

Minutes for May 20, 2021 Beckwourth Fire District

- **Board members attended this meeting via teleconference as permitted by California Governor Newsom Executive Order N-29-20 and in person. Members of the public were able to join the meeting via Zoom live streaming. Board Meeting called to order at 6:30 PM by Daniel Smith via telephone.**
- **Roll Call: Board Members:** Daniel Smith – present via telephone, Denisce Downs – absent, Gay Miller – absent, John Randall – present, Daniel Greenwood -- present. **Board Secretary:** Regina Martinez, **Fire Chief:** Bret Russell.
- **The Pledge of Allegiance:** Recited by all.
- **Approval of Minutes** for the Board Meeting held on April 15, 2021. The minutes will be amended and presented at the June 17, 2021, for review and approval.
- **Approval of the Account Revenues, Receivables, Expenditures, and Balance Sheet** for the month of April 2021. Regina shared with the Board of Directors the Monthly Expense Report through April 30, 2021. John made the motion to approve April financials, Daniel Greenwood seconded the motion. All in favor.

Public Comment: Tom Cooley, thanked the District from the City of Portola. Mr. Cooley stated that Beckwourth Fire District was doing a fabulous job, pleased as could be with the department's performance. He mentioned that Gay Miller being present at the City Council meetings was a great idea. He also said that people are looking to see if the consolidation project can work, the project is further than most people get. Daniel Smith said that it was great, and he appreciated working with Portola.

- **Consent Agenda:** none
- **Chief's Report:** Chief Russell shared that the District has purchased a Type III Brush Truck from Truckee Meadows Fire Protection District for \$20,000.00. The truck is in the shop. Beckwourth Fire also purchase three different fire department vehicles (Ford F250, Chevy Tahoe and a Rescue Squad with equipment) from Truckee Fire Protection District for \$1.00 each. Chief reported providing fire protection for the City of Portola is going well. It is going better than most anticipated. Chief Russell thanked the City of Portola management, staff for going above and beyond. The Fire Department will be doing a presentation at C. Roy Carmichael Elementary School on June 2, 2021, from 10:30 am to 1:30 pm. Debbie Hiatt, Beckwourth Fire Auxiliary will be setting up for the children. Chief thanked Debbie for going above and beyond to put the Beckwourth Auxiliary together. Chief reported that he has received a letter requesting a donation of the Scott Air Packs from Oakman Fire Department.

For the month of April BFD had 6 calls, 2 medical, 2 vegetation fires, 1 burn pile, and 1 plane crash. Portola Division had 20 calls, 13 medical, 3 lift assist, 1 mutual aid (structure fire), 1 vehicle accident, 1 vegetation fire and 1 fire (couch).

Secretary's Report: No report.

- **Discussion and Possible Action: Review and accept the Resolution prepared by BB&K counsel for re-setting the annexation annual fees for annexation file #2011-ANNX-0001.** Daniel Smith explained the Resolution 2021-0002 resets the annexation fees for (6) owners. After counsel further reviewed the resolution, it is different than discussed at the last meeting. Parcel numbers have been inserted for the 6 properties, it resets property taxes that are now fair and equitable. Parcel taxes pay for services. The previous amount was \$214.00 with a 2% escalator. The change will be immediate, paperwork will need to be completed to annex into the district and there will be no cost to annex in. Daniel asked if anyone had any questions, there were none. Daniel said that the Board needed to vote on the Resolution. John made a motion to accept the Resolution and Daniel Greenwood seconded the motion.

Daniel – yes, Denise – absent, Gay – absent, John – yes, Daniel Greenwood -- yes. All in favor, **motion passed without objection.**

- **Discussion and Possible Action: Discuss and accept 2021/2022 draft fiscal budget.** Daniel reviewed the *2021-2022 Final Budget document*. Daniel told the audience that the budget would be brought back at the June Board Meeting for final adoption. Daniel explained that there was still one more month in the current budget (June 2021). He explained how some of the numbers have changed going into the next fiscal year, 2021-2022. For example, Medical Supplies will go from \$3,000.00 to \$2,500.00, Special Training will go from \$2,000.00 to \$3,500.00; this category is for trainings at Washoe County live fire training and other special trainings. Vehicle Fuel is going from \$6,000.00 to \$10,000.00, with the addition of Portola and the increase in fuel costs. Right now, we are under budget, right where we need to be.

Daniel reviewed the *2021-2022 Budget Summary document*. Assets & Expenses, Assets: Current balance with Plumas County is \$322,896.71, Incoming Assets: is \$3,570.87, Strike Team expected income is \$179,000.00 (2 outstanding invoices) so the end of year Total Assets: \$505,467.58. Expenses: Estimated \$56,000.00 for May and June expenses, balance \$449,467.58. 2021-2022 Budget \$265,236.00 so the Estimated Rollover: for 2021/2022 \$184,231.58. Daniel asked if there were any questions, there were none.

2021/22 Final Budget-2020/21 Current Budget compared to 2021/22 Upcoming Budget. Tax Revenue: if people do not pay their property taxes, then Beckwourth Fire District does not get paid. There was a 10% reduction in the estimated Tax Revenue because of COVID-19. Projection is better for this year. Strike Team income is \$280,000.00 for this year. Do not know if BFD will be called this upcoming fire season. There is \$73,000.00 new revenue for fire protection for the City of Portola with a price index escalator, which could be 3%. Other Revenue: is projected to be at \$104,344.62 for 2021-22, from \$26,014.00. Strike Team income is up \$100,000.00 from last year. Daniel asked if there were any questions, there were none. Expenditures: have increased because of the City of Portola Fire Protection Contract. Expenses have been built into the contract with the City of Portola. As an example, fuel expenses are built in the contract. Daniel asked for questions, there were none. Fixed Assets: Capital Improvements Fund, Working Reserve Fund and Emergency Fund. Daniel gave explanation of each line item. In June, the goal is to add to these funds, add \$10,000.00 to the Capital Improvement Fund which would bring the balance to \$20,000.00. Add \$10,000.00 to Working Reserve Fund and \$5,000.00 to the Emergency Fund. There is a significant rollover amount from this fiscal year.

Daniel Greenwood asked Daniel Smith to explain the Working Reserve Fund. Daniel explained and asked the Board Secretary to send Daniel Greenwood the policy that was approved by the Board of Directors a few months ago regarding these specific funds.

Portola 2021-2022 Budget: The contract with the City of Portola is for \$73,000.00 and the estimated expenses are \$59,731.00, leaving \$13,269.00 as revenue for Beckwourth Fire District. The City of Portola has a budget for Portola equipment and supplies. BFD is required to reach out to the City Manager to get approval for purchases. Daniel asked if anyone had questions, there were no questions.

- **Update of: LESSG Consolidation Project:** Daniel Smith update on the LESSG new fire district. Four out of the six approved the resolution to participate with finances. Now five out of six have approved the resolution for the feasibility study. The next thing will be the community outreach piece, why it is a good thing to vote yes on the consolidation. The goal is to get it on the November 2022 ballot. “C” Road has not passed or participated in the meetings. Daniel stated that Paul Smith from Standish Fire called him with interest in consolidating the fire departments. Paul ran into Jennifer at a LAFCO meeting, and they have the same issues in his area. He said that there are benefits of doing this. Daniel said a lot of people want to do this, but they are reluctant to spend the money, but consolidating would help improve the districts. Daniel said that he was elected on the Board of Directors, to use the money the best for the community. He has a vision to make better, and equitable. With five agencies moving forward it is looking good. Tom Cooley said that the City of Portola has no reluctance to move forward. Public trust goes beyond the obvious. Daniel asked if anyone had questions, there were none.

- **Update of: Portola City Council Liaison:** No report.

- **Update of:** Report on **Coronavirus:** June 15, 2021, California is reopening.
- **from Grizzly Ranch:** Regina shared that no water was used at Station 2.
- **Division Chiefs' Report:** No report.
- **Battalion Chiefs' Report:** No report.
- **Safety Officer's Report:** No report.
- **Directors Reports:** No report.
- **Old Business:** none
- **New Business:** none
- **Adjournment:** Daniel adjourned the meeting at 7:35 p.m.

I, REGINA MARTINEZ SECRETARY OF THE BOARD, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID **BOARD MEETING** OF THE BECKWOURTH FIRE DISTRICT HELD ON **May 20, 2021** ARE CORRECT AS RECORDED.

BOARD OF DIRECTORS' APPROVAL SIGNATURES: Minutes for May 20, 2021.

Minutes approved by the Beckwourth Fire District Board of Directors on June 17, 2021.

Daniel Smith:	_____	Date: _____
Denisce Downs:	_____	Date: _____
Gay Miller:	_____	Date: _____
John Randall:	_____	Date: _____
Daniel Greenwood	_____	Date: _____