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
July 17, 2025

6:30 P.M- Call to Order

1. Pledge of Allegiance

Chairperson Anita Tatum called the meeting to order at 6:32 pm. Present were fellow Commissioners; Neil Busch, John Reyes and Matt Cotter. **Absent:** Tim Hornbuckle

2. Approval of Agenda
   - Approve the July 17th meeting agenda. (date corrected)

MO# 26-01: Approved the July 17th meeting agenda.
Motion: Matt Cotter **Second:** Neil Busch **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

3. Public Comments- No public comments

4. Public Correspondence/ Discussion about correspondence received- None recieved

5. Approval of the June 12th meeting minutes. (date corrected)

MO# 26-02: Approved the June 12th meeting minutes.
Motion: Neil Busch **Second:** John Reyes **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

6. Approval of the bills submitted for payment.

MO# 26-03: 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)

8. Action Items and Reports from Board of Commissioners

   a. Update on proposed CFD, CSA, CSD, or other "New Development" agreements.
      - Discussion/questions about financial forecast document below. Request from Chief Garrison for a letter to be sent to the Board of Supervisors with following Cost/Income analysis to voice concerns about the viability of the District.

Dunnigan FPD Projected Cost/Income

Fiscal Year	22/23 (Actual)	23/24 (Actual)	24/25 (Actual)	(25/26) (Projected)	(26/27) (Projected)	(27/28) (Projected)	(28/29) (Projected)
Cash Treasury Beginning Year				464053	298936	33105	-240017
Cost overrun (See below)	-86711	-90218	-154461	-177934	-265831	-273123	-279779
Ending Cash			256871	286118	33105	-240017	-519796
Ending Equip/Reserves	310602	227671	282091	316066	316066	76049	0
Total Funding Avail (Ending Reserves and cash)			538962	602184	349171	-163969	-519796
						↑ Negative Funding/ No Reserves	

- Chief Garrison discussed that given everything going on at the Board of Supervisor's level, he withdrew his request to send this information to be sent to the County.

b. Budget Status update and any concerns

1) Discussion on approval of budget adjustments for FY 2024-25

Approve the following adjustment to the FY 2024-25 annual budget to correct over drafted accounts:

FY 24-25 Budget Adjustment

From:			
	503300	APPROP FOR CONTINGENCY	20,000
	530071	EQUIPMENT-VEHICLE	35,000
To:			
	510010	CLOTHING & PERSONAL SUPPLIES	55,000

MO# 26-04: Approved the transfer of $55,000 in unspent budgeted funds, to correct a budget overage in the Services and Supplies budget group as follows:

FY 24-25 Budget Adjustment

From:			
	503300	APPROP FOR CONTINGENCY	20,000
	530071	EQUIPMENT-VEHICLE	35,000
To:			
	510010	CLOTHING & PERSONAL SUPPLIES	55,000

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

2) Discussion and approval of the Fiscal Year 2025-26 annual budget-

MO# 26-05: Approved the Fiscal Year 25-26 annual budget in the amount of $707,119 (Seven-hundred seven-thousand, one-hundred nineteen dollars).
Motion: Neil Busch **Second:** John Reyes **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

c. Update on the new septic system- Chief Garrison/Hornbuckle

Chief Garrison discussed the meeting he had just completed with Steve Chriss, Yolo Pumping, and Engineer Ruben Oropeza. Chief Garrison said the pair is committed to providing options, recommendations, cost and time frame to complete this project, as soon as possible.

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

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

9. MOTION TO ADJOURN - The next regular meeting will be held on August 14th at the Fire Station Training Hall.

MO# 26-06: Adjourned the June 12th Meeting at 8:13 pm.
Motion: John Reyes **Second:** Neil Busch **Ayes:** Tatum, Busch, Reyes, Cotter **Absent:** Hornbuckle

Chairperson: _____

Sherrill Jenkins, Secretary: _____

ATTACHMENT

Dunnigan Fire District Commissioners Meeting
Chiefs Report 7/17/25

- JOA Training – PG&E Presentation and medical skills
  - New medical procedures from YEMSA
- Engine 12 – Push in ceremony 8/9/25, pancake breakfast
  - Currently making a list of small defects or adjustments
  - Determining where to place equipment on unit
- Jack in the Box kitchen fire – Fire started in the French fry frier and resulted in the facility being red tagged by the county for a period of time.
  - Previously had a hazmat spill at the Maverick gas station where environmental health needed to be contacted.
  - Standards for businesses are being pushed harder and we have good support from code enforcement

- Task force led by Deputy Ingman
    - Sherriff Dept, Fire Dept, and Code Enforcement working together. Supervisors are supporting. The goal is to clean up properties posing danger to the community.
- Pumunkey Vinyard Control Burn – Fire broke containment, small amount of grapes were damaged.
    - Relationships are good. They appreciate the help we're giving. Procedures were followed, the owners do not plan to make any kind of insurance claims.
    - All documentation was provided and YCPARMIA was notified.
- OSHA Citation – Continuing to work with YCPARMIA, procedures and policies are being put in place and we plan to negotiate the fines.
- 218 efforts – Speaking with property owners to develop a list of desires/dislikes. Research into 218 possibilities is showing different avenues we may be able to utilize.
    - **Request a vote for: fire Chief to officially contact a financial engineer to make determinations on legality and feasibility of options and establish an agreement to start a 218 assessment with a timeline that sends ballots out prior to July 1st 2026.**
- Esparto Fireworks Incident – Many changes will be coming, learning experience for all departments. Currently under investigation and many aspects cannot be discussed.
    - Utilizing incident to determine where deficiencies exist
    - Working with JOA to develop a proactive plan
    - Discussions with the county to coordinate efforts
    - Expected cultural shock
    - Proved the lack of evolution in Yolo County agencies.