

City of Ukiah / Ukiah Valley Fire District Ukiah Valley Fire Authority Fire Executive Committee

Fire Executive Committee Special Meeting AGENDA

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March 10, 2021 - 4:00 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENTS

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES

4.a. Approval of May 14, 2020 FEC Regular Meeting Minutes - Draft.

Recommended Action: Approve the Draft Minutes of May 14, 2020 FEC Regular Meeting.

Attachments:

1. 2020-05-14 FEC Minutes DRAFT

5. UNFINISHED BUSINESS - DISCUSSION/ACTION

5.a. Update on Fire District Annexation of the City and Report on Estimated Revenues.

Recommended Action: Receive report.

Attachments: None

6. NEW BUSINESS - DISCUSSION/ACTION

7. CHIEFS REPORTS AND VOLUNTEERS REPORT

8. ADJOURNMENT

Please be advised that the Ukiah Valley Fire Authority needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The Ukiah Valley Fire Authority complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the Ukiah Valley Fire Authority after distribution of the agenda packet will be available

online by the end of the next business day.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at the following locations: Ukiah Valley Fire District Office - 1500 South State Street; City Hall - 300 Seminary Avenue; Ukiah, California, no less than 24 hours prior to the meeting set forth on this Agenda:

March 5, 2021

Stephanie Abba
Clerk of the Board
Ukiah Valley Fire Authority

**UKIAH VALLEY FIRE AUTHORITY
FIRE EXECUTIVE COMMITTEE MEETING
Special Meeting Minutes
<https://global.gotomeeting.com/join/441786381>
Access Code: 441-786-381**

**May 15, 2020
5:30 p.m.**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

The Fire Executive Committee met for a Regular Meeting on May 15, 2020, which was legally noticed on May 11, 2020. Chair Brown called the meeting to order at 5:32 p.m. Roll was taken with the following **Committee Members Present:** Allen Cherry, Pete Bushby, Jim O. Brown, and Juan Orozco. **Staff Present:** Doug Hutchison, Fire Chief; Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

The Pledge of Allegiance was led by Member Bushby.

2. ANNOUNCEMENTS

Presenters: Members Bushby and Orozco.

3. PUBLIC COMMENT

No public comment was received.

4. APPROVAL OF MINUTES

a. Approval of the Minutes for the September 9, 2019, Special Meeting

Motion by Cherry, seconded by Bushby to approve the minutes of September 9, 2019, as submitted. Motion **carried** by the following roll call votes: AYES: Cherry, Bushby, Orozco, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

5. UNFINISHED BUSINESS – DISCUSSION/ACTION

No unfinished business items were agendized or received.

6. NEW BUSINESS

a. Discussion and Possible Action on Options for Increasing Fire Authority Revenues.

Presenter: Doug Hutchison, Fire Chief.

Motion by Cherry, seconded by Orozco to prepare a proposal and a draft JPA amendment to bring forward to the City Council and the Ukiah Valley Fire District Board's consideration. Motion **carried** by the following roll call votes: AYES: Cherry, Bushby, Orozco, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

Committee Consensus directs staff to schedule a joint meeting by June for both agencies review, consideration, and possible action.

7. CHIEF'S REPORT

Presenter: Doug Hutchison, Fire Chief.

8. **CLOSED SESSION**

No Closed Session was held.

9. **ADJOURNMENT**

There being no further business, the meeting adjourned at 6:15 p.m.

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT:Update on Fire District Annexation of the City and Report on Estimated Revenues.

DEPARTMENT: Fire **PREPARED BY:** Doug Hutchison, Fire Chief

ATTACHMENTS:

None

Summary:The Fire executive Committee will receive a report and update on the annexation of the City to the Fire District as well as updated revenue estimates as a result of the annexation.

Background:Previously, both the Fire District Board of Directors, and the City Council, authorized staff to move forward with an application to the Local Area Formation Committee (LAFCO) to annex the City of Ukiah into the Ukiah Valley Fire District.

Discussion:Staff have begun the application process with LAFCO, completing a "pre application" process with them and are readying to move to full application submittal. As part of the process, staff looked at the potential new revenues to be realized with the overlay of the Fire District's Measures J and B on city parcels.

Fire Authority staff originally developed a very rough estimate based on the number of parcels, and how they were classified on the county's tax rolls. The city then engaged HdL consulting to do a review of the same which came up with a figure of approximately \$805,000.00 in new revenues. Due to the fact that their estimate was based solely on the county's records and not actual site surveys, Fire Authority staff went out to look at specific sites which could not be adequately surveyed from the county's records.

As a result, our estimate now is that there would be approximately \$851,280.00 in new revenue realization. This breaks down to \$709,400.00 from Measure J which is unrestricted in it's use, and \$141,880.00 from Measure B which is restricted to training and equipment only. We also feel strongly that there will be another 5% to 10% increase once a full and complete on site parcel survey is completed. this will require the use of temporary hires to complete and should take 6 to 8 weeks to accomplish once they begin.

Recommended Action:Receive report.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Doug Hutchison- Fire Chief, Eric Singleton- Battalion Chief
