



AGENDA

CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**SPECIAL MEETING
HELD
WEDNESDAY, MARCH 3, 2021
AT 5:00 P.M.**

Due to the current public health emergency resulting from COVID-19, the public may access and participate in the public meeting by participating online via Zoom -details to join the meeting will be on both the Crescent City Fire & Rescue Facebook page as well as the Crescent Fire Protection District website (www.cfpd.crescentcity.org). Submit comments via ccfire@crescentcity.org; or submit a written comment by filing it with the Administrative Assistant at 255 W Washington Blvd, Crescent City, California 95531 prior to 5:00 pm, March 3, 2021. If you require a special accommodation and/or are unable to participate telephonically or virtually, please contact Administrative Assistant, Vanessa Duncan at (707) 464-2421.

Zoom Link

<https://us02web.zoom.us/j/87096361236?pwd=Nnk1SVpsOEplFTZzN3BNZnBrejN1Zz09>

To participate via phone, please use the following information:

Call-In Information:

Phone #: 1 (253) 215-8782
Meeting ID: 870 9636 1236
Passcode: 268723

1. ROLL CALL

1.1 CALL TO ORDER

1.2 FLAG SALUTE

2. PUBLIC PARTICIPATION

Any member of the audience is invited to address the Board on any matter that is within the jurisdiction of the Crescent Fire Protection District. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the

Board is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. All comments shall be directed toward the entire Board. After receiving recognition from the Chairman, please state your name and city or county residency for the record. Public comment is limited to five (5) minutes. The public is additionally allotted three minutes each in which to speak on any item on the agenda prior to any action taken by the Board.

3. CONSENT AGENDA

NO ITEMS AT THIS TIME.

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 REVIEW AND DISCUSS DRAFT ENGINEER'S REPORT PRESENTATION.

RECOMMENDATION

1. Receive staff report and presentation from consultants
2. Take public comment
3. Board Discussion
4. Provide Direction to Staff and Consultants regarding Engineers Report:
 - a. Provide direction on any assessment "Cap" level and type

5. OLD BUSINESS

NO OLD BUSINESS AT THIS TIME.

6. CHIEFS REPORT

NO ITEMS AT THIS TIME.

7. BOARD COMMENTS

THIS AGENDA ITEM ALLOWS BOARD MEMBERS THE OPPORTUNITY TO DISCUSS ITEMS OF GENERAL INTEREST, PROVIDE A REFERENCE OR OTHER RESOURCE TO STAFF, ASK FOR CLARIFICATION OR REQUEST STAFF TO REPORT TO THE BOARD ON A CERTAIN MATTER.

8. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING ON MONDAY, MARCH 8,
2021 AT 5:00 PM.

POSTED:

03/02/2021

/s/ Vanessa Duncan

Administrative Assistant

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the Administrative Assistant's office at (707)464-2421. Notification 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II]

For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at Crescent City Fire & Rescue, 255 W. Washington Blvd., during regular business hours, 8:00 a.m. 5:00 p.m., or on-line at cfpd.crescentcity.org

STAFF REPORT – REVIEW DRAFT ENGINEER’S REPORT COMPONENTS FROM BARTLE WELLS ASSOCIATES ON 2021 ASSESSMENT

RECOMMENDATION

1. Receive staff report and presentation from consultants
2. Take public comment
3. Board Discussion
4. Provide Direction to Staff and Consultants regarding Engineers Report:
 - a. Provide direction on any assessment “Cap” level and type

BACKGROUND

While investigating a funding process to address the sunset of the 2006 Benefit Assessment in 2021 and other fiscal shortfalls identified in the Fire Department 10-Year Financial Master Plan as adopted in 2019, the District contracted with Planwest Partners to provide consultant service to lead the District through an assessment process. Bartle Wells Associates was contracted to provide the state mandated engineers report update required for an assessment to move forward.

Included within the report process was investigation into the revenue and expenditure needs of the District, past assessments, parcel information within the District, and recommendations of the type of funding measure as well as a recommendation of the equivalent benefit unit assignment to the parcel types.

The Board will receive a final report and recommendation from Bartle Wells Associates to move forward with finalizing the Engineers Report. The Board will need to provide guidance to staff and consultants regarding any cap imposed on the assessment, and how that cap is applied.

The finalized Engineers Report will be presented at the March 8, 2021 Regular Board meeting.

FISCAL IMPACT

Loss of the existing 2006 benefit assessment represents an annual revenue loss to the District of \$110,000 annually. The loss of revenue without a replacement funding measure will significantly impact the District in its ability to deliver fire and emergency response, with a lowering of response services from current service levels experienced by our community. Further, as the District worked to continue to provide services, District reserves that could offset this revenue loss could be depleted as early as the end of Fiscal Year 2023/24, resulting in a significant loss of service to the community.

ATTACHMENTS

1. Crescent FPD Draft Assessment Calc Tables

Draft Table 1: Parcel Benefit Assessment
 Crescent Fire Protection District
 2021 Assessment Engineers Report Update

Parcel Benefit Assessment

Land Value	# Parcels	Acres	2020 Land Value	2020 Structure Value	Total Parcel Value per Acre	% Parcel Value
Vacant	1,631	1,755	\$36,091,373	\$1,578,118	\$21,460	5%
Residential	3,345	2,745	\$192,940,334	\$382,280,118	\$209,547	50%
Multi Family	1,717	6,330	\$68,862,011	\$100,427,820	\$26,742	6%
Commercial	1,092	742	\$30,973,964	\$87,217,080	\$159,328	38%
	7,785	11,573	\$328,867,682	\$571,503,136	\$417,077	

Probability of Fire¹	Structure Fires	Property Loss	Property Loss per Structure	% Property Loss
Residential	276,500	\$6,493,000,000	\$23,483	32%
Multi Family	86,500	\$1,529,000,000	\$17,676	24%
Commercial	53,000	\$1,550,000,000	\$29,245	40%
	416,000	\$9,572,000,000	\$72,765	

Total Parcel Benefit A	% Total Parcels	CFPD Parcel Value (50%)	Property Loss (50%)	Weighted % Total	Weighted Factor
Residential	43%	50%	32%	0.413	1.0
Multi Family**	22%	6%	24%	0.337	0.8
Commercial**	14%	38%	40%	0.434	1.1

** Data incomplete / does not reflect full fire benefit - adjusted to account for % total parcels

Mixed Use and Government properties classified as commercial for parcel summary

1 - Source: *Fire Loss in the United States during 2018*, published Oct 2019 by National Fire Protection Association

2022 Updated Parcel Listing

Equivalent Benefit Units (EBUs) by Customer Class

Customer Class	Total Units	1987 Assessment Existing EBUs	FY 2022 Prior EBU Estimate	Updated Draft EBU Additions*	Total 2021/22 EBU Estimate
Vacant	1,631	18	0.0		0.0
Residential	3,269	3,297	3,301.0	44	3,345.0
Multi Family / Mobile Home	1,206	2,127	1,701.6	15	1,717.0
Commercial	246	564	746.2	68	813.8
Mixed Use	521	79	79.0		79.0
Government	19	0	17.6	181.6	199.2
Total	6,892	6,085.0	5,845.4	308.6	6,154.0

*Reflects GIS analysis by Planwest Partners including:

- Government owned parcels
- Parcels marked Vacant in County records but have a recorded structure value

Planwest confirmed that parcel contains a structure and estimated building sqft for commercial parcels where possible

FY 2022 Updated Assessment Calculation

	Updated Calculation (no maximum fee cap)	Alternative Calculation Options*		
		Option A \$1,000 cap	Option B \$1,500 cap	Option C \$2,000 cap
Total 2020-21 Fire Expenditures	\$902,073			
2020-21 Other Revenues	(\$330,279)			
Total Assessment Revenue Requirement	\$571,794			
Less 1987 Assessment Revenue	(\$146,000)			
# EBUs	6,154.0	5,697.9	5,794.2	5,824.0
2021 Assessment Revenue Requirement	\$425,794	\$425,794	\$425,794	\$425,794
Inflation Factor	2%	2%	2%	2%
2022 Assessment Revenue Requirement	\$434,310	\$434,310	\$434,310	\$434,310
2021-22 Fire Suppression Assessment (\$/EBU)¹	\$71.00	\$74.00	\$74.00	\$74.00
Total Bill Impact including 1987 Assessment, \$24/EBU	\$95.00	\$98.00	\$98.00	\$98.00
2021-22 Estimated Assessment Revenue	\$436,934	\$421,648	\$428,773	\$430,978
Revenue Loss, Options 1-3		-\$15,286	-\$8,161	-\$5,956

*Draft calculations provided for board review purposes only. Assessment does not exceed prior balloted fee of \$74/EBU

1.Value rounded down to nearest whole number per District request

Summary of FY 2022 Updated Assessment Options

		(no cap)	Alternative Options A-C with cap
FY 2021-22 Fire Suppression Assessment (\$/EBU)		\$71.00	\$74.00
Residential			
Single Family	1 EBU per unit	\$71.00	\$74.00
Multi-Family / Mobile Home	0.8 EBU per unit	\$56.80	\$59.20
Commercial/Industrial	1.1 per 2,500 sqft	\$78.10	\$81.40
<i>minimum 1 EBU per parcel</i>			
Maximum annual assessment for all customer classes			\$1,000-2000

Draft Table 5: FY 2022 Parcel Charge List for Top 10 APNs
 Crescent Fire Protection District
 2021 Assessment Engineers Report Update

FY 2022 Parcel Charge List for Top 10 APNs

Assessors Parcel Number	Customer Class	1987 Assessment Current EBUs	2022 Assessment New EBUs	EBU Difference	2022 Assessment	Total CFPD Charge	2022 Assessment Alternatives:		
							Option A Bill Cap \$1,000	Option B Bill Cap \$1,500	Option C Bill Cap \$2,000
120-020-034	Multi Family	280.00	224.00	-56.00	\$15,904.00	\$22,624.00	\$1,000.00	\$1,500.00	\$2,000.00
116-270-089	Commercial	81.00	81.00	0.00	\$5,751.00	\$7,695.00	\$1,000.00	\$1,500.00	\$2,000.00
116-310-065	Multi Family	57.00	57.00	0.00	\$4,047.00	\$5,415.00	\$1,000.00	\$1,500.00	\$2,000.00
116-270-095	Commercial	2.00	66.80	64.80	\$4,742.80	\$4,790.80	\$1,000.00	\$1,500.00	\$2,000.00
116-270-081	Multi Family	2.00	58.80	56.80	\$4,174.80	\$4,222.80	\$1,000.00	\$1,500.00	\$2,000.00
117-030-010	Commercial	49.00	39.20	-9.80	\$2,783.20	\$3,959.20	\$1,000.00	\$1,500.00	\$2,000.00
116-170-014	Commercial	40.00	40.00	0.00	\$2,840.00	\$3,800.00	\$1,000.00	\$1,500.00	\$2,000.00
116-060-019	Multi Family	2.00	20.00	18.00	\$1,420.00	\$1,468.00	\$1,000.00	\$1,480.00	\$1,480.00
116-171-036	Commercial	2.00	12.30	10.30	\$873.30	\$921.30	\$910.20	\$910.20	\$910.20