



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

**REGULAR MEETING HELD
MONDAY, SEPTEMBER 8, 2025
AT 5:00 P.M.**

1. OPEN SESSION

1.1 CALL TO ORDER

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

1.2 ROLL CALL

Board members present:

- Vice Chair Jon Maxwell
- Director Rick Kelley
- Director Dave Short
- Director Jim Nelson

Board members absent:

- Chair Jim Erler

Staff members present:

- Fire Chief Kevin Carey
- Administrative Specialist Vanessa Duncan

1.3 FLAG SALUTE

The Pledge of Allegiance was led by Director Kelley

2. PUBLIC PARTICIPATION

No public comment at this time.

3. CONSENT CALENDAR

3.1 APPROVE MINUTES OF THE REGULAR MEETING OF JUNE 9, 2025

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING JUNE 2025

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

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 APPOINT A TWO MEMBER AD-HOC COMMITTEE TO DISCUSS EMPLOYEE COMPENSATION WITH THE CITY

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Appoint two Board Members to serve as an Ad-Hoc Compensation Committee

On a motion by Director Short, seconded by Director Nelson, motion carried 4/0/1 with Chair Erler being absent; the Board of Directors appointed Chair Erler and Director Kelley to serve as members on the Ad-Hoc Compensation Committee with the City.

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: 09-01-25 to 09-30-25

Chief Carey reported on the stats for the month of September.

6.2 COOPER STATION UPDATE

Chief Carey reported that Cooper Station is currently listed for sale. However, he advised that the District Board may need to reconsider the sale until Crescent City Fire & Rescue secures adequate storage space for the apparatus presently housed at that location.

Chris Mastiloudis, with Finigan Real Estate, stated that he has spoken with several interested parties; however, many expressed concerns regarding the height of the apparatus bay. He noted that, in his professional opinion, the most suitable use for the facility would be as a yard or maintenance shop. Additional discussion followed regarding the potential of leasing Cooper Station rather than selling it.

On a motion by Director Short, seconded by Director Kelley, motion carried 4/0/1 with Chair Erler being absent; the Board of Directors directed that Cooper Station be removed from the market upon expiration of the current four-month listing agreement.

6.3 DEPARTMENT FUND BALANCE

Chief Carey provided an overview to the Board regarding the advantages and disadvantages of withdrawing District funds currently held by the County in order to invest them in a Certificate of Deposit (C.D.) or another interest-bearing account. Discussion followed on potential options, associated risks, and the importance of ensuring compliance with all fiscal oversight and security requirements.

6.4 CITY OF CRESCENT CITY / CRESCENT FIRE PROTECTION DISTRICT 2X2 COMMITTEE MEETING REVIEW

Chief Carey provided a brief overview of the recent 2x2 meeting between the City of Crescent City and the Crescent Fire Protection District. He noted that once the Memorandum of Understanding (MOU) has been amended, it will be brought forward to the District Board for review and consideration. The Board requested that staff contact City Manager Wier to arrange a presentation on the amended MOU at a future meeting.

7. BOARD COMMENTS

No Board comments at this time.

8. ADJOURNMENT

There being no further business to come before the Board, Vice Chair Maxwell adjourned the meeting at 6:19PM of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on October 13, 2025 at 5:00PM.

ATTEST:



Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District