



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
FEBRUARY 14, 2022
AT 5:00 P.M.**

DIRECTORS PRESENT:

Chairman Jim Nelson Director
Vice Chairman Dave Short
Director Joe Gregorio
Director Jim Erler

ABSENT:

Director Rick Kelley

OTHERS PRESENT:

Bill Gillespie, Fire Chief

ROLL CALL:

Chairman Nelson called the meeting to order at 5:30 PM. The Pledge of Allegiance was led by Director Erler.

REPORT OF ANY ACTIONS FROM CLOSED SESSION BY THE BOARD OF DIRECTORS

Chairman Nelson noted there is no report out of closed session.

PUBLIC PARTICIPATION

No public comment at this time.

CONSENT CALENDAR

- 4.1** APPROVE MINUTES OF THE REGULAR MEETING OF JANUARY 10, 2022
- 4.2** APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED JANUARY 2022

On a motion by Director Erler, seconded by Director Gregorio, motion carried 4/0/1 with Director Kelley being absent; the Board of Directors approved the Consent Calendar.

NEW BUSINESS

Take action as necessary and appropriate.

5.1 CONSIDER AND ADOPT RESOLUTION NO. 22-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT APPROVING APPEALS PROCEDURES FOR FIRE SUPPRESSION BENEFIT ASSESSMENT

1. Receive staff report and presentation
2. Take public comment
3. Board Discussion
4. CONSIDER AND ADOPT RESOLUTION NO. 22-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT APPROVING APPEALS PROCEDURES FOR FIRE SUPPRESSION BENEFIT ASSESSMENT

Chief Gillespie reported that on July 12, 2021 Crescent Fire Protection District ("District") adopted Ordinance No. 21-001 Leaving a Fire Suppression Assessment, Beginning in Fiscal Year 2021/22 in which establishes an appeals process providing "Any property owner may appeal any determination by the Fire Chief concerning the nature of the use of the property or the calculation of the amount of the assessment by filing a written appeal with the District. Any such appeal shall be filed by December 1st of the calendar year for which the tax is levied. The appeal shall contain a statement by the property owner as to the nature and basis for the appeal in accordance with the District's appeal procedure. The District will provide guidelines for an appeals process for any property owner subject to the assessment. The guidelines for appeal shall be adopted by the Board by resolution and will be filed with the District Board Clerk."

Chief Gillespie stated that the appeal shall be filed on the form provided by the District and shall contain a statement by the property owner as to the nature and basis for the appeal.

Chief Gillespie also noted that following a decision by the Board, the property owner filing the appeal will receive notice of a decision and a refund, if applicable, within 30 days of the Board decision. In order to receive a reimbursement, proof of payment of the assessment to the County must be provided.

On a motion by Director Erler, seconded by Vice Chair Short, motion carried 4/0/1 with Director Kelley being absent; the Board of Directors adopted RESOLUTION NO. 22-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT APPROVING APPEALS PROCEDURES FOR FIRE SUPPRESSION BENEFIT ASSESSMENT

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

This 14th day of February 2022, by the following polled vote:

YES: 4, Chairman Nelson, Vice Chair Short, Director Erler, Director Gregorio

NOES: 0

ABSENT:1, Director Kelley

OLD BUSINESS

Take action as necessary and appropriate.

6.1 FIRE DEPARTMENT 2 X 2 COMMITTEE UPDATE

Chief Gillespie noted that at the November 8, 2021 Board meeting, Directors Rick Kelly and Joe Gregorio were selected to serve on the 2x2 Committee for the District. After selection of the 2x2 members for the City, a meeting was held on January 20, 2022. That meeting focused on discussion of upcoming Fire Chief recruitment and selection process.

Director Gregorio reported that towards the end of the two-hour committee meeting that they were starting to come to an agreement on mutual concerns.

Director Gregorio noted that after the committee meeting, he met with City Manager Eric Wier and reviewed in detail the agreement regarding the City and the District.

Director Erler questioned the City's use of Washington Station.

CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

7.1 RESPONSES OCCURRED BETWEEN: 01/01 – 01/31/2022

Chief Gillespie reported on the calls in the City and the District.

7.2 FIRE CHIEF RECRUITMENT

Chief Gillespie reported the application for Fire Chief is now active, he then went over the details of the application packet with the Board. It was also noted that the deadline to get an application in is March 1st, 2022.

7.3 PARKING LOT REPAIRS

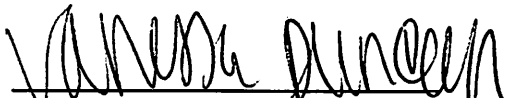
Chief Gillespie reported the parking lot that was damaged by AT&T equipment has now been repaired by Hemmingsen Construction.

BOARD COMMENTS

No comments at this time.

ADJOURNMENT

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 5:58 pm of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on April 11, 2022 at 5:00PM.



Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District