



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

**REGULAR MEETING HELD
MONDAY, JUNE 9, 2025
AT 5:00 P.M.**

1. OPEN SESSION

1.1 CALL TO ORDER

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

1.2 ROLL CALL

Board members present:

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

Board members absent:

- Director Jim Nelson

Staff members present:

- Fire Chief Kevin Carey
- Administrative Specialist Vanessa Duncan

1.3 FLAG SALUTE

The Pledge of Allegiance was led by Director Short

2. PUBLIC PARTICIPATION

No public comment at this time.

3. CONSENT CALENDAR

3.1 APPROVE MINUTES OF THE REGULAR MEETING OF MAY 12, 2025

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING MAY 2025

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

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 REVIEW AND ADOPT THE PRELIMINARY OPERATING BUDGET FOR FISCAL YEAR 2025–2026

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve and adopt the preliminary budget for fiscal year 2025–2026

The following citizens addressed the Board:

Roger Gitlin: commented on proposed staffing and general concerns about the preliminary budget.

On a motion by Director Short, seconded by Vice Chair Maxwell, motion carried 4/0/1 with Director Nelson being absent; the Board of Directors approved the preliminary operating budget for fiscal year 2025-2026.

4.2 CONSIDER AND ADOPT UPDATED PROCUREMENT POLICY

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Adopt the updated Crescent Fire Protection District Procurement Policy

On a motion by Vice Chair Maxwell, seconded by Director Short, motion carried 4/0/1 with Director Nelson being absent; the Board of Directors approved the adopted the updated procurement policy.

4.3 CONSIDER AND ADOPT RESOLUTION NO. 25-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER EQUIPMENT LEASE PURCHASE AGREEMENT WITH COMMUNITY FIRST NATIONAL BANK FOR THE FINANCING OF A NEW PIERCE FL 3000 GALLON WATER TENDER

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Adopt RESOLUTION NO. 25-001; A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT FIRE PROTECTION DISTRICT AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER EQUIPMENT LEASE PURCHASE AGREEMENT WITH COMMUNITY FIRST NATIONAL BANK FOR THE FINANCING OF A NEW PIERCE FL 3000 GALLON WATER TENDER

The following citizens addressed the Board:

Roger Gitlin: provided input on the proposed purchase agreement and suggested alternative pay-off options for the Board's consideration.

On a motion by Vice Chair Maxwell, seconded by Director Short, motion carried 4/0/1 with Director Nelson being absent; the Board of Directors approved the adopted the updated procurement policy.

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

This 9th day of June 2025, by the following polled vote:

YES: 4, Chair Eler, Vice Chair Maxwell, Director Kelley, Director Short

NOES: 0

ABSENT: 1, Director Nelson

5. OLD BUSINESS

Take action as necessary and appropriate.

5.1 APPROVAL OF THE SALE OF SURPLUS FIRE ENGINE 5133

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the sale of surplus fire engine 5133

Chief Carey reported that CAL FIRE is not currently seeking to acquire dry Type III engines. He noted that the District does not have an operational need to retain three Type III engines and recommended declaring Engine 5133 as surplus.

On a motion by Director Short, seconded by Vice Chair Maxwell, motion carried 4/0/1 with Director Nelson being absent; the Board of Directors declared Engine 5133 as surplus and approved its sale.

6. CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

6.1 RESPONSES OCCURRED BETWEEN: 5-01-25 to 5-31-25

Chief Carey reported on the incidents for the month of May.

6.2 COOPER STATION UPDATE

A listing agreement for Cooper Station, prepared by real estate agent Chris Mastaloudis, was presented and distributed to the Board.

On a motion by Vice Chair Maxwell, seconded by Director Short, motion carried 4/0/1 with Director Nelson being absent; the Board of Directors approved a four-month listing agreement of Cooper Station with real estate agent Chris Mastaloudis.

7. BOARD COMMENTS

Director Kelley inquired about the recently purchased City Fire utility vehicle. Chief Carey provided an update on Unit 5178, the new quick response vehicle.

8. ADJOURNMENT

There being no further business to come before the Board, Chair Erler adjourned the meeting at 6:20 p.m. of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on July 14, 2025 at 5:00PM.

ATTEST:



Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District