



CRESCENT FIRE PROTECTION DISTRICT

255 W. WASHINGTON BLVD. CRESCENT CITY, CA 95531
office: 707- 464-2421

MINUTES OF THE CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**REGULAR MEETING HELD
MONDAY, AUGUST 10, 2020
AT 5:00 P.M.**

DIRECTORS PRESENT:

Chairman Jim Nelson
Vice Chairman Dave Short
Director Jim Erler
Director Rick Kelley
Director Allen Winogradov – left meeting at 5:18PM

ABSENT:

OTHERS PRESENT:

Vanessa Duncan, Clerk of the Board
Bill Gillespie, Fire Chief
Doug Dove, Bartle Wells Associates
Abigail Seaman, Bartle Wells Associates
Colette Metz, Planwest Partners, INC.
Robin Gerrity, TBWBH
Nancy Diamond, Law offices of Nancy Diamond
Eric Wier, City Manager

ROLL CALL:

Chairman Nelson called the meeting to order at 5:07 PM. The Pledge of Allegiance was led by Vice Chair Short.

PUBLIC PARTICIPATION

No public comment at this time.

APPROVE MINUTES OF THE REGULAR MEETING OF JULY 2020.

On a motion by Vice Chair Short, seconded by Director Erler, motion carried unanimously 5/0; the Board of Directors adopted the special meeting minutes of July 29, 2020.

APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING JULY 2020.

On a motion by Director Eler, seconded by Vice Chair Short, motion carried unanimously 5/0; the Board of Directors approved the warrant claims for period covering July 2020.

RESPONSES OCCURRED DURING JULY 2020.

Chief Gillespie reports there was a total of 219 calls in July and it was a record-breaking month. Chairman Nelson questions the increase in trash fire; Chief Gillespie notes that the up rise in transient activity has caused an increase of trash fires in our community.

PUBLIC HEARING

4.1 CONDUCT A PUBLIC HEARING FOR THE 2020-2021 FINAL FISCAL BUDGET.

RECOMMENDATION

1. Receive staff report
2. Open the Public Hearing
3. Take public comment
4. Close Public Hearing
5. Board Discussion
6. Consider and adopt Resolution No. 20-003; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2020-2021 FINAL FISCAL BUDGET

Chief Gillespie notes that the District is looking at a proposed budget of \$563,330.75. The District's revenue is predicted to outweigh the expenditures by \$58,968.25. One of the reasons why the expenditures have decreased is because the City now pays 50% of the permanent positions. He also notes that after FY 20/21 the District will have an annual revenue loss of \$110,000 as a result of the 2006 benefit assessment coming to an end. The District is looking to have a revenue of \$622,299.00 and an expenditure of \$563,330.75. Director Kelley questions how long the District will be able to move forward with the current reserve; Chief Gillespie explains the District has until approximately 2023-2024 until the District will run out of reserves.

On a motion by Director Eler, seconded by Vice Chair Short, motion carried unanimously 5/0; the Board of Directors adopts Resolution No. 20-003; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2020-2021 FINAL FISCAL BUDGET.

PASSED AND ADOPTED by the Board Members of the
CRESCENT FIRE PROTECTION DISTRICT

This 10th day of AUGUST 2020, by the following polled vote:
YES: 5

NOES: 0
ABSENT: 0

NEW BUSINESS

5.1 RECEIVE BENEFIT ASSESSMENT REPORT, CONSIDER AND ADOPT RESOLUTION NO. 20-004, AND WAIVE FULL READING, READ BY TITLE ONLY AND INTRODUCE ORDINANCE NO. 20-001; AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22.

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Consider and adopt RESOLUTION NO. 20-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT INITIATING PROCEEDINGS, DECLARING INTENTION TO LEVY ASSESSMENTS, PRELIMINARILY APPROVING ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF HEARING AND THE MAILING OF ASSESSMENT BALLOTS
5. Review and Waive full reading, read by title only INTRODUCE ORDINANCE NO. 20-001; AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22

Chief Gillespie briefs the Board on the Engineer's Report. Noting that this report is legally required in order to go after a benefit assessment. Colette Metz, with Planwest Partners, explains that the resolution is what initiates the Prop 218, it will initiate proceedings and provide a notice of hearing and the mailing of assessment ballots. If the assessment is passed, the Board would follow up and pass the ordinance after the prop 218 hearing. If the Board is to approve the resolution and the ordinance, Planwest will proceed with mailers and preparing the ballot. Abigail Seaman, with Bartle Wells Associates, proceeds by reporting on the summary of findings, including an anticipated fire revenue shortfall of \$430,00 in 2022. One of the revisions made to the Engineer's Report since the last Board meeting was the removal of vacant parcels. Abigail breaks down the cost per EBU. Residential single-family is considered 1 EBU and will pay \$74, mobile homes are .8 EBU and will pay \$59.20. Commercial/Industrial is considered 1.1 per 2500 sqft and will be charged \$81.40. Chief Gillespie follows up with an introduction of Nancy Diamond, the District's attorney. Eric Wier, City Manager, wants to state his appreciation towards the Board's action taken over the past two years, including adoption of the Master Plan. Nancy Diamond explains to the Board that there will be no action taken until the ordinance takes effect after the second reading in October. The Board will be required to certify the

results of the ballots and if there isn't a major protest, the Board will have the second reading of the ordinance before it will be put into place.

On a motion by Director Erler, seconded by Director Kelley, motion carried unanimously 4/0; the Board of Directors adopts RESOLUTION NO. 20-004 and the introduction of ORDINANCE NO. 20-001; AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22.

PASSED AND ADOPTED by the Board Members of the
CRESCENT FIRE PROTECTION DISTRICT

This 10th day of AUGUST 2020, by the following polled vote:

YES: 4, Chairman Nelson, Vice Chair Short, Director Kelley, Director Erler

NOES: 0

ABSENT: 1, Director Winogradov

CHIEF'S REPORT

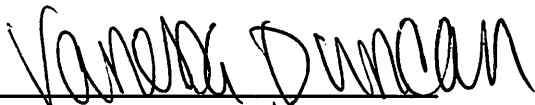
Chief Gillespie notes that there is a bay door at Washington Station that will need to be fixed. He also reports that the call volume is staying steady into the month of August.

BOARD COMMENTS

NO BOARD COMMENTS AT THIS TIME.

ADJOURNMENT

The Crescent Fire Protection District Board of Directors adjourned the meeting at 5:40PM to the next regularly scheduled meeting September 14, at 5:00PM.



Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District