



# **AGENDA**

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

**REGULAR MEETING  
HELD  
MONDAY, AUGUST 12, 2024  
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 Specialist at 255 W Washington Blvd, Crescent City, California 95531 prior to 5:00 pm, August 12, 2024. If you require a special accommodation, please contact Administrative Specialist, 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 JULY 8, 2024**
- 3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED JULY 2024**

TAKE PUBLIC COMMENT ON CONSENT CALENDAR  
CONSIDER AND ADOPT CONSENT CALENDAR

**4. NEW BUSINESS**

*Take action as necessary and appropriate.*

**4.1 CONDUCT A PUBLIC HEARING FOR THE 2024-2025 FINAL FISCAL BUDGET**

RECOMMENDATION

1. Open the Public Hearing
2. Take public comment
3. Close Public Hearing
4. Board Discussion

**4.2 REVIEW AND ADOPT RESOLUTION NO. 24-003; A RESOLUTION OF THE BOARD OF DIRECTORS OF CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2024-2025 FINAL FISCAL BUDGET**

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Review and waive full reading, read by title only and ADOPT RESOLUTION NO. 24-003; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2024-2025 FINAL FISCAL BUDGET

**4.3 REVIEW AND ADOPT RESOLUTION NO. 24-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT DECLARING CERTAIN PROPERTY SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Review and waive full reading, read by title only and ADOPT RESOLUTION NO. 24-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT DECLARING CERTAIN PROPERTY SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

**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: 07/01/24 –07/31/24

**6.2** BENEFIT ASSESSMENT UPDATE

**6.3** FIREWORK SAFETY FOLLOW UP

**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, SEPTEMBER 9, 2024 AT 5:00 PM

**POSTED:**

08/09/2024

/s/ Vanessa Duncan

Administrative Specialist

*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 Specialist'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 [cpd.crescentcity.org](http://cpd.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 JULY 8, 2024 AT 5:00 P.M.**

#### **DIRECTORS PRESENT:**

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

#### **ABSENT:**

Director Joe Gregorio

#### **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 Vice Chairman Short.

#### **PUBLIC PARTICIPATION**

*The following citizen addressed the Board:*

Mario Westphal: questioned if there would be a press release regarding the events that took place on the night of the 4<sup>th</sup> of July; Chief Carey stated that he already gave his statement to the local news reporters.

#### **CONSENT CALENDAR**

- 3.1** APPROVE MINUTES OF THE REGULAR MEETING OF JUNE 10, 2024 AND THE SPECIAL MEETING OF JUNE 25, 2024

### **3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED JUNE 2024**

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

### **NEW BUSINESS**

*Take action as necessary and appropriate.*

#### **4.1 REVIEW AND APPROVE BUDGET TRANSFER REQUEST**

##### **RECOMMENDATION**

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. Review and APPROVE THE BUDGET TRANSFER REQUEST FOR PERSONNEL COSTS INCURRED IN FISCAL YEAR 2023-2024 DURING CAL-OES COVERAGE, TOTALING APPROXIMATELY \$244,682

Chief Carey stated during fiscal year 2023-2024, both volunteer and paid personnel actively participated in the Smith River Complex Fire and five additional Cal-OES assignments, accumulating a combined total of approximately 826 personnel hours, equating to an estimated \$244,682 in personnel expenditures. Staff proposes reallocating \$244,682 from Department Allotment line 409-065-30500 to the Professional Services – City line 409-065-20234 to cover the afore mentioned personnel costs.

On a motion by Director Erler, seconded by Vice Chair Short, motion carried 4/0/1 with Director Gregorio being absent; the Board of Directors APPROVED THE BUDGET TRANSFER REQUEST FOR PERSONNEL COSTS INCURRED IN FISCAL YEAR 2023-2024 DURING CAL-OES COVERAGE, TOTALING APPROXIMATELY \$244,682

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

This 8th day of July 2024, by the following polled vote:

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

NOES: 0

ABSENT:1, Director Gregorio

### **OLD BUSINESS**

*Take action as necessary and appropriate.*

*NO OLD BUSINESS AT THIS TIME.*

## **CHIEFS REPORT**

*Take action as necessary and appropriate.*

### UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

#### **6.1** RESPONSES OCCURRED BETWEEN: 06/01/24 –06/30/24

Chief Carey reported on the calls for the month of June, which included six structure fires. He acknowledged the amazing work ethic of the Career Captain and Volunteers; noting that one of the structure fires lasted for over ten hours.

#### **6.2** BENEFIT ASSESSMENT UPDATE

Chief Carey stated the petition to repeal the benefit assessment will be assigned an official title by no later than August 12<sup>th</sup>. He also stated that the cost of the repeal to be put on the general elections will cost the District approximately \$15,000.

## **BOARD COMMENTS**

The Board directed Staff to report on the issue of fireworks at the next meeting, along with the final fiscal year 24-25 budget, and the benefit assessment repeal timeline and information.

## **ADJOURNMENT**

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 6:03 PM of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on August 12, 2024 at 5:00PM.

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Vanessa Duncan, Clerk of the Board  
Crescent Fire Protection District

## CFPD CLAIMS LIST JULY FY 23/24 & 24/25

CLAIM ID	CLAIM DATE	VENDOR NAME	CLAIM AMOUNT	ACCOUNT	DESCRIPTION	GRAND TOTAL
462-3115	7/12/24	CRESCENT CITY WATER	\$ 62.15	20302	WATER - HUMBOLDT	\$ 62.15
462-3116	7/12/24	DN SOLID WASTE MANAGEMENT	\$ 21.58	20140	TRASH FEE - JUNE 2024	\$ 21.58
462-3117	7/12/24	PACIFIC POWER & LIGHT CO.	\$ 71.55	20300	POWER - HUMBOLDT	\$ 71.55
462-3118	7/12/24	BLUE STAR GAS	\$ -		<b>VOID - FINANCE CHARGE DROPPED</b>	\$ -
462-3119	7/12/24	CITY OF CRESCENT CITY	\$ 192,671.00	20234	3RD QRT SERVICES	\$ 192,671.00
462-3120	7/12/24	CHARTER COMMUNICATIONS	\$ 210.82	20120	CABLE/INTERNET - WASHINGTON STATION	\$ 210.82
<b>TOTAL</b>						<b>\$ 193,037.10</b>
463-3121	7/19/24	US BANK	\$ 47.67	20297	BEAR RIVER - FUEL FOR E-5137	\$ 47.67
463-3121	7/19/24	US BANK	\$ 106.41	20297	BEAR RIVER - FUEL FOR E-5137	\$ 106.41
463-3121	7/19/24	US BANK	\$ 175.00	20297	BEAR RIVER - FUEL FOR E-5137	\$ 175.00
463-3121	7/19/24	US BANK	\$ 96.21	20173	LEHR - PARTS FOR E-5137	\$ 96.21
463-3121	7/19/24	US BANK	\$ 63.50	20297	PATRIOT - FUEL FOR E-5137	\$ 63.50
463-3121	7/19/24	US BANK	\$ 45.55	20173	O'REILLY - PARTS FOR E-5137	\$ 45.55
463-3121	7/19/24	US BANK	\$ 65.04	20297	SHELL OIL - FUEL FOR E-5137	\$ 65.04
463-3121	7/19/24	US BANK	\$ 34.53	20297	SHELL OIL - FUEL FOR E-5137	\$ 34.53
463-3122	7/19/24	CRESCENT CITY WATER	\$ 325.23	20302	WATER - WASHINGTON	\$ 325.23
463-3122	7/19/24	CRESCENT CITY WATER	\$ 22.49	20302	WATER - COOPER	\$ 22.49
463-3123	7/19/24	CITY OF CRESCENT CITY	\$ 40,718.05	20234	OES PREPO 2/28-3/3/24 PERSONNEL	\$ 40,718.05
463-3124	7/19/24	CCF&R FF ASSOCIATION	\$ 20,000.00	20293	ANNUAL INSTALLMENT FOR FY 23/24	\$ 20,000.00
<b>TOTAL</b>						<b>\$ 61,699.68</b>
462-3120	7/12/24	CHARTER COMMUNICATIONS	\$ 210.82	20120	CABLE/INTERNET - WASHINGTON STATION	\$ 210.82
462-3121	7/12/24	GSRMA	\$ 36,239.00	20150	CFPD INSURANCE FOR FY25	\$ 36,239.00
<b>TOTAL</b>						<b>\$ 36,449.82</b>
463-3125	7/19/24	RECOLOGY DEL NORTE	\$ 159.38	20140	TRASH FEE - JULY 2024	\$ 159.38
<b>TOTAL</b>						<b>\$ 159.38</b>

PO# 258946

PO# 258947

PO# 258948

STAFF REPORT – REVIEW AND ADOPT RESOLUTION NO. 24-003; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE FINAL 2024-2025 FISCAL YEAR BUDGET

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider and ADOPT RESOLUTION NO. 24-003; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE FINAL 2024-2025 FISCAL YEAR BUDGET

BACKGROUND

The Board of Directors of the Crescent Fire Protection District is responsible for the annual adoption of the operating budget, which facilitates the provision of fire protection and other emergency services. Historically, the final budget approval occurs in August.

Attached as Exhibit 1 is the proposed Final Budget for the 2024-2025 fiscal year, totaling \$1,400,710. This budget encompasses both the District's direct expenditures and the shared costs with the City of Crescent City for funding Crescent City Fire & Rescue.

A public hearing regarding the budget was held on August 12, 2024.

FISCAL IMPACT

Projected revenues for the District for the fiscal year 2024-2025 are anticipated to be \$1,043,899, while projected expenditures total \$1,400,710, resulting in a projected shortfall of \$356,811.

ATTACHMENTS

1. Final 2024-2025 Fiscal Year Budget
2. Resolution No 24-003

**FY 2024/2025  
BUDGET**

Line	Proj	Description	YTD FY 23/24	Proposed Budget FY 24/25	Notes	Total
10010		Payroll	\$ -	\$ -		
10015		Volunteers	\$ -	\$ -		
10017		Unemp - Fica	\$ -	\$ -		
10020		Retirement	\$ -	\$ -		
10030		Employee Benefits	\$ -	\$ -		
10031		Workers Comp Insurance	\$ -	\$ -		\$ -
20110		Clothing & Pers Supplies	\$ -	\$ -		
20120		Communications	\$ 2,938.49	\$ 3,150.00		
20130		Food - Rehab	\$ -	\$ -		
20140		Household Expense	\$ 2,502.17	\$ 4,000.00	increase trash bin size	
20150		Insurance	\$ 28,289.00	\$ 36,239.00	GSRMA	
20155		Insurance-Liability	\$ -	\$ -		
20156		Insurance-Property	\$ -	\$ -		
20170		Maint-Equipment	\$ 553.70	\$ 1,000.00		
20171		Radio Maintenance	\$ -	\$ -		
20172		Maint-Fireboat	\$ -	\$ -		
20173		Maint-Vehicles	\$ 21,894.11	\$ 19,000.00	E-5137 repairs \$10k	
20180		Maint-Struc Imp Ground	\$ 4,006.84	\$ 80,000.00	Washington Station updates (heating unit, asphalt, dorm room)	
20190		Medical Supplies	\$ -	\$ -		
20200		Membership	\$ -	\$ -		
20205		Licenses & Fees	\$ -	\$ -		
20220		Office Expense	\$ 27.05	\$ 100.00		
20227		Dues/Subscriptions	\$ 149.90	\$ 200.00	basic zoom membership	
20230		Professional Services	\$ 37,111.75	\$ 56,000.00	County Services/Cleaning Crew/Election Costs	
20231		Prof Svcs-FEMA Grant	\$ -	\$ -		
20232		Professional Serv-Medical	\$ -	\$ -		
20233		Prof Svcs-Legal	\$ 1,755.00	\$ 10,000.00	Ryan Plotz	
20234		Prof Svcs-City	\$ 988,004.15	\$ 861,321.00		
20235		Prof Svcs - Dispatch Services	\$ -	\$ -		
20236		Prof Svcs - Training Officer	\$ -	\$ -		
20240		Publ & Legal Notices	\$ 60.32	\$ 300.00		
20250		Lease - Cell Tower	\$ -	\$ -		
20260		Lease-Copier	\$ 2,287.69	\$ 2,700.00		
20260	870	Rent-Mitel Phone System	\$ -	\$ -		
20270		Minor Equipment	\$ 247.89	\$ 1,000.00		
20271		Small Tools	\$ 469.66	\$ 1,500.00		
20280		Special Departmental Exp	\$ 94.07	\$ 200.00		
20281		Spec Dept Exp-F/F Fringe Benefits (Gas Cards)	\$ -	\$ -		
20282		Spec Dept Exp - Explorer Program	\$ -	\$ -	this is now a split cost with the City	
20285		Spec Dept Exp - Recognition	\$ -	\$ -		
20290		Travel & Training	\$ 6,470.12	\$ 7,500.00		
20292		Training	\$ -	\$ -		
20293		FF Incentives/Reimbursements	\$ 20,000.00	\$ 20,000.00		
20297		Fuel	\$ 1,775.25	\$ 2,000.00		
20300		Utilities - Electric	\$ 13,379.13	\$ 15,500.00	station staffing extra expense	
20301		Utilities - Gas	\$ 6,343.18	\$ 10,000.00		
20302		Utilities - Water	\$ 3,404.08	\$ 4,000.00		\$ 1,135,710.00

**FY 2024/2025  
BUDGET**

30411		Rtrmt Long Term Lease	\$ -	\$ -		
30412		Retirement Long Term Lease-Copier	\$ -	\$ -		
30413		Retirement Long Term Lease -Trucks	\$ -	\$ -		
30441		Interest	\$ -	\$ -		
30442		Rtrmnt Long Term Lease Trk Int	\$ -	\$ -		
30460		Settlement - County	\$ -	\$ -		
30480		Tax & Assessments	\$ -	\$ -		
30500		Department Allotment	\$ -	\$ 1,982,682.59	without department allotment included	
30520		Church Tree Hydrant	\$ -	\$ -		\$ 1,982,682.59
40610		Structures	\$ -	\$ -		
40610	200	Building & Improvements	\$ -	\$ -		
40611		Cooper Station Renovation	\$ -	\$ -		
40620		Equipment	\$ -	\$ 225,000.00	SCBA & Extractor	
40620	400	Training Computer	\$ -	\$ -		
40620	500	Equipment	\$ -	\$ -		
40620	501	Equipment - FEMA Grant	\$ -	\$ -		
40620	510	Fire Hydrants	\$ -	\$ -		
40620	600	Truck	\$ -	\$ -		
40621		Truck	\$ 21,271.90	\$ 40,000.00	roll over from FY 23/24	\$ 265,000.00
72000	870	Internal Financing - Mitel Phone System	\$ -	\$ -		
72100	870	Internal Financing - Interest	\$ -	\$ -		
81000		Approp For Contingencies	\$ -	\$ -		
81002		Reserve - Equipment	\$ -	\$ 126,156.00	3 years @ 42k	\$ 126,156.00
90010		Property Tax - Secured	\$ 425,125.37	\$ 400,000.00		
90011		Prop Tax - Supplemental	\$ 12,807.22	\$ 8,000.00		
90020		Property Tax - Unsecured	\$ 9,145.60	\$ 8,400.00		
90091		Yield Tax	\$ 16.74	\$ -		
90140		Assessment Fees	\$ 541,850.29	\$ 541,000.00	1987 & 2020/2021 combined	
90300		Interest - Crescent Fire	\$ 36,856.60	\$ 36,000.00		
90320		Rent - Building (Room)	\$ 6,699.64	\$ 6,000.00	Fire Safe Council \$500/month	
90321		Rent - RadioTower	\$ 32,666.12	\$ 39,000.00		
90325		Rent - Tower	\$ -	\$ 199.00	Smith River	
90601		St HOPTR-Secured/Unsec	\$ 5,216.76	\$ 5,200.00		
90741		RPTTF Pass Thru	\$ -	\$ -		
90760		FEMA Grant	\$ -	\$ -		
90761		Cal-Fire Grant	\$ -	\$ -		
90761	99	Cal-Fire Grant - Prior Year	\$ -	\$ -		
90762		EMPG Grant	\$ -	\$ -		
91060		Charges for Services Rendered	\$ 378,564.89	\$ -		
91061		Fire Protection Contract	\$ -	\$ -		
91120		Annuity Forfeiture	\$ -	\$ -		
91122		Misc. Contributions	\$ -	\$ -		
91123		Miscellaneous Receipts	\$ 579.00	\$ 100.00		
91124		Training Officer Reimb-City	\$ -	\$ -		
91125		Janitorial Reimb-City	\$ -	\$ -		
91126		Training Registration Charges	\$ 7,425.00	\$ -		
91230		Note proceed-County	\$ -	\$ -		
91231		Debt Proceeds	\$ -	\$ -		
91300		Sale of Fixed Assets	\$ 1,925.00	\$ -		\$ 1,043,899.00

**FY 2024/2025  
BUDGET**

<b>Total Revenue:</b>	\$	1,458,878.23	\$	1,043,899.00
<b>Total Expenditures:</b>	\$	1,163,035.45	\$	1,400,710.00
<b>Total: (OVER)/UNDER:</b>	\$	295,842.78	\$	(356,811.00)
<b>Reserve - Equipment Total:</b>	\$	-	\$	126,156.00
<b>Dept. Allotment Total:</b>	\$	1,535,250.89	\$	1,499,715.59
Total Revenue:	\$	1,610,467.15		
Total Expenditures:	\$	1,163,035.45		
Total: OVER/UNDER:	\$	447,431.70		
Dept. Allotment Total:	\$	1,982,682.59		



## **CRESCENT FIRE PROTECTION DISTRICT**

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

### **RESOLUTION NO. 24– 003**

#### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE FINAL 2024-2025 FISCAL YEAR BUDGET**

**WHEREAS**, the Board of Directors has established a commitment to deliver a high standard of fire protection and emergency services to the taxpayers of the District; and

**WHEREAS**, the Board of Directors has also committed to making capital improvements and enhancing services accordingly;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Crescent Fire Protection District hereby approves and adopts the final fiscal budget for the period 2024-2025, amounting to \$1,400,710 (one million, four hundred thousand, seven hundred ten dollars), to support the provision of fire protection and emergency services. The shortfall will be covered by the District's fund balance.

**APPROVED and ADOPTED** this 12th day, of August 2024, by the following votes:

**AYES:**

**NOES:**

**ABSENT:**

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**Jim Nelson, Chairman of the Board**

**ATTEST:**

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**Vanessa Duncan, Clerk of the Board**

**Attachment:**

FY 24/25 Budget

STAFF REPORT – REVIEW AND ADOPT RESOLUTION NO. 24-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT DECLARING CERTAIN PROPERTY SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Review and waive full reading, read by title only and ADOPT RESOLUTION NO. 24-004; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT DECLARING CERTAIN PROPERTY SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

BACKGROUND

The Crescent Fire Protection District currently owns a certain parcel of real property as detailed in Exhibit “A” attached hereto. Pursuant to the Surplus Property Land Act (Government Code Sections 54220-54233), the District must formally declare property as surplus when it is deemed unnecessary for its use.

The Property in question, known as Cooper Station, is vacant and has not been utilized by the District. After evaluation, District staff has determined that the Property is not suitable for the District's needs. Consequently, the District seeks to declare the Property surplus and not essential for its operations.

FISCAL IMPACT

The declaration of the Property as surplus will facilitate its potential sale or lease, generating revenue that could be utilized for other District purposes. This resolution does not entail any immediate financial impact but prepares the Property for future transactions in compliance with applicable regulations.

ATTACHMENTS

1. Resolution No. 24-004
2. Exhibit “A” – Description of the Property



## **CRESCENT FIRE PROTECTION DISTRICT**

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

### **RESOLUTION NO. 24– 004**

#### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT DECLARING CERTAIN PROPERTY SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, the Crescent Fire Protection District ("District"), is the owner in fee simple of that certain real property described in Exhibit "A," attached hereto and made a part of hereof ("Property").

**WHEREAS**, under the Surplus Property Land Act, Government Code Sections 54220-54233 ("Act"), surplus land is land owned in fee simple by the District for which the District takes formal action in a regular public meeting declaring the land is surplus and not necessary for the District's use.

**WHEREAS**, the Property is vacant and not currently being used by the District; and

**WHEREAS**, District Staff has determined the Property is not suitable for the District's use; and

**WHEREAS**, the District desires to declare the Property is surplus land and not necessary for the District's use;

**NOW THEREFORE BE IT RESOLVED**, the Board of Directors of the Crescent Fire Protection District hereby finds, determines, resolves and orders as follows:

1. The above recitals are true and correct and are incorporated herein.
2. The Board of Directors hereby declares that the Property is surplus property and not necessary for the City's use.
3. The Clerk of the Board or her designee is hereby directed to send a notice of availability to the entities designated in Government Code Section 54222 ("designated entities") by electronic mail or by certified mail.
4. This Resolution has been reviewed with respect to the applicability of the California Environmental Quality Act ("CEQA") and the State CEQA Guidelines. It has been determined that the adoption of this Resolution will not have a significant environmental impact and is exempt from CEQA pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations. It can be seen with certainty that there is no possibility that the declaration of property as surplus may have a significant effect on the environment, as no development is authorized by this resolution, and any future disposition will require separate environmental analysis of and when the details of such disposition are known.

5. The officers and staff of the District are hereby authorized, jointly and severally, to do all things which they may deem necessary or proper to effectuate the purposes of this Resolution, and any such actions previously taken are hereby ratified and confirmed. Such actions include negotiating in good faith in accordance with the requirements of the Act with any of the designated entities that submit a written notice of interest to purchase or lease the Property in compliance with the Act.
6. This Resolution shall become effective immediately upon its adoption.
7. The Clerk of the Board shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED on this 12<sup>th</sup> day of August 2024 by the following vote:

AYES:

NOES:

ABSENT:

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Jim Nelson, Chairman of the Board

ATTEST:

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Vanessa Duncan, Clerk of the Board

**Exhibit A**

**Surplus Property List**

<b>Location</b>	<b>Acres</b>	<b>APN</b>	<b>Use</b>	<b>Zoning</b>
550 East Cooper Street		118-370-15	Improved with a building	Visitor and Local Commercial

# Crescent City Fire & Rescue

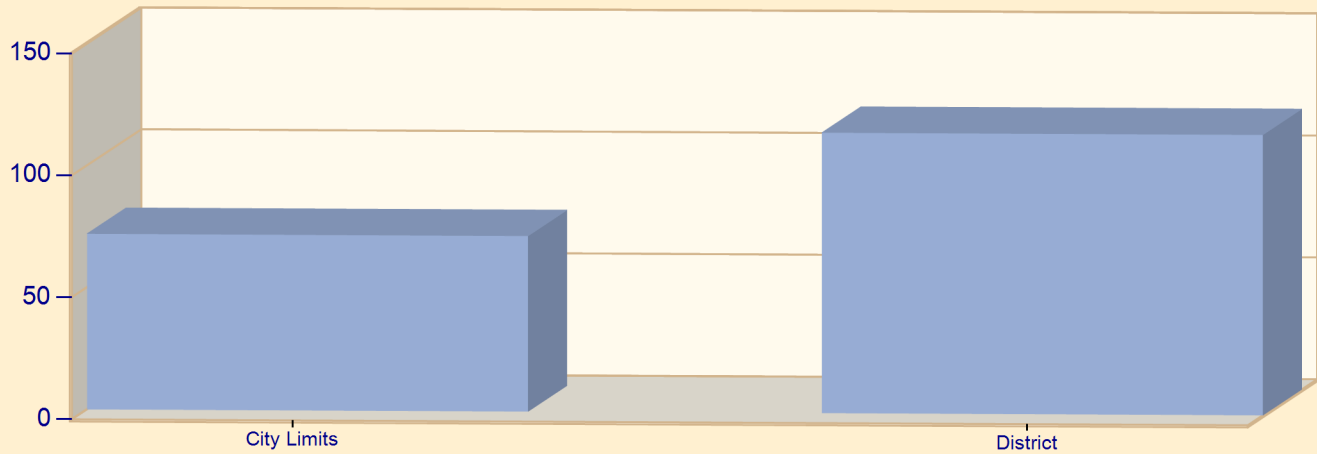
Crescent City, CA

This report was generated on 8/8/2024 11:52:22 PM



## Incident Type Count per Zone for Date Range

Start Date: 07/01/2024 | End Date: 07/31/2024



ZONES	INCIDENT TYPE	COUNT
<b>City Limits - City Limits</b>		
	122 - Fire in motor home, camper, recreational vehicle	1
	140 - Natural vegetation fire, other	1
	142 - Brush or brush-and-grass mixture fire	1
	143 - Grass fire	2
	151 - Outside rubbish, trash or waste fire	2
	311 - Medical assist, assist EMS crew	20
	322 - Motor vehicle accident with injuries	2
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	324 - Motor vehicle accident with no injuries.	2
	561 - Unauthorized burning	16
	611 - Dispatched & cancelled en route	14
	622 - No incident found on arrival at dispatch address	4
	735 - Alarm system sounded due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	4
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for City Limits - City Limits:</i>	72
<b>District - District</b>		
	121 - Fire in mobile home used as fixed residence	2
	122 - Fire in motor home, camper, recreational vehicle	1
	131 - Passenger vehicle fire	1

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



ZONES	INCIDENT TYPE	COUNT
	140 - Natural vegetation fire, other	3
	141 - Forest, woods or wildland fire	1
	142 - Brush or brush-and-grass mixture fire	3
	143 - Grass fire	1
	151 - Outside rubbish, trash or waste fire	3
	243 - Fireworks explosion (no fire)	1
	311 - Medical assist, assist EMS crew	43
	322 - Motor vehicle accident with injuries	2
	324 - Motor vehicle accident with no injuries.	4
	400 - Hazardous condition, other	1
	424 - Carbon monoxide incident	1
	561 - Unauthorized burning	21
	611 - Dispatched & cancelled en route	14
	622 - No incident found on arrival at dispatch address	8
	631 - Authorized controlled burning	1
	651 - Smoke scare, odor of smoke	1
	733 - Smoke detector activation due to malfunction	1
	734 - Heat detector activation due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	1
	<i>Total Incidents for District - District:</i>	<i>115</i>
<b>Total Count for all Zone:</b>		<b>187</b>

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

