



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

**REGULAR MEETING
HELD
MONDAY, APRIL 13, 2026
AT 5:00 P.M.**

Submit comments via ccfire@crescentcity.org; or submit a written comment by filing it with the Administrative Specialist at 255 W Washington Blvd, Crescent City, California 95531 prior to 5:00 pm, April 13, 2026. If you require special accommodation, please contact Administrative Specialist, Vanessa Duncan at 464-2421.

1. OPEN SESSION

- 1.1** CALL TO ORDER
- 1.2** ROLL CALL
- 1.3** FLAG SALUTE

2. PUBLIC PARTICIPATION

Any member of the audience is invited to address the Board on any matter that is within the jurisdiction of the Crescent Fire Protection District. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the Board is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. All comments shall be directed toward the entire Board. After receiving recognition from the Chairman, please state your name and city or county residency for the record. Public comment is limited to three (3) minutes. The public is additionally allotted five minutes each in which to speak on any item on the agenda prior to any action taken by the Board.

3. CONSENT CALENDAR

- 3.1** APPROVE MINUTES OF THE REGULAR MEETING OF FEBRUARY 9, 2026

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING FEBRUARY – MARCH 2026

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

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 AUTHORIZE STAFF TO EXPLORE TYPE III FIRE ENGINE OPPORTUNITIES

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Authorize staff to explore potential opportunities to obtain a Type III fire engine, including donation or low-cost transfer options in coordination with the Parks Service, and report back to the Board

5. OLD BUSINESS

Take action as necessary and appropriate.

5.1 APPROVE THE REVISED COST ASSOCIATED WITH THE STRIPING PROJECT

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the revised cost for the striping project

6. CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

6.1 RESPONSES OCCURRED BETWEEN: 02-01-26 to 03-31-26

6.2 UPCOMING 2X2 MEETING

6.3 FIRE CHIEF RECRUITMENT UPDATE

6.4 PAVING PROJECT

6.5 OFFICE RENOVATION PROJECT

7. BOARD COMMENTS

THIS AGENDA ITEM ALLOWS BOARD MEMBERS THE OPPORTUNITY TO DISCUSS ITEMS OF GENERAL INTEREST, PROVIDE A REFERENCE OR OTHER RESOURCE TO STAFF, ASK FOR CLARIFICATION OR REQUEST STAFF TO REPORT TO THE BOARD ON A CERTAIN MATTER

8. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING ON MONDAY, MAY 11, 2026
AT 5:00 PM

POSTED:

04/10/2026

/s/ Vanessa Duncan

Clerk of the Board/Administrative Specialist

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the Administrative Specialist's office at (707)464-2421. Notification 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II] For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at Crescent City Fire & Rescue, 255 W Washington Blvd, during business hours, 8:00 a.m. - 5:00 p.m., or on-line at cfpd.crescentcity.org



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

**REGULAR MEETING HELD
MONDAY, FEBRUARY 9, 2026
AT 5:00 P.M.**

1. OPEN SESSION

1.1 CALL TO ORDER

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

1.2 ROLL CALL

Board members present:

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

Board members absent:

- Director Dave Short

Staff members present:

- Interim Fire Chief Bill Gillespie
- Administrative Specialist Vanessa Duncan
- Captain Beau Smith
- City Manager Eric Wier

1.3 FLAG SALUTE

The Pledge of Allegiance was led by Director Kelley

2. PUBLIC PARTICIPATION

No public comment at this time.

3. CONSENT CALENDAR

3.1 APPROVE MINUTES OF THE REGULAR MEETING OF JANUARY 12, 2026

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING JANUARY 2026

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

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 AUTHORIZE COMPENSATION STUDY AND PROPOSED FIRE DEPARTMENT EMPLOYEE WAGE UPDATES

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Authorize an internal budget transfer within the Department Allotment from the Department Allotment line to the City Administrative Services line to fund the associated costs

On a motion by Director Nelson, seconded by Vice Chair Maxwell, motion carried 4/0/1 with Director Short being absent; the Board of Directors approved the compensation study and proposed employee wage updates, and authorized an internal budget transfer within the Department Allotment from the Department Allotment line to the City Administrative Services line to fund the associated costs.

4.2 REQUEST TO REMODEL ADMINISTRATIVE SPECIALIST OFFICE FOR SAFETY AND OPERATIONAL EFFICIENCY

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the Administrative Specialist office remodel concept and authorize staff to proceed with the project using in-house labor consistent with the preliminary cost estimate, and authorize an internal budget revision within the Department Allotment from the Department Allotment line to the Maintenance – Structure / Improve Grounds line to fund the associated costs

On a motion by Vice Chair Maxwell, seconded by Director Nelson, motion carried 4/0/1 with Director Short being absent; the Board of Directors approved the Administrative Specialist office remodel concept and authorized staff to proceed with the project using in-house labor, not to exceed \$4,000, and authorized an internal budget revision within the Department Allotment from the Department Allotment line to the Maintenance – Structure / Improve Grounds line to fund the associated costs.

4.3 APPROVE PURCHASE OF TWO CANOPIES FOR BATTALION CHIEF VEHICLES

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the purchase of two canopies for Battalion Chief vehicles in an amount not to exceed \$9,000, and authorize an internal budget revision within the Department Allotment from the Department Allotment line to the Minor Equipment/Small Tools line to fund the associated costs, with the expenditure offset by revenue from surplus SCBA sales

On a motion by Vice Chair Maxwell, seconded by Director Nelson, motion carried 4/0/1 with Director Short being absent; the Board of Directors approved the purchase of two canopies for Battalion Chief vehicles in an amount not to exceed \$9,000, and authorized an internal budget revision within the Department Allotment from the Department Allotment line to the Minor Equipment/Small Tools line to fund the associated costs, with the expenditure offset by revenue from surplus SCBA sales.

4.4 ADOPT REVISED FY 2025–26 BUDGET CODING STRUCTURE (NO CHANGE TO TOTAL APPROPRIATIONS)

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve adoption of the revised FY 2025–26 budget coding structure using the same total budget amounts previously approved, consistent with County accounting requirements

On a motion by Vice Chair Maxwell, seconded by Director Nelson, motion carried 4/0/1 with Director Short being absent; the Board of Directors approved the adoption of the revised FY 2025–26 budget coding structure using the same total budget amounts previously approved, consistent with County accounting requirements.

5. OLD BUSINESS

Take action as necessary and appropriate.

5.1 DISTRICT EMPLOYEE POSITIONS UPDATE

RECOMMENDATION

1. Receive staff report

2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Provide direction to staff as deemed appropriate

On a motion by Vice Chair Maxwell, seconded by Director Nelson, motion carried 4/0/1 with Director Short being absent; the Board of Directors directed staff to proceed with establishing District-employed seasonal or part-time positions and implementing a payroll platform to support mutual aid state assignments.

6. CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

6.1 RESPONSES OCCURRED BETWEEN: 01-01-26 to 01-31-26

Interim Fire Chief Gillespie informed the Board on the calls for January.

6.2 DUTY OFFICER STIPEND CAP INCREASE RESEARCH

Interim Fire Chief Gillespie reported that discussions have been initiated with the City regarding a potential increase to the stipend cap. No formal action was taken by the Board.

6.3 FIRE CHIEF RECRUITMENT UPDATE

Interim Fire Chief Gillespie reported that the Fire Chief recruitment update will be included as a standing agenda item each month to keep the Board informed of any new developments. No formal action was taken by the Board.

Additionally, Interim Fire Chief Gillespie provided an update on two Measure S– approved expenses: the command box for 5100 and repairs to ladder truck 5181.

7. BOARD COMMENTS

Director Kelley requested that the repair of the downspouts at Cooper Station be placed on a future meeting agenda for discussion.

8. ADJOURNMENT

There being no further business to come before the Board, Chair Erler adjourned the meeting at 5:59PM of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on March 9, 2025 at 5:00PM.

ATTEST:

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District

CFPD CLAIMS LIST FEB & MARCH FY26

CLAIM ID	CLAIM DATE	VENDOR	ACCOUNT	AMOUNT	INVOICE#	DESCRIPTION	GRAND TOTAL	
513-3409	2/10/26	ROSS, MATHEW DBA ROSS JANITORIA	52345	\$ 380.00	1099	JANITORIAL SERVICES - WASHINGTON STATION	\$ 380.00	PO# 259037
513-3410	2/10/26	DROWN, RIVERS DBA LAWN & ORDER	52340	\$ 200.00	9322	LAWN CARE - COOPER & BERTSCH	\$ 200.00	PO# 259038
513-3411	2/10/26	FRANK'S HEATING & REFRIGERATION	52100	\$ 529.00	70911	FIX HEATER AT WASHINGTON STATION	\$ 529.00	PO# 259039
513-3412	2/10/26	SCHMIDT, DANIEL J. DBA DEL NORTE T	52830	\$ 110.00	104	BIDDING NOTICE - PAVING PROJECT AT WASHINGTON	\$ 110.00	PO# 259040
513-3413	2/10/26	DEPARTMENT OF GENERAL SERVICES	53400	\$ 947.89	0000001684487	2 DEFIBRILLATORS AND DEFIB. SUPPLIES	\$ 947.89	
513-3414	2/10/26	MOR-JON INC.	52520	\$ 11.26	11755	AIR BRAKE FOR E-5113	\$ 11.26	
513-3415	2/10/26	BLUE STAR GAS	53210	\$ 1.08	387158006251-000	TANK RENTAL FEE - WASHINGTON STATION	\$ 1.08	
513-3415	2/10/26	BLUE STAR GAS	53210	\$ 129.89	415026	TANK RENTAL FEE - COOPER STATION	\$ 129.89	
513-3415	2/10/26	BLUE STAR GAS	53210	\$ 1,373.10	371978	PROPANE FILL UP - WASHINGTON STATION	\$ 1,373.10	
513-3415	2/10/26	BLUE STAR GAS	53210	\$ 1,173.40	455813	PROPANE FILL UP - WASHINGTON STATION	\$ 1,173.40	
513-3416	2/10/26	CRESCENT CITY WATER	53220	\$ 413.16	006251-000	WATER - WASHINGTON	\$ 413.16	
513-3416	2/10/26	CRESCENT CITY WATER	53220	\$ 22.49	006251-001	WATER - COOPER	\$ 22.49	
513-3416	2/10/26	CRESCENT CITY WATER	53220	\$ 67.59	005222-000	WATER - HUMBOLDT	\$ 67.59	
513-3417	2/10/26	CANON FINANCIAL SERVICES	52600	\$ 203.11	42496049	LEASE PAYMENT - COPIER	\$ 203.11	
513-3418	2/10/26	CRESCENT ACE HARDWARE	52500	\$ 17.31	68593	OREGON HONDA AIR FILTER FOR FAN ON 5112	\$ 17.31	
513-3419	2/10/26	PACIFIC POWER & LIGHT CO.	53200	\$ 2,079.87	62204731-0017	POWER - COOPER & WASHINGTON	\$ 2,079.87	
513-3420	2/10/26	CITY OF CRESCENT CITY	52181	\$ 22,143.80	7164660	FIRE MUTUAL AID SERVICES: GARNET 9/7-9/10-25	\$ 22,143.80	
513-3420	2/10/26	CITY OF CRESCENT CITY	52181	\$ 3,750.04	7164060	REIMBURSEMENT FOR WATER TENDER INSPECTION	\$ 3,750.04	
513-3421	2/10/26	DN SOLID WASTE MANAGEMENT	52325	\$ 28.30	30016460	TRASH FEE - JANUARY 2026	\$ 28.30	
513-3422	2/10/26	RECOLOGY DEL NORTE	52325	\$ 205.11	07423601	TRASH FEE - JANUARY 2026	\$ 205.11	
513-3423	2/10/26	CHARTER COMMUNICATIONS	52800	\$ 222.68	177067401020126.00	CABLE/INTERNET WASHINGTON STATION	\$ 222.68	
513-3424	2/10/26	EUREKA OXYGEN	52100	\$ 667.71	505837	ANNUAL FIRE EXTINGUISHER SERVICING	\$ 667.71	PO# 259041
TOTAL							\$ 34,676.79	
514-3425	2/24/26	FRANK'S HEATING & REFRIGERATION	52500	\$ 862.00	71089	EMERGENCY HEATER REPAIR	\$ 862.00	PO# 259042
514-3426	2/24/26	THE MITCHELL LAW FIRM	52140	\$ 180.00	10173	GENERAL COUNSEL - JAN 2026	\$ 180.00	PO# 259043
514-3427	2/24/26	ROSS, MATTHEW DBA ROSS JANITORI	52345	\$ 380.00	1109	JANITORIAL SERVICES - WASHINGTON STATION	\$ 380.00	PO# 259044
514-3428	2/24/26	PACIFIC POWER & LIGHT CO.	53200	\$ 65.07	61913251-0014	POWER - HUMBOLDT	\$ 65.07	
514-3428	2/24/26	PACIFIC POWER & LIGHT CO.	53200	\$ 2,227.47	62204731-0017	POWER - COOPER & WASHINGTON	\$ 2,227.47	
514-3429	2/24/26	CANON FINANCIAL SERVICES	52600	\$ 201.10	42671439	LEASE PAYMENT - COPIER	\$ 201.10	
514-3430	2/24/26	CRESCENT ACE HARDWARE	52505	\$ 12.09	70855	SUPPLIES FOR OFFICE RENOVATION	\$ 12.09	
514-3430	2/24/26	CRESCENT ACE HARDWARE	52505	\$ 312.58	70840	SUPPLIES FOR OFFICE RENOVATION	\$ 312.58	
514-3431	2/24/26	CRESCENT CITY WATER	53220	\$ 22.49	006251-001	WATER - COOPER STATION	\$ 22.49	
514-3431	2/24/26	CRESCENT CITY WATER	53220	\$ 316.44	006251-000	WATER - WASHINGTON STATION	\$ 316.44	
TOTAL							\$ 4,579.24	
515-3432	3/3/26	CITY OF CRESCENT CITY	52520	\$ 247.13	7164862	REPLACE BATTERY IN 5176	\$ 247.13	PO# 259045
515-3432	3/3/26	CITY OF CRESCENT CITY	52520	\$ 103.36	7164861	SCHEDULED MAINTENANCE ON 5107	\$ 103.36	PO# 259046
515-3432	3/3/26	CITY OF CRESCENT CITY	52181	\$ 462.42		REIMBURSEMENT TRAVEL FOR DISTRICT RIG	\$ 462.42	
515-3432	3/3/26	CITY OF CRESCENT CITY	52181	\$ 263,349.00	7164846	FIRE MUTUAL AID SERVICES 2ND QUARTER	\$ 263,349.00	
515-3432	3/3/26	CITY OF CRESCENT CITY	52520	\$ 400.53	7164850	REPLACE BATTY IN 5150	\$ 400.53	PO# 259047
515-3432	3/3/26	CITY OF CRESCENT CITY	52520	\$ 594.88	7164854	SERVICE AND REPAIR 5113	\$ 594.88	PO# 259048
515-3432	3/3/26	CITY OF CRESCENT CITY	52520	\$ 310.76	7164855	SCHEDULED MAINTENANCE ON 5155	\$ 310.76	PO# 259049
515-3432	3/3/26	CITY OF CRESCENT CITY	52818	\$ 7,857.59	7164860	FIRE MUTUAL AID SERVICES: OES NOV. PREPO	\$ 7,857.59	
TOTAL							\$ 273,325.67	

516-3433	3/18/26	U.S. BANK	52505	\$	210.99	3979	HOME DEPOT - OFFICE RENO. SUPPLIES WASH. STATION	\$	210.99		
516-3433	3/18/26	U.S. BANK	53115	\$	20.00	3979	OPENAI.COM - CHATGPT SUBSCRIPTION	\$	20.00		
516-3433	3/18/26	U.S. BANK	52505	\$	71.02	3979	HOME DEPOT - OFFICE RENO. SUPPLIES WASH. STATION	\$	71.02		
516-3433	3/18/26	U.S. BANK	52505	\$	519.34	3979	HOME DEPOT - OFFICE RENO. SUPPLIES WASH. STATION	\$	519.34		
516-3433	3/18/26	U.S. BANK	52505	\$	247.81	3979	HOME DEPOT - OFFICE RENO. SUPPLIES WASH. STATION	\$	247.81		
516-3433	3/18/26	U.S. BANK	53600	\$	41.00	3979	LATE FEE	\$	41.00		
516-3433	3/18/26	U.S. BANK	53600	\$	11.32	3979	INTEREST CHARGES	\$	11.32		
516-3434	3/18/26	CRESCENT CITY WATER	53320	\$	375.09	006251-000	WATER - WASHINGTON	\$	375.09		
516-3434	3/18/26	CRESCENT CITY WATER	53320	\$	22.49	006251-001	WATER - COOPER	\$	22.49		
516-3434	3/18/26	CRESCENT CITY WATER	53320	\$	67.59	005222-000	WATER - HUMBOLDT	\$	67.59		
516-3435	3/18/26	PACIFIC POWER & LIGHT CO.	53200	\$	235.76	61913251-0014	POWER - HUMBOLDT	\$	235.76		
516-3436	3/18/26	DROWN, RIVERS DBA LAWN & ORDER	52340	\$	200.00	9367	LAWN CARE - COOPER & BERTSCH	\$	200.00	PO# 259050	
516-3437	3/18/26	DN SOLID WASTE MANAGEMENT	52325	\$	105.65	30016550	TRASH FEE - FEB 2026	\$	105.65		
516-3438	3/18/26	BLUE STAR GAS	53210	\$	1,382.95	559603	PROPANE FILL UP - WASHINGTON STATION	\$	1,382.95		
516-3439	3/18/26	RECOLOGY DEL NORTE	52325	\$	205.11	07434392	TRASH FEE - FEB 2026	\$	205.11		
516-3440	3/18/26	CHARTER COMMUNICATIONS	52800	\$	232.13	177067401030126	CABLE/INTERNET WASHINGTON STATION	\$	232.13		
516-3441	3/18/26	U.S. BANK	52505	\$	196.59	3979	HOME DEPOT - COOPER STATION MAINT. SUPPLIES	\$	196.59		
516-3441	3/18/26	U.S. BANK	52505	\$	29.20	3979	HOME DEPOT - COOPER STATION MAINT. SUPPLIES	\$	29.20		
516-3441	3/18/26	U.S. BANK	53400	\$	7.03	3979	AMAZON - TRIPOD FOR TRAINING IPAD	\$	7.03		
516-3441	3/18/26	U.S. BANK	52505	\$	42.99	3979	HOME DEPOT - TOP SOIL FOR WASHINGTON STATION	\$	42.99		
516-3441	3/18/26	U.S. BANK	53115	\$	20.00	3979	OPENAI.COM - CHATGPT SUBSCRIPTION	\$	20.00		
516-3441	3/18/26	U.S. BANK	53600	\$	(0.89)	3979	INTEREST REVERSAL	\$	(0.89)		
516-3441	3/18/26	U.S. BANK	53600	\$	9.33	3979	INTEREST CHARGES	\$	9.33		
								TOTAL	\$	4,252.50	
517-3442	3/24/26	FRANK'S HEATING & REFRIGERATION	52500	\$	172.00	71304	DIAGNOSTIC FOR WASHINGTON STATION HEATER	\$	172.00	PO# 259051	
517-3443	3/24/26	ROSS, MATTHEW DBA ROSS JANITORI.	52345	\$	380.00	1126	JANITORIAL SERVICES - WASHINGTON STATION MAR '26	\$	380.00	PO# 259052	
517-3444	3/24/26	CANON FINANCIAL SERVICES	52600	\$	232.43	42854572	LEASE PAYMENT - COPIER	\$	232.43		
517-3445	3/24/26	PACIFIC POWER & LIGHT CO.	53200	\$	1,923.61	62204731-0017	POWER - COOPER & WASHINGTON	\$	1,923.61		
517-3446	3/24/26	D.N. COUNTY CDD ENGINEERING & SU	52100	\$	155.25	2026-08	CSA SEWER USER FEE FY 25/26 - 175 HUMBOLDT RD.	\$	155.25		
517-3447	3/24/26	CRESCENT ACE HARDWARE	52505	\$	107.15	73884	LANDSCAPING SUPPLIES FOR WASHINGTON STATION	\$	107.15		
								TOTAL	\$	2,970.44	

CRESCENT FIRE PROTECTION DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: BILL GILLESPIE, INTERIM FIRE CHIEF

DATE: APRIL 13, 2026

SUBJECT: AUTHORIZE STAFF TO EXPLORE TYPE III FIRE ENGINE OPPORTUNITIES

RECOMMENDATION

Staff recommends that the Board of Directors:

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Provide direction to staff regarding pursuit of a Type III fire engine transfer opportunity from Redwood National Park

BACKGROUND

Crescent Fire Protection District (CFPD) has submitted a formal request to Redwood National Park seeking the potential transfer of an International Type III Model 34 KME fire engine.

In 2023, CFPD received a similar Type III engine from Sequoia/Kings National Park. Upon receipt, the unit required approximately \$30,000 in repairs and replacement parts but has since become a valuable operational asset. However, when this unit is deployed outside the District, a gap remains in local wildland response capability.

The requested engine from Redwood National Park would:

- Provide redundancy in wildland response capability
- Improve operational readiness during mutual aid deployments
- Increase efficiency through standardization of apparatus
- Enhance firefighter familiarity and maintenance consistency

Additionally, CFPD responded to over 30 wildland-related calls in 2025, including incidents within National and State Park lands. A second Type III engine would strengthen both local and regional response capacity.

At this time, the availability of the apparatus is uncertain, and this request represents an opportunity to explore acquisition if it becomes available.

FISCAL ANALYSIS

If an engine is made available for transfer, costs may include:

- Transportation of the apparatus
- Initial inspection, repairs, and outfitting
- Equipment standardization

Based on prior experience, initial rehabilitation costs could be anticipated but are expected to be significantly lower than purchasing a new Type III engine.

No fiscal commitment is required at this time. Any future costs would be brought back to the Board for approval.

ATTACHMENTS

1. Request Letter to Redwood National Park (March 30, 2026)



CRESCENT FIRE PROTECTION DISTRICT

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

March 30, 2026

National Park Service
Redwood National Park
1111 Second St.
Crescent City, CA 95531

To: Jennifer Anderson, Fire Management Officer – jennifer_r_anderson@nps.gov
James Scott, Battalion Chief – james_scott@nps.gov

Crescent Fire Protection District was founded in 1949. It encompasses 26 square miles surrounding the City of Crescent City, CA, has three stations, and is funded by a small portion of property taxes and two benefit assessments. Not only does Crescent Fire Protection District respond to calls within our jurisdiction but we also respond to mutual aid and auto-aid calls in neighboring communities, including Redwood National Park and the US Forest Service. It is the mission of Crescent Fire Protection District to preserve life and property, promote public safety, and provide community service with efficiency, pride, and professionalism.

In 2023, Crescent Fire Protection District received a Type 3 Model 34 KME engine from Sequoia/Kings National Park. Upon arrival, there were numerous items needing repair or replacement with a cost of approximately \$30,000. The unit now serves well, but there is a significant void in our wildland fire response capability when this unit is deployed out of our fire district. The ability to obtain the Type 3 Model 34 Engine from Redwood National Park would significantly bolster our response capabilities. The benefit to having two identical engines increases safety to our personnel through engine and operator familiarity and the ability for our repair personnel to service identical engines is significant. Additionally, having two engines allows our District to assist other agencies outside our area while still maintaining a capable wildland engine in District and available for response, including to the northern portion of Redwood National Park.

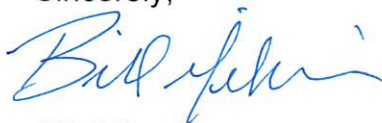
Crescent Fire Protection District appreciates your consideration in this matter, and would be honored to accept the Redwood National Park offer to transfer the International Type 3 model 34 KME Engine to our organization, should that be available. In 2025 CFPD responded to over 30 wildland-related calls with limited apparatus; a portion of these responses are to areas of the National and/or State Park. This Engine is a much-needed resource to our community as it will be first out on wildland incidents.

Your contact for this transfer is Fire Chief Bill Gillespie:

Bill Gillespie
255 W. Washington Blvd.
Crescent City, CA 95531
bgillespie@crescentcity.org

Please feel free to contact our office for questions or additional information.

Sincerely,



Bill Gillespie
CFPD, Fire Chief

cc: Leonel A. Arguello, Deputy Superintendent – Redwood National Park - larguello@nps.gov
Patrick S. Taylor, Interpretation & Education Program Manager – Redwood National Park –
ptaylor@nps.gov
Robert Rivelle, Fire & Aviation Management, Regional Fire Budget – National Park Service –
Pacific West Region – Robert_rivelle@nps.gov

CRESCENT FIRE PROTECTION DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: BILL GILLESPIE, INTERIM FIRE CHIEF

DATE: APRIL 13, 2026

SUBJECT: APPROVE THE REVISED COST ASSOCIATED WITH THE STRIPING PROJECT

RECOMMENDATION

Staff recommends that the Board of Directors:

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve updated project costs and authorize staff to proceed with Southern Oregon Signs for the District Vehicle Striping and Graphics Project, with flexibility to adjust scope to reduce overall costs

BACKGROUND

On November 10, 2025, the Board approved the District Vehicle Striping and Graphics Project with an estimated cost not to exceed \$10,000. The purpose of the project is to standardize apparatus appearance, improve visibility, and reinforce the District's "One Department" branding.

Since that time, staff has obtained updated estimates for the full scope of work. These updated costs exceed the previously approved amount and are being brought back to the Board for further consideration and approval.

DISCUSSION

Staff obtained two quotes for this project. Staff also requested a quote from a vendor located in Brookings, Oregon; however, the vendor declined to submit a proposal. Due to the specialized nature of emergency vehicle striping and the limited number of vendors available in the region, additional quotes were not feasible.

Both vendors that did respond provided pricing for the same identified apparatus, allowing for a direct comparison.

Southern Oregon Signs estimates:

- Estimate #1078 – \$3,950

- Estimate #1079 – \$8,050
- Estimate #1080 – \$6,550
- Estimate #1082 (pickup) – \$2,850 each × 2 trucks = \$5,700
- Updated Total: Approximately \$24,250

Visual Concepts estimate:

- Total: \$38,005.75 for the same apparatus (does not reflect the same pickup-specific pricing structure)

Staff recommends proceeding with Southern Oregon Signs based on:

- Substantially lower cost for comparable scope of work
- Ability to complete the project on a phased or per-vehicle basis
- Flexibility to adjust scope and reduce overall costs
- Inclusion of installation services

Staff is also evaluating additional cost-saving measures, including:

- Utilizing department personnel to assist with removal of existing striping
- Modifying design elements (e.g., eliminating or reducing full cab wraps)
- Adjusting scope on select apparatus (e.g., striping-only approach)

These options provide flexibility to further reduce costs while still achieving project objectives.

FISCAL ANALYSIS

The revised project cost is currently estimated at:

- Approximately \$24,250 (Southern Oregon Signs, including two pickup units)

This exceeds the previously approved \$10,000 authorization and requires Board approval for additional expenditures.

Funding Source:

- Department Reserves

Final costs may be reduced depending on Board direction and implementation of cost-saving measures.

ATTACHMENTS

1. [Original Staff Report \(November 10, 2025\)](#)
2. [Southern Oregon Signs Estimates \(#1078, #1079, #1080, #1082\)](#)
3. [Visual Concepts Quote](#)

CRESCENT FIRE PROTECTION DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: KEVIN CAREY, FIRE CHIEF

DATE: NOVEMBER 10, 2025

SUBJECT: INSTALLATION OF NEW STRIPING AND DECALS ON DESIGNATED DISTRICT VEHICLES

BACKGROUND

The District Vehicle Striping Project is part of a broader initiative to update and modernize the Crescent Fire Protection District's visual identity as one unified fire department.

Currently, District vehicles show little uniformity in striping, lettering, and overall design. Many decals and markings are severely deteriorated due to years of exposure and operational use. While members continue to maintain the vehicles in excellent mechanical condition, the visual appearance of the fleet does not reflect the same level of care or professionalism.

Uniform striping and branding across all vehicles reinforce the department's identity, improve public perception, and enhance member pride and morale. The project reflects the District's commitment to professionalism, unity, and long-term pride in ownership.

DISCUSSION:

This project will include the re-striping and re-lettering of the following District vehicles:

- E-5112
- R-5172
- WT-5159
- E-5137
- E-5132
- UT-5108
- UT-5176

The new WT-5150 Water Tender has already been ordered with the current, standardized striping design.

The proposed project cost is estimated at \$9,000 to \$10,000 for the entire fleet. The work will include installation of new reflective striping and department graphics consistent with the updated “One Department” branding concept.

To minimize costs, members will assist with vehicle preparation, saving both labor time and expense.

As part of this rebranding effort, the District will also take the opportunity to proudly promote its recent ISO Class 2 Public Protection Classification rating. This achievement reflects Crescent Fire Protection District’s ongoing commitment to excellence in emergency response, training, and fire protection capability. The Class 2 designation places the District among the top-rated fire protection agencies in the nation, and incorporating this recognition into the vehicle striping design will both celebrate this milestone and reinforce community confidence in the department’s performance.

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Review and approve the District Vehicle Striping Project; and
2. Authorize the expenditure of funds not to exceed \$10,000, utilizing available CFAA and CAL OES Prepositioning administrative funds, which are currently part of the department allotment.

FISCAL IMPACT

The total cost of the project is not to exceed \$10,000.

- Funding will come from a combination of:
- CFAA (California Fire Assistance Agreement) Out-of-County Deployment reimbursements,
- Sale of surplus equipment, and
- CAL OES Prepositioning administrative funds.

No Benefit Assessment Funds will be used for this project.

If the new striping materials last a minimum of 10 years (with an expected life of 15+ years), the investment equates to approximately \$1,000 per year for all District apparatus combined — a fiscally responsible investment that supports both operational readiness and organizational pride.

Any unused funds from this authorization will not be redirected to other expenses or projects.

Southern Oregon Signs, LLC.
817 N Central Ave Ste A
Medford, OR 97501
+15419738909



ESTIMATE

ADDRESS

Crescent City Fire Department
520 I st
Crescent City, OR 95531 USA

ESTIMATE # 1078

DATE 04/01/2026

PO#

30' Tanker Truck

	DESCRIPTION	QTY	RATE	AMOUNT
REFL. VINYL	x2 Reflective Stripes on Sides, x2 Side Numbers, Front & Rear Numbers, Cover Stripes on Rear, Rear Crescent City Fire 7 Rescue with Installation in Crescent City	1	3,650.00	3,650.00
LABOR	Removal of Old Vinyl and Glue Discounted Rate \$95 an Hour	0	110.00	0.00
LABOR	Out of Town Travel - Hotel	1	300.00	300.00
SUBTOTAL				3,950.00
TAX				0.00
TOTAL				\$3,950.00

Accepted By

Accepted Date

Any unpaid invoice that exceeds thirty (30) days is subject to an additional monthly late fee of ten percent (10%) of the amount due until the balance has been paid. Any further projects will be put on hold until overdue balance is paid. Thank You.

Southern Oregon Signs, LLC.
817 N Central Ave Ste A
Medford, OR 97501
+15419738909



ESTIMATE

ADDRESS

Crescent City Fire Department
520 I st
Crescent City, OR 95531 USA

ESTIMATE # 1079

DATE 04/01/2026

PO#

26' Fire Truck

	DESCRIPTION	QTY	RATE	AMOUNT
REFL. VINYL	Reflective Vinyl x2 Side Stripes, Front Stripe, Front Number, x2 Door logos, Cover Rear Stripes, Wrap Whole Cab in Black, with Installation in Crescent City	1	7,750.00	7,750.00
LABOR	Removal of Old Vinyl & Glue Discounted Rate at \$95 an Hour	0	110.00	0.00
LABOR	Out of Town Travel - Hotel	1	300.00	300.00
SUBTOTAL				8,050.00
TAX				0.00
TOTAL				\$8,050.00

Accepted By

Accepted Date

Any unpaid invoice that exceeds thirty (30) days is subject to an additional monthly late fee of ten percent (10%) of the amount due until the balance has been paid. Any further projects will be put on hold until overdue balance is paid. Thank You.

Southern Oregon Signs, LLC.
817 N Central Ave Ste A
Medford, OR 97501
+15419738909



ESTIMATE

ADDRESS

Crescent City Fire Department
520 I st
Crescent City, OR 95531 USA

ESTIMATE # 1080

DATE 04/01/2026

PO#

30' Fire Truck

	DESCRIPTION	QTY	RATE	AMOUNT
REFL. VINYL	Reflective Vinyl x2 Side Stripes, Front Stripe, Front Number, x2 Door logos, x2 Crescent City Fire & Rescue for Sides Cover Rear Stripes,, with Installation in Crescent City	1	6,250.00	6,250.00
LABOR	Removal of Old Vinyl & Glue Discounted Rate at \$95 an Hour	0	110.00	0.00
LABOR	Out of Town Travel - Hotel	1	300.00	300.00

SUBTOTAL	6,550.00
TAX	0.00
TOTAL	\$6,550.00

Accepted By

Accepted Date

Any unpaid invoice that exceeds thirty (30) days is subject to an additional monthly late fee of ten percent (10%) of the amount due until the balance has been paid. Any further projects will be put on hold until overdue balance is paid. Thank You.

Southern Oregon Signs, LLC.
817 N Central Ave Ste A
Medford, OR 97501
+15419738909



ESTIMATE

ADDRESS

Crescent City Fire Department
520 I st
Crescent City, OR 95531 USA

ESTIMATE # 1082

DATE 04/08/2026

PO#

F250 or Dodge Truck

	DESCRIPTION	QTY	RATE	AMOUNT
REFL. VINYL	Reflective Stipes, Logos, Truck Numbers Installed on Both Sides & Rear with Installation in Crescent City	1	2,850.00	2,850.00
SUBTOTAL				2,850.00
TAX				0.00
TOTAL				\$2,850.00

Accepted By

Accepted Date

Any unpaid invoice that exceeds thirty (30) days is subject to an additional monthly late fee of ten percent (10%) of the amount due until the balance has been paid. Any further projects will be put on hold until overdue balance is paid. Thank You.

Quote #5665

QUOTE

Fire Truck Graphics and Wraps 2026

Thank you for your business!



Visual Concepts
 3408 Jacobs Avenue
 ST 2
 Eureka, California 95501
 7076335087
visualconcepts707@gmail.com

Created February 10, 2026
Customer Due Date February 10, 2026
Total \$38,005.75
Outstanding \$38,005.75

Customer Billing

Crescent City Fire
 Dana Reno
 707-218-1776
danareno@icloud.com

Customer Shipping

Crescent City Fire
 Dana Reno

Category	Description	Qty	Items	Price	Taxed	Total
Removal	5112 removal of current stripe, lettering, etc.	10	10	\$115.00	-	\$1,150.00
Reflective	5112 new stripes to match new gold and black style + chevron	1	1	\$4,500.00	X	\$4,500.00
Vehicle Graphics	5112 black wrap upper both sides, front, and roof gloss black	1	1	\$3,000.00	X	\$3,000.00
Vehicle Graphics	51123 door badges, reflective numbers, etc.	1	1	\$500.00	X	\$500.00
Removal	5172 removal of current stripe, lettering, etc.	10	10	\$115.00	-	\$1,150.00
Reflective	5172 new stripes to match new gold and black style + chevron	1	1	\$4,500.00	X	\$4,500.00
Vehicle Graphics	5172 door badges, reflective numbers, etc.	1	1	\$800.00	X	\$800.00
Removal	WT 5159 removal of current stripe, lettering, etc.	10	10	\$115.00	-	\$1,150.00
Reflective	WT 5195 new stripes to match new gold and black style + chevron	1	1	\$4,000.00	X	\$4,000.00
Vehicle Graphics	WT 5195 door badges, reflective numbers, etc.	1	1	\$500.00	X	\$500.00
Removal	5100 removal of current stripe, lettering, etc.	6	6	\$115.00	-	\$690.00
Vehicle Graphics	5100 door badges, reflective numbers, etc.	1	1	\$500.00	X	\$500.00
Reflective	5100 new stripes to match new gold and black style + chevron	1	1	\$4,000.00	X	\$4,000.00
Graphic Design	travel to CC to survey vehicles, set up and digital proofing of all work to be done	12	12	\$115.00	-	\$1,380.00
Install	drive time to CC and back, gasoline	10	10	\$115.00	-	\$1,150.00
General Labor	overnight stays in hotel while on the job in CC	5	5	\$250.00	-	\$1,250.00
General Labor	daily overtime for installers to stay overnight (per installer)	6	6	\$250.00	-	\$1,500.00
Install	install of all reflective and non reflective vinyl on site (per vehicle)	4	4	\$1,000.00	-	\$4,000.00

Total Quantity 82
Item Total \$35,720.00
Fees Total \$0.00
Sub Total \$35,720.00
Tax \$2,285.75 (10.25%)
Total Due \$38,005.75
Paid \$0.00
Outstanding \$38,005.75

PLEASE VIEW YOUR DIGITAL PROOF CLOSELY!

Once this invoice and corresponding proof are approved, any errors in print color, size, location, spelling, etc. are the sole responsibility of the client.

If applicable, please provide printed materials for color reference

50% Deposit Required To Order Garments

Payment in Full Required Upon Pick Up

Crescent City Fire & Rescue

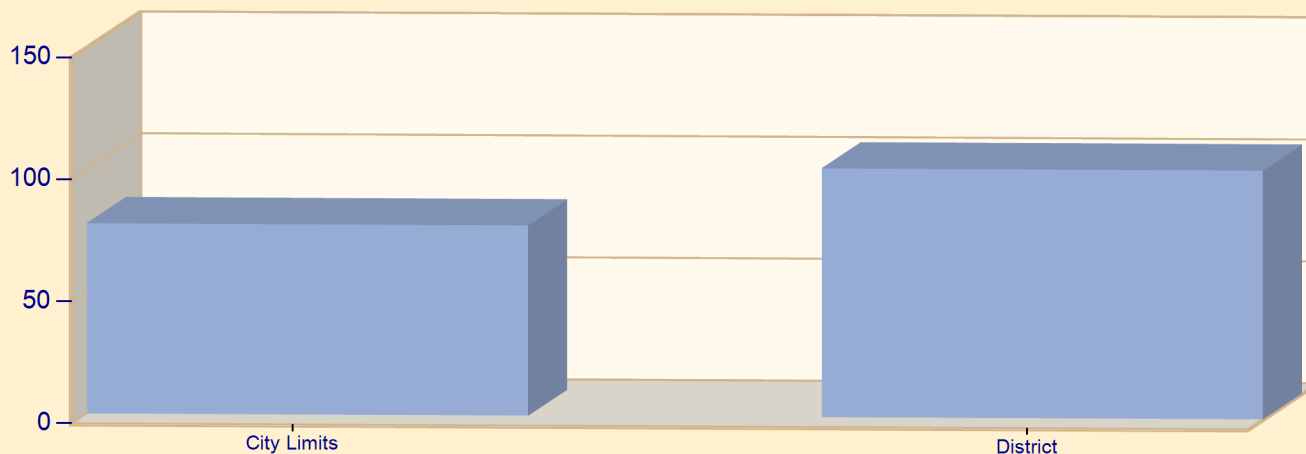
Crescent City, CA

This report was generated on 4/3/2026 4:05:59 PM



Incident Type Count per Zone for Date Range

Start Date: 03/01/2026 | End Date: 03/31/2026



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	118 - Trash or rubbish fire, contained	1
	150 - Outside rubbish fire, other	1
	151 - Outside rubbish, trash or waste fire	2
	311 - Medical assist, assist EMS crew	30
	322 - Motor vehicle accident with injuries	2
	323 - Motor vehicle/pedestrian accident (MV Ped)	3
	353 - Removal of victim(s) from stalled elevator	1
	520 - Water problem, other	1
	561 - Unauthorized burning	5
	600 - Good intent call, other	1
	611 - Dispatched & cancelled en route	18
	622 - No incident found on arrival at dispatch address	4
	651 - Smoke scare, odor of smoke	2
	671 - HazMat release investigation w/no HazMat	2
	733 - Smoke detector activation due to malfunction	2
	743 - Smoke detector activation, no fire - unintentional	3
	<i>Total Incidents for City Limits - City Limits:</i>	78
District - District		
	113 - Cooking fire, confined to container	1
	114 - Chimney or flue fire, confined to chimney or flue	1

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



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Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	122 - Fire in motor home, camper, recreational vehicle	3
	131 - Passenger vehicle fire	4
	137 - Camper or recreational vehicle (RV) fire	1
	142 - Brush or brush-and-grass mixture fire	1
	311 - Medical assist, assist EMS crew	42
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	2
	551 - Assist police or other governmental agency	1
	561 - Unauthorized burning	6
	600 - Good intent call, other	1
	611 - Dispatched & cancelled en route	26
	622 - No incident found on arrival at dispatch address	4
	631 - Authorized controlled burning	2
	651 - Smoke scare, odor of smoke	1
	736 - CO detector activation due to malfunction	2
	740 - Unintentional transmission of alarm, other	1
	743 - Smoke detector activation, no fire - unintentional	1
	744 - Detector activation, no fire - unintentional	1
	<i>Total Incidents for District - District:</i>	102
Total Count for all Zone:		180

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

