



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
MARCH 14, 2022
AT 5:30 P.M.**

DIRECTORS PRESENT:

Chairman Jim Nelson Director
Vice Chairman Dave Short
Director Jim Erler
Director Rick Kelley

ABSENT:

Director Joe Gregorio

OTHERS PRESENT:

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

ROLL CALL:

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

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 FEBRUARY 14, 2022

4.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED FEBRUARY 2022

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

NEW BUSINESS

Take action as necessary and appropriate.

5.1 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

On March 1, 2022, the District received a Multi-Parcel Exemption Application Form submitted by Roy R. Tedsen requesting exemption consideration for 16 properties that they own within the District. The property addresses and APN are included in the application. The listed properties are valid as per the list received from the County Assessor's Office, and as used in the Assessment Engineer's Report.

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 Roy R. Tedsen and the 16 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 Roy R. Tedsen for the assessment fees he has remitted above the \$1,000 maximum assessment fee for the 2021 Benefit Assessment.

If the Board approves the Multi-Parcel Exemption Application Form being considered, the listed properties will be capped at a maximum assessment fee of \$1,000 for the 2021 Benefit Assessment. A refund of \$317.20 will be processed from the District back to Roy R. Tedsen.

On a motion by Director Kelley, seconded by Vice Chair Short, motion carried 4/0/1 with Director Gregorio being absent; the Board of Directors approved the MULTI-PARCEL EXEMPTION APPLICATION.

5.2 CONSIDER AND APPROVE SUBMITTAL OF AN APPLICATION FOR ELIGIBILITY FOR STATE & FEDERAL PROPERTY MANAGEMENT PROGRAM

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board discussion
4. Consider and APPROVE SUBMITTAL OF AN APPLICATION FOR ELIGIBILITY FOR STATE & FEDERAL PROPERTY MANAGEMENT PROGRAM

Chief Gillespie stated the State of California offers and manages the Federal Surplus Property Program. This program is responsible for obtaining federal surplus personal property for qualifying non-federal organizations with the State for the business and operational needs. Special districts in California qualify for the program and are eligible to submit an application packet.

The program provides all manner of property as federal surplus, including vehicles, office equipment, tools, firefighting and rescue equipment, vehicle parts and components, radios, etc. An agency must submit an application packet and be approved for viewing access into the program.

The application packet requires signatures from the Board Chairman, from the Fire Chief as program administrator, and the Clerk of the Board. Additionally, the Fire Chief and Administrative Assistant are also listed in the resolution as the authorized representatives who can acquire surplus property through the program on behalf of the District. While others in the department may view and make recommendations on available items, having designated personnel authorized maintains an orderly method of tracking and requesting available surplus items.

On a motion by Director Kelley, seconded by Vice Chair Short, motion carried 4/0/1 with Director Gregorio being absent; the Board of Directors approved SUBMITTAL OF AN APPLICATION FOR ELIGIBILITY FOR STATE & FEDERAL PROPERTY MANAGEMENT PROGRAM AND THE PROVIDED RESOLUTION.

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

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

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

NOES: 0
ABSENT:1, Director Gregorio

5.3 SELECTION OF BOARD MEMBER FOR FIRE CHIEF INTERVIEW

Chief Gillespie noted there has been four applications turned in for the Fire Chief position. The initial interviews of the candidates will be with a professional panel consisting of two members of the fire service, one member of law enforcement, a member of the County EOC, and one member of Sutter Coast Hospital. The finalist will have a second and final round of interviews that will be conducted by one member of the District Board, one member of the City Council, the Fire Chief, and the City Manager.

Director Erler questioned the ability to interview all candidates in the final round of interviews; Chief Gillespie stated he will ask if that is an option.

The Board nominated Director Erler to represent the District Board on the panel conducting the final interviews.

5.4 CONSIDER DECLARING SQUAD 5174 (AMBULANCE) AS SURPLUS AND ALLOW STAFF TO PURSUE DONATION TO ORICK VOLUNTEER FIRE DEPARTMENT

RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider declaring Squad 5174 (ambulance) as surplus and allow staff to pursue donation to Orick Volunteer Fire Department

Chief Gillespie reported staff has requested Board consideration in declaring 5174 (ambulance) as surplus for purposes of removal from the roster and donation to Orick Volunteer Fire Department.

Squad 5174 is a 2003 Ford E350 ambulance that was previously donated by Cal-Ore Life Flight to Crescent Fire Protection District. The unit runs reliably but is rarely used by the fire department in current operations. The fire department operates other multipurpose vehicles that are newer with lower miles.

Staff has requested permission to pursue donation of this unit to the Orick Volunteer Fire Department. Orick VFD has a similar unit that has been used for many years as their primary medical aid and traffic

collision response vehicle, but it has recently gone out of service, and is far too costly to repair. Orick has very limited finances and is trying to locate a serviceable unit.

On a motion by Vice Chair Short, seconded by Director Erler, motion carried 4/0/1 with Director Gregorio being absent; the Board of Directors approved DECLARING SQUAD 5174 (AMBULANCE) AS SURPLUS AND ALLOW STAFF TO PURSUE DONATION TO ORICK VOLUNTEER FIRE DEPARTMENT.

OLD BUSINESS

Take action as necessary and appropriate.

NO OLD BUSINESS AT THIS TIME.

CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

7.1 RESPONSES OCCURRED BETWEEN: 02/01 – 02/28/2022

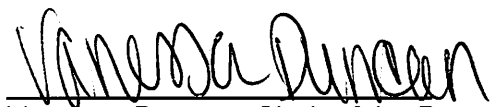
Chief Gillespie reported on the calls in the City and the District.

BOARD COMMENTS

Chief Gillespie stated he will not be present for the April Board meeting, he suggested to move forward with the meeting without him or the Board can have a special meeting later in the month if needed.

ADJOURNMENT

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 6:21 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