



McCloud Community Services District

220 West Minnesota Avenue P.O. Box 640

McCloud, California 96057

Phone (530) 964-2017 Fax (530) 964-3175 e-mail mcsd@ci.mccloudcsd.ca.us

REGULAR MEETING OF THE BOARD OF DIRECTORS

SCOUT HALL - 405 E. COLOMBERO DRIVE

April 12, 2021 at 6:00 PM

AGENDA

The McCloud Community Services District welcomes you to this meeting. This agenda contains brief general descriptions of each item to be considered at this meeting by the Board of Directors. If you wish to speak on an item on the agenda, you will be provided the opportunity to do so prior to consideration of the item by the Board. If you wish to speak on an item that is not on the agenda, you are welcome to do so during the Public Comment portion of the meeting. Persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. When addressing the Board, please state your name for the record prior to providing your comments. Please address the board as a whole through the President. Comments to individual Board members or staff are not permitted.

All documentation supporting the items on this agenda are available for public review in the District office, 220 W. Minnesota Avenue, McCloud CA 96057, during normal business hours of 9:00 a.m. to 12noon and 1:00 pm to 4:00 p.m. Monday through Friday.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (530) 964-2017.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Approval of Minutes: Discussion/action** regarding approval of the corrected minutes of the Regular Board Meeting of March 8, 2021
- 4. Announcement of Events:**
- 5. Communications:**
 - A. Email from Mary Lingsch
- 6. Reports:**
 - A. General Manager-No report, discussion items are within the agenda
 - B. Finance Officer
 - C. Fire Chief
 - D. Public Works Superintendent
 - E. Directors
 - F. Committees
- 7. Consent Agenda:**
 - A. Approval of Expenses in the amount of \$12,079.29
 - B. Second and Final Reading of MCS D Policy 7100 Fire Department Explorer Program
- 8. Old Business:**
 - A. Discussion from Cal Fire representative concerning Vegetation issues in McCloud

including MCSD Ordinance 28

B. Discussion/possible action regarding Z.I.B./ CSA4 (Zone of Increased Benefits/California Service Area 4) Program, and possible contract for service.

C. Discussion/possible action regarding the floor plan at the Old McCloud Court House including power, sewer, and water and general discussion of the Courthouse project.

9. New Business:

A. Discussion/possible action regarding the first reading of MCSD Policy 3280 Door Yard Burns

B. Discussion/possible action regarding the first reading of MCSD Policy 2420 Unlawful Harassment Including Sexual Harassment

C. Discussion/possible action regarding the purchase of phones and phone plans for District employees

D. Discussion regarding the Safer Grant for the MCSD Fire Department

E. Discussion/possible action regarding the receipt of a 2006 Chevy Tahoe staff vehicle donated from the Southern Marin Fire District

F. Discussion/possible action regarding the need for a Shift Firefighter Program at MCFD to provide fire and EMS services during the daytime when volunteers are at work.

G. Discussion/possible action regarding GIS system Mapping program opportunity for water and sewer through RCAC (Rural Community Assistance Corporation)

H. Discussion/possible action regarding the retrieval of lost MCSD board meeting recordings.

10. Public Comment: This time is provided to receive information from the public regarding issues that **do not** appear on the agenda (persons addressing the Board will be asked to step up to the podium and will be limited to three minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board).

11. Adjourn open session

12. Convene a Closed Session: Pursuant to California Government Code §54957.8- Gain direction from the Board pertaining to Union Negotiations

13. Reconvene open session and announce any action taken.

14. Adjourn

MCSD Mission Statement

McCloud Community Services District will strive to provide the full range of municipal services, at a reasonable cost applied consistently to all customers, while maintaining a healthy infrastructure and environmental integrity.

**MINUTES OF A
REGULAR MEETING OF THE BOARD OF DIRECTORS
March 8, 2021 at 6:00PM**

A regular meeting of the Board of Directors of the McCloud Community Services District was called to order at 6:00 p.m. at Scout Hall. Four Directors (Richey, Young, Zanni, Rorke) were present at start. Mick Hanson joined the meeting at 6:08 PM. Also present were General Manager Amos McAbier, Finance Officer Michael Quinn, Public Works Superintendent Richie Fesler, Fire Chief Charlie Miller, and Board Secretary Andrea Mills.

1. Pledge of Allegiance

2. Approval of Minutes: Discussion/action regarding approval of the minutes of the Regular Meeting of February 22, 2021. R. Zanni made a motion to Approve the Minutes of the Regular Board Meeting of February 22, 2021; seconded by M. Rorke. Motion passed with 4 ayes (Rorke, Richey, Young, Zanni), Hanson absent.

3. Announcement of Events: None

4. Communications:

A. Correspondence from Diane Lowe included in supporting documents.

5. Reports:

A. **General Manager-** Amos McAbier gave an oral report regarding the increased costs of building materials for the lower Elk Springs Project. The previous approval of funds for a new roof at the district office may have to go back to the board for approval of the increased materials costs.

B. **Finance Officer-** Mike Quinn reported that he has been going over the insurance values associated with district properties making sure that if something catastrophic were to happen that the policies would cover full re-build at current building codes and rates. Conversation included creating a list prioritizing which buildings would be rebuilt first in the event of a full loss.

C. **Fire Chief-**Charlie Miller provided a full detailed written report which was included in the agenda support documents. He was commended by two members of the public for his hard work and wonderful contribution to the McCloud community.

D. **Public Works Superintendent-** Richie Fessler provided a written report on the extensive work that was done by MCSD staff after the windstorm on February 26th. MCSD received three Automated External Defibrillators (AED) free of charge from FEMA CAL OES and the McCloud Fire Departments grant work. They are now available at the District office, Library and Scout Hall.

E. **Directors-**No reports

F. **Committees-**All committees are meeting as scheduled and are open to the public to attend.

6. Consent Agenda:

A. Approval of expenses in the amount of \$3,275.71. C. Richey made a motion to approve the expenses in the amount of \$3,235.71; seconded by C. Young. Motion passed with 5 ayes (Rorke, Richey, Young, Zanni, Hanson)

7. Old Business: None

8. New Business:

A. Discussion/possible action regarding MCSD Policy 1060 Miscellaneous Fee Schedule. C. Young approved the first reading of MCSD Policy 1060 Miscellaneous Fee Schedule with the addition of Household Equivalents (HE) to the dumpster rental fees; Seconded by M. Rorke. Motion passed with 5 ayes (Rorke, Richey, Young, Zanni, Hanson).

B. Discussion/possible action regarding MCSD Policy 7100 Fire Department Explorer Program. M. Rorke made a motion to approve the First reading of MCSD Policy 7100 Fire Department Explorer Program; seconded by R. Zanni. Motion passed with 4 ayes (Rorke, Richey, Hanson, Zanni) one nay, C. Young, expressed disappointment that the Policy did not include additional support documents.

C. Discussion/possible action regarding hiring an attorney that specializes in Water. After discussion on what may need to be changed on MCSD Ordinance 27, Rules and Regulations Relating to Water Service. M. Rorke made a motion to approve hiring an attorney that specializes in water; seconded by C. Richey. Motion passed with 5 ayes (Rorke, Richey, Young, Zanni, Hanson).

D. Discussion/possible action regarding a potential Alleys Rate Study. Amos McAbier announced that the Alleys budget is short of funds and that the District may need to rent equipment to maintain the alleys appropriately. The District will also need to make alley boundaries in some areas where encroachment may be an issue. Proposition 218 process will be followed when a final decision is made. C. Young made a motion to research engineers and their rates for the next meeting; seconded by R Zanni, motion passed with 5 ayes (Rorke, Richey, Young, Zanni, Hanson).

E. Discussion/possible action regarding purchase of a year's subscription to Zoom for meetings and phone conference call equipment. After discussion of cost, quality of audio and options available, no action was taken.

F. Discussion/possible action regarding the floor plan at the Old McCloud Court House, including general discussion of the Courthouse project. Discussion regarding placement of the ADA restroom in the Courthouse. No action was taken as the Old Courthouse Committee will meet on site to visualize space better later this month.

9. Public Comment: All public comments were made during the agenda subject discussions.

Adjourn at 7:47 PM

Catherine Young/President of the Board

Andrea Mills/Secretary of the Board

From: Mary Pat Lingsch [REDACTED]
Sent: Tuesday, April 6, 2021 3:31 PM
To: Amos McAbier <amos@ci.mccloudcsd.ca.us>
Subject: Letter for April 12, 2021 Board Packet

April 6, 2021

Amos McAbier, General Manager
McCloud Service District
220 West Minnesota Avenue
McCloud, CA 96057

RE: Proposed Water Ordinance Changes To Accommodate Water Bottlers/Transparency

Dear Mr. McAbier,

I am extremely disappointed in finding out the tapes to the March 22 and March 29, 2021 Board Meetings were "lost", after attendees were not given permission to tape the meeting, AND, the internet was disconnected. Setting up a Zoom account to publish the meetings has also been denied.

1. When will an environmental report be obtained concerning the new industrial customer's future use of the property?
2. Does the district have an environmental review policy?
3. Has there been an environmental study on the effects of industrial water transport on the roadways of McCloud?
4. How can the public be involved in this process when the District is failing to communicate details of the potential bottlers?

I am requesting this letter be published in the MCSD Board Meeting packet for the April 12, 2021 Meeting.

Thank you,

Mary Lingsch
McCloud, CA

MCSO BOARD OF DIRECTORS
April 12, 2021

AGENDA SUPPORTING DOCUMENT
Agenda Item No. 6B
Finance Officer's Report

1. Insurance Values

The attached spread sheets show the actual billing from the 2020/21 year and an estimate of the 2021/22 year based on the current asset values and a projected rate increase. SDRMA gave us a preliminary estimate of \$84,000 for the 2020/21 year for the current assets and District liability.

Our assets are based on original costs with a COLA each year that comes from SDRMA.

Vehicles are only allowed to be insured for current fair market value and not replacement costs. It is important to discuss the amount and type of coverage including comprehensive and collision for the vehicles considering the age and actual replacement values.

Replacement value for the buildings and nonvehicle content is allowed and a discussion as to the level of coverage is also necessary.

One factor to consider in this discussion is the setaside funds that are for the replacement of assets and how that is expected to affect the valuation of said assets for insurance purposes.

2020-2022 SDRMA INSURED MCSD PROPERTIES

Inventory ID	Description	Address/Identifier	2020-21 Asset Value	2020-21 Contents Value	2020-21 Total Asset Value	2020-21 SDRMA Premium	2021-22 Asset Value	2021-22 Contents Value	2021-22 Total Asset Value	2021-22 SDRMA Premium	Estimated Replacement Cost	Estimated Replacement Premium
4	Bocce Ball Courts	Hoo Hoo Park	\$29,461.00	\$631.00	\$30,092.00	\$84.00	\$31,320.00	\$646.00	\$31,966.00	\$89.23	\$35,000.00	\$97.70
6	Chlorination Station	Tank Access Rd. APN 028240090	\$6,313.00	\$8,418.00	\$14,731.00	\$41.00	\$6,711.00	\$8,623.00	\$15,334.00	\$42.68	\$20,000.00	\$55.66
9	Courthouse	205 S. Quincy	\$26,304.00	\$0.00	\$26,304.00	\$73.00	\$27,964.00	\$0.00	\$27,964.00	\$77.61	\$90,000.00	\$249.77
13	Equipment Garge & Pumphouse	208 W. Minnesota	\$210,433.00	\$210,443.00	\$420,876.00	\$1,168.00	\$223,711.00	\$215,578.00	\$439,289.00	\$1,219.10	\$500,000.00	\$1,387.58
15	Fire Hall/Housing Volunteers	309 Tucci	\$157,825.00	\$157,832.00	\$315,657.00	\$876.00	\$167,784.00	\$161,683.00	\$329,467.00	\$914.33	\$450,000.00	\$1,248.82
19	Office	220 W. Minnesota	\$184,129.00	\$105,222.00	\$289,351.00	\$803.00	\$195,748.00	\$107,789.00	\$303,537.00	\$842.37	\$400,000.00	\$1,110.07
23	Parking Lot, Lights, Sidewalk	Hoo Hoo Park	\$24,200.00	\$0.00	\$24,200.00	\$67.00	\$25,727.00	\$0.00	\$25,727.00	\$71.23	\$50,000.00	\$138.43
25	Pavillion	Hoo Hoo Park	\$136,781.00	\$6,839.00	\$143,620.00	\$399.00	\$145,412.00	\$7,006.00	\$152,418.00	\$423.44	\$200,000.00	\$555.63
30	Scout Hall	405 W. Colombero	\$210,433.00	\$5,382.00	\$215,815.00	\$599.00	\$223,711.00	\$5,513.00	\$229,224.00	\$636.22	\$250,000.00	\$693.88
32	Storage Building	220 W. Minnesota	\$6,313.00	\$3,519.00	\$9,832.00	\$27.00	\$6,711.00	\$3,605.00	\$10,316.00	\$28.33	\$15,000.00	\$41.19
36	Water Storage Tank	APN 028240340	\$1,156,591.00	\$0.00	\$1,156,591.00	\$3,210.00	\$1,229,572.00	\$0.00	\$1,229,572.00	\$3,412.55	\$2,000,000.00	\$5,550.80
37	Water Supply	220 W. Minnesota	\$3,157.00	\$0.00	\$3,157.00	\$9.00	\$3,356.00	\$0.00	\$3,356.00	\$9.57	\$4,000.00	\$11.40
41	Water Supply	Elk Spring House	\$700,000.00	\$0.00	\$700,000.00	\$1,943.00	\$744,170.00	\$0.00	\$744,170.00	\$2,065.60	\$1,500,000.00	\$4,163.57
44	Water Supply	Intake Springs House	\$500,000.00	\$0.00	\$500,000.00	\$1,388.00	\$531,550.00	\$0.00	\$531,550.00	\$1,475.58	\$1,000,000.00	\$2,776.00
47	Water Supply	Lower Elk House	\$509,000.00	\$0.00	\$509,000.00	\$1,413.00	\$541,118.00	\$0.00	\$541,118.00	\$1,502.16	\$800,000.00	\$2,220.83
71	5 Gazebos-Picnic area	405 E. Colombero	\$67,865.00	\$0.00	\$67,865.00	\$188.00	\$72,147.00	\$0.00	\$72,147.00	\$199.86	\$75,000.00	\$207.77
82	Playground Equipment, Recycled Rubber Fill	Hoo Hoo Park	\$43,138.00	\$42,089.00	\$85,227.00	\$237.00	\$45,860.00	\$43,116.00	\$88,976.00	\$247.43	\$350,000.00	\$973.28
88	Concession Stand	417 E. Colombero	\$32,722.00	\$0.00	\$32,722.00	\$91.00	\$34,787.00	\$0.00	\$34,787.00	\$96.74	\$50,000.00	\$139.05
107	Ambulance Bay	309 B Tucci	\$60,000.00	\$0.00	\$60,000.00	\$167.00	\$63,786.00	\$0.00	\$63,786.00	\$177.54	\$110,000.00	\$306.17
110	Library	300 E. Colombero	\$98,378.00	\$0.00	\$98,378.00	\$273.00	\$104,586.00	\$0.00	\$104,586.00	\$290.23	\$150,000.00	\$416.25
119	Restroom/Concession Stand	417 B East Colombero	\$182,368.00	\$0.00	\$182,368.00	\$506.00	\$193,875.00	\$0.00	\$193,875.00	\$537.93	\$350,000.00	\$971.11
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Inventory ID	Description	Address/Identifier	2020-21 Asset Value	2020-21 Contents Value	2020-21 Total Asset Value	2020-21 SDRMA Premium	2021-22 Asset Value	2021-22 Contents Value	2021-22 Total Asset Value	2021-22 SDRMA Premium	Estimated Replacement Cost	Estimated Replacement Premium
12	Ditch Witch RT45	11278471	\$44,909.00	N/A	\$44,909.00	\$800.90	\$44,909.00	N/A	\$44,909.00	\$800.90	\$49,909.00	\$890.07
13	John Deere	T041OGX960225	\$110,000.00	N/A	\$110,000.00	\$1,961.72	\$110,000.00	N/A	\$110,000.00	\$1,961.72	\$150,000.00	\$2,675.07
14	John Deere 624K Loader	1DW624KZECE648986	\$220,000.00	N/A	\$220,000.00	\$3,923.44	\$220,000.00	N/A	\$220,000.00	\$3,923.44	\$280,000.00	\$4,993.47
16	Mounted Wacker Neuson Generator G:	20000249/5943240	\$15,000.00	N/A	\$15,000.00	\$267.51	\$15,000.00	N/A	\$15,000.00	\$267.51	\$15,000.00	\$267.51
17	Pipehunter Sewer Vac	1T9P32128BP391677	\$116,877.00	N/A	\$116,877.00	\$2,084.36	\$116,877.00	N/A	\$116,877.00	\$2,084.36	\$180,000.00	\$3,210.08
23	John Deere Lawnmower Mower and Dt	40341/10501	\$10,000.00	N/A	\$10,000.00	\$178.34	\$10,000.00	N/A	\$10,000.00	\$178.34	\$20,000.00	\$356.68
10	Ditch WitchJT922	SS	\$117,865.00	N/A	\$117,865.00	\$2,101.98	\$117,865.00	N/A	\$117,865.00	\$2,101.98	\$122,865.00	\$2,191.15
11	Ditch Witch RT12 Trencher	JC0001729	\$11,310.00	N/A	\$11,310.00	\$201.70	\$11,310.00	N/A	\$11,310.00	\$201.70	\$16,310.00	\$290.87
2	#2 S2B Single Axle Trailer 2013	T-1200B	\$3,095.00	N/A	\$3,095.00	\$57.14	\$3,095.00	N/A	\$3,095.00	\$57.14	\$5,000.00	\$92.31
3	Single Axle trailer 2013		\$600.00	N/A	\$600.00	\$11.08	\$600.00	N/A	\$600.00	\$11.08	\$1,000.00	\$18.47
15	2007 Kenworth 4x4 Wildland Fire Eng	1954	\$334,869.00	N/A	\$334,869.00	\$2,196.25	\$334,869.00	N/A	\$334,869.00	\$2,343.59	\$390,000.00	\$2,729.43
18	2000 Ford F-350 P/up Utility	2399	\$31,944.00	N/A	\$31,944.00	\$1,661.08	\$31,944.00	N/A	\$31,944.00	\$1,759.30	\$85,000.00	\$4,681.33
20	1946 Federal Fire Truck	3847	\$4,501.00	N/A	\$4,501.00	\$753.85	\$4,501.00	N/A	\$4,501.00	\$1,022.61	\$4,501.00	\$1,022.61
21	2012 Dodge	16630	\$99,476.00	N/A	\$99,476.00	\$1,794.42	\$99,476.00	N/A	\$99,476.00	\$1,892.64	\$150,000.00	\$2,853.91
23	2007 Dodge Ram 1500/ F Chief	4949	\$25,000.00	N/A	\$25,000.00	\$1,176.17	\$25,000.00	N/A	\$25,000.00	\$1,244.93	\$50,000.00	\$2,489.86
28	2001 Ford Super Duty P/up 600	5417	\$26,224.00	N/A	\$26,224.00	\$1,504.19	\$26,224.00	N/A	\$26,224.00	\$1,572.90	\$11,000.00	\$659.77
90	1977 Mack Fire Truck	1160	\$102,200.00	N/A	\$102,200.00	\$2,196.25	\$102,200.00	N/A	\$102,200.00	\$2,343.59	\$390,000.00	\$8,943.25
120	2005 Chevy Horton Ambulance	520	\$114,706.00	N/A	\$114,706.00	\$1,794.42	\$114,706.00	N/A	\$114,706.00	\$1,892.64	\$170,000.00	\$2,804.99
122	2019 International 7400	64629	\$169,992.00	N/A	\$169,992.00	\$4,996.13	\$169,992.00	N/A	\$169,992.00	\$5,143.47	\$220,000.00	\$6,656.57
123	2019 International Durastar 44	64652	\$204,148.00	N/A	\$204,148.00	\$6,515.41	\$204,148.00	N/A	\$204,148.00	\$6,760.97	\$220,000.00	\$7,285.96
124	2006 Ford F-150	57919	\$11,000.00	N/A	\$11,000.00	\$993.52	\$11,000.00	N/A	\$11,000.00	\$1,062.28	\$11,000.00	\$1,062.28
127	2004 Ford CC 4x4 flat bed	677	\$50,109.00	N/A	\$50,109.00	\$2,083.06	\$50,109.00	N/A	\$50,109.00	sold	sold	sold

Inventory ID	Description	Address/Identifier	2020-21 Asset Value	2020-21 Contents Value	2020-21 Total Asset Value	2020-21 SDRMA Premium	2021-22 Asset Value	2021-22 Contents Value	2021-22 Total Asset Value	2021-22 SDRMA Premium	Estimated Replacement Cost	Estimated Replacement Premium
128	2020 International CV 4X4	96510	N/A	N/A	N/A	N/A	\$95,934.00	N/A	\$95,934.00	5143.47	\$110,000.00	\$5,897.61
			2020-21 Total Asset Value	2020-21 Total Contents Value	2020-21 Total Assets Value	2020-21 Total SDRMA Premium	2021-22 Total Asset value	2021-22 Total Contents value	2021-22 Total Assets value	2021-22 Total SDRMA Premium	Total Estimated Replacement Cost	Total Estimated replacement premium
TOTALS			\$6,169,236.00	\$540,375.00	\$6,709,611.00	\$52,814.92	\$6,539,365.00	\$553,559.00	\$7,092,924.00	\$58,130.27	\$11,050,585.00	\$85,388.23
Umbrella costs (estimate)						\$39,000.00				\$25,900.00		\$25,900.00
Total Insurance Costs (estimate)						\$91,814.92				\$84,030.27		\$111,288.23

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2021**

Member Information

Active Firefighters:	12	Inactive Firefighters:	3
Active Paramedics:	2	Inactive Paramedics:	1
Active EMT 1's:	3	Inactive EMT 1's:	0
Active Auxiliary:	3	Inactive Auxiliary:	9
Members Resigned:	2	Members Terminated:	0
New Members:	2		
Members on Leave of Absence:	2		

PERSONNEL	COUNT	PERCENTAGE
Borden, Jack	4	19.05 %
Fay, Dan P	6	28.57 %
Girard, Nate	1	4.76 %
Girard, Parker	4	19.05 %
Gray, Jeff	2	9.52 %
Gray, Jessie	10	47.62 %
Masciola, Bob	4	19.05 %
Miller, Cindy Ann	7	33.33 %
Miller, Darrell "Charlie"	12	57.14 %
Richardson, Stephen	8	38.10 %
Thomsen, Kirk S	2	9.52 %
Vogus, Trenton	2	9.52 %
Sum of Individual Responses		62
Total Incidents for Date Range		21

Volunteer notes: 2 Resignation due to personal health issues. Terry and Sandy Borden leave are taking a leave of absence due to time constraints (Covid19 effects on their business).

Explorers: 2 Members. 1 Auxiliary, 1 responds to calls as per department/CSD policies.

PERSONNEL	COUNT	PERCENTAGE
<u>Girard, Parker</u>	4	19.05 %
Sum of Individual Responses		4
Total Incidents for Date Range		21

Explorer notes: The McCloud Market, Pepsi & other businesses donated several cases of sodas and water to the Explorers. They are using charging for the donated drinks at the station to raise money to be used for the Explorer program.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2021**

CHIEF 1700

Darrell "Charlie" Miller (EMT-P)

ASST. CHIEF/OPERATIONS 1701

Trenton Vogus (Firefighter/EMT 1)

ASST. CHIEF/EMS DIRECTOR 1702

Kirk Thomsen (Firefighter/EMT -P)

FIRE CAPTAIN 1705 (Training Officer)

Nate Girard (Firefighter/EMT)

FIRE CAPTAIN 1704

Stephen Richardson (EMR Student)

FIRE LIEUTENANT 1708

Ben Garcia (Auxiliary/Engine Driver)

RESCUE/EMS LIEUTENANT 1709

Terry Borden (Auxiliary/EMR)

FIRE FIGHTER'S / EMT'S

Jack Borden (Firefighter/EMT)

Mike Worthington (Firefighter/EMT-P)

Auxiliary/Non-Firefighters, Drivers & Support Staff

Peter Tolosano
(Battalion Chief 1710)

Donna Sager
(Battalion Chief 1711)

Amos McAbier
(Engine Driver)

Bryce Estes
(EMT-P)

Jessie Gray (Dept. Secretary)
(Ambulance Driver)

Illa Garcia
(Engine Driver)

Dan Fay
(Ambulance Driver)

Jeff Gray
(Engine Driver)

Bobby Martin
(Engine Driver)

Cindy Miller
(EMT 1)

Bob Masciola
(Ambulance Driver)

Richie Fesler
(Engine Driver)

Elizabeth Buckley
(EMT Trainee)

Sandy Borden
(EMT 1)

Jerry Glynn
(Engine Driver)

Pending (In process to become volunteers)

Joe Dewitt
(EMR Student)

David Wolfe

Matt Dalleske
(EMT Student)

Jettus Memmer
(EMR Student)

Ulianna Roseberry
(EMR Student)

Parker Girard

Explorers

Merlin Huddleston

Highlighted personnel are trained and currently qualified for interior structural firefighting.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2021**

Total Calls for Service: 21

Fire Calls

Total Fires: 2 Structure: 0 Vegetation: 0 Vehicle Fires: 1 Nuisance: 1

In Town: 0 Mutual Aid/Auto Aid: 2

Fire Notes: Flue Fire with no damage to structure. Auto Aid vehicle fire near Snowman's hill.

Medical Calls

Total Medical Calls: 12 (includes traffic collisions) Traffic Collisions: 0 Non Injury: 0

Transported by Medic 17: 6 Paramedic Intercept: 0

Transported by MSAS: 2 Non-Transport: 4 BLS: 7 ALS: 5

In Town: 8 Mutual Aid/Auto Aid: 4

Miscellaneous Calls

Total Miscellaneous Calls: 7

HAZMAT: 0 Lift Assist: 0 Public Assist (other): 7

Rescue Calls: 0 Smoke Check: 0 Alarm Sounding: 0

In Town: 6 Mutual Aid/Auto Aid: 1

Call notes: No calls were missed this month, but Medic 17 was not staffed several times requiring us to utilize Mount Shasta ambulance for 2 transports that we could have provided if Medic 17 staffing was available. Chief Miller is going to perform a detailed study in the second quarter of 2021 to detail how often we are not able to staff the ambulance.

INCIDENT TYPE	# INCIDENTS
114 - Chimney or flue fire, confined to chimney or flue	1
131 - Passenger vehicle fire	1
320 - Emergency medical service, other	2
321 - EMS call, excluding vehicle accident with injury	8
550 - Public service assistance, other	2
551 - Assist police or other governmental agency	1
553 - Public service	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
661 - EMS call, party transported by non-fire agency	2
Total Incidents	21

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2021**

Station/Apparatus

Station 17-Fire Hall: Good condition, nothing to report

Unit 1700: Unit still needs a full tune up. Richie & James to schedule.

Squad 1740: Good condition, nothing to report.

Medic 17: Good condition, nothing to report.

Engine 1712: Investigating possibility of changing typing from Type 1 Engine to Type 3 Engine. This would allow us to rent this engine or to cover CalFire when they request.

Engine 1715: Good condition, nothing to report.

Fire Department Drills

#1 Fire: (Thursday 6-10 pm)

Date: 3/04/2021 Topic: No training due to Hazmat FRO class.

#2 Fire: (Thursday 6-10 pm)

Date: 2/11/2021 Topic: Vehicle checks. Electrical Hazards Responses.

Bus. Mtg: (Thursday 6-10 pm)

Date: 2/18/2021 Business Covered: County Chiefs meeting review.

#3 Fire: (Saturday 9 am to 4 pm)

Date: 2/11/2021 Topic: Vehicle checks. SCBA Basics.

Training Notes: COS Hazardous Materials First Responder Operations (HAZMAT FRO) class (24 Hours) was attended by several department members and members of other fire departments. This class is mandatory for all firefighters to meet NFPA and OSHA rules. COS will pay us for hosting this class.

Chief Miller attended 2 Chief Officer classes this month in one in Oroville and the other in Folsom. These classes were taken at no cost to the fire department.

Jack Borden attended a Rapid Intervention Crew (RIC) training in Colusa County. He became certified on rescuing firefighters inside structure fires.

COS Emergency Medical Responder (EMR) class is being hosted at Station 17 (Monday and Tuesday evenings in March and two Saturdays in April). COS will pay us for hosting this class as well. We are also due payment from COS for the Fall EMT class.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2021**

Community Involvement: Received a donation of a Command vehicle (2006 Chevrolet Tahoe SUV) from the Southern Marin Fire Department. If approved by the board, this vehicle will be named C1700 and serve as the Duty Chiefs vehicle as well as allow us a vehicle to send out of town on overhead assignments that generate income for the department (such as when Peter Tolosano and Donna Sager respond out of county). An article should be in the Mt Shasta Herald soon. If approved, Chief Miller will ask the board for a letter of thanks to the Southern Marin FD board of Directors at the 1st board meeting in April.

Ordinance 28 Issues: CalFire is going to attend the 1st MCSD board meeting in April to give the board information and answer questions.

Billing: We are still working with Wittman to clear up our billing. Fire Department and CSD Administrators had a meeting with Wittman staff to explain our concerns. They are doing a three-year audit of our billing. We have two other billers courting us.

Medical:

McCloud Ambulance Billing and Receipts Fiscal Year 2020/2021

	*NET CHARGES	Net Payments	NEW A/R BALANCE
JULY '20	\$1,471.62	\$943.95	\$12,716.25
AUGUST '20	\$0.00	\$100.00	\$12,616.25
SEPTEMBER '20	\$0.00	\$3,890.00	\$8,726.25
OCTOBER '20	\$1,759.06	\$0.00	\$10,485.31
NOVEMBER '20	\$10,517.80	\$526.26	\$20,476.85
DECEMBER '20	\$17,168.21	\$2,289.82	\$35,355.24
JANUARY '21	\$27,325.94	\$1,217.73	\$61,463.45
FEBRUARY '21	\$2,573.39	\$4,409.43	\$59,627.41
MARCH '21	\$0.00	\$0.00	
APRIL	\$0.00	\$0.00	
MAY	\$0.00	\$0.00	
JUNE	\$0.00	\$0.00	
<hr/>			
FY 20/21 Totals	\$48,826.60	\$13,377.19	\$59,627.41
FY 20/21 Percentage of Revenue		27.40%	This amount is due to us now. We are working with Wittman to get this paid ASAP.
MONTHLY AVERAGE	\$4,882.66	\$1,114.77	

*March numbers will be posted in April as we do not receive details from Wittman Enterprises until mid-month.

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2021**

EF Recovery Billing:

2521		Closed	Darrell Miller	09/15/2020	100%	\$173.98
2553		Closed	Darrell Miller	09/18/2020	100%	\$275.89
2556		Billing Step 2	Darrell Miller	09/18/2020	100%	\$89.54
2601		Information	Darrell Miller	09/23/2020	100%	\$123.98
2674		Billing Step 4	Darrell Miller	09/29/2020	100%	\$365.77
2675		Billing Step 3	Darrell Miller	09/29/2020	100%	\$310.12
3907		Billing Step 2	Darrell Miller	12/23/2020	100%	\$215.31
3909		Closed	Darrell Miller	12/23/2020	100%	\$827.73
4511		Billing Step 2	Josh Strey	02/08/2021	100%	\$127.15
4632		Billing Step 2	Darrell Miller	02/21/2021	100%	\$203.64
4970		Incomplete	Darrell Miller	03/26/2021	100%	\$149.32

Billed (FY 20/21): \$2862.07

Received (FY 20/21): \$1277.60

EF Recovery Accounts Receivable: \$1584.47 as of 3/31/2021

McCloud Fire Department Monthly Fire Chiefs Report

Report Month: **March**

Year: **2021**

General Message:

Grant proposals filed in March for the FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Recruitment & Retention Coordinator (approximately \$475K over four years, with no cost to the department). This grant would allow us to hire a staff member to recruit & train volunteers as well as providing daytime staffing for ambulance and fire response and other administrative tasks. We will be advised the results late summer.

We also applied to the McConnel Foundation Grant for medical equipment. We asked them to replace our electrocardiogram (ECG) monitor. This grant proposal is for approximately \$40,000.00. No details are available about when we will know the results of this grant.

ZIB/CSA 4/Greater McCloud Fire Response Zone (GMFRZ) meetings continued. General Manager McAbier and Chief Miller attended the GMFRZ board meeting. They have asked us to attend their next meeting and be prepared to negotiate a contract to provide response to the area starting July 1, 2021. (CalFire will not be providing (guaranteed) out of season responses any longer after 2021 fire season).

CSA3 delivered 25 pagers and 2 hand-held radios for the department, they were placed in service.

The department received a donation of \$10,640.00 from an anonymous resident to be used for staffing, recruitment and retention (R&R) of volunteer personnel. We have also been advised that another area resident is going to donate \$200.00 per month to be used for R&R.

Submitted By: *Darrell Miller* Darrell "Charlie" Miller

Date: 4/1/2021

MCSO BOARD OF DIRECTORS
April 12, 2021

AGENDA SUPPORTING DOCUMENT
Agenda Item No.6D
Public Works Superintendent's Report

Water: We have started turning on outside waters.

Alleys: We are filling potholes in alleys.

Sewer: We have started our seasonal sewer pond maintenance using our plow disc for weed abatement in ponds 2, 3, and 4.

Park: The water is on; the bathrooms are open for the season and power is back on in the gazebos. We are accepting applications for the Seasonal Park Maintenance Position.

Green waste: We have made over \$300 since the start of April from Out of District customers using our green waste facility thanks to our diligent residents and staff keeping a close eye on illegal Out of District dumpers.

Refuse: On Monday April 5th, the Side Loading Refuse Truck had an actuator switch fail on the can grabber mechanism. The Public Works crew had to complete the Refuse collection with the Rear Loading Refuse Truck. Tuesday morning, we identified the problem, replaced the electronic switch, in house and the Side Loader is back in service.

* ... Over spent expenditure

Claim/ Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9983	1169 BACKDRAFT OFCO, LLC Emergency Reporting 1/1-12/31/21		1,350.00	*** Claim from another period (3/21) ****				
202020225	11/06/20 Emer Rptg 7/1-12/31/21		675.00			1040 101300		101000
202020225	11/06/20 Emer Rptg 1/1-6/31/21		675.00*			1040 405000	710	101000
	Total for Vendor:		1,350.00					
9970	9 BASIC LABORATORY Nov Drinking Water Monitoring		67.20	*** Claim from another period (11/20) ****				
2011999	11/30/20 Nov Drinking Water Monitoring		67.20			3000 402000	392	101000
9971	9 BASIC LABORATORY Dec Drinking Water Monitoring		67.20	*** Claim from another period (12/20) ****				
2012373	12/09/20 Dec Drinking Water Monitoring		67.20			3000 402000	392	101000
9972	9 BASIC LABORATORY Feb Drinking Water Monitoring		76.80	*** Claim from another period (2/21) ****				
2101425	02/11/21 Feb Drinking Water Monitoring		76.80			3000 402000	392	101000
9973	9 BASIC LABORATORY Mar Drinking Water Monitoring		76.80	*** Claim from another period (3/21) ****				
2102937	03/24/21 Mar Drinking Water Monitoring		76.80			3000 402000	392	101000
9974	10 BAXTER AUTO PARTS Protective Gloves for shop, water, sewer, refuse		160.12	*** Claim from another period (3/21) ****				
239792-31	03/16/21 Protective Gloves for Sewer		26.86			2000 403000	400	101000
239868-31	03/19/21 Protective Gloves for Shop		33.30			1010 403000	400	101000
239868-31	03/19/21 Protective Gloves for Refus		33.32			1090 403000	400	101000
239868-31	03/19/21 More Protective Gloves for		33.32			2000 403000	400	101000
239868-31	03/19/21 Protective Gloves for Water		33.32			3000 403000	400	101000
	Total for Vendor:		160.12					
9984	11 BLACK BUTTE TRANSFER STATION March 2021 Dump Fees		3,246.83	*** Claim from another period (3/21) ****				
MAR2021	04/03/21 March Dump Fees		3,246.83			1090 405000	710	101000
	Total for Vendor:		3,246.83					

* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
9962		Office Propane	13 BLUE STAR GAS	*** Claim from another period (3/21) **** 1,034.86								
		Statement 02/28/21 Credit for Prior Payment		-934.71*			1010	403000		440		101000
		Statement 02/28/21 Credit for 2/22/21 Payment		-1.07*			1040	403000		440		101000
		Statement 02/28/21 Credit for 2/22/21 Payment		-1.07*			1010	403000		440		101000
		1235382 03/02/21 Firehouse Propane		967.76*			1040	403000		440		101000
		1238882 03/16/21 District Office Propane		1,003.95*			1010	403000		440		101000
		Total for Vendor:		1,034.86								
		*** Claim from another period (3/21) ****		26.05								
9982		Ambulance Medical Supplies	1018 BOUND TREE MEDICAL, LLC	61.40*		020520	1040	403000		400		101000
21		844004040 03/26/21 Lidocaine					1040	403000		400		101000
		83996998 03/22/21 Ambulance Medical Supplies		24.65*		724914	1040	403000		400		101000
		32964 02/26/21 Returned Supplies		-60.00*			1040	403000		400		101000
		Total for Vendor:		26.05								
		*** Claim from another period (3/21) ****		392.32								
9979		Vehicle Fuel 3/16-3/31/21	277 CROSS PETROLEUM									
		CL06774 03/31/21 Rear Loader 3/19/21		49.57			1090	403000		420		101000
		CL06774 03/31/21 Side Loader 3/16/21		67.42			1090	403000		420		101000
		CL06774 03/31/21 Side Loader 3/23/21		72.03			1090	403000		420		101000
		CL06774 03/31/21 Side Loader 3/30/21		76.34			1090	403000		420		101000
		CL06774 03/31/21 Command Veh 3/21/21		75.05*			1040	403000		430		101000
		CL06774 03/31/21 Medic 17 3/26/21		26.20*			1040	403000		420		101000
		CL06774 03/31/21 Squad 1740 3/28/21		25.71*			1040	403000		420		101000
		Total for Vendor:		392.32								
		*** Claim from another period (3/21) ****		23.00								
9978		Live Scan Reimbursement	1162 David Wolfe									
		SisCtyShrf 03/29/21 Live Scan Reimbursement		23.00*		724905	1040	402000		345		101000
		Total for Vendor:		23.00								

* ... Over spent expenditure

Claim/ Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9986	215 Gal @ \$2.74 Dyed Diesel 177555 03/12/21 215 @ \$2.74 Dyed Diesel	42 DON R ERICKSON OIL	632.47			1010 403000	420	101000
	Total for Vendor:		632.47					
9987	Travel and Misc Expenses reimbursed by the State of California for fire fighting 04/02/21 Travel and misc expense reimbu	1170 Donna Sager	471.49			1041 402000	340	101000
	Total for Vendor:		471.49					
9976	Employee Dental Mar2021 03/24/21 Employee Dental Mar2021 03/24/21 Employee Dental Mar2021 03/24/21 Employee Dental Mar2021 03/24/21 Employee Dental Mar2021 03/24/21 Employee Dental Mar2021 03/24/21 Employee Dental	449 KEVIN SHEARER, DDS	85.00			1040 401300 1050 401300 1070 401300 1080 401300 1090 401300 2000 401300 3000 401300	270	101000
	Total for Vendor:		85.00					
9977	Live Scan Re-imburement SisCntySbr 03/29/31 Live Scan re-imburement	1156 Matthew Dalleske	72.00			1040 402000	345	101000
	Total for Vendor:		72.00		724906			
9968	February IT Services 0103 02/01/21 February IT Services	416 MT SHASTA IT SERVICES	800.00			1010 402000	396	101000
	Total for Vendor:		800.00					
9969	March IT Services 0122 03/01/21 March IT Services	416 MT SHASTA IT SERVICES	800.00			1010 402000	396	101000
	Total for Vendor:		800.00					

* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9981		416 MT SHASTA IT SERVICES	800.00					
April	IT Service							
	INV-0127	04/01/21 April IT Service	800.00*			1010	402000	396
		Total for Vendor:	2,400.00					
		*** Claim from another period (3/21) ****						
9963		120 PACIFIC POWER - 001 7 FIRE	535.64					
Power	Bill							
	0017	03/18/21 Shop	77.11			1010	403000	450
	0017	03/18/21 District Office	143.04			1010	403000	450
	0017	03/18/21 Library	79.71			1080	403000	450
	0017	03/18/21 Fire	235.78			1040	403000	450
		Total for Vendor:	535.64					
		*** Claim from another period (3/21) ****						
9964		124 PACIFIC POWER - 005 8 PARK	99.97					
Power								
	0058	03/18/21 Scout Hall	52.71			1070	403000	450
	0058	03/18/21 Scout Hall	13.18			1010	403000	450
	0058	03/18/21 Park Field Lights	15.90			1070	403000	450
	0058	03/18/21 Park-Gazebo	18.18			1070	403000	450
		Total for Vendor:	99.97					
		*** Claim from another period (3/21) ****						
9985		399 POWERPLAN - OIB	441.62					
John Deere	Backhoe Repair Parts							
	12531092	03/31/21 J Deere Backho Repair Parts	441.62			1010	403000	520
		Total for Vendor:	441.62					
		*** Claim from another period (3/21) ****						
9975		169 SOLANOS HOME IMPROVEMENT CNTR	134.18					
Rebar	for Marking Wtr Tnk Prop, Decon, Park Bench Repair							
	241073	03/02/21 Rebar for Marking Wtr Tnk Prop	20.61			3000	402000	392
	241074	03/02/21 Rebar for Marking Wtr Tnk Prop	6.87			3000	402000	392
	273640	03/05/21 Decon for ScoutHall Vctr Cntrl	9.56			1070	403000	510
	241356	03/18/21 Park Bench Repairs	97.14			1070	403000	510
		Total for Vendor:	134.18					

* ... Over spent expenditure

Claim/ Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9980	153 SOUSA READY MIX Base Rock for alley pot hole repair		489.52	****				
1327832	03/17/21 Base for alley pot hole repair		489.52		725001	1050 403000	400	101000
	Total for Vendor:		489.52					
9965	156 STAPLES		196.22	****				
Office Supplies								
2790720361	03/03/21 COPY PAPER		80.41			1010 403000	410	101000
2797631411	03/12/21 CARDSTOCK, AA Bat, paper,		115.81			1010 403000	410	101000
	Total for Vendor:		196.22					
	# of Claims		24					
	Total:		12,079.29					

Fund/Account	Amount
1010 GENERAL	
101000 Operating Cash	\$4,005.11
1040 FIRE	
101000 Operating Cash	\$2,808.98
1041 FIRE - FSLA	
101000 Operating Cash	\$471.49
1050 ALLEYS	
101000 Operating Cash	\$491.22
1070 PARKS	
101000 Operating Cash	\$197.74
1080 LIBRARY	
101000 Operating Cash	\$80.56
1090 REFUSE	
101000 Operating Cash	\$3,554.01
2000 SEWER	
101000 Operating Cash	\$83.13
3000 WATER	
101000 Operating Cash	\$387.05

Total: \$12,079.29

The foregoing claims are approved for payment in the manner provided by Resolution #3, dated November 8, 1965.

Prepared by: _____

Reviewed by: _____

Claims Total: \$12,079.29

Signature #1 _____

Signature #2 _____

Signature #3 _____

Signature #4 _____

Signature #5 _____

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Explorer Fire Fighter Program
POLICY NUMBER: 7100
ADOPTED: 04/10/17
REVIEWED: 03/14/17; 09/12/19; 09/03/20
REVISED: 10/14/19

7100.10 Purpose

7100.11 The McCloud Volunteer Fire Department is proud to be a volunteer fire department. Our explorer firefighter program was established to develop youth with skills in fire training and service. Being an explorer firefighter is a rewarding way to learn these skills. All training, uniforms and personal protective equipment are provided at no cost. However, all equipment will need to be returned once the Explorer firefighter exits the program. Being a firefighter is a dangerous job. Strict laws exist to protect minors from the most hazardous situations. For example, explorer firefighters will never enter a burning building or operate on top of a roof. The McCloud Volunteer Fire Department takes safety very seriously and will not tolerate horseplay during exploring training or real emergencies. It must also be recognized that during emergency conditions, an explorer might be asked to complete a task prohibited by law. In this case, the explorer member must take responsibility to alert the member asking him/her to do the task that it is prohibited. The explorer should then report the request to command at the scene. Once back at the station, explorers should report such incidents to an explorer advisor so that follow up training can be provided to the crew. AN EXPLORER SHOULD NEVER INTENTIONALLY BREAK THE LAW, EVEN IN AN EMERGENCY SITUATION.

7100.20 Introduction

7100.21 The McCloud Voluntary Fire Department Explorer Program has adopted the requirements set forth by the Boy Scouts of America, “Learning for Life” career exploring program to be an Explorer firefighter. Explorer firefighters must be at least 14 years old but not older than 18 years old, Explorers should be willing and able to attend at least 50% of scheduled meetings and required trainings. We believe in and support our Explorers in making school, school functions and sporting events their top priority. Explorers will need to notify their advisor when they will be absent due to school events. The Special trainings are optional but highly encouraged. Explorers must maintain a ~~75% average~~ *Grade Point Average (GPA) of 2.5* or higher in their schoolwork to remain active. Explorer firefighters need to be self-starters and be

willing to learn.

Explorers who regularly strive to learn more and be involved will be rewarded with increasing levels of responsibility and opportunities. The fire department is proud of its members. Explorer members are expected to conduct themselves in a professional manner when representing the fire department including abiding by all HIPPA regulations. Talking about internal fire department activities including finances and other fire departments reduces the public trust and will be dealt with appropriately. We are happy to have you as a member of the McCloud Volunteer Fire Department. We look forward to some great training and your assistance during actual emergencies.

7100.30 Rules and Regulations

7100.31 The MCFD Explorer Advisors, and the Fire Chief will directly supervise the explorer firefighter program. A committee made up of members of the regular fire department will be assigned by the Chief, to act as the “Explorer Advisors”.

7100.32 The Explorer Fire Department shall abide by all federal, state, *Learning for Life (LFL)* and Departmental rules and regulations.

7100.33 All members of the MCFD Explorer Firefighter program shall meet the minimum standards.

7100.34 Explorer members do not have voting privileges within the regular fire department. Explorers may attend meetings but might be asked to leave the room while some issues are discussed.

7100.35 All Explorers *and legal guardians* must review *and sign* the Explorer Orientation Packet *and Policy 7100*.

7100.36 All fire department members must recognize rules and regulations that govern minors and their safety. Explorer members are not permitted to participate in activities that are prohibited. Explorer members must recognize when they have been asked to perform something not appropriate and will report this to the requesting firefighter and commanding officer.

7100.37 Explorer members must be accompanied by ~~an advisor~~ *at least two Learning for Life advisors over 21 years old or their parent/guardian who is an active MCS D volunteer firefighter* at all times and should not be at the fire station unsupervised. *Advisors should represent each sex of the explorer members.*

7100.38 All explorer members must sign in and out of the explorer time log sheet at the station every time they enter and exit the building. An advisor of the department must sign in explorers. NO EXCEPTIONS!

7100.39 Only officers may talk to the media. All Explorer members will refer all questions regarding the fire department to the most senior officer on the scene.

Explorers are expected to represent the fire department in a positive manner. It is not appropriate to discuss internal matters of the fire department or talk negatively about other fire departments.

7100.40 Explorers ARE NOT to bring their friends to hang out around the fire station.

7100.41 Any injuries occurring during training or a scene call are covered by Learning for Life liability insurance and the Crater Lake Council of the Boy Scouts of America Accidental Illness and Injury insurance. All injuries must be reported to the senior officer as soon as practical for documentation and treatment.

7100.42 Explorers CAN NOT respond to calls or come to the station if sick or under the influence of prescription medications, alcohol or illicit drugs that may impair judgement.

7100.43 Mobilization of the explorer post will be upon notification of an emergency within the CSD boundaries. Explorers shall respond to the fire hall and don their PPE and await direction from an advisor for which unit to respond with.

7100.50 Hours of Operations Ages 14-17

7100.51 No activity or responding to calls while school is in session. NO EXCEPTIONS!

7100.52 No activity or responding to calls between 10:00PM and 7:00AM ~~Sundays through Thursdays.~~

~~**7100.53** No activity or responding to calls between 12:30AM and 7AM during school breaks.~~

~~**7100.54** Explorers may attend training and meetings after 7PM but must be out of the station by 10PM.~~

~~**7100.55** No scene responses between 12:30AM and 7AM on weekends, school breaks and holidays.~~

7100.60 Driving of Personal Vehicles

7100.61 Only members that are at least 16 years old and have a valid California

driver's license and proof of insurance may drive personal vehicles to the fire station.

~~7100.62 Explorers are NOT permitted to respond to any calls outside the McCloud-Community Services District boundary or on any mutual aid/automatic aide calls.~~

7100.63 UNDER NO CIRCUMSTANCES ARE EXPLORERS TO GO DIRECTLY TO THE SCENE UNSUPERVISED!

7100.64 At no time is an explorer member permitted to use colored light, hazard lights, honk horn or use any other warning devices while in route to the station.

7100.65 All speed limits and traffic laws are to be strictly followed while responding to the station.

7100.66 The McCloud Volunteer Fire Department is in no way responsible or liable for any moving violations or accidents while in route to or from the station for a call or training.

7100.70 Responding to Calls on Apparatus

Explorer member must be in good standing with the department and attend at least 50% of scheduled meetings and/or trainings. No exceptions are allowed.

~~7100.71 Explorer Fighters will not be allowed to respond or ride in the back or the front passenger seat of the ambulance under any circumstances during any emergency calls.~~

7100.72 Explorer firefighters shall don full protective ~~bunker~~ turnout gear before boarding any piece of fire apparatus that is responding to a call. Explorers shall wear full protective turnout gear to all calls unless otherwise instructed by the senior officer.

7100.73 Explorer firefighter will obtain verbal permission from the advisor or officer in charge of an apparatus prior to boarding an apparatus. The officer or senior member must always be willing and able to supervise the Explorer firefighter.

7100.74 Explorer member must place their accountability tag on the ring of the apparatus they are boarding.

~~7100.75 Explorers are not allowed to participate with radio traffic during emergency calls. Only during scheduled training.~~

7100.76 Explorer firefighters, in reverse seniority, shall give up their seat to any senior firefighter upon request. The Explorer will Reclaim their accountability tag and get off the apparatus and wait for the next unit going to the scene.

7100.77 When riding any piece of apparatus, Explorer firefighters shall position themselves in a seat with a seat belt in place and securely fastened. Under no circumstances will a Explorer stand up on an apparatus while the apparatus is moving.

7100.78 Explorer firefighters shall remain in the apparatus until given instructions by the *company* officer. If no instructions are given, the Explorer shall tell the apparatus operator they are reporting to command. Check in with the ~~advisor~~ *Incident Commander* and wait for instructions at the designated ~~rally point~~ *Incident Command Post*.

7100.79 All instructions of the Incident Commander must be followed exactly. If an Explorer is not sure what they are doing or has been assigned something they are not permitted to do, the Explorer should say so right away so the task can be clarified or someone else can be given the assignment.

7100.80 Explorer firefighters shall NOT at any time, start or attempt to start or move any fire department vehicle. No Exceptions.

7100.81 Upon returning to the station, assists in clean up, Explorers shall store their gear in preparation for the next call and sign the logbook. Make sure to fill out the time call log report.

~~7100.90 Motor Vehicle Accidents~~

~~Explorer firefighters (14-17 years old) are prohibited from responding or assisting (fire or medical duties) at any accident on a public or private roadway including Highway 89 and Interstate I-5. Explorers (any age) are not permitted to perform any traffic control duties in vehicle rescue.~~

7100.100 Emergency Medical Services

Explorers WILL NOT assist in any patient care, *enter a patient's home or have patient contact without patient or responsible parties' consent*. Explorers WILL NOT assist in any hazardous materials situations.

7100.110 Prohibited Activities by Law and/or MCFD

MCFD and/or state law specifically prohibits members under the age of **18** of an emergency service organization from participating in the following activities:

7100.111 Operating organizational vehicles.

7100.112 ~~15 years or younger~~ *Explorers under the age of 18* are not allowed to operate

various types of power-driven saws and shears at any time.

7100.113 Using rubber electric gloves, insulated wire cutters, life nets or acetylene cutting torches.

7100.114 Operation of pumps of any fire department vehicle at the scene.

7100.115 Entering a burning structure during an emergency. Only in a controlled training environment under the supervisor of an advisor.

7100.116 *Explorers under the age of 18 may not operate*ing high-pressure hose lines ~~not to~~ exceeding water at 125 psi, air at 150 psi or hydraulic at 10,500 psi *and no larger than 1 3/4 inch in diameter fire hose.*

7100.117 Ascending ladders above 35 feet, or a stadium raised ladder.

7100.118 Operate any aerial device (cranes or hoists), non-automatic elevators, air bags for lifting or winches.

7100.119 Perform operations in tunnels, shafts, or trenches.

7100.120 Participate in emergencies at explosives or fireworks plants, retailers or in support of public safety for a public display.

7100.121 An emergency operation in or around mines, strip-mines or quarries.

7100.122 Participate in operations with incidents involving paint, acid or poisons (any HAZMAT).

7100.123 Participate in operations involving radioactive substances.

7100.124 Roof top ventilation or any work on top of a roof.

7100.125 Wrecking or demolition including use of acetylene torches, cutting or crushing equipment or respond to structural collapse incidents.

~~**7100.126** Participate in on-scene operations of natural destruction (tornado, floods, etc.)~~

7100.127 Entry into a hazardous atmosphere.

7100.130 Permitted Activities

Minors 14-17 years old and Adults 18 years old are permitted to do the following:

7100.131 Participate in organized training activities in which an adult member of the organization is present and supervising the Explorer member.

7100.132 All aspects of fire suppression training except emergency interior live fire extinguishment.

7100.133 Rescue training.

7100.134 Hazardous material training except entry using Level A and B personal protection equipment. They can take the HAZMAT class.

7100.135 Safety Training.

7100.136 Wild land Firefighting and Wilderness Search and Rescue training.

7100.137 Provide canteen services.

7100.138 Participate in a support capacity for searches, rescues, wildfires and water supply operations while under direct supervision of an advisor.

7100.139 Must be under the direct supervision and control of the advisor who is over 21 years of age. Direct supervision means that the officer must be within speaking and touching distance of the Explorer member.

7100.140 Attacking the fire with hose lines as part of EXTERIOR operations.

7100.141 Setting up ladders.

~~7100.142 Setting up Positive Pressure Ventilation as part of EXTERIOR operations.~~

7100.143 Clean up with the following conditions:

7100.1431 Must be outside the fire building collapse zone *until the incident is*

declared under control by Command.

~~7100.1432 Only after the incident is declared under control by Command.~~

7100.1433 Must be “on air” if working in a fire area and trained on SCBA’s.

7100.1434 Salvage exterior operations while “on air”.

7100.1435 Establishing water supply.

7100.144 16 years and older may operate various types of power driver, hydraulic and other equipment.

Failure to abide by the Policies and Procedures of the MCFD Explorer Firefighter Program will result in a suspension of at least 30 days and possible expulsion from the Explorer program.

7100.150 Probation Requirements:

7100.151 Complete 3 months of service.

7100.152 Attend 50% of all scheduled meetings.

7100.153 Have an understanding of the McCloud Volunteer Fire Department Operations, apparatus, accountability command structure, personal protective equipment, safety and hydrant operations.

7100.154 Failure to complete the probationary requirements will result in a one-time extension of the probationary period. Continued failure to complete the probationary requirements will result in loss of membership. If this happens, a new application must be submitted.

Level I

1. Complete probation requirements.
2. Successfully complete Basic Fire Operations or equivalent.
3. Explorer firefighters will be presented a McCloud Fire/Rescue Explorer tee shirt and be allowed to attend regular department meetings. Explorer members may ride in a fire apparatus on non-emergency events.

Level II

1. Completed Level I requirements.
2. Hold a valid CPR and Basic First Aid.
3. Complete any approved fire related course.
4. Explorer member Level II or higher may respond to calls and ride fire apparatus provided they meet the minimum training attendance.

7100.160 Explorer Program Supervisors

The McCloud Fire Chief will designate one officer/department head and one firefighter to the position of Explorer Advisors to supervise the Explorer Fire Department Explorer Program. The advisors will designate adult Explorer Advisors as needed to carry out the responsibilities of the program.

7100.170 Explorer Program Officers

Officer positions can be created and or eliminated by the Explorer Advisor as needed. To hold an officer position, an Explorer member must be active and in good standing for at least six months and complete Level 2 training. Officers must be willing to provide additional hours to complete the duties of the position. Candidates must be approved by an Explorer Advisor to run for a position. Elections are held in December at the regularly scheduled meeting with no less than 50% of the voting Explorer members present. Votes are cast by secret ballot. Members are elected by a simple majority vote. Tie votes will result in a run-off vote of the tied candidates. Elections should be held at least once a year or at the discretion of the Explorer Advisor. At least one month written notice should be posted before elections. If possible, phone calls will be made to give notice.

7100.180 Duties of Officers

Explorer officers are designated with a white stripe running the length of the helmet along the top.

Explorer Captain will be appointed by the Explorer Advisor on a rotating basis. The Captain will oversee all Explorer events, meetings and functions. The Captain will conduct the business meetings; supervise duties of other Explorer officers. The Captain will coordinate recruiting and recognition of Explorer members. At an emergency incident with multiple Explorer members, the Explorer Captain will report to the Advisor as a representative of all Explorers on the scene. Explorer Captain must be Level II compliant.

Explorer Lieutenant will be responsible for records of attendance and training. The Lieutenant will fill the duties of the Captain in their absence. The Lieutenant will provide a summary report of Explorer activity each month to be presented at the McCloud Fire Department business meeting. Such report shall include any change in members, awards, training events completed, etc.



NOTICE OF FIRE HAZARD INSPECTION

A fire department representative has inspected your property for fire hazards. You are hereby notified to correct the violation(s) indicated below.

Failure to correct these violations may result in a citation and fine.

Occupant: Physical Address: Phone #:
Occupant Not Home: 1st Attempt: 2nd Attempt: Refused Inspection: For Questions, Contact Inspector at:
Roof Construction Exterior Siding Window Panes Eaves Decks or Porches Location of Structure
Combustible/Non-Combustible Combustible/Non-Combustible Single Pane/Multi-Pane Enclosed/Unenclosed Masonry/Composite/Wood Flat Ground/Slope/Ridge Top

Checked boxes indicate violations.

- Corrected
2 3 A. Remove all branches within 10 feet of any stovepipe or chimney outlet. PRC §4291(a)(4)
2 3 B. Remove leaves, needles or other vegetation on roofs, gutters, decks, porches and stairways etc. PRC §4291(a)(6)
2 3 C. Remove all dead or dying trees, branches, shrubs or other plants adjacent to or overhanging buildings. PRC §4291(a)(5)
2 3 D. Prune lower branches of trees to a height of 6 to 15 feet (or 1/3 tree height for trees under 18 feet). PRC §4291(a)(1)
2 3 E. Remove all dead or dying grass, leaves, needles or other vegetation. PRC §4291(a)(1)
2 3 F. Remove or separate live flammable ground cover and shrubs. PRC §4291(a)(1)
Reduced Fuel Zone (within 30 - 100 feet of all structures or to property line):
2 3 G. Mow dead or dying grass to a maximum of 4 inches in height. Trimmings may remain on the ground. PRC §4291(a)(1)
2 3 H. Live flammable ground cover less than 18 inches in height may remain, but overhanging and adjacent trees must be pruned to a height of 6 to 15 feet. PRC §4291(a)(1)
2 3 I. Reduce fuels in accordance with the Continuous Tree Canopy Standard (see back). PRC §4291(a)(1)
2 3 J. Reduce fuels in accordance with the Horizontal Spacing Standard (see back). PRC §4291(a)(1)
Defensible and Reduced Fuel Zone (within 100 feet of all structures or to property line):
2 3 K. Logs or stumps embedded in the soil must be removed or isolated from structures and other vegetation. PRC §4291(a)(1)
2 3 L. Remove all dead or dying brush and trees, and all dead or dying tree branches within 15 feet of the ground. PRC §4291(a)(1)
Other Requirements:
2 3 M. Clear all flammable vegetation, trash and other combustible materials 10 feet around and above propane tanks. CFC §3807.3
2 3 N. Address numbers shall be displayed in contrasting colors (4" Min. Size) and readable from the street or access road. CFC §505.1
2 3 O. Equip chimney or stovepipe openings with a metal screen having openings between 3/8 inch and 1/2 inch. CBC §2113.9.1

Recommendations:

- Clear 10 feet around and 15 feet above fuels (e.g. Woodpiles, lumber, scrap etc.). Move woodpiles as far as possible from structures.
Remove flammable materials stored under decks and similar overhangs of structures.
Clear vegetation 10 feet from sides and 15 feet above all driveways and turnaround areas.

No violations observed.

Comments:
Additional Information on Back

1. Inspector: Date: A re-inspection will occur on/after:
2. Inspector: Date: A re-inspection will occur on/after:
3. Inspector: Date:
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Continuous Tree Canopy Standard

To achieve defensible space while keeping a larger stand of trees with a continuous tree canopy, adhere to the guidelines below:

- Prune lower branches of trees to a height of 6 to 15 feet from the top of the vegetation below or 1/3 to 1/2 the tree height for trees under 30 feet, whichever is less.
- Remove all ground fuels greater than four inches in height. Single trees or other vegetation may be kept if they are well spaced, well pruned, well maintained, free of all dead material, and will not spread fire to other vegetation or structures.

Horizontal Spacing Standard

- Beyond 30 feet from structures grass should not exceed four inches in height. In situations where these fuels are isolated from other fuels or where necessary to stabilize soil, grasses may reach a height of 18 inches.
- Clearance between shrubs should be 4 to 40 feet depending on the slope of the land and size and type of vegetation. Check the chart below for an estimation of clearance distance. Any questions regarding requirements for a specific property should be addressed to your local fire official.

Minimum Horizontal Spacing Guidelines		
Slope	Shrubs, Ground Covers & Other Ornamental Plants Space required between clumps of ground cover, plants, bushes, shrubs, seedlings or sapling trees, etc.	Trees Space required between tree canopies or groups of trees
Flat or gentle slope (0% to 20%)	2 times the height of the plant	10 feet
Moderate slope (20% to 40%)	4 times the height of the plant	20 feet
Steep slope (greater than 40%)	6 times the height of the plant	30 feet

PRC §4291. (a) A person who owns, leases, controls, operates, or maintains a building or structure in, upon, or adjoining a mountainous area, forest-covered lands, brush-covered lands, grass-covered lands, or land that is covered with flammable material, shall at all times do all of the following:

(1) Maintain defensible space of 100 feet from each side and from the front and rear of the structure, but not beyond the property line except as provided in paragraph (2). The amount of fuel modification necessary shall take into account the flammability of the structure as affected by building material, building standards, location, and type of vegetation. Fuels shall be maintained in a condition so that a wildfire burning under average weather conditions would be unlikely to ignite the structure. This paragraph does not apply to single specimens of trees or other vegetation that are well-pruned and maintained so as to effectively manage fuels and not form a means of rapidly transmitting fire from other nearby vegetation to a structure or from a structure to other nearby vegetation. The intensity of fuels management may vary within the 100-foot perimeter of the structure, the most intense being within the first 30 feet around the structure. Consistent with fuels management objectives, steps should be taken to minimize erosion. For the purposes of this paragraph, "fuel" means any combustible material, including petroleum-based products and wildland fuels.

(2) A greater distance than that required under paragraph (1) may be required by state law, local ordinance, rule, or regulation. Clearance beyond the property line may only be required if the state law, local ordinance, rule, or regulation includes findings that the clearing is necessary to significantly reduce the risk of transmission of flame or heat sufficient to ignite the structure, and there is no other feasible mitigation measure possible to reduce the risk of ignition or spread of wildfire to the structure. Clearance on adjacent property shall only be conducted following written consent by the adjacent landowner.

(3) An insurance company that insures an occupied dwelling or occupied structure may require a greater distance than that required under paragraph (1) if a fire expert, designated by the director, provides findings that the clearing is necessary to significantly reduce the risk of transmission of flame or heat sufficient to ignite the structure, and there is no other feasible mitigation measure possible to reduce the risk of ignition or spread of wildfire to the structure. The greater distance may not be beyond the property line unless allowed by state law, local ordinance, rule, or regulation.

(4) Remove that portion of a tree that extends within 10 feet of the outlet of a chimney or stovepipe.

(5) Maintain a tree, shrub, or other plant adjacent to or overhanging a building free of dead or dying wood.

(6) Maintain the roof of a structure free of leaves, needles, or other vegetative materials.

PRC §4119. The department, or its duly authorized agent, shall enforce the state forest and fire laws. The department may inspect all properties, except the interior of dwellings, subject to the state forest and fire laws, for the purpose of ascertaining compliance with such laws.

For additional information on how to comply with defensible space clearance requirements, please visit:

WWW.FIRE.CA.GOV

McCLOUD COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 28

**AN ORDINANCE REGULATING THE HAZARDOUS VEGETATION AND
COMBUSTIBLE MATERIAL ABATEMENT**

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ARTICLE 1
TITLE AND SCOPE

1.01 Title

This Ordinance shall be known as the "McCloud Community Services District Hazardous Vegetation and Combustible Material Abatement Ordinance."

1.02 Application and Scope

The provisions of this Ordinance shall apply to the unincorporated area of Siskiyou County known as McCloud Community Services District (MCSD or District), to any property owner, property manager or business property within the District.

1.03 Purpose

The McCloud Community Services district (MCSD) area is located in an area of moderate humidity and relatively low winds. Due to dense vegetation in the surrounding wild lands, approximately 70% of the MCSD Wildland-Urban Interface (WUI) is designated as *Very High Hazard Severity Zone* (Cal Fire, 2007). Approximately 30% of the WUI, primarily in the northern portion of the town is designated *Moderate or High Hazard Severity*. The terrain is generally flat to moderately sloping and is well roaded for access.

The MCSD has approximately 585 homes, 2 schools, 37 businesses (including hotels and motels), 4 churches, 5 apartment buildings, 3 RV and mobile home parks and 178 vacant lots. Approximately 386 are full time residents and 198 homes are second homes or vacation rentals. In the southern portion of MCSD, the McCloud Golf Club owns the course that serves as a natural fire break due to its extensive irrigation and maintenance.

The areas adjacent to the MCSD are primarily owned by timber companies who also have an interest in reducing the fire hazards.

MCSD has enjoyed many years without a fire directly threatening the town, but recent large fire activity in the current decade has become worrisome.

The purpose of this code is to establish the minimum requirements consistent with California State and nationally recognized good practices to safeguard public health, safety and general welfare from the hazards of fire and to provide safety and assistance to fire fighters.

ARTICLE 2 DEFINITIONS

2.01 Abatement Costs

Any and all costs incurred by the MCSD to abate the hazardous vegetation or combustible material on any property pursuant to this Ordinance, including physical abatement costs, administration fees and any additional actual costs incurred by the MCSD for the abatement proceeding, including attorney's fees, if applicable.

2.02 Defensible Space

Defensible Space is a natural and/or landscaped area, around a structure, that has been maintained and designed to reduce fire danger. Defensible space is used in the context of wildfires, especially in the Wildland-Urban Interface (WUI). This defensible space reduces the risk that fire will spread from one area to another or from a structure to landscape/wildland (or vice versa) and provides fire fighters access and a safer area, from which to defend a threatened area. Fire fighters may need to forgo attempts to protect structures without adequate defensible space, as it may be highly unsafe for personnel and less likely to succeed, especially in a large fire.

2.03 Fire Chief

The current MCSD Fire Department Chief, or the Assistant Fire Chief.

2.04 Fuel

Vegetative material, live or dead, old lumber, rotten fire wood, tossed off branches, or any other combustible material.

2.05 Ladder Fuels

A firefighting term for live or dead vegetation that allows a fire to climb up from the landscape or forest floor into the tree canopy. Common fuel ladders include tall grasses, shrubs and tree branches, both living and dead.

2.06 Modify and Abate

Shall mean any action that physically affects a tree or plant, or other flammable materials, ranging from pruning or thinning, to complete removal (other than removal of the root ball).

2.07 Native Brush

Refers to scrub vegetation, as well as any species that the Fire Chief determines to be a fire hazard. Determinations shall be made based on considerations of plant being (i) threatened or endangered; (ii) a fire, health or safety or welfare of persons or property, including neighbors.

2.08 Property Owner

Means any person(s), firm, corporation or entity, within MCSD boundaries that has any legal or equitable interest in real property, as shown on public records.

2.09 Shrub

A low, usually several-stemmed, woody plant branching from or near the ground, smaller than a tree. Certain species are considered both brush and shrubs.

2.10 Vacant Parcel

Means a parcel(s) of property currently undeveloped or unimproved by any buildings or structures.

2.11 Wildfire

A large, destructive fire that spreads quickly over woodland or brush.

2.12 Wildland-Urban Interface (WUI)

A WUI refers to the zone of transition between wildland vegetation and urban development. Communities that are within 0.5 miles (0.80 km) of the zone may also be included. These lands and communities adjacent to and surrounded by wildlands are at a higher risk of wildfires.

ARTICLE 3

APPLICABLE CALIFORNIA CODES

3.01 Applicable California Codes

Property owners and property occupants are required to comply with the following State Law:

- (a) California fire Code (CFC), Chapter 3, Section 304.1.2
Vegetation. Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirements in Urban-Wildland Interface areas shall be in accordance with CFC, Chapter 49, Requirements of WUI Fire Area.
- (b) California Public Resources Code (PRC), Section 4291
- (c) California Government Code (GC), Section 51182
- (d) California Building Code (BC), Section 2113.9.2; Spark Arresters
All chimneys attached to any appliance or fireplace that burns solid fuel shall be equipped with an approved spark arrester. The net free area of the spark arrester shall be not less than four times the net free area of the outlet of the chimney flue it serves. The spark arrester screen shall have heat and corrosion resistance equivalent to 12-gauge wire, 19-gauge galvanized steel or 24-gauge stainless steel. Openings shall not permit the passage of spheres having a diameter larger

than 1/2 inch nor block the passage of spheres having a diameter of less than 3/8 inch.

ARTICLE 4

DUTIES OF MCSD FIRE CHIEF

4.01 Fire Chief Responsibility to Ordinance

Included in the duties of the MCSD Fire Chief is the task of improving the health, safety and welfare of the McCloud Community Services District by initiating, supporting and enforcing all fire safety preventative measures included in the Ordinance and the codes referred to herein. The Fire Chief, or the Assistant Fire Chief, is hereby designated the enforcement officer for MCSD Hazardous Vegetation Abatement Ordinance.

ARTICLE 5

RESPONSIBILITY OF PROPERTY OWNERS

5.01 Specifics of Property Owner Compliance

The property owner is required to be responsible for complying with the Ordinance and codes, to secure the protection and safety of their structures and/or parcels, in the event of a fire.

- (a) Provide 100 feet of defensible space around all occupied structures and buildings on their property, or to the property line if it is less than 100 feet from any structure.
- (b) Modify or reduce the amount of fuel within 30 feet of any building or structure, providing separation between fuel types and/or reshaping retained fuels/vegetation by trimming. All dead, dying and loose surface fuels, including branches pinecones, grasses and grass cuttings, old lumber, rotten firewood, tossed of branches shall be eliminated. A 3-inch layer of pine needles or mulch for surface coverage is acceptable, beyond 10 feet of any structure, however, deeper depths are considered a hazard.
- (c) Removal of leaves, needles and dead materials from roofs (notably roof valleys) and gutters of structures.
- (d) Arranging planted and native trees, shrubs and other fuel sources in a way that makes it difficult for fire to transfer from one fuel source to another. This does not mean cutting down all trees and shrubs or creating a bare ring of soil across the property.
- (e) When a building is less than 100 feet from a property line and combustible vegetation on an adjacent parcel presents a fire hazard for the building, the owner of the adjacent parcel where the hazard exists shall be responsible for fuel modification on their land which is within 100 feet of the occupied structure to the extent required by these guidelines.

- (f) Shrubs and highly flammable native brush shall not be planted or maintained within 15 feet of any structure, including any deck or patio.
- (g) Property owners of vacant parcels are required to maintain the amount of fire fuels on their property consistent with the fuel treatment guidelines.
- (h) Vacant lots, within the developments, and undeveloped raw land properties, shall be abated similarly to the specifications with PRC 4291 for the space identified as 30-100 feet. All native brush and shrubs shall be maintained in a manner which minimalizes fire risk, by removing dead branches and twigs, modifying lower foliage of branches, and selectively pruning to reduce plant density, or total removal.
- (i) Horizontal spacing of shrubs (within 30' of any building or structure(s)) shall be maintained such that the space between two shrubs shall be a minimum of two times the height of the tallest shrub. Groups of shrubs clumped together shall be modified so that the diameter does not exceed 15 feet.
- (j) Isolated shrub(s), which are thinned and maintained, and are not deemed to constitute a fire hazard by the Fire Chief, will not warrant abatement.
- (k) All trees shall be pruned a minimum of 10 feet away from roof, eave or exterior siding, depending on the tree's physical or flammable characteristics and the building construction features. All branches shall be removed within 10 feet of a fireplace chimney or wood stove pipe.
- (l) Tree Spacing Guidelines for thinning are determined by flat and gently sloping. The measurement is from trunk to trunk.
 - 1) Flat or gently sloping (0-20%); 10 feet of spacing.
- (m) In areas with a continuous tree canopy, any tree taller than 45 feet should have all branches lower than ten (10) to fifteen feet from the ground pruned back to the trunk. A tree shorter than 45 feet should be pruned to remove any live or dead branches up to 1/3 of its total height.
- (n) the distance between lower tree limbs and surface fuels shall have a clearance of three times the height of the underlying brush and grasses, depending on vegetation, to prevent fire from moving from shorter fuels to taller fuels, identified as ladder fuels.
- (o) EXEMPTION: Deciduous, non-native trees and that have all forest litter removed from underneath the base of the tree, the height of pruning can be reduced by 50%.
- (p) ENVIRONMENTAL EXEMPTIONS: The brush or shrub modification must not result in:
 - 1) The taking of endangered, rare or threatened plant or animal species.
 - 2) Significant erosion and sedimentation of surface waters. The owner of each piece of real property shall, when performing modifications required by this Ordinance, keep soil disturbance to a minimum, especially on steep slopes. Erosion control techniques shall be utilized to help reduce soil erosion and plant re-growth.
- (q) Parcels, which are adjacent to roadways, and those determined by the Fire Chief, or the Assistant Fire Chief to be necessary for the safe ingress and egress to any area, may be identified for access abatement. Included are brush and small tree

- removal, and the pruning of branches of large trees that extend beyond property boundaries and overhang into easements and/or roadways.
- (r) Exposed wood piles should be at least 10 feet from any structures.
 - (s) A 3/8-inch to 1/2-inch spark arrestor shall be fitted on chimney and stove pipe caps. This will reduce the chance of burning embers escaping from your fire source and igniting a wildfire or a neighbor's home.
 - (t) Coals and ashes from fireplaces, wood stoves and outdoor fire pits shall be placed in a noncombustible container, with a tight-fitting lid, until completely extinguished. While cooling, this container should be placed at least 10 feet from any structure or combustible vegetation. No ashes or coals may be dumped in any common area or hazardous fuel area. Buried coals and ashes must be covered by at least one foot of soil and at a distance of no less than 25 feet from any structure or combustible vegetation.
 - (u) Violation of these provisions will constitute a public nuisance.

ARTICLE 6

ENFORCEMENT OF COMPLIANCE

6.01 Administration by Fire Chief, or the Assistant Fire Chief

The MCSD Fire Chief, or the Assistant Fire Chief will administer the necessary provisions of compliance and enforcement regarding the codes included in this Ordinance.

- (a) Any and all aspects of violation of this Ordinance shall be the responsibility of the property owner, including compliance costs and fines incurred.
- (b) The Fire Chief, or the Assistant Fire Chief shall assess and enforce provisions of this Ordinance with respect to Defensible Space, including trees, shrubs, debris, firewood and spark arresters, as deemed necessary for the public health, safety and welfare of the residents of the MCSD.
- (c) The Fire Chief, or the Assistant Fire Chief shall assess and enforce provisions of this Ordinance with respect to fuels including trees, shrubs, debris, firewood and grasses on all properties, both developed and undeveloped, as deemed necessary for the public health, safety and welfare of the residents of the MCSD.
- (d) For the purpose of enforcing or administering this Ordinance, the Fire Chief, or the Assistant Fire Chief may enter any real property for the purpose of inspecting the property or for summary abatement proceedings whenever the Fire Chief, or the Assistant Fire Chief is informed or has reasonable cause believe that hazardous vegetation or combustible material exists, constituting a condition dangerous or injurious to the or welfare of persons or to the public, including the environment, is a public nuisance or is otherwise in violation of this Ordinance.

6.02 Right of Entry for Inspection; Applicability - Procedure Required

- (a) Right of Entry for Inspection; Applicability-Procedure required. Whenever necessary to make an inspection to enforce this Ordinance, any pertaining resolution, or whenever there is reasonable cause to believe there exists a hazardous vegetation safety violation, within the jurisdiction of the District, the Fire Chief, or the Assistant Fire Chief, upon presentation of proper credentials, enter the property, at all reasonable times, to inspect the same or to perform any duty imposed upon him by the Ordinance. With the exception of emergency situations or when the consent of the owner and/or occupant to the inspection has been otherwise obtained, he shall give the owner and/or occupant, if they can be located after reasonable effort, verbal notice and/or a 24 hours written notice of the intention to inspect. The notice transmitted to the owner and/or occupant shall state that the property owner has the right to refuse entry and that in the event such entry is refused, inspection may be made only upon insurance of an inspection warrant by a duly authorized magistrate. In the event the owner and/or occupant refuses entry, after such request has been made, the Fire Chief, or the Assistant Fire Chief is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

6.03 Notice of Violation

When the Fire Chief, or the Assistant Fire Chief identifies any property that is in violation of the codes of this Ordinance, he or she is authorized to prepare a written notice of violation describing the conditions deemed unsafe. This notice of violation, issued pursuant to this Ordinance, shall be served upon the owner or other person responsible for the condition or violation, either by personal service, mail or by delivering the same to and leaving it with, some person of responsibility upon the premises. Upon notice of abatement the property owner has thirty (30) calendar days to complete the abatement.

6.04 Implementation of Violation Compliance

If compliance of the violation is not complied with by the designated compliance date, the Fire Chief, or the Assistant Fire Chief is authorized to abate the property with a MCSD or designated contractor. All costs related to the abatement are the responsibility of the owner.

6.05 Violation Penalties:

- (a) The enforcement remedy of civil fines and penalties established in this chapter shall be in addition to any other administrative or judicial remedy provided by law, including, but not limited to, abatement actions.
- (b) Any person violating any provision of this code, as amended from time to time, may be subject to the assessment of civil fines and penalties pursuant to the

administrative procedures established in this chapter and authorized by Government Code Section 53069.4.

- (c) In any action brought under District code against the owner of the parcel, the prevailing party shall be awarded attorney's fees and costs.
- (d) Each and every day a violation of this code exists constitutes a separate and distinct violation.
- (e) In any action brought under this code where attorney's fees and costs have been ordered, the MCSD Board of Directors may order the cost of the abatement to be specially assessed against the parcel in accordance. The assessment may be collected at the same time and in the same manner as MCSD billing and shall be subject to the same penalties and the same procedure and sale in the case of delinquency as are provided for ordinary taxes. All laws applicable to the levy, collection and enforcement of county taxes are applicable to the special assessment.
- (f) Civil Fines: A violation of this Ordinance is an infraction punishable by a fine of five hundred dollars (\$500).
- (g) The owner of the property shall have the right to appeal any violations pursuant to the District's policy 1030 Public Complaints.

**ARTICLE 7
EFFECTIVE DATE**

This ordinance shall take effect and be in full force from and after 30 days after the date of its final passage if, before the expiration of fifteen (15) days after its final passage, (1) the text of this Ordinance as adopted by the Board of Directors is published one time in a newspaper of general circulation throughout the District; and (2) the text of this Ordinance shall be posted by the secretary in three (3) public places and for not less than thirty (30) days within the McCloud Community Services District.

This Ordinance was published in the Mt. Shasta Herald, a newspaper of local circulation on February 5, 2020 and posted February 6, 2020 in three (3) locations throughout the community. The ordinance was then presented for a second reading and final adoption at the regular meeting of the Board of Directors of the McCloud Community Services District on February 10, 2020 and at said meeting, Director Catherine Young moved the adoption of said Ordinance, which motion was seconded by Director Raymond Zanni and upon roll call was carried by the following vote:

AYES: DIRECTORS: Hanson, Richey, Rorke, Young, Zanni

NOES: DIRECTORS:

ABSENT: DIRECTORS:

ABSTAIN: DIRECTORS:

Catherine Young
Catherine Young/President of the Board

Teryl Smith
Teryl Smith/Secretary of the Board

**AGREEMENT FOR EMERGENCY RESPONSE SERVICE BETWEEN
COUNTY SERVICE AREA NO. 4 – GREATER MCCLOUD FIRE AND EMERGENCY
RESPONSE ZONE AND THE MCCLOUD COMMUNITY SERVICES DISTRICT**

This agreement is entered into on this 1st day of July, 2021 between County Service Area No. 4 (CSA-4) – Greater McCloud Fire and Emergency Response Zone (“GMFZ”), a special District formed under the laws of the State of California and the McCloud Community Services District – McCloud Fire Department (“Department”), a community services district formed under the laws of the State of California, collectively, the “Parties” and individually a “Party”, for the purpose of providing emergency response services within the Greater McCloud Fire and Emergency Response Zone.

1. DEFINITIONS

- A. McCloud Community Services District: The district and governmental entity of McCloud.
- B. Emergency Response Service: Services required to obtain, furnish, operate, and maintain fire suppression equipment, apparatus, and related services for the protection of life and property for emergency fire protection, medical and rescue response: services include commercial and residential, prevention and investigation; hazardous materials incident response; emergency vehicle extrication; hazardous conditions response (flooding, downed power lines, earthquake, terrorist incident, etc.); emergency medical and rescue response; and public service assistance.
- C. Fire Chief: Fire Chief of the McCloud Fire Department.
- D. Fire Warden: The Siskiyou County Fire Warden serves as the Department Head of CSA-4 and Fire Chief of the McCloud Fire Zone.
- E. Greater McCloud Fire and Emergency Response Zone (GMFZ): The area established by the County of Siskiyou, Board of Supervisors Resolution Number 94-175 to provide emergency response service for the protection of life and property.

2. RESPONSIBILITIES AND RIGHTS

- A. Department shall provide emergency response service to the unincorporated area of the GMFZ as depicted in Attachment 1, attached hereto and incorporated herein, as follows:
 - 1) Structure Fires, Commercial and Residential: Department will provide one (1) engine to all Structure Fires.
 - 2) Vehicle Fires, Passenger or Commercial: Department will provide one (1) engine to all Vehicle Fires.
 - 3) Traffic Collisions/Traffic Collisions with extrication or fire: Department will provide one (1) engine or one (1) rescue with extrication equipment to all Traffic Collisions.
 - 4) Medical Aid: Department will provide one (1) engine or one (1) rescue or one (1) ambulance to all Medical Aids.
 - 5) Public Assist: Department will provide one (1) engine or one (1) rescue to all Public Assists.
 - 6) Fire/Menace/Stand-By: Department will provide one (1) engine or one (1) rescue to all Fire/Menace/Stand-By incidents.
 - 7) Water/Low Angle Rescues: Department will provide one (1) engine or one (1) rescue to all Water/Low Angle Rescues.
 - 8) Hazardous Materials Incidents: Department will provide one (1) engine or one (1) rescue to all Hazardous Materials incidents.

**AGREEMENT FOR EMERGENCY RESPONSE SERVICE BETWEEN
COUNTY SERVICE AREA NO. 4 – GREATER MCCLOUD FIRE AND EMERGENCY
RESPONSE ZONE AND THE MCCLOUD COMMUNITY SERVICES DISTRICT**

- B. Department shall be responsible to ensure that responding personnel are provided protective clothing and equipment as required by California Code of Regulations, Title 8, Section 3410, Article 10.1, Section 3401, et. Seq.
- C. Department shall be responsible to ensure that the responding equipment and personnel meet the minimum typing standards of the National Wildfire Coordinating Group.
- D. Department fire personnel shall train regularly on standard operating procedures and to maintain operational efficiency. See Performance Standards, Section 16.
- E. Department will maintain training qualification standards, licenses and records. Department personnel will only perform to their level of certification.
- F. When any significant change occurs to the Departments available equipment and/or personnel which may last more than thirty (30) days, the Department shall notify the Fire Warden in writing.
- G. Department will utilize the Yreka Interagency Command Center (YICC) for command, control and as the single ordering point for all emergencies within the County of Siskiyou.
- H. Department will follow standard operating procedures outlined in SKU ECC Dispatching SOP and Frequency Management procedure document.
- I. Department shall be responsible for completing all incident reports as required by California Health and Safety Code 13110.5 using the system of record.
- J. Department may utilize the GMFZ facility, equipment, and infrastructure to support emergency response services provided to the area.
- K. GMFZ shall maintain the facility, equipment, and infrastructure in support of emergency response services.

3. COMPENSATION

- A. \$2,500.00 per month, not to exceed \$30,000.00 each fiscal year.
- B. Paid to the Department on a quarterly basis, in arrears, for services rendered during the periods of:
 - 1) July 1 through September 30
 - 2) October 1 through December 31
 - 3) January 1 through March 31
 - 4) April 1 through June 30

4. TERM OF AGREEMENT

This agreement shall commence as of July 1, 2021 and shall end June 30, 2022.

5. TERMINATION OF AGREEMENT

- A. If either Party materially fails to perform its responsibilities under this agreement, or if either Party fails to fulfill in a timely and professional manner its responsibilities under this agreement, or if either Party violates any of the terms or provisions of this agreement, then the other Party shall have the right to terminate this agreement for cause effective immediately upon the giving written notice thereof.
- B. Either Party may terminate this agreement without cause upon 30 days' written notice to other Party.
- C. GMFZ's right to terminate this agreement may be exercised by the Fire Warden or his/her designee.
- D. Department's right to terminate this agreement may be exercised by the Fire Chief or his/her designee.

**AGREEMENT FOR EMERGENCY RESPONSE SERVICE BETWEEN
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6. ENTIRE AGREEMENT; AMENDMENTS; HEADINGS; EXHIBITS/APPENDICES

- A. This agreement supersedes all previous agreements relating to the subject of this agreement and constitutes the entire understanding of the Parties hereto. Parties shall be entitled to no other benefits other than those specified herein. Parties specifically acknowledge that in entering into and executing this agreement, Parties rely solely upon the provisions contained in this agreement and no others.
- B. No changes, amendments or alterations to this agreement shall be effective unless in writing and signed by both Parties. However, minor amendments that do not result in a substantial or functional change to the original intent of this agreement may be agreed to in writing between both Parties, provided that the amendment is in substantially the same format as the GMFZ's standard format amendment.
- C. The headings that appear in this agreement are for reference purposes only and shall not affect the meaning or construction of this agreement.
- D. If any ambiguity, inconsistency, or conflict exists or arises between the provisions of this agreement and the provisions of any of this agreement's exhibits or appendices, the provisions of this agreement shall govern.

7. NONASSIGNMENT OF AGREEMENT; NON-WAIVER

Since this agreement is intended to secure the specialized services of each of the Parties to this agreement, neither Party may assign, transfer, delegate, or sublet any interest herein without the prior written consent of the other Party. The waiver by Parties of any breach of any requirement of this agreement shall not be deemed to be a waiver of any other breach.

8. EMPLOYMENT STATUS OF PARTIES

Each of the Parties to this agreement shall, during the entire term of this agreement, be construed to be an independent contractor, and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, a separate legal entity, or to allow either Party to exercise discretion or control over the professional manner in which the other Party performs the work or services that are the subject matter of this agreement; provided, however, that the work or services to be provided by each of the Parties shall be provided in a manner consistent with the professional standards applicable to such work or services in the state of California. No additional benefits arise due to participation in assistance under this agreement.

9. MUTUAL INDEMNIFICATION

The Parties shall defend, indemnify, and hold harmless each other, their respective elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including, but not limited to, reasonable attorneys' fees of a Party and counsel retained by a Party, expert fees, litigation costs, and investigation costs), damages, judgments, or decrees arising from the work or the provision of services undertaken pursuant to this agreement by any person employed by either Party, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the respective Party, its officials, officers, employees, agents, or volunteers. There shall be no liability imposed on any Party or its personnel for failure to respond to requests for aid. All damages or repairs to any equipment or apparatus that occur in the normal operation during the provision of aid under this Agreement shall be the responsibility of the owner jurisdiction. The provisions of this paragraph are intended to be interpreted as broadly as permitted by applicable law. This provision shall survive the termination, expiration, or cancellation of this agreement.

**AGREEMENT FOR EMERGENCY RESPONSE SERVICE BETWEEN
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10. INSURANCE

The Parties either carry commercial insurance or are self-insured public entities. Each Party will maintain General Liability, Property and Workers' Compensation Insurance coverage through its self-insured program. The Parties either carry commercial insurance or are self-insured for Automobile Liability.

11. NOTICE OF CLAIM/APPLICABLE LAW/VENUE

- A. If any claim for damages is filed with Department or if any lawsuit is instituted concerning Department's performance under this agreement and that in any way, directly or indirectly, contingently or otherwise, affects or might reasonably affect GMFZ, Department shall give prompt and timely notice thereof to GMFZ. Notice shall be prompt and timely if given within 30 days following the date of receipt of a claim or 10 days following the date of service of process of a lawsuit. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. If any claim for damages is filed with GMFZ or if any lawsuit is instituted concerning GMFZ's performance under this agreement and that in any way, directly or indirectly, contingently or otherwise, affects or might reasonably affect Department, GMFZ shall give prompt and timely notice thereof to Department. Notice shall be prompt and timely if given within 30 days following the date of receipt of a claim or 10 days following the date of service of process of a lawsuit.
- C. Any dispute between the Parties, and the interpretation of this agreement, shall be governed by the laws of the State of California. Any litigation shall venue in the County of Siskiyou.

12. COMPLIANCE WITH LAWS; NON-DISCRIMINATION

- A. Parties shall observe and comply with all applicable federal, state, and local laws, ordinances, and codes that relate to the work or services to be provided pursuant to this agreement.
- B. Parties shall not discriminate in employment practices or in the delivery of services on the basis of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, medical condition (including cancer, HIV and AIDS) physical or mental disability, use of family care leave under either the Family & Medical Leave Act or the California Family Rights Act, or on the basis of any other status or conduct protected by law.
- C. Parties represent that they are in compliance with and agree that they shall continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. sections 12101, *et seq.*), the California Fair Employment and Housing Act (Government Code sections 12900, *et seq.*), and regulations and guidelines issued pursuant thereto.

13. ACCESS TO RECORDS; RECORDS RETENTION.

County, federal, and state officials shall have access to any book, documents, papers, and records of the Department that are directly pertinent to the subject matter of this agreement for the purpose of auditing or examining the activities of the Department or GMFZ. Except where longer retention is required by federal or state law, the Department shall maintain all record for five years after GMFZ makes final payment hereunder. This provision shall survive the termination, expiration, or cancellation of this agreement. Department and GMFZ shall maintain appropriate records to insure proper documentation pertaining to the work performed or the services provided pursuant to this agreement. Access to these records shall be provided during working days, 8:00 a.m. to 5:00 p.m. and

**AGREEMENT FOR EMERGENCY RESPONSE SERVICE BETWEEN
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at other times upon reasonable notice, and upon request of state and federal agencies charged with the administration of programs related to the work or services to be provided pursuant to this agreement. Department agrees to accept responsibility for receiving, replying to, and/or complying with any audit exception by appropriate federal, state, or County audit directly related to the provisions of this agreement.

14. COMPLIANCE WITH CHILD, FAMILY, AND SPOUSAL SUPPORT REPORTING OBLIGATIONS.

Department's failure to comply with state and federal child, family, and spousal support reporting requirements regarding Department's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family, and spousal support obligations shall constitute a default under this agreement. Department's failure to cure such default within 90 days of notice by GMFZ shall be grounds of termination of this agreement.

15. LICENSES AND PERMITS

Department, their officers, employees, and agents performing the work or services required by this agreement, shall possess and maintain all necessary licenses, permits, certificates, and credentials required by the laws of the United States, the State of California, the County of Siskiyou, and all other appropriate governmental agencies, including any certification and credentials required by County. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this agreement and constitutes grounds for the termination of this agreement by either Party.

16. PERFORMANCE STANDARDS

Department shall perform the services required by this agreement in accordance with the industry and/or professional standards applicable to Parties' services to be evaluated by the Fire Warden.

17. CONFLICTS OF INTEREST

Department's officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income that could be financially affected by or otherwise conflict in any manner or degree with the performance of the work or services required under this agreement.

18. NOTICES

A. Any notices required or permitted pursuant to the terms and provisions of this agreement shall be in writing and shall be given to the appropriate Party at the address specified below or at such other address as the Party shall specify in writing:

If to GMFZ: County of Siskiyou
 Fire Warden
 1809 Fairlane Road
 P.O. Box 128
 Yreka, CA. 96097

If to Department: McCloud Community Services District
 Fire Chief and General Manager
 220 W. Minnesota Avenue
 P.O. Box 640
 McCloud, CA. 96057

**AGREEMENT FOR EMERGENCY RESPONSE SERVICE BETWEEN
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B. Written notice shall be deemed to be effective upon personal delivery, or if sent by first class mail, postage prepaid, three days after the date of mailing.

19. AGREEMENT PREPARATION

It is agreed and understood by the Parties that this agreement has been arrived at through negotiation and that neither Party is to be deemed the Party which created any uncertainty in this agreement within the meaning of section 1654 of the California Civil Code.

20. COMPLIANCE WITH POLITICAL REFORM ACT

Parties shall comply with the California Political Reform Act (Government Code, sections 81000, *et seq.*), with all regulations adopted by the Fair Political Practices Commission pursuant thereto, and with the County's Conflict of Interest Code, with regard to any obligation on the part of the Parties to disclose financial interests and to recuse from influencing any Parties' decision which may affect Parties' financial interests. If required by the County's Conflict of Interest Code, Parties shall comply with the ethics training requirements of California Government Code sections 53234, *et seq.*

21. SEVERABILITY

If any portion of this agreement or application thereof to any person or circumstance is declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal or state statute or regulation or county ordinance, the remaining provisions of this agreement, or the application thereof, shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this agreement are severable.

22. USE OF PROPERTY

Department shall not use GMFZ premises or property (including equipment, instruments and supplies) for any purpose other than in the performance of Department's obligations under this agreement.

23. COST OF OPERATING AND MAINTAINING EQUIPMENT AND PROPERTY

The cost of maintaining, operating, and replacing any and all property and equipment, real or personal, furnished by the parties hereto for fire protection purposes, shall be borne by the party owning or furnishing such property or equipment unless otherwise provided for herein or by separate written agreement.

SIGNATURE PAGE FOLLOWS

**AGREEMENT FOR EMERGENCY RESPONSE SERVICE BETWEEN
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IN WITNESS, WHEREOF, the Parties have executed this agreement on the dates set forth below. By their signatures below, each signatory represents that he/she has the authority to execute this agreement and to bind the Party on whose behalf his/her execution is made.

COUNTY SERVICE AREA NO. 4

Date: _____

RAY A. HAUPT
Chair, County of Siskiyou Service Area No. 4

MCCLOUD COMMUNITY SERVICES DISTRICT

Date: _____

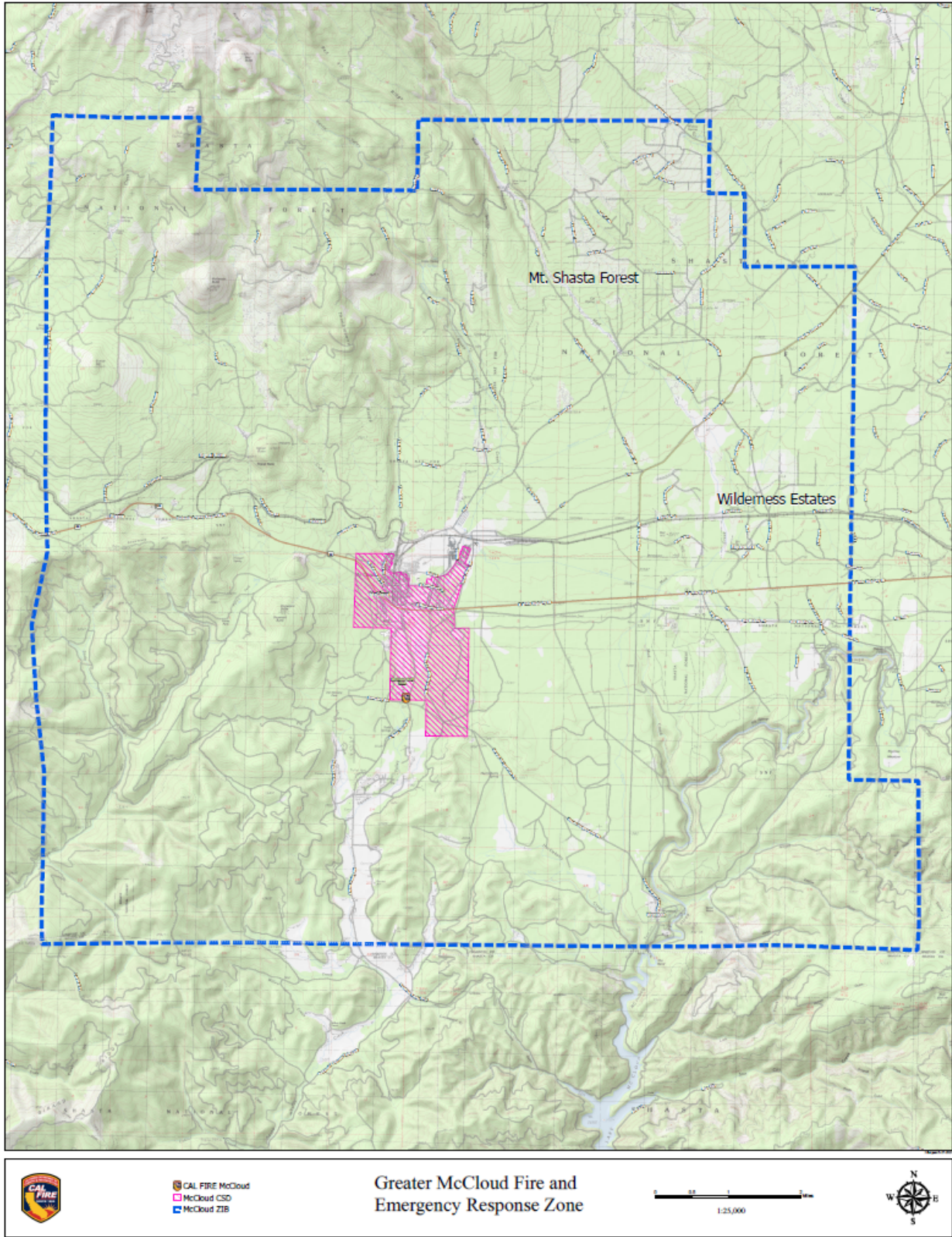
CATHERINE YOUNG
President, Board of Directors

Attest:
LAURA BYNUM
Clerk, County of Siskiyou Service Area No. 4

By: _____

**AGREEMENT FOR EMERGENCY RESPONSE SERVICE BETWEEN
COUNTY SERVICE AREA NO. 4 – GREATER MCCLOUD FIRE AND EMERGENCY
RESPONSE ZONE AND THE MCCLOUD COMMUNITY SERVICES DISTRICT**

ATTACHMENT 1

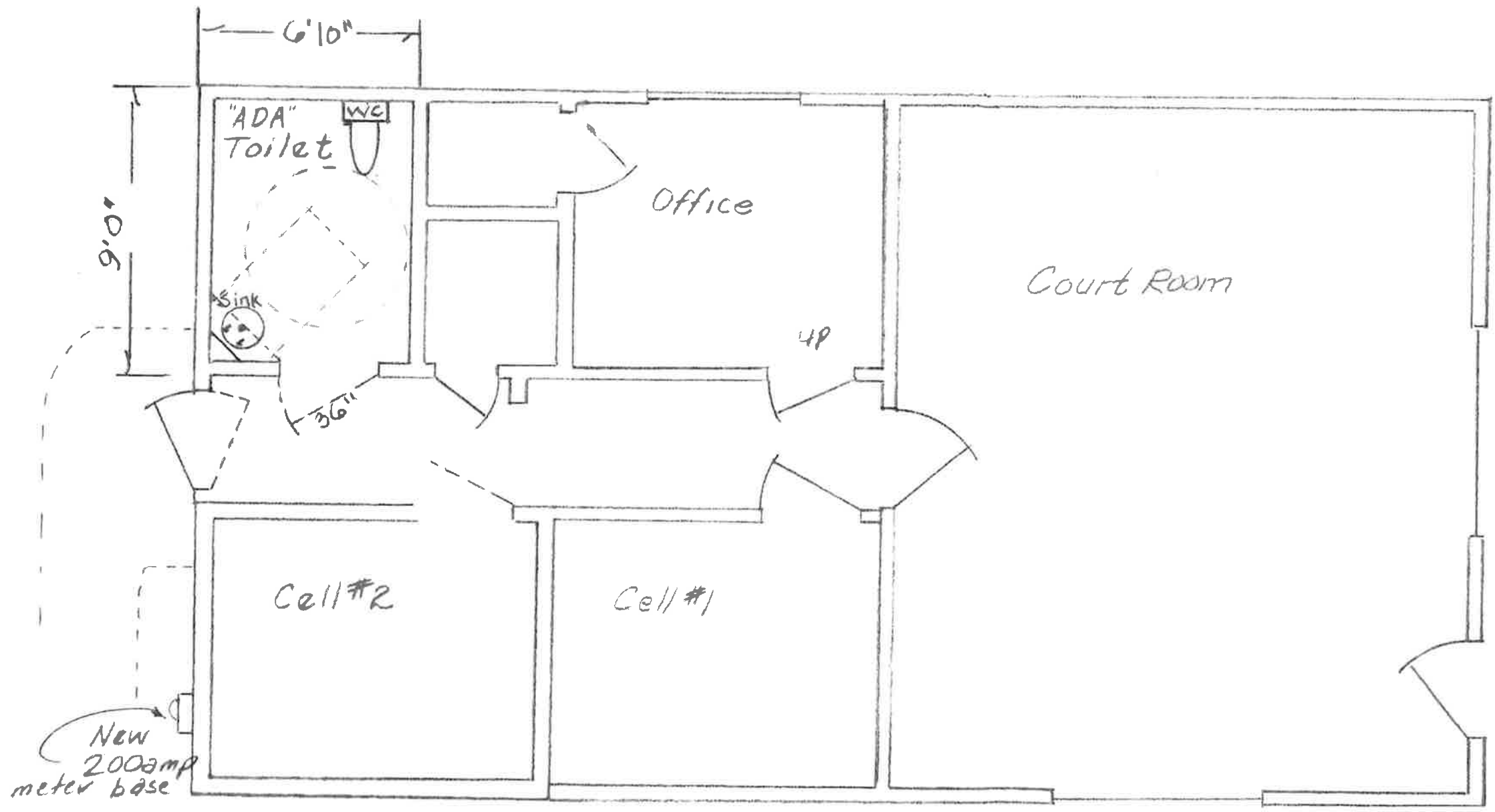


Greater McCloud Fire and Emergency Response Zone - 19/20 Expenditures

Fund 2552 CC 204036

Account	Description	GMFZ	
623100	Worker's Comp	\$	3,000.00
711000	Clothing & Personal	\$	3,000.00
712000	Communications (Phone/Internet)	\$	700.00
713000	Food		
714000	Household (Garbage)		
715000	Insurance	\$	3,000.00
717000	Maintenance of Equipment	\$	7,000.00
718000	Maintenance-Building & Improvements	\$	1,500.00
719000	Medical, Dental & Lab Supplies		
720000	Memberships	\$	500.00
722000	Office Supplies	\$	300.00
723000	Professional & Specialized Services (Phone/Internet)		
725000	Rents & Leases Equipment (Phone/Internet)		
727000	Small Tools & Instruments		
728000	Special Departmental Expense		
729000	Transportation & Travel	\$	1,000.00
729100	Gas & Diesel	\$	2,000.00
729200	Training	\$	1,000.00
730000	Utilities (Power/Fuel Oil)	\$	7,000.00
		\$	30,000.00
			\$ -
	TOTAL	\$	30,000.00

← slab on grade ↓ post & pier →



FLOOR PLAN
1/4" = 1 Foot

(Showing "ADA" Toilet w/in Cell #3)

Courthouse & Jail, McCloud, CA

4/3/17

5

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Door Yard Burns
POLICY NUMBER: 3280
ADOPTED: April 12, 1999
AMENDED: 02/24/14, 03/22/21

3280.10 The Board hereby delegates authority to the General Manager and Fire Chief as follows:

3280.11 A property owner/resident may request a door yard burn permit on his/her property by filing a District form with the McCloud Community Services District office.

3280.12 The Fire Chief and/or General Manager may negotiate payment of any expenses with a property owner/resident that would be incurred from the door yard burn due to negligence.

3280.13 The State Air Quality Control Board will plan the most appropriate time and date for the burn.

The burning of natural vegetation by owners or occupants of Property within the District is permissible, providing:

- a) Such burning is performed on a “burn day” designated by the Air Pollution Control Authority.
- b) An area of at least eight (8) feet around the material to be burned is cleared of all combustible materials.
- c) A hose, already connected to a usable water supply is available.
- d) The fire is not left unattended; and,
- e) A burn permit has been obtained from the District office and notification has been given to the District that the owner/occupant intends to burn in order that the Fire Officer on duty may be notified.

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Unlawful Harassment Including Sexual Harassment
POLICY NUMBER: 2420
ADOPTED: May 8, 2017
REVIEWED: April 11, 2017
AMENDED:

2420.10 Policy Statement

2420.11 The District strictly prohibits unlawful harassment. All employees, applicants, and independent contractors (“workers”) working with the District are to be treated with respect and dignity. The District is committed to providing an atmosphere free of harassment and discrimination. This includes harassment on the basis of sex, sexual orientation, race, color, ancestry, religious creed, disability, pregnancy or related medical condition, medical condition, age, genetic characteristic, national origin or ancestry, military or veteran status, marital status, gender, gender identity, gender expression, or any other protected class under applicable law.

2420.20 Application

2420.21 This policy applies to all phases of the employment relationship, including recruitment, testing, hiring, upgrading, promotion/demotion, transfer, layoff, termination, rates of pay, benefits, and selection for training.

2420.22 This policy applies to all officers and employees of the District, including, but not limited to, full- and part-time employees, per diem employees, temporary employees, *un-paid Interns, volunteers* and persons working under contract for the District. It prohibits co- workers, third parties, supervisors, and managers from engaging in discrimination, harassment, or retaliatory conduct toward workers.

2420.30 Harassment Defined

2420.31 Harassment may consist of offensive verbal, physical, or visual conduct when such conduct is based on or related to an individual’s sex and/or membership in one of the above-described protected classifications, and:

2420.311 Submission to the offensive conduct is an explicit or implicit term or condition of employment;

2420.312 Submission to or rejection of the offensive conduct forms the basis for an employment decision affecting the employee; or

2420.313 The offensive conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

2420.40 Examples

2420.41 Examples of what may constitute prohibited harassment include, but are not limited to the following:

2420.411 Kidding or joking about sex or membership in one of the protected classifications;

2420.412 Hugs, pats, and similar physical contact;

2420.413 Assault, impeding or blocking movement, or any physical interference with normal work or movement;

2420.414 Cartoons, posters, e-mails and other materials referring to sex or membership in one of the protected classifications;

2420.415 Threats intended to induce sexual favors;

2420.416 Continued suggestions or invitations to social events outside the workplace after being told such suggestions are unwelcome;

2420.417 Degrading words or offensive terms of a sexual nature or based on the individual's membership in one of the protected classifications;

2420.418 Prolonged staring or leering at a person;

2420.419 Similar conduct directed at an individual on the basis of race, color, ancestry, religious creed, disability, medical condition, age (over 40), marital status, sexual orientation, gender identity, *gender expression, transgender and sexual stereotyping* or any other protected classification under applicable law.

2420.50 Procedure

2420.51 Internal Reporting Procedure

2420.511 Any employee who believes that he or she or any co-worker has been the victim of sexual or other prohibited harassment by coworkers, supervisors, clients or customers, visitors, vendors, or others must immediately notify his or her supervisor or, in the alternative, the General Manager, depending on which individual the employee feels most comfortable in contacting.

2420.512 Additionally, supervisors who observe or otherwise become aware of harassment that violates this policy have a duty to take steps to investigate and remedy such harassment and prevent its recurrence.

2420.60 Investigation

2420.61 Upon the filing of a complaint with the District, the complainant will be provided with a copy of this policy. The General Manager is the person designated by the District to investigate complaints of harassment. The General Manager may, however, delegate the investigation at his/her discretion. In the event the harassment complaint is against the General Manager, an investigator shall be appointed by the Board of Directors and the Board will assume the role of the General Manager throughout the process. The District will ensure that a prompt and thorough investigation is undertaken and will track progress to ensure timely closure.

2420.70 Internal Documentation Procedure

2420.71 When an allegation of harassment is made by an employee, the person to whom the complaint is made shall immediately prepare a report of the complaint according to the preceding section and submit it to the General Manager.

2420.711 The investigator shall make and keep a written record of the investigation, including notes of verbal responses made to the investigator by the person complaining of harassment, witnesses interviewed during the investigation, the person against whom the complaint of harassment was made, and any other person contacted by the investigator in connection with the investigation. The investigator's notes shall be made at the time the verbal interview is in progress. Any other documentary evidence shall be retained as part of the record of the investigation. Upon completion of the investigation, the results (i.e., the finding only) shall be given to the complainant, the alleged harasser, and the General Manager. All information obtained in connection with the investigation shall remain confidential to the extent possible.

2420.712 Based on the report and any other relevant information, the General Manager shall, within a reasonable period of time, determine whether the conduct of the person against whom a complaint has been made constitutes harassment. In making that determination, the General Manager shall look at the record as a whole and at the totality of circumstances, including the nature of the conduct in question; the context in which the conduct, if any, occurred; and the conduct of the person complaining of harassment. The determination of whether harassment occurred will be made on a case-by-case basis by the General Manager.

2420.80 Remedies

2420.81 Disciplinary Action:

2420.811 If the General Manager determines that the complaint of harassment is founded, the General Manager, in connection with appropriate management, shall take immediate and appropriate disciplinary action consistent with the requirements of law and any personnel rules or regulations pertaining to employee discipline. Other steps may be taken to the extent reasonably necessary to prevent recurrence of the harassment.

2420.812 Disciplinary action shall be consistent with the nature and severity of the offense, the rank of the harasser, and any other factors relating to the fair and efficient administration of the District's operations.

2420.90 Confidentiality

2170.91 All records and information relating to the investigation of any alleged harassment and resulting disciplinary action shall be confidential, except to the extent disclosure is required by law, as part of the investigatory or disciplinary process, or as otherwise reasonably necessary.

2420.100 Reports to DFEH

2420.110 In addition to this policy, the State of California Department of Fair Employment and Housing ("DFEH") provides additional information regarding the legal remedies and complaint process available through government agencies. If a worker thinks he or she has been harassed, discriminated against, or that he or she has been retaliated against for complaining, that person may file a complaint or obtain additional information from DFEH at (800) 884-1684. Charges filed with the DFEH are investigated by the DFEH.

2420.110 Retaliation

2420.111 Retaliation against anyone for opposing conduct prohibited by this policy or for filing a complaint with or otherwise participating in an investigation, proceeding or hearing conducted by the District, DFEH, or FEHC is strictly prohibited by the District and state regulations. It may subject the offending person to, among other things, disciplinary action, up to and including, termination of employment.

2420.120 Employee Obligation

2420.121 Employees are not only encouraged to report instances of harassment; they are obligated to report instances of harassment.

2420.122 Employees are obligated to cooperate in every investigation of harassment, including, but not necessarily limited to:

2420.123 Coming forward with evidence, both favorable and unfavorable to a person accused of harassment; and

2420.124 Fully and truthfully making a written report or verbally answering questions when required to do so during the course of a District investigation of alleged harassment.

2420.125 Knowingly, falsely accusing someone of harassment or otherwise knowingly giving false or misleading information in an investigation of harassment shall be grounds for disciplinary action, up to and including, termination of employment.

Home / Basic Phones / Kyocera

Kyocera DuraXV Extreme

★★★★☆ (2 Reviews)

SKU# KYOE4810

Color and storage



Black

16GB

Payment options

~~\$40.00/mo~~

~~\$240.00~~

4 phones @ 17.40 each/one time
3 new lines @ 28.84 each/monthly

Monthly payments shown are for customers who qualify to pay \$0 Down, \$10.00/mo. for 24 months; 0% APR. Retail Price: \$240.00

Order online and get \$20 off your \$40 activation fee.

Questions about placing an order? [Chat now!](#)

Shipping Options

Ship it to me
Eligible for Free 2-Day Shipping

Get it today

Free In-Store Pickup
[Select location](#)

Continue

[Add to wishlist](#)



Feedback

push to talk
+ tablet phones

Up to 18.3 days of stand-by time

Up to 49.23 hours of usage time

2.22 in width x 4.36 in height

5MP camera

[Chat with us](#)



Introducing the ultra-rugged Kyocera DuraXV Extreme, designed to withstand harsh environments so you can meet life's challenges head on compact and ultra-du [See More](#)

We've got some great deals going on right now exclusively for our online customers... chat with us now to hear more!

Ultra-rugged design.

DuraXV Extreme excels in harsh environments with advanced performance standards. An IP68 rating protects the DuraXV Extreme against dust and water immersion.³ And with MIL-STD-810G drop protection rating you can rest assured your phone is safeguarded against shock, drops, vibration, and extreme weather conditions.² And with Non-Incendive, Class I, Div 2, Group A-D protection⁴ you can rest assured that your phone will withstand hazardous locations.

+ Type your message



Marked 12-17-2020

CA Fire Assistance Agreement Reimbursement Invoice Cal OES-CAL FIRE-USFS-BLM-NPS-FWS-BIA Cal OES F-142	Invoice No.: U-20201915 Invoice Print Date: 12/02/2020 Incident Order No: CA-LNU-015947 Incident Name: GLASS MACS Designator: MCU
--	---

Remit payment to:

McCloud FD
 P.O. Box 640

 McCloud, CA 96057

 Chief: Steve Boone

Federal Tax ID No.:
94-1614312

Federal DUNS No.:
153922406

Supplier No:
0000124719

Local agency, Return invoice to:

Cal OES Fire and Rescue Div.
 Reimbursement Processing
 3650 Schriever Avenue
 Mather, CA 95655

SUMMARY INFORMATION

Unit	Req. No.	Strike Team	Depart Date/Time	Return Date/Time	Total Hours	Personnel Total	Engine Hours	Engine Reimb.	Support Vehicle	Admin Surchg
PIO2	O-45	OVERHEAD	10/1/2020 16:00	10/10/2020 14:00	214.00	\$18,743.19			\$289.23	\$1,903.24
RADO	O-183	OVERHEAD	9/30/2020 09:00	10/1/2020 16:00	31.00	\$2,715.14			\$182.28	\$289.74
						\$21,458.33	\$0.00	\$471.51	\$2,192.98	

CLAIM TOTAL: \$24,122.82

Mileage for Privately Owned Vehicle (POV) only and is figured at a rate of 0.575 per actual mile. Engine Hours are based on a 16 hour portal to portal day for each 24 hour period. Agency Salary Rates on file: 7/23/2020

The Vehicle Rates are:

Sedan = \$119.00 per day
 Pickup = \$140.00 per day
 Suv = \$205.00 per day
 Van = \$194.00 per day
 Other = \$230.00 per day
 Administrative Rate: 0.1000

Apparatus GPM rates are:

Type I = \$140.00 per hour
 Type II = \$132.00 per hour
 Type III = \$126.50 per hour
 Type IV-VII + = \$120.00 per hour
 WT Tactical I = \$119.50
 WT Tactical II = \$102.67

Fire Fighter: \$30.850

Apparatus Oper.: \$40.840
 Company Officer: \$48.870
 Batt. Chief: \$58.390
 Asst. Chief: \$68.950
 Div. Chief: \$27.140
 Dep. Chief: \$27.140
 Chief: \$74.130

The Invoice amounts are computed on the California Fire Assistance Agreement currently in place between Cal OES, CAL FIRE, USFS, BLM, NPS, FWS and BIA. Local agencies that have wages that exceed the minimum base rate shall be reimbursed using the Salary Rate otherwise the established base rate shall be used for reimbursement.

Formulas:

Salary Rate: [(S x H x 1.5) + M + E] x A

Established Base Rate: [(B x H x 1.5) + M + E] x A

Where S = Salary rate; H = Total hours on Incident; A = Administrative Rate (%); B = Established Hourly Base Rate; E = Engine Reimbursement, where applicable; M = Claimed Miles, where applicable.

Chiefs above the Battalion Chief level shall be reimbursed portal-to-portal unless the employee(s) has a local agreement that they are to be paid above straight time.

Reminder: As per the California Fire Assistance Agreement, invoices not returned to Cal OES by the local agency within 30 days of receipt by the local agency will be considered null and void.

I certify that to the best of my knowledge and belief, and under penalty of perjury that the data above is correct.

[Handwritten Signature]

 Signature

[Handwritten: Fire Chief]

 Title

[Handwritten: 12/16/2020]

 Date

Please sign and return one copy, retain one copy for your records.

MAILED 9 12-29-20

100

CA Fire Assistance Agreement Reimbursement Invoice Cal OES-CAL FIRE-USFS-BLM-NPS-FWS-BIA Cal OES F-142	Invoice No.: F-20200848 Invoice Print Date: 11/18/2020 Incident Order No: CA-PNF-001308 Incident Name: NORTH COMPLEX MACS Designator: MCU
--	---

Remit payment to:

McCloud FD
 P.O. Box 640

 McCloud, CA 96057

 Chief: Steve Boone

Federal Tax ID No.:

94-1614312

Federal DUNS No.:

153922406

Supplier No.:

0000124719

Local agency, Return invoice to:

**Cal OES Fire and Rescue Div.
 Reimbursement Processing
 3650 Schriever Avenue
 Mather, CA 95655**

SUMMARY INFORMATION

Unit	Req. No.	Strike Team	Depart Date/Time	Return Date/Time	Total Hours	Personnel Total	Engine Hours	Engine Reimb.	Support Vehicle	Admin Surchg
OPBD	O-24.15	OVERHEAD	8/19/2020 09:30	9/4/2020 16:00	390.50	\$34,201.94				\$3,420.19
\$34,201.94								\$0.00	\$0.00	\$3,420.19

Travel Total: \$1,411.30 Admin Surchg: \$141.13

CLAIM TOTAL: \$39,174.56

Mileage for Privately Owned Vehicle (POV) only and is figured at a rate of 0.575 per actual mile. Engine Hours are based on a 16 hour portal to portal day for each 24 hour period. Agency Salary Rates on file: 7/23/2020

The Vehicle Rates are:
 Sedan = \$119.00 per day
 Pickup = \$140.00 per day
 Suv = \$205.00 per day
 Van = \$194.00 per day
 Other = \$230.00 per day

 Administrative Rate: 0.1000

Apparatus GPM rates are:
 Type I = \$140.00 per hour
 Type II = \$132.00 per hour
 Type III = \$126.50 per hour
 Type IV-VII = \$120.00 per hour
 WT Tactical I = \$119.50
 WT Tactical II = \$102.67

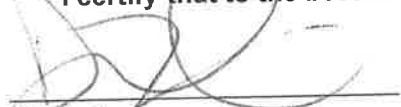
Fire Fighter: \$30.850
 Apparatus Oper.: \$40.840
 Company Officer: \$48.870
 Batt. Chief: \$58.390
 Asst. Chief: \$68.950
 Div. Chief: \$27.140
 Dep. Chief: \$27.140
 Chief: \$74.130

The Invoice amounts are computed on the California Fire Assistance Agreement currently in place between Cal OES, CAL FIRE, USFS, BLM, NPS, FWS and BIA. Local agencies that have wages that exceed the minimum base rate shall be reimbursed using the Salary Rate otherwise the established base rate shall be used for reimbursement.

Formulas:
 Salary Rate: [(S x H x 1.5) + M + E] x A
 Established Base Rate: [(B x H x 1.5) + M + E] x A
 Where S = Salary rate; H = Total hours on Incident; A = Administrative Rate (%); B = Established Hourly Base Rate; E = Engine Reimbursement, where applicable; M = Claimed Miles, where applicable.
 Chiefs above the Battalion Chief level shall be reimbursed portal-to-portal unless the employee(s) has a local agreement that they are to be paid above straight time.

Reminder: As per the California Fire Assistance Agreement, invoices not returned to Cal OES by the local agency within 30 days of receipt by the local agency will be considered null and void.

I certify that to the best of my knowledge and belief, and under penalty of perjury that the data above is correct.


 Signature

Fire Chief
 Title

12/28/2020
 Date

Please sign and return one copy, retain one copy for your records.

Draft letter of thanks to the Southern Marin Fire Protection District

April 12, 2021

Southern Marin Fire Protection District
28 Libertyship Way
Suite 2800
Sausalito, CA 94965

The McCloud Community Service Board of Directors and the McCloud Fire Department would like to thank the Fire Chief, Staff and Board of Directors of the Southern Marin Fire Protection District for your gracious donation of a 2006 Chevy Tahoe staff vehicle to the McCloud Fire Department. This generous donation will assist us greatly in our mission to serve the town of McCloud its visitors and the State of California.

Sincerely,

Cathy Young
MCSD Board President

Raymond Zanni
MCSD Board Member

Mick Hanson
MCSD Board Member

Christine Ritchey
MCSD Board Member

Mike Rorke
MCSD Board Member

Darrell "Charlie" Miller
MCSD Fire Chief

McCloud Volunteer Fire Department

PO Box 640 McCloud, CA 96057

(530) 964-2017

“Always Ready – Always Willing”



STUDENT FIREFIGHTER & SHIFT PROGRAM

Program objectives and overview

The overall goal of the Student/Shift Firefighter Program is to sustain a primarily volunteer fire department that is effective and efficient, providing a level of service that does not overserve but at the same time will provide the necessary services to assure that the mission of the McCloud Volunteer Fire Department is achieved.

The program is intended to address two major objectives; the first focuses on providing a level of service to the community that will meet response needs for emergencies as well as day to day requests for public service without becoming a financial hardship to the citizens of the community.

The Student/Shift Firefighter Program provides an opportunity for interested individuals to further their Fire Service professional development by becoming affiliated with the agency as a Student/Shift Firefighter. Student/Shift Firefighters will regularly participate in fire training and education that assists them in potentially becoming a professional firefighter. Student/Shift Firefighters can also expect to participate in special projects, meetings, personal development and public education/relation details within the community, alongside staff and volunteers. Student/Shift Firefighters will also respond to emergency incidents and work under the direct supervision of the on-duty Chief Officer (Duty Chief). A Student/Shift Firefighter will be required to work at least four 8-hour shifts per month (Minimum 32 hours total). This program was developed for firefighters with minimal experience that do not live in the immediate response area of the McCloud Fire Department and volunteer firefighters who wish to further their fire service career.

Shift Program Description

The Shift Program is designed to offer Shift Firefighters the opportunity for response on a more consistent basis within a firehouse setting. For those that are seeking a career in the fire service or emergency medical services fields, the program provides the opportunity for advanced fire service training and incident response experience.

Application and Requirements

To ensure sustainment of the program it is essential that all participants have a good understanding of the requirements and expectations of the program. Volunteers that choose to participate will be required to read and sign the “Shift Program Agreement” and attend a program orientation.

The minimum requirements for participation are as follows,

Graduate or currently enrolled member of an approved fire academy

First responder medical certification Valid class C driver license

Approval from the Fire Chief

Note: members who are in the process of obtaining their first responder medical certification and meet the remainder of the criteria above may be allowed to pull a shift as a ride-a-long member in addition to the on-duty crew however they will not be entitled to any reimbursement.

Outside agency participation

Members of outside agency fire departments are encouraged to participate within the following guidelines

Must meet minimum requirements of this program as stated above

Must have written approval from Outside Agency Fire Chief confirming requirements are met and the Outside Agency will provide workman's compensation insurance for the participant

Must read and sign Shift Program agreement.

Shift scheduling

Scheduling of a shift by a firefighter is a commitment to the fire department and to the community we serve and must be taken very seriously. While allowances can and will be made for special circumstances, continued disregard and failure to keep scheduling commitments or follow policy will result in termination from the program.

Schedules will become available on the first Monday of the month prior to the month being scheduled and will be forwarded to all participants via e-mail from the Fire Department Secretary. Scheduling is available on a first come first serve basis, however the Fire Chief will have the authority to override scheduling input in order to assure fairness to all. Scheduling inputs by program participants will be completed and submitted through e-mail. Additions and/or deletions to the upcoming week's schedule must be input prior to 17:00 hours on the Friday before. Any changes in scheduling after the Friday cut-off are the responsibility of the firefighter wanting the change. A suitable replacement must be found and must be approved by the Department Secretary and/or Duty Chief no later than 72 hours prior to the actual shift.

In the case of sickness or a family emergency, a minimum 24-hour notice requesting a schedule change is acceptable. The Duty Chief will assist the Shift Firefighter in finding a replacement.

Shift duty assignments

The priority for duty crews is to be ready and available for response as needed. The maintaining of crew integrity is essential. In addition, it is the responsibility of all members of a duty crew to participate in all daily assignments including but not limited to

Station duties assignments

Training assignments

Apparatus and equipment maintenance/cleaning assignments,

Public education and fire prevention assignments

Community events as scheduled

The Duty Chief will communicate the shift activities to all crew members at the beginning of each shift and will update the Duty Chief (next shift) of the status of assignments.

While it is reasonable to expect a lesser amount of activity in the evening hours, all duty crews are to participate in assignments as requested. At a minimum, each duty crew is required to complete one hour of training per shift. Training can be tailored to match current department training topics, EMS related topics and can be assigned as computer-based training as weather dictates.

Station maintenance and cleanliness

Fire Department property should be in a condition that is presentable to the public at all times. Personnel participating in the Shift Program are expected to take pride and ownership in the living quarters being provided as well as all fire Department property. The Duty Chief is responsible for the overall daily maintenance of living quarters and will see that the following station maintenance plan is strictly adhered to.

Ensure all kitchen areas are clean and neat All foods shall be purged when expired.

All shared living spaces are to be kept clean of debris, waste, garbage, clothing items and general clutter.

Trash cans in all areas are to be emptied daily or as needed.

Bathroom areas, showers, sinks and toilets are to be kept clean at all times.

Floors in all areas of the living quarters are to be maintained as needed.

Occasional repairs and or additional maintenance of the facility will be assigned as needed as part of a shift assignment by the Duty Chief

Station visitation

Station living quarters are intended to provide temporary residence for the Shift Program however, the facility may be used by other volunteer staff for access to the training room, visitation and special events. Shift personnel will have priority over all aspects of the living quarter's facility, a privilege which is to be recognized by all staff.

Personnel are to recognize that the Department facility is often used for social events which may at times impose on quiet time. Respect for personnel will be of utmost priority with social functions not to be allowed to extend past midnight.

Dress code and hygiene requirements

All participants in the Reserve/Shift Program are expected to maintain a high level of personal hygiene. Uniforms are required to be clean and in good condition; rips, tears and holes in clothing is unacceptable. While on duty, identifiable (McCloud Fire Department or fire academy) t-shirts are to be worn. Uniform shirts and pants are to be worn during any community presentation or event and during fire inspection, shopping or other department activities.

The Shift Program offers opportunity to both male and female alike, promoting a co-ed environment. It is expected that all participants will have the utmost respect for one-another regarding appropriate dress at all times.

Response guidelines

On-duty Shift Firefighters are expected to be available at all times during their assigned shift for emergency response to all incidents with-in the McCloud Fire Department response policies. The duty crew is not to re-assign themselves to another response while on a response without a direct order to do so by the Duty Chief.

Agreement

Upon selection for the Shift Program, each firefighter shall be required to sign an agreement (see Appendix B) with McCloud Fire Department. The signed agreement will be retained by the Fire Department and kept in the firefighter's personnel file.

Appendix B Shift Program Agreement

It is hereby agreed between _____ (Shift Firefighter) and the McCloud Fire Department (“Department”) as follows:

1. Acceptance

The Department accepts the firefighter named above as a volunteer firefighter/EMS responder member of the Department and participant in the Shift Program subject to the terms and conditions of this agreement.

2. Status

Shift Firefighter understands and agrees to the status of volunteer only, without expectation of compensation for services.

3. Termination

Shift Firefighters are at will and may be terminated at any time with or without cause.

4. Rules and Procedures

Shift Firefighters shall comply with all Department rules, policies, and procedures, and with the terms and conditions of this agreement at all times. Non-compliance may subject firefighter to discipline up to and including suspension or termination. Outside agency participants are required to comply as stated above. Any disciplinary action regarding an outside agency participant will include determination from the participants’ Fire Chief and/or his/her designee. The Department has the right to and may alter, amend, or in any way change the rules and procedures or any aspect of Department operations at any time without prior notice to the firefighter.

5. Status of Quarters

The Department shall retain custody and control of the resident quarters, which is public property subject to visitation and inspection by Department personnel and shall establish rules for its condition and use which shall be complied with by the resident.

6. Performance and Duty Schedule

The Shift Firefighter understands and acknowledges that the essence of the Shift Program is to maintain qualified firefighter/EMS personnel in the station for emergency response. Compliance with predetermined standards of training attendance, task performance abilities, alarm response, and maintenance of program participation requirements are reasonable and necessary.

Signed; _____ (Shift Firefighter) Date: _____

Signed; _____ (Fire Chief) Date: _____

Rural Community Assistance Corporation
3120 Freeboard Drive, Suite 201
West Sacramento, CA 95691

(540)447-2854 phone

(916)447-2878 fax



www.rcac.org

Documentation of In-Kind Training

_____ has provided Rural Community Assistance Corporation (RCAC) with:
(Please print name of individual)

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____

Training or Services: _____ Location: _____ Date: _____

Start time: _____ End time: _____ Duration: _____

Preparation and follow up hours: _____ Total time donated: _____
donated: _____

Other In-Kind Donation:

- Materials
- Services
- Facilities Rentals/Space Usage
- Nonprofit
- Foundation

Value: _____
 Value: _____
 Value: _____
 Value: _____
 Value: _____

Donor Affiliation:

- Business/Corporation
- Nonprofit
- Foundation
- Federal Government
- State Government
- Local Government
- Individual
- Other (explain): _____

Value has been determined by:

- Volunteer Hourly Rate
- Contractor Hourly Rate
- Fair Market Value of Good and or Service
- Other (explain): _____

Date

Donor Signature

Acknowledgment

Rural Community Assistance Corporation acknowledges receipt of the above-mentioned donation.

Date

<u>For Finance Department Use Only</u>
Post Date: _____
Grant Code: _____
Attachments: _____

RCAC Staff Signature

(Form updated 03/2017)

List of Materials

Costs for In-Kind: (these are examples of where to purchase, we do not endorse stores for purchase)

See below for recommended devices/supplies:

Apple iPad (10.2 – inch, Wi-Fi, 128 GB) – Latest Model

\$429.00

https://www.amazon.com/Apple-iPad-10-2-Inch-Wi-Fi-128GB/dp/B07XQZNM5S/ref=sr_1_5?dchild=1&keywords=ipad%2B7th%2Bgeneration%2Bis%2Bthe%2Blatest%2Bversion&qid=1597946791&sr=8-5&th=1

iPad 7th Gen Case, iPad 10.2 Case 2019, (Shockproof) ambition Full Body Protective Case with 9H Tempered Glass Screen Protector, Rotatable Kickstand & Hand Strap, Shoulder Strap (Orange & Black)

\$31.99

https://www.amazon.com/iPad-7th-Generation-10-2-ambison/dp/B07ZTCMPJT/ref=sr_1_8?dchild=1&keywords=Apple+ipad+10.2-inch+otterbox+case&qid=1597946889&sr=8-8

Bad Elf GNSS Surveyor

\$599.99

<https://bad-elf.com/collections/bluetooth-gps/products/be-gps-3300>

OPTIONAL for Safety:

High Visibility Vest

\$18

<https://www.alaskasafety.com/product/majestic-high-visibility-vest-w-d-ring-pass-through-mesh/>

Traffic Cone (examples)

<https://www.alaskasafety.com/product/majestic-high-visibility-vest-w-d-ring-pass-through-mesh/>

Copy the Infrastructure Features_Master to a new Excel sheet.
DO NOT EDIT THE MASTER COPY

System Name: Latitude "y" Longitude "x"
 TAP:
 DATE: 4/8/2021
 ZIP CODE:



Each attribute may have specific items that help describe the feature. If additional feature attributes are added to the list provide any items that are desired below. See the example.

Yes or No for what your system has...
 Collect Photos
 Yes/No Yes/No
 Insert rows & add Features as needed

List all desired attributes in these columns. Items listed are typical and included in all databases unless specifically requested to be removed. Add columns as necessary.

Feature	Collect	Photos	SYS/ASSET_ID	Size	PipeType	PressureClass	PipeClass	Manf	Depth2OpNut	MainFlowDirection	HP # 1	HP # 2	Address	Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Wastewater Network																			
Cleanout	No	No	SYS/ASSET_ID	Size	PipeType									Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
FM LineDirectionTransition	No	No	SYS/ASSET_ID	Type	Size									Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
ForceMain	No	No	SYS/ASSET_ID	Size	PipeType	PressureClass	PipeClass							Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
ForceMainValve	No	No	SYS/ASSET_ID	Size	Type	Manf	Depth2OpNut							Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
GravityMain	No	No	SYS/ASSET_ID	Size	PipeType	MainFlowDirection								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Lift Station	No	No	SYS/ASSET_ID	Depth	#ofPumps	HP # 1	HP # 2	Address						Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Manhole	No	No	SYS/ASSET_ID	Depth_Rim2Inv	ConstMaterial									Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Sample_TestSite	No	No	SYS/ASSET_ID	SampleType	Location	Address	Comments							Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Service Line	No	No	SYS/ASSET_ID	Size	PipeType	ServAddress								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Storm Water Inlet	No	No	SYS/ASSET_ID	Depth	ConstMaterial									Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Storm Water Main	No	No	SYS/ASSET_ID	Size	PipeType	MainFlowDirection								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Storm Water Manhole	No	No	SYS/ASSET_ID	Depth	ConstMaterial									Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
add anything that is not here	No	No																	
	No	No																	
	No	No	SYS/ASSET_ID											Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
	No	No	SYS/ASSET_ID											Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Water Network																			
AirVac	No	No	SYS/ASSET_ID	Size	Type	Manf								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
BlowOff	No	No	SYS/ASSET_ID	Size	Type	Manf								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Curbstop	No	No	SYS/ASSET_ID	Size	Type	Manf								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
DistLineDirectionTransition	No	No	SYS/ASSET_ID	Type	Size	PipeType								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
DistributionLine	No	No	SYS/ASSET_ID	Size	PipeType	PressureClass	PipeClass							Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Hydrant_Fire	No	No	SYS/ASSET_ID	Size	Manf	ManfYear	Ports							Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Hydrant_Frostless	No	No	SYS/ASSET_ID	Size	Type	Manf	ServAddress							Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
MainLineValve	No	No	SYS/ASSET_ID	Size	Type	Manf	Depth2OpNut							Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
MeterPit	No	No	SYS/ASSET_ID	Size	ConstType	Manf								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
PRV	No	No	SYS/ASSET_ID	Size	Type	Manf								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Sample_TestSite	No	No	SYS/ASSET_ID	SamplePoint_ID	SampleType	Location	Address	Comments						Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Service Line	No	No	SYS/ASSET_ID	Size	PipeType	PressureClass	PipeClass	ServAddress						Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
ServiceMeter	No	No	SYS/ASSET_ID	Size	Type	Manf	SN	MeterLocation	ServAddress	ReadType				Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
StorageTank	No	No	SYS/ASSET_ID	ConstType	Capacity	Type								Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
TransmissionMain	No	No	SYS/ASSET_ID	Size	PipeType	PressureClass	PipeClass							Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
Well	No	No	SYS/ASSET_ID	Depth	BoreSize	Lined	Formation	FlowType						Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect
add anything that is not here	No	No	SYS/ASSET_ID																
	No	No	SYS/ASSET_ID																
Misc Features																			
Generic Point	No	No			Comments									Notes					
Building/Structure	No	No			Use	SF	Stories	Address	ContType					Notes	DateInstalled	Criticality	Condition	OrgValue	LifeExpect

EXAMPLE - Dropdown menus				
Feature Attribute	Attribute Desc	Attribute De	Attribute De	Attribute Desc
PipeType	AC	PVC	CastIron	Ductile

EMAIL LIST TO RON 307-996-6888
 NOTE: After the desired features have been identified, notify GIS Staff via email. Only point features will be collected from the field. All line work will be created from operator input and record drawings. Be sure to ask the system if they would like to have photos of various appurtenances while we are collecting data. You can call or email with any questions.