



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

## Board of Directors

### Agenda

Wednesday, June 10, 2020, 6:00 P.M.

Complete Board Meeting packets are available upon request and on Scotts Valley Fire District's website. Call (831) 438-0211 or visit [www.scottsvalleyfire.com](http://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.

### Notice of Teleconferenced Meeting

Pursuant to Governor Newsom's Executive Order N-25-20 regarding COVID-19, members of the Scotts Valley Fire Protection District Board of Directors and staff may participate in this meeting by teleconference. To reduce the spread of COVID-19, members of the public are encouraged to listen to the meeting from their homes via teleconference by calling +1 408-638-0968, enter the meeting number when prompted (91468247852) and entering Access Code **796887** or connecting to the meeting online via their computer, smart phone or tablet at the following link:

<https://zoom.us/j/91468247852?pwd=OVlOQ2JPUTB1VncyZ0NwSSsxZTUxZz09>

#### 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 May 13, 2020

4.2 Minutes: Approve Special Board Meeting Minutes of May 19, 2020

4.3 Payroll: Approve May Payroll 10 and 11 in the amount of: \$286,957.58

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

General Fund:	\$ 74,076.22
Capital Outlay:	\$ 10,293.87
SCHMIT:	\$ 588.24

**Scotts Valley Fire Protection District  
Board of Directors Meeting for June 10, 2020  
Agenda**

TOTAL:                   \$ 84,958.33

- 4.5     Authorize Payment to Santa Cruz County Fire Agencies Insurance Group not to Exceed \$373,982 for Workers Compensation Insurance to be Paid After July 1, 2020, for the 2020/2021 Fiscal Year
- 4.6     Authorize Payment to CalPERS in the amount of \$736,548, for the Safety Plan's Unfunded Liability Annual Lump Sum Prepayment Option to be Paid After July 1, 2020, for the 2020/2021 Fiscal Year

**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**

- 7.1     None

**8.     Request for Future Agenda Items**

**9.     Closed Session: Government Code §54957.7**

- 9.1     Conference with Labor Negotiators: Government Code §54957.6  
          Agency Designated Representatives: Robert Campbell and Joe Parker  
          Employee Organization: All

**10.    Open Session**

- 10.1    Report on Closed Session: Government Code §54957.1

**11.    Adjournment**

Next Regularly Scheduled Board Meeting:  
Wednesday, July 8, 2020 at 6:00 p.m.



# 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 May 13, 2020

### Notice of Teleconferenced Meeting

Pursuant to Governor Newsom's Executive Order N-25-20 regarding COVID-19, members of the Scotts Valley Fire Protection District Board of Directors and staff participated in this meeting by teleconference. To reduce the spread of COVID-19, members of the public were encouraged to listen to the meeting from their homes via teleconference by calling +1 408-638-0968, enter the meeting number when prompted (99149240181) and entering Access Code 432403 or connecting to the meeting online via their computer, smart phone or tablet at the following link: <https://zoom.us/j/99149240181?pwd=ZmVtN25ER0ExQ0tMTnNwWHRmY1Uzd09>

#### 1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, May 13, 2020. President Pisciotta called the meeting to order at 6:00 p.m.

##### 1.1 Pledge of Allegiance and Moment of Silence

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

##### 1.2 Roll Call

- |                         |  |
|-------------------------|--|
| A. Directors Present:   | Directors Campbell, Harmon, Parker, Patterson and Pisciotta                            |
| B. Directors Absent:    | None   |
| C. Fire District Staff: | Chief Kovacs, Battalion Chiefs McNeil and Whittle, 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 March 11, 2020

4.2 Payroll: Approve March Payroll 6 and 7 in the amount of: \$302,800.93

4.3 Payroll: Approve April Payroll 8 and 9 in the amount of: \$289,834.31

4.4 Expenditures: Approve Expenditures for March in the Amount of:

General Fund:	\$ 88,752.16
Capital Outlay:	\$ 104,673.14
SCHMIT:	\$ 1,269.73
TOTAL:	\$ 194,695.03

4.5 Expenditures: Approve Expenditures for April in the Amount of:

General Fund:	\$138,741.34
Capital Outlay:	\$ 8,319.54
SCHMIT:	\$ 908.81
TOTAL:	\$147,969.69

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting May 13, 2020**

- 4.6 Adopt Resolution 2020-4: Resolution Requesting Temporary Transfer of Funds
- 4.7 Adopt Resolution 2020-6: California Office of Emergency Services (Cal OES) Form 130 Designating Agents Necessary to Provide for All Matters Pertaining to State and Federal Emergency Management Agency (FEMA) Reimbursements
- 4.8 Adopt Resolution 2020-7: Resolution Ordering an Election, Requesting County Elections to Conduct the Election, and Requesting Consolidation of the Election

**On motion of Director Parker seconded by Director Campbell to Approve Items 4.1 through 4.8 as Presented on the Consent Calendar was approved by the following vote:**

**AYES: Campbell, Harmon, Parker, Patterson and Pisciotta**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**5. Action Item**

- 5.1 Adopt Resolution 2020-5: Resolution Adopting Preliminary Budgets for Fiscal Year 2020/2021, Discussion/Action

685010	<u>General Fund:</u>	<u>\$9,138,247</u>
685030	<u>Capital Outlay/Zone A:</u>	<u>\$1,652,846</u>
685040	<u>SCHMIT:</u>	<u>\$ 388,582</u>

Set public hearing for adoption of the final budget for the August 12, 2020, Regular Board Meeting: 6:00 p.m.

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

Chief Kovacs reviewed the Preliminary Budget and noted the following:

General Fund – 685010

- The estimated unassigned beginning fund balance is \$1,200,000.
- As recommended by the County Auditor's Office, an estimated 4% increase in property tax has been budgeted.
- Revenue from Plan Check and Inspection Fees were down for the 2019/2020 FY so the amount has been adjusted to \$15,000 for the 2020/2021 FY.
- Revenue for Strike Team is budgeted at \$125,000, and offset in the budget as an overtime expenditure.
- The total amount budgeted for CalPERS is \$1,460,310, which represents a \$195,547 increase over the 2019/2020 FY.
- An estimated 6% health insurance increase effective January 1, 2021 was budgeted. Retiree health insurance is budgeted at \$77,685, which is a decrease of \$5,115 over last FY.
- The estimated Workers Comp insurance was \$373,982, which is an increase of \$141,520 over last FY.
- A \$100,000 transfer to Capital Outlay and \$50,000 for Contingencies has been budgeted.
- The General Fund Preliminary Budget is balanced by using \$148,274 from the Unassigned Fund Balance.

Capital Outlay/Zone A – 685030

- The beginning fund balance is estimated at \$1,404,000.
- A 4% increase in property tax revenue is estimated.
- Revenue consists of Zone A tax collection in the amount of \$130,846, a \$100,000 transfer from the General Fund and \$18,000 in interest.
- Besides Auditing and Accounting costs, \$143,500 is budgeted for Facility upgrades.
- For future projects, \$1,238,346 is budgeted and \$100,000 for Contingencies.

SCHMIT – 685040

- The beginning fund balance is estimated at \$100,000.
- The Service and Supplies budget is \$79,970, which includes a \$5,500 charge to manage the program.

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting May 13, 2020**

- 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 \$130,000.
- A grant has been awarded in the amount of \$105,800 for an Atmospheric Monitoring System.
- Due to the Covid-19 Pandemic and revenue losses to SCHMIT stakeholders, there will not be an increase in revenue for the 2020/2021 FY.

**On motion of Director Campbell seconded by Director Harmon to *Adopt Resolution 2020-5 as Presented: Resolution Adopting Preliminary Budgets for Fiscal Year 2020/2021, Set the Public Hearing for August 12, 2020 and Publish the Public Hearing Notice* was approved by the following vote:**

**AYES: Campbell, Harmon, Parker, Patterson and Pisciotta**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**5.2 Approve Policy 1204 – Emergency Telecommuting, Discussion/Action**

Chief Kovacs stated that currently there is no Remote Work Policy. The Emergency Telecommuting Policy was provided by legal counsel, outlines working remotely and includes an employee signature page.

**On motion of Director Parker seconded by Director Harmon to *Approve Policy 1204: Emergency Telecommuting* was approved by the following vote:**

**AYES: Campbell, Harmon, Parker, Patterson and Pisciotta**  
**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 Pisciotta reported that the Finance Committee met and reviewed the preliminary budget.

Director Campbell reported that the Negotiations Committee met, discussions are moving forward and the Board will continue the discussion in closed session.

**6.2 Administrative Report – Chief Officers**

The full Administrative Report for March and April was included in the board packet and Chief Kovacs added the following:

- The new floors at the Glenwood Station have been installed. The baseboard has been delivered and will be installed shortly.
- The front office security features have been installed.
- The Station 1 generator is no longer working and needs to be replaced. Bids have been received and the current diesel generator will be replaced with a natural gas unit.
- Covid-19 testing is available for first responders in Watsonville and at the Emeline Santa Cruz County Health Center.
- Due to Covid-19, OES is working on details for Strike Team response, which will include changes to sleeping quarters and meals. Engines will also need to be self-sufficient for a period of 72 hours to include, water, food and tents for sleeping.
- We have a good supply of PPE in stock and OES has a new shipment, which will be allocated to the Fire Service.
- Along with the SV Peace Officers Association, I was interviewed by KSCO for Covid-19 and a copy of the interview is available if anyone is interested.
- President Pisciotta and two Board Members will need to stop by the Admin Office to sign the paperwork from tonight's meeting.



**SCOTTS VALLEY FIRE PROTECTION DISTRICT**

**Regular Board Meeting May 13, 2020**

Battalion Chief Whittle thanked the crews for installing the new floors at the Glenwood Station, it was a lot of hard work and very nice job.

**7. Correspondence – Information**  
None

**8. Request for Future Agenda Items**  
None

**9. Closed Session: Government Code §54957.7**  
9.1 Conference with Labor Negotiators: Government Code §54957.6  
Agency Designated Representatives: Robert Campbell and Joe Parker  
Employee Organization: All

At 6:25 p.m., President Pisciotta announced that the Board would be going in to Closed Session for the purpose listed in Item 9.1.

**10. Open Session**  
10.1 Report on Closed Session: Government Code §54957.1

At 7:06 p.m., the Board reconvened to open session and President Pisciotta reported that for Item 9.1, no action was taken.

**11. Adjournment**  
The meeting was adjourned at 7:07 p.m.

ATTEST \_\_\_\_\_

Daron Pisciotta  
Board President

\_\_\_\_\_  
Steve M. Kovacs  
Board Secretary



# 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 SPECIAL MEETING OF May 19, 2020

### Notice of Teleconferenced Meeting

Pursuant to Governor Newsom's Executive Order N-25-20 regarding COVID-19, members of the Scotts Valley Fire Protection District Board of Directors and staff participated in this meeting by teleconference. To reduce the spread of COVID-19, members of the public were encouraged to listen to the meeting from their homes via teleconference by calling +1 408-638-0968, enter the meeting number when prompted (98135543530) and entering Access Code 34461 or connecting to the meeting online via their computer, smart phone or tablet at the following link: <https://zoom.us/j/98135543530?pwd=emtZZ2dGdVN3RDJ0VDgreWdZODNOdz09>

#### 1. Call to Order

The Special Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Tuesday, May 19, 2020. President Pisciotta called the meeting to order at 6:00 p.m.

##### 1.1 Roll Call

- |                         |   |
|-------------------------|---|
| A. Directors Present:   | Directors Campbell, Parker, Patterson and Pisciotta |
| B. Directors Absent:    | Director Harmon                                     |
| C. Fire District Staff: | Chief Kovacs  |
| D. Legal Counsel:       | Spencer Davidson                                    |

#### 2. Public Comment (GC §54954.3)

None

#### 3. Closed Session: Government Code §54957.7

- 3.1 Conference with Legal Counsel – Existing Litigation:  
Pursuant to Government Code §54956.9  
Name of Case: Green v. Scotts Valley Fire District

At 6:04 p.m., President Pisciotta announced that the Board would be going in to Closed Session for the purpose listed in Item 3.1.

#### 4. Open Session

- 4.1 Report on Closed Session: Government Code §54957.1

At 7:00 p.m., the Board reconvened to open session and President Pisciotta reported that for Item 4.1, no action was taken.

#### 5. Adjournment

The meeting was adjourned at 7:01 p.m.

ATTEST

\_\_\_\_\_  
Daron Pisciotta  
Board President

\_\_\_\_\_  
Steve M. Kovacs  
Board Secretary

Date Range from 04/17/2020 To 05/16/2020

<b>PAYROLL</b>	<b>ACCT.#</b>	<b>PP</b>	<b>TOTALS</b>
Regular Pay	<b>51000</b>	10	\$123,455.70
		11	\$123,455.70
Overtime	<b>51005</b>	10	\$3,174.60
		11	\$5,688.80
Regular Pay, Extra Help (PCF)	<b>51010</b>	10	\$0.00
		11	\$318.50
Regular Pay, Sick Leave	<b>51015</b>	10	\$0.00
		11	\$0.00
Regular Callback Pay	<b>51025</b>	10	\$3,605.76
		11	\$5,150.52
Holiday Pay	<b>51035</b>	10	\$0.00
		11	\$0.00
Differential Pay	<b>51040</b>	10	\$6,717.57
		11	\$6,717.57
Regular Pay, Sick Leave Reserve	<b>55020</b>	10	\$0.00
		11	\$0.00
Misc Benefits, Vacation Payoff	<b>55021</b>	10	\$4,336.43
		11	\$4,336.43
Directors Fees	<b>62327</b>	10	\$0.00
		11	\$0.00
<b>TOTAL PAYROLL</b>			<b>\$286,957.58</b>



**CLAIMS BY GL OBJ**

06/01/2020

Filter: (Claim Date is between 05/01/2020  
and 05/31/2020)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
<b>GL Key: 685010</b>			
<b>GL Obj: 53010 Group Health - Dental Insurance</b>			
05/15/2020	FDAC EBA	Life & Vision Ins.- 6/2020	\$1,120.40
05/22/2020	MIKE PHINN	Retiree Health Ins.- 6/2020	\$422.96
05/22/2020	TIM THEILEN	Retiree Health Ins.- 6/2020	\$674.35
05/22/2020	MIKE BIDDLE	Retiree Health Ins.- 6/2020	\$983.29
05/22/2020	MICHAEL MCMURRY	Retiree Health Ins.- 6/2020	\$1,583.36
05/22/2020	SAL LOFRANCO	Retiree Health Ins.- 6/2020	\$542.70
05/22/2020	CALPERS RETIREMENT SYSTEM	Health Ins.- 6/2020	\$46,813.66
<b>SubObject Total</b>			<b>\$52,140.72</b>
<b>GL Obj: 61221 Telephone &amp; Telegraph</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Comcast- VF2 Internet & Phones 3/21-4/20/2020	\$1,162.27
		Comcast- VF1 Internet & Phones 3/20-4/29/2020	
		Verizon- Cellular 3/5-4/4/2020	
<b>SubObject Total</b>			<b>\$1,162.27</b>
<b>GL Obj: 61310 Food</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- Water	\$19.96
<b>SubObject Total</b>			<b>\$19.96</b>
<b>GL Obj: 61425 Household Expense</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Quill- Paper Towels, Wipes, Toilet Paper	\$1,145.54
		Amazon- Purell Dispensers	
		Costco- Station Supplies	
		Office Max- Cleaning Supplies	
		Walgreens- Spray Bottles	
<b>SubObject Total</b>			<b>\$1,145.54</b>
<b>GL Obj: 61720 Maintenance - Mobile Equipment</b>			
05/08/2020	GOLDEN STATE EMERGENCY VEHICLE SERVICE	E2510 Heater Control Valve	\$89.84
05/08/2020	NAPA AUTO PARTS	Oil, Filters, Air Filters	\$289.41
05/22/2020	L.N. CURTIS & SONS	Task Force Tips	\$344.44
<b>SubObject Total</b>			<b>\$723.69</b>
<b>GL Obj: 61725 Maintenance - Office Equipment</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- Printer Toner	\$284.30
05/08/2020	PAGODA TECHNOLOGIES INC.	UPS- Fire Alarm Plan Shipping	\$1,192.12
05/15/2020	MONTEREY BAY OFFICE PRODUCTS	Computer Management- 5/2020	\$440.30
		Copier Contract 1/23-4/22/2020	
<b>SubObject Total</b>			<b>\$1,916.72</b>

**CLAIMS BY GL OBJ**

06/01/2020

Filter: (Claim Date is between 05/01/2020  
and 05/31/2020)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
<b>GL Obj: 61730 Maintenance - Other Equipment</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- CR123 batteries Costco- Batteries Costco- Batteries	\$148.42
			<b>SubObject Total</b>
			\$148.42
<b>GL Obj: 61845 Maintenance - Buildings &amp; Grounds</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Home Depot- VF2 Flooring	\$4,200.84
05/15/2020	WESTERN EXTERMINATOR COMPANY	Rayne of SC- VF1 Monthly Water Softener	
05/15/2020	WESTERN EXTERMINATOR COMPANY	VF2 Bug Service- 4/2020	\$57.50
05/29/2020	SCARBOROUGH LUMBER & BUILDING	VF1 Bug Service- 4/2020	\$57.50
		Sanitizer Mounting Supplies, VF1 Toilet Supplies	\$18.73
			<b>SubObject Total</b>
			\$4,334.57
<b>GL Obj: 62020 Memberships</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- Annual Membership Fee	\$180.00
			<b>SubObject Total</b>
			\$180.00
<b>GL Obj: 62219 PC Software</b>			
05/08/2020	CREWSENSE LLC	Crewsense 5/3-8/2/2020	\$754.74
			<b>SubObject Total</b>
			\$754.74
<b>GL Obj: 62223 Office Supplies</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	US Post Office- 500 Stamps Staples- 1000 Envelopes	\$360.00
			<b>SubObject Total</b>
			\$360.00
<b>GL Obj: 62301 Accounting &amp; Auditing Fees</b>			
05/29/2020	TOTAL COMPENSATION SYSTEMS INC.	GASB75 Valuation Services- Design Change Pricing	\$1,000.00
			<b>SubObject Total</b>
			\$1,000.00
<b>GL Obj: 62367 Medical Services</b>			
05/29/2020	ARCPOINT LABS OF MONTEREY BAY	SARS CoV-2 Antibody Testing COVID-19 (27 District Members)	\$3,240.00
05/29/2020	CARDIOVASCULAR ASSOC OF SANTA CRUZ	Medical Physical	\$325.00
			<b>SubObject Total</b>
			\$3,565.00
<b>GL Obj: 62381 Professional &amp; Specialized Services</b>			
05/15/2020	VOYA NATIONAL TRUST COMPANY	Voya Loan Program- (Employee paid) 1/1-3/31/2020	\$187.50
05/29/2020	CSG CONSULTANTS, INC.	Fire Inspection- 90 Santas Village, 190 Sims Road, 259 Mt. Hermon Rd.	\$300.00
			<b>SubObject Total</b>
			\$487.50

# CLAIMS BY GL OBJ

06/01/2020

Filter: (Claim Date is between 05/01/2020 and 05/31/2020)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
<b>GL Obj: 62715 Small Tools &amp; Equipment</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- 2 Replacement Gas Leak Detectors for Engines	\$422.43
		Amazon- 3 Straps for Hose Loads on Engines	
		Amazon- Wheel Chocks Type 1 Engines	
05/29/2020	SCARBOROUGH LUMBER & BUILDING	Telescoping Pole for Prevention	\$10.89
		<b>SubObject Total</b>	<b>\$433.32</b>
<b>GL Obj: 62914 Education &amp; Training</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Cal EMSA- Paramedic Liscence Renewal- Grigg	\$525.00
		Advanced Extrication- Extrication Training- Duncan	
		<b>SubObject Total</b>	<b>\$525.00</b>
<b>GL Obj: 62920 Gas, Oil &amp; Fuel</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Amsoil- Motor Oil for Engines, Oil Test Kits	\$797.56
05/15/2020	WESTERN STATE OIL COMPANY	Fuel/Diesel	\$1,404.24
05/22/2020	WESTERN STATE OIL COMPANY	Fuel/Diesel	\$1,206.71
		<b>SubObject Total</b>	<b>\$3,408.51</b>
<b>GL Obj: 63070 Utilities</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	SV Water District- VF2 RW Service 2/29-3/31/2020	\$505.05
		Greenwaste- VF1 Trash & Recycling 3/1-3/31/2020	
		Greenwaste- VF2 Trasah & Recycling 4/1-6/30/2020	
05/15/2020	PG&E	Electric- VF1 4/6-5/5/2020	\$583.31
05/15/2020	PG&E	Electric- VF2 4/6-5/5/2020	\$501.02
05/15/2020	PG&E	VF1 Gas 4/7-5/6/2020	\$93.50
05/15/2020	PG&E	VF2 Gas 4/7-5/6/2020	\$87.38
		<b>SubObject Total</b>	<b>\$1,770.26</b>
		<b>Index Total</b>	<b>\$74,076.22</b>

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**CLAIMS BY GL OBJ**

06/01/2020

*Filter: (Claim Date is between 05/01/2020  
and 05/31/2020)(Pre-Approved Excluded)*

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<b>Claim Date</b>	<b>Vendor</b>	<b>Message</b>	<b>Amount</b>
<b>GL Key: 685030</b>			
<b>GL Obj: 61110 Clothing &amp; Personal Supplies</b>			
05/29/2020	ALLSTAR FIRE EQUIPMENT, INC.	Lion V Force Turnouts and Coats- PCFs	\$7,556.64
		<b>SubObject Total</b>	<b>\$7,556.64</b>
<b>GL Obj: 61845 Maintenance- Structure &amp; Grounds</b>			
05/29/2020	SCARBOROUGH LUMBER & BUILDING	VF2 Flooring Project Supplies	\$892.95
		<b>SubObject Total</b>	<b>\$892.95</b>
<b>GL Obj: 86204 Equipment</b>			
05/08/2020	KNOX COMPANY	Knox Med Vault Mini	\$1,844.28
		<b>SubObject Total</b>	<b>\$1,844.28</b>
		<b>Index Total</b>	<b>\$10,293.87</b>

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**CLAIMS BY GL OBJ**

06/01/2020

*Filter: (Claim Date is between 05/01/2020  
and 05/31/2020)(Pre-Approved Excluded)*

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<b>Claim Date</b>	<b>Vendor</b>	<b>Message</b>	<b>Amount</b>
<b>GL Key: 685040</b>			
<b>GL Obj: 61221 Telephone &amp; Telegraph</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Verizon- SCHMIT Cellular 3/5-4/4/2020	\$38.17
			<b>SubObject Total</b>
			\$38.17
<b>GL Obj: 61730 Maintenance - Other Equipment</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	R.S. Hughes- Multi RAE Gas Monitor	\$506.83
			<b>SubObject Total</b>
			\$506.83
<b>GL Obj: 62920 Fuel</b>			
05/06/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	Valero- HM2560 Fuel	\$43.24
			<b>SubObject Total</b>
			\$43.24
			<b>Index Total</b>
			\$588.24
			<b>Grand Total</b>
			\$84,958.33

# Santa Cruz County Fire Agencies Insurance Group

Board of Directors Meeting

December 4, 2019

Individual members' contributions vary depending on changes to their payroll, volunteer counts and losses.

Member	Estimated Contribution	% of Total	2019/20 Contribution	% Change
Aptos La Selva	682,833	30.62%	623,305	9.55%
Aromas TriCounty	4,887	0.22%	1,000	388.68%
Ben Lomond	12,079	0.54%	10,397	16.18%
Boulder Creek	16,766	0.75%	15,169	10.53%
Branciforte	77,824	3.49%	75,835	2.62%
Central	911,013	40.86%	783,954	16.21%
Felton	41,134	1.84%	38,677	6.35%
Pajaro Valley	1,000	0.04%	1,000	0.00%
Santa Cruz County	55,153	2.47%	17,929	207.62%
Scotts Valley	373,982	16.77%	232,462	60.88%
Zayante	53,135	2.38%	53,425	-0.54%
	2,229,806		1,853,153	

The allocation methodology includes elements of exposure, primary losses and excess losses. Exposure utilized in the model was based on payroll and volunteer counts provided to Keenan for renewal purposes. Losses for both the primary and excess calculations are based on losses valued as of June 30, 2019. Each component is outlined below in more detail.

## Primary Loss Contribution

75% of the Primary Workers' Compensation (PWC) Program premium is allocated to members based upon their percentage of ground up losses capped at the PWC Program limit of \$125k over the most recent 7 years.



## Required Employer Contributions

	Fiscal Year	
<b>Required Employer Contributions</b>	<b>2020-21</b>	
<b>Employer Normal Cost Rate</b>	<b>21.746%</b>	
<i>Plus, Either</i>		
<b>1) Monthly Employer Dollar UAL Payment</b>	\$	<b>63,490.97</b>
<i>Or</i>		
<b>2) Annual UAL Prepayment Option*</b>	\$	<b>736,548</b>
<p><i>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars).</i></p>		
<p><i>* Only the UAL portion of the employer contribution can be prepaid (which must be received in full no later than July 31). Any prepayment totaling over \$5 million requires a 72-hour notice email to FCSD_public_agency_wires@calpers.ca.gov. Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change.</i></p>		
<p><i>In accordance with Sections 20537 and 20572 of the Public Employees' Retirement Law, if a contracting agency fails to remit the required contributions when due, interest and penalties may apply.</i></p>		

	Fiscal Year 2019-20	Fiscal Year 2020-21
<b>Development of Normal Cost as a Percentage of Payroll<sup>1</sup></b>		
Base Total Normal Cost for Formula	27.914%	29.572%
Surcharge for Class 1 Benefits <sup>2</sup>		
a) FAC 1	1.145%	1.161%
Phase out of Normal Cost Difference <sup>3</sup>	0.000%	0.000%
Plan's Total Normal Cost	29.059%	30.733%
Formula's Expected Employee Contribution Rate	8.986%	8.987%
Employer Normal Cost Rate	20.073%	21.746%
Projected Payroll for the Contribution Fiscal Year	\$ 2,688,915	\$ 2,458,565
<b>Estimated Employer Contributions Based on Projected Payroll</b>		
Plan's Estimated Employer Normal Cost	\$ 539,746	\$ 534,640
Plan's Payment on Amortization Bases <sup>4</sup>	659,149	761,892
% of Projected Payroll (illustrative only)	24.514%	30.989%
Estimated Total Employer Contribution	\$ 1,198,895	\$ 1,296,532
% of Projected Payroll (illustrative only)	44.587%	52.735%

<sup>1</sup> The results shown for Fiscal Year 2019-20 reflect the prior year valuation and may not take into account any lump sum payment, side fund payoff, or rate adjustment made after April 30, 2018.

<sup>2</sup> Section 2 of this report contains a list of Class 1 benefits and corresponding surcharges for each benefit.

<sup>3</sup> The normal cost difference is phased out over a five-year period. The phase out of normal cost difference is 100 percent for the first year of pooling, and is incrementally reduced by 20 percent of the original normal cost difference for each subsequent year. This is non-zero only for plans that joined a pool within the past 5 years. Most plans joined a pool June 30, 2003, when risk pooling was implemented.

<sup>4</sup> See page 10 for a breakdown of the Amortization Bases.



# 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 10, 2020  
To: Board of Directors  
From: Chief Kovacs  
Subject: June Administrative Report

Incident Type	March		April		May		Year To Date	
	2019	2020	2019	2020	2019	2020	2019	2020
Fires	2	3	2	3	1	7	14	30
Explosion / Rupture	0	0	0	0	0	0	1	0
EMS	104	89	103	73	119	92	543	466
Hazardous Condition	6	4	6	2	6	4	47	31
Service Calls	19	18	19	4	20	9	91	68
Good Intent	40	33	41	34	26	20	189	156
False Alarms	8	12	8	7	16	11	62	61
Severe Weather	0	0	0	0	1	0	3	3
Totals	179	159	179	123	189	143	950	815

## Operations

- The crews continued working on the Glenwood station modifications. The floors and baseboard are installed everywhere except the front office area. The front office reconfiguration was framed, sheetrocked and textured. Once it's painted, we can finish flooring and reinstalling counters in the office.

## Training

- Wildland RT-130 training continuation– Shelter Deployment, Progressive Hose Lays, Drafting, WUI Operations, etc.
- Strike Team Refresher training (online) Kovacs, Theilen, Whittle, McNeil, Lofranco, Petteys, Stubendorff
- EMS- heat emergencies and mandatory EMT skills review.

## Administration

An Office Workspace Plan to prevent the spread of Covid-19 has been implemented, which allows for the return of work in the office. Based on CDC guidelines, we have installed workspace shields, staggered breaks and work schedules and use alternate worksites when necessary to limit the number of employees in shared spaces.

## Prevention/Community Risk Reduction

- Inspections – 12

Board of Directors

Robert Campbell   Edward Harmon   Joseph Parker   Russ Patterson   Daron Pisciotta

June 10, 2020

Administrative Report

Page 2 of 2

- Permits/Plan Checks – 2
- Hazard Complaint Inspections – 2
- Meetings Attended – 2

**Fire Chief Activities:**

- Joint Chiefs Video Meeting with Santa Cruz and Monterey Counties
- Healthcare Leadership Briefings (Weekly)
- County EOC Conference Calls (Weekly)
- Weekly County Chiefs Calls
- Operational Area Daily Calls Regarding Protests/Riots
- OES Region II Pre-Season Video Meeting
- State OES Conference Calls (Weekly)
- Various Training Webinars
- Regular and Special Board Meetings
- Finance Meeting
- Interagency Meeting
- Meetings with Labor Negotiators
- FDAC Video Meeting
- Legislative Conference Call
- County Chiefs Monthly Meeting
- Memorial Service Meetings and Planning
- CalChiefs Monthly Conference Call
- Staff Meeting
- SCHMIT Meeting with County