

DUNSMUIR FIRE PROTECTION DISTRICT

5902 Dunsmuir Avenue

DUNSMUIR, CA 96025

MINUTES – April 21, 2026

1. Call to order – Meeting was called to order at 7:04 p.m. Board Members Present: Robert Clark, Russell Elgin, Shirley Mei; Board Members Absent: Jimmie Palmer; Others Present: Fire Chief Dan Padilla, Tamara Braden.

2. Pledge of Allegiance

3. Approval of the minutes from the meeting on March 17th, 2026. – Shirley Mei motioned to approve the minutes from the meeting on March 17th, 2026, seconded by Robert Clark. Vote: 4-0-0-0

4. Old Business: Update on appointment for District Board Member Vacancy – Tamara Braden reported that the vacancy created by Robert Hubbard's resignation has not been filled to date, and as a result, must remain vacant now until the term expires in December of 2027. If Russell Elgin would like to resign, the District will be able to recruit for a replacement Director once his resignation letter has been received. Robert Clark will reach out to potential candidates and update the District Secretary as soon as possible. Once interest is confirmed, Russell Elgin may submit his resignation letter and the District will be able to post the Notice of Vacancy and begin the process to fill the position.

5. New Business:

a. Review Capital Asset rules, establish Capital Asset Threshold – Policy was reviewed and the Board decided that no changes needed to be made. The District's Capital Asset Threshold will remain at \$5,000.00.

b. Draft and Approve Siskiyou County Preliminary Budget for Fiscal Year 2026/2027 – The Siskiyou County Preliminary Budget was prepared for FY 26/27. Robert Clark motioned to approve the Preliminary Budget as developed, seconded by Robert Clark. Vote: 4-0-0-0

6. Communication & Bills:

a. Warrant # 1 – City of Dunsmuir Invoice for January 2026 - \$5,840.71

b. Warrant # 2 – City of Dunsmuir Invoice for February 2026 - \$5,189.70

c. Warrant # 3 – District Board Payroll April 2026 to be \$80.00

e. Warrant # 4 – District Secretary Payroll, Federal Payroll Tax Deposit for April 2026 - \$645.90

f. Journal Voucher – State Payroll Tax, April 2026 - \$16.20

Shirley Mei motioned to approve the payment of the District's bills in the amount of \$11,752.51, seconded by Robert Clark. Vote: 4-0-0-0

7. Commissioner's Report – None.

8. Fire Chief's Report – Chief Padilla's computer was not loading at the time of the meeting, so he estimated the number of calls responded to by the District for the month of April at 43 total calls. He also reported that 4 people graduated from the Fire Academy. Three of the graduates will remain local and one will return to Dorris.

9. Public to Address – None.

10. Announcements - None

11. Adjournment – Shirley Mei motioned to adjourn the meeting, seconded by Robert Clark. Meeting was adjourned at 7:31 p.m.

Next Meeting May 19th, 2026