



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Board of Directors

Agenda

Wednesday, July 11, 2018, 6:30 P.M.

Scotts Valley City Hall

One Civic Center Drive, Scotts Valley CA 95066

Board meetings are televised on Community Television, Channel 25. Agendas and Board Packets are available on the District's web site @ www.scottsvalleyfire.com

Any person who requires a disability related modification or accommodation in order to participate in a public meeting should make such a request to Steve M. Kovacs, Board Secretary, for immediate consideration.

Teleconference Notice

Director Pisciotta will be joining the meeting via teleconference from the following location: Hayward Flat Campground Site #21M, Trinity Center, CA 96091

1. Call to Order

- 1.1 Pledge of Allegiance and Moment of Silence
- 1.2 Roll Call

2. Public Comment (GC §54954.3)

This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. Any matter that requires Board action will be referred to staff for a report and action at a subsequent Board meeting.

3. Agenda Amendments (GC §54954.2) – Discussion/Action

4. Consent Calendar

(Consent calendar items will be enacted upon by one motion. There will be no separate discussion on items unless a Board Member, Staff, or member of the public requests removal of the item for separate action.)

- 4.1 Minutes: Approve Regular Board Meeting Minutes of June 13, 2018
- 4.2 Payroll: Approve June Payroll 12 and 13 in the amount of: \$ 327,300.81
- 4.3 Expenditures: Approve Expenditures for June in the Amount of:

General Fund:	\$ 85,972.65
Zone A:	\$ 8,006.75
Capital Outlay:	\$ 4,984.40
SCHMIT:	\$ 76.46
TOTAL:	\$ 99,040.26

- 4.4 Declare Surplus and Authorize Disposal of Vehicle #2595 (2002 4X4 Chevy Tahoe)

**Scotts Valley Fire Protection District
Board of Directors Meeting for July 11, 2018
Agenda**

5. Action Items

5.1 None

6. Board of Directors and Administrative Reports – Information/Discussion
(No action will be taken on any questions raised by the Board at this time.)

6.1 Board of Directors Report – *Directors*

6.2 Administrative Report – *Chief Officers*

7. Correspondence – Information

7.1 Pacific Gas and Electric Company Letter

7.2 County of Santa Cruz County Clerk/Elections Letter

8. Request for Future Agenda Items

9. Closed Session: Government Code §54957.7

9.1 Fire Chief Performance Review: Government Code §54957

10. Open Session

10.1 Report on Closed Session: Government Code §54957.1

11. Adjournment

Next Regularly Scheduled Board Meeting
Wednesday, August 8, 2018



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066

(831) 438-0211

Fax (831) 438-0383

MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF June 13, 2018

1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, June 13, 2018 at the City of Scotts Valley Council Chambers. President Patterson called the meeting to order at 6:30 p.m. and thanked Community Television for Broadcasting the Meeting.

1.1 Pledge of Allegiance and Moment of Silence

President Patterson called for the Pledge of Allegiance and a Moment of Silence to follow.

1.2 Roll Call

A. Directors Present:	Directors Campbell, Patterson, Pisciotta, Smith and Warren
B. Directors Absent:	None
C. Fire District Staff:	Chief Kovacs, Battalion Chief McNeil and Administrative Secretary Walton

2. Public Comment (GC §54954.3)

None

3. Agenda Amendments (GC §54954.2) – Discussion/Action

None

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of May 9, 2018

4.2 Payroll: Approve May Payroll 10 and 11 in the amount of: \$ 309,598.87

4.3 Expenditures: Approve Expenditures for May in the Amount of:

<u>General Fund:</u>	\$ 119,100.19
<u>Zone A:</u>	\$ 6,089.50
<u>Capital Outlay:</u>	\$ 36,867.76
<u>SCHMIT:</u>	\$ 4,042.68
<u>TOTAL:</u>	\$ 166,100.13

4.4 Authorize Payment to Santa Cruz County Fire Agencies Insurance Group not to Exceed \$196,000 for Workers Compensation Insurance to be Paid After July 1, 2018, for the 2018/2019 Fiscal Year

4.5 Authorize Payment to CalPERS in the amount of \$507,715, for the Safety Plan's Unfunded Liability Annual Lump Sum Prepayment Option to be Paid After July 1, 2018, for the 2018/2019 Fiscal Year

4.6 Approve Fee Waiver Request from the City of Scotts Valley for the Fireworks Event 7/4/2018

Director Smith inquired about the CalPERS Unfunded Accrued Liability (UAL) Payment in the amount of \$507,715 and the projected increases in the coming fiscal years. Chief Kovacs stated that it will continue to increase approximately \$150K per fiscal year until it reaches just over a million dollars in the 2022/2023 FY.

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President Patterson stated that the Finance Committee has discussed the rising cost of the UAL and will continue assessing in the future.

Director Warren explained that there was discussion in the past about waiving the fees for the Fireworks Event since the City charges an admission fee. Director Warren stated that years ago with the downturn in the economy, he didn't support waving the fees. Currently Director Warren supports waving the fees, but suggested that the Board review the Fee Waiver Policy in the future to determine the criteria for waiving fees.

On motion of Director Smith seconded by Director Pisciotta to Approve the Consent Calendar Items 4.1 through 4.6 in Full was approved by the following vote:

AYES:	Campbell, Patterson, Pisciotta, Smith and Warren
NOES:	None
ABSENT:	None
ABSTAIN:	None

5. Action Item

5.1 Approve Revision to Policy 1600: Purchasing, Discussion/Action

Chief Kovacs stated that the only revision to Policy 1600 is to increase the fixed asset purchase from \$300 to \$5,000, which is the industry standard. All fixed assets must be included on a depreciation schedule and reported in the annual financial audit, so increasing the threshold will reduce staff time for tracking fixed assets and align the amount with industry standard.

On motion of Director Warren seconded by Director Pisciotta to Approve Item 5.1 Revision to Policy 1600 was approved by the following vote:

AYES:	Campbell, Patterson, Pisciotta, Smith and Warren
NOES:	None
ABSENT:	None
ABSTAIN:	None

5.2 Adopt the 2018/2019 FY Preliminary Budgets as Presented, Discussion/Action

<u>685010 General Fund:</u>	\$8,836,362
<u>685020 Zone A:</u>	\$1,201,959
<u>685030 Capital Outlay:</u>	\$ 321,824
<u>685040 SCHMIT:</u>	\$ 195,851

Set public hearing for adoption of the final budget for the August 8, 2018, Regular Board Meeting: 6:30 p.m.

Direct staff to publish a notice for the public hearing and make the budget available for public review

Chief Kovacs explained that the Preliminary Budget is based on estimates since the FY doesn't end until June 30th. Once the FY closes, the actual figures will be updated in the Final Budget. Chief Kovacs reviewed the Preliminary Budget and noted the following:

General Fund – 685010

- The estimated unassigned beginning fund balance is \$1,492,242, which is an increase of \$197,596 from last Fiscal Year (FY) and includes a \$200,000 transfer to Capital Outlay. In addition, there is a \$200,000 Assigned Fund Balance for Future Retiree Medical.
- An estimated 4% increase in property tax has been budgeted.
- Strike Team Revenue is budgeted at \$125,000 as a Strike Team was sent to San Bernardino County last week.
- The Salary and Benefits budget includes a Cost of Living Adjustment (COLA) based on the current MOU's.
- The CalPERS Safety Retirement Plan is 18.677% of payroll, which is up from the 2017/2018 FY amount of 17.875%. The Unfunded Accrued Liability (UAL) annual lump sum prepayment option for the Safety Plan is \$507,715, which is up from the 2017/2018 payment of \$390,957. The Safety side fund is captured as a loan payment to the Santa Cruz County Bank under "Other Charges".

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- The CalPERS Miscellaneous Plan is 9.409% of payroll, which is up from the 2017/2018 FY amount of 8.921%. The UAL annual lump sum prepayment option for the Miscellaneous Plan is \$12,000, which is up from the 2017/2018 payment of \$9,824.
- The employer rate for new CalPERS safety employees hired after January 1, 2013 is 12.141% of payroll, up from the 2017/2018 rate of 11.99%. Non-safety employees are 6.842% of payroll, up from the 2017/2018 rate of 6.533%.
- This represents a budgeted amount of \$1,094,236 payable to CalPERS and a loan payment for the side fund in the amount of \$324,241 for a total of \$1,418,477 in retirement liability, which represents an increase of \$157,584 from the 2017/2018 FY.
- An estimated 8% health insurance increase effective January 1, 2019 was budgeted. Retiree health insurance is budgeted at \$84,816, which is a decrease of \$6,652 over last FY due to one retiree coming off the plan.
- The estimated Workers Comp insurance was \$196,000, which is an increase of \$33,923 over last FY.
- The Services and Supplies budget is \$740,650.
- A \$200,000 transfer to Capital Outlay and \$50,000 for Contingencies has been budgeted.
- The General Fund Preliminary Budget is balanced by using \$355,692 from the Unassigned Fund Balance.

Zone A – 685020

- The beginning fund balance is estimated at \$1,082,670.
- A 4% increase in property tax revenue is estimated.
- Besides Auditing and Accounting costs, \$18,000 is budgeted to complete the Fire Facilities Master Plan (carried over from the 2017/2018 FY).
- For future projects, \$400,000 is budgeted and \$74,533 for Contingencies.

Capital Outlay – 685030

- The beginning fund balance is estimated at \$121,324.
- Revenue consists of a \$200,000 transfer from the General Fund and \$500 in interest.
- Fleet replacement is budgeted at \$450,000 (staff vehicle carried over from the 2017/2018 FY), \$35,000 for replacement of auto extrication equipment, \$191,324 for future capital outlay expenses and \$5,000 for Contingencies.

SCHMIT – 685040

- The beginning fund balance is estimated at \$47,562.
- The Service and Supplies budget is \$61,351, which includes a \$4,500 charge for management of the program.
- The budget includes \$20,000 to reimburse response agencies in the event of an activation.
- The Differential cost for the response agencies is budgeted at \$112,500 (\$4,500 per team member), which accounts for 25 total members.

Director Smith inquired about the \$18,000 budgeted for the Erba stove replacement and improvements. Chief Kovacs stated that the cost to replace the commercial stove is approximately \$14,000 and the additional money for any necessary improvements related to the stove.

President Patterson confirmed that Staff will set the Public Hearing on August 8th to adopt the Final Budget, publish the notice for the Public Hearing and have the Preliminary Budget available for public review, which Chief Kovacs confirmed will be done.

On motion of Director Campbell seconded by Director Warren to Adopt the 2018/2019 Preliminary Budget as Presented at this time for Public Hearing was approved by the following vote:

AYES:	Campbell, Patterson, Pisciotta, Smith and Warren
NOES:	None
ABSENT:	None
ABSTAIN:	None

5.3 Approve Resolution 2018-5: Resolution Accepting and Allocating Unanticipated Revenue.
Discussion/Action

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Chief Kovacs stated that a strike team was sent to San Benito County last week so it is necessary to make an additional transfer to cover the overtime, since the reimbursement will not be received by the end of this FY.

On motion of Director Pisciotta seconded by Director Smith to *Approve Resolution 2015-5: Accepting and Allocating Unanticipated Revenue* was approved by the following vote:

AYES: Campbell, Patterson, Pisciotta, Smith and Warren
NOES: None
ABSENT: None
ABSTAIN: None

5.4 Approve the Establishment of an Entry Level Firefighter/Paramedic Eligibility List per Policy 1501, Discussion/Action

Chief Kovacs explained that there is no current eligibility list for Entry Level Firefighter/Paramedic and that we do not have sufficient qualified Paid Call Firefighters or Branciforte Volunteers to conduct a closed testing process, as in the past. Chief Kovacs stated that the recommendation is to establish an Entry Level Firefighter/Paramedic eligibility list through an open recruitment process. The written testing process will be conducted by an outside company and the oral interviews and paramedic assessment will be conducted in-house. The job flyer will be posted early next week.

On motion of Director Warren seconded by Director Pisciotta to *Approve the Establishment of an Entry Level Firefighter/Paramedic Eligibility List per Policy 1501* was approved by the following vote:

AYES: Campbell, Patterson, Pisciotta, Smith and Warren
NOES: None
ABSENT: None
ABSTAIN: None

5.5 Approve Hiring an Additional Firefighter for Retirement Planning, Discussion/Action

Chief Kovacs stated that there are three potential retirements by the end of this year and hiring an additional Firefighter will give some overlap during the transition. The job announcement will be posted on Monday and the testing process should be completed by September. With the overtime savings, having an additional person on shift, there will likely be minimal to no added cost to the budget to hire the additional Firefighter.

On motion of Director Pisciotta seconded by Director Campbell to *Approve Hiring an Additional Firefighter for Retirement Planning* was approved by the following vote:

AYES: Campbell, Patterson, Pisciotta, Smith and Warren
NOES: None
ABSENT: None
ABSTAIN: None

6. Board of Directors and Administrative Reports – Information/Discussion
(No action will be taken on any questions raised by the Board at this time.)

6.1 Board of Directors Report – Directors

President Patterson reported that the Scotts Valley General Planning Meeting is scheduled for next week.

Director Campbell reported that he and President Patterson met with Chief Kovacs and Branciforte Fire Board Directors Austin and O'Connell to discuss the Administrative Agreement. The options discussed for moving forward were disbanding the Agreement, some type of merger or establishing a JPA. No Action is proposed at this time. It appears that the Agreement is more beneficial to Branciforte Fire, so to evaluate actual cost to Scotts Valley Fire, staff will be tracking time. President Patterson stated that the Boards will meet again in the fall after staff time data has been collected to re-evaluate the Agreement.

6.2 Administrative Report – Chief Officers

The full Administrative Report was included in the packet and Chief Kovacs added the following:

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- There was structure a fire on Quail Ridge Road including a garage, accessory dwelling unit and trailer. The cause is under investigation.
- E2537 responded to a strike team in San Benito County for a week.
- The update from the State Capital for the proposed 100 million dollars to improve the mutual aid system and pre-positing strike team responses was funded at 25 million from the General Fund. We are working on funding the additional 75 million dollars from the Greenhouse Gas Fund.
- The Cummings Dealer in Salinas will be working on E2512 to resolve computer issues.
- The Quarry Fire was contained to 4.9 acres and the cause is under investigation.

6.3 Annual SCHMIT Report – Battalion Chief McNeil

Chief McNeil presented the annual SCHMIT Report and highlighted the following information:

- The SCHMIT Team currently has 24 members.
- There were two activations including a request from Zayante for a diesel spill resulting from an overturned 18 wheeler and a request from Santa Cruz for an unknown liquid spill on Laurel Street.
- The SCHMIT Team completed 24 hours of technician level training with an outside instructor.
- The Goals for 2018 include purchasing equipment using grant funding or prop 172 funding, receive Type 3 classification from State OES and provide Countywide Hazardous Materials related classes with no tuition cost utilizing grant funding.

7. Correspondence – Information

7.1 Thank You Letter from the Ventura Fire Department

The Board received and filed the correspondence.

8. Request for Future Agenda Items

None

9. Closed Session: Government Code §54957.7

9.1 Fire Chief Performance Review: Government Code §54957

At 7:04 p.m., President Patterson announced that the Board would be going in to Closed Session for the Fire Chief Performance Review.

10. Open Session

10.1 Report on Closed Session: Government Code §54957.1

At 7:21 p.m., the Board reconvened to Open Session. President Patterson reported that the Board discussed the Fire Chief Performance Review with no action taken.

11. Adjournment

The meeting was adjourned at 7:22 p.m.

ATTEST

Russ Patterson
Board President

Steve M. Kovacs
Board Secretary

Date Range from 05/06/2018 To 06/22/2018			
PAYROLL	ACCT. #	PP	TOTALS
Regular Pay	51000	12	\$117,096.22
		13	\$117,714.07
Overtime	51005	12	\$865.07
		13	\$23,759.40
Regular Pay, Extra Help (PCF)	51010	12	\$0.00
		13	\$4,503.50
Regular Pay, Sick Leave	51015	12	\$0.00
		13	\$0.00
Regular Callback Pay	51025	12	\$19,099.80
		13	\$24,876.59
Holiday Pay	51035	12	\$0.00
		13	\$0.00
Differential Pay	51040	12	\$5,648.57
		13	\$5,422.41
Regular Pay, Sick Leave Reserve	55020	12	\$0.00
		13	\$0.00
Misc Benefits, Vacation Payoff	55021	12	\$4,157.59
		13	\$4,157.59
Directors Fees	62327	12	\$0.00
		13	\$0.00
TOTAL PAYROLL			\$327,300.81

CLAIMS BY GL OBJ

07/05/2018

Filter: (Claim Date is between 06/01/2018
and 06/30/2018)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
GL Key: 685010			
GL Obj: 53010 Group Health - Dental Insurance			
06/14/2018	CALPERS RETIREMENT SYSTEM	Health Ins.- 6/2018	\$50,961.83
SubObject Total			\$50,961.83
GL Obj: 61110 Clothing & Personal Supplies			
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- Boots & zippers- Bauer IMS Alliance- PAR tags	\$386.60
SubObject Total			\$386.60
GL Obj: 61215 Radio Services: Dispatch NetCom Fees			
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Active 911- PCF VanValer subscription	\$10.34
SubObject Total			\$10.34
GL Obj: 61221 Telephone & Telegraph			
06/20/2018	VERIZON WIRELESS - CELLULAR	Cellular- 5/5-6/4/18	\$480.14
SubObject Total			\$480.14
GL Obj: 61310 Food			
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- Water Tokoyo Joes- Chief Officer 3A/McNeil meal Juice it Up- Chief Officer 3A/McNeil meal	\$52.78
SubObject Total			\$52.78
GL Obj: 61425 Household Expense			
06/07/2018	MID VALLEY SUPPLY	Station supplies	\$229.52
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- Station supplies	\$269.90
SubObject Total			\$499.42
GL Obj: 61720 Maintenance - Mobile Equipment			
06/07/2018	CENTRAL FIRE DISTRICT	Cracked Fuel line- E2510	\$382.10
06/07/2018	WINCHESTER AUTO STORES	Oil, filters	\$196.77
SubObject Total			\$578.87
GL Obj: 61725 Maintenance - Office Equipment			
06/07/2018	PAGODA TECHNOLOGIES INC.	Computer Management- 6/2018	\$1,011.12
06/07/2018	MONTEREY BAY OFFICE PRODUCTS	Copier Contract-1/23-4/22/18	\$985.62
06/07/2018	PAGODA TECHNOLOGIES INC.	Duplicate invoice numbers for US Bank	\$100.00
06/07/2018	PAGODA TECHNOLOGIES INC.	Computer Management- 5/2018	\$1,011.12
SubObject Total			\$3,107.86

CLAIMS BY GL OBJ

07/05/2018

*Filter: (Claim Date is between 06/01/2018
and 06/30/2018)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
GL Obj: 61730 Maintenance - Other Equipment			
06/07/2018	SCARBOROUGH LUMBER & BUILDING	Stihl tank housing	\$166.77
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- Batteries	\$1,081.81
		Relm Wireless- Repair BK radios (6)	
06/14/2018	CASCADE FIRE	Scott SCBA parts	\$2,070.78
SubObject Total			\$3,319.36
GL Obj: 61845 Maintenance - Buildings & Grounds			
06/07/2018	GREG BELLOW'S PLUMBING INC	Shower drain repair- VF1	\$319.20
06/07/2018	SCARBOROUGH LUMBER & BUILDING	Parts- Screws, bulbs, binding hooks	\$76.10
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Rayne of SC- Monthly water softener exchange	\$117.50
06/14/2018	WESTERN EXTERMINATOR COMPANY	Bug Service- VF1 5/2018	\$54.50
06/14/2018	WESTERN EXTERMINATOR COMPANY	Bug Service- VF2 5/2018	\$54.50
SubObject Total			\$621.80
GL Obj: 61920 Medical Supplies			
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Mystery Ranch- Fireline medic bag	\$499.16
06/07/2018	BOUND TREE MEDICAL, LLC	Medical Supplies	\$517.50
SubObject Total			\$1,016.66
GL Obj: 62223 Office Supplies			
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Quill- Flash drives(7) Folders(50)	\$163.94
		USPS- State Fire postage	
		Office Max- Flash drives(2)	
		USPS- Return shipping headsets, medic bag	
		USPS- Auto Extrication postage	
SubObject Total			\$163.94
GL Obj: 62301 Accounting & Auditing Fees			
06/29/2018	COUNTY OF SANTA CRUZ - AUDITOR/CONTROLLER	County Vendor Check Fees 2017/2018 FY	\$2,759.48
06/29/2018	COUNTY OF SANTA CRUZ - AUDITOR/CONTROLLER	County PR Checks & Auto Deposit Fees 2017/2018 FY	\$4,257.81
SubObject Total			\$7,017.29
GL Obj: 62367 Medical Services			
06/14/2018	EMERYVILLE OCCUPATIONAL MEDICAL CENTER	Medical Physical	\$100.00
06/14/2018	EMERYVILLE OCCUPATIONAL MEDICAL CENTER	Medical Physical	\$595.00
SubObject Total			\$695.00

CLAIMS BY GL OBJ

07/05/2018

Filter: (Claim Date is between 06/01/2018
and 06/30/2018)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
GL Obj: 62381 Professional & Specialized Services			
06/07/2018	GROUP 4 ARCHITECTURE RESEARCH & PLANNING	Facilities study	\$8,006.75
06/07/2018	API SERVICES	New Hire Background investigation	\$361.00
06/14/2018	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE CASHIERING UNIT	Live Scan- New hire 17/18FY	\$49.00
06/14/2018	GENE MICHALAK	BRD Video- 6/13/18	\$110.00
SubObject Total			\$8,526.75
GL Obj: 62715 Small Tools & Equipment			
06/07/2018	SCARBOROUGH LUMBER & BUILDING	Rope	\$39.20
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- USB cables	\$10.88
SubObject Total			\$50.08
GL Obj: 62890 Subscriptions			
06/20/2018	THOMSON REUTERS-WEST	T-19 Codes- 6/1-5/31/19	\$148.13
SubObject Total			\$148.13
GL Obj: 62914 Education & Training			
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	South Bay- S-339 AR/BC McNeil Hotel.com- Lodging/Sundermier Elite- S-230,S-231 course/Sundermier	\$953.98
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Budget Car-FireTech Summit/Whittle SWAir-Flight/Whittle CountryInn-Lodging/Whittle SJ Airport-Parking/Whittle GoldenState-S-219/Cahir Hotel.com-Lodging Cahir/Crivello Ophir-S-212Cahir/Rothweiler	\$1,441.38
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	EMSA- Paramedic recert- Rothweiler Amazon- Officer leader books Best Western- Lodging Chief Officer 3A/McNeil Best Western- Lodging Fire control 3B/Green Reimbursement for lodging- S-219	\$115.92
06/14/2018	ARMANDO CORTES	Yoga- 5/2018	\$364.79
06/14/2018	ACTIVE WELLNESS LLC		\$720.00
SubObject Total			\$3,596.07
GL Obj: 62920 Gas, Oil & Fuel			
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Petro Wheeler- Fuel	\$145.17
06/14/2018	FLYERS ENERGY LLC	Fuel/Diesel	\$940.66
SubObject Total			\$1,085.83

CLAIMS BY GL OBJ

07/05/2018

*Filter: (Claim Date is between 06/01/2018
and 06/30/2018)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
GL Obj: 63070 Utilities			
06/07/2018	SCOTTS VALLEY WATER DISTRICT	VF2- RW 5/1-5/31/18	\$13.79
06/14/2018	GREENWASTE RECOVERY, INC.	Trash Service- VF1 5/1-5/31/18	\$250.60
06/14/2018	PG&E	Gas- VF2 5/5-6/5/18	\$68.94
06/14/2018	PG&E	Gas- VF1 5/5-6/5/18	\$89.38
06/20/2018	PG&E	Electric- VF1 5/4-6/4/18	\$909.47
06/20/2018	PG&E	Electric- VF2 5/4-6/4/18	\$391.72
SubObject Total			\$1,723.90
GL Obj: 86204 Equipment			
06/07/2018	W.S. DARLEY & CO.	Portable pump- E2538	\$1,494.17
06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Cascade Fire- Hard suction & strainer/E2538	\$435.83
SubObject Total			\$1,930.00
Index Total			\$85,972.65

CLAIMS BY GL OBJ

07/05/2018

*Filter: (Claim Date is between 06/01/2018
and 06/30/2018)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
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GL Key: 685020**GL Obj: 62381 Professional & Specialized Services**

06/07/2018	GROUP 4 ARCHITECTURE RESEARCH & PLANNING	Facilities study	\$8,006.75
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SubObject Total	\$8,006.75
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Index Total	\$8,006.75
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CLAIMS BY GL OBJ

07/05/2018

*Filter: (Claim Date is between 06/01/2018
and 06/30/2018)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
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GL Key: 685030**GL Obj: 86204 Equipment**

06/07/2018	SCARBOROUGH LUMBER & BUILDING	Chainsaw- E2538	\$1,046.40
		SubObject Total	\$1,046.40

GL Obj: 86209 Mobile Equipment

06/07/2018	BECK'S SERVICE	Dodge Ram- Light bar,center console&mount,face plate siren controller,grill lights,tail lights	\$3,938.00
		SubObject Total	\$3,938.00
		Index Total	\$4,984.40

CLAIMS BY GL OBJ

07/05/2018

*Filter: (Claim Date is between 06/01/2018
and 06/30/2018)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
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GL Key: 685040**GL Obj: 61221 Telephone & Telegraph**

06/07/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	Verizon- SCHMIT Cellular & Jetpack 4/5-5/4/18	\$38.23
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06/14/2018	VERIZON WIRELESS - CELLULAR	Cellular- SCHMIT 5/5-6/4/18	\$38.23
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SubObject Total	\$76.46
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Index Total	\$76.46
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Grand Total	\$99,040.26
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SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Steve M. Kovacs
Fire Chief

Date: June 13, 2018
To: Board of Directors
From: Steve M. Kovacs, Fire Chief
Subject: July 11, 2018 – Agenda Item 4.4

Recommendation

Declare Vehicle #2595 as surplus property and authorize the Fire Chief to remove it from inventory and to dispose of it by sale at a public auction.

Discussion

Vehicle #2595 is being replaced as part of our fleet replacement plan. This vehicle is a 2002 4X4 Chevy Tahoe with 73,093 miles. In recent years, the district has had several mechanical issues with this unit.



Board of Directors

Robert Campbell Russ Patterson Daron Pisciotta Alan Smith Joshua Warren



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Steve M. Kovacs
Fire Chief

Date: July 11, 2018
To: Board of Directors
From: Chief Kovacs
Subject: Administrative Report

Incident Type	April		May		June		Year To Date	
	2017	2018	2017	2018	2017	2018	2017	2018
Fires	2	5	2	2	6	10	18	21
Explosion / Rupture	0	0	0	0	0	0	2	0
EMS	112	106	110	105	116	112	714	640
Hazardous Condition	10	3	6	5	6	4	81	32
Service Calls	14	11	19	8	12	14	111	79
Good Intent	45	33	32	28	27	28	241	191
False Alarms	11	4	8	9	7	3	58	44
Severe Weather	0	0	0	0	0	0	2	0
Totals	194	162	177	157	174	171	1227	1007

Operations

- On June 4th, Engine 2537 with Captain LoFranco, Engineers Jim Owens, Green and Firefighter Rothweiler responded as part of Strike Team XCZ 2325C to the Airline and Panoche Fires in BEU San Benito County. They returned on June 10th.
- On June 10th, A-shift responded to a wildland fire on Mount Hermon Rd in the old Hansen quarry property. Fire was contained to 5 acres. CalFire, Santa Cruz City Fire, Central Santa Cruz County Fire all assisted.
- On June 24th, Engine 2537 with Captain Theilen, Engineer Cahir, Firefighters Avila and Rothweiler responded as part of Strike Team XCZ 2326C to the Pawnee Fire in LNU Lake County. On July 4th, they were reassigned to the County Fire in LNU Yolo and Napa counties.
- Engine 2512 is back in service from Central Fire shop.
- Received delivery of both the 2018, 2500 Ram 4X4 crew cab pickup and the 2018 4X4 Chevy Tahoe.
- Chief Theilen has been working with Brian Baneravage from KME on the final details on the new type 3 engine. Hopefully they will start the buildup this month!

Training

- Engineer Green was an instructor all week at the Active Shooter drill hosted by UCSC Police.

Board of Directors

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- Engineer Green attended a Land, Map and GPS class in Santa Rosa.
- Engineers Cortes, Crivello and Cahir attended S-219 (firing operations) at Camp Roberts in San Luis Obispo
- A-shift and the PCF's trained with Helitack and C106 at Alma Station to learn about general helicopter safety, what type of fire suppression/recon support they can offer, how to communicate with the pilot, and how to refill the tank or bucket.
- UCSC Active Shooter Drill.
- County CPS drill (company performance standards) @ Watsonville. Crews asked to provide mass decontamination to contaminated people using fog streams.

Prevention

- The Grove - Condos: Final Inspection with temporary occupancy for the model homes has been completed. Rough inspection of two other buildings are completed. We're working with the developer coordinating the underground systems inspections for the remaining buildings.
- The Hanger / Starbucks Drive Thru - Initial site and underground utility work has begun. A new hydrant will be installed on the fire access road behind the K-mart shopping center. Building permit plans are currently under review.
- The Cove - Dunslee Way Townhouses; Continued site work
- The Terrace - Townhouses - continued site work - initial building plans have been approved.
- Lexington Hotel: Jim Dias (CSG) should be starting final inspections for fire alarm and fire sprinkler. Still a lot of work to be done. Marriott hotel: continued site work.
- Pinnacle Pass - Townhouses: Initial sprinkler plans have been reviewed.
- As part of the Administrative Captain transition, Captain Greg Vandervoort spent the month of June with Captain Stubendorff learning the in's and out's of the prevention division. The transition is complete and Greg will be taking over all of the District's prevention inspection, and code enforcement. Greg is also taking classes to aid in his duties. Captain Stubendorff has returned to regular shift work on B-shift but will be available for any prevention related questions.

Administration:

- Child Passenger Safety Program – Secretary Receptionist Bridges inspected 4 car seats in June.
- Captain Stubendorff completed the new website, it was launched last week and will be updated regularly.

Fire Chief Activities:

- SCO and BRN Finance meetings.
- Attended County Health and Wellness Committee Meeting.
- FDAC Legislative Task Force Conference Call.
- DRiSC Conference Calls (4).
- FDAC EBA Board Conference Call Meeting.
- SCCFAIG Board Meeting.
- Information Sharing Meeting with SVWD, School District and City of Scotts Valley.
- BRN Board Meeting.
- Annual Property, Liability and Vehicle Insurance Review Meeting.
- Attended an LCW Webinar on Retired Annuitants.
- Attended an LCW Webinar on the FF Bill Of Rights.
- Conference Call with Group 4.
- Attended the County Chief's Meeting.
- FIREScope Conference Call.
- Attended the Facilities Workshop #3.
- FDAC Quarterly Board Meeting Conference Call.
- July 4th Festivities and Fireworks.



**Pacific Gas and
Electric Company**

June 6, 2018

**Prepare for extreme weather.
Visit pge.com/mywildfirealerts
today to update your contact
information.**



9704 *****AUTO**5-DIGIT 95063 T20 P2

Scotts Valley Fire Protection District
7 Erba Ln
Scotts Valley, CA 95066-4103



RE: Important Message: Shutting Off Power During High Wildfire Threats

Dear Valued Customer:

As part of our commitment to safety, we are reaching out to our customers, like you, who are in or near high wildfire-threat areas. We want to keep you and your employees informed and updated of additional precautionary steps we are taking to address the growing threat of extreme weather and wildfires, such as possible power outages. We know how impactful it is to be without power and want to be sure we can alert you in the event of an outage. **Please visit pge.com/mywildfirealerts today to update your contact information using your account number(s) on the reverse of this letter.**

Taking action to keep you and your employees safe

To help ensure the safety of our customers and communities we are privileged to serve, we are taking action with our **Community Wildfire Safety Program**. For your safety, it may be necessary for us to temporarily turn off electricity to your neighborhood or community when extreme fire danger conditions occur. **We know how much you rely on reliable electric service and would only consider temporarily turning off power in the interest of safety, and as a last resort.** If we need to turn off your power, we will attempt to contact you in advance and provide updates until power is restored.

What to expect if power is turned off

In the event we need to turn off your power for safety reasons, here is what you can expect:

- When and where possible, early warning notification so you can prepare. Extreme weather threats can change quickly. Please make sure to update your contact information by visiting pge.com/mywildfirealerts or calling **1-866-743-6589** during normal business hours. We will use this information to alert you via automated calls, texts, and emails.
- Additional updates through social media, local news, radio, and the pge.com website.
- Coordination with your local authorities to provide updated outage information.

Taking steps to prepare

We know you may have questions about how to best prepare for the threat of wildfires and the possibility that power may be turned off. To learn whether your business is in or near a high wildfire-threat area on the California Public Utilities Commission (CPUC) fire map, visit cpuc.ca.gov/FireThreatMaps. All customers in these high-risk areas should prepare an emergency plan. For more information on how to keep you and your employees emergency-ready and safe during an outage, **please visit pge.com/wildfiresafety**. You can also reach us by email at wildfiresafety@pge.com.

Sincerely,

PG&E Wildfire Safety Team

Visit pge.com/wildfiresafety for more information on PG&E's Community Wildfire Safety Program

CCC-0518-9938



County of Santa Cruz

COUNTY CLERK / ELECTIONS

701 Ocean Street, Room 310, Santa Cruz, CA 95060-4076
831-454-2060 Toll-free: 866-282-5900 FAX: 831-454-2445 TDD: 711
E-mail: info@votescount.com Web Sites: www.sccoclerk.com & www.votescount.com

Gail L. Pellerin, County Clerk
Tricia Webber, Assistant County Clerk

June 18, 2018

Dear Friend,

Thank you for allowing us to use your facility for the June 5, 2018 Primary Election. Without the generosity of facilities like yours, elections would not be possible.

I would also like to commend our outstanding full-time and temporary staff members who have been working over the last several months to ensure the best possible Election Day experience for everyone.

I truly appreciate receiving comments and feedback. If you have any ideas on how we can improve our processes, please send me an e-mail at gail.pellerin@santacruzcounty.us or give me a call at 831-454-2419.

We are still counting votes from the June election, and I hope turnout will exceed the turnout from the past three gubernatorial primaries.

Putting on an election is a huge task that requires hundreds of people working thousands of hours. I am so proud of the work we do here to ensure elections are accurate, transparent, secure, and accessible and that all voters are treated with equal respect and dignity.

We look forward to working with you again for the November 6, 2018 election. It is just around the corner!

Until then, continue to be involved and spread the importance of voter participation to everyone you know. Wishing you and your family a wonderful summer!

Thank you again for your outstanding service to our community!

Sincerely,

Gail L. Pellerin
County Clerk

