



# **AGENDA**

## **CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS**

**REGULAR MEETING  
HELD  
MONDAY, JUNE 12, 2023  
AT 5:00 P.M.**

Submit comments via [ccfire@crescentcity.org](mailto: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 12, 2023. 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 APRIL 2023**
- 3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED APRIL-MAY 2023**

TAKE PUBLIC COMMENT ON CONSENT CALENDAR  
CONSIDER AND ADOPT CONSENT CALENDAR

**4. NEW BUSINESS**

*Take action as necessary and appropriate.*

**4.1 APPROVE SALARY CHANGES FOR FIRE DEPT. ADMINISTRATIVE ASSISTANT AND CAREER FIRE CAPTAINS**

RECOMMENDATION: That the Board of Directors

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. APPROVE A LETTER TO THE CITY COUNCIL APPROVING PROPOSED SALARY CHANGES FOR FIRE DEPT. ADMINISTRATIVE ASSISTANT AND CAREER FIRE CAPTAIN POSITIONS

**4.2 APPOINT AN AD HOC COMMITTEE OF TWO BOARD MEMBERS TO MEET WITH THE CITY MANAGER REGARDING COST OF LIVING INCREASES FOR SHARED PERSONNEL**

RECOMMENDATION: That the Board of Directors

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. APPPOINT [BOARD MEMBER] AND [BOARD MEMBER] TO AN AD HOC COMMITTEE FOR THE PURPSOE OF MEETING WITH THE CITY MANAGER TO DISUCSS COST OF LIVING INCREASES FOR SHARED PERSONNEL

**4.3 CONSIDER AND ADOPT AN AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT FIRE PROTECTION DISTRICT REGARDING EMERGENCY AND FIRE RESPONSE SERVICES (AMENDED 2023)**

RECOMMENDATION: That the Board of Directors

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. CONSIDER AND ADOPT AN AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT FIRE PROTECTION DISTRICT REGARDING EMERGENCY AND FIRE RESPONSE SERVICES (AMENDED 2023).

**4.4 CONSIDER AND ADOPT PRELIMINARY BUDGET FY 23/24**

RECOMMENDATION: That the Board of Directors

1. Receive presentation
2. Take public comment
3. Board Discussion
4. CONSIDER AND ADOPT THE PRELIMINARY FY 23/24 BUDGET

**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: 04/01/23 – 05/31/23

**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 10, 2023 AT 5:00 PM

**POSTED:**

06/09/2023

/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](http://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  
APRIL 10, 2023  
AT 5:00 P.M.**

**DIRECTORS PRESENT:**

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

**ABSENT:**

**OTHERS PRESENT:**

Kevin Carey, 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 FEBRUARY 2023
- 3.2** APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED FEBRUARY-MARCH 2023

On a motion by Director Gregorio, 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 DISCUSS AND CONSIDER OPTIONS FOR COOPER STATION**

Chairman Nelson stated that Cooper Station could potentially sell for \$400,000 up to \$500,000. The Board discussed several different station options, including the possibility of expanding Bertsch Station instead of building a new station or looking into a land donation and building a new station. The Board agreed that Cooper Station needs maintenance done before selling it.

No action was taken at this time.

*The following citizen addressed the Board:*

Roger Gitlin: questioned if the District Board would get an appraisal on Cooper Station and also asked if he could take a look around Cooper Station; Chairman Nelson stated that the Board would not have Cooper Station appraised, that would be the buyer's responsibility. Chief Carey informed Mr. Gitlin that he could look at Cooper Station by scheduling an appointment.

### **4.2 REVIEW AND CONSIDER THE CFPD BENEFIT ASSESSMENT APPEAL APPLICATION FORM**

RECOMMENDATION: That the Board of Directors

1. Review assessment appeal application from Teresa Zegart
2. Take public comment
3. Board Discussion
4. CONSIDER AND APPROVE CFPD BENEFIT ASSESSMENT APPEAL APPLICATION

The Clerk of the Board stated that Ms. Zegart reported the structure at 1800 Union Street had burnt down several years ago and requested a refund of the assessment charges from the 2022-2023 property tax bill in the amount of \$98.00.

On a motion by Vice Chair Short, seconded by Director Kelley, motion carried unanimously 5/0; the Board of Directors approved the CFPD Benefit Assessment Appeal Application and refund request in the amount of \$98 to Teresa Zegart.

## **OLD BUSINESS**

*Take action as necessary and appropriate.*

### **5.1 DISCUSS NEW FLOORING INSTALL IN CONFERENCE ROOM AND KITCHEN UPDATE AT WASHINGTON STATION**

Director Gregorio reported to the Board that he has been in contact with a gentleman that specializes in concrete flooring. He noted the concrete floors will hold up to the traffic in the large conference room at Washington Station. Director Gregorio stated he will have a quote at the next Board meeting for the concrete flooring and a design layout for the kitchen area at Washington Station. Director Gregorio requested that the Board table item 5.2 until the next Board meeting.

No action taken at this time.

### **5.2 CONSIDER AND APPROVE RECOMMENDATION OF DIRECTOR KELLEY TO PURCHASE DISHWASHER FOR WASHINGTON STATION**

The Board of Directors agreed to table item 5.2 until the next scheduled meeting.

## **CHIEF'S REPORT**

*Take action as necessary and appropriate.*

### **UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS**

#### **6.1 RESPONSES OCCURRED BETWEEN: 02/01/23 – 03/31/23**

Chief Carey reported the number of incidents ran for the month of February and March.

#### **6.2 UPDATE ON CURRENT MATTERS: MEASURE S APPROVED PURCHASES, WASHINGTON STATION REPAIRS**

Chief Carey discussed the upcoming budget for the City, listing the approved planned purchases for fiscal year 23/24. He informed the Board what Measure S items would be a 50/50 cost share for the City and District.

Director Gregorio voiced his concerns regarding the Measure S funding, stating the District doesn't have the same purchasing power the City has due to a lack in funding and a larger quantity of District property that needs to be maintained.

Chief Carey noted the importance of bringing our department into compliance by purchasing new turnouts and self-contained breathing apparatus (SCBA). He also noted to bring our department into compliance the purchasing of new personal protective equipment (PPE) will need to be done over a five-year period to remain within our spending limits.

Director Gregorio would like to see the District prioritize the needs for the department, starting with outfitting our members with compliant PPE. Director Gregorio would like to fast-track the District's purchase of PPE before the new fiscal year.

The Board requested staff to present the five-year purchasing plan for PPE at the next scheduled meeting, or sooner if possible.

### **BOARD COMMENTS**

Director Erler wanted an update on the radios that were purchased; Chief Carey let him know that they were ordered in time but will be delayed due to the high demand of Kenwood radios.

### **ADJOURNMENT**

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 6:35 pm of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on May 8, 2023 at 5:00PM.

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Vanessa Duncan, Clerk of the Board  
Crescent Fire Protection District

## CFPD CLAIMS LIST APRIL & MAY FY 22/23

CLAIM ID	CLAIM DATE	VENDOR NAME	CLAIM AMOUNT	ACCOUNT	DESCRIPTION	GRAND TOTAL
421-2905	4/7/23	CCF&R FF ASSOC.	\$ 20,000.00	20293	ANNUAL INSTALLMENT FOR FY 22/23	\$ 20,000.00
421-2906	4/7/23	THE MITCHELL LAW FIRM, LLP	\$ 157.50	20233	GENERAL COUNSEL MARCH 2023	\$ 157.50
<b>TOTAL</b>						<b>\$ 20,157.50</b>
423-2909	4/14/23	DN SOLID WASTE MANAGEMEN	\$ 10.50	20140	TRASH FEE - MARCH 2023	\$ 10.50
423-2910	4/14/23	PACIFIC POWER & LIGHT CO.	\$ 25.89	20300	POWER - HUMBOLDT	\$ 25.89
<b>TOTAL</b>						<b>\$ 36.39</b>
424-2911	4/28/23	CANON FINANCIAL SERVICES	\$ 192.96	20260	LEASE PAYMENT - COPIER	\$ 192.96
424-2912	4/28/23	CRESCENT CITY WATER	\$ 62.09	20302	WATER - HUMBOLDT	\$ 62.09
424-2912	4/28/23	CRESCENT CITY WATER	\$ 21.99	20302	WATER - WASHINGTON	\$ 21.99
424-2913	4/28/23	DN CO COMMUNITY DEV. DEPT.	\$ 78.00	30480	SEWER USER FEE - HUMBOLDT	\$ 78.00
424-2914	4/28/23	HOWARD'S BODY SHOP	\$ 1,564.34	20173	REPAIR WINDOW FRAME 5172	\$ 1,564.34
424-2915	4/28/23	ROSS JANITORIAL	\$ 340.00	20234	JANITORIAL SERVICES - APRIL 2023	\$ 340.00
424-2916	4/28/23	PACIFIC POWER & LIGHT CO.	\$ 71.06	20300	POWER - COOPER	\$ 71.06
424-2916	4/28/23	PACIFIC POWER & LIGHT CO.	\$ 888.25	20300	POWER - WASHINGTON	\$ 888.25
<b>TOTAL</b>						<b>\$ 3,218.69</b>
425-2917	5/5/23	THE MITCHELL LAW FIRM, LLP	\$ 112.50	20233	GENERAL COUNSEL - APRIL 2023	\$ 112.50
425-2918	5/5/23	CHARTER COMMUNICATIONS	\$ 203.82	20120	CABLE/INTERNET WASHINGTON	\$ 203.82
<b>TOTAL</b>						<b>\$ 316.32</b>
426-2919	5/12/23	DN SOLID WASTE MANAGEMEN	\$ 36.75	20140	TRASH FEE - APRIL 2023	\$ 36.75
<b>TOTAL</b>						<b>\$ 36.75</b>
427-2920	5/25/23	ROSS JANITORIAL	\$ 680.00	20230	JANITORIAL SERVICES - MARCH & M	\$ 680.00
427-2921	5/25/23	BLUE STAR GAS	\$ 1,005.26	20301	FILL UP - WASHINGTON STATION	\$ 1,005.26
427-2922	5/25/23	RECOLOGY DEL NORTE	\$ 71.49	20140	TRASH FEE - MAY 2023	\$ 71.49
427-2923	5/25/23	PACIFIC POWER & LIGHT CO.	\$ 935.14	20300	POWER - COOPER & WASHINGTON	\$ 935.14
427-2923	5/25/23	PACIFIC POWER & LIGHT CO.	\$ 210.44	20300	POWER - HUMBOLDT	\$ 210.44
427-2924	5/25/23	CANON FINANCIAL SERVICES	\$ 192.10	20260	COPIER - LEASE PAYMENT	\$ 192.10
427-2925	5/25/23	CRESCENT CITY WATER	\$ 22.49	20302	WATER - COOPER	\$ 22.49
427-2925	5/25/23	CRESCENT CITY WATER	\$ 153.30	20302	WATER - WASHINGTON	\$ 153.30
<b>TOTAL</b>						<b>\$ 3,270.22</b>

PO# 258907

PO# 258908

PO# 258909

PO# 258910

PO# 258911

## **STAFF REPORT – AMENDED EMERGENCY AND FIRE SERVICES AGREEMENT WITH THE CRESCENT FIRE PROTECTION DISTRICT (2023)**

### **RECOMMENDATION**

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Approve An Agreement Between the City of Crescent City and the Crescent Fire Protection District Regarding Emergency and Fire Response Services Amended (2023)

The City of Crescent City and the Crescent Fire Protection District have a long history of working together under various collaborative agreements. In 2015, both agencies came together through an operational merger of their respective volunteer firefighter associations and entered into a joint exercise of powers agreement, the Emergency and Fire Response Services Agreement (the “Agreement”). This partnership provides cost effective and seamless services to the greater Crescent City area. The Agreement provides for the sharing of costs between the two agencies for a variety of services, including personnel and equipment shared costs. The Agreement was last amended in May of 2022.

The City has been negotiating with the various employee bargaining associations to updated the MOUs concerning the conditions and terms of employment. The City has reached a tentative agreement with the Clerical Employees of Crescent City (CECC). This bargaining unit includes the Fire Dept. Administrative Assistant position. The proposed changes that effect the salary of the position are as follows:

- Reclassification to Fire Dept Administrative Specialist (5% pay scale increase)
- Longevity of 2.5% at 5 years of continuous full-time service with the City
- Education incentive pay of 3.5% for an associate’s degree

The Career Fire Captains do not currently have an association as they yet to commence work. However, the City proposes modifying the longevity pay from 5% at 10 and 20 years to 2.5% at 5, 10, 15, and 20 years of full-time continuous service with the City.

### **ATTACHMENTS**

District Board’s approval letter



## **CRESCENT FIRE PROTECTION DISTRICT**

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

June 12, 2023

Members of the City Council  
377 J Street  
Crescent City, CA 95531

**RE: Salary changes for fire dept. Administrative Assistant and Career Fire Captains**

Dear Mayor Wright and Members of the City Council,

The Crescent Fire Protection District Board of Directors has considered at a meeting held June 12, 2023, the following proposed changes to salaries of Crescent Fire & Rescue personnel:

Fire Dept. Administrative Assistant:

- Reclassification to Fire Dept Administrative Specialist (5% pay scale increase)
- Longevity of 2.5% at 5 years of continuous full-time service with the City
- Education incentive pay of 3.5% for an Associates of Arts / Science degree

Career Fire Captains:

- Longevity of 2.5% at 5, 10, 15, and 20 years of full-time continuous service with the City.

The Board of Directors has voted and approves of these changes.

Sincerely,

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Chairman Nelson,  
Crescent Fire Protection District Board of Directors

**STAFF REPORT – APPOINT AN AD HOC COMMITTEE OF TWO BOARD MEMBERS TO MEET WITH THE CITY MANAGER REGARDING COST OF LIVING INCREASES FOR SHARED PERSONNEL**

**RECOMMENDATION**

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. APPOINT [BOARD MEMBER] AND [BOARD MEMBER] TO AN AD HOC COMMITTEE FOR THE PURPOSE OF MEETING WITH THE CITY MANAGER TO DISCUSS COST OF LIVING INCREASES FOR SHARED PERSONNEL

The City has been negotiating with the various employee bargaining associations to updated the MOUs concerning the conditions and terms of employment.

Per section 4.04.1 a. under Salary Increases in the amended agreement between the City of Crescent City and the Crescent Fire Protection District regarding emergency and fire response services, it states “....*The City Manager will advise the District Board when a when a COLA is being considered and request that the District Board appoint an ad hoc committee to discuss the matter. Any District comments or concerns will be presented to the Council prior to Council approval.*”

Staff recommendation is to appoint an ad hoc committee of two board members to meet with the City Manager regarding cost of living increases for shared personnel.

## STAFF REPORT – AMENDED EMERGENCY AND FIRE SERVICES AGREEMENT WITH THE CRESCENT FIRE PROTECTION DISTRICT (2023)

### RECOMMENDATION

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Approve An Agreement Between the City of Crescent City and the Crescent Fire Protection District Regarding Emergency and Fire Response Services Amended (2023)

The City of Crescent City and the Crescent Fire Protection District have a long history of working together under various collaborative agreements. In 2015, both agencies came together through an operational merger of their respective volunteer firefighter associations and entered into a joint exercise of powers agreement, the Emergency and Fire Response Services Agreement (the “Agreement”). This partnership provides cost effective and seamless services to the greater Crescent City area. The Agreement provides for the sharing of costs between the two agencies for a variety of services, including personnel and equipment shared costs. The Agreement was last amended in May of 2022.

The only change in the proposed amended Agreement is a new section regarding volunteer stipend overages and associated cost share (Section 6.01 and 10.02(ii)). Under the Fair Labor Standards Act (FLSA), volunteer firefighters are allowed to receive a nominal stipend, reimbursement of expenses, and group benefits without losing their status as volunteers. To be considered a “nominal” fee, stipends must be limited to 20% of the cost of a career firefighter. Based upon an analysis done in May of 2022, the District and the City adopted new stipend amounts and a monthly stipend cap.

In this past fiscal year, we have had several volunteers reach the stipend cap, more than anticipated. This is due to several reasons: a handful of volunteers have responded to a large number of calls within a single month, battalion chiefs were short on numbers for a couple of months, and there were only a limited number of volunteers eligible to perform airport duty, which concentrated those shifts to certain volunteers.

While discussing various issues of concern with volunteers, an idea was floated to track this stipend overage amount and put it into a volunteer firefighter support fund. This arrangement would keep the “overage” amounts in the Fire Department to be used for expenses directly supporting volunteer service, such as training, uniforms, or equipment. This proposal has received the support of the Fire 2x2 Committee.

The overage amount will be calculated using actual overage amounts in the preceding calendar year. This way, the City and District will know how much to budget for in the upcoming fiscal year. This means that in the first year (FY 23-24) there will only be six months of stipend overages, because the new stipends and cap went into effect July 1,

2022. The stipend overage amount will be shared equally by the City and the District. The proposed amendment will be considered by the City Council on June 20, 2023.

### Financial Impact

The proposed FY 23-24 budget includes the calendar year 2022 actual stipend overage amount of \$4,000.

### Attachments

1. An Agreement Between the City of Crescent City and the Crescent Fire Protection District Regarding Emergency and Fire Response Services, Amended 2023

AN AGREEMENT  
BETWEEN  
THE CITY OF CRESCENT CITY  
AND  
THE CRESCENT FIRE  
PROTECTION DISTRICT  
REGARDING  
EMERGENCY AND FIRE RESPONSE  
SERVICES

Amended 2023



**AN AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE  
CRESCENT FIRE PROTECTION DISTRICT REGARDING EMERGENCY AND FIRE  
RESPONSE SERVICES (AMENDED 2023)**

This amended agreement (“Agreement”) is entered into by and between the City of Crescent City, a California municipal corporation (“City”), and the Crescent Fire Protection District, a California special district (“District”), to provide for the efficient provision of emergency and fire response services within the jurisdictional boundaries of the City and the District pursuant to the authority granted in Government Code § 54980 et seq. and Government Code § 6500 et seq.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth below, City and District agree as follows:

- 1.0 PURPOSE.** The purpose of this Agreement is to achieve greater operating and economic efficiencies for both the City and the District by combining resources and sharing the cost.
- 2.0 TERM.** The term of this Agreement will be July 1, 2020 through June 30, 2025 (the “Term”) unless terminated earlier pursuant to the provisions contained herein. Upon the expiration of the Term, this Agreement will automatically renew for successive one-year terms, unless expressly terminated by either party upon 180 days’ advance written notice to the other party.
- 3.0 EARLY TERMINATION.** During the initial term, either party may terminate this Agreement, without cause, upon 180 days’ written notice to the other party.
- 4.0 PERSONNEL SERVICES.** The City will provide specific personnel services to the District on the “Equal Share Basis” calculated using the “Full Cost of Services.”
  - 4.01 Fire Chief.** The City will provide the services of a Fire Chief to perform the typical duties of a fire chief and who will attend regular and special meetings of the District, as required, to provide advice, present reports, seek direction and make recommendations on fire and emergency response services and related matters.
    - a.** Fire Chief will perform the following specific services:
      1. Coordinate services and operating activities of the District with other fire service agencies within Del Norte County and adjacent areas;
      2. Participate in District community events in the same manner and to the same degrees as he or she participates in similar events in the City; and
      3. Coordinate with the Del Norte County Office of Emergency Services and other State and national offices of emergency services and disaster preparedness to provide emergency management and disaster preparedness services to the District.

- b.** Annual Report. The Fire Chief shall annually prepare a comprehensive report on the activities of the Fire Department to be presented to the District Board and City Manager by February 1<sup>st</sup>, as applicable. This report should include such items as activity, accomplishments and concerns of the Department, organizational review and any specific recommendations to increase the efficiency or quality of service of the Department. Any recommendations requiring additional financial expenditures should include justification and proposed revenue sources to support the proposal.
- c.** Resignation of Fire Chief. In the event the Fire Chief voluntarily resigns his position with the City, the Chief or City must notify the District without delay.
- d.** Termination of Fire Chief. The City Manager will meet with the District Board pursuant to Government Code § 54957(b) prior to any termination decision being made, excepting extremely urgent circumstances.
- e.** Other Employment. The City Manager will not approve a request from the Fire Chief to engage in other employment without the specific approval of the District Board.
- f.** Fire Chief Professional Development. Contingent upon District approval and authorized budget, the District agrees to pay a shared cost for all professional development fees, including the following:

  - 1. Professional fees, dues, and subscriptions on behalf of the Fire Chief that are reasonably necessary to his or her continuation and participation in organizations desirable for his or her continued professional growth and advancement
  - 2. Travel and expenses for the travel and subsistence expenses of the Fire Chief for official travel, meetings, and occasions reasonably necessary to continue his or her professional development, and to attend required official or other functions on behalf of the City and District.
  - 3. Education reimbursement to reimburse the Fire Chief costs for education in accordance with the City's Education Assistance Program Policy. Requests for such shared cost reimbursement must be approved by the City Manager and District prior to incurring any costs and must be included in the City's and District's annual budget.

- g. Absence of Command. The Fire Chief shall timely notify the District Board of all absence of command and whom will be assigned acting Chief Duties.

**4.02 Administrative Assistant.** The City will provide the services of an Administrative Assistant, who will be authorized by the District to perform the typical duties of an administrative assistant and who will attend regular and special meetings of the District as required.

**4.03 Captains.** Once hired, the City will provide the services of three full-time Captains, who will report to the Fire Chief and perform the following duties: call response, prevention and training, maintenance, and other duties as assigned by the Fire Chief.

**4.04 Cost of Services.** The District will compensate the City based upon the Full Cost of Services for “Designated Employees” (Fire Chief, Administrative Assistant and Captains), attached hereto as **Exhibit A** and incorporated herein by this reference. The term Full Cost of Services includes: (i) the direct, out-of-pocket expenses for salaries, benefits, and payroll costs incurred for the Designated Employees; and (ii) costs for administration, training, and maintenance for the Designated Employees. The full cost of personnel services will be re-determined on an annual basis and the full cost for each position will be re-established on an annual basis and provided to the District.

#### **4.04.1 Salary Increases**

- a. COLA. In accordance with City’s Memorandum of Understanding’s (MOU’s) with the various City Employee Associations, the employees covered under these agreements are entitled to receive a Cost of Living Adjustment (COLA) as approved from time to time by the City Council. This includes the Fire Chief whose employment contract states he will receive the same Cost of Living Adjustment (COLA) afforded to the employees in the Crescent City Management Employee’s Association. The City Manager will meet and consult District Board representatives regarding any proposed COLA increases before Council approval. The City Manager will advise the District Board when a COLA is being considered and request that the District Board appoint an ad hoc committee to discuss the matter. Any District comments or concerns will be presented to the Council prior to Council approval.
- b. Crescent City employee association MOU’s can be accessed through the City of Crescent City Human Resources Office, or online at:

- c. Other. Excluding the COLA Salary increases, the District must approve the District's share of all salary increases.

**4.04 Management.** When the Designated Employees are performing the duties and functions of District employees, they shall report directly to the District Board. When the Designated Employees are performing the duties and functions of City employees, they shall report to the City Manager.

**4.05 Designated Employees Deemed City Employees.** With respect to services provided pursuant to this Agreement, the Designated Employees are deemed to be City employees for the purposes of exercising all of the rights, duties, privileges and obligations conveyed or imputed by law to that office within the District. This designation of the Designated Employees as City employees pertains to the purposes set forth in this paragraph only and is not inconsistent with the indemnity provisions of Section 5.

**4.06 Other Employees.** With respect to employees other than the Designated Employees, each party is responsible to its own employees when it comes to employer obligations and duties, provided under applicable State or federal laws. Each party is also liable for the conduct, actions, and omissions of its own employees.

**4.07 Fire Chief Evaluation.**

- a. Goals and Objectives. Annually, the Fire Chief will present annual goals and performance objectives as they may determine necessary for the proper operation of the Department in the attainment of the District's and City's policy objectives to the District Board and City Manager. The District, City Manager, and Fire Chief shall further establish a relative priority among those various goals and objectives. These goals and objectives should be attainable generally within the time limits as specified in the operating and capital budgets and appropriations provided.
- b. Performance Evaluation. On an annual basis, the District Board will conduct a performance evaluation of the Fire Chief pursuant to Gov. Code Section 54957. The District's performance evaluation should be forwarded to the City Manager for consideration as part of the overall performance evaluation conducted by the City and included in the Chief's personnel file.

**4.08 Personnel Information.** Both the City and the District agree to release confidential fire department personnel information that is mutually relevant to both parties, to the other party.

## 5.0 INDEMNIFICATION AND RIGHT OF CONTRIBUTION.

**5.01 Indemnification.** Pursuant to the authority granted under Section 895.4 of the California Government Code, each party (the “Indemnifying Party”) must indemnify, defend, and hold harmless the other party, including the other party’s elected officials, appointed officials, employees and agents (collectively, the “Indemnified Party”), against any and all liability, demands, claims, costs, damages, and expenses including reasonable attorney fees, (hereafter, “Losses”) incurred by the Indemnified Party, arising from or relating to any negligent or wrongful act or omission of the Indemnifying Party or its elected officials, appointed officials, employees and agents, or from any Losses arising from the dangerous condition of the Indemnifying Party’s property, arising from or related to that party’s performance under this Agreement. Each party agrees to be responsible for any Losses suffered as a result of the use of that party’s vehicle.

**5.02 Defense.** At its own cost and expense, the Indemnified Party may participate in the defense of any action or lawsuit, or in the prosecution of any appeal of any judgment or ruling in any such action or lawsuit, where the duty of defense or prosecution is imposed on the Indemnifying Party.

**5.03 Contribution.** The parties have a right of contribution against each other in the event of any judgment or liability against either party related to the parties’ performance under this Agreement. The amount of contribution for which either party may be liable must not exceed that party’s proportional fault in the action giving rise to the liability.

**5.04 Identity of Personnel.** For purposes of this section, whether the Designated Employees or volunteers are working on behalf of the City or the District at any certain time will be determined as follows:

- a. Call response – location of the call (City or District)
- b. Vehicle use – the owner of the vehicle (City or District)
- c. Administrative decisions – the nature of the decision or action, whether it was in furtherance of District business or City business

**6.0 VOLUNTEER FIREFIGHTERS.** The volunteer firefighters that serve the City and the District have joined together as one association (known as “Crescent Fire & Rescue”) to serve both agencies. The City will procure and maintain the workers’ compensation policy for all volunteer firefighters; issue volunteer firefighter response stipends; pay for volunteer firefighter training and education; pay for membership with the California State Firefighters Association (CSFA) for each volunteer; pay for basic life insurance and long term disability/accidental death and dismemberment insurance policies offered through CSFA for each volunteer; pay for Cal-Ore Life Flight and Del Norte Ambulance subscriptions for each volunteer; pay the employer 457 PTS plan 1.3% contribution for volunteers; pay employer Medicare contributions for volunteers; and pay for emergency

response support (food and water). These costs are referred to as “full cost of service for volunteers.” The District will compensate the City as provided in Section 10 below for these services. In the event that a volunteer firefighter is injured on the job and files a worker’s compensation claim, the parties will share any additional expenses associated with the claim equally.

**6.01 Stipend Overages.** Volunteer firefighters are subject to a monthly cap on the dollar amount of stipends that they can receive for their call response and shift coverages. This is necessary to maintain their “volunteer” status under the Fair Labor Standards Act. Each fiscal year, an amount equal to the stipend overages for previous calendar year will be put into a separate fund for volunteer firefighter support. The purpose of this fund is for expenditures that directly support volunteers and their service, including, but not limited to uniforms, equipment, training, and fire station amenities.

**7.0 EQUIPMENT AND SUPPLIES.** The City will purchase firefighter turnouts, equipment and supplies costing less than \$5,000. The District will compensate the City in the manner set forth in Section 10. Any equipment purchased by the City for \$5,000 or more will be capitalized by the City and owned by the City. The District will not compensate the City for such capital expenditures.

**8.0 FIRE RESPONSE VEHICLES.** Both the City and the District own their own fire response vehicles. The parties will continue to own separate fire response vehicles and responsible for the costs of purchasing, maintaining and insuring said vehicles without contribution from the other party.

**8.01 Maintenance Services.** The City will provide maintenance services to the District for maintenance of its fire response vehicles. The District will coordinate directly with the City’s Public Works Department – Corp. Yard to schedule maintenance. The District will compensate the City on a time and materials basis for maintenance services as provided in Section 10.

**9.0 FIRE STATION BUILDINGS.** The City owns one fire station and the District owns three fire stations / garages. The parties will continue to own separate buildings and be responsible for the costs of improving, maintaining and insuring said buildings without right of contribution from the other party. The parties will maintain their respective facilities as necessary for the performance of the obligations set forth in this Agreement.

**10.0 COMPENSATION TO CITY.** The District will compensate the City on a percentage basis for the various categories of service that are contained within this Agreement.

**10.01 Response Basis.** The Response Basis is District’s percentage share of total District and City calls for service in a calendar year. Each fiscal year, the percentage will be adjusted according to the previous calendar year’s numbers. Therefore, the

District’s percentage share in FY 22-23 will be based on the District’s percentage of total calls for service in CY 2021. The percentage share will be adjusted for each new fiscal year. The District will pay the City on a Response Basis for the following services:

- a. Full cost of service for volunteers
- b. Fuel for vehicles and equipment

**10.02 Equal Share Basis.** The District will compensate the City on an Equal Share Basis (50%) for the costs of the following services:

- a. Full cost of service for personnel (Fire Chief, Administrative Assistant, Captains)
- b. Office supplies for fire stations
- c. Parts and supplies for equipment
- d. Fire turnouts and equipment costing \$5,000 or less
- e. Miscellaneous pre-employment expenses (medical exam; drug screen; fingerprinting, etc.)
- f. Emergency scene support (water, food)
- g. Worker’s compensation premiums for volunteers
- h. Volunteer training and education
- i. Volunteer firefighter stipend overages

**10.03 Fire Station Utilities.** The City and the District directly benefit from the shared utilization of two fire stations: City Station at 520 “I” Street and the District’s Washington Station at 255 W. Washington Blvd.

- a. Utility Cost Allocation. The Parties agree to the following division of utility costs:

STATION	CITY SHARE	DISTRICT SHARE
City Station	60%	40%
Washington Station	40%	60%

- b. Utilities Included. Utility costs to be shared include services for gas, electricity, water, sewer, internet and data, telephone.
- c. Quarterly Invoice Credit. Using the fiscal year budgeted expenses for utilities by the District, the City will credit one-fourth of its annual share (40%) of the Washington Station utilities to each quarterly invoice to the District as provided in Section 11.01. For example, the City’s share based on FY 22 budgeted expenses would be approximately \$5,400; thus, the City would apply a credit of \$1,350 to each quarterly invoice.

**10.04 Time and Materials Basis.** The City will provide certain services to the District that the District will pay for on a time and materials basis. The time will be based

on the hourly wage for the employee(s) that provided service and the cost of materials. Those services are as follows:

- a. Fire response vehicle maintenance, hourly shop labor rate \$43.90
- b. Information technology services

**10.05 Administration Fee.** The City will be carrying the administrative burden for the services provided under this Agreement. To mitigate the financial impact of the increased administrative burden to the City, the District will pay an administration fee equal to 7.0 % of the total compensation due as set forth in Sections 10.01, 10.02 and 10.03 on a quarterly basis.

## **11.0 BILLING AND PAYMENT.**

**11.01 Quarterly Invoice.** The City will invoice the District for actual costs incurred on a quarterly basis. The estimated total cost for services will be re-determined on an annual basis and provided to the District.

**11.02 Monthly Invoice.** For those services provided on a time-and-materials basis, the City will invoice the District each month for the services provided the previous month.

**11.03 Payment Due.** Payment is due and payable within 30 days of the date of invoice. If payment is not received when due, it will be considered delinquent. If the invoiced party disputes any amount billed on the invoice, the party must pay the undisputed portion of the bill. The parties, through their Designated Representatives, agree to work in good faith to resolve any billing disputes within 30 days.

**11.04 Annual Reconciliation.** After the close of each fiscal year, each party will provide the other party with a final reconciliation showing the amount due or overpaid by the other party. Any amount determined to be owing under this paragraph is due to the other party within 30 days of notification.

**12.0 INSPECTION OF RECORDS.** Upon five (5) business days' advance written notice, and during regular business hours, the City and District each have the right, at their own respective cost and expense, to inspect the financial and other records of the other party pertaining to this Agreement, including books of accounts related to the Fire Department and other activities for which the party is being charged. City and District will have access to such records through their own respective designated representatives.

**13.0 AUTOMATIC RESPONSE AND MUTUAL AID.** The City and District agree to respond to calls for service on a basis that is designed to provide the quickest response time within the boundaries of either agency without regard for the location of the political boundaries of the agencies. The parties will develop an appropriate protocol and system of

response to requests for fire protection and other emergency services occurring within the jurisdiction of either party. Said protocol must include first and second due response districts, incident command of incidents and operations, and cover-ins and appropriate stations. The Fire Chief is responsible for developing and updating maps, grid systems and such other means as are necessary to enable the parties to carry out the mutual intent of the parties to respond to all emergencies with those units that are able to respond in the most expedient manner possible, regardless of location.

**14.0 INSURANCE.** Each party must maintain during the term of this Agreement, a policy of general liability insurance with minimum limits of One Million Dollars per occurrence and Two Million Dollars aggregate. All policies obtained by either party must name the other party as an additional insured but only with respect to the claims for personal injuries or property damages arising out of the performance of the Agreement. All policies must provide that the coverage provided in the policy may not be cancelled or amended without first providing 30 days written notice to the other party.

**15.0 ADMINISTRATION OF AGREEMENT.**

**15.01 Designated Representatives.** The City designates the City Manager and the Fire Chief to represent the City on all matters pertaining the administration of this Agreement. The District designates the Chair of the Board, and the Vice Chair in his or her absence, to represent the District on all matters pertaining to the administration of this Agreement.

**15.02 Joint Meeting.** The City Council and the District Board agree to meet in joint session at least once per year to discuss the provision of services under this Agreement and the anticipated costs for the succeeding fiscal year. Additional joint meetings may be scheduled and conducted as the parties deem necessary.

**15.03 Committees.** The City Council and the District Board will establish a “Fire” 2x2 committee of their respective bodies to review and consider any matter of mutual concern or interest. Such committee shall be comprised of two City Council Members and two District Board Members. This committee will meet quarterly and may meet more frequently if necessary.

**15.04 Delivery of Services.** Acting under the general authority of the City Manager, the Fire Chief has the authority to direct the operations and delivery of all Services provided by the City to the District under this Agreement.

**16.0 PRIOR AGREEMENTS.** Upon the approval of both parties, this Agreement will supersede all previous agreements between the parties with respect to the subject matter contained herein. Specifically, the following agreements will be terminated as of the effective date of this Agreement:

- a. Agreement to Renew an Agreement Between the City of Crescent City and Crescent Fire Protection District for the Provision of Fire Department Personnel Services (dated May 15, 2012)
- b. City of Crescent City Volunteer Fire Department and Crescent Fire Protection District Automatic Response Agreement (dated April 7, 2014)

**17.0 GENERAL PROVISIONS.**

**17.01 Default.** In the event a party to this Agreement fails to perform pursuant to the terms and conditions of this Agreement, the party to whom an obligation is owed will provide the non-performing party with at least 30 days prior written notice of said non-performance, upon which the non-performing party will have the opportunity to comply with the request for performance, or in the event of continued non-performance, the parties will have the right to pursue any and all available legal remedies.

**17.02 Independent Contractor.** The City is acting as an independent contractor under this Agreement; this Agreement does not create any relationship of employer or employee, or principal and agent, partnership or joint venture between the City and the District.

**17.03 Notice.** All notices, requests, claims, demands and other communications between the parties must be in writing. All notices must be given (i) by delivery in person, (ii) by a nationally recognized next-day courier service, (iii) by first class, registered or certified mail, postage prepaid, or (iv) by facsimile to the address of the party specified in this Agreement or such other address as either party may specify in writing. All notices will be deemed effected upon (a) receipt by the party to which notice is given, or (b) on the third (3rd) day following mailing, whichever occurs first.

**If to City:**

City of Crescent City  
 Attn: City Manager  
 377 J Street  
 Crescent City, CA 95531  
 Fax: 707-465-4405

**If to District:**

Crescent Fire Protection District  
 Attn: Chairperson  
 255 W Washington Blvd.  
 Crescent City, CA 95531  
 Fax: 707-464-5813

**17.04 Inventory.** An inventory of each party’s current inventory for equipment is attached hereto as **Exhibit B** (City) and **Exhibit C** (District). These exhibits are incorporated into this Agreement by this reference. In the event that the parties discontinue the relationship established by this Agreement, the parties will divide the inventory in such a manner that each party receives approximately what it had

at the time of entering into this Agreement. Any equipment above and beyond what is contained in the attached inventories will be divided equally between the parties.

- 17.05 No Third-Party Beneficiary.** This Agreement does not confer third party beneficiary status on any non-party, including the citizens, residents and visitors of either party.
- 17.06 Non-Waiver.** The failure of one party to require performance of any provision contained herein will not affect that party's right to require performance at any time thereafter, nor will a waiver of any breach or default of this Agreement constitute a waiver of any subsequent breach or default or a waiver of the provision itself.
- 17.07 Severability.** If any court of competent jurisdiction holds that any provision of this Agreement is illegal, unenforceable, or invalid for any reason, the remaining provisions of the Agreement will continue in full force and effect.
- 17.08 Non-Assignable.** Neither party to this Agreement may assign any of its rights or delegate any of its duties under this Agreement without the prior express written consent of the other party, which consent may be withheld in that party's sole and absolute discretion. Any attempted assignment or delegation in violation of this provision may be voided at the option of the non-assigning or non-delegating party.
- 17.09 Binding on Successors.** This Agreement is binding on the parties, any approved assignees or delegates, and on all successors-in-interest.
- 17.10 Interpretation.** Each party to this Agreement and their respective counsel have participated fully in the review and revision of this Agreement. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party does not apply in interpreting this Agreement; it must be construed in a neutral manner.
- 17.11 Governing Law / Venue.** This Agreement will be governed by and interpreted in accordance with the laws of the State of California. Any lawsuit brought to enforce, interpret, or otherwise relating to this Agreement, must be filed in the Del Norte County Superior Court.
- 17.12 Attorney Fees.** In the event of litigation relating to the subject matter of this Agreement, the prevailing party will be entitled to an award of reasonable attorneys' fees and costs.
- 17.13 Amendment or Modification.** This Agreement may only be amended or modified upon the mutual consent of both parties in the manner and with the same formalities with which this Agreement was approved.

**17.14 Entire Agreement.** This instrument constitutes the entire agreement and understanding of the parties and supersedes any and all prior agreements and understandings, oral or written, relating to the subject matter hereof. Each party acknowledges that no other party, or any agent of any other party, has made any promise, representation, or warranty whatsoever, and acknowledges that the party has not executed or authorized the execution of this Agreement in reliance upon any such promise, representation or warranty, that is not expressly contained herein.

**17.15 Effective Date.** This Agreement will be effective upon its approval by both parties hereto.

**IN WITNESS WHEREOF**, the parties hereto have duly approved this Agreement, originally executed on July 6, 2015, first amended on June 13, 2016, subsequently amended February 28, 2018, March 16, 2021, and May 12, 2022, and have authorized its execution on this \_\_\_ day of \_\_\_\_\_, 2023.

**City of Crescent City**

**Crescent Fire Protection District**

\_\_\_\_\_  
By: Isaiah Wright, Mayor

\_\_\_\_\_  
By: James Nelson, Board Chair

ATTEST:

ATTEST:

\_\_\_\_\_  
Robin Altman, City Clerk

\_\_\_\_\_  
Vanessa Duncan, Clerk of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
Martha D. Rice, City Attorney

EXHIBITS:

“A” – Full Cost of Services for Personnel (FY 23-24)

“B” – City Fire Department Equipment Inventory

“C” – District Fire Department Equipment Inventory

FY 2022/2023  
BUDGET

Line	Proj	Description	Revised Budget FY 22/23	Proposed Budget FY 23/24	Notes	Total
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		\$0.00
20110		Clothing & Pers Supplies	\$0.00	\$0.00		
20120		Communications	\$3,500.00	\$3,000.00		
20130		Food - Rehab	\$0.00	\$0.00		
20140		Household Expense	\$11,700.00	\$6,700.00	dumpster & washer/dryer	
20150		Insurance	\$18,573.00	\$28,289.00	GSRMA	
20155		Insurance-Liability	\$0.00	\$0.00		
20156		Insurance-Property	\$0.00	\$0.00		
20170		Maint-Equipment	\$2,000.00	\$2,000.00		
20171		Radio Maintenance	\$0.00	\$0.00		
20172		Maint-Fireboat	\$0.00	\$0.00		
20173		Maint-Vehicles	\$7,500.00	\$8,500.00		
20180		Maint-Struc Imp Ground	\$15,000.00	\$7,000.00	dorm room updates \$3k	
20190		Medical Supplies	\$0.00	\$0.00		
20200		Membership	\$0.00	\$0.00		
20205		Licenses & Fees	\$24.00	\$300.00	Type III	
20220		Office Expense	\$500.00	\$500.00		
20227		Dues/Subscriptions	\$250.00	\$200.00	basic zoom membership	
20230		Professional Services	\$70,100.00	\$50,000.00	County Services/Cleaning Crew	
20231		Prof Svcs-FEMA Grant	\$0.00	\$0.00		
20232		Professional Serv-Medical	\$0.00	\$0.00		
20233		Prof Svcs-Legal	\$10,000.00	\$5,000.00	Ryan Plotz	
20234		Prof Svcs-City	\$696,216.00	\$767,936.00		
20235		Prof Svcs - Dispatch Services	\$0.00	\$0.00		
20236		Prof Svcs - Training Officer	\$0.00	\$0.00		
20240		Publ & Legal Notices	\$300.00	\$300.00		
20250		Lease - Cell Tower	\$0.00	\$0.00	no payment	
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	\$4,500.00	\$4,500.00		
20280		Special Departmental Exp	\$0.00	\$0.00		
20281		Spec Dept Exp-F/F Fringe Benefits (Gas Cards)	\$0.00	\$0.00		
20282		Spec Dept Exp - Explorer Program	\$0.00	\$0.00	this is now a split cost with the City	
20285		Spec Dept Exp - Recognition	\$0.00	\$0.00		
20290		Travel & Training	\$2,000.00	\$2,000.00		
20292		Training	\$0.00	\$0.00		
20293		FF Incentives/Reimbursements	\$20,000.00	\$20,000.00		
20297		Fuel	\$2,500.00	\$2,500.00		
20300		Utilities - Electric	\$14,000.00	\$14,000.00	station staffing extra expense	
20301		Utilities - Gas	\$12,000.00	\$12,000.00		\$938,225.00
20302		Utilities - Water	\$3,500.00	\$4,500.00		
30411		Rtrment Long Term Lease	\$0.00	\$0.00		
30412		Retirement Long Term Lease-Copier	\$0.00	\$0.00		
30413		Retirement Long Term Lease -Trucks	\$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	\$0.00		
30500		Department Allotment	\$888,305.00	\$891,717.00	without department allotment included	\$4,500.00
30520		Church Tree Hydrant	\$0.00	\$0.00		
40610		Structures	\$0.00	\$0.00		
40610	200	Building & Improvements	\$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	\$40,000.00	\$40,000.00	roll over from FY 22/23	\$40,000.00
72000	870	Internal Financing - Mitel Phone System	\$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)	(\$347,000.00)		
90011		Prop Tax - Supplemental	(\$2,600.00)	(\$8,400.00)		
90020		Property Tax - Unsecured	(\$6,500.00)	(\$8,400.00)		
90091		Yield Tax	\$0.00	\$0.00		
90140		Assessment Fees	(\$561,404.00)	(\$561,404.00)	\$421,404 for new benefit assessment	
90300		Interest - Crescent Fire	(\$3,500.00)	(\$11,800.00)		
90320		Rent - Building (Room)	(\$6,000.00)	(\$6,000.00)	Fire Safe Council \$500/month	
90321		Rent - RadioTower	(\$34,000.00)	(\$34,000.00)		
90325		Rent - Tower	(\$199.00)	(\$199.00)	Smith River	
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		
91060		Charges for Services Rendered	\$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		
91300		Sale of Fixed Assets	\$0.00	\$0.00		(\$982,803.00)
Total Revenue:			(\$940,803.00)	(\$982,803.00)		
Total Expenditures:			\$937,741.00	\$982,725.00		
Total: OVER/UNDER:			(\$3,062.00)	(\$78.00)		
Dept. Allotment Total:			\$894,779.00	\$891,795.00		

# Crescent City Fire & Rescue

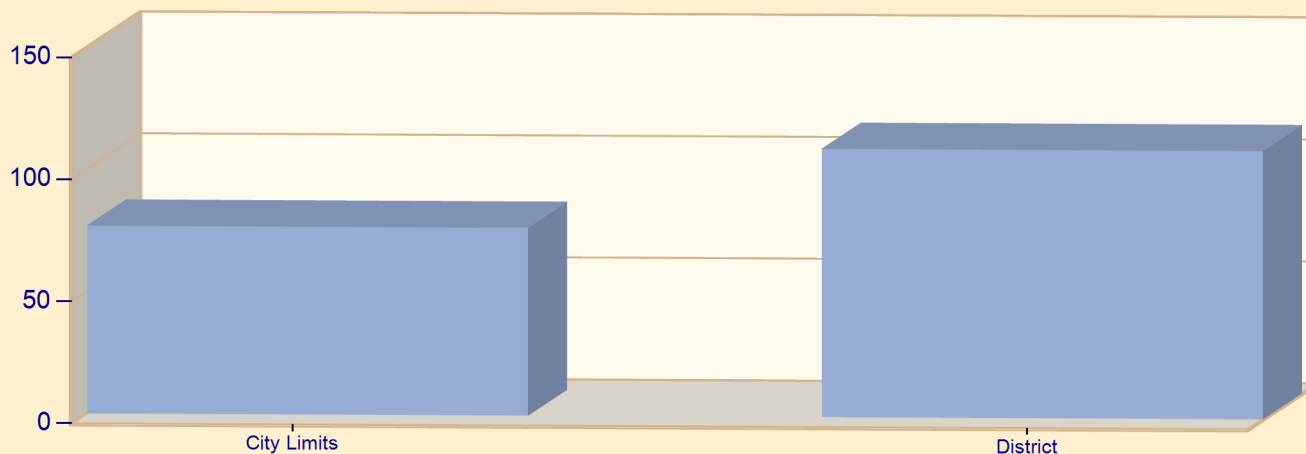
Crescent City, CA

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## Incident Type Count per Zone for Date Range

Start Date: 04/01/2023 | End Date: 04/30/2023



ZONES	INCIDENT TYPE	COUNT
<b>City Limits - City Limits</b>		
	114 - Chimney or flue fire, confined to chimney or flue	1
	131 - Passenger vehicle fire	2
	150 - Outside rubbish fire, other	2
	151 - Outside rubbish, trash or waste fire	1
	311 - Medical assist, assist EMS crew	40
	322 - Motor vehicle accident with injuries	2
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	324 - Motor vehicle accident with no injuries.	1
	444 - Power line down	1
	561 - Unauthorized burning	3
	611 - Dispatched & cancelled en route	15
	622 - No incident found on arrival at dispatch address	2
	631 - Authorized controlled burning	1
	733 - Smoke detector activation due to malfunction	1
	735 - Alarm system sounded due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	2
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for City Limits - City Limits:</i>	<i>77</i>
<b>District - District</b>		
	111 - Building fire	2

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



emergencyreporting.com

Doc Id: 1404

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ZONES	INCIDENT TYPE	COUNT
	113 - Cooking fire, confined to container	1
	118 - Trash or rubbish fire, contained	3
	122 - Fire in motor home, camper, recreational vehicle	1
	142 - Brush or brush-and-grass mixture fire	1
	151 - Outside rubbish, trash or waste fire	1
	311 - Medical assist, assist EMS crew	67
	322 - Motor vehicle accident with injuries	3
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	324 - Motor vehicle accident with no injuries.	2
	542 - Animal rescue	1
	561 - Unauthorized burning	6
	611 - Dispatched & cancelled en route	11
	622 - No incident found on arrival at dispatch address	6
	631 - Authorized controlled burning	1
	651 - Smoke scare, odor of smoke	1
	731 - Sprinkler activation due to malfunction	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for District - District:</i>	110

<b>Total Count for all Zone:</b>	<b>187</b>
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Zone information is defined on the Basic Info 3 screen of an incident.  
Only REVIEWED incidents included.



# Crescent City Fire & Rescue

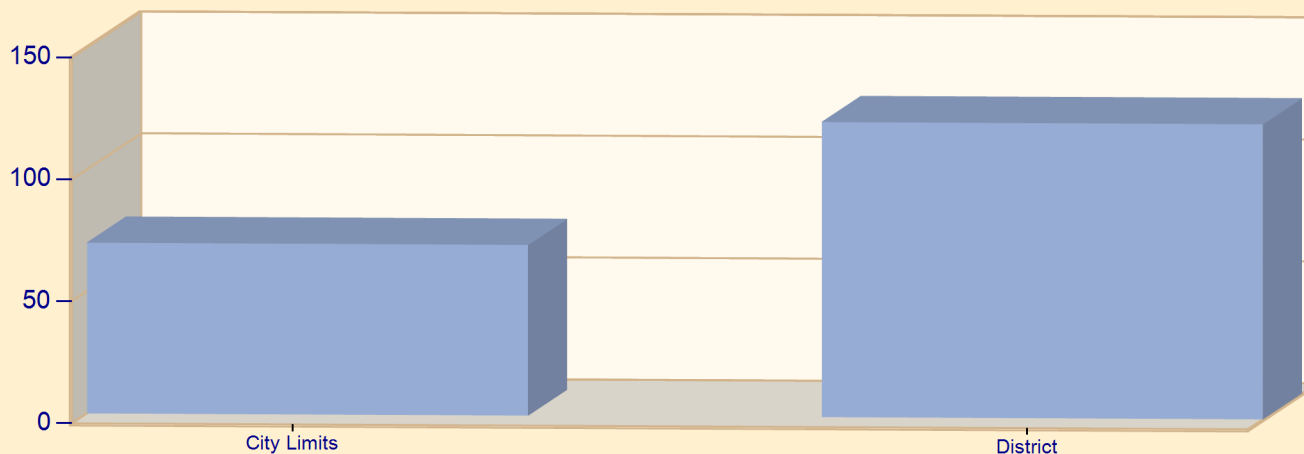
Crescent City, CA

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## Incident Type Count per Zone for Date Range

Start Date: 05/01/2023 | End Date: 05/31/2023



ZONES	INCIDENT TYPE	COUNT
<b>City Limits - City Limits</b>		
	118 - Trash or rubbish fire, contained	3
	311 - Medical assist, assist EMS crew	45
	322 - Motor vehicle accident with injuries	1
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	411 - Gasoline or other flammable liquid spill	1
	553 - Public service	1
	561 - Unauthorized burning	5
	611 - Dispatched & cancelled en route	9
	622 - No incident found on arrival at dispatch address	2
	651 - Smoke scare, odor of smoke	1
	733 - Smoke detector activation due to malfunction	1
	<i>Total Incidents for City Limits - City Limits:</i>	<i>70</i>
<b>District - District</b>		
	111 - Building fire	2
	113 - Cooking fire, confined to container	1
	114 - Chimney or flue fire, confined to chimney or flue	1
	118 - Trash or rubbish fire, contained	2
	137 - Camper or recreational vehicle (RV) fire	1
	141 - Forest, woods or wildland fire	2
	311 - Medical assist, assist EMS crew	77

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



ZONES	INCIDENT TYPE	COUNT
	322 - Motor vehicle accident with injuries	2
	324 - Motor vehicle accident with no injuries.	2
	381 - Rescue or EMS standby	1
	444 - Power line down	2
	561 - Unauthorized burning	7
	611 - Dispatched & cancelled en route	11
	622 - No incident found on arrival at dispatch address	5
	631 - Authorized controlled burning	4
	700 - False alarm or false call, other	1
	<i>Total Incidents for District - District:</i>	121
<b>Total Count for all Zone:</b>		<b>191</b>

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

