



AGENDA

CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE MEETING

SPECIAL MEETING
HELD

TUESDAY, NOVEMBER 26, 2024
AT 5:00 P.M.

Submit comments via ccfire@crescentcity.org; or submit a written comment by filing it with the Administrative Specialist at 255 W Washington Blvd, Crescent City, California 95531 prior to 5:00 pm, November 26, 2024. If you require a special accommodation, please contact Administrative Specialist, Vanessa Duncan at 464-2421.

1. OPEN SESSION

- 1.1 CALL TO ORDER
- 1.2 ROLL CALL
- 1.3 FLAG SALUTE

2. PUBLIC PARTICIPATION

Any member of the audience is invited to address the Crescent Fire Benefit Assessment Oversight Committee 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 Committee 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 Committee. After receiving recognition from the Chair, please state your name and city or county residency for the record. Public comment is limited to three (3) minutes. The public is additionally allotted five minutes each in which to speak on any item on the agenda prior to any action taken by the Committee.

3. NEW BUSINESS

Take action as necessary and appropriate.

- 3.1 **ESTABLISH MEETING SCHEDULE FOR CRESCENT FIRE BENEFIT ASSESSMENT
OVERSIGHT COMMITTEE**

RECOMMENDATION:

1. Receive staff report
2. Technical questions from Oversight Committee
3. Take public comment
4. Further Oversight Committee discussion
5. Approve recommended quarterly meeting schedule for the Crescent Fire Benefit Assessment Oversight Committee

3.2 FY 24/25 AMENDED CRESCENT FIRE BENEFIT ASSESSMENT EXPENDITURE RECOMMENDATION

RECOMMENDATION:

1. Receive staff report
2. Technical questions from Oversight Committee
3. Take public comment
4. Further Oversight Committee discussion
5. Approve and adopt Resolution No. BA2024-01, A RESOLUTION OF THE CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE AMENDING THE RECOMMENDED EXPENDITURES OF THE BENEFIT ASSESSMENT FUNDS FOR FY 24/25

4. OLD BUSINESS

Take action as necessary and appropriate.

NO OLD BUSINESS AT THIS TIME

5. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING ON TBD

POSTED:

11/22/2024

/s/ Vanessa Duncan

Clerk of the Board/Administrative Specialist

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 Specialist'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 cfpd.crescentcity.org

CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE AGENDA REPORT

TO: MEMBERS OF THE CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE

FROM: KEVIN CAREY, FIRE CHIEF

DATE: NOVEMBER 26, 2024

SUBJECT: ESTABLISHMENT OF MEETING DATE AND TIME FOR THE CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE

RECOMMENDATION

Staff recommends that the Crescent Fire Benefit Assessment Oversight Committee hold quarterly meetings on the **first Monday of each quarter at 5:00 PM**, beginning in the first quarter of 2025, with the option to schedule special meetings as needed.

BACKGROUND

The Crescent Fire Benefit Assessment Oversight Committee is tasked with overseeing the financial management and allocation of funds raised through the Crescent Fire Benefit Assessment. To ensure effective oversight and transparency, it is necessary to establish a regular meeting schedule.

PROPOSAL

It is proposed that the Committee hold meetings quarterly, specifically on the **first Monday of the month at 5:00 PM**. The meeting schedule will be as follows:

- **First Quarter Meeting:** Monday, January 6, 2025, at 5:00 PM
- **Second Quarter Meeting:** Monday, April 7, 2025, at 5:00 PM
- **Third Quarter Meeting:** Monday, July 7, 2025, at 5:00 PM
- **Fourth Quarter Meeting:** Monday, October 6, 2025, at 5:00 PM

These meetings will be held at the Fire Headquarters, located at 255 W. Washington Blvd.

FISCAL IMPACT

There is no direct fiscal impact associated with the establishment of this regular meeting schedule.

CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE AGENDA REPORT

TO: MEMBERS OF THE CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE

FROM: KEVIN CAREY, FIRE CHIEF & JASON BORGES, FIRE CAPTAIN

DATE: NOVEMBER 26, 2024

SUBJECT: AMENDING THE RECOMMENDED EXPENDITURES OF THE BENEFIT ASSESSMENT FUNDS FOR FY 24/25

RECOMMENDATION

Approve and adopt Resolution No. BA2024-01, A RESOLUTION OF THE CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE AMENDING THE RECOMMENDED EXPENDITURES OF THE BENEFIT ASSESSMENT FUNDS FOR FY 24/25

BACKGROUND

On March 8, 2021, the Crescent Fire Protection District Board of Directors adopted Resolution No. 21-001, initiating proceedings to levy assessments within the district to fund fire suppression services. The resolution also included the approval of the Engineer's Report, notice of a public hearing, and the mailing of assessment ballots. The levy was approved following a weighted vote on June 14, 2021, where the majority of ballots favored the assessment. These assessments are levied annually for an indefinite term, with funds earmarked to support fire services within the district.

To ensure transparency and accountability, a seven-member oversight committee was established to annually review and report on the use of funds generated by the assessment. Any unexpended funds are carried over to the next fiscal year for continued use in fire services. On July 29, 2024, the Crescent Fire Benefit Assessment Oversight Committee approved the allocation of \$126,156 for equipment, representing three years of reserves.

Currently, the Crescent Fire Protection District operates two water tenders: WT-5159, which is 17 years old, and WT-5150, which is 33 years old. These tenders are vital for responding to fires in rural and remote areas where hydrants are not available, providing a reliable source of water for firefighting operations. However, the aging condition of these vehicles has led to significant challenges, including rising maintenance costs and concerns about their dependability during emergency responses. So far in 2024, the district has spent a combined total of \$37,392 on

repairs and maintenance for these tenders. Given these ongoing costs and reliability concerns, it has become essential to consider purchasing a newer water tender to use for frontline response.

This proactive investment in a newer water tender will deliver long-term cost savings, ensure the District's continued ability to respond effectively to fires, and uphold fiscal responsibility. Additionally, it will help our department retain its Class 2 ISO rating, potentially lowering insurance rates for homeowners.

FISCAL ANALYSIS

The Crescent Fire Benefit Assessment Oversight Committee has set aside \$126,156 in funds for equipment replacement, representing three years of reserves. In conjunction with additional funds from the Crescent Fire Protection District's department allotment, staff is proposing the purchase of a newer water tender, estimated to cost between \$200,000 and \$250,000.

The \$126,156 from the Benefit Assessment funding would cover a significant portion of the purchase, with the remaining balance to be covered by Crescent Fire Protection District's department allotment, pending approval by the District Board. The combination of Benefit Assessment funding and departmental funds ensures that this necessary equipment purchase remains within the district's budgetary constraints while addressing critical operational needs.

STRATEGIC PLAN ANALYSIS

This strategic plan is aligned with the district's financial planning and sustainability. The district has set aside \$126,156 in Benefit Assessment funds, which were specifically allocated for equipment replacement. In addition, the district plans to supplement these funds with its department allotment to cover the remaining costs of the purchase.

The total cost for the acquisition of a newer water tender will not exceed \$250,000 opposed to purchasing a brand-new water tender which is approximately \$491,000, making this purchase financially feasible within the district's current budget. By leveraging the Benefit Assessment funds and supplementing them with the department's allotment, the district ensures that the purchase will not overextend its financial resources while still addressing the urgent need for a more reliable water tender.

ATTACHMENTS

1. Resolution No. BA2024-01
2. Exhibit "A"
3. Exhibit "B"

RESOLUTION NO. BA2024-01

A RESOLUTION OF THE CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE AMENDING THE RECOMMENDED EXPENDITURES OF THE BENEFIT ASSESSMENT FUNDS FOR FY 24/25

WHEREAS, on March 8, 2021, the Crescent Fire Protection District Board of Directors duly adopted Resolution 21-001, A Resolution of the Board of Directors of the Crescent Fire Protection District Initiating Proceedings, Declaring Intention to Levy Assessments, Approve Engineer's Report, and Provide for Notice of Hearing and the Mailing of Assessment Ballots; and

WHEREAS, on June 14, 2021, the Board re-introduced Resolution 21-001 and concluded that ballots weighted according to the financial obligation of the affected parcel submitted in favor of the assessment were equal to or exceeded the weighted ballots submitted in opposition to the assessment; and

WHEREAS, the assessments will be levied annually for an indefinite term; and

WHEREAS, a seven-member oversight committee was created to meet annually to review and publicly report on the expenditure of revenues generated by the tax imposed by this Ordinance; and

WHEREAS, any unexpended funds raised by the assessment, remaining at the end of any fiscal year shall be carried over for use by the Crescent Fire Protection District to the next succeeding year to fund fire suppression services within the Benefit Assessment District; and

WHEREAS, the Crescent Fire Benefit Assessment Oversight Committee met on July 29, 2024, to review the projected revenue and proposed expenditures for FY 24/25; and

WHEREAS, the Crescent Fire Benefit Assessment Oversight Committee found the recommended expenditures to be an appropriate use of the benefit assessment funds, which are intended to support Crescent Fire Protection District fire services and equipment; and

WHEREAS, the Crescent Fire Benefit Assessment Oversight Committee found the recommended amended FY 24/25 expenditures presented on November 26, 2024, to remain an appropriate use of benefit assessment funds; and

NOW, THEREFORE, BE IT RESOLVED, by the Crescent Fire Benefit Assessment Oversight Committee that the amended FY 24/25 Crescent Fire Benefit Assessment Expenditure Recommendations as set forth on Exhibit A, attached hereto, are hereby adopted.

PASSED AND ADOPTED and made effective the same day by the Crescent Fire Benefit Assessment Oversight Committee on this 26th day of November 2024, by the following polled vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Patrick Hawkins, Chair

ATTEST:

Vanessa Duncan, District Clerk

CRESCENT FIRE BENEFIT ASSESSMENT OVERSIGHT COMMITTEE

Fiscal Year 2024/2025

Crescent Fire Benefit Assessment Expenditure Recommendations

CRESCENT FIRE 2021 BENEFIT ASSESSMENT REVENUE	\$421,404
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CFPD SHARED COST ITEMS	
Wages – Career Captains	\$119,659
Overtime – Career Captains	\$27,307
Volunteer Stipend	\$52,029
Station Staffing	\$17,582
PERS	\$19,833
Medicare	\$2,906
Work Comp	\$15,361
Other Benefits	\$26,623
Retiree Benefits	\$3,068
PTS 457	\$904
Parts & Supplies (Combi Tool, Rope Rescue Equipment, Radios, Attack Hose, Nozzles, Fittings, Safety Cones, Traffic Safety Vest)	\$25,000
Fire Turnouts & Equipment	\$25,000
Conferences & Trainings	\$17,500
Transfers Out (Transfer to Turnout 10 Year Replacement Fund)	\$12,500
CFPD Expense Total	\$365,271
Overhead 7% - City of Crescent City	\$25,569
CFPD TOTAL FOR SHARED COST ITEMS	\$390,840

CFPD ITEMS	
Equipment (SCBA)*	\$200,000
Reserve – Equipment*	\$126,156
CFPD ITEMS COST	\$326,156

* FY 24/25 total plus rollover from FY 22/23 and 23/24

Amended Crescent Fire Benefit Assessment Expenditure Recommendation

CFPD ITEMS	
Equipment (SCBA)*	\$200,000
Reserve – Equipment*	-
Truck (new Water Tender)	\$126,156
CFPD ITEMS COST	\$326,156



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2024 US FIRE FREIGHTLINER COMMERCIAL PUMPER TANKER

\$491,000



GET MORE INFO

Thank you for your interest in the 2024 US Fire Freightliner Commercial Pumper Tanker! Fill out the form below and we'll immediately start the process to get you more information.

First Name*

Last Name*

Email Address*

Phone

Fire Department

EXHIBIT B



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INVENTORY #: T1456

PRICE: \$235,000.00

AVAILABILITY: AVAILABLE

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2016 FREIGHTLINER TANKER 3100 GALLON W/ PUMP (T1456)

General

2016 Freightliner Tanker 3100 Gallon with 300 GPM Darley Pump

300 hp Cummins

Allison automatic transmission

Airliner rear suspension

Fireman's Friend automatic tank fill valve at rear

Enclosed checker plate fold down porta tank rack

LED light package

EXHIBIT B



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INVENTORY #: T1457

PRICE: \$124,900.00

AVAILABILITY: AVAILABLE

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2015 FREIGHTLINER M2 106 2000 GALLON TANKER W/ PUMP (T1457)

General

2015 Freightliner M2 106

325 hp Cummins diesel

Engine brake

Allison automatic transmission

Air ride suspension



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INVENTORY #: T1417

PRICE: \$198,500.00

AVAILABILITY: AVAILABLE

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2015 FREIGHTLINER 3000 GALLON TANKER (T1417)

General

2015 Freightliner Fire Tanker 3,000 Gal with Pump

Cummins ISL 300 hp

Allison automatic transmission