



## **CRESCENT FIRE PROTECTION DISTRICT**

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

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

**REGULAR MEETING HELD  
JANUARY 10, 2022  
AT 5:00 P.M.**

**DIRECTORS PRESENT:**

Chairman Jim Nelson Director  
Vice Chairman Dave Short  
Director Jim Eler  
Director Rick Kelley  
Director Joe Gregorio

**ABSENT:**

**OTHERS PRESENT:**

Bill Gillespie, Fire Chief  
Vanessa Duncan, Clerk of the Board

**ROLL CALL:**

Chairman Nelson called the meeting to order at 5:03 PM. The Pledge of Allegiance was led by Director Gregorio.

**PUBLIC PARTICIPATION**

No public comment at this time.

**CONSENT CALENDAR**

- 3.1** APPROVE MINUTES OF THE REGULAR MEETING OF DECEMBER 13, 2021
- 3.2** APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED DECEMBER 2021

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

## **NEW BUSINESS**

*Take action as necessary and appropriate.*

### **4.1 REVIEW AND APPROVE QUOTE FOR ROOF REPLACEMENT AT WASHINGTON STATION**

#### **RECOMMENDATION**

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider and APPROVE QUOTE FOR RED SKY ROOFING IN THE AMOUNT OF \$80,424.00 TO REMOVE AND ROOF WASHINGTON FIRE STATION

Chief Gillespie noted that Washington Fire Station was completed in 1997, meaning the roof is now 25 years old and has shown an increasing number of leaks and broken shingles from winter storms. Chief Gillespie also noted that he requested quotes from the local roofing companies and based upon the cost quotes and identical shingles, he recommended going with the quote provided by Red Sky Roofing in the amount of \$80,424.00, with any repair work extra.

On a motion by Director Kelley, seconded by Director Gregorio, motion carried unanimously 5/0; the Board of Directors APPROVED THE QUOTE FOR RED SKY ROOFING IN THE AMOUNT OF \$80,424.00 TO REMOVE AND ROOF WASHINGTON FIRE STATION.

### **4.2 REVIEW AND APPROVE MULTI-PARCEL EXEMPTION APPLICATION**

#### **RECOMMENDATION**

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. REVIEW AND APPROVE MULTI-PARCEL EXEMPTION APPLICATION

Chief Gillespie reported that amended Ordinance No. 21-002 was adopted to expand Ordinance No. 21-001 to include the original exemptions, and to establish an exemption for parcels which are held under identical ownership within the same customer class (i.e. residential, commercial, government) may, upon approval of an application by the owner(s) thereof to the District, be treated as a single parcel for purposes of applying the maximum assessment fee not to exceed \$1,000 per parcel. The owner(s) of such parcels seeking exemption shall submit an application to the District, in a format approved by the District, providing the owner(s) name and address, property maps, and deed and title information that sufficiently demonstrate

that the applicant is the owner of record or trustee of the owner of record with Power of Attorney for the owner of record for all the qualifying property.

Chief Gillespie also reported that on December 11, 2021, the District received a Multi-Parcel Exemption Application Form submitted by Thomas Barnes & Leslie Barnes requesting exemption consideration for 39 properties that they own within the District.

Chief Gillespie stated that based upon the ordinance amendment adopted by the Board in November, after review staff recommends that the Board approve the Multi-Parcel Exemption Application Form submitted by Thomas Barnes & Leslie Barnes and the 39 properties appearing in the application should be treated as a single parcel for purposes of applying the maximum assessment fee not to exceed \$1,000 and applies to the 2021 benefit assessment. If approved by the District, staff will process a refund to Thomas Barnes & Leslie Barnes for the assessment fees they have remitted above the \$1,000 maximum assessment fee for the 2021 Benefit Assessment.

Chairman Nelson questioned if property owners with multiple parcels were to turn in an application for the following year's tax roll if they will be refunded as well; Chief Gillespie and Clerk of the Board, Vanessa Duncan explained that multi-parcel exemption applications must be in by March of 2022 to qualify for the \$1000 cap, and this year would be the only year that refunds will be issued.

On a motion by Director Gregorio, seconded by Director Erler, motion carried unanimously 5/0; the Board of Directors APPROVED THE MULTI-PARCEL EXEMPTION APPLICATION FORM AND THE MULTI-PARCEL EXEMPTION APPLICATION SUBMITTED BY THOMAS AND LESLIE BARNES.

#### **4.3 DISCUSS AND APPROVE DONATION OF CHAIRS AT WASHINGTON STATION**

##### **RECOMMENDATION**

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. DISCUSS AND APPROVE DONATION OF CHAIRS AT WASHINGTON STATION

Chief Gillespie briefed the Board, stating that past Fire Chief, Fred Cox purchased approximately 80 banquet style chairs over 24 years ago that are no longer being used and currently taking up storage space at Washington Station. With the age of the chairs and the need for additional storage space, staff thinks it would be best to donate the chairs.

The Board discussed possible places to donate the chairs. It was agreed to donate the chairs to a local church.

On a motion by Director Gregorio, seconded by Director Erler, motion carried unanimously 5/0; the Board of Directors APPROVED THE MULTI-PARCEL EXEMPTION APPLICATION FORM AND THE MULTI-PARCEL EXEMPTION APPLICATION SUBMITTED BY THOMAS AND LESLIE BARNES.

On a motion by Director Gregorio, seconded by Director Erler, motion carried unanimously 5/0; the Board of Directors APPROVED DONATION OF CHAIRS AT WASHINGTON STATION.

### **OLD BUSINESS**

*Take action as necessary and appropriate.*

*NO OLD BUSINESS AT THIS TIME.*

### **CHIEF'S REPORT**

*Take action as necessary and appropriate.*

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS.

#### **6.1 RESPONSES OCCURRED BETWEEN: 12/01 – 12/31/2021**

Chief Gillespie reported on the calls in the City and the District, he stated there were a total of 1,616 total calls in 2021.

#### **6.2 REPORT ON SURPLUS VEHICLES**

Chief Gillespie reported that both Water Tender 5158 and Engine 5137 sold for a combined total of \$20,000 to Cape Ferrelo Rural Fire Protection District.

Chief Gillespie noted that Cape Ferrelo Rural Fire Protection District is also interested in the possibility of purchasing the District's Type I Engine 5114. Director Gregorio questioned how much the Type I engine is worth; Chief Gillespie stated that other trucks with the same specifications go for around \$15,000-\$17,000.

Chief Gillespie stated there will be a 2x2 Committee meeting with the City and District on January 20<sup>th</sup>.

### **BOARD COMMENTS**

Chairman Nelson requested an update on the Harbor District litigations at the next scheduled meeting.

Chairman Nelson also requested an update on the petition being circulated by Linda Sutter and Donna Westfall.

Director Gregorio requested that staff research the cost to seal the blacktop at Washington Station.

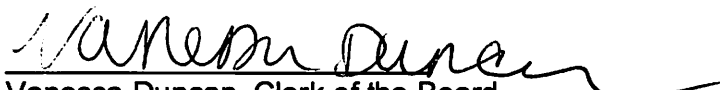
Chief Gillespie noted that he will be obtaining quotes for a new commercial dish washer and oven for Washington Station.

Chief Gillespie also noted that AT&T will be installing their generator and the fence around the back lot at Washington Station soon.

The Board commented on the new security camera system that is currently being installed by the County.

**ADJOURNMENT**

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 5:36 pm of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on February 14, 2022 at 5:00PM.



Vanessa Duncan, Clerk of the Board  
Crescent Fire Protection District