



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

**REGULAR MEETING HELD
JANUARY 13, 2025
AT 5:00 P.M.**

1. OPEN SESSION

1.1 CALL TO ORDER

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

1.2 ROLL CALL

Board members present:

- Chair Jim Nelson
- Vice Chair Dave Short
- Director Jim Eler
- Director Rick Kelley
- Director Joe Gregorio

Staff members present:

- Fire Chief Kevin Carey
- Captain Jason Borges
- Administrative Specialist Vanessa Duncan

1.3 FLAG SALUTE

The Pledge of Allegiance was led by Director Gregorio.

2. PUBLIC PARTICIPATION

The following citizen addressed the Board:

Roger Gitlin: inquired whether the District was adequately prepared for a fire disaster like those occurring in Los Angeles.

3. CONSENT CALENDAR

3.1 APPROVE MINUTES OF THE REGULAR MEETING OF NOVEMBER 11, 2024

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING NOVEMBER AND DECEMBER 2024

On a motion by Director Erler, seconded by Director Gregorio, motion carried unanimously 5/0; the Board of Directors approved the Consent Calendar.

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 CONSIDER AND ADOPT RESOLUTION NO. 25-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AMENDING THE FISCAL YEAR 2024-2025 BUDGET TO FACILITATE THE PURCHASE OF A NEW WATER TENDER

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Consider and adopt Resolution No. 25-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AMENDING THE FISCAL YEAR 2024-2025 BUDGET TO FACILITATE THE PURCHASE OF A NEW WATER TENDER

The Board directed staff to present different down payment options when presenting financing options before the purchase of a newer water tender.

On a motion by Director Erler, seconded by Director Kelley, motion carried unanimously 5/0; the Board of Directors considered and adopted Resolution No. 25-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AMENDING THE FISCAL YEAR 2024-2025 BUDGET TO FACILITATE THE PURCHASE OF A NEWER WATER TENDER, following a title change to reflect the purchase of a "newer" rather than "new" water tender.

4.2 APPROVE LIST OF PERSONNEL AUTHORIZED TO SIGN DISTRICT CLAIMS, BUDGET REVISIONS, AND OTHER DOCUMENTATION AS NEEDED

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve list of personnel authorized to sign District claims, budget revisions, and other documentation as needed

On a motion by Director Erler, seconded by Director Gregorio, motion carried unanimously 5/0; the Board of Directors approved Chair Nelson and Chief Carey as the authorized personnel to sign District claims, budget revisions, and other documentations as needed.

4.3 REVIEW AND APPROVE AUDIT CONTRACT FROM HARSHWAL & COMPANY LLP

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Review and approve audit contract from Harshwal & Company LLP

The Board directed staff to research the audit fees charged by other companies before proceeding with a vote.

No action was taken at this time.

5. OLD BUSINESS

Take action as necessary and appropriate.

No old business at this time.

6. CHIEFS REPORT

Take action as necessary and appropriate.

Update on current matters and those in progress

6.1 RESPONSES OCCURRED BETWEEN: 11/01/24 –12/31/24

Chief Carey reported the total number of calls for 2024 was 2067.

6.2 UPDATE ON 5137

Chief Carey and Captain Borges gave a brief update on Engine 5137, stating that all repairs have been completed and it is now housed at Washington Station.

6.3 PRESENTATION ON BOARD MEMBER ROLES AND RESPONSIBILITIES

Clerk of the Board, Vanessa, delivered a PowerPoint presentation outlining the roles and responsibilities of the District's Board Members.

7. BOARD COMMENTS

No Board comments at this time.

8. ADJOURNMENT

There being no further business to come before the Board, Chair Nelson adjourned the meeting at 6:20 PM of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on February 10, 2025 at 5:00PM.

ATTEST:

A handwritten signature in black ink that reads "Vanessa Duncan". The signature is written in a cursive style with a large, prominent "V" and "D".

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District