

**COMMISSIONER'S MEETING  
ESPARTO FIRE PROTECTION DISTRICT  
16960 YOLO AVE  
ESPARTO, CA 95627**

**September 12, 2024  
MINUTES**

**1. Call to Order**

The meeting was called to order at 6:00 p.m. by Commissioner Mitch Roath.

**2. Roll Call**

Members present: Mitch Roath, Barry Burns and John Hulsman

Absent: Rudy Lucero and David Schwenger

Other present: Chief Curtis Lawrence and Monica Burns, Secretary to the Board

**3. Approval of Agenda**

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the agenda.

Ayes: 3 Noes: 0 Absent: 2

**4. Public Comment**

None

**5. Approve Minutes of:**

**A. July 11, 2024 Regular Meeting**

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the July 11, 2024 regular meeting minutes.

Ayes: 2 Noes: 0 Abstain: 1 (Commissioner Roath) Absent: 2

**B. August 8, 2024 Regular Meeting**

A motion was made by Commissioner Hulsman and seconded by Commissioner Burns to approve the August 8, 2024 regular meeting minutes.

Ayes: 3 Noes: 0 Absent: 2

**6. Approve Payment of September 12, 2024 Claims**

A motion was made by Commissioner Burns and seconded by Commissioner Hulsman to approve the September 12, 2024 claims.

Ayes: 3 Noes: 0 Absent: 2

**7. Review Financial Report**

The Financial Report was reviewed by the Board. Chief Lawrence advised that a 2024-25 budget revision, to include Strike Team income and expenses, may be presented at the next regular board meeting.

**8. Review and Approve Resolution No. 24-006, Resolution to Approve The Department of Forestry and Fire Protection Agreement #7GF24031**

A motion was made by Commissioner Roath and seconded by Commissioner Burns to approve Resolution No. 24-006, Resolution to Approve The Department of Forestry and Fire Protection Agreement #7GF24031.

Ayes: 3 Noes: 0 Absent: 2

**9. Review and Approve Updated Employee Handbook Sections 3.5.5 and 6.4.1**

A motion was made by Commissioner Roath and seconded by Commissioner Burns to approve the Updated Employee Handbook Sections 3.5.5 and 6.4.1.

Ayes: 3 Noes: 0 Absent: 2

**10. Discuss and Determine Process for Evaluating District Fire Chief**

This item was deferred to the next regular meeting.

**11. Fire District's Sustainability Ad Hoc Committee**

A. Updates

Chief Lawrence reported:

- a. That a lunch will be scheduled in early October, 2024 with the County Fire Chiefs and the Yolo County Board of Supervisors regarding sustainability;
- b. That an actual Ad Hoc Committee meeting should be scheduled soon and will include discussion regarding another Proposition 218 proposal for Fire Districts' whose previous Proposition 218 failed.

**12. Yolo County Fire Safe Council**

A. Updates

Chief Lawrence reported that he has ordered the Knox Boxes and Locks for all participating Fire Districts and the order should arrive in just a few days.

B. Yolo Prescribed Burn Association

Commissioner Burns and Chief Lawrence reported that a training on control burns was held and that another live training is being planned near the Esparto Cemetery.

**13. Staff Reports**

A. Office

- c. Chief Lawrence reported on the continuing office organization and that he will be purchasing another computer for the front office.

B. Building & Maintenance Report

- a. Chief Lawrence reported that there are minor issues with some of the rigs and that the repairs will be done in-house.

C. Chief's Report

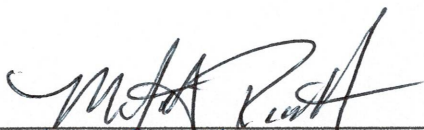
a. Chief Lawrence reported:


- i. That Yolo County's CAO is leaving, so there will be another new CAO eventually.
- ii. That a representative from Yolo County's CAO's office will be visiting tomorrow.
- iii. On the District's Strike Team participation.
- iv. That he is in discussion with Yocha Dehe and Capay Valley Fire Protection District regarding a Type 3 engine. Chief Lawrence is hoping an agreement can be reached to start a reserve fleet that benefits the region.

**14. Adjournment**

A motion was made by Commissioner Roath and seconded by Commissioner Burns to adjourn the meeting at 6:22 p.m.

Ayes: 3 Noes: 0 Absent: 2

  
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Mitch Roath, Commissioner

  
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Monica Burns, Secretary to the Board