



# Big Bear Fire Authority

## BIG BEAR FIRE AUTHORITY SPECIAL BOARD MEETING NOTICE & AGENDA JUNE 18, 2019

To: Chairman Bill Jahn  
Vice Chairman John Green  
Director David Caretto  
Director Rick Herrick  
Director Bob Jackowski  
Director Karyn Oxandaboure  
Director Randall Putz  
Director John Russo  
Director Larry Walsh  
Director Al Ziegler

Fire Chief Jeff Willis  
Senior Finance Officer Kristin Mandolini  
Assistant Chief Mike Maltby  
Authority Counsel Jeff Ferre  
Authority Counsel Joseph Sanchez  
Local Media

NOTICE IS HEREBY GIVEN, that a Special Board Meeting of the Big Bear Fire Authority will be held on Tuesday, June 18, 2019 at 5:00 p.m. at Big Bear Fire Department headquarters station located at 41090 Big Bear Boulevard, Big Bear Lake, CA; said meeting being called pursuant to Section 54956 of the Government Code of the State of California to consider the following matters:

### **OPEN SESSION**

### **MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

**GENERAL PUBLIC COMMENT** – Public comment is permitted only on items not on the posted agenda that are within the subject matter jurisdiction of the Authority. Please note that State law prohibits the Fire Authority from taking any action on items not listed on the agenda. There is a three-minute maximum time limit when addressing the Board during this time period.

### **DISCUSSION ITEMS**

#### **FA1. APPROVAL OF AN ASSESSMENT STRUCTURE TO ACHIEVE DESIRED LEVEL OF SERVICE**

Board consideration of approving an assessment structure to Strengthen Service and initiate consultant work to develop a rate and method of apportionment for establishment of a Community Facilities District.

Speaker: Chief Willis

**DIRECTORS' CLOSING COMMENTS**

**ADJOURN**

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 17th day of June 2019.

*Dawn E. Marschinke*

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Dawn Marschinke, Board Secretary

*The Big Bear Fire Authority wishes to make all its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Dawn Marschinke at (909) 866-7566. Notification as early as possible prior to the meeting will enable the Fire Authority to make reasonable arrangements to ensure accessibility to this meeting.*




# BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA1

**MEETING DATE:** June 18, 2019

**TO:** Chairman and Members of the Big Bear Fire Authority

**FROM:** Jeff Willis, Fire Chief 

**SUBJECT:** **APPROVAL OF AN ASSESSMENT STRUCTURE TO ACHIEVE  
DESIRED LEVEL OF SERVICE**

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## **BACKGROUND:**

At the June 4, 2019 Board meeting, the board considered two service level options and corresponding new revenue required to meet each option. Option 1, Optimal Service level required \$7.7 million annually and Option 2, Strengthen Service requires approximately \$4 million annually. Through this discussion, the board approved an assessment structure to the Strengthen Service level in order to initiate consultant work for the development of a rate and method of apportionment required to be finalized by the August 6, 2019 board meeting as part of the CFD development process. The board directed the Ad Hoc Committee to further refine the revenue need by payor category and return the matter to the board for final approval on or before June 18, 2019.

## **DISCUSSION:**

The Ad Hoc Committee and staff met on June 12, 2019. Staff presented various revenue scenarios that spread the cost of service through the different payor categories based on service demand. The discussion led to the tax measure allocation rates defined in Attachment A. Changes from the previous board approved assessment are: Vacant Parcels added back at \$35 per parcel; Commercial and Residential properties are assessed the same at \$.06 per square foot; Private Home Rentals are assessed \$78.00 per bedroom; and Commercial Lodging is assessed \$78.00 per room unit.

Since the Board meeting of June 4, 2019, the department has received written communication and has engaged in conversations regarding alternate means and methods to collect the fair share from the visitors and it appears at this time there may be value in furthering the discussion while at the same time proceeding down the path as presented in Attachment A.

## **RECOMMENDATION:**

The Ad-Hoc Committee and staff recommend:

1. The board approve the assessment structure presented in Attachment A, Strengthen Service, to initiate consultant work for development of a rate and method of apportionment required to be finalized by the August 6, 2019 board meeting as part of the CFD development process.
2. The board approve the CFD to include an exemption for low income seniors.

Agenda Report – Approval of Assessment Structure

3. The board authorize the inclusion of an annual cost adjustment tied to the consumer price index.
4. The board authorize the inclusion of impact fees for new construction at time of building permit issuance to help meet future capital purchase needs.
5. Authorize the Fire Chief to further discuss with business stakeholders, alternate means and methods of visitor charges to support service demand from this population demographic.

Attachment A: Strengthen Service Level CFD Chart

<b>Big Bear Fire Authority</b> <b>Potential Tax Measure Allocation Rates Through a CFD</b> <b>TOT, Room Rate, Rate per Square Foot</b>		
	<u>Price</u>	<u>Revenue</u>
<b><u>RESIDENTIAL &amp; VACANT</u></b>		
Residential	\$0.06	\$1,719,055
Vacant	\$35	\$242,095
<b><i>Total</i></b>		<b><i>\$1,961,150</i></b>
<b><u>VISITORS</u></b>		
TOT	1.00%	\$600,000
Hotels/Motels/Timeshares	\$78	\$122,226
Private Home Rentals per Room	\$78	\$553,722
<b><i>Total</i></b>		<b><i>\$1,275,948</i></b>
<b><u>COMMERCIAL</u></b>		
Ski Resorts	\$750,000	\$750,000
Commercial Vacant	\$35	\$1,470
Commercial	\$0.06	\$143,822
<b><i>Total</i></b>		<b><i>\$895,292</i></b>
<b>GRAND TOTAL</b>		<b>\$4,132,391</b>