



AGENDA

CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**REGULAR MEETING
HELD
MONDAY, JULY 11, 2022
AT 5:15 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, July 11, 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

PUBLIC EMPLOYEE EVALUATION: Administrative Assistant

REGULAR SESSION 5:15 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 JUNE 13, 2022

4.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED JUNE 2022

TAKE PUBLIC COMMENT ON CONSENT CALENDAR
CONSIDER AND ADOPT CONSENT CALENDAR

5. NEW BUSINESS

Take action as necessary and appropriate.

5.1 CONSIDER AND ADOPT RESOLUTION NO. 22-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT TO ADOPT A CONFLICT OF INTEREST CODE AND REPEALING ANY PRIOR CONFLICT OF INTEREST CODES

1. **Receive staff report and presentation**
2. Take public comment
3. Board Discussion
4. **CONSIDER AND ADOPT RESOLUTION NO. 22-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT TO ADOPT A CONFLICT OF INTEREST CODE AND REPEALING ANY PRIOR CONFLICT OF INTEREST CODES**

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: 06/01 – 06/30/2022

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, AUGUST 8, 2022 AT 5:00 PM

POSTED:

07/08/2022

/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 cfdp.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
JUNE 13, 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:

Kevin Carey, Fire Chief
Bill Gillespie, Fire Chief
Vanessa Duncan, Clerk of the Board

ROLL CALL:

Chairman Nelson called the meeting to order at 5:13 PM. The Pledge of Allegiance was led by Director Gregorio.

PUBLIC PARTICIPATION

No public comment at this time.

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

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

NEW BUSINESS

Take action as necessary and appropriate.

4.1 CONSIDER AND ADOPT PRELIMINARY BUDGET FY 22/23

Vanessa Duncan, Clerk of the Board, went over the preliminary budget with the members of the Board.

The Board directed staff to research different option for a dishwasher for Washington Station before a purchase is made. Vice Chair Short suggested reaching out to Auto-Chlor or Ecolab for leasing options.

The Board discussed the possibility of sealing the asphalt at Washington Station. Director Gregorio mentioned approaching the County Roads Department to see if that is something they would be able to do. The Board decided against adding the expense of sealing the asphalt to the preliminary budget.

The Board would like to discontinue the Zoom license and remove that expense from the budget.

Chief Gillespie suggested the Board Members pay for a California Special Districts Association membership for various trainings and online resources.

The Board questioned the increase in the professional services paid to the City; it was explained that staff is budgeting for the hiring of three paid Captains, proposed stipend increase, and station staffing.

The Clerk of the Board explained that the total revenue amount will be adjusted for the final budget adoption.

The Board directed staff to reach out to the cellular companies that are using the towers at Washington Station, and request that they maintain the lawn and fencing around the tower sites.

On a motion by Vice Chair Short, seconded by Director Gregorio, motion carried unanimously 5/0; the Board of Directors APPROVED THE PRELIMINARY BUDGET FY 22/23.

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

On a motion by Director Erler, seconded by Vice Chair Short, motion carried unanimously 5/0; the Board of Directors ADOPTED RESOLUTION NO. 22-002;

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

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

This 13th day of June 2022, by the following polled vote:

YES: 5

NOES: 0

ABSENT:0

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

Chief Gillespie briefed the Board stating that 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).

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.

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

PASSED AND ADOPTED by the Board Members of the

CRESCENT FIRE PROTECTION DISTRICT

This 13th day of June 2022, by the following polled vote:

YES: 5

NOES: 0

ABSENT:0

4.4 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

Chief Carey stated that the County has requested that the District pay for the roof replacement and repairs out of a capital improvement line instead of using funds from the maintenance structure line.

On a motion by Director Eler, seconded by Vice Chair Short, motion carried unanimously 5/0; the Board of Directors APPROVED THE BUDGET TRANSFER REQUEST TOTALING \$81,364 FOR ROOF REPLACEMENT AND REPAIRS.

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

This 13th day of June 2022, by the following polled vote:

YES: 5

NOES: 0

ABSENT:0

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: 05/01 – 05/31/2022

Chief Gillespie noted the total calls for the City and the District for the month of May.

6.2 PROPOSED STIPEND INCREASE

Director Gregorio recused himself from the discussion. Chief Gillespie stated that both the City and District attorney have been working towards the proposed increased stipend following the Fair Labor Standards Act.

Following Board discussion Chief Gillespie reported there will be a joint City Council/District Board meeting the week of June 27th.

6.3 ADDRESS THE BOARD – CHIEF GILLESPIE’S LAST MEETING

Chief Gillespie said his goodbyes to the Board and thanked them for their dedication to the department. Director Gregorio thanked Chief Gillespie on behalf of the Board and recognized his accomplishments while serving as Fire Chief.

BOARD COMMENTS

Chairman Nelson questioned the policies and procedures that are currently in place with Crescent City Fire & Rescue, specifically social media policies; Chief Gillespie noted with using Lexipol all volunteers will be issued the departments policies and procedures.

Director Gregorio questioned if Chief Gillespie had any update on the Administrative Assistant job title change; Chief Gillespie stated there hasn't been any updates at this time. Any job title changes are done through the clerical bargaining unit through the City. The Board requested staff to draft a letter to the City Manager and City Council - to review and approve at the next Board meeting - recommending there is an official job title change and wage adjustment.

ADJOURNMENT

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 6:33 pm of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on July 11, 2022 at 5:00PM.

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District

CFPD CLAIMS LIST JUNE FY 21/22

CLAIM ID	CLAIM DATE	VENDOR NAME	CLAIM AMOUNT	ACCOUNT	DESCRIPTION	GRAND TOTAL	
389-2760	6/3/22	CITY OF CRESCENT CITY	\$ 76,304.00	20234	3RD QRT SERVICES	\$ 76,304.00	
389-2760	6/3/22	CITY OF CRESCENT CITY	\$ 2,337.10	20234	REIMBURSEMENT - MUTUAL AID	\$ 2,337.10	
389-2761	6/3/22	CRESCENT CITY WATER	\$ 62.11	20302	WATER - HUMBOLDT	\$ 62.11	
389-2762	6/3/22	PACIFIC POWER & LIGHT CO.	\$ 79.32	20300	POWER - COOPER	\$ 79.32	
389-2762	6/3/22	PACIFIC POWER & LIGHT CO.	\$ 684.11	20300	POWER - WASHINGTON	\$ 684.11	
389-2763	6/3/22	RECOLOGY DEL NORTE	\$ 67.33	20140	TRASH FEE - MAY	\$ 67.33	
389-2764	6/3/22	CHARTER COMMUNICATIONS	\$ 198.88	20120	CABLE/INTERNET WASHINGTON	\$ 198.88	
389-2765	6/3/22	CANON FINANCIAL SERVICES	\$ 192.10	20260	COPIER - LEASE PAYMENT	\$ 192.10	
389-2766	6/3/22	COLANTUONO, HIGHSMITH & WI	\$ 4,283.00	20233	ADV. CRESCENT CITY HARBOR DIST	\$ 4,283.00	PO# 258860
389-2767	6/3/22	RED SKY ROOFING	\$ 81,363.23	20180	NEW ROOF - WASHINGTON STATION	\$ 81,363.23	PO# 258861
389-2768	6/3/22	ROSS JANITORIAL	\$ 340.00	20230	JANITORIAL SERVICES - MAY	\$ 340.00	PO# 258862
TOTAL						\$ 165,911.18	
390-2769	6/10/22	GOLDEN STATE EMERGENCY VI	\$ 341.94	20173	STRIPE FOR 5172 DOOR	\$ 341.94	
390-2769	6/10/22	GOLDEN STATE EMERGENCY VI	\$ 198.78	20173	DUAL LIGHT 5172	\$ 198.78	
390-2770	6/10/22	DN SOLID WASTE MANAGEMEN	\$ 11.49	20140	TRASH FEE - MAY	\$ 11.49	
390-2771	6/10/22	THE MITCHELL LAW FIRM, LLP	\$ 855.00	20233	GENERAL COUNSEL - MAY 2022	\$ 855.00	PO# 258863
390-2772	6/10/22	COLANTUONO, HIGHSMITH & WI	\$ 1,474.00	20233	ADV. CRESCENT CITY HARBOR DIST	\$ 1,474.00	PO# 258864
TOTAL						\$ 2,881.21	
391-2773	6/17/22	CRESCENT CITY WATER	\$ 130.28	20302	WATER - WASHINGTON	\$ 130.28	
391-2774	6/17/22	CANON FINANCIAL SERVICES	\$ 192.96	20260	COPIER - LEASE PAYMENT	\$ 192.96	
TOTAL						\$ 323.24	
392-2775	6/24/22	CRESCENT CITY WATER	\$ 62.14	20302	WATER - HUMBOLDT	\$ 62.14	
392-2776	6/24/22	RECOLOGY DEL NORTE	\$ 134.66	20140	TRASH FEE - JUNE	\$ 134.66	
392-2777	6/24/22	PACIFIC POWER & LIGHT CO.	\$ 98.69	20300	POWER - COOPER	\$ 98.69	
392-2777	6/24/22	PACIFIC POWER & LIGHT CO.	\$ 709.83	20300	POWER - WASHINGTON	\$ 709.83	
392-2778	6/24/22	ROSS JANITORIAL	\$ 340.00	20230	JANITORIAL SERVICES - JUNE	\$ 340.00	PO# 258865
TOTAL						\$ 1,345.32	
393-2779	6/30/22	CITY OF CRESCENT CITY	\$ 322.32	20173	5172 OIL CHANGE	\$ 322.32	PO# 258866
393-2779	6/30/22	CITY OF CRESCENT CITY	\$ 190.90	20173	5172 REPAIR MIRROR	\$ 190.90	PO# 258867
393-2780	6/30/22	CHARTER COMMUNICATIONS	\$ 198.88	20120	CABLE/INTERNET WASHINGTON	\$ 198.88	
TOTAL						\$ 712.10	

STAFF REPORT – ADOPT RESOLUTION NO. 22-004 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT TO ADOPT A CONFLICT OF INTEREST CODE AND REPEALING ANY PRIOR CONFLICT OF INTEREST CODES

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. 22-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT TO ADOPT A CONFLICT OF INTEREST CODE AND REPEALING ANY PRIOR CONFLICT OF INTEREST CODES

BACKGROUND

The Political Reform Act requires that every local government agency must review their conflict of interest code biennially, that is every two years-on even numbered years. A conflict of interest code informs public officials, governmental employees, and consultants what financial interest they must disclose on their Form 700, the Statement of Economic Interests Form.

FISCAL IMPACT

There is no fiscal impact.

ATTACHMENTS

1. Resolution 22-004
2. Exhibit “A”

RESOLUTION 22-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT TO ADOPT A CONFLICT OF INTEREST CODE AND REPEALING ANY PRIOR CONFLICT OF INTEREST CODES

WHEREAS, the Political Reform Act, Government Code Section 81000, et, seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations, Section 18730) containing terms of a standard conflict of interest code that may be incorporated by reference into an agency's conflict of interest code; and

WHEREAS, the Fair Political Practices Commission, after proper public notice and hearing, may amend the standard conflict of interest code to conform to amendments in the Political Reform Act; and

WHEREAS, the Political Reform Act requires the District to review its conflict of interest code biennially to determine if it is accurate or, alternatively that the code must be amended.

WHEREAS, the Board of Directors desires to designated employees, officers and disclosure categories and adopt by reference the standard conflict of interest code set forth in 2 California Code of Regulations, Section 18730.

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Crescent Fire Protection District as follows:

1. The terms of 2 California Code of Regulations, Section 18730 along with any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and along with the Appendices shall constitute the conflict of interest code of the Crescent Fire Protection District. The Conflict-of-Interest Code is stated, in full, in **Exhibit A** hereto.
2. The Fire Chief and the Clerk of the Board are designated as the Filing Officials and Filing Officers for the Crescent Fire Protection District, and shall perform the duties of Filing Official and Filing Officer.
3. Government Code Section 87200 Filers shall file their Statements of Economic Interest with the Filing Officer for the Crescent Fire Protection District who shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission.

4. Designated filers shall file their Statements of Economic Interest with the Filing Official for the Crescent Fire Protection District who shall retain the original of these statements.
5. All Statements of economic interest will be available for public inspection and reproduction (upon request) pursuant to Government Code Section 81008.
6. The Clerk of the Board is directed to transmit a certified copy of this Resolution to the Clerk of the Board of Supervisors for the County of Del Norte.

AND, BE IT FURTHER RESOLVED that the Crescent Fire Protection District has conducted the 2022 biennial review of its conflict of interest code, as required by the Political Reform Act, and as a result of the biennial review determined the need for an amended conflict of interest code as presented in this resolution. The conflict of interest code shall be adopted as Resolution 22-004, and shall rescind and supersede all previous conflict of interest codes of the Crescent Fire Protection District.

PASSED AND ADOPTED on this 11th day of July, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jim Nelson, Chairman

ATTEST:

Vanessa Duncan, Clerk of the Board

Exhibit A

CONFLICT OF INTEREST CODE FOR THE CRESCENT FIRE PROTECTION DISTRICT

Section 1. Definitions.

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (Regulations 18110, et seq.), and any amendments to the Act or regulations, are incorporated by reference into this conflict of interest code.

Section 2. Designated Employees.

The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests.

Section 3. Disclosure Categories.

This code does not establish any disclosure obligation for those designated employees who are also specified in Section 87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their economic interests pursuant to article 2 of chapter 7 of the Political Reform Act, Sections 87200, et seq.

In addition, this code does not establish any disclosure obligation for any designated employees who are designated in a conflict of interest code for another agency, if all of the following apply:

- (A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;
- (B) The disclosure assigned in the code of the other agency is the same as that required under article 2 of chapter 7 of the Political Reform Act, Section 87200; and
- (C) The filing officer is the same for both agencies.¹

Such persons are covered by this code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of economic interests are reportable. Such a designated employee

¹ Designated employees who are required to file statements of economic interests under any other agency's conflict of interest code, or under article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interests in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements, provided that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Section 81004.

shall disclose in the employee's statement of economic interests those economic interests the employee has which are of the kind described in the disclosure categories to which the employee is assigned in the Appendix. It has been determined that the economic interests set forth in a designated employee's disclosure categories are the kinds of economic interests which the employee foreseeably can affect materially through the conduct of the employee's office.

Section 4. Statements of Economic Interests: Place of Filing.

The code reviewing body shall instruct all designated employees within its code to file statements of economic interests with the agency or with the code reviewing body, as provided by the code reviewing body in the agency's conflict of interest code.²

Section 5. Statements of Economic Interests: Time of Filing.

- (A) Initial Statements. All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.
- (B) Assuming Office Statements. All persons assuming designated positions after the effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.
- (C) Annual Statements. All designated employees shall file statements no later than April 1. If a person reports for military service as defined in the Servicemember's Civil Relief Act, the deadline for the annual statement of economic interests is 30 days following the person's return to office, provided the person, or someone authorized to represent the person's interests, notifies the filing officer in writing prior to the applicable filing deadline that the person is subject to that federal statute and is unable to meet the applicable deadline, and provides the filing officer verification of the person's military status.
- (D) Leaving Office Statements. All persons who leave designated positions shall file statements within 30 days after leaving office.

Section 5.5. Statements for Persons Who Resign Prior to Assuming Office.

Any person who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided the person did not make or

² See Section 81010 and Regulation 18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

participate in the making of, or use the person's position to influence any decision and did not receive or become entitled to receive any form of payment as a result of the person's appointment. Such persons shall not file either an assuming or leaving office statement.

- (A) Any person who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:
 - (1) File a written resignation with the appointing power; and
 - (2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation the person did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

Section 6. Contents of and Period Covered by Statements of Economic Interests.

- (A) Contents of Initial Statements. Initial statements shall disclose any reportable investments, interests in real property and business positions held on the effective date of the code and income received during the 12 months prior to the effective date of the code.
- (B) Contents of Assuming Office Statements. Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or, if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the 12 months prior to the date of assuming office or the date of being appointed or nominated, respectively.
- (C) Contents of Annual Statements. Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office whichever is later, or for a board or commission member subject to Section 87302.6, the day after the closing date of the most recent statement filed by the member pursuant to Regulation 18754.
- (D) Contents of Leaving Office Statements. Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

Section 7. Manner of Reporting.

Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

(A) Investment and Real Property Disclosure.

When an investment or an interest in real property³ is required to be reported,⁴ the statement shall contain the following:

1. A statement of the nature of the investment or interest;
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property equals or exceeds \$2,000, exceeds \$10,000, exceeds \$100,000, or exceeds \$1,000,000.

(B) Personal Income Disclosure. When personal income is required to be reported,⁵ the statement shall contain:

1. The name and address of each source of income aggregating \$500 or more in value, or \$50 or more in value if the income was a gift, and a general description of the business activity, if any, of each source;
2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was \$1,000 or less, greater than \$1,000, greater than \$10,000, or greater than \$100,000;
3. A description of the consideration, if any, for which the income was received;
4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received;

³ For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

⁴ Investments and interests in real property which have a fair market value of less than \$2,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

⁵ A designated employee's income includes the employee's community property interest in the income of the employee's spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

5. In the case of a loan, the annual interest rate and the security, if any, given for the loan and the term of the loan.
- (C) **Business Entity Income Disclosure.** When income of a business entity, including income of a sole proprietorship, is required to be reported,⁶ the statement shall contain:
1. The name, address, and a general description of the business activity of the business entity;
 2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than \$10,000.
- (D) **Business Position Disclosure.** When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which the employee is a director, officer, partner, trustee, employee, or in which the employee holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.
- (E) **Acquisition or Disposal During Reporting Period.** In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

Section 8. Prohibition on Receipt of Honoraria.

- (A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept any honorarium from any source, if the member or employee would be required to report the receipt of income or gifts from that source on the member's or employee's statement of economic interests.
- (B) This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.
- (C) Subdivisions (a), (b), and (c) of Section 89501 shall apply to the prohibitions in this section.

⁶ Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

- (D) This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Section 89506.

Section 8.1. Prohibition on Receipt of Gifts in Excess of \$520.

- (A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept gifts with a total value of more than \$520 in a calendar year from any single source, if the member or employee would be required to report the receipt of income or gifts from that source on the member's or employee's statement of economic interests.
- (B) This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.
- (C) Subdivisions (e), (f), and (g) of Section 89503 shall apply to the prohibitions in this section.

Section 8.2. Loans to Public Officials.

- (A) No elected officer of a state or local government agency shall, from the date of the election to office through the date that the officer vacates office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.
- (B) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.
- (C) No elected officer of a state or local government agency shall, from the date of the election to office through the date that the officer vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

(D) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while the official holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(E) This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.
2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.
3. Loans from a person which, in the aggregate, do not exceed \$500 at any given time.
4. Loans made, or offered in writing, before January 1, 1998.

Section 8.3. Loan Terms.

(A) Except as set forth in subdivision (B), no elected officer of a state or local government agency shall, from the date of the officer's election to office through the date the officer vacates office, receive a personal loan of \$500 or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

(B) This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.
2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such

person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans made, or offered in writing, before January 1, 1998.

(C) Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

Section 8.4. Personal Loans.

(A) Except as set forth in subdivision (B), a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.
2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:
 - a. The date the loan was made.
 - b. The date the last payment of \$100 or more was made on the loan.
 - c. The date upon which the debtor has made payments on the loan aggregating to less than \$250 during the previous 12 months.

(B) This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.
2. A loan that would otherwise not be a gift as defined in this title.
3. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor has taken reasonable action to collect the balance due.
4. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.
5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

(C) Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

Section 9. Disqualification.

No designated employee shall make, participate in making, or in any way attempt to use the employee's official position to influence the making of any governmental decision which the employee knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of the official's immediate family or on:

- (A) Any business entity in which the designated employee has a direct or indirect investment worth \$2,000 or more;
- (B) Any real property in which the designated employee has a direct or indirect interest worth \$2,000 or more;
- (C) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating \$500 or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;
- (D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or
- (E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$500 or more provided to, received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

Section 9.3. Legally Required Participation.

No designated employee shall be prevented from making or participating in the making of any decision to the extent the employee's participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make the employees' participation legally required for purposes of this section.

Section 9.5. Disqualification of State Officers and Employees.

In addition to the general disqualification provisions of section 9, no state administrative official shall make, participate in making, or use the official's position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with

whom the state administrative official, or any member of the official's immediate family has, within 12 months prior to the time when the official action is to be taken:

- (A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or
- (B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value \$1,000 or more.

Section 10. Disclosure of Disqualifying Interest.

When a designated employee determines that the employee should not make a governmental decision because the employee has a disqualifying interest in it, the determination not to act may be accompanied by disclosure of the disqualifying interest.

Section 11. Assistance of the Commission and Counsel.

Any designated employee who is unsure of the duties under this code may request assistance from the Fair Political Practices Commission pursuant to Section 83114 and Regulations 18329 and 18329.5 or from the attorney for the employee's agency, provided that nothing in this section requires the attorney for the agency to issue any formal or informal opinion.

Section 12. Violations.

This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Sections 81000-91014. In addition, a decision in relation to which a violation of the disqualification provisions of this code or of Section 87100 or 87450 has occurred may be set aside as void pursuant to Section 91003.

APPENDIX A

Designated Positions

Disclosure Categories

Members of the Board of Directors

All

Fire Chief

All

APPENDIX B

General Provisions - When a designated employee is required to disclose investments and sources of income, he/she need only disclose investments in business entities and sources of income from businesses or investments, which do business in the District,

plan to do business in the District or have done business in the District within the last two years. In addition to other activities, a business entity is doing business within the District if it owns real property within the jurisdiction. When a designated employee is required to disclose interest in real property, he/she need only disclose those interests, which are located in whole or in part within the District or its "Sphere of Influence" as is established by the Local Agency Formation Commission of Del Norte County. Residence of the designated employee is not required to be reported.

Designated employees shall not be required to disclose interest in business entities when their interest and those of their immediate family do not in total exceed 10% ownership of the business.

Disclosure Categories - These categories are defined to parallel those listed in Form 700 as recommended by the Fair Political Practices Commission. (See Form 700 for additional disclosure and non-reportable interest's information).

Schedule A-1 – Investments; Stocks, Bonds & Other Interests

Schedule A-2 – Investments, Income, and Assets of Business Entities/Trusts

Schedule B – Interests in Real Property (Including Rental Income)

Schedule C – Income, Loans, & Business Positions (Income Other Than Gifts and Travel Payments)

Schedule D – Income; Gifts

Schedule E – Travel Payments, Advances, and Reimbursements

Crescent City Fire & Rescue

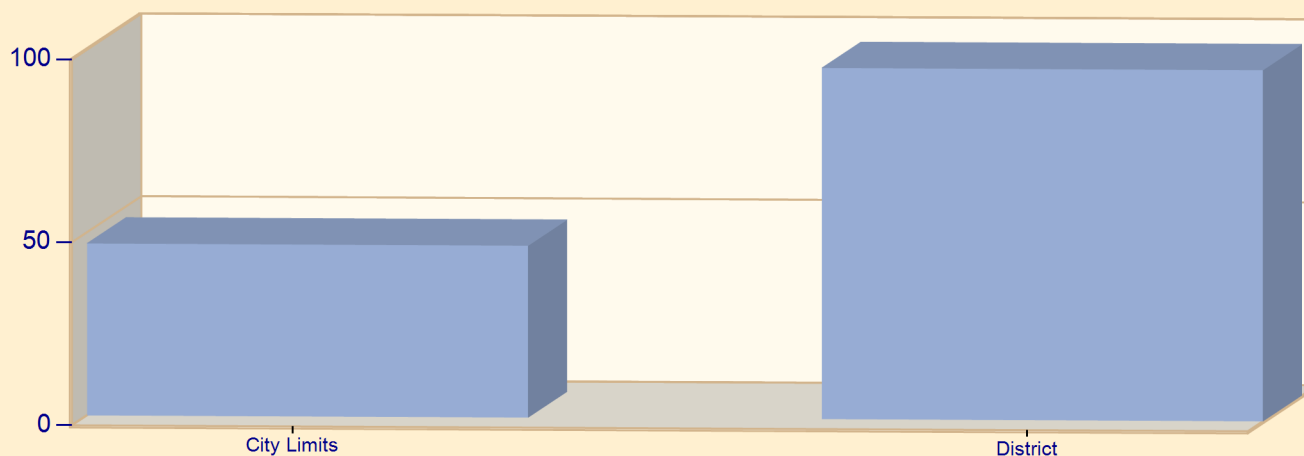
Crescent City, CA

This report was generated on 7/6/2022 3:19:02 PM



Incident Type Count per Zone for Date Range

Start Date: 06/01/2022 | End Date: 06/30/2022



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	121 - Fire in mobile home used as fixed residence	1
	154 - Dumpster or other outside trash receptacle fire	1
	311 - Medical assist, assist EMS crew	26
	322 - Motor vehicle accident with injuries	2
	323 - Motor vehicle/pedestrian accident (MV Ped)	2
	324 - Motor vehicle accident with no injuries.	1
	364 - Surf rescue	1
	445 - Arcing, shorted electrical equipment	1
	551 - Assist police or other governmental agency	1
	561 - Unauthorized burning	2
	611 - Dispatched & cancelled en route	4
	631 - Authorized controlled burning	1
	714 - Central station, malicious false alarm	1
	733 - Smoke detector activation due to malfunction	2
	744 - Detector activation, no fire - unintentional	1
	<i>Total Incidents for City Limits - City Limits:</i>	<i>47</i>
District - District		
	111 - Building fire	1
	131 - Passenger vehicle fire	2
	137 - Camper or recreational vehicle (RV) fire	2

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



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ZONES	INCIDENT TYPE	COUNT
	150 - Outside rubbish fire, other	1
	151 - Outside rubbish, trash or waste fire	1
	311 - Medical assist, assist EMS crew	55
	320 - Emergency medical service, other	1
	321 - EMS call, excluding vehicle accident with injury	2
	322 - Motor vehicle accident with injuries	1
	350 - Extrication, rescue, other	1
	352 - Extrication of victim(s) from vehicle	1
	381 - Rescue or EMS standby	1
	444 - Power line down	2
	480 - Attempted burning, illegal action, other	1
	531 - Smoke or odor removal	1
	553 - Public service	1
	561 - Unauthorized burning	7
	611 - Dispatched & cancelled en route	8
	622 - No incident found on arrival at dispatch address	1
	631 - Authorized controlled burning	2
	651 - Smoke scare, odor of smoke	1
	711 - Municipal alarm system, malicious false alarm	1
	733 - Smoke detector activation due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	1
	<i>Total Incidents for District - District.</i>	96
Total Count for all Zone:		143

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

