



**AGENDA OF THE
CRESCENT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

**REGULAR MEETING
HELD
MONDAY, SEPTEMBER 8, 2025
AT 5:00 P.M.**

Submit comments via 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, September 8, 2025. If you require a special accommodation, please contact Administrative Specialist, Vanessa Duncan at 464-2421.

1. OPEN SESSION

- 1.1 CALL TO ORDER
- 1.2 ROLL CALL
- 1.3 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 AND SPECIAL MEETINGS OF JULY 14, 2025 AND AUGUST 29, 2025

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING JULY-AUGUST 2025

*TAKE PUBLIC COMMENT ON CONSENT CALENDAR
CONSIDER AND ADOPT CONSENT CALENDAR*

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 APPOINT A TWO MEMBER AD-HOC COMMITTEE TO DISCUSS EMPLOYEE COMPENSATION WITH THE CITY

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Appoint two Board Members to serve as an Ad-Hoc Compensation Committee

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: 07-01-25 to 8-31-25

6.2 COOPER STATION UPDATE

6.3 DEPARTMENT FUND BALANCE

6.4 CITY OF CRESCENT CITY / CRESCENT FIRE PROTECTION DISTRICT 2X2 COMMITTEE MEETING REVIEW

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, OCTOBER 13,
2025 AT 5:00 PM

POSTED:

9/05/2025

/s/ Vanessa Duncan

Clerk of the Board/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 cfpd.crescentcity.org



**MINUTES OF THE
CRESCENT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

**REGULAR MEETING HELD
MONDAY, JULY 14, 2025
AT 5:00 P.M.**

1. OPEN SESSION

1.1 CALL TO ORDER

Chair Erler called the meeting to order at 5:00 PM.

1.2 ROLL CALL

Board members present:

- Chair Jim Erler
- Vice Chair Jon Maxwell
- Director Rick Kelley
- Director Dave Short
- Director Jim Nelson

Staff members present:

- Fire Chief Kevin Carey
- Administrative Specialist Vanessa Duncan

1.3 FLAG SALUTE

The Pledge of Allegiance was led by Director Short

2. PUBLIC PARTICIPATION

No public comment at this time.

3. CONSENT CALENDAR

3.1 APPROVE MINUTES OF THE REGULAR MEETING OF JUNE 9, 2025

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING JUNE 2025

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

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 ACCEPTANCE OF CAL OES TYPE 1 ENGINE AND SURPLUS OF ENGINE 5115

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the acceptance of Cal OES Type 1 Engine #332 and authorize the designation and sale of Engine 5115 as surplus equipment, with preference for sale to local agencies before listing on a public auction platform

On a motion by Director Nelson, seconded by Vice Chair Maxwell, motion carried unanimously 5/0; the Board of Directors accepted the Cal OES Type 1 Engine #332 and authorize the designation and approved the sale of Engine 5115 as surplus equipment, with preference for sale to local agencies before listing on a public auction platform.

5. OLD BUSINESS

Take action as necessary and appropriate.

5.1 CORRECTION OF RESOLUTION NUMBERING FOR 2025

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the correction by renumbering the previously adopted Resolution No. 25-001 (adopted on June 9th, 2025, authorizing the execution and delivery of a master equipment lease purchase agreement for the financing of a new water tender) to Resolution No. 25-002

On a motion by Director Short, seconded by Director Nelson, motion carried unanimously 5/0; the Board of Directors approved the correction by renumbering the previously adopted Resolution No. 25-001 (adopted on June 9th, 2025, authorizing the execution and delivery of a master equipment lease purchase agreement for the financing of a new water tender) to Resolution No. 25-002.

6. CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

6.1 RESPONSES OCCURRED BETWEEN: 6-01-25 to 6-30-25

Chief Carey reported on incidents occurring in the month of June, with special attention to the Anchor Way Incident.

During this event, Captain Beau Smith, Engineer David Bowdish Jr., and Firefighter Eugene Starkey were directly involved in an operation that resulted in an officer-involved shooting. Their actions demonstrated courage, professionalism, and commitment to community safety under highly dangerous circumstances.

These three members will be formally recognized for their bravery and service at the next Crescent City Council meeting.

6.2 REPORT ON 4TH OF JULY

Chief Carey briefed the Board on the 4th of July activities. He stated that adequate staffing was maintained throughout the holiday, with the majority of responses involving beach fires. He also noted a decrease in the level of illegal fireworks this year compared to the previous year.

6.3 APPARATUS UPDATE

Chief Carey provided an update on the recently purchased water tender. He informed the Board that Captain Borges and Battalion Chief Weiland will be traveling to Florida to conduct the final inspection with the manufacturer.

He also updated the Board on the Cal-OES engine recently acquired by Crescent Fire, stating that it is expected to arrive at the station next week. Once received, staff will begin the process of having the apparatus wrapped instead of painted. Chief Carey added that Captain Borges will perform a full inspection prior to the unit being placed in service.

7. BOARD COMMENTS

The Board requested to review the agreement between the City of Crescent City and Crescent Fire Protection District at the next Board Meeting.

8. ADJOURNMENT

There being no further business to come before the Board, Chair Erler adjourned the meeting at 5:45 p.m. of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on August 11, 2025 at 5:00PM.

ATTEST:

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District



**MINUTES OF THE
CRESCENT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

**SPECIAL MEETING HELD
AUGUST 29, 2025
AT 5:00 P.M.**

1. OPEN SESSION

1.1 CALL TO ORDER

Chair Erler called the meeting to order at 5:00 PM.

1.2 ROLL CALL

Board members present:

- Chair Jim Erler
- Vice Chair Jon Maxwell
- Director Rick Kelley
- Director Jim Nelson
- Director Dave Short

Staff members present:

- Fire Chief Kevin Carey
- Administrative Specialist Vanessa Duncan

1.3 FLAG SALUTE

The Pledge of Allegiance was led by Director Short.

2. PUBLIC PARTICIPATION

No public comment at this time.

3. NEW BUSINESS

Take action as necessary and appropriate.

3.1 CONDUCT A PUBLIC HEARING FOR THE 2024-2025 FINAL FISCAL YEAR BUDGET

RECOMMENDATION

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

4. Board Discussion

Chair Erler opened the public hearing at 5:02PM, with no participation from the public, Chair Erler closed the public hearing at 5:03PM.

3.2 REVIEW AND ADOPT RESOLUTION NO. 25-003; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE FINAL 2025-2026 FISCAL YEAR 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. 25-003; *A Resolution of the Board of Directors of the Crescent Fire Protection District Adopting the Final 2025-2026 Fiscal Year Budget.*

On a motion by Director Nelson, seconded by Vice Chair Maxwell, motion carried unanimously 5/0; the Board of Directors adopted Resolution No. 25-003; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE FINAL 2025–2026 FISCAL YEAR BUDGET.

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

This 29th day of August 2025, by the following polled vote:

YES: 5, Chair Erler, Vice Chair Maxwell, Director Nelson, Director Short, Director Kelley

NOES: 0

ABSENT:0

4. ADJOURNMENT

There being no further business to come before the Board, Chair Erler adjourned the meeting at 5:43PM of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on September 8, 2025 at 5:00PM.

ATTEST:

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District

CFPD CLAIMS LIST JULY & AUGUST FY25 & FY26

CLAIM ID	CLAIM DATE	VENDOR	ACCOUNT	AMOUNT	INVOICE#	DESCRIPTION	GRAND TOTAL
494-3308	7/7/25	US BANK	20140	\$ 399.44	3979	5-TIER INDUSTRIAL SHELVING UNIT	\$ 399.44
494-3308	7/7/25	US BANK	20271	\$ 9.55	3979	SCREWS	\$ 9.55
494-3308	7/7/25	US BANK	20220	\$ 41.00	3979	FEE CHARGED	\$ 41.00
494-3308	7/7/25	US BANK	20220	\$ 10.88	3979	INTEREST CHARGED	\$ 10.88
494-3309	7/7/25	GOVERNOR'S OES	40621	\$ 40,000.00	24-6605	CAL OES SURPLUS ENGINE - 2006 HME	\$ 40,000.00
TOTAL							\$ 40,460.87
495-3310	7/11/25	CRESCENT CITY WATER	20302	\$ 62.23	005222-000	WATER - HUMBOLDT	\$ 62.23
495-3311	7/11/25	CHARTER COMMUNICATIONS	20120	\$ 223.12	177067401070125	CABLE/INTERNET WASHINGTON STATION	\$ 223.12
495-3312	7/11/25	CRESCENT ACE HARDWARE	20180	\$ 19.66	45801	PAINT SUPPLIES FOR SAFETY POLES AT WASHINGTON	\$ 19.66
495-3312	7/11/25	CRESCENT ACE HARDWARE	20180	\$ 25.97	45840	PAINTERS SOLVENT FOR SAFETY POLES AT WASHINGTON	\$ 25.97
495-3313	7/11/25	THE MITCHELL LAW FIRM, LLP	20233	\$ 22.50	7949	CFPD LEGAL COUNSEL 5/19/2025	\$ 22.50
495-3313	7/11/25	THE MITCHELL LAW FIRM, LLP	20233	\$ 180.00	6684	CFPD LEGAL COUNSEL 3/2/205	\$ 180.00
495-3314	7/11/25	DROWN, RIVERS DBA LAWN & ORDER	20230	\$ 200.00	8152	LAWN CARE - COOPER & BERTSCH JUNE 2025	\$ 200.00
495-3315	7/11/25	RECOLOGY DEL NORTE	20140	\$ 199.23	07226475	TRASH FEE - JUNE 2025	\$ 199.23
495-3316	7/11/25	GEORGE'S AUTO & DIESEL	20173	\$ 189.20	291951	MISC. PARTS FOR 5137	\$ 189.20
TOTAL							\$ 1,121.91
496-3317	7/25/25	CITY OF CRESCENT CITY	20173	\$ 498.42	7163404	REPLACE THREE BATTERIES ON 5159	\$ 498.42
496-3318	7/25/25	US BANK	20180	\$ 13.63	3979	AMAZON - BAY ROOD OPENERS AT WASHINGTON	\$ 13.63
496-3318	7/25/25	US BANK	20220	\$ 13.15	3979	MAIL ROOM - POSTAGE FOR GSFA AGREEMENT	\$ 13.15
496-3318	7/25/25	US BANK	20220	\$ 15.55	3979	MAIL ROOM - POSTAGE FOR COMMUNITY LEASING AGREEME	\$ 15.55
496-3318	7/25/25	US BANK	20180	\$ 284.41	3979	HOME DEPOT - FRONT YARD AT WASHINGTON STATION	\$ 284.41
496-3318	7/25/25	US BANK	20180	\$ 240.17	3979	HOME DEPOT - LANDSCAPING MATERIALS FOR WASHINGTON	\$ 240.17
496-3318	7/25/25	US BANK	20220	\$ 23.21	3979	MAIL ROOM - POSTAGE FOR PIERCE WT AGREEMENT	\$ 23.21
496-3318	7/25/25	US BANK	20220	\$ 16.14	3979	INTEREST CHARGED	\$ 16.14
496-3319	7/25/25	O'CONNOR & COMPANY	20230	\$ 2,200.00	0625-26	AUDIT SERVICES JUNE 2025	\$ 2,200.00
496-3319	7/25/25	O'CONNOR & COMPANY	20230	\$ 1,060.00	0625-27	AUDIT SERVICES JUNE 2025	\$ 1,060.00
496-3320	7/25/25	CRESCENT ACE HARDWARE	20180	\$ 7.53	48698	SCREWS FOR WASHINGTON BAY APRON SIGNS	\$ 7.53
496-3321	7/25/25	CITY OF CRESCENT CITY	20234	\$ 13,793.86	7163401	FIRE MUTUAL AID SERVICES: OES ASSIGNMENT 3/15-3/17/25	\$ 13,793.86
496-3322	7/25/25	CANON FINANCIAL SERVICES	20260	\$ 233.15	41481390	LEASE PAYMENT - COPIER	\$ 233.15
496-3323	7/25/25	PACIFIC POWER & LIGHT CO.	20300	\$ 1,809.69	62204731-0017	POWER - COOPER & WASHINGTON	\$ 1,809.69
496-3324	7/25/25	CRESCENT CITY WATER	20302	\$ 481.89	006251-000	WATER - WASHINGTON	\$ 481.89
496-3324	7/25/25	CRESCENT CITY WATER	20302	\$ 22.49	006251-001	WATER - COOPER	\$ 22.49
TOTAL							\$ 20,713.29

PO# 259005

PO# 259006

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PO# 259009

497-3321	8/8/25	ROSS, MATTHEW DBA ROSS JANITORI.	20230	\$ 380.00	0979	JANITORIAL SERVICES - WASHINGTON STATION	\$ 380.00	PO# 259010		
497-3322	8/8/25	GOLDEN STATE RISK MANAGEMENT	20150	\$ 37,044.15	INV-004228	CFPD GENERAL LIABLITY/PROPERTY/AUTO INSURANCE	\$ 37,044.15			
497-3323	8/8/25	DEL NORTE OFFICE SUPPLY	20220	\$ 127.78	738675	BOARD MEMBER NAME PLATES	\$ 127.78			
497-3324	8/8/25	MOR-JON	20173	\$ 45.29	10608	3 1/2" HUMP HOSE FOR 5159	\$ 45.29			
497-3325	8/8/25	RECOLOGY DEL NORTE	20140	\$ 205.11	07277809	TRASH FEE - WASHINGTON STATION JULY 2025	\$ 205.11			
497-3326	8/8/25	CRESCENT CITY WATER	20302	\$ 62.10	005222-000	WATER - HUMBOLDT	\$ 62.10			
							TOTAL \$	37,864.43		
498-3326	8/12/25	CHARTER COMMUNICATIONS	20120	\$ 223.12	177067401080125	CABLE/INTERNET WASHINGTON STATION	\$ 223.12	PO# 259011		
498-3327	8/12/25	DN SOLID WASTE MANAGEMENT	20140	\$ 35.86	30015903	TRASH FEE - JULY 2025	\$ 35.86			
498-3328	8/12/25	PACIFIC POWER & LIGHT CO.	20300	\$ 109.08	61913251-0014	POWER - HUMBOLDT	\$ 109.08			
498-3329	8/12/25	O'CONNOR & COMPANY	20230	\$ 2,130.00	0725-45	CFPD AUDIT EXPENSES FOR JULY 2025	\$ 2,130.00			
498-3330	8/12/25	CRESCENT ACE HARDWARE	20173	\$ 6.47	50624	PARTS FOR 5112	\$ 6.47			
498-3330	8/12/25	U.S. BANK	20173	\$ 9.20	3979	O'REILLY - PARTS FOR 5113	\$ 9.20			
498-3330	8/12/25	U.S. BANK	20297	\$ 175.00	3979	SHELL OIL - FUEL FOR 5113	\$ 175.00			
498-3330	8/12/25	U.S. BANK	20297	\$ 118.67	3979	CHEVRON - FUEL FOR 5113	\$ 118.67			
498-3330	8/12/25	U.S. BANK	20297	\$ 156.94	3979	ARCO - FUEL FOR 5113	\$ 156.94			
498-3330	8/12/25	U.S. BANK	20180	\$ 129.84	3979	AMAZON - SIGNS FOR WASHINGTON STATION	\$ 129.84			
498-3330	8/12/25	U.S. BANK	20180	\$ 31.34	3979	AMAZON - SIGNS FOR WASHINGTON STATION	\$ 31.34			
498-3330	8/12/25	U.S. BANK	20180	\$ 21.09	3979	HOME DEPOT - POST FOR SIGN AT WASH. STATION	\$ 21.09			
498-3330	8/12/25	U.S. BANK	20270	\$ 16.23	3979	HARBOR FREIGHT - GLOVE HOLDER FOR 5137	\$ 16.23			
498-3330	8/12/25	U.S. BANK	20270	\$ 86.51	3979	HARBOR FREIGHT - MINOR EQUIPMENT FOR 5113	\$ 86.51			
498-3330	8/12/25	U.S. BANK	20270	\$ 129.87	3979	BIG 5 - SAW BAGS FOR 5113	\$ 129.87			
498-3330	8/12/25	U.S. BANK	20220	\$ 21.43	3979	INTEREST CHARGE	\$ 21.43			
498-3331	8/12/25	U.S. BANK	20227	\$ 149.90	4950	ZOOM - ZOOM SUBSCRIPTION	\$ 149.90			
							TOTAL \$		3,550.55	
499-3332	8/21/25	PACIFIC POWER & LIGHT CO.	20300	\$ 1,725.19	62204731-0017	POWER - COOPER & WASHINGTON	\$ 1,725.19		PO# 259012	
499-3333	8/21/25	CANON FINANCIAL SERVICES	20260	\$ 254.45	41649219	LEASE PAYMENT - COPIER	\$ 254.45			
499-3334	8/21/25	CRESCENT CITY WATER	20302	\$ 493.11	006521-000	WATER - WASHINGTON	\$ 493.11			
499-3334	8/21/25	CRESCENT CITY WATER	20302	\$ 22.49	006251-001	WATER - COOPER	\$ 22.49			
499-3335	8/21/25	WINKELMANN, STEVE L	20173	\$ 433.00		POWDERCOATING WHEELS ON 5113	\$ 433.00			
							TOTAL \$	2,928.24		

CRESCENT FIRE PROTECTION DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: KEVIN CAREY, FIRE CHIEF

DATE: SEPTEMBER 8, 2025

**SUBJECT: APPOINTMENT OF A TWO-MEMBER AD-HOC COMMITTEE TO DISCUSS
CRESCENT CITY FIRE & RESCUE EMPLOYEE COMPENSATION WITH THE CITY**

BACKGROUND

The City of Crescent City is currently engaged in negotiations with its bargaining units regarding employee compensation. Under the Agreement between the City of Crescent City and the Crescent Fire Protection District, provisions exist requiring consultation with the District on matters affecting shared employees whose compensation is impacted by the City's Memoranda of Understanding (MOUs).

DISCUSSION:

The purpose of the ad hoc committee is to provide a structured avenue for the District to be represented in employee compensation discussions with the City. This ensures that:

- The District's financial obligations for COLA and other compensation changes are reviewed and considered prior to Council approval.
- The District maintains transparency and accountability to its taxpayers by participating in decisions with budgetary impact.
- Any comments or concerns from the District Board are communicated in a timely manner to the City Council.

The ad hoc committee will be composed of two Board Members, appointed by the Board Chair, and will meet with the City Manager (and/or City representatives) as needed during the labor negotiation process.

RECOMMENDATION:

Staff recommends the Board:

- Appoint a two-member ad hoc committee of the Crescent Fire Protection District Board to meet with the City of Crescent City regarding employee compensation, consistent with the District–City Agreement.

FISCAL IMPACT

There is no direct fiscal impact from appointing the committee. However, future compensation decisions arising from City negotiations may impact the District's budget.

Crescent City Fire & Rescue

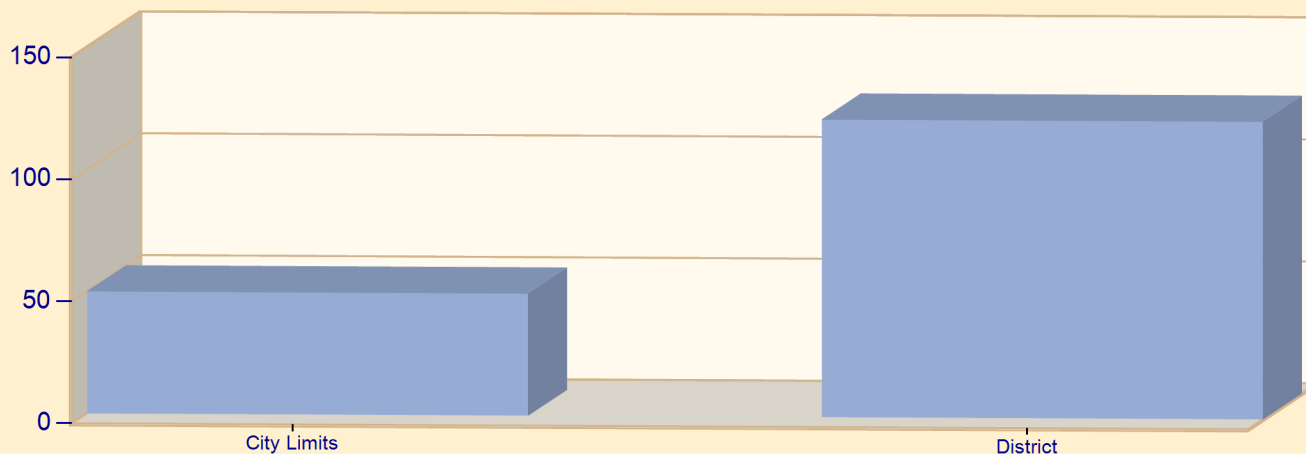
Crescent City, CA

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Incident Type Count per Zone for Date Range

Start Date: 07/01/2025 | End Date: 07/31/2025



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	118 - Trash or rubbish fire, contained	1
	140 - Natural vegetation fire, other	1
	142 - Brush or brush-and-grass mixture fire	1
	154 - Dumpster or other outside trash receptacle fire	1
	311 - Medical assist, assist EMS crew	23
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	500 - Service Call, other	1
	531 - Smoke or odor removal	1
	561 - Unauthorized burning	6
	611 - Dispatched & cancelled en route	6
	622 - No incident found on arrival at dispatch address	4
	651 - Smoke scare, odor of smoke	1
	730 - System malfunction, other	1
	736 - CO detector activation due to malfunction	1
	<i>Total Incidents for City Limits - City Limits:</i>	<i>50</i>
District - District		
	111 - Building fire	4
	118 - Trash or rubbish fire, contained	2
	140 - Natural vegetation fire, other	2

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



ZONES	INCIDENT TYPE	COUNT
	142 - Brush or brush-and-grass mixture fire	3
	143 - Grass fire	1
	151 - Outside rubbish, trash or waste fire	2
	311 - Medical assist, assist EMS crew	51
	322 - Motor vehicle accident with injuries	2
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	324 - Motor vehicle accident with no injuries.	3
	363 - Swift water rescue	1
	440 - Electrical wiring/equipment problem, other	1
	444 - Power line down	1
	561 - Unauthorized burning	16
	611 - Dispatched & cancelled en route	17
	622 - No incident found on arrival at dispatch address	8
	733 - Smoke detector activation due to malfunction	3
	734 - Heat detector activation due to malfunction	1
	740 - Unintentional transmission of alarm, other	1
	745 - Alarm system activation, no fire - unintentional	2
	<i>Total Incidents for District - District:</i>	122

	Total Count for all Zone:	172
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Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



JULY 2025

[INCIDENT TOTAL]	[AVERAGE RESPONSE PER INCIDENT]
172	3.2

TOTAL HOURS SPENT ON INCIDENTS	AVERAGE # OF HOURS SPENT ON INCIDENTS	TOTAL HOURS OF TRAINING
261	8	98

Crescent City Fire & Rescue

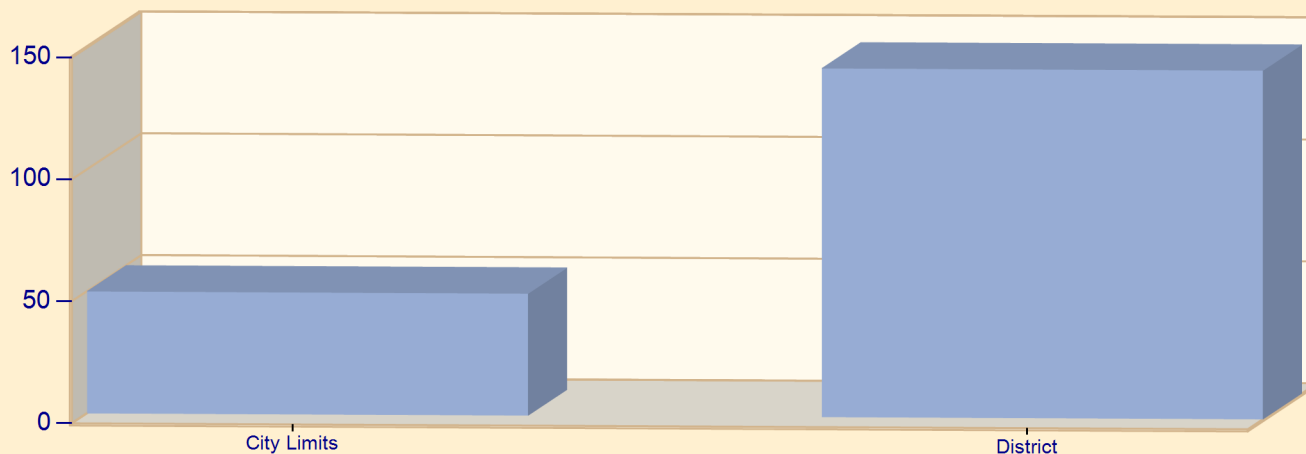
Crescent City, CA

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Incident Type Count per Zone for Date Range

Start Date: 08/01/2025 | End Date: 08/31/2025



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	142 - Brush or brush-and-grass mixture fire	1
	151 - Outside rubbish, trash or waste fire	1
	311 - Medical assist, assist EMS crew	19
	322 - Motor vehicle accident with injuries	2
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	353 - Removal of victim(s) from stalled elevator	1
	444 - Power line down	1
	551 - Assist police or other governmental agency	1
	561 - Unauthorized burning	9
	611 - Dispatched & cancelled en route	5
	622 - No incident found on arrival at dispatch address	3
	631 - Authorized controlled burning	1
	731 - Sprinkler activation due to malfunction	1
	733 - Smoke detector activation due to malfunction	3
	740 - Unintentional transmission of alarm, other	1
	<i>Total Incidents for City Limits - City Limits:</i>	<i>50</i>
District - District		
	100 - Fire, other	1
	111 - Building fire	3
	131 - Passenger vehicle fire	1

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



emergencyreporting.com

Doc Id: 1404

Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	137 - Camper or recreational vehicle (RV) fire	1
	140 - Natural vegetation fire, other	3
	141 - Forest, woods or wildland fire	5
	142 - Brush or brush-and-grass mixture fire	6
	143 - Grass fire	1
	151 - Outside rubbish, trash or waste fire	4
	311 - Medical assist, assist EMS crew	55
	321 - EMS call, excluding vehicle accident with injury	1
	322 - Motor vehicle accident with injuries	1
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	324 - Motor vehicle accident with no injuries.	3
	445 - Arcing, shorted electrical equipment	2
	551 - Assist police or other governmental agency	1
	561 - Unauthorized burning	22
	600 - Good intent call, other	1
	611 - Dispatched & cancelled en route	13
	622 - No incident found on arrival at dispatch address	9
	631 - Authorized controlled burning	4
	733 - Smoke detector activation due to malfunction	1
	735 - Alarm system sounded due to malfunction	1
	741 - Sprinkler activation, no fire - unintentional	1
	743 - Smoke detector activation, no fire - unintentional	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for District - District:</i>	143
Total Count for all Zone:		193

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



AUGUST 2025

[INCIDENT TOTAL]

193

[AVERAGE RESPONSE PER INCIDENT]

3.2

TOTAL HOURS SPENT
ON INCIDENTS

381

AVERAGE # OF HOURS
SPENT ON INCIDENTS

12.7

TOTAL HOURS OF
TRAINING

136

Crescent Fire Protection District Update on Former Cooper Street Fire Station Listing

Background

The Crescent Fire Protection District has listed the former Cooper Street Fire Station for sale on the Del Norte MLS and the national CREXi platform. The property is being marketed for adaptive reuse under C-2 zoning, which allows a variety of commercial, service, and light industrial uses.

Marketing Activity

- **MLS Exposure:** 52 unique visits, 3 saves to date.
 - **CREXi Exposure:** 5 unique visits, 2 saves to date.
 - Flyers have been posted locally (e.g., Home Depot Pro Desk) to reach contractors and small business owners.
 - Direct outreach has been made to select service and trade companies.
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Feedback

- The property's high visibility along Highway 101 is widely viewed as a strength.
 - Some potential users noted that existing building features (such as door height) may not meet their operational requirements.
 - Contractors contacted expressed caution in making new overhead commitments given current market conditions.
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Interest

- Several conversations have occurred with local commercial and service providers.
 - Two leasing inquiries were received:
 - One short-term (not pursued further).
 - One long-term, which would require further discussion and confidentiality agreements before details can be disclosed.
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Next Steps / Board Consideration

The Board may wish to consider whether pursuing long-term lease options should be explored alongside the property sale, or if the marketing strategy should remain focused exclusively on a sale.



FOR SALE – Former Cooper Street Fire Station

Visible Commercial Property Near Highway 101 – Zoned C-2

Location: Cooper Avenue near Home Depot & Starbucks, Crescent City, CA

Building Size: ~4,200 SF • **Lot Size:** ~19,640 SF (Two Parcels)

Ideal Uses:

- Contractor's HQ or Shop
- Equipment Rental or Repair
- Auto or Marine Service
- Studio, Workshop, or Showroom
- Small Manufacturer or Trades Use

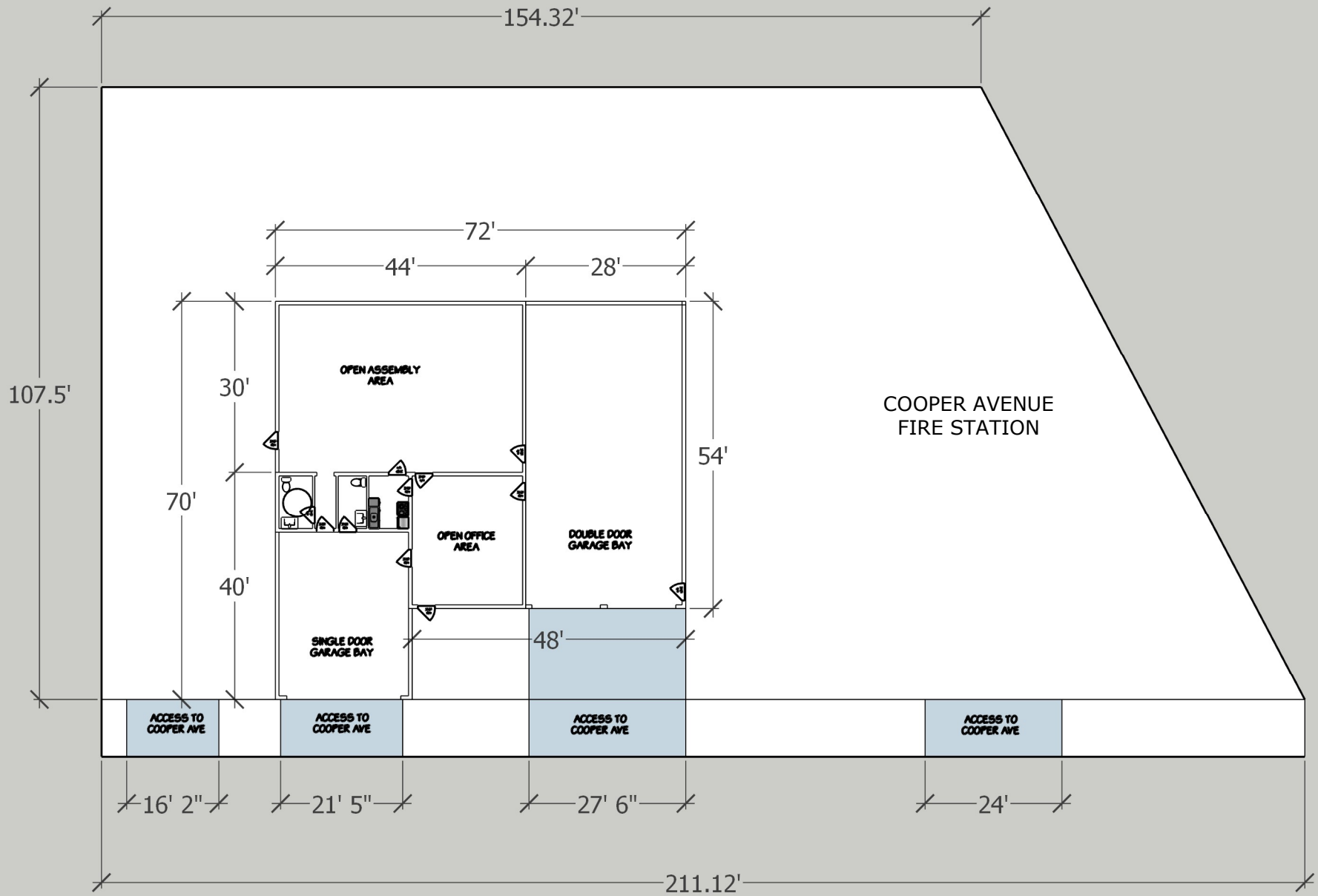
Key Features:

- Two large garage bays with roll-up doors
- Heated 40'x30' meeting or assembly room
- Office, breakroom, and 2 restrooms
- ~14,000 SF of open yard for parking or staging
- 2 street access points + 2 drive-in bays
- City water/sewer + onsite propane

Offered at \$425,000

**Contact Chris Mastaloudis, Finigan Real Estate, 707-951-4914
485 K Street, Crescent City, CA 95531 DRE 2088616**





CRESCENT FIRE PROTECTION DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: KEVIN CAREY, FIRE CHIEF

DATE: SEPTEMBER 9, 2025

SUBJECT: OPTIONS FOR INVESTING DISTRICT FUND BALANCE

BACKGROUND

The Board of Directors has requested information regarding potential options for investing the District's fund balance and whether funds can be held or invested outside of the County Treasury.

District staff reached out to the Auditor's Office and the Tax Collector/Treasurer's Office for clarification. The responses from Auditor's Office (Clint Schaad) and Treasurer (Barbara Lopez) provided important guidance on requirements, risks, and limitations.

DISCUSSION:

Based on consultation with the County Auditor and Treasurer:

1. Requirement for Internal Management
 - If the District were to remove its funds from the County Treasury, it would be required to establish its own financial management structure.
 - This would include appointing a bonded Treasurer, contracting with a CPA, and assuming responsibility for accounts payable, accounts receivable, payroll, and banking services.
 - Currently, these services are provided through the County at no additional charge to the District.
2. All or Nothing Approach
 - The Auditor and Treasurer emphasized that any decision must be all-in or all-out: either the District maintains all funds within the County Treasury, or assumes full responsibility for independent financial management.
 - Partial allocation (splitting funds between the County and an outside institution) is not recommended or supported.
3. Investment Pool Benefits
 - By keeping funds in the County Treasury, the District participates in a \$140 million investment pool, providing security, liquidity, and professional oversight.
 - Investments are limited to safe instruments such as government bonds, certificates of deposit, and U.S. Treasuries, generally rated AA or higher.

4. Legal Restrictions on Public Funds

- Per California Government Code, public funds are subject to strict investment limitations.
- Maximum maturity is five years, with no investments below BBB rating permitted.
- Speculative investments, such as equities (“the stock market”), are not permitted.

5. Liquidity Considerations

- If District funds are not available for long-term investment (e.g., because they are needed for operational use), they must remain in a liquid fund, which reduces potential earnings.

RECOMMENDATION:

Staff recommends the Board:

1. Acknowledge that keeping funds within the County Treasury provides the District with professional management, investment security, and compliance with state law, without added administrative or financial burden.
2. If the Board desires further exploration of outside management, direct staff to return with a detailed analysis of costs, legal compliance requirements, and operational impacts of assuming independent financial management.

FISCAL IMPACT

No direct fiscal impact results from this report. However, decisions regarding fund management and investment could affect interest earnings, administrative workload, and compliance costs.