

**NORTH CENTRAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING
THURSDAY, AUGUST 27, 2020
5:30 P.M.
MINUTES**

Per Executive Order N-25-20, which allows local and state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically," this Regular Meeting will be held via conference call and can be accessed as follows:

Please call: (669) 900-6833. Follow all prompts. To access the call, you will need to enter the ID number 895 2835 2555. The public may participate in the meeting as otherwise permitted under the Brown Act by calling into this number.

1. CALL TO ORDER

District Board Vice-Chair Mr. Rusty Nonini called the meeting to order at 5:39 p.m.

Roll Call

Board Members Present: Ms. Amanda Souza, Mr. Michael Foglio and Mr. Rusty Nonini. Mrs. Cheryl Belluomini was absent and Mr. Abrahamian arrived at 5:50 p.m.

Also present were Fire Chief Tim Henry, Mr. Ken Price and Mr. Joe Barcelos.

2. INVOCATION

The invocation was led by Pastor Tom Boonstra.

3. PUBLIC COMMENTS

There were no public comments

4. CONSENT AGENDA

A. Consideration and Approval of Disbursements List for July 2020

B. Review and Acceptance of Monthly Financial Reports

- 1) Fresno County: Cash Balances – All Funds – June and July
- 2) Budget Variance Report: YTD Expenses Compared to Budget
- 3) Revenue and Reimbursement Report – June and July
- 4) PG&E Report

Mr. Nonini asked the District Board and members of the public if there were any items on the Consent Agenda they would like to pull from the agenda for discussion or questions. There was one question about an item on the disbursements list which Chief Henry answered. There were no more questions so Mr. Nonini called for a motion.

Motion: To approve the Consent Agenda as presented.

Moved by: Ms. Souza, second by Mr. Foglio

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:
Absent Absent Aye Aye Aye 3/0

5. APPROVAL OF MINUTES

A) Minutes of the Regular Board Meeting of July 23, 2020.

There were no questions or comments.

Motion: To approve the minutes of the Regular Board Meeting of July 23, 2020 as presented.

Moved by: Ms. Souza, second by Mr. Foglio.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:
Absent Absent Aye Aye Aye 3/0

6. FIRE CHIEF REPORT

A) Fire Incident/Fire Prevention Reports for July

Chief Henry called the District Board's attention to the July incident summary report. He reported the District responded to 405 calls and pointed out this is up from last July and pointed out the three-year comparison of calls for the month of July on the report. Chief Henry stated a summary report for fire investigation statistics has been added this month and he discussed the investigations report with the District Board.

B) Fresno City College Intern Program Update.

Chief Henry reported to the District Board on how the Fresno City College intern program is going. Since the program began in the summer semester of 2019, there has been a total of twenty-three (23) interns that have participated in the program. Currently during this 2020 summer semester seven new interns have been added as some of the original interns have terminated their internship for full-time work opportunities.

Chief Henry reported the intern program total staffing hours since the beginning of the program are 9,122 which is equivalent of upstaffing or hiring a 4th firefighter on an engine company (3 full-time firefighters). Chief Henry added, all six newly hired Firefighter Trainees participated in the District's student intern program.

C) Office of Emergency Services (OES) Update

Chief Henry called the District Board's attention to the list of deployments of District resources under the California Fire Assistance Agreement (CFAA) through the California Office of Emergency Services (OES). The District has deployed resources to six different incidents. Chief Henry discussed the method used to deploy District resources and how OES reimburses the District and other fire agencies across the state.

D) Firefighter Academy Update

Chief Henry gave a brief update on the Fire Academy.

E) Fresno City College Academy Burn Trailer

Chief Henry stated Fresno City College provided the college's Burn Trailer for the District to use during our recent fire academy. Chief Henry mentioned it was a great resource to have available during our fire academy and pointed out the pictures of the Burn Trailer in the board packet.

Mr. Abrahamian arrived during the Fire Chief's Report and took the Chair position for the remainder of the meeting.

7. PUBLIC HEARING TO CONSIDER PROPOSALS FOR A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

A) Action item - Conduct Public Hearing to consider proposals for a Community Development Block Grant (CDBG).

Mr. Abrahamian opened the floor to the Public Hearing for public comments to consider proposals for CDBG grant funds at 6:03 p.m.

Mr. Abrahamian asked if there were any members of the public that would like to make a comment but there were none.

Chief Henry reported the proposed project the District is considering for the CDBG Grant is a Type III Fire Engine. He stated a Type III Fire Engine is a little more versatile than a Type I Fire engine which is what the District currently has at all the district stations. Chief Henry stated a Type III Fire Engine is better suited for rural communities like Biola and the area surrounding Biola. He stated a Type III has off-road capabilities, is more maneuverable than a Type I, and has the capability to "pump and roll."

Mr. Abrahamian asked if there were any questions or comments from the District Board or any one from the public, but there were no comments.

Mr. Abrahamian closed the floor to the Public Hearing for public comments to consider proposals for CDBG grant funds at 6:06 p.m.

8. RESOLUTION NO. 20-08 APPROVING THE DISTRICT'S PARTICIPATION IN THE FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

A) Action item - Consider and adopt Resolution No. 20-08 approving the District's participation in the federal Community Development Block Grant (CDBG) Program.

Mr. Barcelos reported the District has the opportunity to apply for CDBG grant funds for a Type III Fire Engine for the town of Biola and surrounding unincorporated area. He explained the next step in the CDBG grant program process is to adopt a resolution approving the District's participation in the program and authorizing Chief Henry to submit the application on behalf of the District.

Mr. Barcelos reported four disadvantaged unincorporated communities have been identified in the District. He called the District Board's attention to the excerpts of a report done by the County of Fresno listing the four disadvantaged unincorporated communities. The Biola Community is the largest of these four disadvantaged communities but this project will benefit all four communities.

Mr. Abrahamian asked the District Board if they had any questions and after some more discussion he called for a motion.

Motion: To adopt Resolution No. 20-08 authorizing the Fire Chief to sign and submit a CDBG application on behalf of the District.

Moved by: Mr. Nonini, second by Mr. Foglio.

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Absent	Aye	Aye	Aye	4/0

9. PUBLIC HEARING AND ADOPTION OF THE 2020-2021 FISCAL YEAR FINAL BUDGET

A) Action item – Conduct Public Hearing and adopt the 2020-2021 Fiscal Year Final Budget.

Mr. Abrahamian opened the floor for the Public Hearing for public comments on the 2020-2021 Fiscal Year Final Budget at 6:12 p.m.

There were no comments

Mr. Abrahamian closed the floor for the Public Hearing for public comments on the 2020-2021 Fiscal Year Final Budget at 6:13 p.m.

Mr. Barcelos stated he will go over the budget memo outlining the highlights of the budget for the 2019-2020 fiscal year ending June 30, 2020 and the highlights for the 2020-2021 fiscal year budget projections.

2019-2020 Fiscal Year Budget Highlights:

- Property tax revenue increased by 4.87 percent for a total increase over last fiscal year of \$445,220.
- Net operating revenue came in at \$866,105 which is an increase of \$506,335 from projected net revenue.
- Operating expenses were \$838,901 under budget.
- During the 2019-2020 Fiscal Year the District made the following Capital purchases or completed the following proposed Capital Improvement projects:
 - Completed improvements to re-open District station 58 - \$99,528.
 - Purchased a new Patrol Rig - \$172,500.
 - Installed a 20' extension to the communication tower at station 55 - \$18,993.
 - Purchased Mobile Data Terminal Units for all apparatus - \$60,645.
 - Purchased new hand-held radios - \$17,216.
 - Purchased new SCBA fill station and components - \$43,692.
 - Asbestos removal at District station 59 - \$26,216.
 - Completed the landscaping at station 58 and station 55 - \$49,068.
 - Completed miscellaneous capital improvements and building repairs - \$19,853.
 - Tree Trimming at all District stations - \$3,940.

- 2019-20 Capital improvements, purchases, or building fund projects approved but still pending completion:
 - Station 55 parking renovation project - \$318,000.
 - The new generators for stations 57 and 58 - \$100,000.
 - SCBA units and face pieces not covered by grant funds awarded the District - \$120,000.
 - Radio tower communication equipment and software upgrade - \$602,410.
 - Purchase of new station signs - \$30,000.
 - Purchase of canopy covers for spare apparatus housed at station 58 - \$30,000.
 - Portable classrooms for stations 55 and 58 - \$60,000.
- Ending total cash balances for all District funds for June 30, 2020 is \$7,605,240, which is an increase of \$689,967 from June 30, 2019.

Mr. Barcelos asked if there were any questions but there were none so he continued by going over the highlights for fiscal year 2020-2021.

2020-2021 Fiscal Year Budget Highlights:

- Property tax revenue is projected to increase by 2% for a total increase of \$191,839.
- Operating expenses are projected to increase from last year's adopted budget by \$441,398 and \$1,280,299 from actual 2019-2020 expenses.
- Operating net revenue is projected to be \$191,573 after a contribution to the District's Capital fund of \$700,000.
- Capital and Building fund projects proposed for next year:
 - Station 55 Parking Renovation Overages from Change Orders - \$50,000
 - Change Orders for Generators being installed at stations 57 and 58 - \$20,000.
 - Projected costs for maintenance on station 59 - \$250,000.
 - Purchase of new VHF station radios - \$15,000.
 - Maintenance on Paramedics Dorm at Station 58 - \$50,000.
 - Hand-held Portable Radios for new Patrol Rig - \$20,000.
 - Helmet Cams for Firefighters - \$8,000.
 - Patio Cover at Station 55 - \$35,000.
 - Training Tower at Station 58 - \$138,000.
 - District match if awarded all the grants applied for which is proposed to cost \$71,635. This is a match for potential grant funds received of \$914,065.
 - Landscaping at stations - \$25,000.
 - New station signs - \$20,000.
 - Canopy covers for equipment parked at station 58 - \$20,000
 - Furniture and equipment for portable classrooms to be used for training - \$60,000.
 - Overhead door replacement for two doors, one at station 57 and one at station 58 - \$15,000.
- Ending total cash balance projected for June 30, 2021 is \$7,753,755 which is an increase of \$148,515 from June 30, 2020.

There were no questions or comments so Mr. Abrahamian called for a motion.

Motion: To adopt the 2020-2021 Final Budget as presented.

Moved by: Mr. Nonini, second by Ms. Souza.

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Absent	Aye	Aye	Aye	4/0

10. BOARD MEMBER COMMENTS/REPORTS

There were no comments.

11. ANNOUNCEMENTS

A) Next Regular Board Meeting: Thursday, September 24, 2020 at 5:30 p.m.

12. ADJOURNMENT

Motion: To adjourn the meeting at 6:32 p.m.

Moved by: Mr. Foglio, second by Mr. Nonini.

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Absent	Aye	Aye	Aye	4/0

Amanda Souza, Board Secretary
North Central Fire Protection District

Date