

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

**March 13, 2025
MINUTES**

1. Call to Order

The meeting was called to order at 6:00 p.m. by Chair Rudy Lucero.

2. Roll Call

Members present: Rudy Lucero, Mitch Roath and Barry Burns.

Absent: Dave Schwenger and John Hulsman.

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

3. Approval of Agenda

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

Ayes: 3 Noes: 0 Absent: 2

4. Public Comment

None

5. Approve Minutes of February 13, 2025 Regular Meeting

A motion was made by Commissioner Roath and seconded by Commissioner Burns to approve the February 13, 2025 regular meeting minutes.

Ayes: 3 Noes: 0 Absent: 2

6. Approve Payment of March 13, 2025 Claims

A motion was made by Commissioner Burns and seconded by Commissioner Roath to approve the March 13, 2025 claims.

Ayes: 3 Noes: 0 Absent: 2

7. Review Financial Report

The Financial Report, including the claims paid on February 18, 2025 and February 27, 2025, was reviewed by the Board.

8. Fire Protection and Emergency Response Services Assessment

A. Update

Chief Lawrence advised the Board that he had received an updated list from SCI Consulting Group with the updated assessment rates for all parcels.

9. Review and Approve Following Board Policies:

a. 2035 – Investment of District Funds

b. 2040 – Budget Preparation

A motion was made by Commissioner Burns and seconded by Commissioner Roath to approve Board Policies 2035 and 2040.

Ayes: 3 Noes: 0 Absent: 2

10. Fire District's Sustainability Ad Hoc Committee

A. Updates

Chief Lawrence reported that the meeting set for March 18, 2025 was cancelled and will be rescheduled.

11. Yolo County Fire Safe Council

A. Updates

Commissioner Burns advised the Board that he attended the meeting Winters, CA on March 12, 2025 with a representative from California's Department of Insurance to discuss fire insurance for home and business owners. His primary take-away was that homeowners and businesses need to contact the Department of Insurance with any questions or issues.

B. Yolo Prescribed Burn Association

Commissioner Burns advised that there may be upcoming burns on the divide near Rumsey.

12. Staff Reports

A. Office – Chief Lawrence reported that:

- a. The District website will be updated due to new ADA requirements and for the upcoming Prop 218.
- b. He and Monica Burns are beginning work on the new Lexipol system for the District's policy manual. All approved Board Policies will be included in the new Lexipol policy manual.
- c. Monica Burns reported that she will begin cross-training with Willow Oak Fire Protection District's Executive Assistant as backup for vacations, illnesses and/or emergencies.

B. Building & Maintenance Report – Chief Lawrence reported:

- a. United Fleet Maintenance has been working on the following apparatus. The apparatus issues are still be researched and worked on by United Fleet Maintenance.
 - i. Engine 219
 - ii. Engine 19
 - iii. Brush 19
- b. The air and heat unit has quit working and will need to be replaced with an estimated replacement cost of \$10,000. The Board asked that Chief Lawrence get at least two bids for the replacement.

C. Chief's Report – Chief Lawrence reported that:

- a. The Almond Festival was held on Sunday, February 23, 2025 and was a good day earning the Volunteers \$3,000.00 in net profit.
- b. The department participated in a community basketball game and played against the Yolo County Sheriff's Department team.
- c. He received information to apply for the 2025-26 Cal Fire VFC Grant.
- d. He is focusing on training and has scheduled two courses to be held in Esparto.
- e. He is taking several courses for which he will be out of the District. The training budget will be used to pay for some of the courses.

13. Adjournment

A motion was made by Commissioner Burns and seconded by Commissioner Roath to adjourn the meeting at 6:34 p.m.

Ayes: 3 Noes: 0 Absent: 2

Printed Name

Title

Monica Burns
Secretary to the Board