

**NORTH CENTRAL FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING  
THURSDAY, JUNE 25, 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 830 5837 2087. 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 Chair Mr. Ken Abrahamian called the meeting to order at 5:33 p.m.

**Roll Call**

**Board Members Present:** Mrs. Cheryl Belluomini, Mr. Michael Foglio, Mr. Rusty Nonini, Ms. Amanda Souza and Mr. Abrahamian.

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

**2. INVOCATION**

The invocation was led by Pastor Jesse Hernandez.

**3. PUBLIC COMMENTS**

There were no public comments

**Mr. Price called the District Board's attention to an item that needs to be added to this month's agenda. He explained if an item comes to the District's attention after the agenda has been posted and it needs immediate consideration it can be added to the agenda.**

The item being considered to be added to the agenda is a resolution from the County Registrar of Voters that must be adopted and turned in by July 3<sup>rd</sup>. The District received a call on Wednesday from the County Clerk with the details and a sample resolution. Mr. Abrahamian called for a motion to add this item to the agenda.

**Motion:** To add Resolution No. 20-06 ordering even-year Board of Director's Election, consolidation of elections, and specifications of the election order to the agenda. This item was placed on the agenda after item ten (10).

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

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Aye	Aye	Aye	Aye	5/0

#### 4. CONSENT AGENDA

##### A. Consideration and Approval of Disbursements List for May 2020

##### B. Review and Acceptance of Monthly Financial Reports

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

Mr. Abrahamian 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 were no items pulled so Mr. Abrahamian called for a motion.

**Motion:** To approve the Consent Agenda as presented.

**Moved by:** Mr. Foglio, second by Mrs. Belluomini

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Aye	Aye	Aye	Aye	5/0

#### 5. APPROVAL OF MINUTES

##### A) Minutes of the Regular Board Meeting of May 28, 2020.

There were no questions or comments.

**Motion:** To approve the minutes of the Regular Board Meeting of May 28, 2020 as presented.

**Moved by:** Mr. Abrahamian, second by Mr. Nonini.

Mr. Abrahamian:	Mrs. Belluomini:	Mr. Foglio:	Mr. Nonini:	Ms. Souza:	Vote:
Aye	Aye	Aye	Aye	Aye	5/0

#### 6. FIRE CHIEF REPORT

##### A) Fire Incident/Fire Prevention Reports for May

Chief Henry called the District Board's attention to the summary report for the fire incident report for May and asked them if they had any questions. Chief Henry went through the calls for the month and compared the amount of calls this year to last year at this time. There were no questions.

#### 7. PUBLIC HEARING FOR WEED ABATEMENT AND LIST OF ABATEMENT NOTICES

##### A) Action item – Conduct Public Hearing

Mr. Abrahamian opened the floor for the Public Protest Hearing for public comments on the 2020 weed abatement season at 5:47 p.m.

Mr. Charlie Yang addressed the District Board with some questions about his property located at 3073 N Blythe. Mr. Yang stated he received a notice to destroy weeds and just wanted to make sure he has done all the abatement correctly. Chief Henry told Mr. Yang the District's Fire Marshal will contact him to schedule

a time to meet with him on his property to inspect the property and explain how Mr. Yang can correct any problem spots if there is any more abatement that needs to be completed.

Mr. Abrahamian closed the floor for the Public Protest Hearing for public comments on the 2020 weed abatement season at 5:50 p.m.

**B) Review the List of Notices - Information only.**

There were no questions or comments regarding this month's list of notices.

**8. PREIMINARY BUDGET FOR THE 2020-2021 FISCAL YEAR**

**A) Action item – Consider and adopt the District's Preliminary Budget for the 2020-2021 Fiscal Year.**

Mr. Barcelos called the District Board's attention to the memo in their board packet that lists all the highlights of the 2020-2021 fiscal year preliminary budget. He stated he was going to go through all the highlights listed on the memo and address any questions from the District Board or anyone from the public participating in the meeting.

Highlights for the 2019-2020 fiscal year ending June 30, 2020:

- Property tax revenue is projected to increase by 4.53 percent which is a \$414,576 increase from last fiscal year.
- Net operating revenue after the approved annual contribution to the Capital fund of \$1,000,000 and a \$150,000 contribution to the District's pension 115 trust is projected to be \$842,231.
- Operating expenses are projected to be under budget by \$827,970.
- During the 2019-2020 fiscal year the following capital improvements or capital purchases were completed:
  - Improvements to re-open station 58 - \$99,528.
  - Purchased a new patrol rig - \$172,500.
  - Installed a 20-foot extension to the tower at station 55 - \$18,993.
  - Purchased new mobile data terminals (MDTs) for all apparatus - \$60,645.
  - Purchased new hand-held radios - \$17,216.
  - Purchased new SCBA fill station - \$43,692.
  - Completed landscaping projects at stations 55 and 58 - \$49,068.
  - Completed asbestos abatement at station 59 - \$26,216.
  - Completed several small miscellaneous building projects - \$19,853
- Capital improvement projects and purchases approved but still pending completion during the 2019-2020 fiscal year:
  - Station 55 parking renovation project - \$318,000.
  - Portable classroom projects at stations 55 and 58 - \$60,000.
  - Station generator purchase & installation at stations 57 and 58 - \$100,000.
  - Purchase of SCBA units and face pieces - \$120,000.
  - Station radio towers communication equipment & software upgrade - \$602,410.
  - Purchase new station signs for three stations - \$30,000.
  - Purchase canopy covers to house reserve engines at station 58 - \$30,000.

- Ending total fund balances for all District funds for June 30, 2020 is projected to be \$7,884,977 which is an increase of \$969,704 from June 30, 2019.

Mr. Barcelos pointed out the page listing all the operating expenses and District Fund balances and asked the District Board if they had any questions but there were no questions. Mr. Barcelos started going over the highlights for the 2020-2021 fiscal year projections.

Highlights for the 2020-2021 fiscal year:

- Property tax revenue is projected to increase by two percent for a total increase of \$191,226.
- Operating expenses are projected to increase by \$450,065 from 2019-2020 adopted expense projections and \$1,278,035 from the actual operating expenses projected for the end of this 2019-2020 fiscal year.
- Operating net revenue after an annual contribution to the Capital Fund of \$700,000 is projected to be \$191,433.
- Proposed Capital projects and purchases:
  - Work on station 59 to do some repairs now that asbestos has been abated - \$250,000.
  - Purchase new VHF station radios for all stations - \$15,000.
  - Potential District match if awarded grants the District has submitted applications for - \$71,635.
  - Phase two of landscaping project at station 55 - \$25,000.
  - New Station signs for two District stations - \$20,000.
  - More canopy covers to house reserve equipment - \$20,000.
  - Furniture and equipment for portable classrooms for training - \$60,000.
  - Overhead door replacement for two doors needing replacement - \$15,000.
- Projected ending total fund balances for all District funds for June 30, 2021 is \$8,334,575 which is an increase of \$449,498.

Mr. Barcelos asked the District Board if they had any questions. Mrs. Belluomini asked about the work proposed for station 59 and asked if the District Board would be able to make the final approval on any work being proposed for station 59. After some discussion about this item, Chief Henry stated before moving forward on any plans to start work at station 59, he would bring the plans before the District Board for their approval.

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

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

**Moved by:** Mrs. Belluomini, second by Ms. Souza.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:  
 Aye Aye Aye Aye Aye 5/0

**9. OFFICE OF TRAFFIC SAFETY (OTS) GRANT PROGRAM FOR EXTRICATION EQUIPMENT**

**A) Action item – Consider and approve award of grant funds from the OTS grant program in the amount of \$86,000 for extrication equipment.**

Chief Henry reported the District was contacted by the Office of Traffic Safety (OTS) after considering our grant application of over \$200,000 for heavy extrication equipment. The District was notified that we will receive grant funds \$86,000 for the equipment. With this award there is no District match but we are required to pay the sales tax on this purchase which is estimated to be approximately \$8,000.

The District Board asked if the award is enough funds to replace the extrication on all the apparatus and what is the difference between the light equipment and the heavy equipment. Chief Henry replied most of are apparatus have a lighter rescue equipment cutting tool but it doesn't have the strength or the ability to do the extrication that the jaws of life does. The grant funds will pay for two sets of the jaws of life which is considered heavy extrication equipment. All the remaining apparatus will still carry a set of the lighter extrication rescue equipment.

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

**Motion:** To approve the OTS grant award of \$86,000 plus approximately \$8,000 in sales tax for the purchase of extrication equipment.

**Moved by:** Mr. Abrahamian, second by Mr. Nonini.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:  
Aye Aye Aye Aye Aye 5/0

**10.LETTER OF AUTHORIZATION TO ADD, CHANGE OR DELETE SPECIAL ASSESSEMENTS TO THE FRESNO COUNTY TAX ROLL**

**A) Action item – Consider and approve letter to authorize district personnel listed in the authorization letter to add, change or delete special assessments on the Fresno County tax roll.**

Mr. Barcelos reported the County of Fresno requires an authorization letter from the District Board that would allow District staff to place special assessments on the County tax roll. The weed abatement charges incurred by the District's abatement contractor are considered special assessments. This letter will authorize District staff to complete the steps needed to file the necessary documents to place the abatement charges on the County's tax roll. The District's current letter of authorization is outdated and so this letter will provide a list of current District staff. Mr. Barcelos asked if there were any questions.

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

**Motion:** To approve District staff listed on the letter of authorization that will allow staff to add, change or delete special assessments on the County tax roll for weed abatement charges.

**Moved by:** Mr. Abrahamian, second by Mr. Foglio.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:

Aye                      Aye                      Aye                      Aye                      Aye                      5/0

**11. RESOLUTION NO. 20-06 ORDERING EVEN-YEAR BOARD OF DIRECTOR'S ELECTION, CONSOLIDATION OF ELECTIONS, AND SPECIFICATIONS OF THE ELECTION ORDER.**

**A) Action item – Consider and adopt Resolution No. 20-06 ordering even-year Board of Director's election, consolidation of elections, and specification of the election order.**

Mr. Barcelos reported he received a call from the County Clerk/Registrar of Voters Elections Office reminding the District this resolution must be adopted and turned in to the County Clerk's office by July 3<sup>rd</sup>. The District received the call yesterday after the agenda had been posted on Monday.

The Resolution is to consolidate the election of District Board positions with the November general election and calling out specifications of the election order such as the cost and amount of words in a candidate's statement.

Mr. Barcelos and Mr. Price answered two questions from the District Board. Mr. Abrahamian called for a motion.

**Motion:** To adopt Resolution No. 20-06 ordering even-year Board of Director's election, consolidation of elections, and specifications of the election order.

**Moved by:** Mr. Nonini, second by Mrs. Belluomini.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:  
Aye                      Aye                      Aye                      Aye                      Aye                      5/0

**12. BOARD MEMBER COMMENTS/REPORTS**

Mrs. Belluomini thanked the District for patrolling the Biola area to make their presence known in hopes of curtailing the use of illegal fireworks.

**13. ANNOUNCEMENTS**

**A) Next Regular Board Meeting: Thursday, July 23, 2020 at 5:30 p.m.**

**14. ADJOURNMENT**

**Motion:** To adjourn the meeting at 6:31 p.m.

**Moved by:** Mr. Abrahamian, second by Mr. Nonini.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:  
Aye                      Aye                      Aye                      Aye                      Aye                      5/0

*These minutes were approved telephonically*  
Amanda Souza, Board Secretary  
North Central Fire Protection District

07/23/2020  
Date