



# AGENDA

## CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**SPECIAL MEETING  
HELD  
THURSDAY, JUNE 17, 2021  
AT 4:00 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](http://www.cfpd.crescentcity.org)). Submit comments via [ccfire@crescentcity.org](mailto: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 4:00 pm, June 17, 2021. If you require a special accommodation and/or are unable to participate telephonically or virtually, please contact Administrative Assistant, Vanessa Duncan at 464-2421.

### **Zoom Link**

<https://us02web.zoom.us/j/87458034224?pwd=Z2RLUERXbINTdDN6cGpabHJjNE8vQT09>

### **To participate via phone, please use the following information:**

Call-In Information:

Phone #: (253) 215-8782

Meeting ID: 874 5803 4224

Passcode: 991215

#### **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. NEW BUSINESS**

*Take action as necessary and appropriate.*

#### **3.1 RECEIVE UNOFFICIAL BALLOT TABULATION RESULTS FOR BENEFIT ASSESSMENT AND CONSIDER REQUESTING A RECOUNT BE COMPLETED BY THE DEL NORTE COUNTY ELECTION'S OFFICE**

##### RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider and approve a request for recount by motion

### **4. OLD BUSINESS**

*Take action as necessary and appropriate.*

*NO OLD BUSINESS AT THIS TIME*

### **5. 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.

### **6. ADJOURNMENT**

ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING ON MONDAY, JULY 12, 2021 AT 5:00 PM.

#### **POSTED:**

06/16/2021

/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 business hours, 8:00 a.m. - 5:00 p.m., or on-line at [www.cfpd.crescentcity.org](http://www.cfpd.crescentcity.org)*

### 3.1 STAFF REPORT – RECEIVE UNOFFICIAL BALLOT TABULATION RESULTS FOR BENEFIT ASSESSMENT AND CONSIDER REQUESTING A RECOUNT BE COMPLETED BY THE DEL NORTE COUNTY ELECTION’S OFFICE

#### RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider and approve a request for recount by motion

#### BACKGROUND

On June 14, 2021, the Crescent FPD Board held a public hearing which marked the end of the voting period for the Proposed Fire Protection and Emergency Response Services Benefit Assessment which would fund the services and improvements included in Crescent City Fire and Rescue’s 10-year Financial Master Plan adopted in November 2019. The 10-Year Financial Master Plan identifies priority actions and funding needed to create a sustainable fire department, including expanding volunteer staffing programs, apparatus and equipment replacement, volunteer recruitment training, and increased administrative capacity with the goal of aligning its core programs and services with the needs of the community so as not to over-serve, and most importantly, not under-serve those needs. In absence of additional funding, it is estimated that the Crescent Fire Protection District (CFPD) would exhaust its limited reserve funds within a 2-3 year period while trying to maintain the current level of service that residents have come to expect.

The assessment requires majority approval by property owners, with ballots weighted based on the relative special benefit to a property in relation to a single-family home, the type of property, and its size. Ballots were mailed 45 days in advance of this hearing to property owners within the district boundaries that would be subject to this assessment, based on the most recent County records. Property owners that would not be assessed, including undeveloped parcels, were not mailed ballots. Each ballot included the total assessment proposed for the owner’s particular parcel and a summary of the procedures applicable to the completion, return and location of the public hearing. Individuals who own more than one property within CFPD that would be assessed were mailed one ballot for each property. Each ballot is weighted by the monetary amount of the assessment it represents.

Tabulation of the returned ballots was conducted after the close of the public hearing by the Del Norte County Election’s Office on June 15, 2021, beginning at 10:00AM in the Board of Supervisors Chamber, 981 H Street, Crescent City. Members of the public were able to view the tabulation both in person and live via zoom. Only official ballots signed and marked with the property owner’s support or opposition are able to be counted to determine if majority protest exists. A majority protest exists if, upon the conclusion of the public hearing, ballots submitted in opposition to the assessment exceed ballots submitted in favor of the assessment. In tabulating the ballots, each ballot is weighted according to the proportional financial obligation of the

affected property. If majority protest exists, CFPD shall not impose the assessment. If there is no majority protest, the assessment may be imposed beginning in Fiscal Year 2021-22.

The Unofficial Ballot Tabulation Results from June 15, 2021, are included in Attachment A. The Unofficial Ballot Tabulation Results show a Yes Ballot Value of \$72,348.40 or 49.99% Yes, and a No Ballot Value of \$72,367.60 or 50.01% No with 33% of total ballots being returned from property owners. The difference between Yes and No votes following this count is 0.013% and a value difference of \$19. Because of how close the ballot count was, and the chance for human error when tabulating the ballots, staff is recommending that the Board officially request a ballot recount by the Del Norte County Elections Office. This would be conducted prior to the certification of balloting results by the District Board at its regularly scheduled meeting on July 12th at 5:00PM. At this meeting, the Board shall hear and determine any and all controversies concerning the regularity of the balloting. The determination of the governing body shall be final. If the recount determines that a majority protest does not exist, then the Board may conduct a second reading and adopt Ordinance No. 21-001 on July 12<sup>th</sup>.

### FISCAL IMPACT

If approved, this assessment would provide a higher level of fire protection and emergency response service by increasing the staffing levels to nationally recognized standards and provide for improved apparatus and equipment replacement. The assessment would generate approximately \$421,404 per year beginning in FY 2021-22

Loss of the existing 2006 benefit assessment represents a 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 2023, resulting in a significant loss of service to the community. The CFPD Board will have several tough decisions that will have to be made, including reducing the level of service provide by the department, should the final certification show that the assessment failed.

### ATTACHMENTS

1. Unofficial Ballot Tabulation Results

Crescent Fire Protection District  
Benefit Assessment  
Ballot Tabulation Results Summary  
June 15, 2021

<u>Yes Ballots</u>	<u>Yes Ballot Value</u>	<u>No Ballots</u>	<u>No Ballot Value</u>
858	\$72,348.40	876	\$72,367.60
49.99 %		50.01%	

\$144,716      Total dollar value of all ballots received

0.013%      Percentage difference of yes/no ballots

1,734      Total valid ballots cast

33%      Percentage of total ballots mailed (i.e., 5,253 parcels/ballots)  
that were returned and counted

26      Invalid ballots (e.g., no signature or no marked vote)