



AGENDA

CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**REGULAR MEETING
HELD
MONDAY, JUNE 13, 2022
AT 5:00 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, June 13, 2022. If you require a special accommodation, please contact Administrative Assistant, Vanessa Duncan at 464-2421.

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 MAY 9, 2022

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED MAY 2022

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 CONSIDER AND ADOPT PRELIMINARY BUDGET FY 22/23

4.2 CONSIDER AND ADOPT RESOLUTION NO. 22-002; ORDERING AN ELECTION, REQUIRING COUNTY ELECTIONS TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE ELECTION

4.3 CONSIDER AND ADOPT RESOLUTION NO. 22-003; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT REQUESTING COUNTY ELECTIONS TO CONDUCT CERTAIN ELECTION SERVICES UNDER ELECTIONS CODE 9308

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Review and ADOPT RESOLUTION NO. 22-003; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT REQUESTING COUNTY ELECTIONS TO CONDUCT CERTAIN ELECTION SERVICES UNDER ELECTIONS CODE 9308

4.3 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 \$81,364 FOR ROOF REPLACEMENT AND REPAIRS

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: 05/01 – 05/31/2022
- 6.2** PROPOSED STIPEND INCREASE

6.3 ADDRESS THE BOARD – CHIEF GILLESPIE’S LAST MEETING

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, JULY 11, 2022 AT 5:00 PM

POSTED:

06/10/2022

/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 MAY 9, 2022 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

ROLL CALL:

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

PUBLIC PARTICIPATION

No public comment at this time.

CONSENT CALENDAR

- 3.1** APPROVE MINUTES OF THE REGULAR MEETING OF MARCH 14, 2022 AND SPECIAL MEETING OF MAY 5, 2022
- 3.2** APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED MARCH – APRIL 2022

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

NEW BUSINESS

Take action as necessary and appropriate.

4.1 DISCUSS AND CONSIDER FIRE CHIEF CONTRACT

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. DISCUSS AND CONSIDER FIRE CHIEF CONTRACT

Chief Gillespie read the staff report stating that he submitted his notice of planned retirement from Crescent City Fire & Rescue to the Board, with his last day being June 16, 2022. With the advance notice of the pending retirement, the Fire Department 2x2 Committee convened on January 20th, 2022 to discuss the Fire Chief recruitment. From that meeting it was determined by the attorney for the District and the City that the replacement would need to be a PERS employee based on PERS code requirements, the District/City shared services agreement, and the past history of the previous two chiefs being PERS employees. Staff received direction and proceeded with recruitment.

There were four candidates that were invited for an initial interview with a panel that included representatives from Crescent City Police Department, County of Del Norte Administration, Sutter Coast Hospital, Fortuna Fire Department, County Emergency Operations Center, and a Crescent Fire Protection former Fire Chief. Three candidates were invited to the second and final interview with a Crescent Fire Protection Board member, a City of Crescent City Council member, the City Manager, and the Fire Chief. One candidate withdrew their application packet the evening before the final interview, and the remaining two applicants were interviewed. The panel selected Kevin Carey as the applicant that brought the best knowledge, skills, experience and fit to the organization.

Mr. Carey comes to us with more than 26 years in the fire service in a career fire department, having served at Torrance Fire and Pelican Bay State Prison Fire Department. He holds a Bachelor's degree in Sociology from UCLA and is currently enrolled in Santa Monica College to further his education by pursuing a degree in fire science. He brings experience as a fire prevention inspector and a fire investigator. Mr. Carey has shown his dedication to community during his career in the fire service. He brings the education, experience, integrity, values, and vision to be Crescent City Fire & Rescue's next Fire Chief and to lead the department forward into the future.

The draft employment agreement reflects a starting salary of \$113,000.00 which is within the annual salary range for the Fire Chief position and will receive the benefits as reflected in the employment agreement. Additional provisions such as a vehicle for emergency response, as well as uniform provisions are also included in the proposed employment agreement.

Chief Gillespie noted that there was an error on the staff report, stating that the starting salary would be \$109,000 - it should read \$113,000.

Chief Gillespie reported the changes that have been made to the contract through the Fire Department 2x2 Committee.

Chairman Nelson questioned if vacation time would be capped; Chief Gillespie noted there is a cap on vacation time.

Chief Gillespie stated that any special merit increases will have to be approved by both the City Council and the District Board.

Director Erler questioned the *non-discretionary bonuses* in the Fire Chief Contract; Chief Gillespie explained that if the Chief needs to cover over 7 shifts, at 12 hours each, within one calendar week, he will be compensated for additional coverage. Director Erler recommended dropping the word bonuses from the title.

The Board directed any further questions to Chief Gillespie as he reported on each item of the Fire Chief Contract.

Chief Gillespie presented potential dates for a joint City Council and District Board Meeting.

OLD BUSINESS

Take action as necessary and appropriate.

NO OLD BUSINESS AT THIS TIME.

CHIEF'S REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS.

6.1 RESPONSES OCCURRED BETWEEN: 03/01 – 04/30/2022

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

6.2 REPORT ON WASHINGTON ROOF

Chief Gillespie reported that Red Sky Roofing will be at Washington Station on Monday the 16th.

BOARD COMMENTS

Director Kelley questioned where the District currently stands with Benefit Assessment repeal process; Chief Gillespie noted that it will be addressed at the next Board meeting.

ADJOURNMENT

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 6:27 pm of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on June 13, 2022 at 5:00PM.

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District

CFPD CLAIMS LIST MAY FY 21/22

CLAIM ID	CLAIM DATE	VENDOR NAME	CLAIM AMOUNT	ACCOUNT	DESCRIPTION	GRAND TOTAL
386-2754	5/6/22	THE MITCHELL LAW FIRM, LLP	\$ 2,835.00	20233	GENERAL COUNSEL - APRIL 2022	\$ 2,835.00
					TOTAL	\$ 2,835.00
387-2755	5/13/22	DN SOLID WASTE MANAGEMEN	\$ 9.85	20140	TRASH FEE - APRIL	\$ 9.85
					TOTAL	\$ 9.85
388-2756	5/18/22	CRESCENT CITY WATER	\$ 22.49	20302	WATER - COOPER	\$ 22.49
388-2756	5/18/22	CRESCENT CITY WATER	\$ 121.95	20302	WATER - WASHINGTON	\$ 121.95
388-2757	5/18/22	CCF&R VOL. FF ASSOCIATION	\$ 10,000.00	20293	2ND INSTALLMENT	\$ 10,000.00
388-2758	5/18/22	THOMAS & LESLIE BARNES	\$ 1,871.20	20280	MULTI-PARCEL EXEMPTION APPLIC/	\$ 1,871.20
388-2759	5/18/22	TEDSEN, ROY & SHARON	\$ 317.20	20280	MULTI-PARCEL EXEMPTION APPLIC/	\$ 317.20
					TOTAL	\$ 12,332.84

PO# 258859

FY 2021/2022
BUDGET

Line	Proj	Description	Adopted Budget 21/22	Budget 22/23
10010		Payroll	\$0.00	\$0.00
10015		Volunteers	\$0.00	\$0.00
10017		Unemp - Fica	\$0.00	\$0.00
10020		Retirement	\$0.00	\$0.00
10030		Employee Benefits	\$0.00	\$0.00
10031		Workers Comp Insurance	\$0.00	\$0.00
20110		Clothing & Pers Supplies	\$0.00	\$0.00
20120		Communications	\$3,200.00	\$3,500.00
20130		Food - Rehab	\$0.00	\$0.00
20140		Household Expense	\$6,950.00	\$11,700.00
20150		Insurance	\$18,339.00	\$18,573.00
20155		Insurance-Liability	\$0.00	\$0.00
20156		Insurance-Property	\$0.00	\$0.00
20170		Maint-Equipment	\$1,000.00	\$2,000.00
20171		Radio Maintenance	\$0.00	\$0.00
20172		Maint-Fireboat	\$1,000.00	\$0.00
20173		Maint-Vehicles	\$7,500.00	\$7,500.00
20180		Maint-Struc Imp Ground	\$100,000.00	\$15,000.00
20190		Medical Supplies	\$0.00	\$0.00
20200		Membership	\$0.00	\$0.00
20220		Office Expense	\$500.00	\$500.00
20227		Dues/Subscriptions	\$0.00	\$1,150.00
20230		Professional Services	\$66,000.00	\$70,100.00
20231		Prof Svcs-FEMA Grant	\$0.00	\$0.00
20232		Professional Serv-Medical	\$0.00	\$0.00
20233		Prof Svcs-Legal	\$5,000.00	\$10,000.00
20234		Prof Svcs-City	\$404,779.00	\$699,740.00
20235		Prof Svcs - Dispatch Services	\$0.00	\$0.00
20236		Prof Svcs - Training Officer	\$0.00	\$0.00
20240		Publ & Legal Notices	\$50.00	\$300.00
20250		Lease - Cell Tower	\$0.00	\$0.00
20260		Lease-Copier	\$2,500.00	\$2,500.00
20260	870	Rent-Mitel Phone System	\$0.00	\$0.00
20270		Minor Equipment	\$1,000.00	\$1,000.00
20271		Small Tools	\$1,000.00	\$1,000.00
20280		Special Departmental Exp	\$0.00	\$0.00
20281		Spec Dept Exp-F/F Fringe Benefits	\$0.00	\$0.00
20282		Spec Dept Exp - Explorer Program	\$0.00	\$0.00
20285		Spec Dept Exp - Recognition	\$0.00	\$0.00
20290		Travel & Training	\$0.00	\$2,000.00
20292		Training	\$0.00	\$0.00
20293		FF Incentives/Reimbursements	\$20,000.00	\$20,000.00
20297		Fuel	\$0.00	\$2,500.00
20300		Utilities - Electric	\$12,000.00	\$14,000.00
20301		Utilities - Gas	\$10,000.00	\$12,000.00
20302		Utilities - Water	\$3,500.00	\$3,500.00
30411		Rtrment Long Term Lease	\$0.00	\$0.00
30412		Retirement Long Term Lease-Copi	\$0.00	\$0.00
30413		Retirement Long Term Lease -Truc	\$0.00	\$0.00
30441		Interest	\$0.00	\$0.00
30442		Rtrmnt Long Term Lease Trk Int	\$0.00	\$0.00
30460		Settlement - County	\$0.00	\$0.00
30480		Tax & Assessments	\$78.00	\$78.00
30500		Department Allotment	\$492,423.00	\$740,936.00
30520		Church Tree Hydrant	\$0.00	\$0.00
40610		Structures	\$0.00	\$0.00
40610	200	Building & Improvements	\$0.00	\$0.00
40610	300	Cooper Station	\$0.00	\$0.00
40611		Cooper Station Renovation	\$0.00	\$0.00
40620		Equipment	\$0.00	\$0.00
40620	400	Training Computer	\$0.00	\$0.00
40620	500	Equipment	\$0.00	\$0.00
40620	501	Equipment - FEMA Grant	\$0.00	\$0.00
40620	510	Fire Hydrants	\$0.00	\$0.00
40620	600	Truck	\$0.00	\$0.00
40621		Truck	\$0.00	\$0.00
72000	870	Internal Financing - Mitel Phone Sy	\$0.00	\$0.00
72100	870	Internal Financing - Interest	\$0.00	\$0.00
81000		Approp For Contingencies	\$0.00	\$0.00
81002		Reserve - Equipment	\$0.00	\$0.00
90010		Property Tax - Secured	\$321,000.00	\$321,000.00
90011		Prop Tax - Supplemental	\$2,600.00	\$2,600.00
90020		Property Tax - Unsecured	\$6,500.00	\$6,500.00
90091		Yield Tax	\$0.00	\$0.00
90140		Assessment Fees	\$561,404.00	\$561,404.00
90300		Interest - Crescent Fire	\$3,500.00	\$3,500.00
90320		Rent - Building (Room)	\$1,000.00	\$6,000.00
90321		Rent - RadioTower	\$34,000.00	\$34,000.00
90325		Rent - Tower	\$199.00	\$199.00
90601		St HOPTR-Secured/Unsec	\$5,500.00	\$5,500.00
90741		RPTTF Pass Thru	\$0.00	\$0.00
90760		FEMA Grant	\$0.00	\$0.00
90761		Cal-Fire Grant	\$0.00	\$0.00
90761	99	Cal-Fire Grant - Prior Year	\$0.00	\$0.00
90762		EMPG Grant	\$0.00	\$0.00
91061		Fire Protection Contract	\$0.00	\$0.00
91120		Annuity Forfeiture	\$0.00	\$0.00
91122		Misc. Contributions	\$0.00	\$0.00
91123		Miscellaneous Receipts	\$100.00	\$100.00
91124		Training Officer Reimb-City	\$0.00	\$0.00
91125		Janitorial Reimb-City	\$0.00	\$0.00
91230		Note proceed-County	\$0.00	\$0.00
91231		Debt Proceeds	\$0.00	\$0.00
		FY	21/22	22/23
		Revenue:	\$935,803.00	\$940,803.00
		Total Expenditures:	\$664,396.00	\$898,641.00
		Total: OVER/UNDER:	\$271,407.00	\$42,162.00
		Dept. Allotment Total:	\$763,830.00	\$783,098.00

RESOLUTION NO. 22 – 002

RESOLUTION ORDERING AN ELECTION, REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE ELECTION

Crescent Fire Protection District

WHEREAS, CRESCENT FIRE PROTECTION DISTRICT has two (2) vacancies which need to be filled in November.

1. James Erler
2. David Short

WHEREAS, an election will be held in the County of Del Norte, State of California on November 8, 2022;

WHEREAS, it is determined that it is in the best interest of CRESCENT FIRE PROTECTION DISTRICT, that the election be consolidated with that of the Statewide General Election:

NOW, THEREFORE BE IT RESOLVED:

1. That a request be made to the Board of Supervisors of the County of Del Norte, that the Governing Board Election to fill the above listed vacancies be consolidated with the Statewide General Election to be held on November 8, 2022; and
2. That the Clerk of the County of Del Norte, State of California be requested to perform all acts necessary to ensure the election is conducted in conformance with this resolution; and
3. That CRESCENT FIRE PROTECTION DISTRICT will assume full responsibility for its share of all costs incurred in the conduct of this election as determined by the Election Cost Allocation Plan which is Attachment One (1) to this resolution; and
4. That in the event of a tie vote, the winner shall be determined by lot under the direction of the County Clerk; and
5. That Candidate Statements shall be limited to two hundred words and the cost of these statements shall be borne by the candidates themselves.

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

This 13th day of June 2022 by the following votes:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

Jim Nelson, chair

attested: _____
Vanessa Duncan, Clerk of the Board



DEL NORTE COUNTY – ELECTION COST ALLOCATION

CATEGORY I: DIRECT AGENCY COSTS

These are costs which can be specifically attributed to a particular entity and no other, and only involve costs which that entity incurred simply because of their presence on the ballot.

CATEGORY I: COSTS

- A. Legal Publications
- B. Candidate Filing Forms
- C. Signature Verification
- D. Computer Programming (needed for each district)
- E. Sample, Official and Absentee Ballot Printing (needed for each district)
- F. Other

CATEGORY II: GENERAL COSTS OF THE ELECTION

These are costs of the election, which would have been incurred regardless of the number of jurisdictions on the ballot and will be divided equally between the County of Del Norte (if applicable), and other local entities or special districts on the ballot.

CATEGORY II; COSTS

- A. Postage
- B. Rent of Polling Places
- C. Poll Workers Salaries
- D. Sample Ballot Labeling
- E. Data Processing Run Charges
- F. Computer Programming (needed for each election)
- G. Election Employees Salary
- H. Precinct Supplies
- I. Delivery of Election Equipment
- J. Sample, Official and Absentee Ballot Printing (needed for each election)
- K. Election Equipment Lease

CATEGORY III: INDIRECT COSTS OF THE ELECTION

These are costs that are indirectly incurred because of the election. The costs are divided between the County of Del Norte (if applicable) and other local entities or special districts on the ballot, based on the number of voter decisions each entity has.

CATEGORY III: COSTS

- | | |
|------------------------------|----------------------------|
| A. Phone Charges | D. Mileage |
| B. General Election Supplies | E. Election Dept. Overhead |
| C. In House Printing | F. Other |

STAFF REPORT – ADOPT RESOLUTION NO. 22-003 REQUESTING COUNTY
ELECTIONS TO CONDUCT CERTAIN ELECTIONS SERVICES

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion

Review and WAIVE FULL READING, READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 22-003; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT REQUESTING COUNTY ELECTIONS TO CONDUCT CERTAIN ELECTIONS SERVICES UNDER ELECTIONS CODE 9308

BACKGROUND

On April 22, 2022, pursuant to District Elections law of Elections Code Section 9300 et seq., proponents submitted to the district elections official a Notice Of Intent To Circulate Initiative Petition, a statement of reasons for the proposed petition, the written text of the initiative, and affidavit of publication. The initiative petition contains a proposed ordinance (Measure). A copy of the Notice of Intent to Circulate Petition with the proposed ordinance file with the district elections official is attached hereby as Exhibit “A.”

To date, no initiative petition with signatures has been filed with the district elections official. Once an initiative petition with signatures is filed with the district elections official, pursuant to Elections Code Section 9308, within 30 days the petition shall be examined and from the records of registration in shall be ascertained whether the petition is signed by the requisite number of voters. Pursuant to Elections Code Section 10002, the governing body of any district may by resolution request that the Board of Supervisors of the county permit the county elections official to render specified services to the district relating to the conduct of an election. The resolution of the governing body of the district shall specify the services requested. Pursuant to Elections Code Section 10002, the district shall reimburse the county in full for the services performed upon presentation of a bill to the district.

The Crescent Fire Protection District requires the services of the county elections official to examine the initiative petition, and from the records of registration ascertain whether the petition is signed by the requisite number of voters and provide a certificate showing the results of this examination. Dependent upon the results of the examination of the initiative petition. The Crescent Fire Protection District may require further services of the county elections official that will be set forth in a subsequent resolution.

By adopting the attached resolution 22-003, the Crescent Fire Protection Board requests the Board of Supervisors to permit the Del Norte County Elections Department to examine any initiative petition filed with it pursuant to the Notice of Intent to Circulate Petition attached as Exhibit “A” and from the records of registration ascertain whether the petition is signed by the requisite number of voters and agrees to pay for said services. The Clerk of the Board for Crescent Fire Protection

District's Board of Directors will file certified copies of the resolution with the Clerk of the Board of Supervisors of Del Norte County and with the Del Norte Clerk/Recorder. The Chief for the Crescent Fire Protection Board of Directors is also authorized to execute a contract with the County of Del Norte and/or the Del Norte County Clerk/Recorder for services to the district relating to the conduct of an election subject to approval by the district counsel.

FISCAL IMPACT

Per Resolution 22-003, the district will reimburse the county for the services performed upon presentation of a bill to the district. Costs would include staff time for verification of signatures and any other staff time incurred by the elections office for services rendered.

ATTACHMENTS

1. Resolution 22-003
2. Exhibit "A"

RESOLUTION NO. 20-003

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT REQUESTING COUNTY ELECTIONS TO CONDUCT CERTAIN ELECTION SERVICES UNDER ELECTIONS CODE 9308

Crescent Fire Protection District

WHEREAS, on April 22, 2022, pursuant to District Elections law of Elections Code Section 9300 et seq., proponents submitted to the district elections official a Notice Of Intent To Circulate Initiative Petition, a statement of reasons for the proposed petition, the written text of the initiative, and affidavit of publication; and

WHEREAS, the initiative petition contains a proposed ordinance (Measure); and

WHEREAS, a copy of the Notice of Intent to Circulate Petition with the proposed ordinance filed with the district elections official is attached hereby as Exhibit "A"; and

WHEREAS, no initiative petition with signatures has been filed with the district elections official at this time; and

WHEREAS, once an initiative petition with signatures is filed with the district elections official, pursuant to Elections Code Section 9308, within 30 days the petition shall be examined and from the records of registration it shall be ascertained whether the petition is signed by the requisite number of voters; and

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any district may by resolution request that the Board of Supervisors of the county permit the county elections official to render specified services to the district relating to the conduct of an election; and

WHEREAS, the resolution of the governing body of the district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10002, the district shall reimburse the county in full for the services performed upon presentation of a bill to the district; and

WHEREAS, the Crescent Fire Protection District requires the services of the county elections official to examine the initiative petition, and from the records of registration ascertain whether the petition is signed by the requisite number of voters, and provide a certificate showing the results of this examination; and

WHEREAS, dependent upon the results of the examination of the initiative petition, the Crescent Fire Protection District may require further services of the county elections official that will be set forth in a subsequent resolution; and

NOW, THEREFORE BE IT RESOLVED AND ORDERED THAT THE Board of Directors of the

Crescent Fire Protection District

hereby requests the Board of Supervisors to permit the Del Norte County Elections Department to examine any initiative petition filed with it pursuant to the Notice of Intent to Circulate Petition attached as Exhibit "A" and from the records of registration ascertain whether the petition is signed by the requisite number of voters and agrees to pay for said services, and

BE IT FURTHER RESOLVED AND ORDERED THAT the Clerk of the Board of the Crescent Fire Protection's Board of Directors is hereby instructed to file certified copies of this Resolution with the Clerk of the Board of Supervisors of Del Norte County and with the Del Norte County Clerk/Recorder, and

BE IT FURTHER RESOLVED AND ORDERED THAT the Chief of the Crescent Fire Protections' Board of Directors is hereby authorized to execute a contract with the County of Del Norte and/or the Del Norte County Clerk/Recorder for services to the district relating to the conduct of an election subject to approval by form by district counsel.

PASSED, APPROVED AND ADOPTED this 13th day of June, 2022 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Jim Nelson, Chair

Attested: _____
Vanessa Duncan, Clerk of the Board

AFFIDAVIT OF PUBLICATION



Country Media Inc. - Del Norte County
501 H St. Suite #1, Crescent City, CA 95531
P.O. Box 277, Crescent City, CA 95531

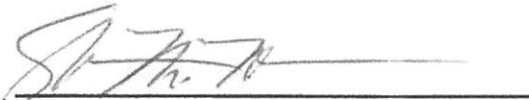
**STATE OF CALIFORNIA,
COUNTY OF DEL NORTE**

I, **Shawn Hedgecorth**, I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of Del Norte Triuplicate, a weekly newspaper of general circulation, printed and published in the City of Crescent City, County of Del Norte, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Del Norte, State of California, under the date of March 21, 1952, case number 7594; that the notice of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published and not in any supplement thereof on the following dates, to-wit

Account Name: **Donna Westfall**
Legal Description: **Notice of Intent To Circulate Initiative Petition**
Ad #: **340588**

Published: **April 22nd, 2022**

I certify (or declare) under penalty of perjury that the foregoing is true and correct. Dated at Crescent City, California, this **22nd day of April, 2022.**



Signature

NOTICE OF INTENT TO CIRCULATE INITIATIVE PETITION Notice is hereby given by the person whose name appear hereon of their intention to circulate the petition within the Crescent Fire Protection District located in Del Norte County for the purpose of submitting an initiative measure to the vote of the people. A Statement of Reasons of the proposed action as contemplated in the petition is as follows: Voters of the Crescent Fire Protection District Ordinance No. 21-001 and adopted on July 12, 2021, approved the increase by less than 1 vote or \$17.80. YES votes 50.01% and NO votes 49.99%.

* Currently we have high unemployment, high poverty, high taxes, high gas prices, and inflated food costs making it harder economically to exist.

*While having fire protection is important, this tax was not thought out very well. This tax has no sunset clause. But it does have a cost of living increase built in. It also contains language to pay three (3) fire chiefs and one (1) captain all with six (6) figure incomes.

* Many people did not receive their ballots including, unbelievably, Crescent City Harbor. The Harbor now has a lawsuit against the Fire District.

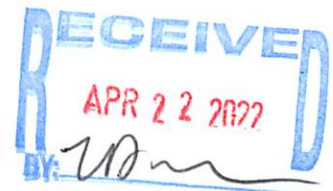
* This was not passed by popular vote, but rather won by 1/4 of a vote equating to \$17.80 after giving multi-family property owners weighted ballots! Instead of paying \$74 per year per property, multi property owners get a reduced rate per property equaling \$1,000 flat fee. In one instance that means a discount of over \$8,130!

* The Fire Protection District boasts of going out on more calls, but the majority of those calls are not even fire related!

* We have learned from the Citizen's Oversight Committee that the \$25 million dollar School Bond does not protect the

taxpayer's money. The Del Norte Unified School District is currently under investigation by an outside organization. Findings substantiate that the Oversight Committee has not operated in an INDEPENDENT and LEGAL capacity since its inception 12 years ago. Problems with Oversight Committees continue through the area. Name of Proponent: /s/ Linda Sutter. To be placed on the November 2022 ballot and repealed.

Published: April 22, 2022
Del Norte Triuplicate T340588



April 22, 2022

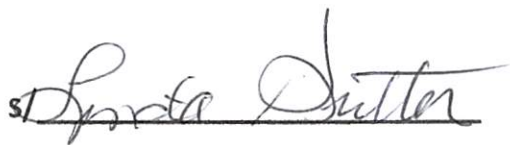
TO: Elections Official
Crescent Fire Protection District
255 W. Washington Blvd.
Crescent City, Ca. 95531

RE: Initiative Measure to be Submitted to the Voters in the Crescent Fire Protection District

Please find enclosed with this letter a copy of a proposed initiative measure and Notice of Intent to Circulate Petition for an election within the County of Del Norte specifically within the Crescent City Fire Protection District, petitions to be signed by Registered Voters, not property owners .

I am the Proponent of this measure and a registered voter in the Crescent Fire Protection District at the address shown below, along with the signed proponent affidavit required by Section 9608 of the California Elections Code.

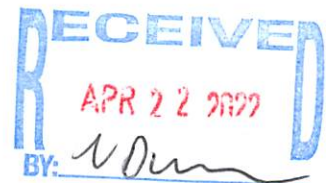
Sincerely,



Linda Sutter

815 Endert St.

Crescent City, Ca. 95531



AFFIDAVIT

I, Linda Sutter, acknowledge that it is a misdemeanor under state law (Section 18650 of the Elections Code) to knowingly or willfully allow the signatures on an initiative petition to be used for any purpose other than qualification of the proposed measure for the ballot. I certify that I will not knowingly or willfully allow the signatures for this initiative to be used for any purpose other than qualification of the measure for the ballot.

Signed

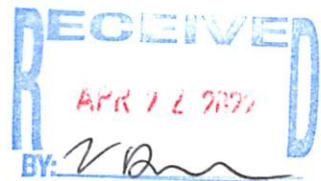


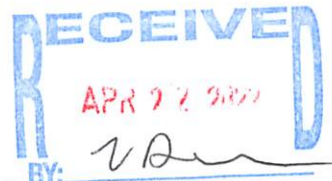
Dated this 22nd day April, 2022

Linda Sutter

815 Endert St.

Crescent City, Ca. 95531





INITIATIVE MEASURE TO BE SUBMITTED DIRECTLY TO THE VOTERS

NOTICE OF INTENT TO CIRCULATE PETITION

Notice is hereby given by the person whose name appear hereon of their intention to circulate the petition within the Crescent Fire Protection District located in Del Norte County for the purpose of submitting an initiative to the vote of the people.

A Statement of Reasons of the proposed action as contemplated in the petition is as follows:

Voters of the Crescent Fire Protection District Ordinance No. 21-001 dated March 8, 2021 approved the increase by less than 1 vote or \$17.80 and adopted on July 12, 2021. YES votes 50.01% and NO votes 49.99%.

- Currently, we have high unemployment, high poverty, high taxes, high gas prices, and inflated food costs making it harder economically to exist.
• While having fire protection is important, this tax was not thought out very well. This tax has no sunset clause. But it does have a cost of living increase built in. It also contains language to pay three (3) fire chiefs and one (1) captain all with six (6) figure incomes.
• Many people did not receive their ballots including, unbelievably, Crescent City Harbor. The Harbor now has a lawsuit against the Fire District.
• This was not passed by popular vote, but rather won by 1/4 of a vote equating to \$17.80 after giving multi-family property owners weighted ballots! Instead of paying \$74 per year per property, multi-property owners get a reduced rate per property equaling \$1,000 flat fee. In one instance that means a discount of over \$8,130.
• The Fire Protection District boasts of going out on more calls, but the majority of those calls are not even fire related!
• We have learned from the Citizen's Oversight Committee that the \$25 million dollar School Bond does not protect the taxpayer's money. The Del Norte Unified School District is currently under investigation by an outside organization. Findings substantiate that the Oversight Committee has not operated in an INDEPENDENT and LEGAL capacity since its inception 12 years ago. Problems with Oversight Committees continue throughout the area.

The printed name of the proponent is Linda Sutter.

THE PEOPLE WITHIN THE CRESCENT FIRE PROTECTION DISTRICT DO ORDAIN AS FOLLOWS:

Ordinance No. 21-001 which was passed on March 8, 2021 and adopted on July 12, 2021 is hereby repealed. To be placed on the November 2022 ballot

NOTICE TO THE PUBLIC

THIS PETITION MAY BE CIRCULATED BY A PAID SIGNATURE GATHERER OR A VOLUNTEER. YOU HAVE THE RIGHT TO ASK.

All signers of this petition must be registered to vote in Del Norte County

Table with 6 rows for signatures. Each row contains fields for Print Name, Signature, Residence Address ONLY, and City.

DECLARATION OF CIRCULATOR (To be completed in circulator's own hand after the above signatures have been obtained.)

I, _____, am 18 years of age or older. My residence address is _____. I circulated this section of the petition and witnessed each of the appended signatures being written. Each signature on this petition is, to the best of my information and belief, the genuine signature of the person whose name it purports to be. All signatures on this document were obtained between the dates of _____ and _____. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed on _____, at _____, CA. Signature of Circulator _____

STAFF REPORT – BUDGET TRANSFER REQUEST

RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
Review and APPROVE BUDGET TRANSFER REQUEST TOTALING \$81,364
FOR ROOF REPLACEMENT AND REPAIRS

BACKGROUND

Crescent Fire Protection District set aside \$81,364 in the FY 21/22 budget for roof replacement and repairs. The line that was used was *maintenance structure - improve grounds* 409-065-20180; realizing that the roof replacement is a capital improvement, staff is requesting to transfer \$81,364 from *maintenance structure - improve grounds* 409-065-20180 to the capital improvement line *structures* 409-065-40610.

FISCAL IMPACT

No fiscal impact.

ATTACHMENTS

1. Del Norte County Budget Transfer Sheet
2. Memo for Budget Transfer Request

Del Norte County Budget Transfer Request

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s)	
					Reduce Expenditures or Increase Revenue	Increase Expenditures or Reduce Revenue
CRESCENT FIRE PROTECTION	409	065	20180	MAINT-STRUC, IMP GROUND	\$ 81,364	
CRESCENT FIRE PROTECTION	409	065	40610	PROF SVCS-CITY		\$ 81,364
Total Amounts					\$ 81,364	\$ 81,364

Department complete and send to Aitor's Office for transfer number before sending to CAO. Round amounts up to whole dollars.

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why request can't be delayed to next budget year.

_____ Department Head Signature	_____ Date
Auditor's Office: Sufficient balances exist per above (Under \$100 Auditor's Office approves)	County Administrative Officer: (Under \$1000 - CAO approves)
_____ Deputy Auditor-Controller	Recommendation:
_____ Date	Approve _____ Deny _____ Submit for Board approval _____
TR No. _____ Budget Revision No. _____	_____ County Administrative Officer
_____ Includes Revenue Appropriation _____ Requires 4/5ths Vote	_____ Date

Passed by Board of Directors Crescent Fire Protection District on 6/13/2022

Ayes:
 Noes:
 Absent:

Attest: Clerk of the Board

By: _____

 Chairman
 Crescent Fire Protection Board of Directors



CRESCENT FIRE PROTECTION DISTRICT

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

MEMO

DATE: June 13, 2022

TO: Auditor's Office

FROM: Vanessa Duncan, Crescent Fire Protection District

RE: **Budget Transfer Request**

Washington Fire Station was completed in 1997. The roof is now 25 years old and has shown an increasing number of leaks and broken shingles from winter storms. The roof needs to be replaced. Staff requested quotes from the local roofing companies. McMurray & Sons and Red Sky Roofing returned quotes for consideration. Stone Roofing emailed that they would not provide a quote because they do not carry general liability insurance for projects. Staff felt it was important for the contractor to carry liability insurance. Most government agencies require a level of general liability insurance for projects on their properties.

The quotes received were as follows:

- Red Sky Roofing \$80,424.00
- McMurray & Sons, INC \$88,500.00

Both quotes are for the same shingle (IKO Cambridge “Class A” shingles), removal and disposal of the existing roofing, install new pipe jacks, attic vents, and eave metal, and install underlayment. Red Sky Roofing included #30 ASTM underlayment, and McMurray & Sons included 15lb synthetic underlayment. If roof sheathing or other building feature repair is needed, that charge will be added to the quote separately as necessary based upon material cost and labor. Red Sky listed labor of \$68.00 per hour and materials for this work. Staff is aware of one area of the roof sheathing that will need to be repaired with an additional cost.

The quote from McMurray & Sons was presented in December, and the quote from Red Sky was originally presented in June for budget planning purposes. Red Sky has confirmed that the quote remains the same for the first quarter of 2022.

Crescent Fire Protection District set aside \$81,364 in the FY 21/22 budget for roof replacement and repairs. The line that was used was *maintenance structure - improve grounds* 409-065-20180; realizing that the roof replacement is a capital improvement, Crescent Fire Protection District is requesting to transfer \$81,364 from *maintenance structure - improve grounds* 409-065-20180 to the capital improvement line *structures* 409-065-40610.