



October 7, 2021

Crescent Fire Protection District
255 W. Washington Blvd
Crescent City, CA 95531

RE: Authorization #2 for Professional Services, Assessment Follow-up and Reporting

Planwest Partners Inc. previously assisted the Crescent Fire Protection District in completing benefit assessment proceedings in accordance with Prop 218. This included the following tasks:

- Task 1 – Project Coordination
- Task 2 – Polling Research
- Task 3 – Engineers Report
- Task 4 – Official Notice and Ballot
- Task 5 – Community Outreach
- Task 6 – Assessment Ballot Proceedings and Hearing
- Task 7 – Follow-up and Reporting

The District has requested additional assistance with assessment follow-up and reporting associated with Task 7, beyond what was previously authorized. This Authorization #2 includes Planwest staff time associated with Recount Proceedings (see Invoice #21-257-04), drafting ordinance amendments, and providing related district coordination and follow-up to implement the assessment.

The cost for Tasks 7a and 7b will be on a time and materials basis, **not to exceed \$6,164.00**, without prior mutual agreement.

- Task 7a (Ordinance, Coordination and Follow-up) = \$1,725 (15 hours @\$115/hour)
- Task 7b (Recount Proceedings) = \$4,439 (Invoice #21-257-04)

Professional services by Planwest Partners shall commence when this authorization is signed by an authorized representative from Crescent Fire Protection District.



Jim Nelson, Chair
Crescent Fire Protection District

Date: 10/11/2021

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