



## **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  
AUGUST 14, 2023  
AT 5:00 P.M.**

**DIRECTORS PRESENT:**

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

**ABSENT:**

Director Joe Gregorio

**OTHERS PRESENT:**

Kevin Carey, Fire Chief via Zoom  
Vanessa Duncan, Clerk of the Board  
Jon Maxwell, Volunteer Fire Captain

**ROLL CALL:**

Chairman Nelson called the meeting to order at 5:00 PM. The Pledge of Allegiance was led by Director Erler.

**PUBLIC PARTICIPATION**

No public comment at this time.

**CONSENT CALENDAR**

- 3.1** APPROVE MINUTES OF THE REGULAR MEETING OF JUNE 2023
- 3.2** APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERED JUNE-JULY 2023

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 Consent Calendar.

## **NEW BUSINESS**

*Take action as necessary and appropriate.*

### **4.1 CONDUCT A PUBLIC HEARING FOR THE 2023-2024 FINAL FISCAL BUDGET.**

#### RECOMMENDATION

1. Open the Public Hearing
2. Take public comment
3. Close Public Hearing
4. Board Discussion

Chairman Nelson opened the public hearing at 5:12PM, with no participation from the public, Chairman Nelson closed the public hearing at 5:13PM.

### **4.2 REVIEW AND ADOPT RESOLUTION NO. 23-001; RESOLUTION OF THE BOARD OF DIRECTORS OF CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2023-2024 FINAL FISCAL BUDGET.**

#### RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion
4. Consider and ADOPT RESOLUTION NO. 23-001; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2023-2024 FINAL FISCAL BUDGET

Staff presented the amendments made to the proposed final budget.

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 adopted RESOLUTION NO. 23-001; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT ADOPTING THE 2023-2024 FINAL FISCAL BUDGET

### **4.3 CONSIDER AND ADOPT RESOLUTION NO. 23-002; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AUTHORIZING EXECUTION OF A FIRE PROTECTION MUTUAL AID AGREEMENT WITH CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION/PELICAN BAY STATE PRISON FIRE DEPARTMENT.**

#### RECOMMENDATION

1. Receive staff report
2. Take public comment
3. Board Discussion

4. Consider and ADOPT RESOLUTION NO. 23-002; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AUTHORIZING EXECUTION OF A FIRE PROTECTION MUTUAL AID AGREEMENT WITH CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION/PELICAN BAY STATE PRISON FIRE DEPARTMENT

Chief Carey reported that Crescent City Fire & Rescue (CCFR) utilizes mutual aid during times of natural disaster and other emergency incidents from various mutual aid response resources. One response partner is the California Department of Correction and Rehabilitation/Pelican Bay State Prison Fire Department (PBSPFD). This mutual aid response assistance has been in place for many years, primarily benefitting CCFR and the citizens of our community.

Chief Carey also stated that recently, California Department of Corrections and Rehabilitation has required their facilities to establish mutual aid response agreements with those departments with which they have already worked mutual aid. It was noted that there is no foreseeable fiscal impact through the signing of this agreement.

On a motion by Vice Chair Short, seconded by Director Kelley, motion carried 4/0/1 with Director Gregorio being absent; the Board of Directors adopted RESOLUTION NO. 23-002; RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AUTHORIZING EXECUTION OF A FIRE PROTECTION MUTUAL AID AGREEMENT WITH CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION/PELICAN BAY STATE PRISON FIRE DEPARTMENT

## **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: 06/01/23 – 07/31/23

Chief Carey reported on the recent calls.

### **6.2** UPDATE ON 5137 AND PROJECTED REPAIR COSTS

Chief Carey updated the Board on the newly donated Water Tender, now known as WT-5137. Chief Carey acknowledged Captain Jon Maxwell for his part in securing the donation of WT-5137.

Captain Jon Maxwell addressed the Board, he described the specifics of WT-5137. Captain Maxwell along with Chief Carey proposed the possibility of renting out the water tender after repairs are completed.

Chief Carey asked for Board direction after the recent incident at Washington Station involving WT-5159 and a transient man that was laying down in front of the bay door. The Board advised staff to take any precautions deemed necessary.

### **BOARD COMMENTS**

No Board comment at this time.

### **ADJOURNMENT**

There being no further business to come before the Board, Chairman Nelson adjourned the meeting at 6:02PM of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on September 11, 2023 at 5:00PM.

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Vanessa Duncan, Clerk of the Board  
Crescent Fire Protection District