



AGENDA

CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**REGULAR MEETING
HELD
MONDAY, OCTOBER 11, 2021
AT 5:00 P.M.**

Due to the current public health emergency resulting from COVID-19, the public may access and participate in the public meeting by participating online via Zoom -details to join the meeting will be on both the Crescent City Fire & Rescue Facebook page as well as the Crescent Fire Protection District website (cfpd.crescentcity.org). Submit comments via ccfire@crescentcity.org; or submit a written comment by filing it with the Administrative Assistant at 255 W Washington Blvd, Crescent City, California 95531 prior to 5:00 pm, October 11, 2021. If you require a special accommodation, please contact Administrative Assistant, Vanessa Duncan at 464-2421.

Zoom Webinar ID: 823 2724 1173 **Passcode:** 1234

Call-In Information Phone Number: +1 669 900 9128

1. ROLL CALL

1.1 CALL TO ORDER

1.2 FLAG SALUTE.

2. PUBLIC PARTICIPATION

Any member of the audience is invited to address the Board on any matter that is within the jurisdiction of the Crescent Fire Protection District. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the Board is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. All comments shall be directed toward the entire Board. After receiving recognition from the Chairman, please state your name and city or county residency for the record. Public comment is limited to three (3) minutes. The public is additionally allotted five minutes each in which to speak on any item on the agenda prior to any action taken by the Board.

3. CONSENT CALENDAR

- 3.1** APPROVE MINUTES OF THE REGULAR MEETING OF AUGUST 9, 2021 AND THE MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 29, 2021
- 3.2** APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED AUGUST AND SEPTEMBER 2021

4. NEW BUSINESS

Take action as necessary and appropriate.

- 4.1** WAIVE FULL READING, READ BY TITLE ONLY AND INTRODUCE ORDINANCE NO. 21-002, AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT AMENDING ORDINANCE NO. 21-001, LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22

RECOMMENDATION

- 1. Receive staff report
- 2. Take public comment
- 3. Board Discussion
- 4. Review and waive full reading, read by title only, and introduce ORDINANCE NO. 21-002, AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT AMENDING ORDINANCE NO. 21-001, LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22

- 4.2** REVIEW AND DISCUSS AMENDMENT TO TOWER AND GROUND SPACE LEASE FROM NEW CINGULAR WIRELESS & AT&T

RECOMMENDATION

- 1. Receive staff report
- 2. Take public comment
- 3. Board Discussion
- 4. Consider and PROVIDE STAFF DIRECTION REGARDING TOWER AND GROUND SPACE LEASE OPTIONS FROM NEW CINGULAR WIRELESS & ATT&T

- 4.3** CONSIDER AND APPROVE AUTHORIZATION #2 FOR PROFESSIONAL SERVICES, ASSESSMENT FOLLOW-UP AND REPORTING WITH PLANWEST PARTNERS

RECOMMENDATION

- 1. Receive staff report and presentation
- 2. Take public comment

3. Board Discussion
4. Consider and APPROVE AUTHORIZATION #2 FOR PROFESSIONAL SERVICES, ASSESSMENT FOLLOW-UP AND REPORTING WITH PLANWEST PARTNERS

4.4 REVIEW ASSESSMENT OVERSIGHT COMMITTEE APPLICATION

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Review Assessment Oversight Committee Application, and direct staff to open application process

5. OLD BUSINESS

Take action as necessary and appropriate.

NO OLD BUSINESS AT THIS TIME.

6. CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

6.1 RESPONSES OCCURRED BETWEEN: 08/01 – 09/30/2021

6.2 WILDLAND FIRE VOLUNTEER PAYMENT

7. BOARD COMMENTS

THIS AGENDA ITEM ALLOWS BOARD MEMBERS THE OPPORTUNITY TO DISCUSS ITEMS OF GENERAL INTEREST, PROVIDE A REFERENCE OR OTHER RESOURCE TO STAFF, ASK FOR CLARIFICATION OR REQUEST STAFF TO REPORT TO THE BOARD ON A CERTAIN MATTER

8. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING ON MONDAY, NOVEMBER 8, 2021 AT 5:00 PM

POSTED:

10/08/2021

/s/ Vanessa Duncan

Administrative Assistant

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the Administrative Assistant's office at (707)464-2421. Notification 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II]

For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at Crescent City Fire & Rescue, 255 W Washington Blvd, during business hours, 8:00 a.m. - 5:00 p.m., or on-line at cfpd.crescentcity.org



CRESCENT FIRE PROTECTION DISTRICT

255 W. WASHINGTON BLVD. CRESCENT CITY, CA 95531
office: 707- 464-2421

MINUTES OF THE CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**REGULAR MEETING HELD
AUGUST 9, 2021
AT 5:00 P.M.**

DIRECTORS PRESENT:

Chairman Jim Nelson Director
Vice Chairman Dave Short
Director Jim Erler
Director Rick Kelley
Director Joe Gregorio

ABSENT:

OTHERS PRESENT:

Bill Gillespie, Fire Chief
Vanessa Duncan, Clerk of the Board
Nancy Diamond, Legal Counsel – closed session only

ROLL CALL:

Chairman Nelson called the meeting to order at 5:08 PM. The Pledge of Allegiance was led by Director Gregorio.

REPORT OF ANY ACTIONS FROM CLOSED SESSION BY THE BOARD OF DIRECTORS

Chairman Nelson noted there is no report out of closed session.

PUBLIC PARTICIPATION

No public comment at this time.

CONSENT CALENDAR

4.1 APPROVE MINUTES OF THE REGULAR MEETING OF JULY 12, 2021

4.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED JULY 2021

On a motion by Vice Chair Short, seconded by Director Gregorio, motion carried unanimously 5/0; the Board of Directors approved the Consent Calendar.

NEW BUSINESS

Take action as necessary and appropriate.

5.1 CONDUCT A PUBLIC HEARING FOR THE 2021-2022 FINAL FISCAL BUDGET

RECOMMENDATION

1. Receive staff report
2. Open the Public Hearing
3. Take public comment
4. Close Public Hearing
5. Board Discussion

No public comment at this time. Chairman Nelson closed public comment at 5:24PM.

5.2 REVIEW AND ADOPT RESOLUTION NO. 21-003; RESOLUTION OF THE BOARD OF DIRECTORS OF CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2021-2022 FINAL FISCAL BUDGET.

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider and ADOPT RESOLUTION NO. 21-003; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2021-2022 FINAL FISCAL BUDGET

Chief Gillespie reported that the proposed budget is \$664,396.00 and represents both direct District expenditures as well as shared expenditures with the City of Crescent City for the funding of Crescent City Fire & Rescue. Current anticipated revenues for the District in Fiscal 2021-2022 are estimated at \$935,803.00 and anticipated expenditures are \$664,396.00. Chief Gillespie noted that the projected revenue reflects the newly passed benefit assessment. Chief Gillespie also briefed the Board on some of the estimated expenditures, including a new roof for Washington Station and a cleaning crew for Washington Station.

On a motion by Director Gregorio, seconded by Vice Chair Short, motion carried unanimously 5/0, the Board of Directors adopts RESOLUTION NO. 21-003; RESOLUTION OF THE BOARD OF DIRECTORS OF CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2021-2022 FINAL FISCAL BUDGET.

PASSED AND ADOPTED by the Board Members of the
CRESCENT FIRE PROTECTION DISTRICT

This 9th day of AUGUST 2021, by the following polled vote:

YES: 5

NOES: 0

ABSENT:0

5.3 REVIEW AND DISCUSS AMENDMENT TO TOWER AND GROUND SPACE LEASE FROM NEW CINGULAR WIRELESS & AT&T

Chief Gillespie noted New Cingular Wireless has contacted the District and desires to place a generator assembly to provide emergency power for the cell equipment for AT&T. New Cingular Wireless is requesting to place a generator on the east side of the precast concrete equipment shelter (housing another carrier's equipment) and carry lines to the AT&T prefab equipment shelter on the west side of the fenced area. To accomplish installation, it is proposed the contractor will be required to move the east fence further east into the asphalt lot and adding an area measuring 3' by 18' to the current fenced enclosure. New Cingular Wireless has proposed an increase to the current lease of \$100 per month.

Director Gregorio requested that the District proposes an increase of \$400 in addition to the proposed \$100 and to fully enclose the back parking lot of Washington Station. Chairman Nelson agreed with Director Gregorio. The Board directed Chief Gillespie to propose the counteroffer to New Cingular Wireless and to report back to the Board at the next meeting.

OLD BUSINESS - None

CHIEF'S REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS.

7.1 RESPONSES OCCURRED BETWEEN: 07/01 – 07/31/2021

Chief Gillespie reported the total number of calls in the City and the District.

7.2 REVIEW AND DISCUSS PROPOSED RATE CHANGE FOR PROFESSIONAL SERVICES WITH THE DEL NORTE COUNTY ASSESSOR'S OFFICE AND THE DEL NORTE COUNTY TAX COLLECTOR'S OFFICE

Chief Gillespie reported that the Assessor's Office and the Tax Collector's Office have proposed an updated reimbursement total of 5% each, which will be the same percentage for all Fire Districts in Del Norte County.

7.3 COVID UPDATE

Chief Gillespie gave a brief update on the current Covid statistics. Chief Gillespie also noted that it would be at the Board's best interest to continue with Zoom meetings while Covid is surging.

BOARD COMMENTS

Director Kelley would like the Board to address the Fire Chief position, with Chief Gillespie looking to retire in less than a year, Director Kelley recommended that the Board starts talking about their options.

ADJOURNMENT

There being no further business to come before the Board, Vice Chair Short adjourned the meeting at 5:57 pm of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on September 13, 2021 at 5:00PM.

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District



CRESCENT FIRE PROTECTION DISTRICT

255 W. WASHINGTON BLVD. CRESCENT CITY, CA 95531
office: 707- 464-2421

MINUTES OF THE CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**SPECIAL MEETING HELD
SEPTEMBER 29, 2021
AT 5:00 P.M.**

DIRECTORS PRESENT:

Chairman Jim Nelson
Vice Chairman Dave Short
Director Jim Erler
Director Rick Kelley
Director Joe Gregorio

ABSENT:

OTHERS PRESENT:

Bill Gillespie, Fire Chief
Vanessa Duncan, Clerk of the Board
Nancy Diamond, Legal Counsel

ROLL CALL:

Chairman Nelson called the meeting to order at 5:00 PM. The Pledge of Allegiance was led by Director Erler.

REPORT OF ANY ACTIONS FROM CLOSED SESSION BY THE BOARD OF DIRECTORS

Chairman Nelson reported that the Board gave direction to staff to develop and bring back to the October Board meeting a draft amendment to the assessment ordinance that would change the 13.5 EBUs or \$1,000 per parcel cap to 13.5 EBUs or \$1,000 of the combined parcels under single ownership. Chairman Nelson noted that the Board will have further discussion on this topic during open session and take public comment at the next Board meeting.

PUBLIC PARTICIPATION

No public comment at this time.

CONSENT CALENDAR - None

NEW BUSINESS

Take action as necessary and appropriate.

5.1 REVIEW AND APPROVE BUDGET TRANSFER REQUEST

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Review and APPROVE BUDGET TRANSFER REQUEST TOTALING \$9,500 FOR PURCHASE OF TWO USED SURPLUS TYPE 3 WILDLAND ENGINES

Chief Gillespie reported he had recently learned of an auction through GovDeals for two CALFIRE Type 3 model 15 wildland fire engines that were being sold in an auction that ended that evening. The units could only be sold to a fire department. Both units were four door cab, two-wheel drive and fully operational, but had exceeded their planned service life with CALFIRE. One was a 1997 model year, and the other was from 1993. The two units appeared well suited for use by Crescent Fire Protection District for wildland response, beach fires, trash fires, and for responses into tight and rough road areas that are often frequented by transient and homeless camps all within the district. Chief Gillespie stated that he set up a GovDeals profile for the District, got certified as a fire department and was successful in bidding for both units. The 1997 unit was purchased for \$5,500, and the 1993 for \$2,777.50.

Director Gregorio questioned the specifications of the two newly purchased engines and also questioned if the District would be able to retire three to four pieces of old equipment that won't be able to function the way these two newly purchased engines would; Chief Gillespie agreed that the District would be able to surplus out a few units and possibly see a return on the older units owned by the District.

Director Erler questioned how much it would cost the District to outfit the two newly purchased fire engines; Chief Gillespie reported it will cost approximately \$3,000 per vehicle.

Director Erler questioned the lack of Board involvement in purchasing the two new fire engines; Chief Gillespie stated that each initial purchase, before

additional fees, was at or below \$5,000 and in order to seize the opportunity, he had to act quickly.

On a motion by Vice Chair Short, seconded by Director Gregorio, motion carried unanimously 5/0; the Board of Directors approved the BUDGET TRANSFER REQUEST.

5.2 REVIEW AND ADOPT RESOLUTION NO. 21-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AUTHORIZING PORTAL TO PORTAL COMPENSATION FOR EMPLOYEES WHILE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Review and waive full reading, read by title only and ADOPT RESOLUTION NO. 21-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AUTHORIZING PORTAL TO PORTAL COMPENSATION FOR EMPLOYEES WHILE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT

Chief Gillespie stated that Employees of the Crescent Fire Protection District, both career and volunteer, have participated in the past in station coverage assignments and on fire assignments in the State Responsibility Areas for CALFIRE. There is also potential to participate in fire assignments as a local government resource through CALOES; this occurred last September on the Slater Fire that burned from Happy Camp to Gasquet overnight, where personnel were deployed for multiple days engaged in structure protection and fire attack. Chief Gillespie also noted that at the May meeting of the Crescent Fire Protection District, the Board adopted a resolution for "Portal to Portal" pay for our personnel, based upon a resolution example provided by CALOES. That example resolution included the term "Portal to Portal" in the title but did not include the term within the body. This approved resolution was submitted to CALOES following that meeting. CALOES has since come back to the department and has requested a different resolution format that also includes the term "Portal to Portal" within the body of the resolution. CALOES has requested that the resolution be updated as soon as possible to allow them to process pending F-42 that we have in the system.

Director Gregorio questioned if resolution no. 21-004 covered payment to volunteers before Crescent City Fire & Rescue is reimbursed by Cal-OES; Chief Gillespie noted that it is not included in this resolution but will be brought to Board at the next meeting.

Chairman Nelson questioned if there was a cap on the amount the firefighters spent while out on fire assignments; Chief Gillespie stated this resolution doesn't involve travel expense.

On a motion by Director Gregorio, seconded by Director Erler, motion carried unanimously 5/0; the Board of Directors adopted RESOLUTION NO. 21-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AUTHORIZING PORTAL TO PORTAL COMPENSATION FOR EMPLOYEES WHILE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT.

PASSED AND ADOPTED by the Board Members of the
CRESCENT FIRE PROTECTION DISTRICT
This 29th day of SEPTEMBER 2021, by the following polled vote:
YES: 5
NOES: 0
ABSENT:0

OLD BUSINESS - None

CHIEF'S REPORT - None

BOARD COMMENTS

The Board expresses the need for another closed session.

ADJOURNMENT

There being no further business to come before the Board, Director Gregorio adjourned the meeting at 5:30 pm of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on October 11, 2021 at 5:00PM.

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District

CFPD CLAIMS LIST AUGUST & SEPTEMBER FY 21/22

CLAIM ID	CLAIM DATE	VENDOR NAME	CLAIM AMOUNT	ACCOUNT	DESCRIPTION	GRAND TOTAL
355-2611	8/13/21	COUNTRY MEDIA INC.	\$ 146.85	20240	NOTICE FOR ADOPTION OF ORDINA	\$ 146.85
355-2612	8/13/21	COUNTRY MEDIA INC.	\$ 53.40	20240	PUBLIC HEARING NOTICE FOR FY 2	\$ 53.40
355-2613	8/13/21	LAW OFFICE OF NANCY DIAMOI	\$ 350.00	20233	REVIEW AND RESEARCH AMENDEN	\$ 350.00
355-2614	8/13/21	HEMMINGSSEN CONTRACTING C	\$ 244.13	20180	5 YARDS OF BARK	\$ 244.13
355-2615	8/13/21	PACIFIC POWER & LIGHT CO.	\$ 22.60	20300	POWER - HUMBOLDT	\$ 22.60
TOTAL						\$ 816.98
356-2616	8/20/21	CITY OF CRESCENT CITY	\$ 93.94	20173	REPLACE MARKER LIGHT AND REP/	\$ 93.94
356-2617	8/20/21	CURRY EQUIPMENT	\$ 2,343.60	20270	RIDING LAWN MOWER FOR WASHIN	\$ 2,343.60
356-2618	8/20/21	CRESCENT CITY WATER	\$ 22.49	20302	WATER - COOPER	\$ 22.49
356-2618	8/20/21	CRESCENT CITY WATER	\$ 128.43	20302	WATER - WASHINGTON	\$ 128.43
356-2619	8/20/21	U.S. BANK	\$ 839.90	20227	ZOOM WEBINAR LICENSE	\$ 839.90
356-2620	8/20/21	CANON FINANCIAL SERVICES	\$ 167.09	20260	COPIER LEASE PAYMENT	\$ 167.09
TOTAL						\$ 3,595.45
357-2621	9/2/21	ROSS JANITORIAL	\$ 1,070.00	20230	INITIAL CLEANING SERVICE & 2 WEI	\$ 1,070.00
357-2622	9/2/21	CRESCENT CITY WATER	\$ 62.11	20302	WATER - HUMBOLDT	\$ 62.11
357-2623	9/2/21	RECOLOGY DEL NORTE	\$ 67.33	20140	TRASH FEE - AUGUST	\$ 67.33
357-2626	9/2/21	PACIFIC POWER & LIGHT CO.	\$ 686.10	20300	POWER - WASHINGTON	\$ 686.10
357-2626	9/2/21	PACIFIC POWER & LIGHT CO.	\$ 84.43	20300	POWER - COOPER	\$ 84.43
TOTAL						\$ 1,969.97
358-2628	9/7/21	LIQUIDITY SERVICES OPERATIC	\$ 2,777.50	20270	WIRE TRANSFER FOR 1993 INTERN/	\$ 2,777.50
358-2628	9/7/21	LIQUIDITY SERVICES OPERATIC	\$ 5,500.00	40621	WIRE TRANSFER FOR 1997 INTERN/	\$ 5,500.00
TOTAL						\$ 8,277.50
359-2629	9/9/21	LAW OFFICES OF NANCY DIAMC	\$ 675.00	20233	LEGAL FEES - CLOSED SESSION	\$ 675.00
359-2630	9/9/21	CRESCENT ELECTRIC	\$ 180.43	20170	REPAIR POWER CORD IN CEILING	\$ 180.43
359-2631	9/9/21	U.S. BANK	\$ 7.25	20173	VALVE	\$ 7.25
359-2631	9/9/21	U.S. BANK	\$ 13.35	20173	SMALL PUSH-PULL SOLENOID	\$ 13.35
359-2631	9/9/21	U.S. BANK	\$ 197.91	20173	50' RED WELDING BATTERY	\$ 197.91
359-2631	9/9/21	U.S. BANK	\$ 40.29	20173	ROCKER SWITCH	\$ 40.29
359-2631	9/9/21	U.S. BANK	\$ 10.80	20173	AIR COMPRESSOR TANK DRAIN VLV	\$ 10.80
TOTAL						\$ 1,125.03
360-2632	9/24/21	DN SOLID WASTE MANAGEMEN	\$ 3.47	20140	TRASH FEE - AUGUST	\$ 3.47
360-2633	9/24/21	GOLDEN STATE EMERGENCY V	\$ 1,226.94	20173	WINDSHIELD FOR 5172	\$ 1,226.94
360-2634	9/24/21	ROSS JANITORIAL	\$ 340.00	20230	JANITORIAL SERVICES - SEPT	\$ 340.00
360-2635	9/24/21	CITY OF CRESCENT CITY	\$ 331.74	20173	VEHICLE MAINTENANCE 5159	\$ 331.74
360-2635	9/24/21	CITY OF CRESCENT CITY	\$ 131.70	20173	VEHICLE MAINTENANCE 5137	\$ 131.70
360-2636	9/24/21	CRESCENT CITY WATER	\$ 330.09	20302	WATER - WASHINGTON	\$ 330.09
360-2636	9/24/21	CRESCENT CITY WATER	\$ 22.49	20302	WATER - COOPER	\$ 22.49
360-2637	9/24/21	PACIFIC POWER & LIGHT CO.	\$ 704.00	20300	POWER - WASHINGTON	\$ 704.00
360-2637	9/24/21	PACIFIC POWER & LIGHT CO.	\$ 95.02	20300	POWER - COOPER	\$ 95.02
360-2637	9/24/21	PACIFIC POWER & LIGHT CO.	\$ 43.18	20300	POWER - HUMBOLDT	\$ 43.18
360-2638	9/24/21	CANON FINANCIAL SERVICES	\$ 193.34	20260	COPIER LEASE PAYMENT	\$ 193.34
TOTAL						\$ 3,421.97

PO# 25881

PO# 25881

PO#258819

PO# 25881

PO#258821

PO#258820

PO#258820

STAFF REPORT – WAIVE FULL READING, READ BY TITLE ONLY AND INTRODUCE ORDINANCE NO. 21-002, AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT AMENDING ORDINANCE NO. 21-001, LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Review and waive full reading, read by title only, and introduce ORDINANCE NO. 21-002, AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT AMENDING ORDINANCE NO. 21-001, LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22

BACKGROUND

On July 12, 2021, the District adopted Ordinance No. 21-001 Levying a Fire Suppression Assessment, beginning in fiscal year 2021/22.

Through input from the public and Board discussion, the District desires to expand eligibility for a maximum assessment levy and to clarify qualifying exemptions from the assessment by amending Ordinance No. 21-001. The original Ordinance No. 21-001 exempted vacant or undeveloped land from the assessment. The original ordinance also set a maximum assessment levy per parcel for developed parcels containing multiple structures and were capped at 13.5 EBU's or \$1,000 per parcel.

The amended Ordinance No. 21-002 for consideration and introduction expands Ordinance No. 21-001 to include the original exemptions, and to establish an exemption for parcels which are held under identical ownership within the same customer class (i.e. residential, commercial, government) may, upon approval of an application by the owner(s) thereof to the District, be treated as a single parcel for purposes of applying the maximum assessment fee not to exceed \$1,000 per parcel. The owner(s) of such parcels seeking exemption shall submit an application to the District, in a format approved by the District, providing the owner(s) name and address, property maps, and deed and title information that sufficiently demonstrate that the applicant is the owner of record or trustee of the owner of record with Power of Attorney for the owner of record for all the qualifying property, Specific Policy and Procedures to carry out this exemption and to approve and otherwise revise the application form as required, shall be adopted by Resolution by the District, following a public meeting. For each year the exemption is claimed, the District may request ownership information necessary to sufficiently demonstrate that the applicant is the owner of record for all the qualifying property.

Unsecured property such as boat slips of other unsecured (personal) property that is not on the County Assessor's secured tax roll is not subject to the assessment levy and is exempt from this assessment.

Under Ordinance No. 21-001, Commercial/Industrial parcel class had each building on a parcel assigned 1.1 EBU per equivalent single-family home, per 2,500 square feet. Since limited parcel data is available, the EBU assignment for individual Commercial and Industrial parcels under Ordinance No. 21-002 will default to the benefit units assigned per the 1987 assessment for any individual Commercial or Industrial parcel.

The amendments to Ordinance No. 21-001 do not constitute a new or increased assessment over the maximum amount imposed, and therefore do not trigger or require new majority protest balloting proceedings in accordance with Proposition 218 (Gov Code Section 53753).

In conclusion, staff recommends that the District Board introduce (by title only) Ordinance No. 21-002, an ordinance of the Crescent Fire Protection District amending Ordinance No. 21-001, levying a fire suppression assessment, beginning in fiscal year 2021/22.

FISCAL IMPACT

The amendments to Ordinance No. 21-001 do not constitute a new or increased assessment over the maximum amount imposed, and therefore do not trigger or require new majority protest balloting proceedings in accordance with Proposition 218 (Gov Code Section 53753). Implementation of Ordinance No. 21-002 would reduce the estimated fiscal year 2021-22 assessment revenue from \$421,404 to approximately \$414,071, or a \$7,333 reduction. This would not affect the proposed assessment rate of \$74.00 per single-family equivalent benefit unit (EBU) for fiscal year 2021-22.

ATTACHMENTS

1. Ordinance No. 21-002



CRESCENT FIRE PROTECTION DISTRICT

255 W. WASHINGTON BLVD. CRESCENT CITY, CA 95531
office: 707- 464-2421

ORDINANCE NO. 21-002

AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT AMENDING ORDINANCE NO. 21-001, LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22

The Board of Directors of the Crescent Fire Protection District hereby ordains as follows:

SECTION 1. FINDINGS

The Board finds and declares as follows:

- (a) On July 12, 2021, the District adopted Ordinance No. 21-001 Levying a Fire Suppression Assessment, Beginning in Fiscal Year 2021/22.
- (b) The District desires to expand eligibility for a maximum assessment levy, to clarify qualifying exemptions from the assessment, and to provide additional language clarification by amending Ordinance No. 21-001.
- (c) Said amendments to Ordinance No. 21-001 do not constitute a new or increased assessment over the maximum amount imposed, and therefore do not trigger or require new majority protest balloting proceedings in accordance with Proposition 218 (Gov Code Section 53753).

SECTION 2. ORDINANCE AMENDMENT

Section 5., Assessment Rate, of Ordinance No. 21-001 is hereby amended as shown by the following strikethrough for deleted text and underscore for new text:

"SECTION 5. ASSESSMENT RATE

The Board hereby levies an annual assessment within the Benefit Assessment District. The estimated fiscal year 2021-22 cost of providing the Services is \$434,310. This cost results in an assessment rate of \$74.00 per single-family equivalent benefit unit (EBU) for fiscal year 2021-22. Fire EBUs are assigned to each parcel as follows:

- Single Family – All residential single-family homes are equal to 1.0 EBU

- Multi-Family – All multi-family, mobile home, manufactured homes, duplexes, and condos are allocated 0.8 EBUs per unit.
- Commercial/Industrial – All Commercial and Industrial parcels ~~Each building~~ are assigned 1.1 EBUs per ~~equivalent single family home, approximately~~ 2,500 square foot, with a minimum of 1 EBU. Unless, parcel data was unavailable at assessment approval, EBU assignment for individual Commercial and Industrial parcels will default to the benefit units assigned per the 1987 assessment but not to exceed the amount identified on a specific official ballot for this assessment.
- Government/Institutional - Improved Government land is subject to the assessment levy on the same basis as privately owned parcels with the same land use description.
- Vacant/Undeveloped Land – Vacant and undeveloped land is not subject to the assessment levy and is otherwise exempt from this assessment.
- Bulk/Hazard – Any parcel which presents an extraordinary hazard to the District will be independently evaluated by the District Fire Chief and assigned an EBU that reflects the actual benefit received by the individual parcel.
- Per Parcel Assessment Maximum - All parcels will be held to a maximum assessment fee not to exceed \$1,000 per parcel.
- Multi-parcel Identical Ownership Maximum, Exemption - Parcels which are held under identical ownership within the same customer class (i.e., residential, commercial, government) may, upon approval of an application by the owner(s) thereof to the District be treated as a single parcel for purposes of applying the maximum assessment fee not to exceed \$1,000 per parcel. The owner(s) of such parcels seeking an exemption for amounts in excess of \$1000 shall submit an application to the District, in a format approved by the District, providing the owner(s) name and address, property maps, and deed and title information that sufficiently demonstrate that the applicant is the owner of record or trustee of the owner of record with Power of Attorney for the owner of record for all the qualifying property. Specific Policy and Procedures to carry out this exemption and to approve and otherwise revise the application form as required, shall be adopted by Resolution by the District, following a public meeting. For each year the exemption is claimed, the District may request ownership information necessary to sufficiently demonstrate that the applicant is the owner of record for all the qualifying property.
- Unsecured Property - Boat slips or other unsecured (personal) property that is not on the County Assessor's secured tax roll is not subject to the assessment levy and is exempt from this assessment.

SECTION 3. AMENDMENTS INCORPORATED INTO ORDINANCE NO. 2021-001.

These amendments are incorporated into previously adopted Ordinance No. 2021-001 and shown in Exhibit A, attached hereto.

INTRODUCED at a regular meeting of the Board of Directors of the Crescent Fire Protection District held on the 11th day of October, 2021.

AYES:

NOES:

ABSENT:

ABSTAIN:

Jim Nelson, Chair

ATTEST:

Vanessa Duncan, District Clerk



CRESCENT FIRE PROTECTION DISTRICT

255 W. WASHINGTON BLVD. CRESCENT CITY, CA 95531
office: 707- 464-2421

ORDINANCE NO. 21-001

AN ORDINANCE OF THE CRESCENT FIRE PROTECTION DISTRICT LEVYING A FIRE SUPPRESSION ASSESSMENT, BEGINNING IN FISCAL YEAR 2021/22

The Board of Directors of the Crescent Fire Protection District hereby ordains as follows:

SECTION 1. PURPOSE

Pursuant to direction from the Board, Bartle Wells Associates (the "Engineer of Work") prepared an Assessment Engineer's Report (the "Engineer's Report") pursuant to Title 5, Division 1, Part 1, Chapter 1, Article 3.6 of the California Government Code, "Fire Suppression Assessments", beginning with Section 50078 and Article XIIIID of the California Constitution ("Proposition 218"). The Engineer's Report presents a benefit analysis for the imposition of an assessment to fund fire expenses. The Engineer's Report has been made, filed with the District Clerk, and approved by the Board.

On March 8, 2021, the Board duly adopted Resolution 21-001, A Resolution of the Board of Directors of the Crescent Fire Protection District Initiating Proceedings, Declaring Intention to Levy Assessments, Approve Engineer's Report, and Provide for Notice of Hearing and the Mailing of Assessment Ballots. After hearing held June 14, 2021, the Board concluded that ballots weighted according to the financial obligation of the affected parcel submitted in favor of the assessment were equal to or exceeded the weighted ballots submitted in opposition to the assessment. It is now the intent of the Board to levy and collect an annual assessment for fire suppression services which shall be called the "2021-22 Crescent Fire Protection District Fire Suppression Benefit Assessment" (hereinafter the "Benefit Assessment") to include all properties within the existing boundaries of the Crescent Fire Protection District (hereinafter the "Benefit Assessment District").

SECTION 2. DESCRIPTION OF THE SERVICES

Within the Benefit Assessment District, the proposed fire services and equipment to be funded by the assessments ("Services") are generally described as including, but not limited to the following: obtaining, furnishing, operating, and maintaining fire suppression, protection and emergency fire-suppression-related services equipment and

apparatus; paying salaries, benefits and other compensation for firefighting and fire suppression personnel; training and administration of personnel performing said fire suppression, protection and emergency fire-suppression-related services; community fire prevention education and fire inspection.

SECTION 3. REFERENCE TO ENGINEER'S REPORT

Reference is hereby made to the Engineer's Report for a full and detailed description of the Benefit Assessment, including District parcels, expenses, and individual parcel assessments to be assessed beginning in Fiscal Year 2021/22. Reference is hereby made to the official Parcel Maps of the County of Del Norte for a description of the lines and dimensions of parcels within the Benefit Assessment District. Fire expenses include budget and financial planning documents provided by the District. An assessment benefit was allocated to each parcel according to the Del Norte County Assessor's 2019-20 Assessor Parcel listings and associated land use codes within the Benefit Assessment District.

SECTION 4. REPORT OF THE ASSESSMENT ENGINEER OF WORK

The Engineer's Report is available for public review at the Washington Station, 255 West Washington Boulevard, Crescent City, CA 95531, and is hereby incorporated by reference. The Engineer's Report includes:

- A. A description of each lot or parcel of property proposed to be subject to the assessment;
- B. The amount of the assessment for each lot or parcel for the initial fiscal year;
- C. The maximum amount of the assessment which may be levied for each lot or parcel during any fiscal year;
- D. The duration of the assessment;
- E. The basis of the assessment;
- F. The schedule of the assessment; and,
- G. A description of the protest and hearing requirements applicable to the assessment.

SECTION 5. ASSESSMENT RATE

The Board hereby levies an annual assessment within the Benefit Assessment District. The estimated fiscal year 2021-22 cost of providing the Services is \$434,310. This cost results in an assessment rate of \$74.00 per single-family equivalent benefit unit (EBU) for fiscal year 2021-22. Fire EBUs are assigned to each parcel as follows:

- Single Family – All residential single-family homes are equal to 1.0 EBU
- Multi-Family – All multi-family, mobile home, manufactured homes, duplexes, and condos are allocated 0.8 EBUs per unit.
- Commercial/Industrial – All Commercial and Industrial parcels are assigned 1.1 EBUs per 2,500 square foot, with a minimum of 1 EBU. Unless, parcel data was unavailable at assessment approval, EBU assignment for individual Commercial and Industrial parcels will default to the benefit units assigned per the 1987 assessment but not to exceed the amount identified on a specific official ballot for this assessment.
- Government/Institutional - Improved Government land is subject to the assessment levy on the same basis as privately owned parcels with the same land use description.
- Vacant/Undeveloped Land – Vacant and undeveloped land is not subject to the assessment levy and is otherwise exempt from this assessment.
- Bulk/Hazard – Any parcel which presents an extraordinary hazard to the District will be independently evaluated by the District Fire Chief and assigned an EBU that reflects the actual benefit received by the individual parcel.
- Per Parcel Assessment Maximum - All parcels will be held to a maximum assessment fee not to exceed \$1,000 per parcel.
- Multi-parcel Identical Ownership Maximum, Exemption - Parcels which are held under identical ownership within the same customer class (i.e., residential, commercial, government) may, upon approval of an application by the owner(s) thereof to the District be treated as a single parcel for purposes of applying the maximum assessment fee not to exceed \$1,000 per parcel. The owner(s) of such parcels seeking an exemption for amounts in excess of \$1000 shall submit an application to the District, in a format approved by the District, providing the owner(s) name and address, property maps, and deed and title information that sufficiently demonstrate that the applicant is the owner of record or trustee of the owner of record with Power of Attorney for the owner of record for all the qualifying property. Specific Policy and Procedures to carry out this exemption and to approve and otherwise revise the application form as required, shall be adopted by Resolution by the District, following a public meeting. For each year the exemption is claimed, the District may request ownership information necessary to sufficiently demonstrate that the applicant is the owner of record for all the qualifying property.
- Unsecured Property - Boat slips or other unsecured (personal) property that is not on the County Assessor's secured tax roll is not subject to the assessment levy and is exempt from this assessment.

SECTION 6. ANNUAL ASSESSMENTS

The assessments will be levied annually for an indefinite term. In each subsequent year, the District Board may choose to adopt an inflation adjustment factor by an amount equal to the annual change in the Consumer Price Index for All Urban Consumers in the West Region, not to exceed 2% (two percent) per year without a further vote or balloting process. This factor may be applied annually to account for normal cost of living increases in providing fire services. This factor is the maximum that the assessment could be raised in a fiscal year. The District Board can adopt a lower adjustment factor or forgo the adjustment at the Board's discretion. The records of the County Assessor shall be used to determine the number and type of improved properties for the purpose of the assessment pursuant to this Ordinance.

SECTION 7. OVERSIGHT COMMITTEE

A seven-member oversight committee will be created to meet annually to review and publicly report on the expenditure of revenues generated by the tax imposed by this Ordinance. The committee will include the Fire Chief or designee, a representative from the Volunteer Fire Association or designee, and five residents of the District. Resident members of the committee will be appointed to two-year terms by the Board Chair and confirmed by the District Board. The Fire Chief and Volunteer Fire Association Representative will serve as non-voting members of the committee.

SECTION 8. INDEPENDENT ANNUAL AUDIT

The proceeds of the assessment imposed by this Ordinance, as well as the expenditures thereof, will be audited annually by an independent accounting firm.

SECTION 9. METHOD OF COLLECTION

The assessment shall be collected in the same manner and subject to the same penalty as, or with, other taxes fixed and collected by Del Norte County on behalf of the Crescent Fire Protection District. The County of Del Norte may deduct reasonable expenses incurred for such service before remitting the balance to the District.

SECTION 10. CARRYOVER OF REMAINING FUNDS

Any unexpended funds raised by the assessment, remaining at the end of any fiscal year shall be carried over for use by the Crescent Fire Protection District to the next succeeding year to fund fire suppression services within the Benefit Assessment District.

SECTION 11. APPEALS PROCESS FOR ASSESSMENT

Any property owner may appeal any determination by the Fire Chief concerning the nature of the use of the property or the calculation of the amount of the assessment by filing a written appeal with the District. Any such appeal shall be filed by December 1st of the calendar year for which the tax is levied. The appeal shall contain a statement by the property owner as to the nature and basis for the appeal in accordance with the District's appeal procedure. The District will provide guidelines for an appeals process for any property owner subject to the assessment. The guidelines for appeal shall be adopted by the Board by resolution and will be filed with the District Board Clerk.

SECTION 12. CORRECTIONS, CANCELLATIONS AND REFUND

The Board of Directors may order the assessment levied herein on any particular improved property to be corrected, cancelled or refunded consistent with and in order to effectuate the provisions of this Ordinance.

SECTION 13. SEVERABILITY

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, then the remainder of the Ordinance and the application of such provision to other persons or circumstances will not be affected thereby.

SECTION 14. CERTIFICATION

The District Clerk shall certify to the passage and adoption of this Ordinance and shall cause a copy of the full text of the Ordinance to be posted.

RE-INTRODUCED at a regular meeting of the Board of Directors of the Crescent Fire Protection District held on the 14th day of June, 2021.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Crescent Fire Protection District held on the 12th day of July, 2021 by the following polled vote:

AYES:4, Chairman Nelson, Vice Chair Short, Director Kelley, Director Gregorio

NOES:1, Director Erler

ABSENT:0

ABSTAIN:0

Jim Nelson, Chair

ATTEST:

Vanessa Duncan, District Clerk

STAFF REPORT – REVIEW AND DISCUSS AMENDMENT TO TOWER AND GROUND SPACE LEASE FROM NEW CINGULAR WIRELESS & AT&T

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider and PROVIDE STAFF DIRECTION REGARDING TOWER AND GROUND SPACE LEASE OPTIONS FROM NEW CINGULAR WIRELESS & ATT&T

BACKGROUND

Crescent Fire Protection District was contacted by New Cingular Wireless to place a generator on the east side of the precast concrete equipment shelter (housing another carrier's equipment) and carry lines to the AT&T prefab equipment shelter on the west side of the fenced area. To accomplish installation, it was proposed by the contractor to move the east fence further east into the asphalt lot and adding an area measuring 3' by 18' to the current fenced enclosure. New Cingular Wireless had proposed an increase to the current lease of \$100 per month. After discussion at the August Board meeting, Staff were directed to contact New Cingular Wireless with the request of a security fence be installed along the east side of the rear lot, and \$500 per month added to the monthly rent.

Per representative Frank Schabarum for New Cingular Wireless, they must try to keep the monthly rent as low as possible to get the project approved by AT&T Management, and they may be able to utilize capital improvement funding options in the project after it had been relayed to New Cingular Wireless the issues with security and the need for fencing the facility. Two options have been provided by New Cingular Wireless for Board consideration:

1. Lease AT&T an approximately 10' x 16' lease area for installation of the generator surrounded by a new chain link fence adjacent to the existing southerly communications tower (west side in lawn) for a one-time payment of \$20,000 which the District can use as it sees fit. There would be no increase in monthly rent. This would place the generator out of vehicle travel areas. It would require Board approval of trenching the rear driveway/lot/yard to allow generator power line access from the tower to the generator and would be subject to no utility easements that would have to be crossed.

OR

2. Allow AT&T to install the originally proposed 3' x 18' bump out on the east side of the existing cell tower compound (north compound) into the parking area and install a full-length security fence from the southeast corner of the fire department building to the south tower compound and then east to the edge of the property at the hedge. This would include

a manual gate across the driveway. AT&T would responsible for the cost of the new fencing and manual gate and would pay a monthly increase to rent of \$100.

The Board is requested to review the two options, determine which it supports, and staff will provide this direction back to New Cingular Wireless who will provide an updated contract with that proposal once approved by AT&T.

FISCAL IMPACT

Revenue from option 1 would be a one-time payment of \$20,000 to the District, and if a security fence was desired by the District, the cost would be on the District.

Revenue from option 2 would be \$1,200 annually (\$100 monthly) if District approves option 2, and the construction of a new security fence at a cost to AT&T.

ATTACHMENTS

None

STAFF REPORT – AUTHORIZATION #2 FOR PROFESSIONAL SERVICES,
ASSESSMENT FOLLOW-UP AND REPORTING

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Consider and APPROVE AUTHORIZATION #2 FOR PROFESSIONAL SERVICES,
ASSESSMENT FOLLOW-UP AND REPORTING WITH PLANWEST PARTNERS

BACKGROUND

Planwest Partners Inc. previously assisted the Crescent Fire Protection District in completing benefit assessment proceedings in accordance with Prop 218. This included the following tasks:

- Task 1 – Project Coordination
- Task 2 – Polling Research
- Task 3 – Engineers Report
- Task 4 – Official Notice and Ballot
- Task 5 – Community Outreach
- Task 6 – Assessment Ballot Proceedings and Hearing
- Task 7 – Follow-up and Reporting

The District has requested additional assistance with assessment follow-up and reporting associated with Task 7, beyond what was previously authorized. This Authorization #2 includes Planwest staff time associated with Recount Proceedings (see Invoice #21-257-04), drafting ordinance amendments, and providing related district coordination and follow-up to implement the assessment. Assistance with the current ordinance amendment and with the current lawsuit filed against the District has also accounted for time.

The cost for Tasks 7a and 7b will be on a time and materials basis, **not to exceed \$6,164.00**, without prior mutual agreement.

- Task 7a (Ordinance, Coordination and Follow-up) = \$1,725 (15 hours @\$115/hour)
- Task 7b (Recount Proceedings) = \$4,439 (Invoice #21-257-04)

Task 7 b (Recount Proceedings) has already been invoiced to the District but is included in this agreement for tracking purposes.

Approval by the Board will require the Board Chair signature on the agreement.

FISCAL IMPACT

Total anticipated cost for Task 7a and 7b is not to exceed \$6,164.00. Task 7b (Recount Proceedings) has already been provided at a cost of \$4,439 and invoiced to the District. Current

assistance provided for the current Ordinance amendments and assistance related to the current lawsuit are not expected to exceed \$1,725 (15 hours @ \$115/hour).

ATTACHMENTS

1. Planwest Partners Professional Services Authorization #2



October 7, 2021

Crescent Fire Protection District
255 W. Washington Blvd
Crescent City, CA 95531

RE: Authorization #2 for Professional Services, Assessment Follow-up and Reporting

Planwest Partners Inc. previously assisted the Crescent Fire Protection District in completing benefit assessment proceedings in accordance with Prop 218. This included the following tasks:

- Task 1 – Project Coordination
- Task 2 – Polling Research
- Task 3 – Engineers Report
- Task 4 – Official Notice and Ballot
- Task 5 – Community Outreach
- Task 6 – Assessment Ballot Proceedings and Hearing
- Task 7 – Follow-up and Reporting

The District has requested additional assistance with assessment follow-up and reporting associated with Task 7, beyond what was previously authorized. This Authorization #2 includes Planwest staff time associated with Recount Proceedings (see Invoice #21-257-04), drafting ordinance amendments, and providing related district coordination and follow-up to implement the assessment.

The cost for Tasks 7a and 7b will be on a time and materials basis, **not to exceed \$6,164.00**, without prior mutual agreement.

- Task 7a (Ordinance, Coordination and Follow-up) = \$1,725 (15 hours @\$115/hour)
- Task 7b (Recount Proceedings) = \$4,439 (Invoice #21-257-04)

Professional services by Planwest Partners shall commence when this authorization is signed by an authorized representative from Crescent Fire Protection District.

Jim Nelson, Chair
Crescent Fire Protection District

Date: _____

TEL: (707) 825-8260
FAX: (707) 825-9181

P.O. Box 4581
Arcata, CA 95518

planners@planwestpartners.com
www.planwestpartners.com

STAFF REPORT – CRESCENT FIRE PROTECTION DISTRICT ASSESSMENT
OVERSIGHT COMMITTEE APPLICATION

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Review Assessment Oversight Committee Application, and direct staff to open application process.

BACKGROUND

On July 12, 2021, the District adopted Ordinance No. 21-001 Levying a Fire Suppression Assessment, beginning in fiscal year 2021/22. Section 7 of Ordinance No. 21-001 provides for the appointment of an Oversight Committee for the Assessment. This seven-member committee will be created to meet annually to review and publicly report on the expenditure of revenues generated by the tax imposed by the Ordinance. The committee will include five residents of the District, Resident members of the committee will be appointed to two-year terms by the Board Chair and confirmed by the District Board. The Fire Chief or designee and a representative from the Volunteer Fire Association or designee will serve as non-voting members of the committee.

Staff has included a draft application for review and approval by the Board. If approved, the application period would be opened to the committee, with applications due back to the District the first week of November, with member recommendations and appointment by the Board Chair to be reviewed and confirmed by the Board at a regular meeting.

FISCAL IMPACT

Approval of the draft application and staff direction to open the application period will not have a negative fiscal impact. The actions will comply with Ordinance No. 21-001.

ATTACHMENTS

1. Assessment Oversight Committee Application



CRESCENT FIRE PROTECTION DISTRICT

255 W. WASHINGTON BLVD. CRESCENT CITY, CA 95531
Office: 707- 464-2421

APPLICATION FOR APPOINTMENT to the CRESCENT FIRE PROTECTION DISTRICT ASSESSMENT OVERSIGHT COMMITTEE

THIS DOCUMENT IS PUBLIC INFORMATION

1. Name of applicant: _____
2. Physical Address: _____
Mailing Address (if different): _____
3. Home telephone number: _____ Alt. number: _____
Telephone number where you may be reached during business hours, 8:00 a.m. to 5:00 p.m.

4. Will you be available for meetings during the day? Yes/No Evening? Yes/No Weekend? Yes/No
6. How long have you been a resident of the District? _____
7. What is your current occupation? _____
8. Volunteer Acknowledgment: by signing below, I acknowledge and understand that the position for which I am applying is a volunteer position with the District and that, if appointed, I will not be entitled to compensation or employee benefits.

Dated: _____

Applicant signature

Crescent City Fire & Rescue

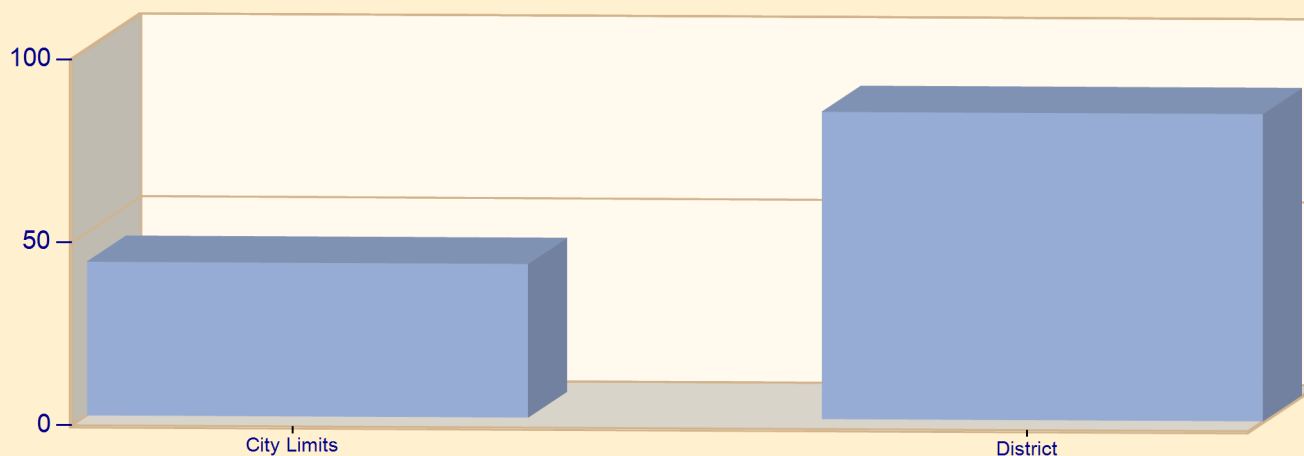
Crescent City, CA

This report was generated on 10/8/2021 9:42:32 AM



Incident Type Count per Zone for Date Range

Start Date: 08/01/2021 | End Date: 08/31/2021



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	111 - Building fire	1
	118 - Trash or rubbish fire, contained	1
	311 - Medical assist, assist EMS crew	25
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	2
	611 - Dispatched & cancelled en route	1
	622 - No incident found on arrival at dispatch address	2
	631 - Authorized controlled burning	2
	651 - Smoke scare, odor of smoke	1
	700 - False alarm or false call, other	1
	714 - Central station, malicious false alarm	1
	735 - Alarm system sounded due to malfunction	3
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for City Limits - City Limits:</i>	42
District - District		
	100 - Fire, other	1
	111 - Building fire	1
	112 - Fires in structure other than in a building	2
	122 - Fire in motor home, camper, recreational vehicle	1
	140 - Natural vegetation fire, other	1

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



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Doc Id: 1404

Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	141 - Forest, woods or wildland fire	1
	151 - Outside rubbish, trash or waste fire	2
	311 - Medical assist, assist EMS crew	41
	322 - Motor vehicle accident with injuries	3
	324 - Motor vehicle accident with no injuries.	1
	444 - Power line down	1
	510 - Person in distress, other	1
	551 - Assist police or other governmental agency	1
	554 - Assist invalid	2
	561 - Unauthorized burning	15
	611 - Dispatched & cancelled en route	3
	622 - No incident found on arrival at dispatch address	2
	631 - Authorized controlled burning	1
	733 - Smoke detector activation due to malfunction	3
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for District - District:</i>	84
Total Count for all Zone:		126

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



Crescent City Fire & Rescue

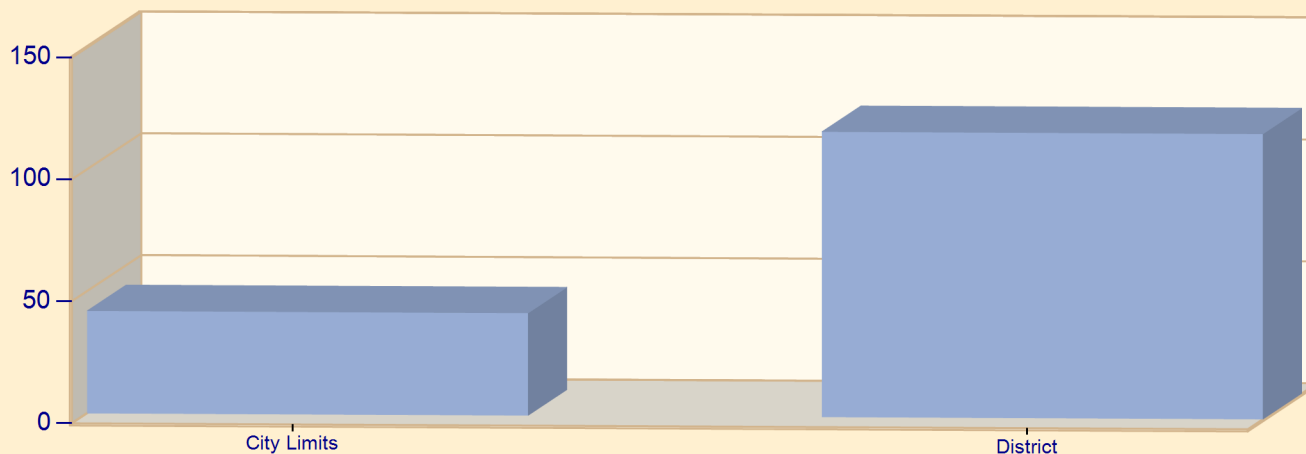
Crescent City, CA

This report was generated on 10/8/2021 9:43:07 AM



Incident Type Count per Zone for Date Range

Start Date: 09/01/2021 | End Date: 09/30/2021



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	113 - Cooking fire, confined to container	1
	118 - Trash or rubbish fire, contained	1
	141 - Forest, woods or wildland fire	1
	142 - Brush or brush-and-grass mixture fire	1
	151 - Outside rubbish, trash or waste fire	1
	311 - Medical assist, assist EMS crew	16
	322 - Motor vehicle accident with injuries	2
	351 - Extrication of victim(s) from building/structure	1
	445 - Arcing, shorted electrical equipment	1
	561 - Unauthorized burning	7
	611 - Dispatched & cancelled en route	3
	622 - No incident found on arrival at dispatch address	6
	700 - False alarm or false call, other	1
	<i>Total Incidents for City Limits - City Limits:</i>	<i>42</i>
District - District		
	100 - Fire, other	1
	111 - Building fire	3
	121 - Fire in mobile home used as fixed residence	1
	122 - Fire in motor home, camper, recreational vehicle	1
	134 - Water vehicle fire	1

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



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Doc Id: 1404

Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	140 - Natural vegetation fire, other	2
	141 - Forest, woods or wildland fire	2
	142 - Brush or brush-and-grass mixture fire	3
	150 - Outside rubbish fire, other	1
	151 - Outside rubbish, trash or waste fire	2
	311 - Medical assist, assist EMS crew	39
	322 - Motor vehicle accident with injuries	2
	324 - Motor vehicle accident with no injuries.	2
	381 - Rescue or EMS standby	1
	412 - Gas leak (natural gas or LPG)	1
	445 - Arcing, shorted electrical equipment	2
	553 - Public service	1
	561 - Unauthorized burning	25
	611 - Dispatched & cancelled en route	7
	622 - No incident found on arrival at dispatch address	9
	631 - Authorized controlled burning	2
	733 - Smoke detector activation due to malfunction	6
	735 - Alarm system sounded due to malfunction	1
	745 - Alarm system activation, no fire - unintentional	2
	<i>Total Incidents for District - District:</i>	117
Total Count for all Zone:		159

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

