrison closed with the tabling of the discussion until next meeting.

b. Update on the new septic system- Hornbuckle
   - Commissioner Hornbuckle stated a couple of days ago, he learned about the soil conditions and that they are determining whether to run the system North/South or East/West. They are hoping to get it started in May.

c. Budget Status update and any concerns[1]
   - Nothing discussed

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

MO# 25-39: Adjourned the April 10th Meeting at 8:03.
Motion: Tim Hornbuckle **Second:** Neil Busch **Ayes:** Tatum, Busch, Hornbuckle, Reyes **Absent**:

Chairperson: _____

Sherrill Jenkins, Secretary: _____

ATTACHMENT

Dunnigan Fire Department Commission Meeting
4/10/25
Chiefs Report

- Passing of Admin Battalion Chief Dave Caraveo - Assistant Chief Sagara and Chief Garrison have been in communication with his spouse to assist with support during her time of loss.
- 3 new reserve firefighters have been hired to fill scheduling gaps.
- Pancake Breakfast put on by the firefighters association on 4/5/25 was a moderate success.
- Alex Ingman has been appointed to the resident deputy position for our area and will effectively start his position on 7/1/25. Alex has expressed deep desire to work closely with the fire department on many issues related to Dunnigan.
- State Fire Marshal fire threat severity map will be going to the board of supervisors very soon. Many parts of our district have been added to the severe rating.
- Training scheduled for 4/26/25 to recertify CPR and yearly wildland fire safety compliance – JOA members have been invited
- Smeal Type 1 Engine – Assistant Chief Sagara and I traveled to Nebraska to perform the final inspection on our new type 1 engine from the insurance payout of our totaled type 1 in 2022.

- Request commission to draft a letter informing the Yolo County Board of Supervisors that due to financial inadequacies the Dunnigan Fire Protection District will be planning to end operations. – Attached financial forecast will provide the estimated date for this letter. Would like to ensure that the letter states we will be available to discuss our financial status in greater detail at the request of Yolo County Staff.
- Request that at least 1 commissioner be available to attend a meeting with neighboring chiefs and commissioners on 4/17/25 at 6:30 PM at the Dunnigan Fire Department Training Hall to discuss the future of the Dunnigan Fire Protection District.

Dunnigan FPD Projected Cost/Income

Fiscal Year	22/23	23/24	24/25	(25/26)	(26/27)	(27/28)	(28/29)
Equpment Reserve	310602	227671	262066	262066	262066	228697	-69225
Secure Tax Income	226382	218954	242751	254888	267632	281013	295064
Cash Treasury Fiscal Year End			388545	213233	-38935	-297922	-562858
					↑ Starts using Equip Res		
County One Time Funding						↑ We are basically done at end of 27/28	
Fire Sustainability		201146	201146				
Prop 218		60165					
Total Funding Avail (Equip +Secured+Prev year end cash)				905499	742931	470775	-72083
							↑ Negative Funding/ No Reserve
Stable Funding / Operations Costs							
Secure Tax Income	226382	218954	242751	254888	267632	281013	295064
Payroll	118879	153297	215732	220000	300000	300000	
Operations	184356	143423	203900	210000	220000	240000	
Total Cost	303235	296720	419632	430000	520000	540000	560000
Cost Overrun	-76853	-77766	-176881	-175112	-252368	-258987	-264936
Secured tax estimated at 5% increase over previous year.							
26/27 Payroll increase for additional officer							

- [i] Timeline for annual budget process:
  - May- 2025-2026 draft budget presentation
  - June- Approval of 2025-26 budget
  - July- Approval of the June minutes approving the budget
  - Late July- Submittal of budget and approved minutes to County