



AGENDA

CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**REGULAR MEETING
HELD
MONDAY, MARCH 14, 2022
AT 5:30 P.M.**

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, March 14, 2022. If you require a special accommodation, please contact Administrative Assistant, Vanessa Duncan at 464-2421.

CLOSED SESSION 5:00 P.M.

PUBLIC COMMENT ON CLOSED SESSION ITEMS ONLY

CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: *Crescent City Harbor District v. Crescent Fire Protection District et al.*; Del Norte Superior Court Case No. CVUJ-2021-1248

REGULAR SESSION 5:30 P.M.

1. ROLL CALL

1.1 CALL TO ORDER

1.2 FLAG SALUTE

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

3. 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.

4. CONSENT CALENDAR

4.1 APPROVE MINUTES OF THE REGULAR MEETING OF FEBRUARY 14, 2022

4.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED FEBRUARY 2022

TAKE PUBLIC COMMENT ON CONSENT CALENDAR
CONSIDER AND ADOPT CONSENT CALENDAR

5. NEW BUSINESS

Take action as necessary and appropriate.

5.1 REVIEW AND APPROVE MULTI-PARCEL EXEMPTION APPLICATION

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. REVIEW AND APPROVE MULTI-PARCEL EXEMPTION APPLICATION

5.2 CONSIDER AND APPROVE SUBMITTAL OF AN APPLICATION FOR ELIGIBILITY FOR STATE & FEDERAL PROPERTY MANAGEMENT PROGRAM

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board discussion
4. Consider and APPROVE SUBMITTAL OF AN APPLICATION FOR ELIGIBILITY FOR STATE & FEDERAL PROPERTY MANAGEMENT PROGRAM

5.3 SELECTION OF BOARD MEMBER FOR FIRE CHIEF INTERVIEW

5.4 CONSIDER DECLARING SQUAD 5174 (AMBULANCE) AS SURPLUS AND ALLOW STAFF TO PURSUE DONATION TO ORICK VOLUNTEER FIRE DEPARTMENT

RECOMMENDATION

1. **Receive staff report**
2. Take public comment
3. Board Discussion
4. Consider declaring Squad 5174 (ambulance) as surplus and allow staff to pursue donation to Orick Volunteer Fire Department

6. OLD BUSINESS

Take action as necessary and appropriate.

NO OLD BUSINESS AT THIS TIME.

7. CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

7.1 RESPONSES OCCURRED BETWEEN: 02/01 – 02/28/2022

8. 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

9. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING ON MONDAY, APRIL 11, 2022 AT 5:00 PM

POSTED:

03/10/2022

/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
FEBRUARY 14, 2022
AT 5:00 P.M.**

DIRECTORS PRESENT:

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

ABSENT:

Director Rick Kelley

OTHERS PRESENT:

Bill Gillespie, Fire Chief

ROLL CALL:

Chairman Nelson called the meeting to order at 5:30 PM. The Pledge of Allegiance was led by Director Erler.

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 JANUARY 10, 2022
- 4.2** APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED JANUARY 2022

On a motion by Director Eler, seconded by Director Gregorio, motion carried 4/0/1 with Director Kelley being absent; the Board of Directors approved the Consent Calendar.

NEW BUSINESS

Take action as necessary and appropriate.

5.1 CONSIDER AND ADOPT RESOLUTION NO. 22-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT APPROVING APPEALS PROCEDURES FOR FIRE SUPPRESSION BENEFIT ASSESSMENT

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. CONSIDER AND ADOPT RESOLUTION NO. 22-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT APPROVING APPEALS PROCEDURES FOR FIRE SUPPRESSION BENEFIT ASSESSMENT

Chief Gillespie reported that on July 12, 2021 Crescent Fire Protection District ("District") adopted Ordinance No. 21-001 Leaving a Fire Suppression Assessment, Beginning in Fiscal Year 2021/22 in which establishes an appeals process providing "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."

Chief Gillespie stated that the appeal shall be filed on the form provided by the District and shall contain a statement by the property owner as to the nature and basis for the appeal.

Chief Gillespie also noted that following a decision by the Board, the property owner filing the appeal will receive notice of a decision and a refund, if applicable, within 30 days of the Board decision. In order to receive a reimbursement, proof of payment of the assessment to the County must be provided.

On a motion by Director Erler, seconded by Vice Chair Short, motion carried 4/0/1 with Director Kelley being absent; the Board of Directors adopted RESOLUTION NO. 22-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT APPROVING APPEALS PROCEDURES FOR FIRE SUPPRESSION BENEFIT ASSESSMENT

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

This 14th day of February 2022, by the following polled vote:

YES: 4, Chairman Nelson, Vice Chair Short, Director Erler, Director Gregorio

NOES: 0

ABSENT:1, Director Kelley

OLD BUSINESS

Take action as necessary and appropriate.

6.1 FIRE DEPARTMENT 2 X 2 COMMITTEE UPDATE

Chief Gillespie noted that at the November 8, 2021 Board meeting, Directors Rick Kelly and Joe Gregorio were selected to serve on the 2x2 Committee for the District. After selection of the 2x2 members for the City, a meeting was held on January 20, 2022. That meeting focused on discussion of upcoming Fire Chief recruitment and selection process.

Director Gregorio reported that towards the end of the two-hour committee meeting that they were starting to come to an agreement on mutual concerns.

Director Gregorio noted that after the committee meeting, he met with City Manager Eric Wier and reviewed in detail the agreement regarding the City and the District.

Director Erler questioned the City's use of Washington Station.

CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

7.1 RESPONSES OCCURRED BETWEEN: 01/01 – 01/31/2022

Chief Gillespie reported on the calls in the City and the District.

7.2 FIRE CHIEF RECRUITMENT

Chief Gillespie reported the application for Fire Chief is now active, he then went over the details of the application packet with the Board. It was also noted that the deadline to get an application in is March 1st, 2022.

7.3 PARKING LOT REPAIRS

Chief Gillespie reported the parking lot that was damaged by AT&T equipment has now been repaired by Hemmingsen Construction.

BOARD COMMENTS

No comments at this time.

ADJOURNMENT

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 5:58 pm of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on April 11, 2022 at 5:00PM.

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District

CFPD CLAIMS LIST FEBRUARY FY 21/22

CLAIM ID	CLAIM DATE	VENDOR NAME	CLAIM AMOUNT	ACCOUNT	DESCRIPTION	GRAND TOTAL	
376-2708	2/4/22	STANLEY, PATRICIA	\$ 55.00	20230	NOTARY SERVICE FOR AT&T CONTR	\$ 55.00	PO# 258841
376-2709	2/4/22	ROSS, MATTHEW L.	\$ 340.00	20230	JANITORIAL SERVICES - JANUARY	\$ 340.00	PO# 258842
TOTAL						\$ 395.00	
377-2710	2/10/22	CITY OF CRESCENT CITY	\$ 69,920.00	20234	1ST QRT SERVICES	\$ 69,920.00	
377-2710	2/10/22	CITY OF CRESCENT CITY	\$ 112.14	20173	5173 ANNUAL SERVICE	\$ 112.14	PO# 258843
377-2711	2/10/22	THE MITCHELL LAW FIRM, LLP	\$ 2,302.50	20233	GENERAL COUNSEL FOR CFPD BOA	\$ 2,302.50	PO# 258844
377-2712	2/10/22	U.S. BANK	\$ 505.58	20180	LIGHTS FOR BERTSCH STATION	\$ 505.58	
377-2712	2/10/22	U.S. BANK	\$ 280.97	20140	SHELVING FOR FILES AT WASHINGT	\$ 280.97	
TOTAL						\$ 73,121.19	
378-2713	2/24/22	CANON FINANCIAL SERVICES	\$ 193.34	20260	COPIER LEASE PAYMENT	\$ 193.34	
378-2714	2/24/22	CRESCENT CITY WATER	\$ 161.52	20302	WATER - WASHINGTON	\$ 161.52	
378-2714	2/24/22	CRESCENT CITY WATER	\$ 22.49	20302	WATER - COOPER	\$ 22.49	
378-2714	2/24/22	CRESCENT CITY WATER	\$ 62.16	20302	WATER - HUMBOLDT	\$ 62.16	
378-2715	2/24/22	ROSS JANITORIAL	\$ 340.00	20230	JANITORIAL SERVICES - FEBRUARY	\$ 340.00	PO# 258845
378-2716	2/24/22	DN SOLID WASTE MANAGEMEN	\$ 62.38	20140	TRASH FEE - JANUARY	\$ 62.38	
378-2717	2/24/22	COLANTUONO, HIGHSMITH & WI	\$ 368.50	20233	ADV. CRESCENT CITY HARBOR DIST	\$ 368.50	PO# 258846
378-2718	2/24/22	PACIFIC POWER & LIGHT CO.	\$ 50.58	20300	POWER - HUMBOLDT	\$ 50.58	
378-2718	2/24/22	PACIFIC POWER & LIGHT CO.	\$ 64.57	20300	POWER - COOPER	\$ 64.57	
378-2718	2/24/22	PACIFIC POWER & LIGHT CO.	\$ 810.00	20300	POWER - WASHINGTON	\$ 810.00	
378-2719	2/24/22	RECOLOGY DEL NORTE	\$ 67.33	20140	TRASH FEE - FEBRUARY	\$ 67.33	
378-2720	2/24/22	BLUE STAR GAS	\$ 1,645.13	20301	PROPANE FILL UP - WASHINGTON	\$ 1,645.13	
378-2721	2/24/22	CURRY EQUIPMENT	\$ 282.25	20170	FIX BROKEN LAWN MOWER - WASHI	\$ 282.25	PO# 258847
TOTAL						\$ 4,130.25	

STAFF REPORT – REVIEW AND APPROVE MULTI-PARCEL EXEMPTION APPLICATION

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider and APPROVE THE MULTI-PARCEL EXEMPTION APPLICATION SUBMITTED BY ROY R. TEDSEN AND APPLY A MAXIMUM ASSESSMENT FEE OF \$1,000 ON THE 2021 BENEFIT ASSESSMENT

BACKGROUND

At the November 8, 2021 Crescent Fire Protection District Board meeting, the Board conducted a public hearing, and adopted 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 amended ordinance that was adopted expanded the ordinance 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. The amendments to Ordinance No. 21-001 did not constitute a new or increased assessment over the maximum amount imposed, and therefore did not trigger or require new majority protest balloting proceedings in accordance with Proposition 218 (Gov Code Section 53753).

As the amendment allowing the exemption was made to Ordinance No. 21-001 which enacted the 2021 Fire District Benefit Assessment, the exemption applies only to the 2021 assessment, and the 1987 assessment remains unchanged.

On March 1, 2022, the District received a Multi-Parcel Exemption Application Form submitted by Roy R. Tedsen requesting exemption consideration for 16 properties that they own within the District. The property addresses and APN are included in the application attached. The listed properties are valid as per the list received from the County Assessor's Office, and as used in the Assessment Engineer's Report.

Based upon the ordinance amendment adopted by the Board in November, after review staff recommends that the Board approve the Multi-Parcel Exemption Application Form submitted by

Roy R. Tedsen and the 16 properties appearing in the application should be treated as a single parcel for purposes of applying the maximum assessment fee not to exceed \$1,000 and applies to the 2021 benefit assessment. If approved by the District, staff will process a refund to Roy R. Tedsen for the assessment fees he have remitted above the \$1,000 maximum assessment fee for the 2021 Benefit Assessment.

FISCAL IMPACT

If the Board approves the Multi-Parcel Exemption Application Form being considered, the listed properties will be capped at a maximum assessment fee of \$1,000 for the 2021 Benefit Assessment. A refund of \$317.20 will be processed from the District back to Roy R. Tedsen.

ATTACHMENTS

1. Multi-Parcel Exemption Application Form from Roy R. Tedesen



MULTI-PARCEL EXEMPTION APPLICATION FORM

Applicant(s) Name	Roy R. Tedsen	Date	3/1/2022
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Owner(s) Name of Record
Roy R. Tedsen and Sharon L. Tedsen, Trustees

Contact Phone	(707) 451-4757
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Address of Record
Crescent City, CA 95531

Other Name(s) of Record on Included Parcels

<input type="checkbox"/>	Map(s) Attached
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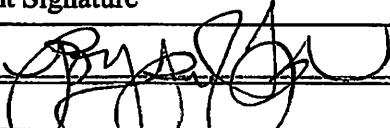
Additional Address(es) if Required

<input type="checkbox"/>	Proof of Deed or Title Attached
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Assessor's Parcel Number	Owner Name (as shown on deed)	Contains Dwelling (Y/N)	Describe How Parcel is Used	Address
110-210-065		Y		2960 Elk Valley Cross Rd.
110-400-010		Y		100 Tedsen Lane
110-420-055		Y		125 Blueberry Lane
110-420-057		Y		165 Blueberry Lane
110-480-006		Y		3845 Lake Earl Dr.
110-480-007		Y		3855 Lake Earl Dr.
112-132-033		Y		220 Marie Lane
115-134-016		Y		605 Darby St.
115-134-017		Y		611 Darby St.
115-310-007		Y		155 Pine View Crt.

Please submit by March 1 of each year to the Crescent Fire Protection District, 255 W Washington, Crescent City, CA 95531. CFPD Ordinance 2021-02, Attachment B, Approved November 8, 2021

Assessor's Parcel Number	Owner Name (as shown on deed)	Contains Dwelling (Y/N)	Describe How Parcel is Used	Address
116-290-022		Y		1640 Bethesda Way
117-030-021		Y		1495 Parkway Dr.
120-032-004		Y		706 N. Pebble Beach Dr.
120-032-011		Y		770 Spruce St.
120-038-015		Y		520 N. Pebble Beach Dr.
120-232-002		Y		455 Reddy Ave.

Applicant Signature  Date **03/01/2022**

For District Use Only

Map and Title Verification Approved _____ Date _____

Meets Requirement for Exemption Does Not Meet Requirements for Exemption

Board Action: Approve Disapprove

BY: _____ Date _____

Please submit by March 1 of each year to the Crescent Fire Protection District, 255 W Washington, Crescent City, CA 95531. CFPD Ordinance 2021-02, Attachment B, Approved November 8, 2021

STAFF REPORT – APPLICATION FOR ELIGIBILITY FOR STATE & FEDERAL
SURPLUS PROPERTY PROGRAM

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board discussion
4. Consider and APPROVE SUBMITTAL OF AN APPLICATION FOR ELIGIBILITY FOR STATE & FEDERAL PROPERTY MANAGEMENT PROGRAM

BACKGROUND

The State of California offers and manages the Federal Surplus Property Program. This program is responsible for obtaining federal surplus personal property for qualifying non-federal organizations with the State for the business and operational needs. The program refers to such non-federal qualifying organizations as a “donee”. In order to qualify or renew as a “donee,” the organization must meet all of the requirements of the strict eligibility guidelines established by the federal government. Special districts in California qualify for the program and are eligible to submit an application packet.

The program provides all manner of property as federal surplus, including vehicles, office equipment, tools, firefighting and rescue equipment, vehicle parts and components, radios, etc. An agency must submit an application packet and be approved for viewing access into the program.

The application packet requires signatures from the Board Chairman, from the Fire Chief as program administrator, and the Clerk of the Board. Additionally, the Fire Chief and Administrative Assistant are also listed in the resolution as the authorized representatives who can acquire surplus property through the program on behalf of the District. While others in the department may view and make recommendations on available items, having designated personnel authorized maintains an orderly method of tracking and requesting available surplus items.

There is no guaranty that the District will find items that are beneficial for District operations, but applying for access provides the opportunity if such items do become available.

FISCAL IMPACT

No fiscal impact from approval of submittal of the application packet for consideration by the State of California.

ATTACHMENTS

1. Application for Eligibility for State & Federal Property Management Program including required Resolution in application packet format

Application Checklist

Government and Special Districts

State Agency
 County
 City
 Public School / District (College's, Universities)
 Special District (Water Districts, Cemetery's, Utilities)

Name of Organization: Crescent Fire Protection District

Contact Name: Vanessa Duncan

Contact Name: Phone Number/Email Address:

(707) 464-2421

vduncan@crescentcity.org

#1 Form 201 – Application	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
#2 Form 202 – Resolution with Board Minutes (When Applicable)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
#3 Form 203 – Non-Discrimination Certification	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
#4 Form 204 – Racial Demographic and National Origins of all Persons within your service Area (https://factfinder.census.gov)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
#5 Debarment Form	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
#6 Sign and Date Terms and Conditions	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
#7 Proof of State/Public Agency Status (Listing in State Directory etc.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
#8 Current CBEDS or WASC (if applicable) (https://dq.cde.ca.gov/dataquest/)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Return Completed Original Application to: Federal Surplus Property Program 1700 National Drive Sacramento, CA 95834 (Please maintain a copy for your records)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

- Eligibility is limited to the period covered by the certification. Certifications are generally issued on an annual basis; therefore, the provider must update annually or as required by the approval on their certification.

Notes:

Reviewed by:	Date:
Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>	Expires:
New <input type="checkbox"/> Renewal <input type="checkbox"/>	
Donee Number:	Billing Code:

**STATE OF CALIFORNIA
APPLICATION FOR ELIGIBILITY
STATE & FEDERAL SURPLUS PROPERTY PROGRAM**

In completing this form please print or type information.

A. Name of Organization Crescent Fire Protection District Telephone (707) 464-2421
Address 255 W. Washington Blvd City Crescent City County Del Norte Zip 95531
E-Mail Address vduncan@crescentcity.org Fax Number _____

1. Application is being made as a (please check one) (a) Public agency or (b) qualified nonprofit and tax-exempt organization . Check all spaces that apply and provide all requested data.

B. PUBLIC AGENCY: Check either state or local

____ Conservation
____ Economic Development
____ Education
____ Grade Level _____
(Preschool, K-12, college)
____ Enrollment _____
____ No. of faculty _____
____ No. of days in school year _____
____ Parks & Recreation
____ Public Health
 Public Safety
____ Two or more of above
____ Other (specify) _____

NONPROFIT AGENCY OR ORGANIZATION:

____ Education
____ Grade Level _____
(Preschool, K-12, college)
____ School for the mentally or physically handicapped
____ Enrollment _____
____ No. of faculty _____
____ No. of days in school year _____
____ No. of school sites _____
____ Educational radio or television station
____ Museum
____ Library
____ Medical institution
____ Hospital
____ Health center
____ Clinic
____ Other (specify) _____

1. Are the applicant's services available to the public at large? Yes If only a specified group of people is served, please indicate who comprises this group. _____

2. Checklist of signed and completed documents submitted with this application:

- SASP Form No. 202 "Resolution," properly signed and approved by the Governing Board designating representatives, including their signatures, authorized to bind the applicant organization to service fees submitted by the State of California.
- SASP Form No. 203, nondiscrimination compliance assurance.
- Certification Regarding Debarment, Suspension, Ineligibility, & Voluntary Exclusion as required by the General Services Administration of the U.S. Government.
- ____ Other statements or documentation required, as may be specified.

Printed Name and Title of Administrator or Director: Jim Nelson, Chairman of the Board

Date: March 14, 2022 Signature of Administrator or Director: _____

FOR STATE SURPLUS AGENCY USE ONLY

Application approved _____ Application disapproved _____

Comments or additional information: _____

Date: _____ Signed: _____

Donee Number: _____ Billing Code: _____

**ASSURANCE OF COMPLIANCE WITH GSA REGULATIONS UNDER TITLE VI OF
THE CIVIL RIGHTS ACT OF 1964, SECTION 606 OF TITLE VI OF THE FEDERAL
PROPERTY AND ADMINISTRATIVE SERVICES ACT OF 1949, AS AMENDED,
SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED,
TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AS AMENDED
AND SECTION 303 OF THE AGE DISCRIMINATION ACT OF 1975**

CRESCENT FIRE PROTECTION DISTRICT, (hereinafter called the “donee”),
(Name of donee organization)

HEREBY AGREES THAT the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with, all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the donee for the period during which it retains ownership or possession of any such property; that the United States shall have the right to seek judicial enforcement of this agreement; and, this agreement shall be binding upon any successor in interest of the donee and the word “donee” as used herein includes any such successor in interest.

Date: March 14, 2022

CRESCENT FIRE PROTECTION DISTRICT
Donee Organization

BY _____
(President/Chairman of the Board
or comparable authorized official)

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

Donee Mailing Address

STATE OF CALIFORNIA
APPLICATION FOR ELIGIBILITY
STATE & FEDERAL SURPLUS PROPERTY PROGRAM

Pursuant to Federal Regulation 28 C.F.R. §§ 42.401 - 42.415, a recipient is mandated to report to the Federal Government the racial and national origins of all persons within your service area. You are therefore asked to supply the Office of Fleet and Asset Management with the race and national origins of individuals you serve in your service area (it may be helpful to refer to the US Census to determine the racial makeup of your service area at www.factfinder.census.gov/). This form must be completed and returned with the rest of the eligibility packet in order to qualify for the Federal Surplus Property Program. Your answers on this form in no way affect your eligibility; however, not returning the form will delay the processing of your application.

American Indian or Alaskan Native % <u>7</u>	Persons having origins in any of the tribal people of North America, and who maintain cultural identification through tribal affiliation or community recognition.
Asian / Pacific Islander % <u>4</u>	Persons having origins in any of the original peoples of the far east, Southeast Asia, Pacific Islands, or the Indian Subcontinent. This includes China, Japan, Korea, The Philippines, and Samoa.
Black % <u>4</u>	Persons having origins in any of the black racial groups of Africa.
Hispanic % <u>7</u>	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
White % <u>78</u>	Person having origins in any of the original people of Europe, North Africa, or the Middle East.
Other % <u>0</u>	(Specify) _____

Print Name Bill Gillespie Title Fire Chief

Signature _____ Date March 14, 2022

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND
VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS**

This certification is required by the General Services Administration regulations implementing Executive Order 12549-41 CFR 105-68 – for all lower tier transactions meeting the requirements stated at 41 CFR 105-68.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage section of rule implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which

this transaction originated. 6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under CFR part 9, subpart 9.4, debarred, suspended, in eligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME OF DONEE APPLICANT Crescent Fire Protection District

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE
Bill Gillespie, Fire Chief

SIGNATURE

DATE March 14, 2022

**Certifications and Agreements including Terms, Conditions, Reservations and Restrictions to be included
On Agency Issued or Distribution Documents
The Donee Certifies That:**

- 1) It is a public agency; or an approved non-profit institution or organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1986; within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and the regulations of the General Services Administration (GSA).
- 2) The property is needed and will be used by the recipient for carrying out for the residents of a given political area one or more public purposes, or, if a nonprofit tax-exempt institution or organization or 8(a) business, the property is needed for and will be used by the recipient for educational or public health purposes, or for programs for older individuals, or for business purposes. The property is not acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the State, except with prior approval of the CSASP.
- 3) Funds are available to pay any and all costs and charges incidental to the receipt of surplus property, and that property is not being acquired for any other use(s) or purpose(s), is not for sale. The fee schedule is available upon request from the CSASP.
- 4) Any transaction shall be subject to the nondiscrimination regulations governing the donation of federal surplus personal property issued under Title VI of the Civil Rights Act of 1964 (41 USC 2000d-2000d-4a), as amended, section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, section 303 of the Age Discrimination Act of 1975, and the Civil Rights Restoration Act of 1987.
- 5) If the Donee is designated by the Federal Small Business Administration 8(a) Program as a socially and economically disadvantaged small business and the SBA and CSASP have both determined the Donee is eligible to receive federal surplus property as a donation, the Donee certifies that the property acquired is needed and will be used solely for the conduct of the Donee's business enterprise; and the Donee certifies to A. (3), (4) and (5),

The Donee Agrees to the Following Federal Conditions:

- 6) All items of property, other than items with a unit acquisition cost of \$5000 or more and passenger motor vehicles, regardless of acquisition cost, shall be placed in use for the purpose(s) for which it was acquired within one year or receipt, and shall be placed in continuous use for one year from the date the property was placed in use. In the event the Donee does not place the property in use, or continuous use, the Donee shall immediately notify the CSASP, and, at the Donee's expense, make the property available for transfer or other disposal as directed by the CSASP.
- 7) Special handling or use limitations as are imposed by Federal GSA on any item(s) under which the item(s) are being allocated to the Donee.
- 8) In the event the Donee does not use the property as required by *Sections C (1) and (2)* below, at the option of the GSA, title and right to the possession of such property shall revert to the United States of America and, upon demand, the Donee shall release such property to such person as GSA or its designee shall direct.

B) The Donee Agrees to the Following Conditions Applicable to Items with a Unit Acquisition Cost of \$5,000 or More and Passenger Motor Vehicles, Regardless of Cost. Except Vessels 50 Feet or More in Length and Aircraft Regardless of Acquisition Cost:

- 1) The property shall be placed in use within one year of receipt, and shall be used only for the purpose(s) for which it was acquired and for no other purpose(s).
- 2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which it is acquired for a period of 18 months from the date the property is placed in use, except for such item(s) of major equipment for which the CSASP designates a further period of restriction.
- 3) In the event the property is not so used as required by *Sections C (1) and (2)*, at the option of the CSASP, title and right to the possession of such property shall, at the option of the CSASP, revert to the State of California, and the Donee shall release such property to such person as the CSASP shall direct.

C) The Donee Agrees to the Following Terms, Reservations and Restrictions:

- 1) From the date it receives the property and throughout the time period(s) imposed by Sections B and C (as applicable) remain in effect, the Donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently, for use outside the State of California, without the prior approval of GSA or the CSASP. The proceeds from any sale, trade, lease, loan, bailment, encumbrance or other disposal of the property, when the GSA or the CSASP authorizes such action, shall be remitted promptly by the Donee to GSA or the CSASP, as applicable. If the Donee takes action in ignoring or disregarding the foregoing restrictions after the date the Donee received the property and before expiration of the time periods imposed by Sections C or D as applicable, at the option of the GSA or the CSASP, the Donee shall pay to the GSA or the CSASP any proceeds derived from the disposal, and/or the fair market or rental value of the property at the time of such unauthorized disposal as determined by the GSA or the CSASP as applicable.
- 2) If at any time, from the date the Donee receives the property throughout the time periods by Sections B and C as applicable, the Donee determines that some or all of the property is no longer suitable, usable, or further needed for the purpose(s) for which it was acquired, the Donee shall promptly notify the CSASP and shall, as directed by the CSASP, return the property to the CSASP, or release the property to another Donee or another state agency, or a department or agency of the United States, or sell or otherwise dispose of the property. The Donee shall remit the proceeds from the sale promptly to the CSASP.
- 3) The Donee shall make reports to the CSASP which shall state the use, condition, and location of the property, and shall report on other pertinent matters as may be required from time to time by the CSASP.
- 4) At the option of the CSASP, the Donee may abrogate the conditions set forth in Section B and the terms, reservations and restrictions pertaining in Section D by payment of an amount as determined by the CSASP.

D) The donee Agrees to the Following Conditions, Applicable to all Items of Property:

- 1) The property acquired by the Donee is on an "As Is," "where is" basis, without warranty of any kind.
- 2) If the Donee carries insurance against damages to or loss of property due because of fire or other hazards, and the damage to, loss or destruction to donated property with unexpired terms, conditions, reservations or restrictions, occurs, the CSASP will be entitled to reimbursement from the Donee out of the insurance proceeds, in an amount equal to the unamortized portion of the fair value of the damaged or destroyed donated property.

E) Terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document executed by the authorized Donee representative are applicable to the donation of Aircraft and Vessels of 50 Feet or more in length having an acquisition cost of \$5,000 or more in length or more, regardless of the purpose for which acquired.

SIGNATURE: _____

DATE: _____

STAFF REPORT – CONSIDER SURPLUS AND DONATION OF DISTRICT VEHICLE

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider declaring Squad 5174 (ambulance) as surplus and allow staff to pursue donation to Orick Volunteer Fire Department

BACKGROUND

Staff are requesting Board consideration in declaring 5174 (ambulance) as surplus for purposes of removal from the roster and donation to Orick Volunteer Fire Department.

Squad 5174 is a 2003 Ford E350 ambulance that was previously donated by Cal-Ore Life Flight to Crescent Fire Protection District. The unit runs reliably but is rarely used by the fire department in current operations. The fire department operates other multipurpose vehicles that are newer with lower miles.

Staff is requesting permission to pursue donation of this unit to the Orick Volunteer Fire Department. Orick VFD has a similar unit that has been used for many years as their primary medical aid and traffic collision response vehicle, but it has recently gone out of service, and is far too costly to repair. Orick has very limited finances, and is trying to locate a serviceable unit.

FISCAL IMPACT

There is no foreseeable fiscal impact through declaring surplus and donating 5174 to Orick Volunteer Fire Department. The unit is no longer used by our department, and the reduction to the fleet lowers annual maintenance costs overall.

ATTACHMENTS

None

Crescent City Fire & Rescue

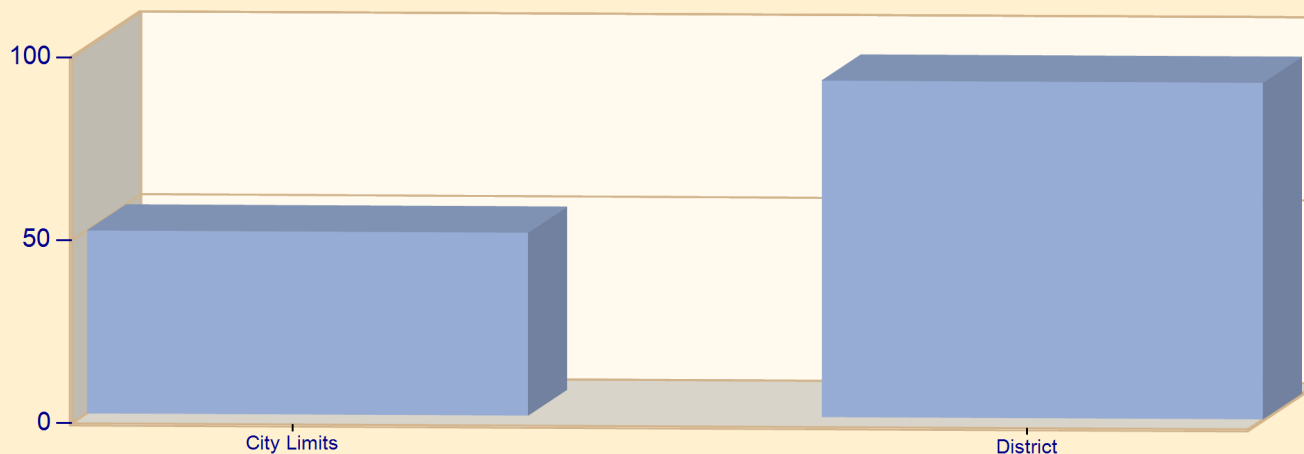
Crescent City, CA

This report was generated on 3/8/2022 10:33:28 AM



Incident Type Count per Zone for Date Range

Start Date: 02/01/2022 | End Date: 02/28/2022



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	100 - Fire, other	1
	111 - Building fire	2
	141 - Forest, woods or wildland fire	1
	151 - Outside rubbish, trash or waste fire	1
	154 - Dumpster or other outside trash receptacle fire	1
	300 - Rescue, EMS incident, other	1
	311 - Medical assist, assist EMS crew	26
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	324 - Motor vehicle accident with no injuries.	1
	444 - Power line down	2
	463 - Vehicle accident, general cleanup	1
	531 - Smoke or odor removal	2
	561 - Unauthorized burning	5
	611 - Dispatched & cancelled en route	3
	631 - Authorized controlled burning	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for City Limits - City Limits:</i>	<i>50</i>
District - District		
	111 - Building fire	3
	112 - Fires in structure other than in a building	1

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



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Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	118 - Trash or rubbish fire, contained	1
	141 - Forest, woods or wildland fire	1
	142 - Brush or brush-and-grass mixture fire	2
	151 - Outside rubbish, trash or waste fire	3
	311 - Medical assist, assist EMS crew	58
	381 - Rescue or EMS standby	1
	440 - Electrical wiring/equipment problem, other	1
	444 - Power line down	1
	445 - Arcing, shorted electrical equipment	1
	561 - Unauthorized burning	3
	611 - Dispatched & cancelled en route	7
	622 - No incident found on arrival at dispatch address	5
	631 - Authorized controlled burning	1
	736 - CO detector activation due to malfunction	2
	743 - Smoke detector activation, no fire - unintentional	1
	<i>Total Incidents for District - District.</i>	92
Total Count for all Zone:		142

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

