

MEETING AGENDA

**Del Norte Local Agency Formation Commission
REGULAR MEETING**

In Person: Del Norte County Board of Supervisors Chambers

Flynn Center - 981 H St. Crescent City, CA 95531

October 24, 2022 4:00 pm

1. Call to Order/Roll Call
Pledge of Allegiance
2. Public Hearings
Regional Fire Services MSR & SOI Update – (ATTACHMENT 2A)
3. Regular Business
 - A. Draft Minutes July 25, 2022 (ATTACHMENT 3A)
 - B. County Service Area (CSA) # 1 Wastewater Services Extension-McNamara Field Terminal (ATTACHMENT 3B)
 - C. FY 2021-22 Year End Report (ATTACHMENT 3C)
 - D. FY 2022-2023 Meeting Schedule (ATTACHMENT 3D)
 - E. CALAFCO 2022 Annual Conference Update (weblink: <https://www.calafco.org/>)
4. Inquiries, Correspondence, Application Status and Referrals
 - A. Staff - The Executive Officer will provide a report of current projects, issues of interest, and pending legislation.
 - B. Commission - On their own initiative, Commission members may make brief announcements or reports on their own activities. They may ask questions for clarification, make a referral to staff or request a business matter for a future agenda per Government Code Section 54954.2 (a).
 - C. Public - Public comment on items of interest within LAFCo subject matter jurisdiction, and not otherwise appearing on the agenda. No action may be taken on any item not appearing on the agenda.
5. Adjournment
Next Meeting scheduled for December 5, 2022, unless special meeting scheduled.

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ATTACHMENT 2A

MEETING DATE: October 24, 2022
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: Regional Fire Services Municipal Services Review
& Sphere of Influence Update

Background

Commission staff has been working on a Regional Fire Services Municipal Services Review (MSR) & Sphere of Influence (SOI) Update with fire protection and emergency response providers in the County. Special District fire services providers in Del Norte County are Crescent City Fire and Rescue (Crescent FPD and City of Crescent City), Fort Dick, Gasquet, Klamath, and Smith River Fire Protection Districts (FPDs).

Regional Fire Services MSR and SOI Overview - MSR and SOI Updates are required by state legislation. A regional approach was taken for the last update and for this update as well. This approach and context include all agencies providing fire services, such as Pelican Bay State Prison and Cal FIRE, in addition to the district. The MSR/SOI Update includes information about operations, stations, apparatus, training, and personnel.

MSR SOI Update Contents - The updates include a district profile, regional and individual district maps including district boundaries and spheres, as applicable, for each agency. As part of this update, agencies were asked to review boundaries for accuracy and identify any SOI change proposals.

Determinations Considerations- MSR and SOI determinations will take into consideration incident analysis, automatic aid, response boundary adjustment, dispatch, and CalFire coverage.

Update

LAFCo Staff sent out MSR/SOI Update information requests to all special districts & received responses from each. Updated information has been incorporated. As part of the SOI Update, existing district and sphere boundaries are reviewed and updated. Several mapping issues were identified and are discussed below

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Mapping - LAFCo staff reviewed current boundaries & compared them to State Board of Equalization (BOE) Tax Rate Areas (TRAs). For the Fort Dick FPD, it was determined that several TRAs, according to LAFCo records, are within the District Boundary but are not included as TRAs within the District by the BOE. These will be shown on mapping in the MSR/SOI Update and will be submitted to the BOE upon Commission action for adjustment of the District Boundary.

LAFCo staff coordinated with the Del Norte County Auditor regarding parcels with special assessments for fire services. It was determined that there are a number of parcels assessed for fire services outside the Smith River FPD but within the SOI. Many of these are within larger lot subdivisions to the east of Hwy 101. The District has stated they respond to calls from these parcels. As part of the MSR/SOI Update, the District will be advised of the annexation process for including assessed parcels in the District boundary.

There are some parcels that overlap within the Crescent Fire Protection District and the City of Crescent City boundaries. As part of the MSR/SOI Update for Crescent City Fire & Rescue these overlaps will be clarified and where necessary, adjusted.

Shared Services Concept For the 2022 MSR & SOI Update, the concept of regional staffing, starting with a training/recruitment position, is being explored. While still in the early review stage, with input and buy-in needed from Districts. It was initially introduced at the April 2022 Del Norte Chiefs meeting, for discussion only. This concept has been implemented in other counties and could make sense in Del Norte County with district support.

All Districts and other services providers have training and recruitment responsibilities and pooling resources could be an effective way to build up the volunteer ranks with economy of scale benefits. This combined funding concept could also yield other benefits, such as a future Fire Marshal position to perform mandated inspections and code enforcement on a countywide basis.

LAFCo staff is emphasizing the importance of retaining each independent Fire Protection Districts identity and function in this regional shared services concept. Each District has invested considerable time and resources in their operations, and they'll continue and likely even flourish with common responsibilities covered on a regional basis. MSRs & SOI Updates cover multi-year periods, and this concept would proceed over multiple years as well. Costs could be shared proportionally based on budgets and needs. Benefits could include increased administrative capacity and volunteer recruitment, better group purchasing power, standardized training including Driver Licensing and Medical Certifications, and countywide inspection and prevention services.

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This concept has been explored as part of this MSR/SOI Update, to see whether it's credible and whether desired services could be covered with current revenues and grant funds. This includes District and Chiefs input as described below.

The Executive Officer attended the March 23, 2022, April 27 2022 & June 22, 2022 Del Norte County Fire Chiefs meeting, initially to review the MSR/SOI Update at the March meeting, then introduce the shared services concept at the April meeting and most recently to offer more details along with distributing agency profiles for review in June. The shared services concept was sent to all chiefs all Districts were represented at the June Chiefs meeting and were encouraged to comment on the concept. One of the early contributors to the shared services concept, Chief Gillespie, has since retired. Kevin Carey has since taken over the position.

Due to the ongoing review of mapping and the shared services concept consideration, the 2022 Regional Fire Services MSRs & SOI Update Commission review was extended. The MSRs & SOI Update Agency Profiles were presented for Commission review at the July 25th meeting and the full draft MSRs & SOI Update scheduled for public hearing at the October 24th, 2022, Commission meeting. Shared Services implementation is included in the Commission Resolution 22-03 for the MSRs & SOI Update.

Filling Board Member Positions

The following are noticing provisions and procedures for Filling Board Member Positions. Districts must first notify the County Elections Office of a vacancy within 15 days following either the date the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later. The Board then has 60 days to either fill the vacancy by appointment or by calling a special election.

When the Board appoints someone to fill the vacancy, a notice of vacancy must be posted in three conspicuous locations within the District at least 15 days before the appointment. It is recommended by the County Elections Office that the Board provide the names and addresses of potential appointees in order to ensure they live in the District. The person appointed fills the vacancy until the end of the unexpired term of their predecessor.

If the District Board may within 60 days of the date the board is notified or the effective date of the vacancy call an election to fill the vacancy. The election will be held within 130 or more days after the date the District calls for an election.

If the District Board fails to fill the vacancy, the City Council or Board of Supervisors, depending on location of the District, may fill the vacancy by appointment or may order the District to hold an election.

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If the Board lacks a quorum, they may move to the 30-day period where the Board of Supervisors may take action. If the Board of Supervisors fails to fill the vacancy, the District's board must call an election to fill the vacancy.

Districts Updates

Crescent City Fire & Rescue

The Draft Regional MSR/SOI Update was reviewed by District staff, and comments provided. Crescent FPD and Crescent City Volunteer Fire Department (CC VFD) are two governing agencies (CFPD and City of Crescent City) that have blended fire operations to become Crescent City Fire & Rescue (CCF&R). The edits included Crescent City Fire and Rescue (CCF&R) references should be changed to Crescent City Fire Protection District (CFPD) throughout the document. Clarification will be made to page 2-5 in the second to last paragraph that it should say CFPD since it is not a City of Crescent City MSR/SOI. CCF&R will be changed to CFPD where appropriate. District staff commented that the Board Members do not receive a stipend for their service, as previously noted. There is an updated organizational chart available. Staff noted changes to facilities and equipment table and that Meadowbrook Acres and Pine Grove School are no longer part of the community mentioning system and now hooked up to the municipal water system. Former Chief Bill Gillespie has retired, the new chief is Kevin Carey.

Smith River FPD

The current Regional MSR & SOI Update process has included parcel assessment coordination with the County Auditor's Office, where it was discovered that multiple (20) parcels outside of the boundary, but within the SOI, have a District assessment. The District has acknowledged that all but a remote parcel to the southeast, are served. Annexation is needed for these parcels to continue to be assessed. LAFCo staff has been providing District representatives with annexation filing materials including the plan for services template and FPD Annexation Application. The LAFCo annexation process, flow chart has also been provided. It is expected that the application will be filed with LAFCo and processed as a District annexation. Smith River Fire uses Harbor and Brookings Fire Services during larger incidents.

District staff commented on the MSR & SOI Update Agency Profile, clarifying current conditions and practices. They also provided updated population data, and noted that seasonal short term population fluctuations increase demand for services, especially emergency response.

Klamath FPD

Two new Board Members have been added by District action; however, the seats are still subject to an election or a Board of Supervisors appointment. Board Members are currently receiving online Brown Act Training through the CSDA. The 2016 Board Members have all been replaced with an entirely new group of Directors. The two District designated Board members George Padasci and Anna Lee Santche in 2022.

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The District and the Yurok Tribe are having a new conversation regarding a potential services agreement. There have been future options presented in the MSR & SOI Update for District operation, including consolidation and more formal Yurok Tribe arrangements. The District's Volunteer Firefighters have decreased from 15 volunteers in 2016 to 12 volunteers in 2022. The Eel River Fire Academy provided volunteer training in Klamath since the last MSR & SOI Update, however it is not known how many of those volunteers are still available to respond. The District currently has a part time Fire Chief and an open assistant chief position. The lack of professional staff and volunteers hinders the District's ability to provide services and respond to emergencies. The Klamath area population decreased to an estimated 1,139 persons despite a County population increase to 27,743 in 2020. The District's MHI has decreased since 2010, and it continues to qualify as a Disadvantaged Unincorporated Community. The District is still without a website.

The calls for services decreased from 2010 to 2020. Some of the District's infrastructure has been replaced and some radios have been updated. The District no longer has these vehicles: Command #32 1997 Chevrolet Blazer and Rescue #33 1987 Ford F350. They have received an Engine - # 3411 a 2019 HME Model 18. The District is currently working to get a reclassification based on the most recent ISO audit. They would like to have an ISO rating re-established from the 5 in areas with hydrants and 9 in areas without hydrants. The FPD's unmanned command post/training center is used for meetings and trainings but is otherwise underutilized. Other revenue generating use should be explored for that structure, given its HW=wy 101 location.

Fort Dick FPD

Board member, Presley (Scotty) Tyron, has been replaced by Jay Chowell. The District's Explorer Scouts reduced from seven in 2015 down to four in 2021. The population estimate is 2,618 persons. Based on the 2020 county wide population and a growth factor of 0.4 percent per year, the District population is expected to be approximately 930 in 2025. Though the County still qualifies as disadvantaged, Fort Dick is not a DUC with an MHI at \$70,511, 88% of California's MHI. The District's budgeted revenues increased to \$295,000 and expenditures to \$295,000. The fund balance increased to \$136,185.45 in 2021 from \$89,757 in 2013. Calls for service from 2017 to 2020 increased to between 209 and 238 calls for service per year. The District removed the 1999 Squad #81 vehicle and replaced it with one from 2017. Engine 84 is now being used, and the 1998 Rescue 87 has been added at the Lake Earl Station. The FPD went from an ISO PPC rating of class 05/5X to 04/4X.

Gasquet

Gasquet FPD's population has decreased from 783 in 2015 to 657 in 2021. Crescent Fire and Rescue in Crescent City has been added to the District's automatic aid. The District went from five people on the Board, to only three. Those currently on the Board include Linda Farina, Ailine Titus, and Pat Martin. The FPD has also started a Facebook page,

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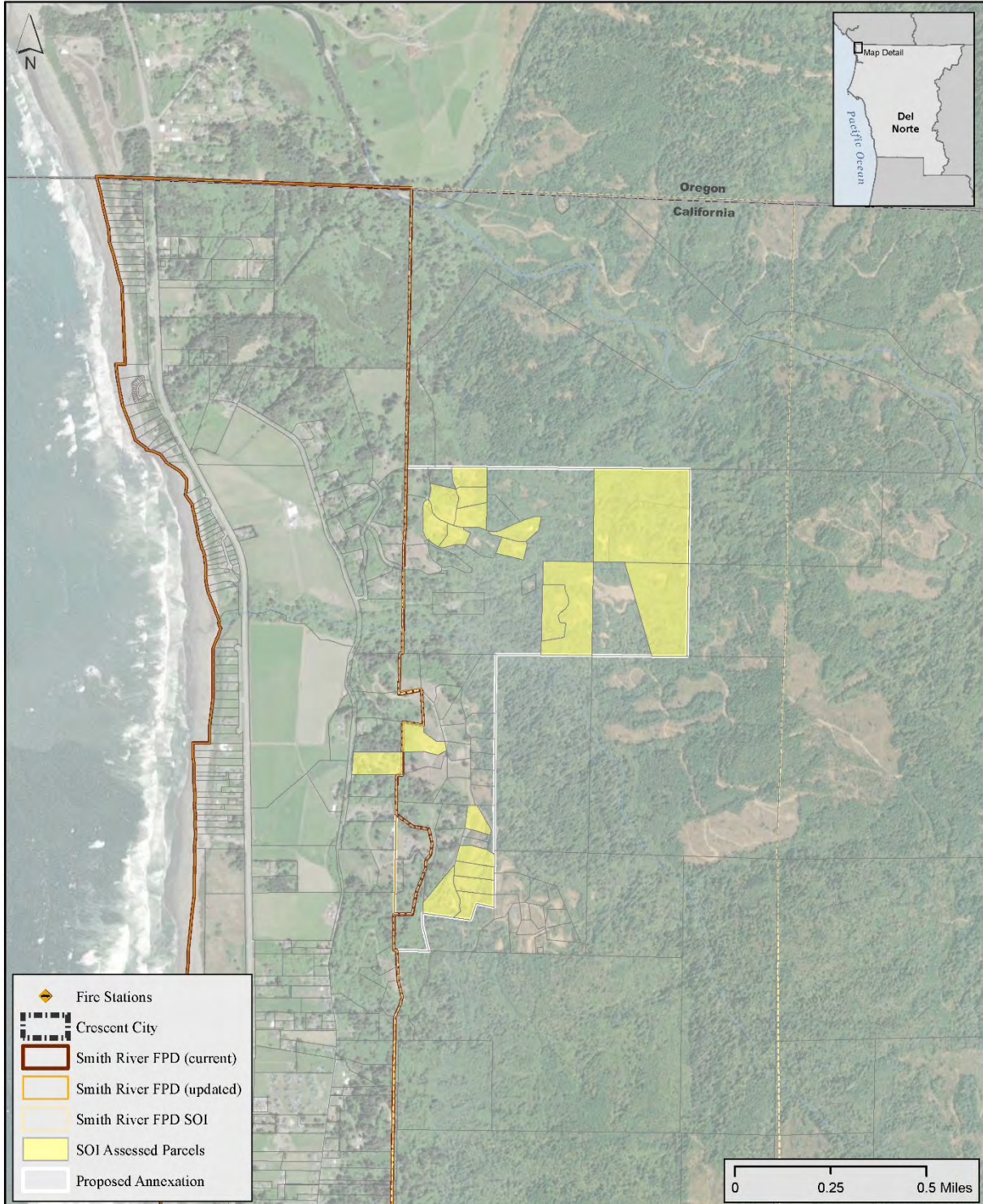
Gasquet Fire. The management and staffing has changed to having four officers, including one Chief, one Assistant Chief, and two Captains. There are 11 volunteer first responders and firefighters. Medically trained personnel include one Emergency Medical Technician (EMT), four Emergency Medical Responders (EMR), and two nurses. The projected population for 2025 in 2015 is higher than the estimated population for 2025 in 2021. In 2015, the projected population was 831 for 2025, compared to the 2021 estimation of 657.

Currently, the District receives more than \$10,000 from the billing for emergency response to vehicle incidents through insurance recovery system. Calls for Service increased to approximately 61 to 118 calls per year between 2017 to 2020. The District’s current apparatus include three engines, one engine/water tender combo, one wildland tender command vehicle, one utility truck, and one rescue vehicle. They also have two fire engines are equipped with SBCAs and all firefighters are equipped with protective clothing. The District is outfitted with personal protective gear, two jaws-of-life three vehicle extrication tools, firefighting equipment, 15 self-controlled breathing apparatus (SCBA), and infra-red cameras.

Attachments

Attachment 1: Smith River Fire Protection District Proposed Annexation Map

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**Smith River Fire Protection District
 Proposed Annexation**

Figure

Map Date: 6/24/2022

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**RESOLUTION 22-03
APPROVING THE REGIONAL FIRE PROTECTION DISTRICTS MUNICIPAL SERVICE REVIEW AND
SPHERE OF INFLUENCE UPDATE**

WHEREAS, the Del Norte Local Agency Formation Commission, hereinafter referred to as the "Commission", is authorized to establish, amend, and update spheres of influence for local governmental agencies whose jurisdictions are within Del Norte County; and

WHEREAS, the Commission staff prepared a Municipal Service Review to evaluate the availability and performance of governmental services provided by the five County Fire Protection Districts (Crescent City, Fort Dick, Gasquet, Smith River, and Klamath FPDs), pursuant to California Government Code Section 56430; and

WHEREAS, the Executive Officer gave sufficient notice of a public hearing to be conducted by the Commission in the form and manner prescribed by law; and

WHEREAS, the Executive Officer's report and recommendations on the Sphere of Influence update were presented to the Commission in the manner provided by law; and

WHEREAS, the Commission reviewed the FPD Agency Profiles on July 25, 2022 and provided those profiles to the Districts for review and comment; and

WHEREAS, the Commission opened a public hearing for the Regional FPD MSR/SOI Update on October 24th, 2022 and heard and fully considered all evidence presented; and

WHEREAS, the Commission considered all the factors required under California Government Code Section 56425.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Commission hereby accepts the Regional Fire Protection Districts Municipal Service Review, incorporated herein by reference.
2. The Spheres of Influence for the five Fire Protection Districts included within the Municipal Service Review has been appropriately informed by the Commission's evaluation of the level and range of governmental services provided. The Sphere of Influence for the Klamath CSD is expanded, as shown in the attached map.
3. Pursuant to Government Code Section 56425(e), the Commission makes written statement of determinations for the Regional Fire Protection Districts Municipal Service Review & Sphere of Influence Update, hereby incorporated by reference.
4. The Commission, as Lead Agency, determines that the sphere of influence update is exempt from further review under the California Environmental Quality Act (CEQA)

pursuant to CEQA Guidelines Section 15061(b)(3). This finding is based on the Commission determining the update will have no possibility of significantly effecting the environment given no new land use or municipal service authority is granted.

5. The Executive Officer shall revise the official records of the Commission to reflect the updated spheres of influence for each district.
6. That the 'shared services' concept proposed in the Municipal Service Review be given due consideration by the Districts and a report on progress towards implementation be provided to the Commission within one year of this update adoption.
7. That fire services boundaries in the Crescent City area be revised to remove overlaps as a mapping correction.
8. That the Smith River Fire Protection District file an application with Del Norte LAFCo, within six months of this update adoption, for annexation of territory that includes parcels being assessed for District services.
9. That the Klamath Fire Protection District develop an additional revenue strategy, update their recruitment/retention program, continue discussions with the Yurok Tribe towards shared services and supplemental revenues and request Board of Supervisors appointment of recent Board Member additions. The FPD shall submit a report on progress towards implementation of these items to the Commission within one year of this update adoption.

PASSED AND ADOPTED at a meeting of the Del Norte Local Agency Formation Commission, State of California, on the 24th day of October 2022, by the following vote:

AYES:	Commissioners:
NOES:	Commissioners:
ABSENT:	Commissioners:
ABSTAIN:	Commissioners: None

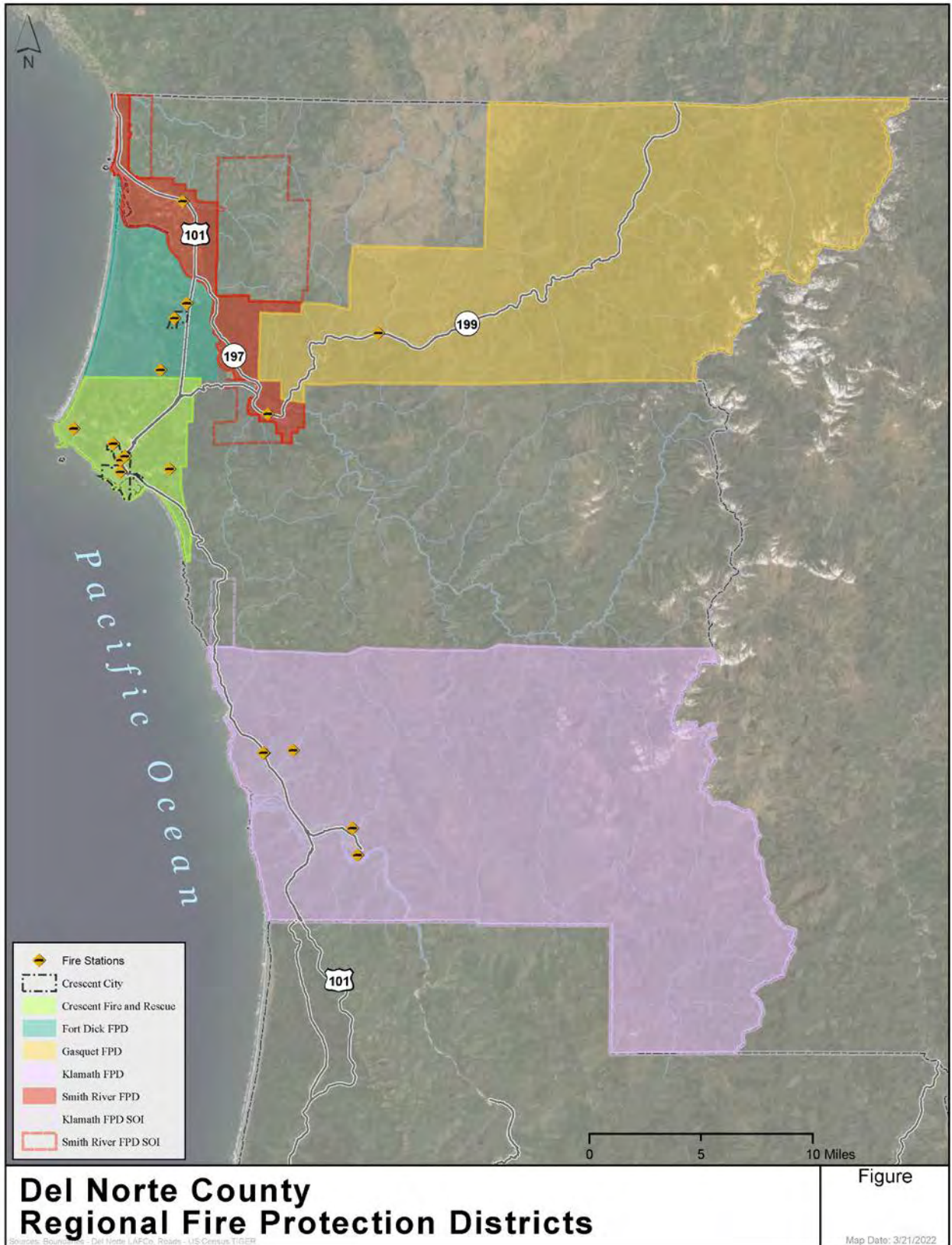
Darrin Short, Chair

Attest:

George Williamson, Executive Officer

Attachment: Exhibit A - SOI Map

Exhibit A





Countywide Fire Services

Municipal Service Review & Sphere of Influence Update

for Commission Review October 2022

Klamath



Prepared by: Del Norte
Local Agency Formation Commission

DEL NORTE LOCAL AGENCY FORMATION COMMISSION

Commissioners – Voting Members

Blake Inscore	City Member
Darrin Short	Chair & County Member
Jason Greenough	City Member
Sue Masten	County Member (appointed to fill Berkowitz term)
Lyle Armstrong -	Public Member

Commissioners – Alternate Members

Valerie Starkey	Alternate County Member
Isaiah Wright	Alternate City Member
Judy Dobbs	Alternate Public Member

Staff

George Williamson, AICP, Executive Officer
 John McFarland, Fire Services Analyst
 Colette Metz, Analyst
 Jason Barnes, GIS Analyst
 Jim Underwood, General Counsel
 Cosette McCave, Planning Technician

Acknowledgements

LAFCo staff would like to thank the contributors to these agency profiles from each of the Fire Protection Districts. This report would not have been possible without their assistance.

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1.0 INTRODUCTION

This Municipal Services Review (MSR) and Sphere of Influence (SOI) Update is prepared pursuant to the Cortese Knox Herzberg Local Government Reorganization (CKH) Act of 2000, that requires Local Agency Formation Commissions (LAFCo) to conduct municipal services reviews (MSRs) and the spheres of influence updates of all agencies under LAFCo's jurisdiction. This service review focuses on Del Norte County Fire Protection Districts (FPD) including Crescent City Fire & Rescue; Fort Dick; Gasquet; Klamath; and Smith River Fire Protection Districts.

Service Review Determinations

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 et seq.) requires LAFCo to review and update spheres of influence every five years as needed, and to review municipal services prior to or in conjunction with sphere updates. The requirement for service reviews arises from the identified need for a more coordinated and efficient public service structure to support California's anticipated growth.

Effective January 1, 2008, Government Code Section 56430 requires LAFCo to conduct a review of municipal services provided in the county by region, sub-region or other designated geographic area, as appropriate, for the service or services to be reviewed, and prepare a written statement of determination with respect to each of the following topics:

- o Growth and population projections for the affected area;
- o The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence (effective July 1, 2012);
- o Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies (including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence);
- o Financial ability of the agency to provide services;
- o Status of, and opportunities for, shared facilities;
- o Accountability for community service needs, including governmental structure and operational efficiencies; and
- o Any other matter affecting or related to effective or efficient service delivery, as required by Commission policy.

Uses of This Report

The service review process provides LAFCo with a tool to study current and future public service conditions and to evaluate organizational options for fostering orderly growth and development, promoting the efficient delivery of services, and encouraging the preservation of open space and agricultural lands. The potential uses of this report are described below.

Update Spheres of Influence

LAFCo will use this report as a basis to update District SOIs, as needed. To reflect the affected agencies' appropriate future jurisdictions and service areas. All boundary changes, such as annexations, must be consistent with the affected agencies' SOI with limited exceptions.

Consider Jurisdictional Boundary Changes

LAFCo is not required to initiate any boundary changes based on service reviews. However, LAFCo, local agencies, or the public may subsequently use this report together with additional research and analysis, where necessary, to pursue changes in jurisdictional boundaries.

Resource for Further Studies

Other entities and the public may use this report for further studies and analysis of issues relating to resource conservation services in Del Norte County.

Review Methods

Each agency reviewed as part of this service review process demonstrated full accountability in disclosure of information and cooperation with LAFCo. The following information was considered in the service review:

- Agency-specific data: responses to LAFCo Requests for Information, budgets, fee schedules, maps, and district plans.
- Demographic data: U.S. Census Bureau; Department of Finance.
- Population projections: Department of Finance.
- Long-Term Debt: California State Controller.
- Revenue: California State Controller; Del Norte County Auditor/Controller; Comprehensive Annual Financial Reports.

Information gathered was analyzed and applied to make the required determinations for each agency. All information gathered for this report is filed by LAFCo for future reference.

The preparation of a municipal service review for fire protection service providers at a county-wide level serves to determine the best approaches to address common service needs. The service review provides an overview of fire protection services along with profiles of each agency, evaluates the provision of these services, and identifies opportunities to increase the efficiency of service provision. The report includes service review determinations and sphere of influence recommendations and determinations for each of the following fire districts:

- Crescent Fire Protection District/Crescent City Volunteer Fire Department operation as Crescent City Fire & Rescue
- Fort Dick Fire Protection District
- Gasquet Fire Protection District
- Klamath Fire Protection District
- Smith River Fire Protection District

The following information was gathered from the fire districts to understand the current status of district operations and services:

1. Governance and Organization
2. Financial
3. Personnel
4. Training
5. Calls for Service
6. Response Standards and Performance
7. Mutual/Automatic Aid
8. Stations and Apparatus

Information gathered was analyzed and applied to make the required determinations for each agency and reach conclusion about the focus issues identified in the service review. All information gathered for this report is filed by LAFCo for future reference.

Purpose

This report focuses on Del Norte County FPDs, (Figure 1) including Crescent City Fire & Rescue a partnership between the City of Crescent City and the Crescent Fire Protection District. Due to the rural nature and accessibility in the County, fire & emergency response services are being considered on a regional basis, but rather by small individual districts. In addition to the FPDs, there are other service providers identified but not subject to LAFCo review.

The purpose of this MSR and SOI Update is to examine and evaluate local governmental fire and emergency response services in order to increase overall understanding of local service conditions and to enhance these conditions through comprehensive review and analysis.

This MSR presents for the Commission's consideration a discussion, analysis, and determinations regarding services provided by the three CSDs. This MSR serves to update the relevant data on services provided within each District's boundary and define appropriate spheres of influence.

2.0 FIRE PROTECTION OVERVIEW

Del Norte County Fire Services

Fire service has come to the forefront of municipal service issues in Del Norte County, as well as many areas of the state, primarily as a result of funding constraints, growth, and the increasing complexities of providing fire protection and emergency medical response in a manner which meets local and state service standards. The majority of local fire service providers in Del Norte County are associated with a special district, with five (5) Fire Protection Districts (Crescent City, Fort Dick, Gasquet, Klamath, and Smith River Fire Protection Districts). Crescent FPD and Crescent City Volunteer Fire Department (CCVFD) are two governing agencies (CFPD and the City of Crescent City) that have blended fire operations to become Crescent City Fire & Rescue. There are also several state and federal fire agencies, including: California Department of Forestry and Fire Protection (CAL FIRE), US Forest Service, Redwood National and State Parks, and the Pelican Bay State Prison. The governmental fire agencies provide seasonal wildland fire protection and work in cooperation with local fire departments. The Pelican Bay fire department is a participant in the county-wide mutual aid agreement and offers a fully staffed engine with state fire officers and competent inmate firefighters.

The majority of lands in Del Norte County are publicly owned. Public agency and other large land managers in Del Norte County include US Forest Service, National Park Service, California Department of Parks and Recreation, California Department of Fish and Wildlife, Green Diamond Resource Company, Yurok Tribe, Elk River Rancheria, and the Tolowa Dee-ni' Nation. Fire Protection District boundaries encompass approximately 625 square miles of land area, which is approximately 51 percent of the total Del Norte County land area, though a large amount of that area is inaccessible or infeasible in terms of districts' ability to provide adequate response times.

The Fire Protection Districts were formed to provide fire services within a specific jurisdictional boundary and are supported by revenue from a combination of taxes, fees, and fundraising. Many of these jurisdictional boundaries were created as far back as the late 1930's. Throughout recent history, fire stations and associated equipment were originally located to achieve or perform to meet certain community expectations. Understanding the reasons for the historical location of fire stations, as well as their contributions to public safety, should be thoroughly understood. Documenting this history provides information as to the consequences of proposed or future changes. It is important to understand the nature under which the current level of service was established, the laws, ordinances and the funding mechanisms that created the current level of deployment.

Fire Service Characteristics and Opportunities

Special districts providing fire protection and emergency response service providers operate with limited resources and could do much more with additional funding. Although local fire departments have demonstrated that they are very resourceful—using volunteers, surplus and donated equipment, and by working cooperatively to deliver services—the lack of sustainable funding levels results in disparities in levels of fire protection available. The Fire Service Characteristics and Opportunities sections for each district provides a summary of critical fire service considerations and recent planning efforts intended to improve fire protection and emergency medical services in Del Norte County. Key common characteristics

are administration, training, volunteer recruitment, governance, adequate response, and revenue generation meeting expenses. There are opportunities for capacity improvements in these areas.

Emergency Medical Services

The emergency medical system consists of two components: initial medical response and ambulance transport to the appropriate medical facility. In responding to emergencies, local fire departments and ambulance service providers are dispatched to medical calls simultaneously. In most cases, fire departments arrive on scene prior to the ambulance and are expected to gather vital signs, stabilize the patient, and prepare the patient for transport to the hospital.

By state law, the EMS system is a county government function. Del Norte County is a member of the North Coast Emergency Medical Services (NCEMS), a joint powers authority established in 1976 for Del Norte, Humboldt, and Lake Counties. The NCEMS directs the emergency management services (EMS) system, which consists of advanced life support and transport services provided by Del Norte Ambulance, first responder services provided by local fire departments and other agencies within the county, and area hospitals that provide medical control and emergency receiving facilities. The NCEMS serves as the primary coordinating entity for all aspects of the EMS system.

Del Norte Ambulance is the only emergency ambulance service provider in Del Norte County. Del Norte Ambulance operates two stations – Station One in Crescent City, and Station Two in Fort Dick, which also serves as the company’s administrative headquarters. Del Norte Ambulance does not offer Air Ambulance Service. Due to the extended times required for ambulance response to most areas of the county, the first response by the fire agencies is invaluable in providing basic life support while the ambulance is in route. Air ambulance service is based at McNamara Field within the Crescent FPD and provided by CAL-ORE Life Flights (based in Brookings, Oregon).

Training

Regular training is required to maintain the readiness capability of fire and emergency service providers. Crescent City Fire and Rescue (formerly the Crescent City Volunteer Fire Department and the Crescent Fire Protection District) provides training facilities and joint training opportunities for volunteer fire departments in Del Norte County. The efficiency of operation and the economy of scale of this multi-use resource has been a tremendous asset to the fire service countywide.

Crescent City Fire and Rescue provides basic training to new and experienced firefighters to current National Fire Protection Association (NFPA) and California State standards. New recruits are provided training in basic skills based upon the NFPA Firefighter I standard. Additional training is provided every Tuesday night to best accommodate volunteers. Other departments also host regular training nights.

In addition to basic training, Crescent City Fire and Rescue annually provides National Wildfire Coordinating Group (NWCG) certified courses conforming to federal wildland fire standards. Other courses that have been hosted by Crescent City Fire and Rescue include the National Registry EMT I course and the National Fire Academy outreach course, among others. Crescent City Fire & Rescue no longer offers the semi-annual Firefighter Academy.

Response Times / Active Volunteers Recruitment

The lack of essential training and equipment, and difficulty in recruiting active volunteers are issues throughout the county. Recognizing that approximately 98% of Del Norte County firefighters are volunteers, the development of countywide fire and emergency services training programs and facilities is critical to the delivery of emergency services.

Response times are largely dependent on two factors, the ability of appropriate personnel to reach the equipment at the fire station and the time it takes personnel and equipment to reach the incident scene. Fire station locations are a critical factor but given response requirements (number of staff per apparatus, and number of staff to enter a building) the ability to get the appropriate number of personnel to the scene can be just as important. One trend is that more volunteers are working outside areas they serve during the day. This means they're not available to respond to calls during working hours.

Level of Service

There is a significant difference between the Level of Service (LOS) available to residents in the more populated areas of the county (e.g. Crescent City and surrounding area), and residents living in more remote rural areas (e.g. Klamath). Local fire departments use formal and informal mutual-aid and automatic-aid agreements to augment provided levels of protection, yet LOS differences between communities persist.

The LOS standard is important for the following reasons: 1) an established standard will improve the ability of real estate professionals, public safety personnel, and government officials to inform landowners and residents of the available level of fire protection; 2) it will support fire department grant requests to local, state, and federal funding sources for purchase of apparatus, equipment, and training in order to meet standards; and 3) it will allow local governments to effectively plan for municipal service delivery and population growth.

The Del Norte County Fire Chief's Association has been working to develop level of service standards or criteria based on National Fire Protection Association 1720, Standard for the Organization and Deployment of Fire Suppression, Emergency Medical Operations, and Special Operations to the Public by Volunteer Departments. The standards will need to be tiered, acknowledging that there are different expectations and capacities in rural, suburban, and urban environments. It has been determined that training level standards are the most critical focus area to begin this effort.

Mutual and Automatic Aid

Mutual aid is characterized by one or more agencies providing support to another agency upon request. Automatic aid is characterized by an ongoing agreement between agencies that the resources of one department will respond automatically to service calls in the other jurisdiction. Automatic aid agreements are typically established when the physical presence of a station in one jurisdiction is sufficiently close to another jurisdiction to provide a quick response.

A countywide mutual aid agreement is in place in Del Norte County and all local fire districts and departments are a signatory to the agreement. In addition, Del Norte fire agencies have been involved with reciprocal mutual aid agreement with Humboldt County fire agencies.

Del Norte fire agencies have aid arrangements with the Pelican Bay Prison Fire Department allowing countywide mutual aid for all significant incidents. Pelican Bay offers a fully staffed engine with state fire officers and competent inmate firefighters. The communities of Brookings and Harbor, Oregon are capable of providing mutual aid into the Crescent City area in half the travel time required by Humboldt County resources. Smith River Fire Protection District requests aid from Harbor and Brookings Fire Departments during larger incidents.

Dispatch Coordination

The Del Norte County Sheriff's Department, located at 650 5th Street in Crescent City, provides countywide law enforcement and fire dispatch services. The Sheriff's Department serves as the primary public safety answering point (PSAP) for the County's 9-1-1 system.

The Sheriff's Department serves as the direct dispatch center for the local fire departments in Del Norte County, but not for the wildland protection agencies. Often, the PSAP does not transfer or relay a reported wildland fire to the agency having jurisdiction of the fire. When a wildland fire is reported they only need to transfer or relay the information to one inter-agency dispatch center in Fortuna. Under California Code, the PSAP centers are required to have a minimum of three methods for handling emergency calls. These methods include direct dispatch, transfer, and relay of the emergency to the appropriate response agency.

The Del Norte County Fire Chiefs Association, in the interest of promoting public safety within Del Norte County, has expressed interest in establishing an "emergency communications working committee" comprised of appointed members of from the dispatch, law enforcement, EMS and fire communities. The intent would be to create a forum that provides a multi-disciplinary approach to advancing the public safety communication system. Possible considerations may include:

- Increase interoperability with allied agencies recognizing standards widely used in California
- Create a standard protocol for dispatches that works for both responders and dispatchers
- Provide a map/plan for use of multi-agency tactical channels
- Develop a response matrix for different call types and multi-agency responses
- Work to provide training opportunities to Dispatchers
- Recognize and apply the principals of NIMS/ICS
- Assist in infrastructure improvements
- Work towards securing funding alternatives that enhances communications

In cooperation with the Del Norte Sheriffs' Communication Center, the FPDs could seek to determine the costs to modify the existing CAD program to accommodate the time recording sequences of fire units: from dispatch, turnout time, travel time, on scene and total reflex times. The Del Norte County fire agencies could collectively develop an "Alarm" based resource matrix system in an effort to promote improved interagency cooperation and standardized responses throughout the County. This type of plan could enhanced the existing countywide mutual aid agreement that each individual department has already signed and participates in on a regular basis. The matrix could be tailored to each individual department's specific needs. The matrix allows for a uniform amount of resources to be dispatched on each alarm and in addition provides for the back filling of stations providing coverage in the event of another emergency

in that jurisdiction. This alarm matrix is beneficial to all fire agencies as it spreads the load equally between neighboring agencies, allowing the dispatch and use of equipment and manpower that a single jurisdiction cannot provide on its own, while allowing for an agency to receive a reciprocal return of resources. This type of matrix system has been developed and used by the Humboldt County Fire Chief's Association.

Emergency Response Services

The Del Norte County Office of Emergency Services (OES) coordinates the overall county response to disasters. OES is responsible for alerting and notifying appropriate agencies when disaster strikes; coordinating all agencies that respond, ensuring resources are available and mobilized in times of disaster; developing plans and procedures for response to and recovery from disasters; and developing and providing preparedness materials for the public.

The County Emergency Operations Center is located in the Crescent FPD Washington Street Headquarters Station and has proven to be operationally efficient for all parties involved. The effort by County OES to create regional CERT teams has proven to be an excellent way to relieve the stress on fire services following, or preparing for, a pending natural disaster. An additional significant component is the creation of a special unit for firefighter rehab by specially trained CERT members at major incidents, which is available to any requesting agency and has proven to be incredibly effective.

At the State Level, Cal Office of Emergency Services is responsible for the coordination of overall state agency response to disasters. Assuring the state's readiness to respond to, recover from all hazards and assisting local governments in their emergency preparedness, response, recovery, and mitigation.

Regional Districts Coverages

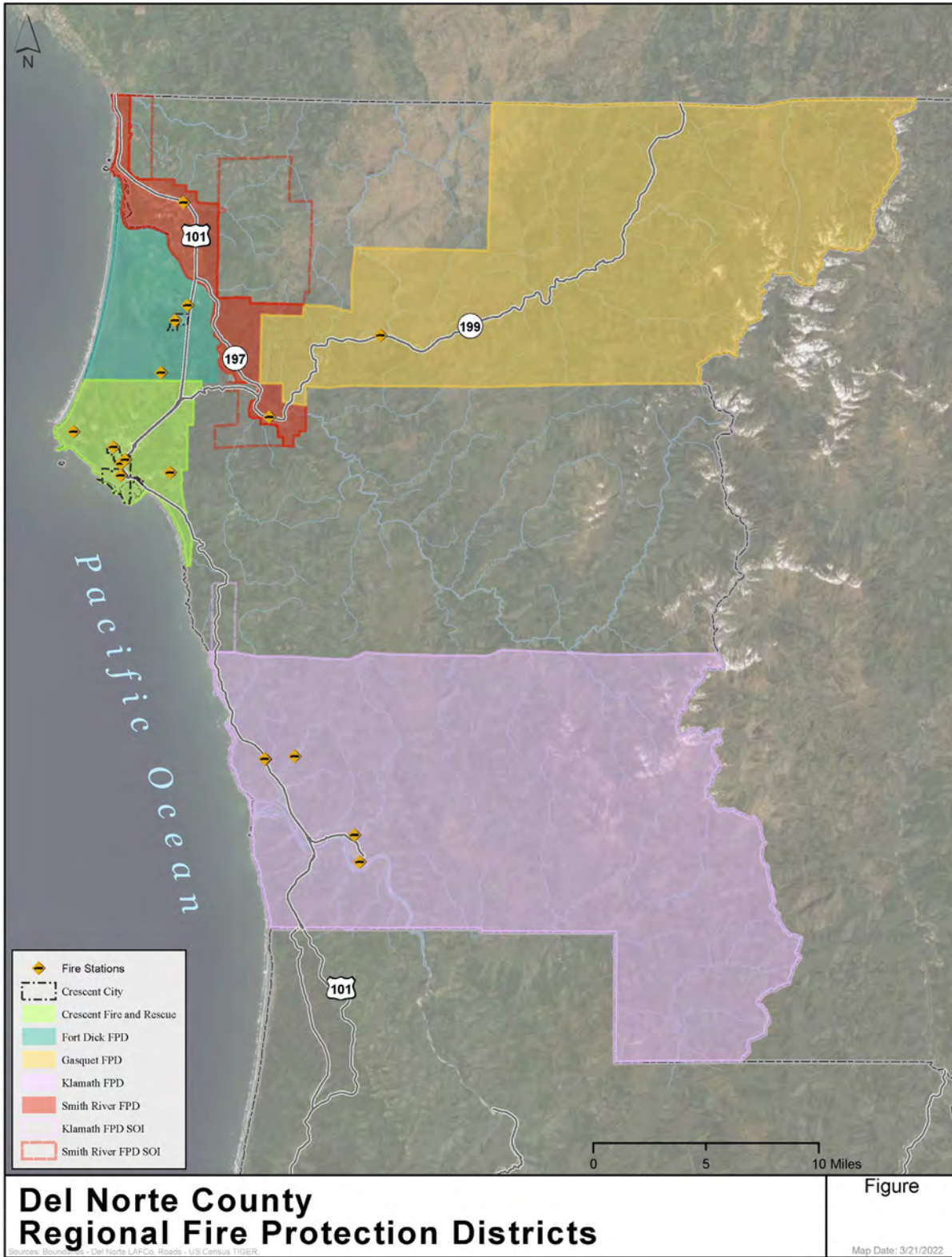
Current District Boundary mapping has been updated for this MSR/SOI Update, census designated places have been added and a comparison has been made to State Board of Equalization (BOE) Tax Rate Areas (TRAs). A regional map is included as Figure 2-1. Some individual district updates are described below.

For the Fort Dick FPD, it was determined that several TRAs, are within the District Boundary but are not included as TRAs within the District by the BOE. These will be shown on mapping in the MSR/SOI Update and will be submitted to the BOE upon Commission action for adjustment of the District Boundary.

LAFCo staff coordinated with the Del Norte County Auditor regarding parcels with special assessments for fire services. There are a number of parcels assessed for fire services outside the Smith River FPD but within the SOI. Many of these are within larger lot subdivisions to the east of Hwy 101. The District has stated they respond to calls from these parcels. As part of the MSR/SOI Update, the District will be advised of the annexation process for including assessed parcels in the District boundary.

There are some parcels that overlap within the Crescent Fire Protection District and the City of Crescent City boundaries. As part of the fire services MSR/SOI Update these overlaps will be clarified and where necessary, adjusted. This will also be reviewed at the next City of Crescent City MSR/SOI.

In Figure 2-1, only Smith River FPD has a Sphere of Influence. Klamath and Gasquet, have no SOI primarily due to extensive district boundaries that extend to County boundaries. Fort Dick FPD is bordered by other districts or natural boundary (Pacific Ocean). Crescent FPD is bordered by other districts and public lands.



Shared Services Concept

NOTE: the following is from a July 25, 2022 Del Norte LAFCo Commission Meeting Staff Report:

For the 2022 MSR & SOI Update, the concept of regional staffing, starting with a training/recruitment position, is being explored. While still in the early review stage, with input and buy-in needed from Districts. It was initially introduced at the April 2022 Del Norte Chiefs meeting, for discussion only. This concept has been implemented in other counties and could make sense in Del Norte County with district support.

All Districts and other services providers have training and recruitment responsibilities, and pooling resources could be an effective way to build up the volunteer ranks with economy of scale benefits. This combined funding concept could also yield other benefits, such as a future Fire Marshal position to perform mandated inspections and code enforcement on a countywide basis.

LAFCo Commission staff is emphasizing the importance of retaining each independent Fire Protection Districts identity and function in this regional shared services concept. Each District has invested considerable time and resources in their operations, and they'll continue and likely even flourish with common responsibilities covered on a regional basis. MSRs & SOI Updates cover multi-year periods, and this concept would proceed over multiple years as well. Costs could be shared proportionally based on budgets and needs. Benefits could include increased administrative capacity and volunteer recruitment, better group purchasing power, standardized training including Driver Licensing and Medical Certifications, and countywide inspection and prevention services.

This is a concept to be explored as part of this MSR/SOI Update, to see whether it's credible and whether desired services could be covered with current revenues and grant funds.

Funding Challenges

The one-percent ad valorem property tax (based on property value) is the primary source of revenue for fire protection districts. Property taxes is important to fire agencies because as the assessed value of property increase through the construction of improvements or real estate transactions, property tax revenue increases. However, ever since the adoption of Proposition 13 in 1978, fire protection districts have often lacked adequate funding. The ongoing fiscal constraints at the State government level and the related ERAF (the state-mandated Educational Revenue Augmentation Fund) property tax re-alignment has reduced revenues for many fire districts.

Fire districts have augmented their revenue by gaining voter support for special assessments and taxes. However, fire and emergency response services costs, coupled with continuing growth and service demands, are increasing faster than the underlying revenue base, causing continued funding deficiencies. New development and higher standards generate new service demands. Improvements to assessed valuations and creation of new parcels to be assessed can increase revenues to offset rising costs and in this way, parcels provide a proportional revenue increase. Without growth and development, or increased assessment rates, fire protection services will be increasingly challenged to maintain existing service levels.

Governance

Each of the Independent Districts is governed by a Board of Directors. Crescent FPD, Smith River, Klamath, and Fort Dick FPDs have five board members, Gasquet FPD has three board members. When there's a vacancy between elections, district shall notify the County Elections Office of the vacancy no later than 15 days following either the date on which the district board is notified of the vacancy or the effective date of

the vacancy, whichever is later. The remaining district board members have 60 days immediately subsequent to either the date on which the district board is notified of the vacancy or the effective date of the vacancy whichever is later, to fill the vacancy: 1. by appointment or 2. by calling a special election.

If the vacancy isn't filled by the district board within 60 days of vacancy notification or effective vacancy date, whichever is later, the following shall occur. Within the next 30 days, the County Board of Supervisors may fill the vacancy by appointment or may order the district to call an election to fill the vacancy. The election shall be held on the next established election date that is 130 or more days after the date the board of supervisors calls the election. Government code §1780 (b).

Demographics and Growth

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

The population and median household income (MHI) information for determining disadvantaged unincorporated communities is shown in the table below.

Table 2.1 Demographics (Updated with 2020 Census Data)

Jurisdiction	Population	MHI*
State of California	39,538,223	\$80,440.00
County of Del Norte (see note below)	28,469	\$45,283.00
Crescent City Fire & Rescue	17,597	\$51,186.00
Fort Dick	2,618	\$70,511.00
Smith River	2,608	\$69,167.00
Gasquet	768	\$37,321.00
Klamath	1,139	\$35,455.00
* Median Household Income		

The Smith River FPD staff provided the following comment, which has been incorporated into Table 2.1: The 2020 census data includes an 'estimates base' of 1.3% annual county population growth. They believe the draft MSR should use this information for population estimates in the 2022 MSR, putting the total Del Norte County population at 28,469, estimated to July 1, 2022 using available census data. The FPD staff also presented a District population of 4,039., which is higher than the 2020 census population, based on occupied structures and average persons per household.

Crescent Fire Protection District and Crescent City Volunteer Fire Department fire operations as Crescent City Fire & Rescue

Crescent Fire Protection District (CFPD) is responsible for providing fire protection services to the City and unincorporated areas surrounding Crescent City including Northcrest, Church Tree, Bertsch-Oceanview, Old Mill, and West Washington Avenue. The District provides fire protection, emergency medical, rescue, hazardous material, and other life and property protection services.



Crescent FPD and Crescent City Volunteer Fire Department (CC VFD) are two governing agencies (CFPD and City of Crescent City) that have blended fire operations to become Crescent City Fire & Rescue (CCF&R). The outcomes and implications of this merger are discussed further under *Shared Facilities and Regional Collaboration* (page 3.1-9).

Table 3.1: - Agency Profile

Crescent Fire Protection District			
General Protected Areas	Unincorporated areas surrounding Crescent City including: Northcrest, Church Tree, Bertsch-Oceanview, Old Mill and West Washington Avenue		
Services Provided	Fire Suppression, Rescue/Extrication, Hazardous Material Response, Emergency Medical Services (First Responder/Basic Life Support), and Safety Inspections		
District Area	16,621 acres (26 sq. mi.)	District Population	Approx. 13,000
Mutual Aid	Fort Dick FPD, Smith River FPD, Gasquet FPD, Klamath FPD, Crescent City Volunteer Fire Department, National Park Service, California Department of Forestry and Fire Protection (CAL FIRE), and the U.S. Forest Service		
Automatic Aid	Crescent City Volunteer Fire Department		

Formation

CFPD is an independent special district [originally formed as a District in 1949] now providing fire protection services to the City and surrounding unincorporated area. The principal act that governs the District is the California Health and Safety Code Section 13800 *et seq.* (Fire Protection District Law of 1987).

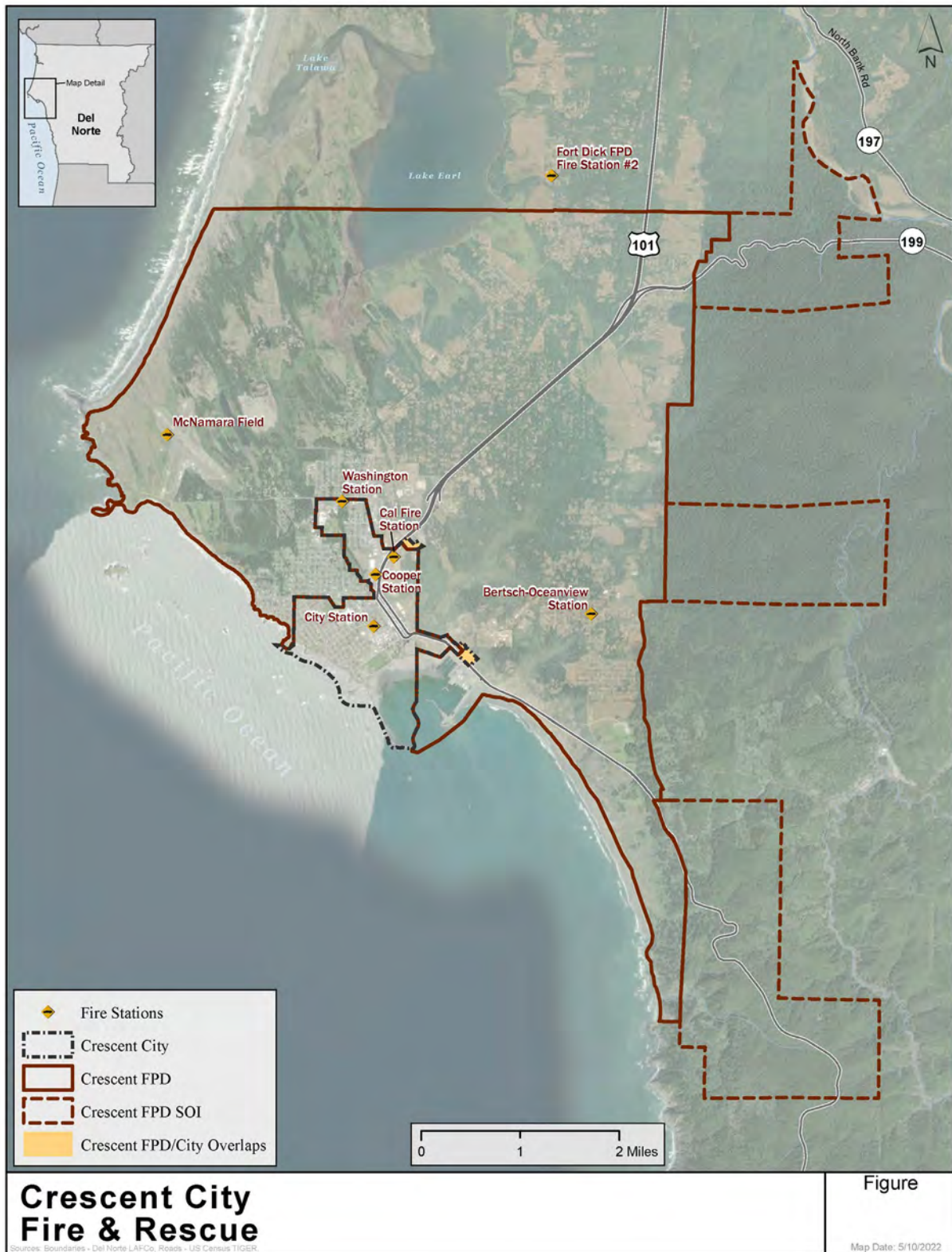
Boundary and Sphere

The CCFR boundary encompasses approximately 26 square miles of land area in the City and to the north, east and south. It includes the unincorporated areas of the Crescent City Harbor, the Bertsch-Oceanview residential area, and the commercial and industrial uses along Elk Valley Road. The district boundary extends north to the southerly portion of Lake Earl, and just north of the Highway 199 and Highway 101 interchange. The north boundary is coterminous with the southern boundary of the Fort Dick FPD.

Crescent City Fire and Rescue (CCF&R) responds from four fire stations, with one station owned by the City and three stations owned by the District. Two of the three District-owned stations are located within the city limits, including the administrative office and headquarters station at 255 West Washington Boulevard. As a combined department, Crescent City Fire and Rescue's response protocols are designed to provide the quickest response time within the boundaries of either agency without regard for the location of the political boundaries of the agencies¹.

¹ Crescent City Fire and Rescue Master Plan

Figure 3.2: District Map –



In addition to providing fire protection services in the Crescent City area, CCFR has agreements to respond outside District boundaries to calls in Klamath, Fort Dick, Gasquet, and Hiouchi. The CCFR has mutual aid agreements with all of the Fire Protection Districts in Del Norte County, and CalFIRE.

CCFR's Sphere of Influence (SOI) contains public access routes and primarily consist of timber land uses and resource conservation areas. They include the "Walker Road/ Highway 199" SOI northeast of the District boundary; the "Howland Hill Road" SOI east of the District boundary; and the "Hamilton Road/ Mill Creek Road/ Highway 101" SOI southeast of the District boundary.

Accountability and Governance

CCFR is an independent, special district governed by a five-member Board of Directors, who are elected at large by registered voters that live within the district boundary. Board members, which must reside within district boundaries, serve for four-year terms and oversee district needs and services, along with budget issues. Board members may be appointed by the Del Norte County Board of Supervisors in lieu of election if there are insufficient candidates to require an election. Board member names, positions, and term expiration dates are shown in the table below. There are currently no vacancies on the Board.

Table 3.2: Crescent City FPD Contact Information and Board of Directors

CCFR Contact Information		
Contact	Kevin Carey, Fire Chief	
Mailing Address	255 W Washington Blvd. Crescent City, CA 95531	
Phone	(707) 464-2421	
E-mail	ccfire@crescentfire.com	
Website	https://cfdp.crescentcity.org/	
Board of Directors		
Name	Position	Term Expiration
James Nelson	Chair	
David Short	Vice Chair	Dec. 2024
Joe Gregorio	Director	Dec. 2022
Rick Kelly	Director	Dec. 2024
James Erler	Director	Dec. 2022

The Board meets on the second Monday of each month at 5:00 p.m. at the main fire station located at 255 West Washington Boulevard. All meetings are conducted and noticed as required by the Brown Act. Agendas are posted 72 hours before meetings at the District office. Minutes are available upon request. The District website is <https://cfdp.crescentcity.org/> and budgets and agendas are posted online.

Management and Staffing

The CCFR is considered a volunteer agency supplemented by paid staff. The District has a paid Fire Chief and Administrative Assistant, that contract through the City of Crescent City Fire Department, as these two agencies currently have a shared staff positions agreement. There is also a paid half-time maintenance position vacant since November of 2020. The position will go away under the Master Plan.

Figure 3.3: Crescent City FPD Organizational Chart



There are two assistant chiefs, one Division Chief, four Battalion Chiefs, nine captains, three engineers, two apparatus operators, 17 firefighters, and one training officer. Division and Battalion chiefs are all Emergency Medical Technicians (EMTs), as are a majority of the captains, engineers, and firefighters. New Captain positions are being authorized in 2022.

Population and Projected Growth

This section discusses service demand factors, such as land uses and anticipated population growth.

Land Uses

The CCFR serves unincorporated areas surrounding Crescent City including Northcrest, Church Tree, Bertsch-Oceanview, Old Mill, and West Washington Avenue. These areas contain a mix of residential subdivisions, commercial areas, educational facilities, medical centers and clinics, former mill sites, recreation areas, an airport, rural residential development, agricultural land, and resource lands. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code.

Current Population

According to the above centroid method, the CCFR had an approximate 2020 population of 17,600. The District estimated that the CCFR has a population of approximately 12,600 residents. For the purposes of these estimates, the Census Block Data will be used for this report.

Projected Growth

According to Census data, the 2020 Del Norte County population was 27,743. The population decreased about 4 % from the 2010 population of 28,610. There are indications that some growth has occurred since 2020, due to in-migration.

The District contains a mix of residential, commercial, industrial, public, harbor related, visitor serving, rural residential, and resource lands and will likely continue to develop at or near the current county-wide rates of less than one percent per year.

Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

The median household income (MHI) in California is \$80,440. The Del Norte countywide MHI is \$45,283, which places it at 56% of the California MHI. The CCFR MHI is \$51,186 which places it at 64% of the California MHI. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged".

The California Department of Water Resources has mapped communities that are at or below 80 percent of the annual median household income by using census data for each county. According to this data, the communities of Smith River, Hiouchi, Gasquet, Klamath, and parts of the incorporated City of Crescent City are classified as disadvantaged within Del Norte County.

Based on the discussion above, the CCFR provides one of the three basic services – structural fire protection services – to areas that are considered disadvantaged. Water services are the responsibility of the Bertsch-Oceanview CSD and the Church Tree CSD. The City provides water services and hydrants to the unincorporated areas north of Pacific Avenue, north of Washington Blvd, and along Parkway, Railroad, and Northcrest/Lake Earl Drive. County Service Area No. 1 provides all wastewater collection services within the Bertsch-Oceanview CSD boundary; wastewater is treated by the City of Crescent City.

Financing

The financial ability of agencies to provide services is affected by available financing sources and financing constraints. This section discusses the major financing constraints faced by the CCFR and identifies the revenue sources currently available to the District.

Revenues and Expenditures

The CFPD currently supports its fire protection operations primarily through special assessments and property taxes which are collected by the Del Norte County Tax Collector and deposited in a district account with the Del Norte County Auditor's Office.

As shown in the table below, the CFPD FY 2020-21 revenues totaled \$663,685.78 and expenses were \$547,816.22, leaving a balance of -\$115,869.56 going into reserves. The FY 2021-22 adopted budget shows \$935,803.00 in revenues and \$1,156,819.00 in expenditures.

The CFPD Board has designated the Board Chair, Vice Chair or the Fire Chief as the purchasing agent for the district, to sign purchase orders for fixed assets included in the budget and/or purchase orders for professional services with a designated limit not to exceed \$2,500. Purchase orders must be approved and signed by the Fire Chief, Chair, or Vice Chair before the purchase of a fixed asset.

The CFPD has also adopted a Professional Services Policy authorizing the Fire Chief to engage independent contractors to perform services for the fire district when the aggregate cost does not exceed \$10,000. If the service provided is in excess of \$10,000, a contract must be approved by the District Board.

The most recent fire services assessment in the County was for the CFPD. The CFPD is currently funded by a small portion of property taxes and two assessments billed annually on the property tax roll that total \$98.00 per Equivalent Benefit Unit (EBU) which corresponds with a typical single-family residence. The first assessment, established in 1987 at a rate of \$24.00 per EBU, has no sunset clause or inflationary provision and generates approximately \$147,000 in revenue per year (Ordinance 87-016A). The second assessment was approved in 2021 to replace a prior 2006 assessment established to fund equipment and apparatus replacement for a 15-year period. The 2021 assessment, which generates approximately \$420,000 per year (Ordinance No. 21-001) has a rate of \$74.00 per EBU*.

**The 2021 assessment rate for a single-family EBU is \$74.00 per year. Multi-family and mobile homes would be assessed at 0.8 EBU per unit. For improved commercial/industrial and governmental parcels, the assessment is assigned a weighted factor of 1.1 EBU per 2,500 square feet of building space. The maximum annual assessment is \$1,000 per parcel, which can apply to multiple parcels held under identical ownership within the same use type (residential, commercial, government).*

This was supported by an Assessment Engineer’s Report prepared in 2021 that presented a benefit analysis for the assessment.

fund Fire expenses known as the 2020-21 Crescent Fire District Suppression Assessment.

A seven-member oversight committee meets annually to review and publicly report on the expenditure of revenues generated by the special tax. The 2021 assessment was levied in order to fund the services and improvements included in the Department’s 10-year Financial Master Plan. After 10 years, the District Board may choose to adopt an inflation adjustment factor, not to exceed 2% per year, that may be applied annually to account for normal cost of living increases in providing fire services. The District Board can adopt a lower adjustment factor or forgo the adjustment at the Board’s discretion.

In 1987, a rate of \$24.00 per EBU was established. This first assessment does not have a sunset clause or inflationary provision and generates approximately \$147,000 in revenue each year (Ordinance 87-016A). In 2021, a second assessment was approved to replace the 2006 assessment. It was established to fund equipment and apparatus replacement for a 15-year period. The rate for the 2021 assessment is \$74.00 and generates approximately \$420,000 each year (Ordinance No. 21-001).

Reserves

The District fund balance may be used for equipment replacement or appropriations for contingencies. The reserve funds are managed by the Del Norte County Auditor’s Office.

Table 3.3: Crescent City FPD Revenues and Expenses

Financial Information			
Funding	Property Taxes, special assessments, CAL FIRE reimbursements, grants, and donations		
Revenues	FY2019-20	FY 2020-21	FY 2021-22
Property Tax-Secured	\$321,325.20	\$347,721.60	\$321,000.00
Property Tax-Supplemental	\$2,645.83	\$7,497.95	\$2,600.00
Property Tax-Unsecured	\$6,472.13	\$7,025.23	\$6,500.00
Yield Tax	\$12.82	\$15.18	\$0.00
Assessment Fees	\$252,462.24	\$258,198.25	\$561,404.00
Interest-Crescent Fire	\$5,020.19	\$3,188.53	\$3,500.00
Rent-Building (Room)	\$3,335.00	\$1,875.00	\$1,000.00
Rent-Radio Tower	\$33,457.13	\$32,659.38	\$34,000.00
Rent-Tower	\$0.00	\$0.00	\$199.00
St HOPTR-Secured/Unsecured	\$5,465.12	\$5,477.66	\$5,500.00
Fire Protection Contract	\$53,878.53	\$0.00	\$0.00
Miscellaneous Receipts	\$4,009.74	\$27.00	\$100.00
Total Revenue	\$68,808.93	\$663,685.78	\$935,803.00
Expenditures			
Communications	\$2,523.79	\$2,632.63	\$3,200.00
Household Expense	\$1,451.43	\$2,047.20	\$6,950.00
Insurance	\$18,051.00	\$19,438.75	\$18,339.00
Maintenance-Equipment	\$404.08	\$684.12	\$1,000.00
Maintenance-Fireboat	\$0.00	\$0.00	\$1,000.00

Financial Information			
Maintenance-Vehicles	\$6,315.14	\$8,257.00	\$7,500.00
Maintenance-Structures, Imp. Ground	\$8,651.29	\$4,230.60	\$100,000.00
Office Expense	\$201.88	\$3,974.92	\$500.00
Professional Services	\$87,683.70	\$129,228.64	\$66,000.00
Professional Services-Legal	\$0.00	\$5,375.00	\$5,000.00
Professional Services-City	\$417,464.78	\$326,118.00	\$404,779.00
Public & Legal Notices	\$49.36	\$546.63	\$50.00
Lease-Copier	\$5,280.43	\$2,272.96	\$2,500.00
Minor Equipment	\$0.00	\$0.00	\$1,000.00
Small Tools	\$206.46	\$6.64	\$1,000.00
Special Departmental Expenses	\$221.77	\$0.00	\$0.00
FF Incentives/Reimbursements	\$20,000.00	\$20,000.00	\$20,000.00
Utilities-Electric	\$10,905.34	\$10,717.64	\$12,000.00
Utilities-Gas	\$12,610.18	\$8,922.06	\$10,000.00
Utilities-Water	\$3,179.49	\$3,363.43	\$3,500.00
Retirement Long Term Lease	\$89,347.48	\$0.00	\$0.00
Retirement Long Term Lease Trk Int	\$4,253.00	\$0.00	\$0.00
Tax & Assessments	\$78.00	\$0.00	\$78.00
Department Allotment	\$0.00	\$0.00	\$492,423.00
Total Expenditures	\$688,878.60	\$547,816.22	\$1,156,819.00
Net Cost	\$794.67	-\$115,869.56	\$221,016.00

Source: CCF&R

Debt

The Washington Station debt was paid off in 2018. The apparatus were paid off in 2019.

Financial Management Policy

The District maintains fiscal management policy for the handling of funds and procurement of goods and services. Their competitive bidding process is based on the appropriate amount of funds to be expended and documentation of written quotes. Purchases of \$10,000 dollars or more requires minimum documentation of three written quotes and Board approval. Prospective vendors who conform to the specifications will be deemed "responsive." The prospective vendors that have the capability and capacity to satisfy and perform the needed requirements will be deemed "responsible." The provision of goods and services will be given to the lowest responsive and responsible bidder.

When a product or service is available from only one practical source, this is referred to as a Sole Source Purchase. In some cases the District must make an emergency purchase in order to protect personal safety, life, or property that cannot follow the usual purchasing procedures. Written justification must be provided.

Once purchase orders are complete, they are signed by the Fire Chief. The Chairman may sign in the Fire Chief's absence. The Administrative Assistant then places the order with the vendor. If the Administrative Assistant is absent, the Fire Chief will place the order and the Chairman will approve the purchase order.

The District has four types of insurance: workers' compensation, liability, property, and crime. There's no deductible for workers' compensation or liability insurance. Property insurance has a \$1,000 deductible.

Crime insurance has a \$2,500 deductible. Primary coverage is offered by Golden State Risk Management Authority. Excess coverage is offered by Risk Innovation, Solutions, and Management (PRISM).

Service Overview

While there are several benchmarks that may define the level of fire service provided by an agency, indicators of service adequacy discussed here include response times, ISO ratings, level of staffing, and station resources for the service area.

CFPD provides fire suppression, rescue/extrication, hazardous material response, and emergency medical services (first responder/basic life support). The District works with CAL FIRE, Air Quality Control, and the Del Norte County Building Department on code enforcement. The District also conducts fire prevention inspections when necessary.

Demand for Services

The District responds to a range of service calls, as shown below.

Table 3.4: Crescent City FPD Calls for Service

Calls for Service								
Call Type	2017		2018		2019		2020	
	Calls	%	Calls	%	Calls	%	Calls	%
Structure Fire	47	3	43	3	30	2	53	3
Vegetation / Other Fire	156	12	132	8	132	7	190	9
Medical Assistance, Vehicle Accident , Public Assistance	872	66	1018	63	1156	59	1214	59
Hazardous Condition	29	2	23	1	83	4	35	2
Other Services	220	17	509	32	671	34	565	27
Total Calls	1324	100	1606	107	1953	106	2057	100

Source: Crescent Fire Protection District

A CCFR fire officer is always on duty, so they can respond immediately when an emergency call is received. The average time for response is three to six minutes. The CCFR can respond to most incidents in the entire District within 15 minutes. More than 90 percent of the District can be reached within ten minutes, 50 percent within five minutes, and 25 percent within a three-minute response from one of the CCFR stations or engines (Fire Safe Plan, 2005).

Infrastructure, Facilities and Services

The CCFR operates four stations: the main Washington Station, the Bertsch-Oceanview Station, the Cooper Street Station and the Crescent City Volunteer Fire Hall. CCFR maintains personal protective gear, two jaws-of-life, multiple AED heart defibrillators, medical equipment, firefighting equipment, and heavy rescue equipment.

Washington Station

District apparatus include two engines, one tender/pumper, a rescue/pumper, a rehab/CERT vehicle, a utility vehicle, and a squad/ambulance vehicle. The Facilities have seven apparatus bays, office space, crew quarters, and multiple training/meeting rooms. They are currently staffed with a full time Fire Chief and a full time Administrative Assistant. This location serves as the headquarters station and county emergency operations center. The station needs a roof replacement, a heater upgrade, new speakers, security cameras, and fencing.



Crescent City Volunteer Fire Hall

The hall's apparatus includes one engine, a tender/pumper, one ladder truck, one command vehicle, a utility vehicle, and a rescue boat. The station's facilities include a one-room single-bed sleeping area, a dining area, and four apparatus bays. It is the second largest fire station and has the only ladder truck in Del Norte County. The station has a number of firefighters that live and/or work in the downtown area. The station was in need of security cameras and a fire alarm system that was to be completed in FY 2019-20.



Bertsch-Oceanview Station

Station apparatus include an engine and a squad vehicle. The station currently is need of a new roof, a heater upgrade, exterior painting, paving of the parking lot, and security camera installation. A few of the members live nearby and store their personal protective equipment at the station and respond from there.



Cooper Street Station

The station's apparatus include two engines, a tender/pump, a squad vehicle, and a mass casualty/haz mat trailer. The facilities include four apparatus bays, a former office, and a classroom. The station is in need of a heater upgrade, a heater on the apparatus floor, security cameras, and paving of the parking area.



Facilities and Equipment are shown in Table 3.5

Table 3.5: Crescent City Facilities and Equipment

Facilities and Equipment					
Station(s)	Washington Station, 255 W. Washington Blvd. Bertsch-Oceanview Station, 175 Humboldt Rd. Cooper Street Station, 550 E Cooper Ave.				
ISO PPC Rating	4/4Y				
Equipment	Personal protective gear, jaws-of-life (2), AED heart defibrillator, medical equipment, firefighting equipment, and heavy rescue equipment.				
Station	Apparatus	Make	Year	Condition	Tank (gal):
Washington Station	Type 1 Engine	Ferrara	2016	Excellent	750
	Tender/Pumper	Pierce	2007	Good	3,000
	Type 1 Engine	Spartan Hughes	1988	Fair	750
	Command Vehicle	Ford F-250	2015	Excellent	N/A
	Utility Vehicle	Ford F-250	2008	Good	N/A
	Type 3 Wildland Engine	West Mark Navistar IH	1997	Good	500
Washington Station	Type 3 Wildland Engine	Master Body Works Navistar IH	1993	Fair	500
Washington Station	Rescue	Pierce	2007	Good	200
Bertsch-Oceanview Station	Squad Vehicle	Dodge	2004	Fair	N/A
	Type 1 Engine	Spartan Westates	1991	Poor	750
Cooper Street Station	Type 1 Engine	Pierce Contender	2007	Good	750
	Squad Vehicle	Chevrolet Suburban	2006	Fair	N/A
	Mass Casualty/Haz. Mat. Trailer	N/A	N/A	N/A	N/A
	Utility Vehicle Ambulance	Ford E350	2003	Fair	N/A
	Tender/Pumper	Spartan	1991	Fair	2,500
Cooper	Rescue Boat	Extreme Jet	2005	Fair	N/A
City Fire Station	Type 1 Engine	Flynn 410	1999	Fair	750
	77' Ladder Truck	Ferrara	2005	Good	500
	Utility Vehicle	Ford F250	2009	Good	N/A
	Command Vehicle	Ford F250	2018	Excellent	N/A

The City of Crescent City maintains and operates the water distribution system, and the City Public Works maintains the hydrants within District boundaries. The water supply has a maximum delivery capacity of 28 million gallons a day. Some areas within the district are on wells or community water tank systems, such as in the Church Tree subdivision.

Fire services are classified by the Insurance Service Office (ISO), an advisory organization which provides Public Protection Classification (PPC) ratings. This classification indicates the general adequacy of coverage, with classes ranking from 1 to 10. The best ISO PPC is 1, which indicates that highest level of fire protection and the lowest is 10. Communities with the best fire department facilities, systems for water distribution, fire alarms, communications, equipment, and personnel receive a rating of 1.

CCFR was last evaluated by ISO in 2018 and was determined to be a 4/4Y (4Y is the old 8B) anywhere within five miles of a recognized station. This rating was effective December 1, 2018 and achieved due to several factors involving resource levels devoted to fire protection in existence in the CCFR jurisdiction. The factors evaluated include needed fire flows, emergency communications, evaluation of the readiness of the fire department, and water supply. Fire flows are evaluated as representative building locations used to determine the theoretical amount of water necessary for fire suppression. Emergency communications is a measure of the emergency dispatching system, training and experience for public safety telecommunicators, and emergency incident reporting, call handling, and dispatching of resources.

The Department readiness evaluation considers effective staffing, equipment and apparatus, training, geographic distribution of fire stations and personnel, automatic and mutual aid, and community risk reduction. The water supply is evaluated on the frequency of inspection and testing of fire hydrants, capacity and delivery, number of hydrants, alternative water supply operations, and a careful evaluation of the amount of water available compared to the amount of water needed to suppress fires with a required fire flow of up to 3,500 gallons per minute².

Infrastructure Needs or Deficiencies

Many areas within the district are far removed from the City's water distribution system and the District relies on water tenders to supply water to many areas of the community. The CCFR has required the installation of fire hydrants where it can when development is taking place, but many areas continue to lack fire hydrants. Planned improvements are to increase the number of fire hydrants and replace fire suppression vehicles.

Regional Collaboration

Regional Collaboration

Neighboring Del Norte County fire agencies include the Fort Dick and Smith River FPDs to the north, the Gasquet FPD to the northeast, and the Klamath FPD to the south. In addition, the CFPD has an inter-operational agreement to cooperatively provide services with the Crescent City Fire Department, and the agencies currently have a contract for shared staff positions (chief and Administrative Assistant). The Del Norte County Emergency Operations Center is located in the District's Washington Street Headquarters Station and has proven to be operationally efficient for both organizations.

² Crescent City Fire & Rescue Master Plan 2019.

CCFR has mutual aid agreements with all of the fire protection districts in Del Norte County, as well as National Park Service, CAL FIRE, and the U.S. Forest Service. The CCFR provides frequent mutual aid coverage to the Klamath FPD. CCFR will respond to structure fires in Klamath and will respond to extrications as requested by Klamath. Each department responds to Last Chance Grade for traffic collisions.

Financial Master Planning Overview

A Financial Master Plan was prepared for Crescent City Fire and Rescue to identify the department's current and projected fire and emergency service needs and to identify the costs associated with delivering these services over a 10-year period. This Plan reflects a comprehensive long-range vision toward the future and cooperative service arrangements are essential.

The Plan represents the culmination of more than 15 years of cooperation and shared services by the fire department's parent agencies – the City of Crescent City and the Crescent Fire Protection District. There continues to be tremendous value in the City and District partnership. This is proven daily by the sharing of emergency resources, providing coverage in both jurisdictions, and reduced personnel costs in overhead and operations. Some key Plan components are listed below.

During the Master Plan process, Crescent City Fire and Rescue reflected on its critical assets, challenges, and opportunities to increase the level of service provided to the community into the future. A 2x2 committee representing elected officials from both parent agencies as well as a select group of officers participated in planning sessions to reflect on the long-term direction of the department. Based on input received, an Action Plan was developed with the following priority areas of focus:

Priority Action 1 - STAFFING & RESPONSE CAPABILITY

Priority Action 2 - COMMUNITY OUTREACH

Priority Action 3 - FIREFIGHTER TRAINING & SAFETY

Priority Action 4 - APPARATUS, EQUIPMENT & FACILITIES

Priority Action 5 - GOVERNANCE & FISCAL SUSTAINABILITY

Core Commitments

Teamwork – Maintain an enthusiastic, cooperative, and progressive team that provides professional service through education, training, and prevention.

Respect – Honor the public trust through strong leadership, positive vision, and clear communication by providing our community with the highest level of service possible.

Mentorship – Enhance the individual and collective growth of our members and advance their skills and leadership through progressive training and growth opportunities.

Stewardship – Provide our services with pride and professionalism of those who came before us and those who will follow.

Volunteerism – Preserve the department's history and tradition of volunteerism and service to our community for years to come

MSR Determinations:

Growth and population projections for the affected area

The population of the Crescent FPD is approximately 13,000, based on 2020 census data. The District contains residential, commercial, rural residential, and resource lands and will likely continue to develop at or above the current county-wide rates of 0.4 percent per year, given that it includes a substantial portion of the Crescent City Urban Area.

The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including areas within the Crescent FPD. Considering fire the protection capabilities of the District, including their effective mutual and automatic aid agreements with neighboring agencies, there are no disadvantaged unincorporated communities that are not already receiving some level of fire protection services.

Present and planned capacity of public facilities, service adequacy, and infrastructure needs or deficiencies

The Crescent FPD has adequate infrastructure to serve the existing population and service demand. The District's fire stations, engines, and other utility vehicles are all in operable condition.

Many areas within the district are far removed from the City's water distribution system and the District relies on water tenders to supply water to many areas of the community. The Crescent FPD has required the installation of fire hydrants where it can, when development is taking place, but many areas continue to lack fire hydrants. CCF&R is equipped to provide fire protection services in areas that lack water infrastructure; therefore, there are no developed areas within the district that do not receive services.

Financial ability of agencies to provide services

The District's primary revenue sources are property taxes and special assessments from properties within its boundary. The District currently has the revenue to provide adequate fire protection and emergency response services. According to the District they maintain a fund balance, which may be used for equipment replacement or appropriations for contingencies.

Status of, and opportunities for, shared facilities

Crescent FPD and the Crescent City Fire Department have merged operations as CCF&R. The District would benefit from the joint administrative recruitment, training and inspection opportunities proposed in the shared resources concept presented as part of this MSR/SOI Update, for the five Districts.

The Crescent FPD currently has an automatic aid agreements with the CC VFD and has mutual aid agreements with all of the fire protection districts in Del Norte County, as well as National Park Service, California Department of Forestry and Fire Protection (CAL FIRE), and the U.S. Forest Service.

Crescent FPD should enter into a multi-agency automatic aid agreement with Smith River FPD for Hiouchi. The Cooper Street Station provides an opportunity for a shared training facility.

Accountability for community service needs, including governmental structure and operational efficiencies

The District is governed by a five-member Board of Directors, who are elected at large by registered voters that live within the district boundary. The Board meets regularly in noticed public meetings.

The Crescent FPD and the City of Crescent City Fire Department currently have an agreement for shared staff positions (Chief and secretary). The Crescent City Fire and Rescue merger will improve the operational efficiency of fire and emergency service delivery to the community.

Any other matter related to effective or efficient service delivery, as required by commission policy

None

Sphere of Influence Determinations:

Sphere of Influence Status

The SOI contains public access routes and primarily consist of timber land uses and resource conservation areas. They include the “Walker Road/ Highway 199” SOI northeast of the District boundary; the “Howland Hill Road” SOI east of the District boundary; and the “Hamilton Road/ Mill Creek Road/ Highway 101” SOI southeast of the District boundary. The District currently has no expansion plans; based on the results of the MSR no changes to the SOI are necessary at this time.

Present and planned land uses in the area, including agricultural and open-space lands

Lands within the SOI contain a mix of residential subdivisions, commercial areas, educational facilities, medical centers and clinics, former mill sites, recreation areas, an airport, rural residential development, agricultural land, and resource lands. The District’s SOI areas contain public access routes and primarily consist of timber land uses and resource conservation areas. Land uses within the District and SOI areas are subject to the Del Norte County General Plan (2003) and Zoning Code. Little change in actual or designated land uses is anticipated over the next 20 years.

Present and probable need for public facilities and services in the area

The District is currently meeting the fire protection needs of its service area. There is limited development potential within the sphere areas since the majority of these areas consist of timber land uses and resource conservation areas.

Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide

The Crescent FPD has adequate infrastructure to serve the existing population and service demand. The merger with Crescent City Fire is anticipated to improve customer service and operational efficiencies. The District also has effective mutual and automatic aid agreements with neighboring agencies.

Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency

The District provides services to the unincorporated areas surrounding Crescent City including Northcrest, Church Tree, Bertsch-Oceanview, Old Mill, and West Washington Avenue.

For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including areas within the Crescent FPD. Considering fire the protection capabilities of the District, including their effective mutual and automatic aid agreements with neighboring agencies, there are no disadvantaged unincorporated communities that are not already receiving some level of fire protection services.

Fort Dick Fire Protection District

The Fort Dick FPD is a small, rural fire agency located in Del Norte County, California, approximately five miles north of Crescent City and 15 miles south of the California/Oregon border. Pelican Bay State Prison is located within the district, although legally it is a part of Crescent City. The District is authorized to provide fire protection, emergency medical, rescue, hazardous material, and any other response services relating to the protection of lives and property.



Mission Statement

We the members of the Fort Dick Fire Protection District, dedicate our efforts to respond in a safe manner to all reported emergencies, and with the available resources, work to the best of our abilities to provide for the safety and welfare of the public, through the preservation of life, property and the environment.

Table 3.6: Fort Dick FPD Agency Profile

Fort Dick Fire Protection District			
General Areas Protected	Unincorporated community of Fort Dick, and the surrounding rural residential areas.		
Services Provided	Fire Suppression, Hazardous Material Response, Emergency Medical Services, Code Enforcement, Safety Inspections, and Public Safety Education		
District Area	19,131 acres (30 sq. mi.)	District Population	Approximately 6,270
Non-District Response Area	Del Norte & Curry Counties		
Mutual Aid	Crescent City, Crescent FPD, Smith River FPD, Gasquet FPD, Klamath FPD, National Park Service, CAL FIRE, USFS, Pelican Bay State Prison, Winchuck FPD, Harbor FPD, Brookings FPD, and Pistol River FPD		
Automatic Aid	Smith River Fire Protection District		

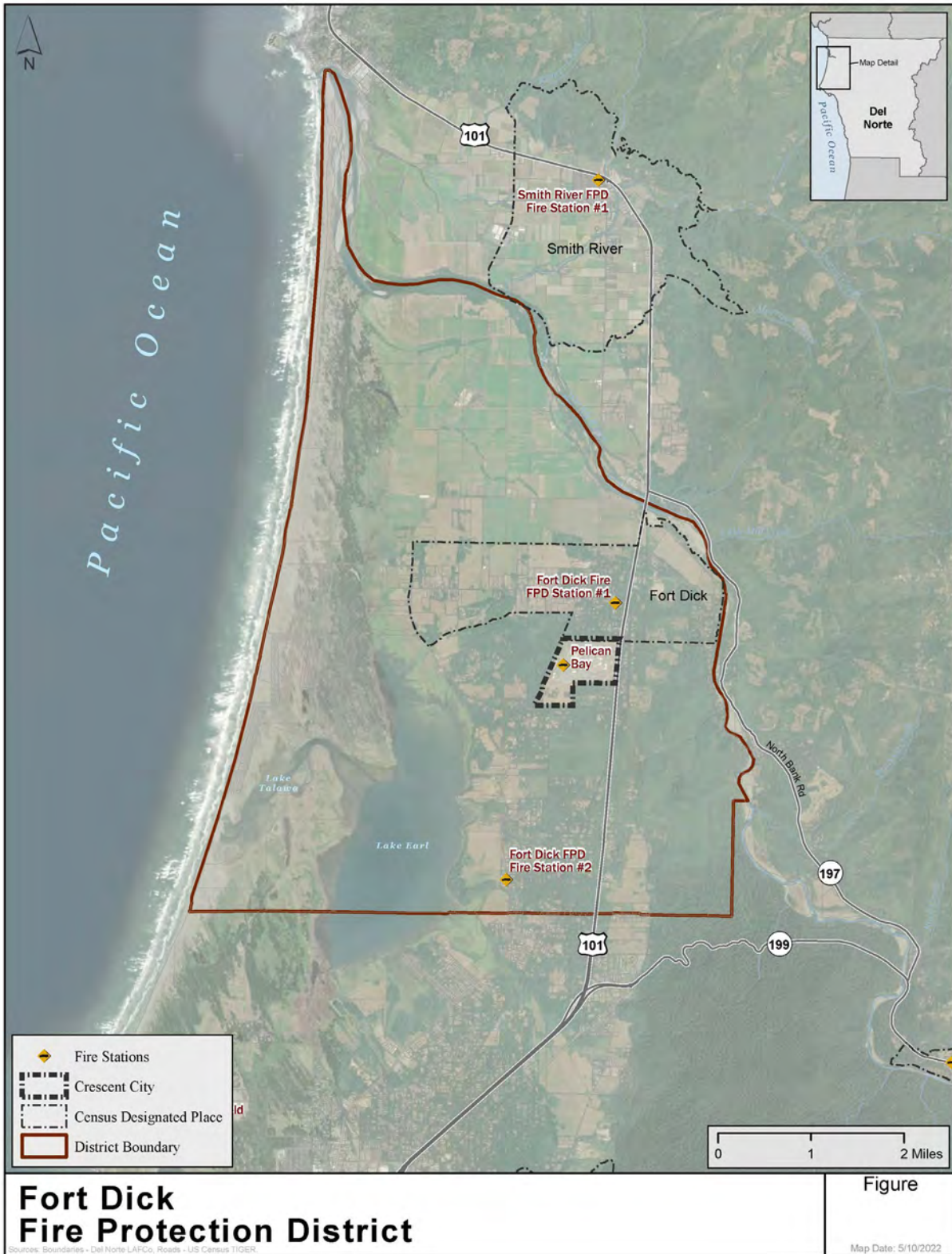
Formation

The Fort Dick FPD is an independent, single-purpose special district, formed in 1952 by Resolution of the Del Norte County Board of Supervisors for the purpose of providing fire protection services to the community of Fort Dick. The principal act that governs the District is the California Health and Safety Code Section 13800 et seq. (Fire Protection District Law of 1987).

Boundary and Sphere

The Fort Dick FPD encompasses approximately 30 square miles in northwestern Del Norte County. The boundary extends from the US Highway 101/US Highway 199 cutoff at the northernmost end of Redwood National Park in the south and extends to the wild and scenic Smith River in the north. The District meets the Pacific Ocean in the west and extends to the base of the expansive coastal range in the east. The Fort Dick FPD sphere of influence is coterminous with the district boundary, see Figure 3-2.

Figure 3-4: District Map -



Neighboring Del Norte County fire departments include: the Smith River FPD to the north and east (Smith River serves as dividing line), Gasquet FPD to the east, and the Crescent FPD to the south. The California Department of Corrections Pelican Bay State Penitentiary is located within the Fort Dick FPD boundaries and provides its own fire department.

Accountability and Governance

The Fort Dick FPD is governed by a five-member Board of Directors, who are elected at large by registered voters that live within the district boundary. The Directors must reside within district boundaries and serve four-year terms as volunteers overseeing district needs and services including budget issues.

Board Members may be appointed by the Del Norte County Board of Supervisors in lieu of election if there are insufficient candidates to require an election. There are currently no vacancies on the Board. Board Members do not receive a stipend for meetings or any other reimbursements or benefits. Board Member names, positions, and term expiration dates are shown in the table below.

Table 3.7: Fort Dick FPD Contact Information and Board of Directors

Fort Dick FPD Contact Information		
Contact	Randy L. Crawford, Fire Chief	
Mailing Address	PO Box 369, Fort Dick, CA 95538	
Phone	(707) 487-8185	
Fax	N/A	
E-mail	dfd81@aol.com	
Website	N/A	
Board of Directors		
Name	Position	Term Expiration
Matt Berry	Director	December 2022
Louis Goodgame	Director	December 2024
Harlan Ziegler	Director	December 2022
Jay Chowell	Director	December 2024
Gary Emerson	Director	December 2022

Board meetings are held on the second Wednesday of each month at 7:30pm at Kings Valley fire station, with special meetings scheduled as needed. All meetings are conducted and noticed as required by the Brown Act. Minutes are available upon request. The District does not maintain a website so agendas and minutes are not posted online.

Management and Staffing

The Fort Dick FPD is considered a volunteer agency supplemented by paid staff. The Fort Dick FPD currently has one paid part-time position held by the Fire Chief, and 25 volunteers. The volunteers include 18 active firefighters (trained to level 1 Firefighter or above) and 4 explorers. All volunteers are part of the volunteer fire department and do not receive a stipend for their service. The department is headed by a chief, an assistant chief, and three fire captains. Training Records are maintained at the District Office.

Fort Dick firefighters have received extensive training and typically meet on a weekly basis and as needed for department drills on various topics such as apparatus and pump operations, firefighting and medical skills. The volunteers provide a quality public service for people and property and are essential to the continued health and safety of the community they serve. The Fort Dick FPD service excellence has been recognized for its exceptional safety record by the Fire Districts Association of California.

The Explorer program was developed by the district to allow youth between the ages of 14 and 18 to explore a career in the fire service. The explorers receive training similar to professional firefighters, including hose evolutions, ladder operations, medical and CPR training, hazardous materials, and auto extrication. The training program provides an opportunity for young adults to gain an understanding of what it takes to pursue a career in the fire service.

Population and Projected Growth

This section discusses factors affecting service demand, such as land use and population growth.

Land Uses

The District contains scattered subdivisions, rural residential development, agricultural and natural resource lands. The Fort Dick FPD includes numerous dairy farms, land in flower bulb production, several campgrounds, a K-8 elementary school, and a number of community services such as churches, grocery stores, and state/federal properties. Lake Earl State Park/Tolowa Dunes is a dominant landscape feature. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code.

Current Population

According recent Census data, the Fort Dick Census Designated Place (CDP) had an approximate 2020 population of 912. The CDP only covers a portion of the District. Using census block data, the estimated 2020 population is 6,270 persons.

Projected Growth

According to the Census, the total population in Del Norte County was 27,743 in 2020. The district largely contains unincorporated rural residential, agriculture, and resource lands, and will likely continue to develop at or less than the current county-wide rates of less than one (0.4) percent per year, putting the Fort Dick FPD population at approximately 930 in 2025.

Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

The median household income (MHI) in California is \$80,440. The Del Norte countywide MHI is \$45,283, which places it at 56% of the California MHI. The Fort Dick MHI is \$70,511 which places it at 88% of the California MHI. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged".

The California Department of Water Resources has mapped communities that are at or below 80 percent of the annual median household income by using census data for each county. According to this data, the communities of Smith River, Hiouchi, Gasquet, Klamath, and parts of the incorporated City of Crescent City are classified as disadvantaged within Del Norte County.

Based on the discussion above, the Fort Dick FPD provides one of the three basic services – structural fire protection services – to areas that are considered disadvantaged. Water services are partially provided by the City of Crescent City. Crescent City operates a water distribution system serving portions of the district; however, many areas within the district boundaries are far removed from the water system and rely on private water supply systems. On-site well and septic systems are prevalent throughout most of the Fort Dick area. Pelican Bay Prison, located within the Fort Dick FPD boundary, utilizes its own sewage treatment facility and a connection to the City water main.

Financing

The financial ability of agencies to provide services is affected by available financing sources and financing constraints. This section discusses the major financing constraints faced by the Fort Dick FPD and identifies the revenue sources currently available to the District.

Revenues and Expenditures

The Fort Dick FPD's primary sources of revenue are derived from property taxes and special taxes. As of 2021, property taxes are collected by the Del Norte County Tax Collector and deposited in a district account with the Del Norte County Auditor's Office. The district receives limited grant funding through state and federal programs, reimbursement for services provided to other agencies such as the US Forest Service and CAL FIRE, and special (benefit) assessment revenues. The District received a grant for the purchase of fire equipment from CAL FIRE for FY2021-2022.

The special assessment was adopted by the district in 1990, with an allowable range of \$9 to \$24 per unit. The District has maintained the assessment at \$9 per unit but are currently looking to increase the per-unit cost to cover the cost of replacing the Lake Earl Station.

The FY 2021-22 adopted budget shows \$295,000.00 in revenues and \$295,000.00 in expenditures. Primary expenditures include employee salaries and benefits, insurance, communications, transportation, and equipment maintenance. The budget depends on available revenues received. The District does maintain a Reserve Fund for equipment.

The Fort Dick FPD Board has designated the Fire Chief/Chief Administrative Officer as the purchasing agent for the district to sign purchase orders for fixed assets included in the budget and/or purchase orders for professional services with a designated limit not to exceed \$1,000. The Board has adopted the Del Norte County Fixed Asset Policy that requires the Board to approve the purchase amount of a fixed asset that exceeds \$2,000 through budget hearings or subsequent budget transfers. Purchase orders must be approved and signed by the Fire Chief before the purchase of a fixed asset. A county identification form must be turned into the Auditor's Office with request for payment claim form.

Table 3.8: Fort Dick FPD Revenues and Expenditures

Financial Information			
Funding	Property taxes, special taxes, grant funding, special benefit assessment revenues		
Revenues	FY 2019-20	FY 2020-21	FY 2021-22
Property Taxes	\$138,417.11	\$151,078.76	\$159,600.00
Special Taxes & Assessments	\$9,443.34	\$9,729.86	\$10,500.00
Intergovernmental - Federal	\$0.00	\$0.00	\$0.00
Intergovernmental - State	\$7,870.00	\$6,740.50	\$7,900.00
Intergovernmental - Other	\$0.00	\$0.00	\$0.00
Charges for Current Services	\$0.00	\$46,114.70	\$100,000.00
Interest Income	\$2,608.64	\$691.30	\$2,500.00
Rent, Concessions & Royalties	\$0.00	\$0.00	\$0.00
Other Revenues	\$13,590.14	\$4,742.70	\$14,500.00
Total Revenue	\$171,929.23	\$219,097.82	\$295,00.00
Expenditures			
Salaries, Wages and Benefits	\$58,620.10	\$82,904.19	\$140,900.00
Services and Supplies	\$104,993.69	\$85,673.82	\$154,100.00
Retirement of Long Term Debt	\$0.00	\$0.00	\$0.00
Interest Expense	\$0.00	\$0.00	\$0.00
Fixed Assets	\$174,702.34	\$0.00	\$0.00
Other Expenditures	\$0.00	\$0.00	\$0.00
Total Expenditures	\$338,316.13	\$168,578.01	\$295,000.00
Revenues Over (Under) Expenditures	(\$166,386.90)	\$50,519.81	N/A
Fund Balance¹	Reserved Funds Used to Balance	\$50,519.81 Transferred to Reserves	Set at Year End

Source: Fort Dick FPD Annual Budgets.

¹ Fund Balance provided Fort Dick FPD financial records .

The Fort Dick FPD has also adopted a Professional Services Policy authorizing the Fire Chief to engage independent contractors to perform services for the fire district, when the aggregate cost does not exceed \$1,000. If the service provided is in excess of \$1,000, a contract must be approved by the District Board. In case of an emergency repair that is needed on a piece of equipment, the Fire Chief along with one board member may approve the funds necessary for the repair.

Any of the following budget transfers must be adopted by the Board of Directors as described below:

1. Any transfers out of contingency require four-fifths (4/5) Board approval.
2. Any increase to a revenue account requires four-fifths (4/5) Board approval.

3. Any transfer to a fixed asset account requires four-fifths (4/5) Board approval.
4. All transfers \$1,000 or more must be approved by all Board members.
5. Any transfers under \$1,000 and not requiring four-fifths (4/5) Board approval may be approved by the Fire Chief.

Reserves

The Fort Dick FPD maintains an equipment replacement reserve that is used to replace fire apparatus. The district places end-of-year surplus funds into this reserve which is invested with the Del Norte County Auditor's Office. According to District's audit for the year ended June 30, 2021, there is a fund balance of \$136,185.45.

Debt

According to the last three years financials, Fort Dick FPD has not allocated expenses to retirement of long-term debt since FY 2011-12 when it paid \$11,240 toward debt and interest repayment. No long term debt since 2011/2012 year.

Service Overview

While there are several benchmarks that may define the level of fire service provided by an agency, indicators of service adequacy discussed here include ISO ratings, response times, and level of staffing and station resources for the service area.

The Fort Dick FPD provides fire suppression, hazardous material response, emergency medical services, and any other response services relating to the protection of lives and property. The District conducts code enforcement and fire prevention inspections when necessary. The Fort Dick FPD also conducts public safety education with local schools twice a year and conducts an open house once a year.

Demand for Services

From 2017 to 2020 the Fort Dick FPD responded to between 209 and 238 calls for service per year. Typically, more than 65 percent of such calls were medical in nature. Fires of all types comprise up to 30 percent of Fort Dick FPD calls for service.

Approximately 99.5 percent of the district is within five miles of the stations. The Fort Dick FPD can respond to incidents in the entire District within ten minutes. More than 90 percent of the District can be reached within five minutes, and 25 percent of the District is within a three-minute response from one of the Fort Dick FPD stations or engines. As a result, the Fort Dick FPD plays a critical role in that it provides rapid response to calls for service.

The district has a fire officer on duty at all times equipped with a quick-attack command vehicle to respond immediately when an emergency call is received. The average time for this officer to respond is approximated two minutes. Other units respond on an average of five to seven minutes.

Table 3.9: Fort Dick FPD Calls for Service

Call Type	Calls for Service							
	2017		2018		2019		2020	
	Calls	%	Calls	%	Calls	%	Calls	%
Structure Fire	12	5	7	3	11	4.5	9	4.3
Vegetation / Other Fire	48	22	65	28	59	24.7	38	18
Medical Assistance, Vehicle Accident, Public Assistance	144	65	133	58	121	51	135	65
Hazardous Condition	8	3.5	10	4.5	27	11.3	6	2.7
Other Services	10	4.5	15	6.5	20	8.5	21	10
Total Calls	222	100	230	100	238	100	209	100

Source: Fort Dick Fire Protection District

The Fort Dick FPD reported that it generally had sufficient capacity to provide services to its current service area; with the exception of the areas within the district boundaries that are removed from the Crescent City water system and rely on private water supply systems. The District struggles to provide a sufficient level of service in the area lacking fire hydrants and relies heavily on shuttling water using the District's two water tenders to provide adequate water for fire suppression.

Infrastructure, Facilities and Services

The Fort Dick FPD operates two facilities, the Kings Valley Station which serves as the main fire station and includes offices, and the Lake Earl Station, an older sub-station that was built in the 1970's. After years of planning and saving funds, the Fort Dick FPD was able to complete construction on a new 40 ft. X 75 ft. 3000 Sq. Ft, Metal Building with four bay doors in March 2020. This metal building was built next to the old Lake Earl Sub-Station. The old Sub-Station will be used for storage, and the new building now houses four pieces of apparatus in it.



District apparatus include: two type-1 engines, one type-3 engine, two water tenders, two rescue vehicles, and a Type 6 engine. The District also owns an antique fire vehicle. The Fort Dick FPD purchased a Command squad vehicle in 2017. The District received a grant from CAL FIRE to purchase additional fire equipment for FY 2021/2022. The District is hoping to be able to replace a 1984 Tender 86 in the next few

years depending on funds available.

Table 3.10: Fort Dick FPD Facilities and Equipment

Facilities and Equipment							
Station(s)		Station 1: Kings Valley Station, 6534 Kings Valley Road Station 2: Lake Earl Station, 4190 Lake Earl Drive					
ISO PPC Rating		(4/4X under revised designation)					
Station		Apparatus	Make	Year	Type	Pump (gpm)	Tank (gal):
1	Kings Valley Station	Engine 82	Ferrara	2002	I	1500	750
		Engine 83	International Wildland	1999	III	500	500
		Tender 88	Peterbilt	1988	I	750	2,600
		Squad 81	Ford	2017	Command	N/A	N/A
		Rescue 89	GMC Suburban	1995	Rescue	N/A	N/A
		Engine 1	American Lafrance	1929	N/A	N/A	N/A
2	Lake Earl Station	Engine 84	E-One	1989	I	1250	750
		Engine 85	Dodge	1999	VI	100	150
		Tender 86	Ford F9000	1984	I	500	3,000
		Rescue 87	Ford	1998	Rescue	N/A	N/A

Fire services are classified by the Insurance Service Office (ISO), an advisory organization which provides Public Protection Classification (PPC) ratings. This classification indicates the general adequacy of coverage, with classes ranking from 1 to 10. The best ISO PPC is 1, which indicates that highest level of fire protection and the lowest is 10. Communities with the best fire department facilities, systems for water distribution, fire alarms, communications, equipment, and personnel receive a rating of 1.

Based on the differing fire loss experience and the fire suppression capabilities, a revised PPC has been designated by ISO effective July 2014. The revision only deals mainly with a Split Classification rating for a community, such as Fort Dick FPD's. The revised classification system replaces the 9 and 8B portion of the split classification. A community presently graded as 6/8B will now be classified as 6/6Y, the 6Y denoting what was formally 8B. There still remains an 8B and 9 classifications. The new designation however, reflects a fire severity and loss rating reduction and has the potential to reduce property insurance premiums.

As of August 2018, the Fort Dick FPD has an ISO PPC rating of Class 04/4X. "4" is applied to areas within approximately 1,000 feet of the fire hydrants. "4X" is applied to areas beyond 1,000 feet of hydrants. According to the ISO, the Class 4X rating is a PPC for communities that have at least one piece of apparatus with a pump capacity of 50 gallons per minute (gpm) at 150 pounds per square inch (psi) and at least one 300 gallon water tank.

Infrastructure Needs or Deficiencies

The Fort Dick FPD has required the installation of fire hydrants where it can, when development is taking place, but many areas continue to lack fire hydrants. Planned improvements for the district are to increase the number of fire hydrants and replace fire suppression vehicles.

The previous station at the Lake Earl site was too small for fire apparatus and storage needs. The District has completed the construction of a new station at the Lake Earl site. Many of the fire suppression vehicles are 15-20 years old and will need to be replaced in the future. When the District purchases used apparatus it is typically retrofitted to meet current standards and extend the life of such apparatus. This has been the case for Engine 84 and the District's water tenders. The District replaces antiquated apparatus and equipment, as necessary, through grants and purchasing like (used) equipment.

Shared Facilities and Regional Collaboration

The Fort Dick FPD participates in countywide emergency response coordination, and regularly responds to calls for service to areas beyond its district boundaries. The District has mutual aid agreements with neighboring fire service providers including: Crescent FPD, Smith River FPD, Gasquet FPD, Klamath FPD, Crescent City Volunteer Fire Department, Pelican Bay State Prison Fire Department, US National Park Service, US Forest Service, and CALFIRE. The district also has mutual aid agreements with a number of fire districts in Oregon, such as Winchuck FPD, Harbor FPD, Brookings FPD and Pistol River FPD.

CAL FIRE is responsible for the suppression of wildland fires within State Responsibility Areas (SRA). Approximately 85 percent of the Fort Dick FPD is located within a designated SRA (i.e., the areas south and east of Moseley Road are SRA). CAL FIRE stations are staffed during declared fire season, typically June to October, and engines may respond to calls other than wildland fires if they are available and the call will not affect their core responsibilities. Although the State is responsible for wildland fire suppression within the SRA, CAL FIRE relies on local fire departments to respond to such incidents and provide initial attack to ensure that the fires are suppressed at the earliest possible stage.

MSR Determinations: Fort Dick FPD

Growth and population projections for the affected area

The population of the Fort Dick FPD is approximately 6,270, based on 2020 census data. The district largely contains resource and rural residential land and will likely continue to develop at the current county-wide rates of 0.4 percent per year.

The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including areas within the Fort Dick FPD. Considering fire the protection capabilities of the District, including their effective mutual aid agreements with neighboring agencies, there are no disadvantaged unincorporated communities that are not already receiving some level of fire protection services.

Present and planned capacity of public facilities, service adequacy, and infrastructure needs or deficiencies

The Fort Dick FPD has adequate infrastructure to serve the existing population and service demand. The District's fire stations, engines, and other utility vehicles are all in operable condition.

The Fort Dick FPD has required the installation of fire hydrants where it can, when development is taking place, but many areas continue to lack fire hydrants. Planned improvements for the district are to increase the number of fire hydrants and replace fire suppression vehicles.

The District plans to build a new station at the Lake Earl site because the current station is too small for fire apparatus and storage needs. Many of the fire suppression vehicles are 15-20 years old and will need to be replaced in the future. When the District purchases used apparatus it is typically retrofitted to meet current standards and extend the life of such apparatus. The District replaces antiquated apparatus and equipment, as necessary, through grants and purchasing like (used) equipment.

Financial ability of agencies to provide services

The District's primary revenue sources are property taxes and special assessments from properties within its boundary. The District currently has the revenue to provide adequate fire protection and emergency response services. According to District's audit for the year ended June 30, 2013, there is a fund balance of \$89,757.

Status of, and opportunities for, shared facilities

The Fort Dick FPD participates in countywide emergency response coordination, and regularly responds to calls for service to areas beyond its district boundaries. The District has mutual aid agreements with neighboring fire service providers including: Crescent FPD, Smith River FPD, Gasquet FPD, Klamath FPD, Crescent City Volunteer Fire Department, Pelican Bay State Prison Fire Department, US National Park Service, US Forest Service, and CAL FIRE. The district also has mutual aid agreements with a number of fire districts in Oregon, such as Winchuck FPD, Harbor FPD, Brookings FPD and Pistol River FPD.

Fort Dick FPD should enter into a multi-agency auto aid agreement with Smith River FPD for Hiouchi.

Accountability for community service needs, including governmental structure and operational efficiencies

The District is governed by a five-member Board of Directors, who are elected at large by registered voters that live within the district boundary. The Board meets regularly in noticed public meetings.

The Fort Dick FPD is considered a volunteer agency supplemented by paid staff. The Fort Dick FPD currently has one paid part-time position held by the Fire Chief, and 25 volunteers.

Any other matter related to effective or efficient service delivery, as required by commission policy

None

Sphere of Influence Determinations: Fort Dick FPD

Sphere of Influence Status

The Fort Dick FPD sphere of influence is coterminous with the district boundary. Adjacent Del Norte County fire districts include: the Smith River FPD to the north and east (Smith River serves as dividing line), Gasquet FPD to the east, and the Crescent FPD to the south. Due to the location of the neighboring fire protection district boundaries, there are no opportunities for expansion at this time.

Present and planned land uses in the area, including agricultural and open-space lands

Lands within the District are primarily rural residential, agricultural, and natural resource lands. The Fort Dick FPD includes numerous dairy farms, land in flower bulb production, several campgrounds, a K-8 elementary school, and a number of community services such as churches, grocery stores, and state/federal properties. Lake Earl State Park/Tolowa Dunes is a dominant landscape feature. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code. Little change in actual or designated land uses within the District is anticipated over the next 20 years.

Present and probable need for public facilities and services in the area

The District is currently meeting the fire protection needs of its service area; based on projected growth, the District is capable of providing these services in the future.

Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide

The Fort Dick FPD has the capacity and adequate infrastructure to serve the existing population and service demand. The District's fire stations, engines, and other utility vehicles are all in operable condition.

Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency

The California Department of Corrections Pelican Bay State Penitentiary is located within the Fort Dick FPD boundaries. Pelican Bay has its own fire department that participates in mutual aid agreements with local Del Norte fire protection agencies.

For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including areas within the Fort Dick FPD. Considering fire the protection capabilities of the District, including their effective mutual aid agreements with neighboring agencies, there are no disadvantaged unincorporated communities that are not already receiving some level of fire protection services.

Gasquet Fire Protection District

The Gasquet Fire Protection District (FPD) is a small, rural fire agency located in Del Norte County, California, situated along US Highway 199 and the middle fork of the Smith River. The District provides fire suppression, rescue, and emergency medical services to the community of Gasquet and surrounding rural residential resource areas. Gasquet is small community of approximately 657 year-round residents living along the banks of the Middle Fork Smith River and Highway 199, surrounded by the Smith River National Recreation Area.



Table 3.11: Gasquet FPD Agency Profile

Gasquet Fire Protection District			
General Areas Protected	Community of Gasquet and surrounding unincorporated areas		
Services Provided	Fire Suppression, Rescue and Emergency Medical Services		
District Area	151,334 acres (236 sq. mi.)	District Population	Approximately 768
Mutual Aid	Fort Dick FPD, Crescent City Fire Department, Smith River FPD, Crescent FPD, Klamath FPD, National Park Service, CAL FIRE, Illinois Valley Fire District in Cave Junction OR, and Brookings Harbor in Brookings OR, Pelican Bay State Prison.		
Automatic Aid	Smith River FPD Station #2 in Hiouchi and Crescent Fire and Rescue in Crescent City		

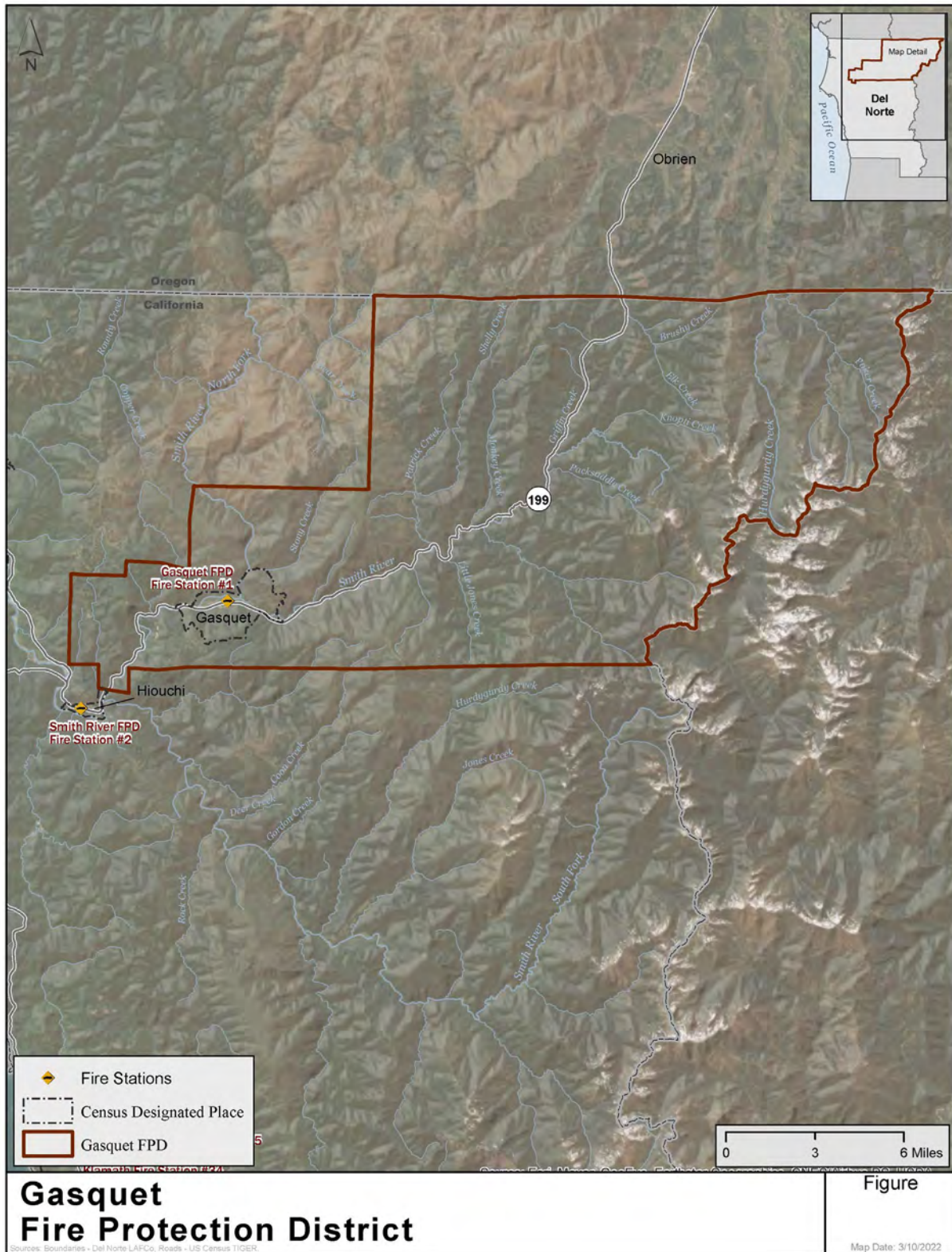
Formation

The Gasquet FPD was formed in 1949 by Resolution of the Del Norte County Board of Supervisors, under the California Health and Safety Code, Sections 14001-14017. The district was formed for the purpose of providing fire protection services within its boundary. The principal act that governs the District is the California Health and Safety Code Section 13800 *et seq.* (Fire Protection District Law of 1987).

Boundary and Sphere

The Gasquet FPD is located east of Fort Dick and Crescent City, and just south of the California/Oregon border. The Gasquet FPD boundary encompasses approximately 236 square miles of land area, which is approximately 20 percent of the total land area in Del Norte County. The middle fork of the Smith River and Highway 199 run through the district's core. Services are provided along approximately 35 miles of Highway 199, including Gasquet and surrounding unincorporated areas. The Gasquet FPD sphere of Influence (SOI) is coterminous with the district boundary.

Figure 3.5: District Map -



Accountability and Governance

The Gasquet FPD is governed by a three-member Board of Directors, who are elected at large by registered voters residing within the district boundary. Directors must reside within district boundaries and are elected to four-year terms. Board Members may be appointed by the Del Norte County Board of Supervisors in lieu of election if there are insufficient candidates to require an election. There are currently no Board vacancies. Board Members do not receive a stipend for meetings or any other reimbursements or benefits. Board Member names, positions, and term expiration dates are shown in the table below.

Table 3.12: Gasquet FPD Contact Information and Board of Directors

Gasquet FPD Contact Information		
Contact	Nick Karanopoulos, Fire Chief	
Mailing Address	P.O. Box 85, 100 Firehouse Road, Gasquet, CA 95543	
Phone	(707) 457-3332	
Fax	(707) 457-3332	
E-mail	gasquetfiredepartment@gmail.com	
Website	Gasquet Fire on Facebook	
Board of Directors		
Name	Position	Term Expiration
Linda Farina	Director	December 2024
Ailine Titus	Director	December 2024
Pat Martin	Director	December 2026

The Board meets on the second Tuesday of each month at the Volunteer Fire Department in Gasquet. Board meeting notices and agendas are posted three days prior at the same location. Minutes are available upon request. The District does not maintain a website so agendas and minutes are not posted online.

Management and Staffing

The Gasquet FPD is considered a volunteer agency supplemented by paid staff. The District has four officers, including one Chief, one Assistant Chief, and two Captains. There are 11 volunteer first responders and firefighters. Medically trained personnel include one Emergency Medical Technician (EMT), four Emergency Medical Responders (EMR), and two nurses. The Fire Chief and Assistant Chief are paid staff members, and receive salary and benefits. Firefighters do not receive a stipend for their service.

Population and Projected Growth

This section discusses the factors affecting service demand, such as land uses, and historical and anticipated population growth.

Land Uses

The Gasquet FPD serves the unincorporated community of Gasquet and surrounding timber and recreational resource areas on Federal or State lands. The community of Gasquet includes a variety of residential development, public facilities such as a school and airstrip, the Smith River National Recreation Area visitor center, and a mixture of visitor and local commercial uses. Outside of the town center, the

majority of the Gasquet FPD's land area consists of timber and resource uses. Approximately 50 percent of the District is covered by the Smith River National Recreation Area (Six Rivers National Forest). Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code.

Current Population

Gasquet is a Census Designated Place (CDP) which covers a small portion of the District. The estimated 2020 Gasquet FPD population is estimated to be 768 persons.

Projected Growth and Development

According to US Census data, the Del Norte County population was 27,743 in 2020 which is a slight decline from the 2010 population of 28,610. The district largely contains unincorporated rural residential and resource lands and will likely continue to develop at a slow rate.

Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

The median household income (MHI) in California is \$80,440. The Del Norte countywide MHI is \$45,283, which places it at 56% of the California MHI. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged".

The California Department of Water Resources has mapped communities that are at or below 80 percent of the annual median household income by using census data for each county. According to this data, the communities of Smith River, Hiouchi, Gasquet, Klamath, and parts of the incorporated City of Crescent City are classified as disadvantaged within Del Norte County.

Based on the discussion above, the Gasquet FPD provides one of the three basic services – structural fire protection services – to areas that are considered disadvantaged. Water services are the responsibility of the Gasquet CSD which was evaluated in the Gasquet CSD Municipal Service Review in 2010. There is currently no wastewater service provider for the community of Gasquet.

Financing

The financial ability of agencies to provide services is affected by available financing sources and financing constraints. This section discusses the major financing constraints faced by the Gasquet FPD and identifies the revenue sources currently available to the District.

Revenues and Expenditures

The district's main sources of revenue include property taxes, special assessments, and fundraisers. A parcel assessment of \$30 per parcel is collected and distributed by Del Norte County. Revenues and Expenditures are shown in Table 3.13.

Table 3.13: Gasquet FPD Revenues and Expenses

Financial Information			
Funding Property Taxes, special assessments, reimbursements, grants, donations			
Revenues	FY2019-20	FY 2020-21	FY 2021-22
Property Tax-Secured	\$45,000.00	\$0.00	\$1,900.00
Property Tax-Supplemental	\$250.00	\$0.00	\$580.00
Property Tax-Unsecured	\$950.00	\$0.00	\$1,150.00
Yield Tax	\$85.00	\$0.00	\$7,800.00
Special Assessment Fees	\$9,500.00	\$0.00	\$9,413.00
Interest-Gasquet Fire	\$300.00	\$0.00	\$855.00
Rent	\$1,200.00	\$0.00	\$0.00
HOPTR-Secured/Unsecured	\$980.00	\$0.00	\$470.00
Charge for Services Rendered	\$0.00	\$86,000.00	\$10,405.00
Donations	\$0.00	\$3,000.00	\$3,000.00
Insurance Recovery	\$10,000.00	\$10,000.00	\$0.00
Miscellaneous Revenue	\$0.00	\$0.00	\$525.00
Insurance Recovery	\$0.00	\$0.00	\$10,000.00
Total Revenue	\$68,265.00	\$99,000.00	\$96,098.00
Expenditures			
Permanent Employee	\$20,100.00	\$106,600.00	\$28,600.00
Retirement	\$1,193.00	\$1,220.00	\$1,220.00
Clothing and Per Supplies	\$1,000.00	\$1,035.00	\$3,200.00
Miscellaneous Supplies	\$500.00	\$505.00	\$500.00
Communications	\$3,500.00	\$7,690.00	\$7,600.00
Household	\$400.00	\$900.00	\$1,000.00
Insurance	\$13,274.00	\$20,144.00	\$25,000.00
Maintenance of Equipment	\$4,000.00	\$1,100.00	\$3,000.00
Vehicle Maintenance	\$4,000.00	\$6,900.00	\$8,000.00
Maintenance-Structure, Imp.	\$1,400.00	\$1,000.00	\$1,150.00
Medical Expense	\$2,000.00	\$2,050.00	\$2,050.00
Memberships	\$0.00	\$0.00	\$200.00
Office Expense	\$400.00	\$500.00	\$500.00
Professional Services	\$5,800.00	\$6,156.00	\$7,700.00
Minor Equipment	\$4,800.00	\$1,925.00	\$4,500.00
Small Tools	\$1,500.00	\$1,900.00	\$2,000.00
Special Department Expense	\$0.00	\$0.00	\$74.00
Spec. Dept Exp-Firefighters	\$1,000.00	\$3,100.00	\$3,200.00
Spec. Department Exp-FEMA	\$0.00	\$300.00	\$300.00
Travel & Training	\$10,000.00	\$5,950.00	\$10,850.00
Public Education	\$1,000.00	\$1,000.00	\$800.00
Fireman Training	\$3,726.00	\$5,025.00	\$5,200.00

Financial Information			
Utilities	\$5,000.00	\$3,000.00	\$3,000.00
Department Allotment	\$5,000.00	\$0.00	\$90,000.00
Fire Apparatus	\$0.00	\$0.00	\$100,000.00
Total Expenditures	\$79,593.00	\$178,000.00	\$129,644.00
Net Cost	\$11,328.00	\$79,000.00	\$33,546.00

Source: County of Del Norte

Reserves

No information on reserves was received from the District.

Debt

In last three years no funds have been allocated to long term debt retirement of or interest expenses.

Service Overview

While there are several benchmarks that may define the level of fire service provided by an agency, indicators of service adequacy discussed here include ISO ratings, response times, and level of staffing and station resources for the service area. Gasquet FPD provides fire suppression, and rescue and emergency medical services.

Demand for Services

The Gasquet FPD has received a fairly consistent number of calls per year over the last four years. The District received between 61 and 130 calls per year between 2017 and 2020; the table below shows the breakdown of call types and percentages per type that the Gasquet FPD responds to annually. The majority of these calls are for emergency medical response.

Table 3.14: Gasquet FPD Calls for Service

Call Type	Calls for Service							
	2017		2018		2019		2020	
	Calls	%	Calls	%	Calls	%	Calls	%
Structure Fire	0		1		0		0	
Vegetation / Other Fire	1		6		16		13	
Medical Assistance, Vehicle Accident, Public Assistance	49		112		114		105	
Hazardous Condition	2		0		0		0	
Other Services	9		0		0		0	
Total Calls	61		119		130		118	

Source: Gasquet Fire Protection District

Infrastructure, Facilities, and Services

The Gasquet FPD operates a single Gasquet Volunteer Fire Department Station located at 100 Fire House Road in Gasquet. The District owns the building and the approximately one-acre parcel it is located on.

Due to the rural nature of the District, the availability of fire hydrants is limited to the Gasquet township areas. Fire hydrants are maintained by the Gasquet Community Services District. The District is required to supply water by water tenders or other vehicles with water storage capacity to provide adequate fire suppression water in outlying areas.

District apparatus include: three engines, one engine/water tender combo, one wildland tender and one rescue vehicle. All riding positions on two fire engines are equipped with self-controlled breathing apparatus (SBCAs) and all firefighters are equipped with protective clothing. The District has personal protective gear, three vehicle extrication tools, firefighting equipment, 15 SCBAs and infra-red cameras.

Table 3.15: Gasquet FPD Facilities and Equipment

Facilities and Equipment						
Station(s)	100 Fire House Road, Gasquet					
ISO PPC Rating	5/10					
Equipment	Personal protective gear, 2 jaws-of-life, firefighting equipment, 15 self-controlled breathing apparatus (SCBA), and infra-red cameras					
Station	Apparatus	Make	Year	Unit #	Pump (gpm)	Tank(gal):
Gasquet Fire Station 100 Fire House Rd.	Type 1 Engine	Mack	1984	74	1,250	750
	Tender/Engine	HME	2002	75	1,250	2,200
	Type 3 Wildland Engine	Internati onal	?	370	1000	500
	Type 6 Engine/Fast Attack	Chevy 3500	2002	73	100	150
	Wildland Tender	Internati onal	2002	76	300	2000
	Rescue	Ford 450	2008	72	N/A	N/A

Fire services are classified by the Insurance Service Office (ISO), an advisory organization which provides Public Protection Classification (PPC) ratings. This classification indicates the general adequacy of coverage, with classes ranking from 1 to 10. The best ISO PPC is 1, which indicates that highest level of fire protection and the lowest is 10. Communities with the best fire department facilities, systems for water distribution, fire alarms, communications, equipment, and personnel receive a rating of 1.

The Gasquet FPD has a ISO rating of 5 for areas in the district that are within 1,000 feet of a hydrant and a rating of 10 for other areas. Due to the size of the district, response times range from three minutes in the town core, to one hour in outlying areas. Accessing the northeastern corner of the district (Sun Star) requires driving to Cave Junction, Oregon and looping back into California. The closest fire service provider is the Illinois Valley Fire District out of Cave Junction, Oregon; however Sun Star is out of their jurisdiction.

The Gasquet Fire District Board is planning to take formal action notifying Sun Star area residents that due to lack of accessibility and distance from fire station facilities it is a “no response” area.

Infrastructure Needs or Deficiencies

The Gasquet FPD has identified priority needs as: hose, turnouts, breathing apparatus, handheld radios, and a large generator. The district has also indicated a need for a quick response vehicle with a water tank and a brush/wildland truck.

Shared Facilities and Regional Collaboration

The Gasquet FPD provides fire suppression, and rescue and emergency medical services. The Gasquet FPD has mutual aid agreements with all of the Fire Protection Districts in Del Norte County, as well as Crescent City Fire, California Department of Forestry and Fire Protection (CAL FIRE), the United States Forest Service (USFS), the National Park Service (NPS), Humboldt County, Illinois Valley Fire District in Cave Junction, Oregon, and Brookings Harbor in Brookings, Oregon, and Pelican Bay State Prison. In addition, there is an auto aid agreement with the Smith River FPD Station #2 in Hiouchi.

Approximately 50 percent of the district is covered by the Smith River National Recreation Area. CAL FIRE is responsible for the suppression of wildland fires within State Responsibility Areas (SRA). CAL FIRE stations are staffed during declared fire season, typically June to October, and engines may respond to calls other than wildland fires if they are available and the call will not affect their core responsibilities. Although the State is responsible for wildland fire suppression within the SRA, CAL FIRE relies on local fire departments to respond to such incidents and provide initial attack to ensure that the fires are suppressed at the earliest possible stage.

Governance Structure Options

The District is governed by a three member Board of Directors. Board Directors are elected by District residents every four years. Public Meetings are held as deemed necessary by the Board and noticed in accordance with the Brown Act. Structure options could include potential consolidating with the Gasquet Community Services District, although that is not under consideration by either District.

MSR Determinations: Gasquet FPD

Growth and population projections for the affected area

The population of the Gasquet FPD is approximately 768, based on 2020 census data. The district largely contains resource and rural residential land and will likely continue to develop at or less than the current county-wide rates of 0.4 percent per year.

The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including within the Gasquet FPD. Considering fire the protection capabilities of the District, including their effective mutual aid agreements with neighboring agencies, there are no disadvantaged unincorporated communities that are not already receiving some level of fire protection services.

Present and planned capacity of public facilities, service adequacy, and infrastructure needs or deficiencies

The Gasquet FPD has adequate infrastructure to serve the existing population and service demand. The District's fire stations, engines, and other utility vehicles are all in operable condition.

Due to the rural nature of the District, the availability of fire hydrants is limited to the township areas of Gasquet. Fire hydrants are maintained by the Gasquet Community Services District. The District is required to shuttle water by vehicles with water storage capacity to provide adequate water for fire suppression in outlying areas.

The Gasquet FPD has identified priority needs as: hose, turnouts, breathing apparatus, handheld radios, and a large generator. The district has also indicated a need for a quick response vehicle with a water tank and a brush/wildland truck.

Due to the size of the district, response times range from three minutes in the town core, to one hour in outlying areas. Accessing the northeastern corner of the district (Sun Star) requires driving to Cave Junction, Oregon and looping back into California. The District Board is planning to take formal action notifying Sun Star area residents that due to lack of accessibility and distance from fire station facilities it is a "no response" area.

Financial ability of agencies to provide services

The District's main sources of revenue include property taxes, special assessments, and fundraisers. The District currently has the revenue to provide adequate fire protection and emergency rescue services.

Status of, and opportunities for, shared facilities

The Gasquet FPD has mutual aid agreements with all of the Fire Protection Districts in Del Norte County, as well as Crescent City Fire, CAL FIRE, the US Forest Service, the National Park Service, Illinois Valley Fire District in Cave Junction, Oregon, and Brookings Harbor in Brookings, Oregon, and Pelican Bay State Prison. In addition, there is an auto aid agreement with the Smith River FPD Station #2 in Hiouchi.

Accountability for community service needs, including governmental structure and operational efficiencies

The District is governed by a five-member Board of Directors, who are elected at large by registered voters that live within the district boundary. The Board meets regularly in noticed public meetings.

The Gasquet FPD is considered a volunteer agency supplemented by paid staff including one Chief and one Assistant Chief.

Any other matter related to effective or efficient service delivery, as required by commission policy

None

Sphere of Influence Determinations: Gasquet FPD

Sphere of Influence Status

The current Gasquet FPD sphere of influence is coterminous with the District boundary. The Gasquet FPD boundary encompasses approximately 20 percent of the total land area in Del Norte County. The middle fork of the Smith River and Highway 199 run through the district's core. Services are provided along approximately 35 miles of Highway 199, including Gasquet and surrounding unincorporated areas. Surrounding lands to the north and south of the District are primarily State or Federal forest lands. The District has no expansion plans; based on the results of the MSR no changes to the SOI are necessary at this time.

Present and planned land uses in the area, including agricultural and open-space lands.

The Gasquet FPD serves the unincorporated community of Gasquet and surrounding timber and recreational resource areas on Federal or State lands. The community of Gasquet includes a variety of residential development, public facilities such as a school and airstrip, the Smith River National Recreation Area visitor center, and a mixture of visitor and local commercial uses. Outside of the town center, the majority of the Gasquet FPD's land area consists of timber and resource uses. Approximately 50 percent of the District is covered by the Smith River National Recreation Area (Six Rivers National Forest). Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code. Little change in actual or designated land uses within the District is anticipated over the next 20 years.

Present and probable need for public facilities and services in the area.

The District is currently meeting the fire protection needs of its service area; based on projected growth the District is capable of providing these services in the future.

Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

The Gasquet FPD has the capacity and adequate infrastructure to serve the existing population and service demand. The District's fire stations, engines, and other utility vehicles are all in operable condition.

Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

The community of Gasquet includes a variety of residential development, public facilities such as a school and airstrip, the Smith River National Recreation Area visitor center, and a mixture of visitor and local commercial uses.

Accessing the northeastern corner of the district (Sun Star) requires driving to Cave Junction, Oregon and looping back into California. The District Board is planning to take formal action notifying Sun Star area residents that due to lack of accessibility and distance from fire station facilities it is a "no response" area.

For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere.

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including areas within the Gasquet FPD. Considering fire the protection capabilities of the District, including their effective mutual aid agreements with neighboring agencies, there are no disadvantaged unincorporated communities that are not already receiving some level of fire protection services.

Klamath Fire Protection District

The Klamath Fire Protection District (District) is a small, rural fire agency located in Southern Del Norte County, California. The District serves the unincorporated communities of Klamath, Requa, Klamath Glen, Redwood Park, Hunter Valley, Coastal Yurok Tribal lands, and the Resighini Rancheria.



The Klamath FPD provides all risk emergency and non-emergency services to the district. Emergency response services include fire suppression, emergency medical services, hazardous materials response, technical and water rescue, disaster relief, and auto-extraction. The District operates under the following guiding principles:

- We are committed to the protection of life, property, and the environment.
- We believe that the community is the reason for our presence.
- We will foster and sustain the trust of the community, and will protect that confidence through our attitude, conduct, and actions.
- We believe that all members of the community are entitled to our best efforts.
- We will strive for excellence in everything we do.
- We will serve the community with honesty, fairness, and integrity.
- We will pursue safe, effective, timely, and economical solutions.
- We will provide professional, skilled, and courteous customer service at all times.
- We will be sensitive to the diverse and changing needs of the community.

Mission Statement

“The mission of the Klamath Fire Protection District is to protect the lives and property of the community by reducing the effects of fire, medical emergencies, hazardous materials incidents, technical rescue emergencies, and disasters with a proactive, highly trained, professional emergency response.”

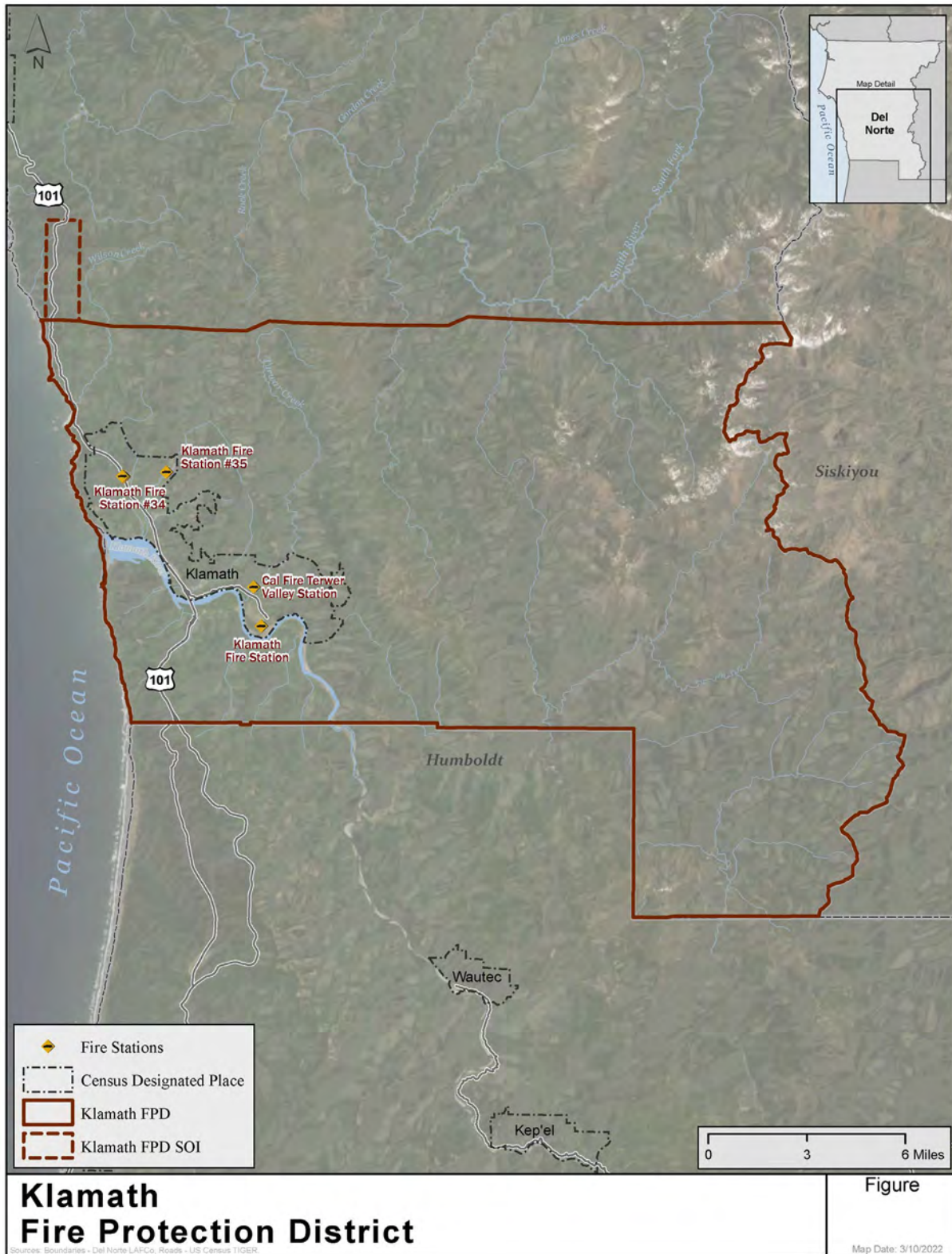
Table 3.16: Klamath FPD Agency Profile

Klamath Fire Protection District			
General Areas Protected	The unincorporated community of Klamath and the lands of the Yurok Indian Reservation and Resighini Rancheria; Southern Del Norte County.		
Services Provided	Fire Suppression, Rescue and Emergency Medical Services		
District Area	196,143 acres (306 sq. miles)	District Population	Approximately 1,139
Mutual Aid	Fort Dick FPD, Crescent City Fire Department, Smith River FPD, Crescent FPD, Gasquet FPD, Orick Fire, National Park Service, CAL FIRE, and USFS		
Automatic Aid	N/A		

Formation

The Klamath FPD is an independent special district established by the Del Norte County Board of Supervisors in 1937 to provide fire protection services to southern Del Norte County. The principal act that governs the District is the California Health and Safety Code Section 13800 *et seq.* (Fire Protection District Law 1987).

Figure 3-6: District Map -



Boundary and Sphere

The Klamath FPD is located in southern Del Norte County, California, and encompasses approximately 306 square miles, or approximately 25 percent of the total land area in Del Norte County. The northern boundary extends east/west near US Highway 101 post mile 15, the southern boundary is the Del Norte/Humboldt County line, the eastern boundary extends to the Siskiyou County Line, and the western boundary is defined by the Pacific Ocean. The District's sphere of influence follows US Highway 101 for approximately three miles north from the District Boundary to US Highway 101 post mile 16.0.

Accountability and Governance

The Klamath FPD is governed by a five-member Board of Directors, who are elected at large by registered voters that live within the district boundary. The Directors must reside within district boundaries and serve four-year terms. Board Members may be appointed by the Del Norte County Board of Supervisors in lieu of election if there are insufficient candidates to require an election. Currently there are no vacancies on the Board. Board Members do not receive a stipend for meetings or any other reimbursements or benefits. Board Member names, positions, and term expiration dates are shown in the table below.

Table 3.17: Klamath FPD Contact Information and Board of Directors

Klamath FPD Contact Information		
Contact	Lonnie Levi, Fire Chief	
Mailing Address	PO Box 369, Klamath, CA 95548	
Phone	(707) 482-3311	
Fax	N/A	
E-mail	ljlevi@hotmail.com	
Website	N/A	
Board of Directors		
Name	Position	Term Expiration
Michelle Santche	Director	Not provided
Cindy Holden	Director	Not provided
Walt Lara III	Director	Not provided
George Pasci	Director	FPD Appointed 2022*
Anna Lee Santche	Director	FPD Appointed 2022*

* subject to election or Board of Supervisors Appointment per special district Board procedures

Board meetings are held on the third Wednesday of every month at 7:00 p.m. at the Command Center located at 16081 HWY 101 South, in Klamath. Board meeting notices and agendas are posted at the Post Office, in the Klamath Command Center front window, and occasionally at Woodland Villa 72 hours prior to scheduled meetings. Minutes are available upon request. The District does not maintain a website so agendas and minutes are not posted online. Brown Act training and compliance are provided online, through the Community Services District Association (CSDA).

Management and Staffing

The Klamath FPD reports 12 Volunteer Firefighters, including 2 Emergency Medical Technicians (EMTs), and a Chief who receives a small stipend. Like many other volunteer fire departments, acquiring and maintaining volunteers has been a significant challenge.

Volunteer firefighters are encouraged to complete a Firefighter 1 academy as it becomes available. Additional training, available from neighboring districts, is also encouraged. The firefighters average approximately 132 training hours in a year, plus any specialized classes, which can add an additional 160 hours per year of training. Since the last MSR the Eel River Fire Academy provided volunteer training in Klamath. It is not known how many of those volunteers are still available to respond. There is a Fire Chief and an open assistant chief position. The lack of professional staff and volunteers hinders the District's response capability

The District reports efforts to address volunteer recruitment, training and outfitting. Requesting funding designated for that purpose, including re-establishing the Klamath Auxiliary, which disbanded several years ago after giving the District remaining funds for radios. Also working to recruit volunteers from Yurok Tribe and the Resighini.

Population and Projected Growth

This section discusses service demand factors, such as land uses, historical and anticipated population growth.

Land Uses

The Klamath FPD serves the unincorporated community of Klamath, Yurok Tribal lands, and surrounding rural residential areas. The District contains residential and commercial uses, and tribal land, but the majority of the district's land area is forested under the jurisdiction of the U.S. Forest Service. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code.

Current Population

The Klamath Census Designated Place (CDP), which does not cover the entire District, has a 2020 population of 1,088. The District population is estimated to be 1,139.

Projected Growth

According to the Census, the total population in Del Norte County was 27,743 in 2020. The district largely contains resource and rural residential land and will likely continue to develop slowly. There may be some growth associated with housing provided by the Yurok Housing Authority.

Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

The California median household income (MHI) is \$80,440. The Del Norte countywide MHI is \$45,283, which is 56% of the California MHI. The Klamath MHI is \$35,455, which is 44% of the California MHI. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged".

The California Department of Water Resources has mapped communities at or below 80 percent of the annual median household income by using County based census data. According to this data, the communities of Smith River, Hiouchi, Gasquet, Klamath, and parts of incorporated City of Crescent City are classified as disadvantaged within Del Norte County.

Based on the discussion above, the District provides one of the three basic services – structural fire protection services – to areas that are considered disadvantaged. Water and sewer services are only available in small areas of the District and are provided by other service providers including, but not limited to, Klamath CSD, Redwood Park CSD, and Hunter Valley CSD (water services exclusively). The Yurok tribe also operates water systems at McBeth Acres, Requa and in Klamath Glen. The District coordinates with the CSDs to inspect standpipes and hydrants where available. There is periodic testing of fire flows and water supply assessment.

Financing

The financial ability of agencies to provide services is affected by available financing sources and financing constraints. This section discusses the major financing constraints faced by the Klamath FPD and identifies the revenue sources currently available to the District. Klamath FPD revenues include a one-percent ad valorem property tax (based on property value). Property taxes are important to fire agencies because as the assessed value of property increase through the construction of improvements or real estate transactions, property tax revenue increases.

Another Klamath FPD's revenue source is primarily a small parcel assessment collected by Del Norte County. The parcel assessment is one of the lowest in the County and has not been increased in years. The last assessment increase proposal was not successful. Primary District expenditures are services and supplies including equipment and building maintenance. Klamath FPD has limited revenues through property taxes and benefit assessments. These funds are focused towards asset management. Like many Districts, the Klamath FPD has a small budget that does not meet their needs. The District must find additional revenues, such as a parcel assessment increase, to cover rising expenses.

Reserves

No information on reserves was received from the District. With limited budgets and equipment repair and replacement needs, a reserve fund should be established, even with minimal annual contributions.

Debt

According to the budgets for FY 2019-20 and FY 2020-21, no funds were allocated to the retirement of long term debt or interest expenses. For FY 2021-22.

Table 3.18: Klamath FPD Revenues and Expenditures

Financial Information			
Funding	Property taxes, special assessment, and grants		
Revenues	FY 2019-20	FY 2020-21	FY 2021-22
Special Taxes & Assessments	\$29,185.00	\$30,659.00	\$39,475.00
Intergovernmental - Federal	\$13,731.00	\$18,086.00	\$17,688.00
Interest Income	-\$315.00	-\$98.00	\$250.00
Other Revenues	\$6,294.00	\$3,399.00	\$21,500.00
Total Revenue	\$48,895.00	\$52,046.00	\$78,913.00
Expenditures			
Salaries, Wages, and Benefits	\$7,200.00	\$6,500.00	\$7,500.00
Services and Supplies	\$9,052.00	\$10,884.00	\$43,913.00
Other Expenditures	\$23,012.00	\$22,878.00	\$27,500.00
Total Expenditures	\$39,264.00	\$40,262.00	\$78,913.00
Revenues Over (Under) Expenditures	\$9,631.00	\$11,784.00	\$0.00

Source: Klamath FPD Budgets

Service Overview

While there are several benchmarks that may define the level of fire service provided by an agency, indicators of service adequacy discussed here include ISO ratings, response times, and level of staffing and station resources for the service area.

The District provides first response fire and medical services to approximately 736 residential units and over 1,000 residents within its boundary. The Klamath FPD emergency response services include fire suppression, emergency medical services, hazardous materials response, technical and water rescue disaster relief, and auto-extraction.

Because of volunteer shortages, emergency response is limited. Many volunteers work outside Klamath and are not available when on shift. The Klamath FPD has struggled to provide adequate service within its current service area and relies heavily on mutual aid with the CCF&R. There may be some opportunities for Yurok Tribe support services and improved access. The District reports being in negotiations for access to tribal lands for fire and emergency response. There is still an agreement between the District and Yurok Tribe dating back to the Casino/Hotel development that has not been completed. There is access to Resighini Lands and connections to water tanks and hydrant. The Resighini primarily needs medical services for residents, office staff and campground visitors. There could be tribal agreement opportunities to access Bureau of Indian Affairs (BIA) funds.

Demand for Services

The Klamath FPD responded to a variety of service calls. The table below shows the type and frequency of incidents the District responded to. A majority (77%) of the calls were for emergency medical response, with fire related responses as the second most frequent call type (14%).

Table 3.19: Klamath FPD Calls for Service

Calls for Service								
Call Type	2017		2018		2019		2020	
	Calls	%	Calls	%	Calls	%	Calls	%
Structure Fire	4	3	2	2	4	2	3	2
Vegetation / Other Fire	17	14	15	13	21	12	29	19
Medical Assistance, Vehicle Accident, Public Assistance	82	67	91	78	137	81	109	71
Hazardous Condition	9	7	6	5	2	1	2	1
Other Services	11	9	3	3	6	4	10	7
Total Calls	123	100	117	100	170	100	153	100

Source: Klamath FPD. *Estimates provided by Fire Chief.

Infrastructure, Facilities, and Services

The District has four structures: Station #33, “The Glen” located at 370 Terwer Riffle Road; Station #34, “Redwood” located at 104 Redwood Drive; Station #35, “Hunter Creek” is located at 19 Webber Drive; and the Command Center on Hwy 101. The three Stations are equipped with a fire pumper truck and a rescue truck. The District acquired a new Type I Engine donated by Yurok Tribe. Redwood Station has a utility trailer with a compressor to replenish firefighter’s self-contained breathing apparatus (SCBA). Some Infrastructure has been replaced, radios have been updated with a \$10,000 CalFIRE grant received several years ago.

Table 3.20: Klamath FPD Facilities and Equipment

Facilities and Equipment				
Station(s)	Headquarters, “command post/training center” 16081 HWY 101 South Station 33, “The Glen” 370 Terwer Riffle Road; Station 34, “Redwood” 104 Redwood Dr & Station 35, “Hunter Creek” 19 Webber Drive			
ISO PPC Rating	5/9			
Equipment	Portable radios			
Apparatus	Make	Year	Pump (gpm)	Tank (gal):
Command 31	Ford Expedition	2001	N/A	N/A
Engine 33	Beck Chevrolet C60	1980	750	500
Engine 34	Becker E-One Chevrolet C60	1979	1,000	750
Engine 35	Becker E-One Chevrolet C70	1981	1,000	750
Engine 3411	HME Model 18	2019	‘500	850
Apparatus	Make	Year	Pump (gpm)	Tank (gal):
Tender 34	Ford F750	2008	N/A	2,500
Rescue 34	E-One Ford F550 4x4	2003	500	200
Rescue 35	Ford E350 Ambulance	1998	N/A	N/A
Air Rehab 30	Wells Cargo trailer	2005	N/A	N/A

Fire services are classified by the Insurance Service Office (ISO), an advisory organization which provides Public Protection Classification (PPC) ratings. This classification indicates the general adequacy of coverage, with classes ranking from 1 to 10. The best ISO PPC is 1, which indicates that highest level of fire protection and the lowest is 10. Communities with the best fire department facilities, systems for water distribution, fire alarms, communications, equipment, and personnel receive a rating of 1.

The District is working on a reclassification based on most recent ISO audit, seeking to have ISO rating re-established from the 5 in areas with hydrants and 9 in areas without hydrants. The District’s unmanned command post/training center, is used for meetings and training, but is very underutilized.

Command Center



Infrastructure Needs or Deficiencies

Many of the District's vehicles are 1970 and 1980 vintage and are in serious need of replacement. The stations housing these vehicles are old and in need of restoration. The command center was renovated a number of years ago, but continues to need maintenance and repairs. Most structure repairs and maintenance funds are allocated to the three fire stations. The district does not currently have any planned upgrades or a Capital Improvement Program, primarily due to lack of revenues.

Shared Facilities and Regional Collaboration

The Klamath FPD has mutual aid agreements with all of the fire protection districts in Del Norte County, as well as Crescent City Fire, the National Park Service, CAL FIRE, and the US Forest Service. Both the Resighini Rancheria and Yurok Reservation are located within the District boundary. Under current conditions the District relies heavily on mutual aid with CCFR. There is an old agreement with the Yurok Tribe, associated with the hotel and casino, for services support and collaboration. There are ongoing efforts to have CAL FIRE staff their Klamath Station year around although the costs are in the hundreds of thousands of dollars.

Governance Structure Options

For more than a decade, various Boards of Directors and Fire Chief have been working to improve the District capacity to provide adequate and reliable fire protection services to the community. The Grand Jury investigations in 2012/2013 and 2013/2014 raised serious concerns about the ability of the Klamath FPD to provide adequate response to emergencies. This concern is particularly evident during the week days when many of the current volunteers are working outside the Klamath area. Emergency response by mutual aid request is provided frequently by Crescent City Fire and Rescue, with limited reciprocal response from the Klamath FPD. According to the 2013/2014 Grand Jury report, the most important issues remaining unresolved are finding and retaining qualified volunteer firefighters who are in the area and improving relations within the community.

LAFCo is responsible for evaluating governance options to increase efficiency in the delivery of municipal services. This discussion considers both short-term actions to improve services and accountability to the community, as well as possible future changes in governmental structure and boundaries.

There are two governance structure options for the Klamath FPD:

1. Maintain the Klamath FPD as an independent special district (status quo) with steps to improve service capacity, adequacy, and financial stability
2. Dissolve the Klamath FPD with operations assumed by another successor agency

Maintain Klamath FPD as an Independent Special District (Status Quo)

The first governance structure option is maintaining the Klamath FPD as an independent special district, with steps to improve the transparency, accountability, and financial stability of the District. Under this alternative, the District could remain intact and continue to make improvements, including the following:

- Long-term planning by the District, including conducting a staffing plan for the recruitment and retention of volunteers, a capital improvement program, and/or a strategic plan to evaluate service, infrastructure, and funding needs with goals, objectives and performance measures.
- Enhancing accountability and transparency by implementing the Brown Act (ongoing), adopting policies and administrative regulations (where needed), improving financial reporting, and

developing and implementing a plan to enhance outreach to district residents in an effort to increase interest in board activities.

- Develop a formal contract or fee-based auto aid agreement with the Crescent City Fire Department and Crescent FPD (i.e., Crescent City Fire and Rescue) due to the frequency of mutual aid requests.
- Develop a memorandum of understanding/agreement with the Yurok tribe to provide a new source of stable ongoing funding to help offset the costs to provide fire protection services.
- Consider other revenue generating options. Lack of funding ultimately results in limited administrative capacity; inadequate facilities, equipment, and apparatus; and contributes to the lack of adequate personnel.

Dissolution of the Klamath FPD

Another governance structure option may be dissolution of the Klamath FPD with the service responsibility of the District to be transferred to another entity in order to continue the provision of fire protection services. A County Service Area (CSA) could be formed to serve as the long-term successor agency. A CSA is a county-dependent special district formed under Government Code Section 25210.1-25211.33. CSAs are generally established to provide an alternative method to extend public services within unincorporated areas.

CSAs are governed by the county boards of supervisors usually with input from an advisory committee. CSAs have the authority (with voter approval) to levy assessments or utilize other revenue generating methods to fund services. In addition, previously authorized property taxes and assessments that are currently levied by the Klamath FPD could be transferred to the CSA.

The CSA would have the ability to contract with a neighboring fire protection district or alternate service provider, such as CAL FIRE, for year-round staffing. Preliminary discussions with CAL FIRE have determined that this is viable; however, the significant hurdle is funding this type of contract which is estimated to be at least \$130,000 per year (for dispatch and staffing). This cost estimate reflects some cost sharing with Humboldt CSA 4 for CALFIRE dispatch out of Fortuna.

Affiliation with Tribal Sovereign Governments

Should the Yurok Tribe and Resighini Rancheria be amenable, a joint operations agreement might be possible for funding, volunteers, operations, facilities and equipment use.

MSR Determinations: Klamath FPD

Growth and population projections for the affected area

The current population of Klamath FPD is approximately 1,139 based on 2020 census data. The District has mostly resource and rural residential land and will likely continue to develop at less than the current county-wide rates of 0.4 percent annually, unless Yurok Tribal development increases beyond projections.

The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including areas within the Klamath FPD. However, long-standing mutual aid agreements among Del Norte fire agencies allows for adequate coverage and response throughout the county, including to disadvantaged unincorporated communities.

Present and planned capacity of public facilities, service adequacy, and infrastructure needs or deficiencies

The Klamath FPD has struggled to provide service within its current service area and relies heavily on mutual aid by Crescent City Fire Department and Crescent FPD (i.e., Crescent City Fire and Rescue). The District should increase their commitment to resolve their biggest issues, volunteer recruitment, shorter response times, and funding. The Klamath FPD continues to recruit and train volunteers, but not in sufficient numbers to create a more stable and responsive District. Many of the District's vehicles are 1970 and 1980 vintage and must be replaced in the next five years. The stations housing these vehicles are old and in need of maintenance and/or replacement. A better system of equipment and supplies organization is also needed at all District facilities.

Financial ability of agencies to provide services

The Klamath FPD's primary revenue sources are property taxes and an assessment fee collected and distributed by Del Norte County. The most recent fiscal years show budget deficits. The lack of adequate funding ultimately results in limited administrative capacity; inadequate facilities, equipment, and apparatus; and contributes to the lack of adequate personnel. There are opportunities for the Klamath FPD to enter into a memorandum of understanding/agreement with the Yurok tribe to provide a new source of stable ongoing funding. The Klamath FPD should meet regularly with the County Auditor to establish a balanced budget, and develop a plan for increasing the special, assessment for the District.

Status of, and opportunities for, shared facilities

Klamath has mutual aid agreements with Fort Dick FPD, Crescent City Fire Department, Smith River FPD, Crescent FPD, Gasquet FPD, Orick Fire, National Park Service, CAL FIRE, and US Forest Service. At this time, Klamath FPD relies heavily on Crescent City Fire Department and Crescent FPD (i.e., Crescent City Fire and Rescue) to respond to calls within the District. The Klamath FPD should consider developing a formal contract or fee-based auto aid agreement with CCF&R due to the frequency of mutual aid requests. With an automatic aid agreement, this type of permission is not required; the Communications Center immediately dispatches the closest available units and everyone works together to handle the incident.

Accountability for community service needs, including governmental structure and operational efficiencies

Since 2012, the Board of Directors and a returning Fire Chief have been working to improve the Klamath FPD's capacity to provide adequate and reliable fire protection services to the community. The Grand Jury

investigations in 2012/2013 and 2013/2014 raised serious concerns about the ability of the Klamath FPD to provide adequate response to emergencies. The District has made efforts improve service to the community. There is opportunity to address operational needs by completing a staffing plan for the recruitment and retention of volunteers, a capital improvement program, and/or a strategic plan to evaluate service, infrastructure, and funding needs. In addition, the District should continue to enhance accountability and transparency by implementing the Brown Act (ongoing), adopting policies and administrative regulations (where needed), improving financial reporting, developing and implementing a plan to enhance outreach to district residents in an effort to increase interest in board activities and developing a website. The District would benefit from the recruitment and training opportunities proposed in the shared resources concept presented as part of this MSR/SOI Update, for the five Districts.

Any other matter related to effective or efficient service delivery, as required by commission policy

The MSR considered two governance structure options for the Klamath FPD, including: 1) Maintain the Klamath FPD as an independent special district (status quo) with steps to improve service capacity, adequacy, and financial stability, and 2) Dissolve the Klamath FPD with operations assumed by another successor agency. It is recommended at this time that the Klamath FPD be maintained to allow continued progress by the District to address the service delivery issues addressed in this MSR and by the Grand Jury. LAFCo will review the District's progress six months after the adoption of this MSR.

Sphere of Influence Determinations: Klamath FPD

Sphere Status

The current Klamath FPD SOI encompasses the entirety of the District and extends beyond the District following US Highway 101 for approximately three miles north from the District Boundary to US Highway 101 post mile 18.0. No change to the current sphere of influence is proposed at this time. However, included within the MSR determinations is a future Commission consideration for possible governance structure options, including the dissolution of Klamath FPD. In this case, LAFCo would adopt a "zero sphere of influence" encompassing no territory for the District. This occurs if LAFCo determines that the public service responsibilities and functions of the District should be reassigned to another local agency, and that the agency assigned a "zero sphere of influence" should be dissolved.

Present and planned land uses in the area, including agricultural and open-space lands.

Lands within the Klamath FPD are primarily forested under the jurisdiction of the U.S. Forest Service. The District also contains residential and commercial uses, and tribal lands. Land uses within the District are subject to the Del Norte County General Plan (2003) and Zoning Code. Little change in actual or designated land uses within the District is anticipated over the next 20 years.

Present and probable need for public facilities and services in the area.

There is a present and continued need for fire protection, first responder medical aid, and vehicle accident response services throughout the sphere areas.

Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

The Klamath FPD has struggled to provide service within its current service area and relies heavily on mutual aid by Crescent City Fire Department and Crescent FPD (i.e., CCF&R).

Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

The District service area includes the unincorporated communities of Klamath, Requa, Klamath Glen, Yurok Tribal lands, and the Resighini Rancheria.

For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere.

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including areas within the Klamath FPD.

Smith River Fire Protection District

The Smith River Fire Protection District (FPD) is a small, rural fire agency located on the scenic redwood coast in Del Norte County, California, just south of the Oregon border and east of the Smith River. The district is responsible for providing fire suppression, rescue/extrication, hazardous material response, public assistance, and emergency medical services to the unincorporated towns of Smith River, North Bank, Hiouchi, and the surrounding rural residential areas. The Smith River Rancheria, a federally recognized tribe of Tolowa people, is located within the Smith River FPD boundary.



Table 3.21: Smith River FPD Agency Profile

Smith River Fire Protection District			
General Areas Protected	Unincorporated towns of Smith River, North Bank, and Hiouchi, Smith River Rancheria, and the surrounding rural residential areas.		
Services Provided	Fire Suppression, Rescue/Extrication, Hazardous Material Response, Emergency Medical Services (First Responder/Basic Life Support), and Public Assistance		
District Area	17,227 acres (27 sq. mi.)	District Population	Approximately 2,608
Mutual Aid	Fort Dick FPD, Crescent City, Gasquet FPD, Crescent FPD, Klamath FPD, Pelican Bay State Prison, NPS, CAL FIRE, USFS, Smith River Rancheria, and Harbor FPD in Oregon		
Automatic Aid	Smith River FPD Station #2 (Hiouchi) has an automatic aid agreement with the Gasquet FPD		

Formation

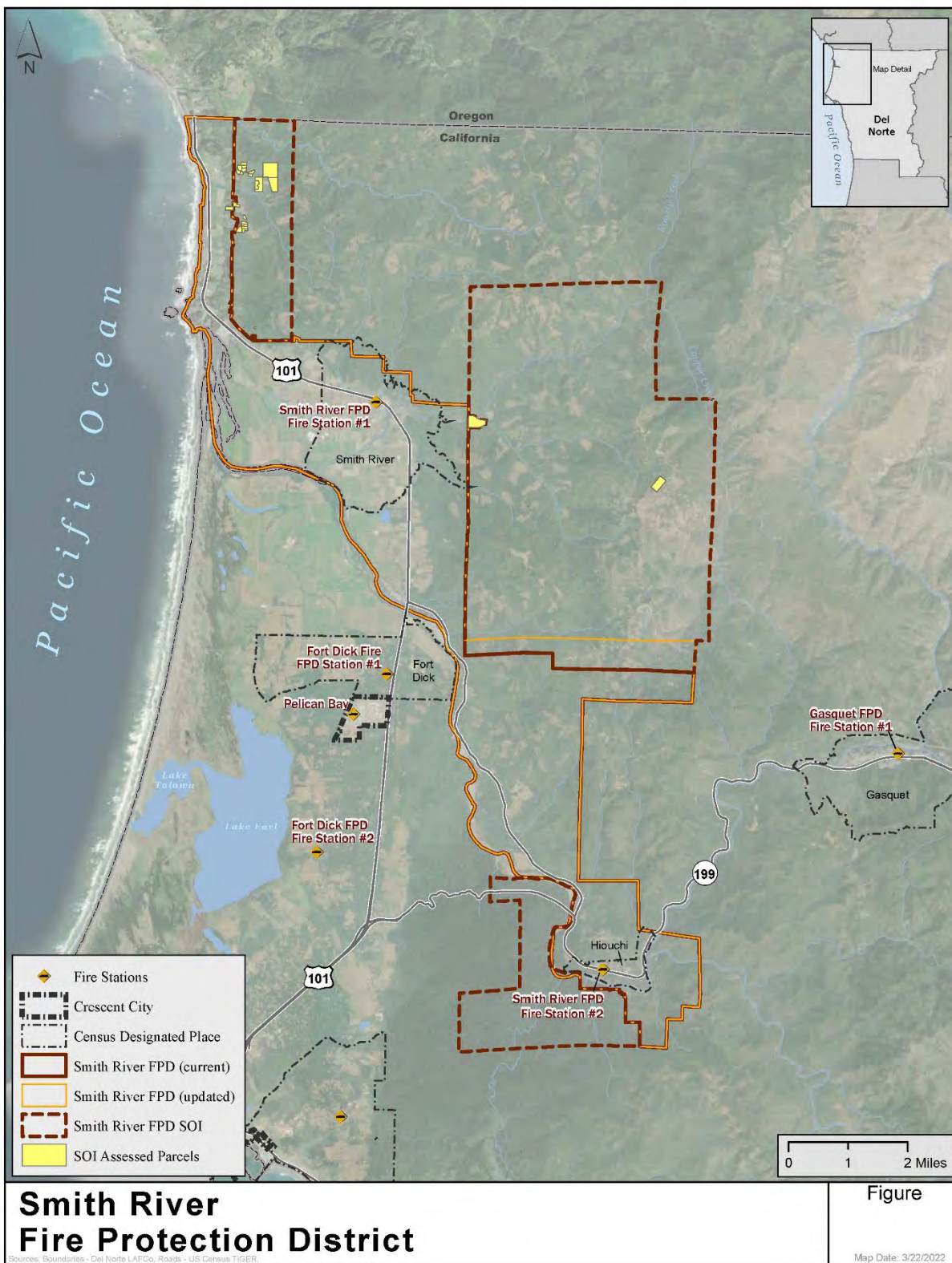
The Smith River FPD was formed in 1956 under the State of California Health and Safety Code. On April 21, 1983, the Smith River FPD adopted a resolution annexing the Hiouchi area into the district. The principal act that governs the District is the California Health and Safety Code Section 13800 *et seq.* (Fire Protection District Law 1987).

Boundary and Sphere

The Smith River FPD is approximately 17,227 acres (27 square miles) in area. The District contains subdivisions, rural residential development, agricultural land, and resource uses. Tolowa Dee-ni' Nation lands within the District contain residential and commercial development including Tribal offices, community center, hotel and casino. The District boundary is shown on Figure 3-4.

Neighboring Del Norte County fire departments include the Gasquet FPD to the east, Crescent FPD to the southwest, and the Fort Dick FPD to the west. Several community services districts (CSDs) are located within district boundaries, including the Smith River, HRC, and Big Rock CSDs.

Figure 3-7: District Map -



The District’s current Sphere of Influence (SOI) was adopted in 2016 and consists of three areas totaling approximately 20,528 acres (32 square miles). The SOI areas primarily consist of resource lands and rural residential development, which are similar to land uses within the current district boundaries. The 2,315 acre “Ocean View” SOI in the north portion of the district includes the rural residential and hillside areas located east of Ocean View Drive and south of the California/ Oregon State line. The 15,431 acre “Low Divide” SOI in the east portion of the district contains the rural residential areas located off Low Divide Road and Rowdy Creek Road. Lastly, the 2,782 acre “South Bank” SOI includes the northern portion of Howland Hill Road, south of Hiouchi.

The County Auditor-Controller has noted some parcels outside the District Boundary and within the SOI that have a District assessment on their property tax statement. The assessed parcels are highlighted on the District Map, Figure 3-4. This includes parcels in the Nautical Heights and Spyglass subdivisions, and Tolowa Dee-ni’ Nation lands on Rowdy Creek Road. The District has stated they respond to calls in these areas. These parcels, and adjacent parcels that would form a logical boundary, should be considered for annexation. At minimum there should be a contract for services between the District and the parcel owners when parcels are outside the District boundary.

Accountability and Governance

The Smith River FPD is governed by a five-member Board of Directors who are elected at large by registered voters that live within the district. The Directors must reside within district boundaries and serve four-year terms of office. There are no limits in the number of terms a Board Member may serve. The Del Norte County Board of Supervisors may appoint members to the District’s Board if there is a lack of candidates for election.

Members of the Board of Directors receive an annual “Director’s Stipend” of \$599.00. To qualify for the stipend, a board member must attend nine meetings within the year.

Table 3.22: Smith River FPD Contact Information and Board of Directors

Smith River FPD Contact Information		
Contact	Ron Simpson, Fire Chief	
Mailing Address	PO Box 187, Smith River, CA 95567	
Phone	(707) 487-5621	
Alternate Contact	Geoff Antill, Special Projects Manager	
E-mails	srfpd5621@gmail.com	gantill@charter.net
Website	https://www.srvfd.org/	
Board of Directors		
Name	Position	Term Expiration
Elaine Fallgren	Director, Chair	December 31, 2022
Dan Floyd	Director	December 31, 2024
John Roberts	Director	December 31, 2024
Darrell Moorehead	Director	December 31, 2024
Don James	Director	December 31, 2022

Meetings are held on the first Thursday of each month at 7:00 p.m. at the Smith River fire station (or as Online Meetings, pursuant to Governor’s Executive Order N-29-20), and are open to the public. . The district posts agendas at Station 1 and the US Post Office (Smith River) 72 hours prior to every board meeting. Minutes are available upon request. Agenda and Minutes are also posted on the district’s website.

Management and Staffing

The Smith River FPD is considered a volunteer agency supplemented by paid staff. The District has four paid part-time staff including a Fire Chief, Administrative Assistant, Projects Administrator, and Maintenance Assistant; and an average of 20 volunteers. The Fire Chief receives a monthly salary and on-call pay. The Administrative Assistant, Projects Administrator, and Maintenance Assistant receive a part-time hourly wage. Staff receive no benefits, but the Administrative Assistant does receive 23 days paid vacation.

All district firefighters are classified as “safety”. Firefighters are Firefighter 1 (FF1) trained over the course of their first two years tenure. The non-FF1 firefighters provide support on fire calls and are involved according to their level or training on other types of calls. The Smith River FPD currently has two Emergency Medical Technicians (NREMT), two swift water rescue swimmers, two rescue divers, nine Emergency Medical Responders (EMR), and eight volunteers trained at the Firefighter 1 level or above. In addition, the district has three cadets enrolled in the cadet program.

According to District’s Volunteer Firefighter Policies and Procedures, volunteers receive compensation for medical, fire and training activities, if minimum quarterly training and response requirements are met. All incident reports and training records are filled out immediately following incidents and trainings. The district maintains both paper and electronic response and training records.

Volunteer Firefighter Compensation

Volunteer firefighter stipend for the district is set at \$6,000 per quarter, regardless of call volume, types of call, or number of volunteers responding. A points system is employed to allocate this stipend among volunteers according to their response frequency, level of training, and rank. The points system is designed to 1) reward response frequency and level of credential, and 2) ensure that the district stipend does not exceed \$6,000 per quarter. Volunteers not meeting minimum response levels do not share in this allocation.

Volunteer benefits include membership to Cal-Ore life flight, Del Norte Ambulance, CA State Firefighter’s Association, and CA State Firefighters Employee Welfare Benefits Corporation.

Population and Projected Growth

This section discusses the factors affecting service demand, such as land uses, and historical and anticipated population growth.

Land Uses

The Smith River FPD serves the unincorporated communities of Smith River, North Bank, Hiouchi, the Tolowa Dee-ni’ Nation, and surrounding rural residential areas. The district contains dispersed subdivisions, a golf course, rural residential development, agricultural land, timber and recreational resource lands, and tribal lands. Tolowa Dee-ni’ Nation lands contain residential and commercial development including tribal

offices, community center, hotel, casino, and fuel station. Land uses within the district are subject to the Del Norte County General Plan (2003) and Zoning Code.

Population, Projected Growth and Seasonal Adjustments

The Smith River and Hiouchi Census Designated Places (CDP) are within the FPD Boundary. The District extends beyond these CDPs and census block data, as well as FPD provided tax roll information, has been used for population estimates. According to Census data, the total Del Norte County population, projecting 2020 data to 2022 would be 28,469. The District reports that, according to Del Norte County tax rolls, there are approximately 1,590 occupied structures within the Smith River Fire District. Using 2020 census data, the average persons per household is 2.54, making the SRFPD population 4,039 persons.

The District is located along California's Redwood and Wild Rivers coastline and has a visitor influx during the summer months (and similar visitor increases during the winter months). Visitor accommodations include hotels, a casino, RV and camping sites. There is also an increase in highway travelers The District is only accessible via US Hwy 101 and US Hwy 199 with a transient population estimated at 1,607. In a major seismic event, road and bridge closures would block transient population ingress or egress. This population may be stranded for anywhere from a few hours to several weeks. This increases District services demands, especially for emergency services.

Disadvantaged Unincorporated Communities

LAFCo is required to evaluate water service, sewer service, and structural fire protection within disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. GC §56033.5 defines a disadvantaged unincorporated community (DUC) as any area with 12 or more registered voters where the annual median household income is less than 80 percent of the statewide annual median household income.

The median household income (MHI) in California is \$80,440. The Del Norte countywide MHI is \$45,283, which places it at 56% of the California MHI. The Smith River MHI is 69,167, which is 86% of the State MHI. With only one incorporated city, Crescent City, the bulk of the County's population exists in unincorporated communities that qualify as "disadvantaged".

The California Department of Water Resources has mapped communities that are at or below 80 percent of the annual median household income by using census data for each county. According to this data, the communities of Smith River, Hiouchi, Gasquet, Klamath, and parts of the incorporated City of Crescent City are classified as disadvantaged within Del Norte County.

The Smith River FPD is responsible for providing fire protection services to the unincorporated towns of Smith River, North Bank, Hiouchi and the surrounding rural residential areas; both Smith River and Hiouchi are designated as DUC's. Based on the discussion above, the Smith River FPD provides one of the three basic services – structural fire protection services – to areas that are considered disadvantaged. Water services are the responsibility of the Smith River CSD and the Big Rock CSD (Hiouchi). Smith River CSD was evaluated in the Smith River CSD Municipal Service Review in 2009. Big Rock CSD was evaluated in the Big Rock CSD Municipal Service Review in 2011. There are no sewer services provided in Smith River or Hiouchi, residents rely on individual septic systems.

Financing - Revenues and Expenditures

The financial ability of agencies to provide services is affected by available financing sources and financing constraints. This section discusses the major financing constraints faced by the Smith River FPD and identifies the revenue sources currently available to the District.

The District is primarily funded by property taxes, assessment fees, and other governmental sources. The property taxes and special assessment are collected by Del Norte County and distributed through the County Auditor's office. The district also applies for various grants. The Districts primary expenditures are services and supplies, salaries and benefits, and depending on the year, the purchase of new fixed assets.

As shown in the table below, the Smith River FPD's actual revenues for FY 2020-21 totaled \$488,048 and expenses were \$359,082, leaving a balance of \$128,966 going into reserves. The FY 2021-22 adopted budget shows \$412,980 in revenues and \$402,087 in expenditures (not including the \$100,000 budgeted for Fixed Assets)³, which includes \$10,893 going into reserves.

Table 3.23: Smith River FPD Revenues and Expenditures

Financial Information			
Funding	Property taxes and special assessments.		
Revenues	FY 2019-20 Actual	FY 2020-21 Actual	FY2021-22 Budget
Property Taxes	307554	346829	324510
Special Taxes & Assessments	38232	38683	43200
Intergovernmental - Federal	0	0	0
Intergovernmental - State	0	0	0
Charges for Current Services	0	21180	0
Interest Income	27993	16465	12000
Revenues			
Rent, Concessions, & Royalties	4500	2500	0
Other Revenues	16334	13381	2000
Total Revenue	403005	488048	412980
Expenditures			
Salaries, Wages, & Benefits	112775	140893	133725
Services & Supplies	179455	162300	188875
Lease Obligation Interest Expense	2873	14643	16526
Lease Obligation Principal Expense	13270	40242	60961
Fixed Assets	58174	0	100000 ³
Other Expenditures	1233	1003	2000
Total Expenditures	367761	359082	502087
Revenues Over (Under) Expenditures	35244²	128966²	(89107)³

Notes: Source: SRFPD 2022

1. Lease obligation accounts are budgeted in lieu of additions to Apparatus Reserve, according to the Reserve Policy.
2. Revenues over expenditures are placed in reserves according to district Reserve Policy.
3. Fixed Asset Budget accounting allows the district to spend Reserve Funds, should that become necessary. The use of this budget line item understates Revenue over Expenditures by \$100,000, which would otherwise show up as \$10,893 available for reserve funds.

In recent years there has been less revenue coming in from mutual aid sources and tax revenue. The Smith River FPD currently charges a \$27 assessment fee per unit. This could be raised to \$35 per unit when needed, if approved by the Board of Directors. In addition to assessing parcels in the District, some parcels outside the District and within the SOI are being assessed, as shown on the District Boundary map. These parcels should be considered for annexation in the future.

Debt

No funds have been allocated to the retirement of long-term debt. The district has found it financially advantageous to enter into Municipal Lease Agreements in acquiring its most recent apparatus replacements (E-9121, A-9167, A-9267); these agreements have interest and principal elements that are budgeted similar to debt retirement.

Service Overview

While there are several benchmarks that may define the level of fire service provided by an agency, indicators of service adequacy discussed here include response times, ISO ratings, level of staffing, and station resources for the service area.

The Smith River FPD provides fire protection, emergency medical, rescue (including swift-water and dive rescue), hazardous material, and any other response services relating to the protection of lives and property. The Smith River FPD works with CAL Fire, Air Quality Control, and the Del Norte County Building Department on code enforcement. The District conducts fire prevention inspections when necessary. The Smith River FPD also conducts public safety education with local schools and the surrounding community to prepare for large scale emergency events.

Demand for Services

The Smith River FPD has experienced a significant increase in the number of calls per year over the last five years. The district responded to between 251 and 332 calls for service each year between 2017 and 2021. The 5-year rolling average call volume between 2017 and 2021 has increased between 1.9% and 5.7% per year. The total increase in the 5-year rolling average in that time is 16.6%. Approximately 60-70 percent of calls were medical in nature, not including approximately 9-14 percent of calls for Motor Vehicle Accidents. Fires of all types comprised approximately 20-30 percent of calls.

Figure 3-8: Call Volume Graph

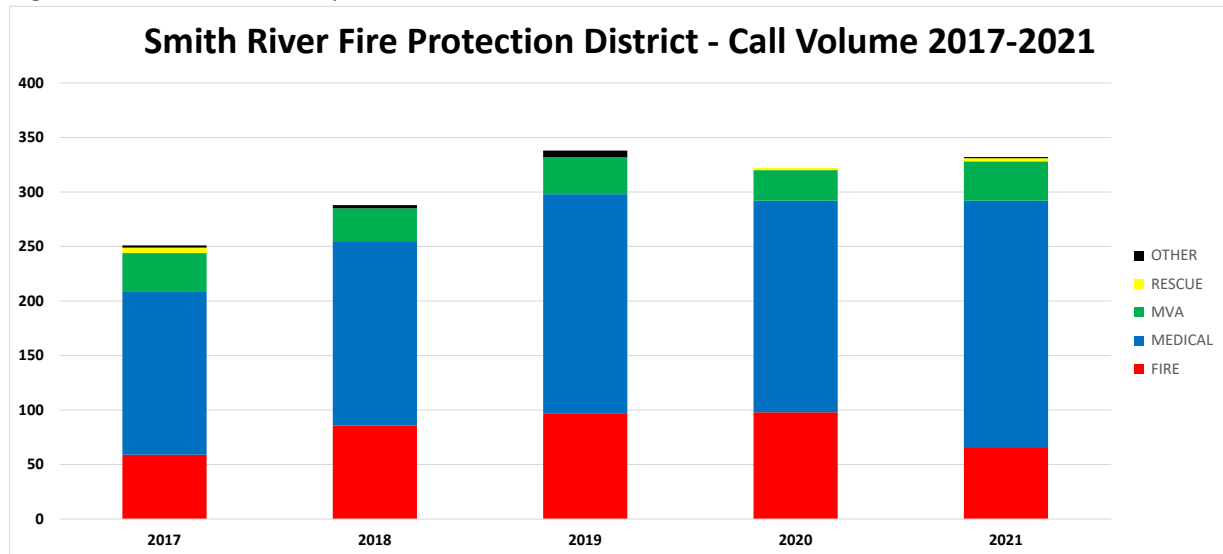


Table 3.24: Smith River FPD Calls for Service

Call Type	Calls for Service									
	2017		2018		2019		2020		2021	
	Calls	%	Calls	%	Calls	%	Calls	%	Calls	%
Fire (Structure, Vegetation & Other)	59	23.5	86	29.9	97	28.7	98	30.4	66	19.9
Medical Assistance	150	59.8	169	58.7	201	59.5	194	60.2	226	68.1
Motor Vehicle Accident	35	13.9	30	10.4	34	10.1	28	8.7	36	10.8
Hazardous Condition (Rescue)	5	2.0	0	0	0	0	2	.6	3	.9
Other Services (Water Rescue/Recovery)	2	.8	3	1.0	6	1.8	0	0	1	.3
Total Calls	251	100.0	288	100.0	338	100.0	322	100.0	332	100.0

Source: Smith River FPD, 2022.

The Smith River FPD generally has sufficient capacity to provide services to its current service area and future growth. The Hiouchi area continues to be a challenging area from which to attract volunteers because of the small population there. The district sometimes has difficulty staffing Station #2 (Hiouchi) but responds personnel and apparatus from Station #1 on all calls. In addition, the district has entered into automatic aid agreements with the Gasquet, Fort Dick and Crescent FPDs.

Infrastructure, Facilities and Services

The Smith River FPD operates two fire stations. The main Smith River station (Station #1) located at 245 N. Haight Avenue in Smith River. The second (Station #2) is located at 110 Dunklee Lane, just off of Highway 199 in Hiouchi.

In Smith River the district owns the building and land, and in Hiouchi the district owns the building and occupies the land under a Special Use Permit granted by the National Park Service (NPS) in five-year terms. Station #2 has operated under this arrangement with NPS since 1983.



Smith River Fire Protection District, Station #1, 245 N. Haight Avenue, Smith River, CA



Smith River Fire Protection District, Station #2, 110 Dunklee Lane, Hiouchi, CA

Station #1 was built before the 1950's and added to in 1967. The building is constructed of minimally reinforced masonry block with site-built trusses that are toe-nailed to the walls. The building occupies the two lots that it sits on to within allowable setbacks, leaving no room for volunteer parking and minimal room for a septic system. Not only would the building not meet current earthquake standards, but it does not adequately house modern apparatus and there is no space on the lot to expand.

In 2013, the district had purchased a residential lot across the street from Station #1. At the time, the

district had plans to build a new facility on that lot to make more room for apparatus in Station #1. This did not, however, address the parking issue nor did it address earthquake hazard mitigation. In 2015, the district attempted to purchase some adjoining lots, but could not come to agreement on terms.

At about that time, the old “Ray’s Food Place” property was offered to the district at a price that could not be ignored. Ultimately, the district purchased the store property of about 2.5 paved acres, and an approximately 21,000 square foot building constructed in 1995. The new property requires some earthquake retrofit due to the planned addition of apparatus doors, but is otherwise up to code. Since the purchase, the district has completed architecture of modifications, engineering, acquired all necessary permits (including a building permit), and in 2020-21, submitted plans for competitive bidding. At this time, the district is seeking grant funding to complete the project. In the meantime, the parking lot has been secured to permit medical patient transfers by helicopter and uses the property for various outdoor and indoor training props.



Smith River Fire Protection District, Future Station #1, 301 N. Fred Haight Drive, Smith River

Smith River Fire Protection District apparatus includes:

- 2 type-6 engines equipped for medical response
- 1 type-6 engine equipped for use as a command vehicle
- 2 type-1 engines
- 1 water tender
- 1 tender/pumper (can serve as a type-1 engine)
- 1 breathing apparatus refilling trailer

Both type-1 engines carry hydraulic “Jaws”, and the type-6 medical engines carry battery operated “Jaws”. The type-6 medical engines also carry a Lucas mechanical CPR device.

Volunteers are expected to inspect, maintain, and clean all apparatus, equipment, and facilities. Any deficiencies or damaged equipment are required to be immediately reported to the Fire Chief.

Due to the District’s rural nature, availability of fire hydrants is limited to the township areas of Smith River,

Ocean View Drive, and Hiouchi. In areas that rely solely on private water supply systems, Smith River FPD is required to shuttle water using its two water tenders to provide adequate water for fire suppression.

With limited volunteer capacity at Station #2 in Hiouchi, the district responds to most calls from Station #1 in Smith River (including calls in and around Hiouchi). The Smith River FPD is actively and continuously working to recruit volunteers, especially for Station #2.

Table 3.25: Smith River FPD Facilities and Equipment

Facilities and Equipment				
Stations	Station #1: Smith River, 245 N. Haight Avenue Station #2: Hiouchi, 110 Dunklee Lane			
ISO PPC Rating	5/5Y (2017)			
Equipment	Lucas-2 and -3 cardiopulmonary resuscitation devices (one each), two "Jaws of Life" hydraulic extrication devices, two "Jaws of Life" battery operated extrication devices, four sets of stabilization jacks			
Station	Apparatus	Make	Year	Tank (gal)
Station #1 245 N. Haight Avenue Smith River	Type-1 Engine	HME	2001	750
	Tender/Pumper	Pierce	2002	2,500
	Type-6 Engine (Rescue)	Ford	2021	300
	Type-6 Engine	Ford	2011	200
	Water Rescue	GMC	1995	0
Station #2 110 Dunklee Lane Hiouchi	Type-1 Engine	Pierce	1994	750
	Tender	Ford	1996	2,500
	Type-6 Engine (Rescue)	Ford	2021	300

Fire services are classified by the Insurance Service Office (ISO), an advisory organization which provides Public Protection Classification (PPC) ratings. This classification indicates the general adequacy of coverage, with classes ranking from 1 to 10. The best ISO PPC is 1, which indicates that highest level of fire protection and the lowest is 10. Communities with the best fire department facilities, systems for water distribution, fire alarms, communications, equipment, and personnel receive a rating of 1.

Infrastructure Needs or Deficiencies

The Smith River FPD conducts a review of needed purchases as part of the annual budgeting process, which includes a re-estimation of the useful life of each item of capital equipment or apparatus. Items which are not funded in one year are reviewed again in subsequent years. Capital items are typically funded from their respective Reserve account. Infrastructure needs are included in the Strategic Plan and funded as and when capacity exists.

Shared Facilities and Regional Collaboration

The Smith River FPD participates in county-wide emergency response coordination and planning. Smith River FPD has mutual and automatic aid agreements with all of the fire protection districts in Del Norte County, as well as the National Park Service, CalFire, the U.S. Forest Service, the Tolowa Dee-ni' Nation, Pelican Bay State Prison, and Harbor Fire and Brookings Fire in Oregon.

The district routinely responds to mutual aid requests from Harbor Fire and Brookings Fire, and they respond to Smith River FPD requests. In addition, Smith River FPD Station #2 (Hiouchi) has an automatic aid agreement with Gasquet FPD and Fort Dick FPD (the closest partners). Smith River has completed a multiple agency response agreement for Hiouchi with: Gasquet, Fort Dick, and Crescent Fire, to avoid stripping any jurisdiction of an incident in Hiouchi.

CalFire is responsible for the suppression of wildland fires within State Responsibility Areas (SRA). Approximately 64 percent of the district area and 80 percent of the SOI areas are located within a designated SRA. CalFire stations are staffed during declared fire season, typically May to November, and engines may respond to calls other than wildland fires if they are available and the call will not affect their core responsibilities. Although the State is responsible for wildland fire suppression within the SRA, CalFire relies on local fire departments to respond to such incidents and provide initial attack to ensure that the fires are suppressed at the earliest possible stage.

The Smith River FPD shares the meeting room at Station #2 in Hiouchi with the Big Rock Community Services District. The Smith River CSD provides water service and maintains and installs fire hydrants within the community of Smith River.

MSR Determinations: Smith River FPD

Growth and population projections for the affected area

The population of the Smith River FPD is approximately 4,039 persons, based on 2020 census data and average household populations. The district largely contains resource and rural residential land and will likely continue to develop at or less than the current county-wide rates of 0.4 percent per year. The District notes that seasonal visitors contribute to summer/fall populations and increase calls.

The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere

The Smith River FPD provides structural fire protection services to areas that are considered disadvantaged. The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged. Considering fire the protection capabilities of the District, including their effective mutual aid agreements with neighboring agencies, there are no disadvantaged unincorporated communities that are not already receiving some level of fire protection services.

Present and planned capacity of public facilities, service adequacy, and infrastructure needs or deficiencies

The Smith River FPD reported that it generally had sufficient capacity to provide services to its current service area and future growth, with the exception of the Hiouchi area. With limited volunteer capacity at Station #2 in Hiouchi, the district responds to most calls from Station #1 in Smith River (including calls in and around Hiouchi). This affects response in the Hiouchi area from the Smith River FPD. The District is actively working to recruit volunteers overall and for Station #2 in particular, to maintain the District service and response capacity. The District continues to recruit firefighters including those trained to be Paramedics, Emergency Medical Technicians (EMT and qualified for swift water rescue. The District would benefit from the recruitment and training opportunities proposed in the shared resources concept presented as part of this MSR/SOI Update, for the five Districts.

Due to the rural nature of the District, the availability of fire hydrants is limited to the township areas of Smith River, Ocean View Drive, and Hiouchi. In areas that rely solely on private water supply systems, Smith River FPD is required to shuttle water using its two water tankers to provide adequate water for fire suppression. Critical infrastructure needs include installing additional hydrants (in partnership with the Smith River CSD).

Financial ability of agencies to provide services

The District is primarily funded by property taxes, assessment fees, and other governmental sources.

The District has an established reserve balance, which may be used for equipment replacement or appropriations for contingencies. Surplus revenues go into reserves after the end of the fiscal year.

Status of, and opportunities for, shared facilities

The Smith River FPD has mutual aid agreements with all of the fire protection districts in Del Norte County, as well as Crescent City Fire, the National Park Service, CAL FIRE, the U.S. Forest Service, the Smith River Rancheria, Pelican Bay Prison, and Harbor Fire and Brookings Fire in Oregon.

The District struggles to provide a sufficient level of services in Hiouchi and relies heavily on automatic aid with Gasquet FPD. Smith River should initiate a multiple agency automatic aid agreement for Hiouchi with: Gasquet, Fort Dick, and Crescent Fire.

The Smith River FPD shares the Station #2 meeting room in Hiouchi with the Big Rock Community Services District.

Accountability for community service needs, including governmental structure and operational efficiencies

The District is governed by a five-member Board of Directors, who are elected at large by registered voters that live within the district boundary. The Board meets regularly in noticed public meetings.

The Smith River FPD is considered a volunteer agency supplemented by paid staff. The District has three paid staff including a Fire Chief, Assistant Chief, and Secretary; and an average of 23 volunteers.

Any other matter related to effective or efficient service delivery, as required by commission policy

None

Sphere of Influence Determinations: Smith River FPD

Sphere of Influence Status

The current Smith River FPD Sphere of Influence (SOI) consists of three areas totaling approximately 32 square miles. The SOI areas primarily consist of resource lands and rural residential development, which are similar to land uses within the current district boundaries. The "Ocean View" SOI in the north portion of the district includes the rural residential and hillside areas located east of Ocean View Drive and south of the California/ Oregon State line. The "Low Divide" SOI in the east portion of the district contains the rural residential areas located off Low Divide Road and Rowdy Creek Road. Lastly, the "South Bank" SOI includes the northern portion of Howland Hill Road, south of Hiouchi. The District currently has no expansion plans; based on the results of the MSR no changes to the SOI are necessary at this time.

The current Regional MSR/SOI Update process included parcel assessment coordination with the County Auditor's Office, where it was discovered that multiple (20) parcels outside of the District boundary, but within the SOI, have a District assessment. The District has acknowledged that all but a remote parcel to the southeast, are served. Annexation is needed for these parcels to continue to be assessed. LAFCo staff has been providing District representatives with annexation filing materials including the plan for services template and FPD Annexation Application.

Present and planned land uses in the area, including agricultural and open-space lands

The SOI includes subdivisions, a golf course, rural residential development, agricultural land, timber and recreational resource lands, and tribal lands. The Smith River Rancheria lands contain residential and commercial development including Tribal offices, community center, hotel and casino for which the District has a standing agreement to provide basic life support and fire protection services. Land uses

within the District are subject to the Del Norte County General Plan (2003) and Zoning Code. Little change in actual or designated land uses within the District is anticipated over the next 20 years.

Present and probable need for public facilities and services in the area

There is a present and continued need for emergency response and fire protection services throughout the sphere area.

Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide

The Smith River FPD reported that it generally had sufficient capacity to provide services to its current service area and future growth, with the exception of the Hiouchi area. With limited volunteer capacity at Station #2 in Hiouchi, the district responds to most calls from Station #1 in Smith River (including calls in and around Hiouchi). The District is actively working to recruit volunteers for Station #2 to maintain the service capacity of the District. The District should consider entering into a multiple agency response agreement for Hiouchi with the Gasquet, Fort Dick and CCF&R.

Existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency

The Tolowa Dee-ni' Nation, a federally recognized tribe of Tolowa people, is located within the Smith River FPD boundary. Their lands contain residential and commercial development, including a hotel and casino.

For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere

The bulk of Del Norte County's population exists in unincorporated communities that qualify as disadvantaged, including areas within the Smith River FPD. Considering fire the protection capabilities of the District, including their effective mutual aid agreements with neighboring agencies, there are no disadvantaged unincorporated communities that are not already receiving some level of fire protection services.

DRAFT MEETING MINUTES

**Del Norte Local Agency Formation Commission
REGULAR MEETING**

In Person: Del Norte County Board of Supervisors Chambers

Flynn Center - 981 H St. Crescent City, CA 95531

July 25, 2022 4:00 pm

Members present: Darrin Short (County Member & Chair), Blake Inscore (City Member & Vice Chair), Alternate County Member Starkey and Lyle Armstrong (Public Member)

Members absent: County Member Sue Masten, Jason Greenough (City Member),

Others present: George Williamson (Executive Officer); Jim Underwood, (General Counsel), Geoff Antill (Smith River FPD)

Call to Order/Roll Call

Vice Chairman Short called the meeting to order at 4:03 p.m. A voice roll call was taken.

Pledge of Allegiance

Commissioner Short led the Pledge of Allegiance.

Public Hearings

None

Regular Business

A. Draft Minutes June 13, 2022

On a motion by Commissioner Inscore seconded by Commissioner Armstrong and carried by a 4-0 vote the Commission approved the Draft June 13, 2022 Meeting Minutes

B. Regional Fire Services MSR & SOI Update – Agency Profiles

The Agency Profiles were included in the Commission packet. There was discussion about the relative health and function of districts, particularly for Klamath FPD. Staff reported on attending the June 22 Del Norte Fire Chiefs meeting to discuss the shared services concept.

C. Compliance Work Plan Update

With the Regional Fire Services MSR/SOI Update, expected to be presented at the next meeting, there will only be two small water only districts, Big Rock and Gasquet CSDs, due for updates in this five year cycle. No action necessary, the Commission received & filed the update.

D. Wastewater Services Extension-McNamara Field Terminal

E. The CSA #1 Wastewater Services Extension to the McNamara Field Terminal will be scheduled for the next Commission meeting.

Del Norte Local Agency Formation Commission
VIDEO/TELECONFERENCE MEETING
March 28, 2022 4:00 pm

F. Reschedule September 26 Meeting

The next Meeting was rescheduled to October 24, 2022

2. Inquiries, Correspondence, Application Status and Referrals

- A. Staff - The Executive Officer will provide a report of current projects, issues of interest, and pending legislation.
- B. Commission - On their own initiative, Commission members may make brief announcements or reports on their own activities. They may ask questions for clarification, make a referral to staff or request a business matter for a future agenda per Government Code Section 54954.2 (a).

The CALAFCO Annual Conference is scheduled for October, after several years of not being held due to COVID 19 restrictions.

- C. Public - Public comment on items of interest within LAFCo subject matter jurisdiction, and not otherwise appearing on the agenda. No action may be taken on any item not appearing on the agenda.

3. Adjournment

Next Regular Meeting scheduled for October 24, 2022, unless a special meeting is scheduled.

**DEL NORTE
LOCAL AGENCY FORMATION COMMISSION**
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Arcata, California 95521
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eo@delnortelaftco.org

AGENDA ITEM 3B

MEETING DATE: October 24, 2022
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: County Service Area No. 1 Application for Wastewater Services Extension to Del Norte County Airport (APN 050-530-020)

SUMMARY

The Commission will consider a proposal submitted by County Service Area (CSA) #1 Resolution of Application for proposed wastewater service extension (Del Norte County APN 050-530-020). The CSA is requesting wastewater services be extended, to a parcel, located at 1650 Dale Rupert Road, Crescent City, CA 95531, outside city boundary and within the CSA's sphere of influence. The property is to be provided wastewater services via the public sewer system.

The LAFCo Commission may authorize a district to provide new or expanded services by contract or agreement outside its jurisdictional boundaries, but within its sphere of influence in accordance with G.C. 56133.

BACKGROUND

The original plan was for the replacement terminal building to be served by a new 6,000-gallon capacity individual septic disposal system to be located on open field areas adjacent to the terminal building. At the time of permit approval, the County Department of Environmental Health and the North Coast Regional Water Quality Control Board had indicated that this preliminary sewage disposal plan was feasible at the project site. However, additional groundwater monitoring since the time of approval demonstrated that the groundwater table was too shallow in the project area to support an onsite leach field. Therefore, the project required connection to the public sewer system. This is an after-the-fact application for an Out-of-Agency agreement as a private sewer line was constructed and connected to the new terminal building in 2019.

DISCUSSION

Reasons for Proposal

The applicant is requesting wastewater services be extended to McNamara Field Terminal Area by the County Service Area #1, (APN 050-530-020). While the terminal building is located partially within the County Service Area No. 1's (CSA) Sphere of Influence. The boundaries of the parcel that includes the terminal building extend beyond the CSA's Sphere of Influence and the County's Urban/Rural Boundary as certified in the County's Local Coastal Program. To annex the entire parcel into the CSA it would require two additional actions: approval by the California Coastal Commission to amend the County's Coastal Land Use Plan; amendment by

the Del Norte LAFCo of the CSA sphere of influence. The area proposed for extended services is shown in Attachment 1. This property is partially within the CSA #1 Sphere of Influence.

Wastewater System Infrastructure

Wastewater pipes have been extended along Pebble Beach Drive to a lift station. The lift station leads to the airport's wastewater line to the terminal. The terminal is within the SOI which is apart of a larger parcel (APN 110010021). The portion of parcel in the SOI, but not part of the terminal, includes wetlands. The rest of the parcel is not within the SOI, therefore extension to the rest of the parcel is not possible. Annexation is not being considered due to the large size of the parcel. The City of Crescent City provides water services to the terminal from Washington Boulevard to Airport Road, and a private drive.

Environmental Review

The County's MND was used to provide information for the environmental review. The proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)3 because it can be seen with certainty that there is no possibility that the activity in question will have a significant effect on the environment. Additionally, the proposed out of agency service approval implements a prior LCP Amendment authorizing the extension of services to the properties. The County prepared and adopted a Negative Declaration (SCH #2010032096) for the LCP text amendment to allow the extension of public sewer beyond the urban services boundary to serve the airport terminal. The airport terminal's impacts are exempt from review under CEQA (GC Section 12012.25(g)). Given that the proposed service extension has been evaluated in accordance with CEQA and NEPA and there have been no project changes that would increase impact significance, no additional environmental analysis is required.

RECOMMENDATION

This item has been agenzized for consideration on October 24, 2022 The following procedures are recommended with respect to the Commission's consideration of this item:

- Receive verbal report from staff
- invite testimony.
- Discuss item and - if appropriate - consider action on recommendation.

Staff has identified three options for Commission consideration with respect to the proposal:

- (1) Continue consideration of the item to the next regular meeting and provide direction to staff for additional information as needed.
- (2) Adopt the draft resolution identified as Attachment 3 approving the proposal with conditions along with any other changes requested by the Commission.
- (3) Disapprove the proposal.

Attachments

Attachment 1: Proposed County Service Area #1 Wastewater Service Extension Location Map

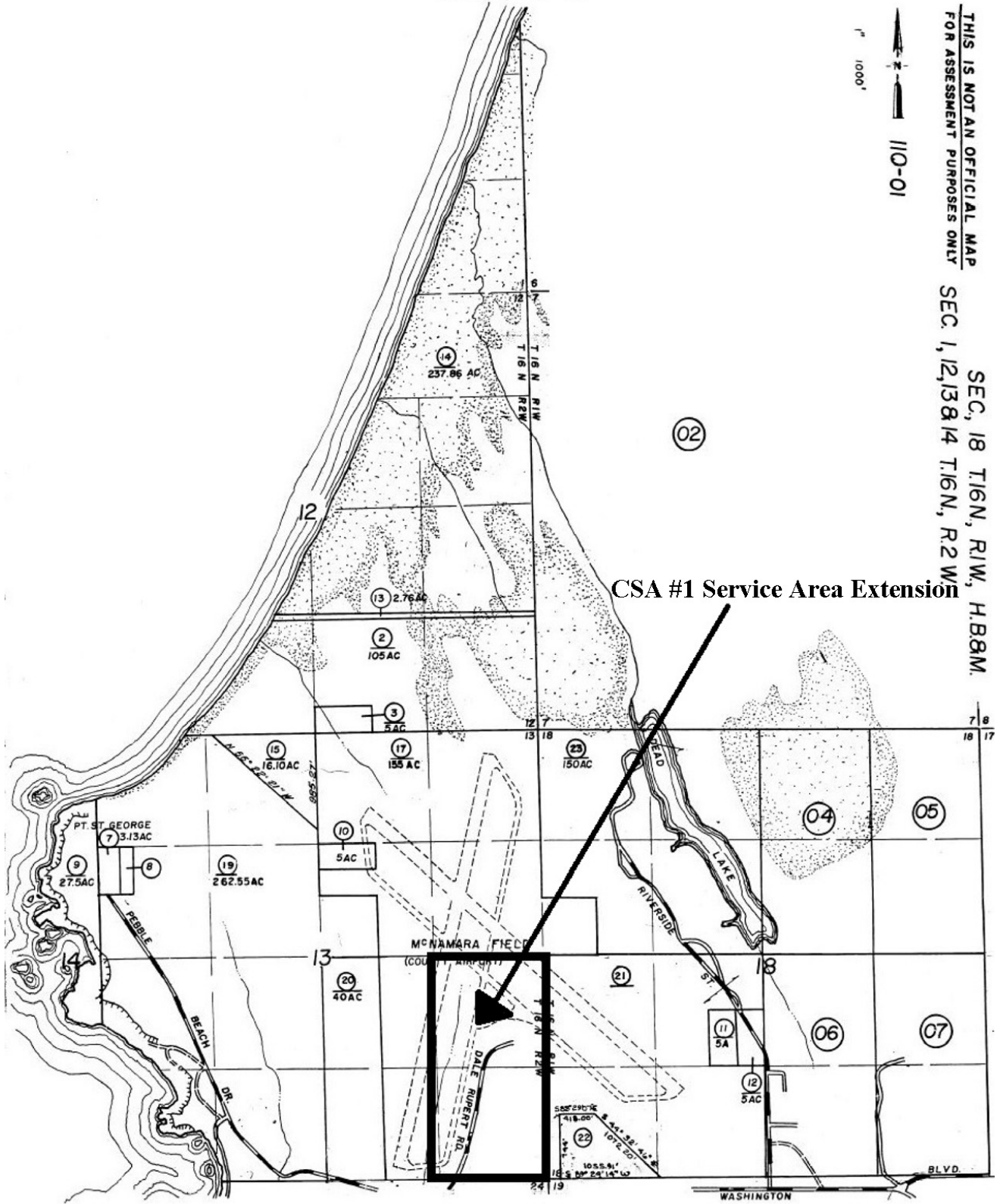
Attachment 2: SOI Map

Attachment 3: Agency Referral

Attachment 4: Draft Resolution 2022-04

Attachment 1:

EXHIBIT A



THIS IS NOT AN OFFICIAL MAP
FOR ASSESSMENT PURPOSES ONLY

SEC. 18 T16N, R1W, H.B8M.
SEC. 1, 12, 13, 14 T16N, R2 W

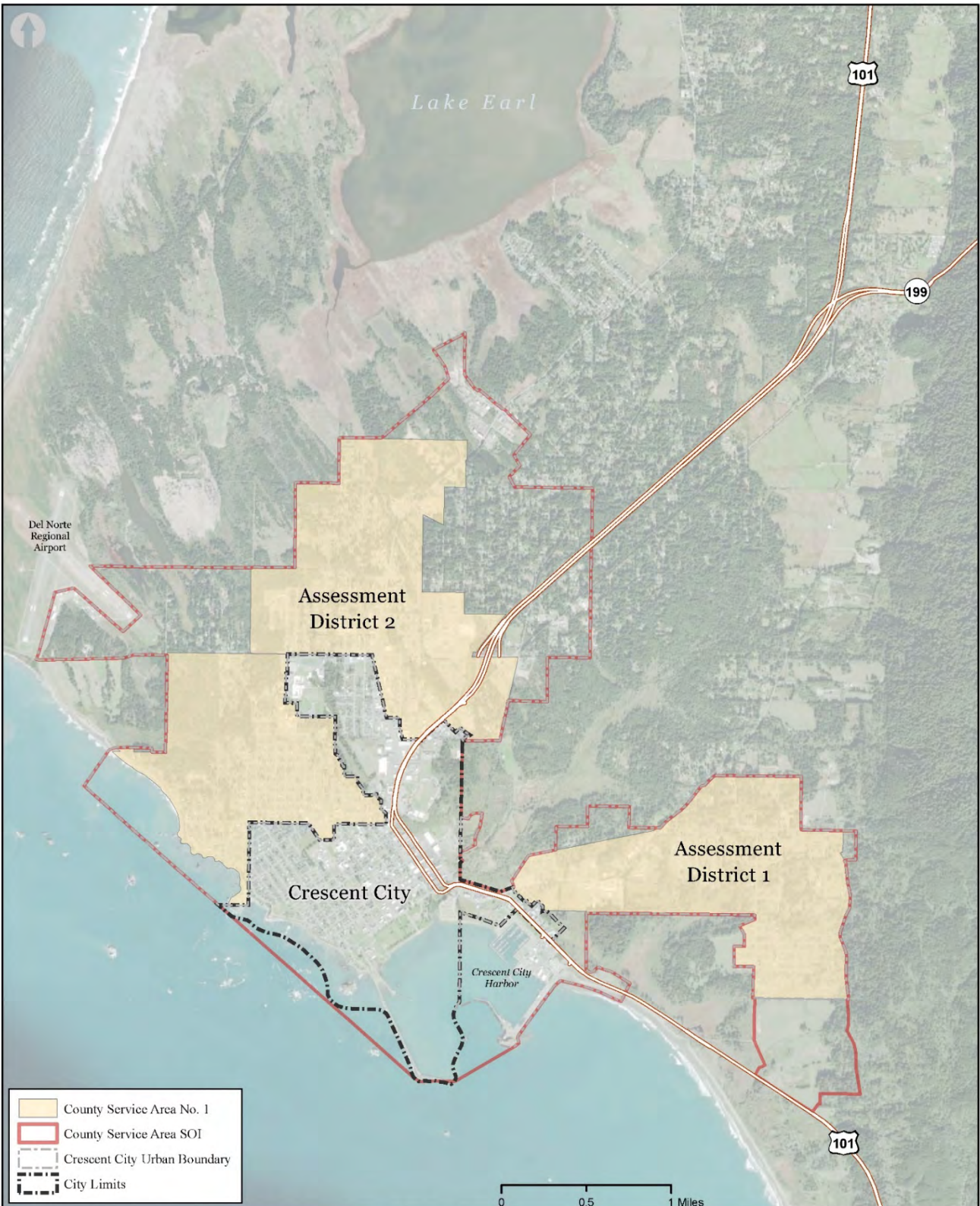
1" = 1000'
110-01

CSA #1 Service Area Extension

McNAMARA FIELD
(COUNTY AIRPORT)

WASHINGTON

Attachment 2:



County Service Area No. 1 Boundary & Sphere



Date: 3/11/2021

Attachment 3:**AGENCY REFERRAL**

DATE: July 14, 2022

TO: Bertsch Ocean View Community Services District
City of Crescent City
Crescent City Fire & Rescue
California Coastal Commission
Tolowa De Ni Nation

CC: County Service Area No.1 (c/o Del Norte County Community Development Dept.)

FROM: George Williamson, LAFCo Executive Officer

SUBJECT: APPLICATION RECEIVED - for County Service Area No. 1 Application for Extension of Wastewater Services to Del Norte County Airport Terminal (portion of APN 050-530-020)

APPLICATION INFORMATION

Project: Proposed extension of CSA #1 wastewater services, to serve the Del Norte County Regional Airport Terminal Building (APN 050-530-020)

Location: Del Norte County Airport, 1650 Dale Rupert Road, Crescent City, CA 95531

Notice: The above referenced proposal has been submitted to LAFCo. If you wish to receive a copy of the application and supporting documents, please contact LAFCo at (707) 825-9301 or eo@delnortelafc.org. We request agency comments by **July 22, 2022**.

GENERAL INFORMATION

The above referenced proposal has been submitted to Del Norte LAFCO and this notice of filing is being issued in accordance with Government Code Section 56133 and 56658(b)(1).

LAFCo APPROVAL

The LAFCo Commission may authorize a district to provide new or expanded services by contract or agreement outside its jurisdictional boundaries, but within its sphere of influence in accordance with G.C. 56133.

DEL NORTE
LOCAL AGENCY FORMATION COMMISSION
 1125 16th Street, Suite 202
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RESOLUTION 22-04
APPROVING COUNTY SERVICE AREA # 1: SERVICES EXTENSION TO MCNAMARA FIELD
TERMINAL

WHEREAS, an application of County Service Area (CSA) #1, by [Board resolution?], proposing a services extension has been filed with the Executive Officer of the Del Norte Local Agency Formation Commission, hereinafter referred to as the "Commission", pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

WHEREAS, the CSA #1 currently provides wastewater service within its boundaries; and

WHEREAS, the Executive Officer distributed a notice of application on July 21, 2022 to affected agencies advising the filing by the CSA #1, no comments were received.

WHEREAS, the Executive Officer posted notice to the Del Norte LAFCo website in the form and manner prescribed by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a public meeting held on said proposal; and

WHEREAS, the CSA #1 proposal seeks to provide service outside its jurisdictional boundary; and

WHEREAS, the Executive Officer reviewed the proposal and prepared a report with recommendations; and

WHEREAS, the Commission considered all the factors required under California Government Code [Section 56133], and

WHEREAS, the Commission found the proposal meets out of area service criteria and overall consistency with the Commission's adopted policy determinations.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Commission has determined under the California Environmental Quality Act (CEQA), that the County's MND provides sufficient information in regard to the environmental review.
2. The Commission finds the service extension consistent with LAFCo policy.
3. The proposal is APPROVED subject to conditions.
4. The approved proposal affects territory outside CSA #1's existing jurisdictional boundary, but within the SOI as depicted in Exhibit "A".
5. The affected territory is uninhabited_as defined in Government Code Section 56046.
6. Recordation of a Certificate of Completion is contingent upon the following:
 - (a) Payment of any and all outstanding fees owed the Commission and/or other agencies involved in the processing of this proposal.

- 7. Recordation of the Certificate of Completion is contingent upon the following conditions:
 - (a) Payment of any and all outstanding fees owed the Commission and/or other agencies involved in the processing of this proposal.
- 8. The effective date shall be the date of recordation of the Certificate of Completion.

PASSED AND ADOPTED at a meeting of the Del Norte Local Agency Formation Commission, State of California, on the 24th day of October 2022, by the following vote:

AYES: Commissioners:
 NOES: Commissioners:
 ABSENT: Commissioners:
 ABSTAIN: Commissioners:

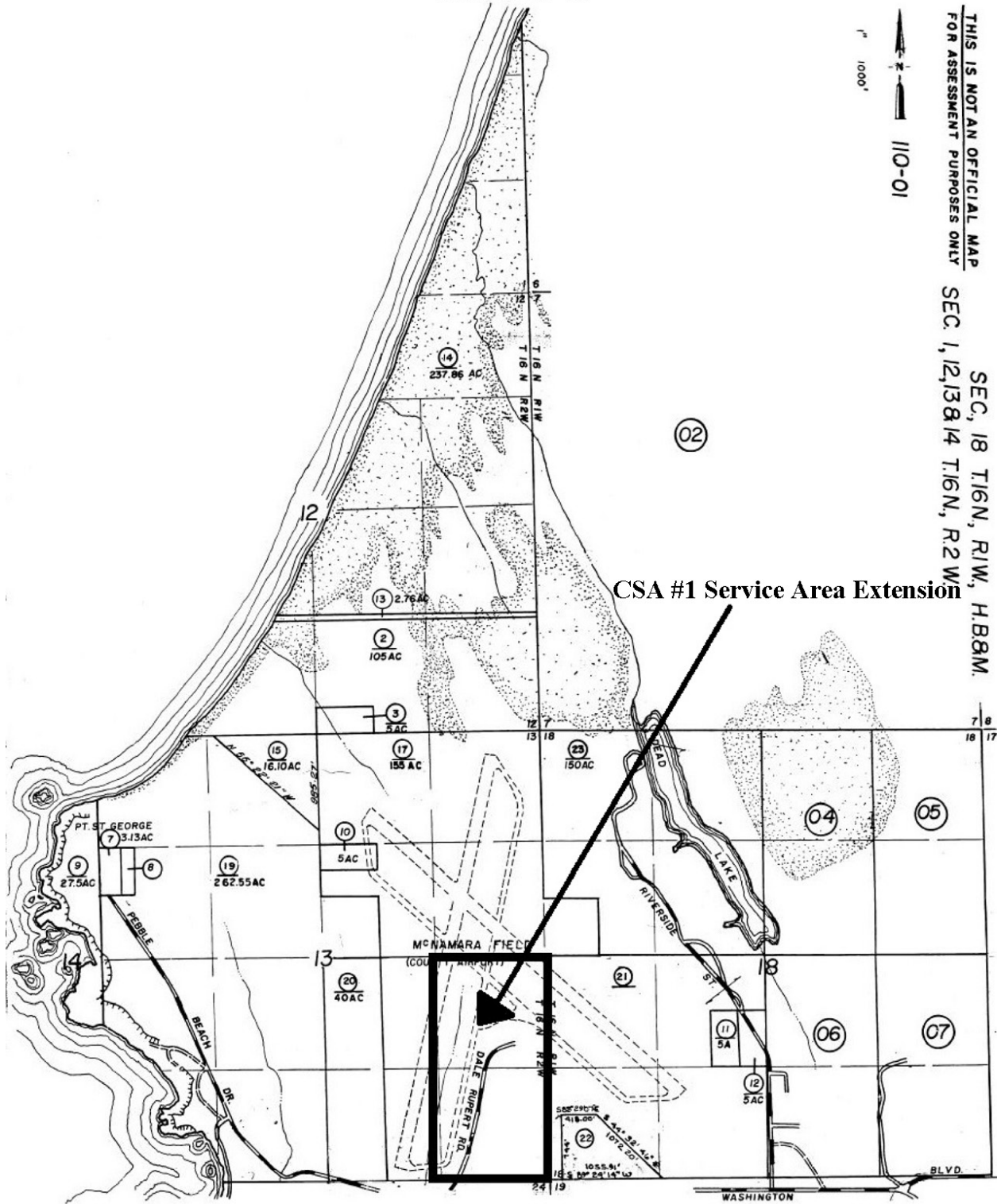
 Darrin Short, Chair

Attest:

 George Williamson, Executive Officer

Exhibit A: CSA #1 Service Area Extension

EXHIBIT A



DEL NORTE
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AGENDA ITEM 3B

MEETING DATE: October 24, 2022
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: FY 2021-22 Year-End Accounting

DISCUSSION

The FY 2021-2022 year-end accounting is attached. City & County revenues received.

One application filed in the prior FY completed this FY, no additional funds needed.

MSR/SOI Preparation costs are \$31,976.75 of the budgeted amount of \$32,000.00, as of June 2022, leaving \$23.25- or less than 1% remaining while Professional Services including both Executive Office and Administrative services are \$40,080.00- leaving \$20.00 remaining.

New Legal Counsel added last year (Jim Underwood) expenses incurred this FY \$1,802.50.

New public member (Lyle Armstrong) added last year, however stipend not accepted so no expense.

Insurance Costs, incurred at start of FY, \$2,614.83 were slightly over budgeted amount.

CALAFCO Membership costs, of, \$1,379.00 were slightly under budgeted amount.

Overall, Del Norte LAFCo ended FY 2021-22 under budget by \$51.97.

RECOMMENDATION

The following procedures are recommended with respect to the Commission's consideration of this item:

Review FY 2021-2022 year-end Budget accounting. This is an informational agenda item.

ATTACHMENT

FY 2021-2022 year-end Budget Revenues and Expenditure Report

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FY 2021-22 Year-end Budget Revenues and Expenditure Report

FY 2021-22 EXPENDITURES	Adopted Budget	Yr. End
Insurance	\$2,500.00	\$2,614.83
CALAFCO Membership	\$1,385.00	\$1,379.00
Printing	\$50.00	\$0.00
Postage	\$50.00	\$0.00
Professional Services:		
MSR/SOI Preparation	\$32,000.00	\$31,976.75
Application Processing	\$10,000.00	\$900.00
Prof. Serv. Exec Officer/Admin.	\$40,100.00	\$40,080.00
Prof. Serv. Legal Counsel	\$2,000.00	\$1,802.50
Advertising/Publications	\$400.00	\$475.58
Conferences (CALAFCO)	\$0.00	\$0.00
Interfund-Cost Plan	\$1,692.00	\$1,700.00
Public Member Stipend (up to 8 mtgs @ \$40/mtg)	\$240.00	\$0.00
TOTAL EXPENDITURES	\$90,417.00	\$80,931.66
FY 2021-22 REVENUES		
Project Revenue (App. Deposits)	\$10,000.00	\$900.00
Interest	\$712.00	\$378.63
Del Norte County	\$39,852.50	\$39,852.50
City of Crescent City	\$39,852.50	\$39,852.50
TOTAL REVENUES*	\$90,417.00	\$80,983.63

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AGENDA ITEM 3E

MEETING DATE: October 24, 2022
TO: Del Norte Local Agency Formation Commission
FROM: George Williamson AICP, Executive Officer
SUBJECT: FY 2022 - 2023 - Remaining Regular Meeting Dates

DISCUSSION

The Commission generally meets on the fourth Monday of every other month, unless rescheduled due to holidays or other considerations. The remaining FY 2022-23 meeting dates are listed below.

December 5, 2022 - adjusted for Holiday

January 23, 2023

March 27, 2023

May 22, 2023