



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

## Board of Directors

### Agenda

**Wednesday, August 11, 2021, 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 to participate in a public meeting should make such a request to Ron Whittle, 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 (9018843055) and entering Access Code 119495 or connecting to the meeting online via their computer, smart phone or tablet at the following link: <https://zoom.us/j/9018843055?pwd=SG5zQzI3MTZmVFh5ZStwMWxSdEc4Zz09>

**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 Approve Regular Board Meeting Minutes of July 14, 2021

4.2 Approve July Payroll 13, 14 and 15 in the amount of: \$551,627.09

4.3 Approve July Expenditures in the Amount of:

General Fund:	\$536,980.55
SCHMIT:	<u>\$ 6,318.25</u>
TOTAL:	\$543,298.80

**5. Discussion Items**

5.1 None

**6. Action Items – Discussion/Action**

6.1 Scheduled Public Hearing for the SVFPD Final Budget for Fiscal Year 2021/2022:

**Scotts Valley Fire Protection District  
Board of Directors Meeting for August 11, 2021  
Agenda**

685010 General Fund:	\$10,514,444
685030 Capital Outlay Zone A:	\$ 1,685,352
685040 SCHMIT:	\$ 483,836

Public Hearing Process: SVFPD staff will make a summary of the proposed budget. The Board President will ask for public comment. Each speaker should raise their hand and state their name and address. Each speaker will be allowed three (3) minutes in an effort to have as much public input as possible. Upon completion of the public hearing, the matter will be brought before the Board for discussion and action.

6.2 Receive Public Comment and Adopt Resolution 2021-8: Resolution Adopting Final Budget for Fiscal Year 2021/2022

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

7.1 Board of Directors Report – *Directors*

7.2 Administrative Report – *Chief Officers*

7.3 Administration of Fire Services Agreement with the Branciforte Fire Protection District Report

**8. Correspondence**

8.1 None

**9. Request for Future Agenda Items**

**10. Adjournment**

Next Regularly Scheduled Board Meeting:  
Wednesday, September 8, 2021 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 July 14, 2021

### Notice of Teleconferenced Meeting

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<https://zoom.us/j/9018843055?pwd=SG5zOzI3MTZmVF15ZStwMWxSdEc4Zz09>

#### 1. Call to Order

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

At 6:01 p.m., President Parker 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 Whittle, Battalion Chiefs LoFranco (6:08 p.m.), McNeil and Stubendorff and Administrative Services Manager Walton

#### 2. Public Comment (GC §54954.3)

Mr. Joe Serrano with LAFCO spoke and invited the Board and staff to a two (2) hour joint LAFCO and CSDA Zoom training on August 11, which will cover the Brown Act and Ethics. Mr. Serrano stated that Comprehensive Fire Protection Service Review draft report will be submitted to the SVFPD by the end of the month for internal review and the final report will be approved by LAFCO in October.

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

None

#### 4. Consent Calendar

##### 4.1 Approve Regular Board Meeting Minutes of June 9, 2021

##### 4.2 Approve the Special Board Meeting Minutes of June 18, 2021

##### 4.3 Approve June Payroll 11 and 12 in the amount of: \$316,848.13

##### 4.4 Approve June Expenditures in the Amount of:

<u>General Fund:</u>	\$ 18,092.44
<u>Capital Outlay/Zone A:</u>	\$237,340.85
<u>SCHMIT:</u>	\$ 85.02
<u>TOTAL:</u>	\$255,518.31

##### 4.5 Approve Equipment Surplus List

On motion of Director Campbell seconded by Director Patterson to Approve Consent Calendar Items 4.1 through 4.5 was approved by the following vote:

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting July 14, 2021**

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

**5. Discussion Items**

5.1 None

**6. Action Items – Discussion/Action**

6.1 Approve the following Revised Policies:

Policy #	Subject
<u>1000</u>	<u>Performance Evaluations</u>
<u>2201</u>	<u>Computer Management and Form</u>

Chief Whittle stated Performance Evaluations (Policy 1000) has been updated to reflect the new online performance management program we started using last month rather than paper documents as stated in Policy 1000.

Director Campbell had concerns about Policy 1000 and inquired if it had been legally reviewed. Chief Whittle stated that minor changes were made to Policy 1000 mainly regarding the method of documentation so it was not legally reviewed. The Board discussed Policy 1000 and decided to have it legally reviewed.

Chief Whittle stated that Computer Management (Policy 2201) was a new policy and form for employees to sign. Director Patterson inquired if the Board should sign the form as Policy 2201 applies to the Board as well. Chief Whittle stated that we will provide a form for the Board to sign.

**On motion of Director Patterson seconded by Director Harmon to Approve the Policies with the Stipulation that the Chief will have Policy 1000 Reviewed by Legal Counsel was approved by the following vote:**

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

6.2 Adopt Publicly Available Pay Schedule per Government Code §20636

Chief Whittle stated that the Publicly Available Pay Schedule reflects the MOUs that were approved effective July 1, 2021.

**On motion of Director Harmon seconded by Director Campbell to Adopt the Publicly Available Pay Schedule was approved by the following vote:**

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

6.3 Potential Sale of the La Madrona Property

Chief Whittle stated that the Equipment and Facilities Committee recently toured the SVFPD Stations and discussed the facilities and properties. Chief Whittle reported that the Scotts Valley Town Center developer has a client interested in purchasing the La Madrona property. In 2020, the La Madrona property was appraised between \$925,000 and \$1,075,000. Currently Battalion Chief McNeil is working with an engineering group for the cost for a seismic retrofit and necessary structural improvements. There is a FEMA grant program we will be looking at for the seismic retrofit, which closes in December.

The Board discussed the need to make structural improvements to the Erba station and unlikelihood of building a fire station on the La Madrona property. The Board decided to move forward to sell the La Madrona property.

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting July 14, 2021**

**On motion of Director Patterson seconded by Director Pisciotto to *Direct the Fire Chief to have a New Appraisal, Take the Steps for the Board to Declare the Property Surplus and List the La Madrona Property for Sale* was approved by the following vote:**

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

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

**7.1 Board of Directors Report – Directors**  
**None**

**7.2 Administrative Report – Chief Officers**

The Administrative Report was included in the board packet and Chief Whittle and Battalion Chiefs LoFranco, McNeil and Stubendorff reported on the following:

- B-Shift responded with Cal Fire for a wildland fire in the SRA at Sugarloaf and SB Hwy 17. The crews extinguished a large pile of stacked logs off the roadway and the cause of the fire was undetermined.
- C-Shift Glenwood crew on WT2550 responded mutual aid to Cal Fire for a large vehicle fire that spread into the wildland on Vista Prieta in the Summit Area.
- Captain Cortes, Engineers Cahir and Nehf and 5 PCFs taught CPR/First Aid to 40 teachers and staff at Monte Vista Christian School. CPR training is invoiced to recover our cost.
- PCF Morin began working as a Temporary Firefighter to fill in on C-Shift during an extended work comp absence over the summer.
- Battalion Chief LoFranco attended and instructed 4 of the 8 days of the Active Shooter Drill.
- Battalion Chief McNeil and Captain Grigg took the SVFPD/Zayante Fire chipper to assist multiple residents with fuel reduction on Blossom Way. Use of the chipper is invoiced to recover our cost. Tomorrow we will be partnering with the City of Scotts Valley for fuel reduction at Skypark.
- Crews have been installing Home Knox Boxes at residences in the SVFPD.
- Staff has been working with Zonehaven Evacuation to finalize SVFPD evacuation zone maps and data.
- Several quotes have been received for the shipping containers to assemble a training tower and staff is working with the City of Scotts Valley to approve the building plans.
- Captain Ronzano is upgrading the lights and fixtures at both stations to LED for future cost savings.
- The Glenwood Station men's bathroom has been completed and the women's bathroom has been started.
- We are demoing Tablet Command, which is a two-way interface with CAD.
- We are looking at replacing portable and mobile radios in the future.

**7.3 Administration of Fire Services Agreement with the Branciforte Fire Protection District Report**

Chief Whittle stated that the BFPD met several times but no progress has been made. There is a lot of public interest and the Board may have spoken with two candidates they are interested in. Nothing new to report for the BFPD but the SVFPD is working on the transition plan on our end.

**8. Correspondence – Information**

**8.1 None**

**9. Request for Future Agenda Items**

**None**

**10. Adjournment**

The meeting was adjourned at 6:59 p.m.

ATTEST

\_\_\_\_\_  
Joe Parker  
Board President

\_\_\_\_\_  
Ron Whittle  
Board Secretary

Date Range from 06/12/2021 To 07/23/2021			
PAYROLL	ACCT.#	PP	TOTALS
Regular Pay	51000	13	\$128,262.70
		14	\$131,953.27
		15	\$133,701.67
Overtime	51005	13	\$3,042.25
		14	\$12,046.14
		15	\$86,244.26
Regular Pay, Extra Help (PCF)	51010	13	\$0.00
		14	\$3,511.90
		15	\$0.00
Regular Pay, Sick Leave	51015	13	\$0.00
		14	\$0.00
		15	\$0.00
Regular Callback Pay	51025	13	\$11,119.41
		14	\$0.00
		15	\$0.00
Holiday Pay	51035	13	\$0.00
		14	\$5,159.19
		15	\$5,169.26
Differential Pay	51040	13	\$7,785.97
		14	\$8,005.93
		15	\$8,005.93
Regular Pay, Sick Leave Reserve	55020	13	\$0.00
		14	\$0.00
		15	\$0.00
Misc Benefits, Vacation Payoff	55021	13	\$1,873.07
		14	\$1,973.07
		15	\$1,973.07
Directors Fees	62327	13	\$0.00
		14	\$1,800.00
		15	\$0.00
<b>TOTAL PAYROLL</b>			<b>\$551,627.09</b>

07/28/2021

**CLAIMS BY GL OBJ**

07/28/2021

*Filter: (Claim Date is between 07/01/2021  
and 07/30/2021)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
<b>GL Key: 685010</b>			
<b>GL Obj: 53010 Group Health - Dental Insurance</b>			
07/01/2021	LOTHAR THEILEN	Retiree Health Ins. - 7/2021	\$265.83
07/01/2021	MICHAEL MCMURRY	Retiree Health Ins.- 7/2021	\$1,728.68
07/01/2021	MIKE BIDDLE	Retiree Health Ins.- 7/2021	\$1,055.73
07/01/2021	TIM THEILEN	Retiree Health Ins.- 7/2021	\$762.67
07/01/2021	MIKE PHINN	Retiree Health Ins.- 7/2021	\$393.04
07/01/2021	SAL LOFRANCO	Retiree Health Ins.- 7/2021	\$535.94
07/07/2021	FDAC EBA	Life & Vision Ins.- 7/2021	\$1,146.55
07/07/2021	CALPERS RETIREMENT SYSTEM	Health Ins.- 7/2021	\$50,350.56
07/07/2021	HEALTH CARE EMPLOYEES/EMPLOYER DENTAL TRUST	Dental Ins.- 7/2021	\$4,567.48
07/19/2021	FDAC EBA	Life & Vision Ins.- 8/2021	\$1,130.87
<b>SubObject Total</b>			<b>\$61,937.35</b>
<b>GL Obj: 54010 Workers' Compensation Insurance</b>			
07/12/2021	SANTA CRUZ COUNTY FIRE AGENCIES INSURANCE GROUP	Workers Comp 21/22 FY	\$362,676.00
07/12/2021	PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT	WC Overpayment Reimbursement	\$173.61
<b>SubObject Total</b>			<b>\$362,849.61</b>
<b>GL Obj: 61125 Uniform Clothing Allowance</b>			
07/07/2021	SUMMIT UNIFORMS	Uniform Pants/Shirt- LoFranco	\$281.87
07/07/2021	SUMMIT UNIFORMS	Uniform Pants- Whittle	\$140.93
<b>SubObject Total</b>			<b>\$422.80</b>
<b>GL Obj: 61215 Radio Services: Dispatch NetCom Fees</b>			
07/07/2021	SANTA CRUZ REGIONAL 9-1-1	1st 1/2 911 Fees 21/22 FY	\$28,566.00
<b>SubObject Total</b>			<b>\$28,566.00</b>
<b>GL Obj: 61221 Telephone &amp; Telegraph</b>			
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Verizon- Phone Charger/Case- McNeil Comcast- VF1 Internet & Phones 6/20-7/19/21 Comcast- VF2 Internet & Phones 6/21-7/20/21 Verizon- Cellular 6/5-7/4/21	\$1,086.05
<b>SubObject Total</b>			<b>\$1,086.05</b>
<b>GL Obj: 61425 Household Expense</b>			
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- Station Supplies	\$29.47
<b>SubObject Total</b>			<b>\$29.47</b>

**CLAIMS BY GL OBJ**

07/28/2021

*Filter: (Claim Date is between 07/01/2021  
and 07/30/2021)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
<b>GL Obj: 61535 Insurance PL &amp; PD</b>			
07/07/2021	MCNEIL AND COMPANY, INC.	Commercial Property Insurance 21/22 FY	\$16,081.78
07/07/2021	MCNEIL AND COMPANY, INC.	Commercial Vehicle Insurance 21/22 FY	\$26,266.00
07/07/2021	MCNEIL AND COMPANY, INC.	Commercial Umbrella Insurance 21/22 FY	\$5,555.00
<b>SubObject Total</b>			<b>\$47,902.78</b>
<b>GL Obj: 61720 Maintenance - Mobile Equipment</b>			
07/07/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICE	Gauge 3.55 Pump Disch	\$158.41
07/07/2021	SCARBOROUGH LUMBER & BUILDING	E2511 Parts	\$115.14
07/07/2021	CENTRAL FIRE DISTRICT	E2511 Coolant Sensor	\$397.40
07/07/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICE	2 Valve Replacement Kits	\$848.97
07/07/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICE	Returned Gauge Freight	\$11.22
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Ebay- USB Ports Winchester Auto- Filters, DEF Amsoil- Oil for Services Hose Shop- Air Fittings Napa- E2511 Radiator Cap Amazon- E2511 Gas Detector, Windsheild Wipers, Tool Mount, Brackets	\$983.31
07/27/2021	SCARBOROUGH LUMBER & BUILDING	Engine Supplies	\$111.39
<b>SubObject Total</b>			<b>\$2,625.84</b>
<b>GL Obj: 61725 Maintenance - Office Equipment</b>			
07/07/2021	PAGODA TECHNOLOGIES INC.	Computer Management- 7/2021	\$1,780.12
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- BC Clipboard Costco- Prevention Computer Monitor Kadence- Wordpress Theme Renewal	\$394.73
07/27/2021	PAGODA TECHNOLOGIES INC.	Dell Warranty Extension Through 9/29/23	\$552.51
<b>SubObject Total</b>			<b>\$2,727.36</b>
<b>GL Obj: 61730 Maintenance - Other Equipment</b>			
07/19/2021	SAN LORENZO VALLEY FIRE DISTRICTS COUNCIL	Annual Contribution Air Suport Group 21/22 FY	\$2,000.00
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- Hydrant Maintenance Coveralls Streamlight- Servicing Shipping Scarborough Lumber- Hydrant Supplies Kings Paint- Hydrant Paint	\$492.12
<b>SubObject Total</b>			<b>\$2,492.12</b>



**CLAIMS BY GL OBJ**

07/28/2021

Filter: (Claim Date is between 07/01/2021  
and 07/30/2021)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
<b>GL Obj: 61845 Maintenance - Buildings &amp; Grounds</b>			
07/07/2021	RANDY CLAYTON	La Madrona Property Mowing	\$550.00
07/07/2021	SCARBOROUGH LUMBER & BUILDING	VF2 Bathroom Remodel Supplies	\$214.77
07/19/2021	WESTERN EXTERMINATOR COMPANY	VF2 Bug Service- 7/2021	\$57.50
07/19/2021	WESTERN EXTERMINATOR COMPANY	VF1 Bug Service- 7/2021	\$57.50
07/27/2021	CERTIFIED BACKFLOW ASSEMBLY TESTING LLC	VF2 Backflow Testing	\$150.00
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Home Depot- Admin Office Blinds	\$2,481.74
		Amazon- Nest Thermostat	
		CDF- VF1 Front Door	
		Rayne of SC- VF1 Monthly Water Softener	
		KRBS- VF2 Shower Niche	
07/27/2021	SCARBOROUGH LUMBER & BUILDING	VF2 Bathroom Supplies	\$210.13
<b>SubObject Total</b>			<b>\$3,721.64</b>
<b>GL Obj: 61920 Medical Supplies</b>			
07/27/2021	BOUND TREE MEDICAL, LLC	Gloves	\$635.47
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- Pelican Box Parts	\$65.82
07/27/2021	ANALGESIC SERVICES, INC.	O2 Cylinder Rental	\$67.50
<b>SubObject Total</b>			<b>\$768.79</b>
<b>GL Obj: 62020 Memberships</b>			
07/12/2021	AFSS NORTHERN DIVISION	AFSS Membership 21/22 FY - Walton	\$75.00
07/12/2021	AFSS NORTHERN DIVISION	AFSS Membership 21/22 FY - Bridges	\$75.00
07/12/2021	AFSS NORTHERN DIVISION	AFSS Membership 21/22 FY - Mayfield	\$75.00
07/27/2021	SANTA CRUZ COUNTY FIRE CHIEFS ASSOCIATION	Annual Membership Dues 21/22 FY	\$300.00
<b>SubObject Total</b>			<b>\$525.00</b>
<b>GL Obj: 62219 PC Software</b>			
07/07/2021	STREAMLINE AUTOMATION SYSTEMS	Streamline Software Renewal 21/22 FY	\$1,972.00
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Fleetio- Annual Fees	\$780.06
<b>SubObject Total</b>			<b>\$2,752.06</b>
<b>GL Obj: 62223 Office Supplies</b>			
07/07/2021	SCARBOROUGH LUMBER & BUILDING	Wastebin	\$9.87
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Office Supply- Printer Paper	\$93.80
		Amazon- Admin Clip Board	
<b>SubObject Total</b>			<b>\$103.67</b>

**CLAIMS BY GL OBJ**

07/28/2021

Filter: (Claim Date is between 07/01/2021  
and 07/30/2021)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
<b>GL Obj: 62381 Professional &amp; Specialized Services</b>			
07/07/2021	CENTRAL COAST CISM TEAM	Additional Rider Insured 21/22 FY	\$145.90
07/27/2021	CENTRAL COAST CISM TEAM	Annual EAP Service Fee 21/22 FY	\$300.00
<b>SubObject Total</b>			<b>\$445.90</b>
<b>GL Obj: 62420 Publications &amp; Legal Notices</b>			
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Weeklys- SV Press Banner- Final Budget Notice	\$30.00
<b>SubObject Total</b>			<b>\$30.00</b>
<b>GL Obj: 62715 Small Tools &amp; Equipment</b>			
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Scotts Valley Cycle Sport- Tube Replacement for Stokes Scotts Valley Cycle Sport- Additional Tube Replacement for Stokes	\$46.08
<b>SubObject Total</b>			<b>\$46.08</b>
<b>GL Obj: 62888 District Special Expense</b>			
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Modern Marketing- Pub Ed Stickers	\$619.85
<b>SubObject Total</b>			<b>\$619.85</b>
<b>GL Obj: 62890 Subscriptions</b>			
07/07/2021	AA SAFE & SECURITY CO	Access Control Subscription 21/22 FY	\$933.00
07/07/2021	THOMPSON PUBLISHING GROUP-SUBSCRIPTION SERVICE CTR	T-19 Codes 21/22 FY	\$192.61
<b>SubObject Total</b>			<b>\$1,125.61</b>
<b>GL Obj: 62914 Education &amp; Training</b>			
07/07/2021	SCARBOROUGH LUMBER & BUILDING	Training Prop Supplies	\$24.64
07/07/2021	ARMANDO CORTES	Educational Reimbursement AH-330	\$200.00
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Monterey County Training Officers- HMOSC Class- Post Monterey County Training Officers- HMOSC Class- Pedemonte EMSA- Paramedic License Renewal- Nehf	\$880.00
<b>SubObject Total</b>			<b>\$1,104.64</b>
<b>GL Obj: 62920 Gas, Oil &amp; Fuel</b>			
07/19/2021	WESTERN STATE OIL COMPANY	Fuel/Diesel	\$2,866.90
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Chase's Fuel- X CZ-2325-A Fuel (REIMB)	\$120.59
<b>SubObject Total</b>			<b>\$2,987.49</b>

**CLAIMS BY GL OBJ**

07/28/2021

*Filter: (Claim Date is between 07/01/2021  
and 07/30/2021)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
<b>GL Obj: 63070    Utilities</b>			
07/12/2021	PG&E	VF1 Electric- 6/7-7/6/2021	\$819.17
07/12/2021	PG&E	VF2 Electric 6/7-7/6/2021	\$758.06
07/19/2021	PG&E	VF2 Gas - 6/8-7/7/2021	\$56.89
07/19/2021	PG&E	VF1 Gas 6/8-7/7/2021	\$54.81
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Greenwaste-VF1 Trash & Recycling 6/1-6/30/21 Greenwaste-VF2 Trash & Recycling 7/1-9/30/21 SVWD-VF2 RW 6/2021 SVWD-VF1 Water 4/6-6/7/21 SVWD-VF2 Water 4/6-6/7/21	\$1,466.80
<b>SubObject Total</b>			<b>\$3,155.73</b>
<b>GL Obj: 75231    Contributions to Other Agencies</b>			
07/07/2021	LOCAL AGENCY FORMATION COMMISSION	Annual LAFCO Fees 21/22 FY	\$8,954.71
<b>SubObject Total</b>			<b>\$8,954.71</b>
<b>Index Total</b>			<b>\$536,980.55</b>

**CLAIMS BY GL OBJ**

07/28/2021

*Filter: (Claim Date is between 07/01/2021  
and 07/30/2021)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
<b>GL Key: 685040</b>			
<b>GL Obj: 61221 Telephone &amp; Telegraph</b>			
07/27/2021	U.S. BANK CORPORATE PAYMENT SYSTEM	Verizon- SCHMIT Cellular 6/5-7/4/2021	\$76.25
<b>SubObject Total</b>			<b>\$76.25</b>
<b>GL Obj: 61535 Insurance</b>			
07/07/2021	MCNEIL AND COMPANY, INC.	SCHMIT Commercial Vehicle Insurance 21/22 FY	\$2,200.00
<b>SubObject Total</b>			<b>\$2,200.00</b>
<b>GL Obj: 62914 Education &amp; Training</b>			
07/27/2021	RW JONES AND ASSOCIATES HEALTH & SAFETY TRAINING CONSULTANTS LLC	Hazmat Training 7/21/2021	\$4,042.00
<b>SubObject Total</b>			<b>\$4,042.00</b>
<b>Index Total</b>			<b>\$6,318.25</b>
<b>Grand Total</b>			<b>\$543,298.80</b>



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Date: August 11, 2021  
To: Board of Directors  
From: Ron Whittle, Fire Chief  
Subject: 2021/2022 Final Budgets

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## Recommendation

1. Adopt the 2021/2022 Final Budgets as presented:

685010	General Fund:	\$ 10,514,444
685030	Capital Outlay/Zone A:	\$ 1,685,352
685040	SCHMIT:	\$ 483,836

## Background

The Board of Directors must pass a preliminary budget before June 30<sup>th</sup> and a final budget by October 1<sup>st</sup> of each year.

### General Fund

## **Revenue**

The Fund Balance beginning this fiscal year is \$2,403,094.

An estimated increase to property tax of 4% has been included in the preliminary budget as recommended by the County Auditor's Office.

Revenue from Plan Check and Inspection Fees for FY 2021/2022 are estimated at \$15,000, while the estimated expenditures for contract plan check and inspection services are \$5,000.

Revenue from the Branciforte administrative contract is \$27,700, and the SCHMIT administrative cost is \$6,000.

Strike team revenue has been budgeted at \$64,494 which reflects a known amount due from FY20/21.

## **Expenditures**

The Salaries and Benefits budget includes the cost of the recently negotiated labor contracts. Overtime and Call Back have been combined into the Overtime account, then broken down by type. The amounts budgeted reflect the trend over the last few years. Overtime for Strike Teams and Prepositioning is budgeted at \$500,000. All strike team expenses are reimbursed according the California Fire Assistance Agreement. All allocated positions are funded.

Board of Directors

Robert Campbell Edward Harmon Joe Parker Russ Patterson Daron Pisciotta

The CalPERS Safety Retirement Plan is 21.79% of payroll, which is up from the 2020/2021 fiscal year amount of 21.746%. The Unfunded Accrued Liability's (UAL) annual lump sum prepayment option for the Safety Plan is \$876,446, which is up from the 2020/2021 payment of \$761,892.

The CalPERS Miscellaneous Plan is 10.880% of payroll which is down from the 2020/2021 fiscal year amount of 11.031%. The UAL's annual lump sum prepayment option for the Miscellaneous Plan is \$23,261, which is up from the 2020/2021 payment of \$19,557.

The employer rate for new CalPERS safety employees hired after January 1, 2013, is 13.13% of payroll, up from the 2020/2021 rate of 13.044%. Non-safety employee rate is 7.59% of payroll, down from the 2020/2021 rate of 7.732%. In FY 2020/2021 we paid off the balance of PEPRSA Safety UAL \$40,907, which saved interest on the 2021/2022 payment.

This represents a budgeted amount of \$1,582,641, payable to CalPERS, which represents a \$132,209 increase over 2020/2021.

Employee health insurance is budgeted at \$655,694, for an overall increase of 11.58%. This is due to CalPERS eliminating the health plan that the District uses as its benchmark for employee contributions effective January 1, 2022. Retire health insurance is budgeted at \$84,671, an increase of \$3,646 over 2020/2021.

Workers compensation insurance is \$362,850, an increase of \$10,161 over last year.

The Services and Supplies budget is \$842,959, which is an increase of \$76,319 over 2020/2021.

The Contributions to Other Agencies is for the District's share of the LAFCO budget which is estimated at \$9,000, as well as \$155,000 contributions to the OPEB Trust and \$150,000 for Pension Prefunding Trust.

A \$400,000 transfer to Capital Outlay/Zone A is budgeted, and \$225,000 for Contingencies.

General Reserves for 2021/2022 are set at \$1,113,588 in accordance with District Policy 1608.

### **Capital Outlay/Zone A**

The beginning fund balance is \$1,139,363. A 4% increase in property tax revenue is estimated for this fiscal year. Besides auditing and accounting costs, \$75,000 is budgeted for the maintenance of facilities, \$265,000 for facility upgrades and improvements, and \$35,000 for a training building. Fixed asset budget also includes \$70,000 for a new SCBA fill station, and General Reserves of \$1,077,152 for future projects and \$100,000 for contingencies.

Revenue consists of Zone A Tax collection of \$136,489, \$400,000 transfer-in from the General Fund and \$8,000 in interest.

### **SCHMIT**

The beginning fund balance for the Santa Cruz Hazardous Materials Interagency Team is \$167,864. Services and Supplies are to support the operating costs of the team in the amount of \$83,695 which includes a \$6,000, charge for management of the program. Personnel costs include \$20,000 for reimbursement to response agencies in the event of an activation and \$150,000, for differential costs for the response agencies. A grant in the amount of \$105,800 for an Atmospheric Monitoring System was awarded last FY, and has not yet funded, so we carried it over into FY 2021/2022. Due to the COVID-19 Pandemic and revenue losses to the stakeholders, there was no increase in revenue for the 2020/2021 Fiscal Year. This Fiscal Year we have made a 15% increase.

# Scotts Valley Fire Protection District

General Fund (685010)

## 2021/2022 Budget Analysis

### Revenue Summary

Account #	Revenue Description	Budgeted 2020/2021	Actual 2020/2021	Budgeted 2021/2022	Variance vs Prior year
40100	Prop Tax-Current Secured	\$ 7,374,422	\$ 7,428,376	\$ 7,725,511	\$ 297,135
40106	RESIDUAL DISTRIBUTION	\$ -	\$ 279,881	\$ -	\$ (279,881)
40110	Prop Tax-Current Unsecured	\$ 153,698	\$ 126,025	\$ 131,066	\$ 5,041
40130	PROPERTY TAX-PRIOR UNSEC-GEN	\$ -	\$ 25,696	\$ -	\$ (25,696)
40150	Supplemental Prop Tax-Current Secured	\$ 84,000	\$ 47,777	\$ 49,688	\$ 1,911
40151	Supplemental Prop Tax-Current Unsecured	\$ 2,000	\$ 2,709	\$ 2,000	\$ (709)
40160	Supplemental Prop Tax-Prior Sec, Supplemental	\$ 3,000	\$ 7,628	\$ 3,000	\$ (4,628)
40161	SUPP PROP TAX-PRIOR UNSEC	\$ -	\$ 907	\$ -	\$ (907)
40330	Licenses and Permits	\$ 15,000	\$ 20,316	\$ 15,000	\$ (5,316)
40430	Interest	\$ 3,000	\$ (377)	\$ 3,000	\$ 3,377
40440	Rents and Leases	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
40830	St-Homeowners' Property Tax Relief	\$ 40,322	\$ 39,686	\$ 40,191	\$ 505
40894	ST-Aid Others	\$ 250,000	\$ 1,274,247	\$ 64,494	\$ (1,209,753)
41162	RDA PASS-THROUGHS	\$ -	\$ 38,909	\$ -	\$ (38,909)
41617	ALS Response Contract - Net QA Costs	\$ -	\$ -	\$ -	\$ -
42010	SCHMIT & B40 Administrative Services	\$ 114,071	\$ 116,008	\$ 33,700	\$ (82,308)
42022	Cost Recovery, Other	\$ -	\$ -	\$ -	\$ -
42047	Other Charges	\$ -	\$ -	\$ -	\$ -
42055	SCHMIT Reimbursement	\$ 22,000	\$ 20,000	\$ 40,000	\$ 20,000
42384	Other Revenue	\$ 2,500	\$ 8,414	\$ 2,500	\$ (5,914)
44142	PENALTIES FOR DELINQUENT TAXES	\$ -	\$ 824	\$ -	\$ (824)
44143	REDMPTN PNLTIES FOR DELINQ TXS	\$ -	\$ 1,390	\$ 0	\$ (1,390)
Total Revenue		\$ 8,065,213	\$ 9,439,615	\$ 8,111,350	\$ (1,328,265)
Beginning Fund Balance		\$ 1,580,241	\$ 1,580,241	\$ 2,403,094	\$ 822,853
Total General Fund Revenue		\$ 9,645,454	\$ 11,019,856	\$ 10,514,444	\$ (505,412)

### Revenue vs Expenditures

	Actual 2020/2021	Recurring 2021/2022
Revenue	\$ 9,439,615	\$ 8,046,856
Expenses	\$ 8,529,762	\$ 8,275,856
	\$ 909,853	\$ (229,000)
Salary & Benefits	\$ 7,437,820	\$ 7,398,942
Budget % of Salary and Benefits	78.79%	91.95%
Total GF Contingencies		\$ 313,955
Contingencies Total % Revenue		2.80%
Total Reserves		\$ 1,113,588
Reserves Total % of Expenditures		13.46%

### Cal PERS UAL Summary as of 6/30/21

	Balance	21/22 FY Payment
Classic Safety Plan	\$ 12,448,172	\$ 876,446
Classic Misc Plan	\$ 208,012	\$ 23,261
PEPRA Safety Plan	\$ -	\$ -
PEPRA Misc Plan	\$ 93	\$ 93

# Scotts Valley Fire Protection District

General Fund (685010)

2021/2022 Budget Analysis

Expenditure Accounts		Budgeted	Actual	Budgeted	Variance vs
Account #	Category	2020/2021	2020/2021	2021/2022	Prior year
<b>Salaries and Benefits</b>					
51000	Regular Pay, Perm.	\$ 3,615,000	\$ 3,373,646	\$ 3,468,588	\$ 94,942
51005	Overtime Pay	\$ 270,000	\$ 650,518	\$ 845,532	\$ 195,014
51010	Regular Pay, Extra help	\$ 55,280	\$ 55,654	\$ 61,500	\$ 5,846
51025	Call Back Pay	\$ 200,000	\$ 481,981	\$ -	\$ (481,981)
51035	Holiday Pay	\$ -	\$ -	\$ 144,804	\$ 144,804
51040	Differential Pay	\$ 181,248	\$ 194,212	\$ 204,096	\$ 9,884
52010	Medicare Tax	\$ 62,189	\$ 68,719	\$ 75,188	\$ 6,469
52015	PERS	\$ 1,616,560	\$ 1,450,432	\$ 1,582,641	\$ 132,209
53010	Employee Group Insurance	\$ 741,505	\$ 679,414	\$ 740,365	\$ 60,951
53015	Unemployment Insurance	\$ 7,748	\$ 4,509	\$ 7,935	\$ 3,426
54010	Workers' Compensation Ins	\$ 353,000	\$ 352,689	\$ 375,000	\$ 22,311
55020	Sick Leave Reserve	\$ 29,689	\$ 17,124	\$ 12,993	\$ (4,131)
55021	Other Benefits Miscellaneous: Vacation Payoff	\$ 477,416	\$ 108,923	\$ 100,300	\$ (8,623)
<b>Total Salaries and Benefits</b>		<b>\$ 7,609,635</b>	<b>\$ 7,437,820</b>	<b>\$ 7,618,942</b>	<b>\$ 181,122</b>
<b>Services and Supplies</b>					
61110	Clothing and Personal Supplies	\$ 18,700	\$ 21,545	\$ 24,950	\$ 3,405
61125	Uniforms	\$ 17,800	\$ 7,251	\$ 22,700	\$ 15,449
61215	Radio Services and Communications	\$ 70,600	\$ 55,705	\$ 93,308	\$ 37,603
61221	Telephone and Telegraph	\$ 14,600	\$ 13,443	\$ 14,920	\$ 1,477
61310	Food	\$ 7,500	\$ 1,846	\$ 7,500	\$ 5,654
61425	Household Expense	\$ 5,500	\$ 4,837	\$ 7,500	\$ 2,663
61535	Insurance	\$ 42,200	\$ 36,070	\$ 52,709	\$ 16,639
61720	Maintenance Mobile Equipment	\$ 80,000	\$ 90,851	\$ 105,000	\$ 14,149
61725	Maintenance Office Equipment	\$ 23,750	\$ 23,680	\$ 33,512	\$ 9,832
61730	Maintenance Other Equipment	\$ 21,100	\$ 14,739	\$ 19,100	\$ 4,361
61845	Maintenance Structure & Grounds	\$ 22,700	\$ 20,398	\$ 23,400	\$ 3,002
61920	Medical Supplies	\$ 10,000	\$ 11,697	\$ 10,050	\$ (1,647)
62020	Memberships	\$ 5,165	\$ 3,144	\$ 5,185	\$ 2,041
62111	Miscellaneous Expense	\$ 6,500	\$ 1,146	\$ 7,500	\$ 6,354
62219	Computer Software	\$ 22,700	\$ 14,325	\$ 18,750	\$ 4,425
62223	Office Expense	\$ 15,400	\$ 9,337	\$ 11,500	\$ 2,163
62301	Accounting & Auditing Fees	\$ 78,100	\$ 63,264	\$ 78,100	\$ 14,836
62327	Directors Fees	\$ 9,500	\$ 12,000	\$ 9,500	\$ (2,500)
62358	Laundry Service	\$ 1,450	\$ 518	\$ 1,750	\$ 1,233
62367	Medical Services	\$ 19,500	\$ 11,967	\$ 19,500	\$ 7,533
62381	Professional/Special Services	\$ 89,500	\$ 35,616	\$ 83,500	\$ 47,884
62420	Publications and Legal Notices	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
62500	Rents and Leases, Equipment	\$ 1,000	\$ 576	\$ 1,000	\$ 424
62715	Small Tools and Instruments	\$ 23,000	\$ 12,278	\$ 31,300	\$ 19,022
62826	Education Rembursement	\$ -	\$ -	\$ 17,000	\$ -
62888	Special District Expense	\$ 12,000	\$ 4,095	\$ 14,500	\$ 10,405
62890	Subscriptions	\$ 3,925	\$ 6,802	\$ 3,175	\$ (3,627)
62914	Education & Training	\$ 57,900	\$ 39,912	\$ 37,600	\$ (2,312)
62920	Gas, Oil and Fuel	\$ 37,050	\$ 31,236	\$ 39,350	\$ 8,114
62930	Conference Tuition - Registrations	\$ 16,500	\$ 375	\$ 16,100	\$ 15,725
63070	Utilities	\$ 31,000	\$ 34,361	\$ 31,000	\$ (3,361)
<b>Total Services &amp; Supplies</b>		<b>\$ 766,640</b>	<b>\$ 583,011</b>	<b>\$ 842,959</b>	<b>\$ 259,948</b>
<b>Other Charges</b>					
75233	Contributions to Trust/Agency Fund	\$ -	\$ 500,000	\$ 305,000	\$ (195,000)
75231	Contributions to Other Government Agencies	\$ 9,000	\$ 8,931	\$ 8,955	\$ 24
<b>Total Other Charges</b>		<b>\$ 9,000</b>	<b>\$ 508,931</b>	<b>\$ 313,955</b>	<b>\$ (194,976)</b>
<b>Operating Transfers Out</b>					
90000	Transfer To Capital Outlay/Zone A (685030)	\$ 100,000	\$ 100,000	\$ 400,000	\$ 300,000
<b>Appropriation for Contingencies</b>					
98700	Contingencies	\$ 50,000	\$ -	\$ 225,000	\$ 225,000
<b>General Reserves</b>					
98965	Undesignated Fund Balance	\$ 1,110,179	\$ 1,580,241	\$ 1,113,588	\$ (466,653)
<b>TOTAL EXPENDITURES</b>		<b>9,645,454</b>	<b>10,210,003</b>	<b>\$ 10,514,444</b>	<b>\$ 304,441</b>



# Scotts Valley Fire Protection District

## General Fund (685010)

### Final 2021/2022 Budget

#### Revenue Summary

Account #	Revenue Description	Revenue Amount
40100	Prop Tax-Current Secured	\$ 7,725,511
40110	Prop Tax-Current Unsecured	\$ 131,066
40150	Supplemental Prop Tax-Current Secured	\$ 49,688
40151	Supplemental Prop Tax-Current Unsecured	\$ 2,000
40160	Supplemental Prop Tax-Prior Sec, Supplemental	\$ 3,000
40330	Licenses and Permits	\$ 15,000
40430	Interest	\$ 3,000
40440	Rents and Leases	\$ 1,200
40830	St-Homeowners' Property Tax Relief	\$ 40,191
40894	ST-Aid Others	\$ 64,494
41617	ALS Response Contract - Net QA Costs	\$ -
42010	SCHMIT & B40 Administrative Services	\$ 33,700
42022	Cost Recovery, Other	\$ -
42047	Other Charges	\$ -
42055	SCHMIT Reimbursement	\$ 40,000
42384	Other Revenue	\$ 2,500
42462	Transfer In From Capital Outlay/Zone A	\$ -
Total Revenue		\$ 8,111,350
Beginning Fund Balance		\$ 2,403,094
Total General Fund Revenue		\$ 10,514,444

#### Expenditure Summary

Account #	Expense Category	Expense Amount
50000	Salaries & Benefits	\$ 7,618,942
60000	Services & Supplies	\$ 842,959
75000	Other Charges	\$ 313,955
Total Expenditures		\$ 8,775,856
Operating Transfer Out		\$ 400,000
Contingencies		\$ 225,000
Reserves - Undesignated		\$ 1,113,588
Total General Fund Budget		\$ 10,514,444

#### Notes:

Schedule of Revenue: 50% in December, 45% in April and 5% in June

Account 40100 reflects a 4% increase as per Santa Cruz County Auditor's Office.

Other Charges - Contributions to Trust accounts and LAFCO charges.

Account 40330 - Revenue from Permits, Plan Checks and Inspections

Account 40440 - Revenue from the Lease of the Marywood Property

Account 40894 - Revenue from Statewide Strike Teams and Overhead Assignments

Account 42010 - Revenue of \$6000 for SCHMIT Administration, and \$9,208.98 per month for 3 months BRN

Account 42055 - Reimbursement for Personnel - Haz Mat Stipends and Training

Account 42384 - Revenue from CPR Classes, Donations, and Misc. Revenue

Fund Balance as of July 1, 2021

Reserves = Balance as per Policy 1608 - Reserve Guidelines.

# Scotts Valley Fire Protection District

## General Fund (685010)

### Final 2021/2022 Budget

Expenditure Accounts		
Account #	Category	Amount
<b>Salaries and Benefits</b>		
51000	Regular Pay, Perm.	\$ 3,468,588
51005	Overtime Pay	\$ 845,532
51010	Regular Pay, Extra help	\$ 61,500
51035	Holiday Pay	\$ 144,804
51040	Differential Pay	\$ 204,096
52010	Medicare Tax	\$ 75,188
52015	PERS	\$ 1,582,641
53010	Employee Group Insurance	\$ 740,365
53015	Unemployment Insurance	\$ 7,935
54010	Workers' Compensation Ins	\$ 375,000
55020	Sick Leave Reserve	\$ 12,993
55021	Other Benefits Miscellaneous: Vacation Payoff	\$ 100,300
<b>Total Salaries and Benefits</b>		<b>\$ 7,618,942</b>
<b>Services and Supplies</b>		
61110	Clothing and Personal Supplies	\$ 24,950
61125	Uniforms	\$ 22,700
61215	Radio Services and Communications	\$ 93,308
61221	Telephone and Telegraph	\$ 14,920
61310	Food	\$ 7,500
61425	Household Expense	\$ 7,500
61535	Insurance	\$ 52,709
61720	Maintenance Mobile Equipment	\$ 105,000
61725	Maintenance Office Equipment	\$ 33,512
61730	Maintenance Other Equipment	\$ 19,100
61845	Maintenance Structure & Grounds	\$ 23,400
61920	Medical Supplies	\$ 10,050
62020	Memberships	\$ 5,185
62111	Miscellaneous Expense	\$ 7,500
62219	Computer Software	\$ 18,750
62223	Office Expense	\$ 11,500
62301	Accounting & Auditing Fees	\$ 78,100
62327	Directors Fees	\$ 9,500
62358	Laundry Service	\$ 1,750
62367	Medical Services	\$ 19,500
62381	Professional/Special Services	\$ 83,500
62420	Publications and Legal Notices	\$ 2,000
62500	Rents and Leases, Equipment	\$ 1,000
62715	Small Tools and Instruments	\$ 31,300
62826	Education Remibursement	\$ 17,000
62888	Special District Expense	\$ 14,500
62890	Subscriptions	\$ 3,175
62914	Education & Training	\$ 37,600
62920	Gas, Oil and Fuel	\$ 39,350
62930	Conference Tuition - Registrations	\$ 16,100
63070	Utilities	\$ 31,000
<b>Total Services &amp; Supplies</b>		<b>\$ 842,959</b>
<b>Other Charges</b>		
75233	Contributions to Trust/Agency Fund	305,000
75231	Contributions to Other Government Agencies	8,955
<b>Total Other Charges</b>		<b>313,955</b>
<b>Operating Transfers Out</b>		
90000	Transfer To Capital Outlay/Zone A (685030)	400,000
<b>Total Operating Transfer Out</b>		<b>400,000</b>
<b>Appropriation for Contingencies</b>		
98700	Contingencies	225,000
<b>Total Contingencies</b>		<b>225,000</b>
<b>General Reserves</b>		
98965	Undesignated Fund Balance	1,113,588
<b>Total Reserves</b>		<b>1,113,588</b>
<b>TOTAL EXPENDITURES</b>		<b>10,514,444</b>

# Scotts Valley Fire Protection District

## Capital Outlay - Zone A (685030)

Final 2021/2022 Budget

### Revenue Summary

Account #	Revenue Description	Revenue Amount
40100	Prop Tax-Current Secured	\$ 133,134
40110	Prop Tax-Current Unsecured	\$ 2,662
40150	Supplemental Prop Tax-Current Secured	\$ 1,500
40151	Supplemental Prop Tax-Current Unsecured	\$ -
40430	Interest	\$ 8,000
40830	St-Homeowners' Property Tax Relief	\$ 693
42462	Transfer In From General Fund	\$ 400,000
Total Revenue		\$ 545,989
Fund Balance Capital Outlay/Zone A		\$ 1,139,363
Total Capital Outlay/Zone A Revenue		\$ 1,685,352

### Expenditure Summary

Account #	Expense Category	Expense Amount
60000	Services and Supplies	\$ 170,200
86000	Fixed Assets	\$ 335,000
Total Expenditures		\$ 505,200
Operating Transfer Out		\$ -
Contingencies		\$ 100,000
General Reserves		\$ 1,080,152
Total Capital Outlay / Zone A Budget		\$ 1,685,352

# Scotts Valley Fire Protection District

## Capital Outlay - Zone A (685030)

Final 2021/2022 Budget

### Expenditure Accounts

Account #	Category	Amount
<b>Services and Supplies</b>		
61110	Clothing & Personal Supplies	\$ 20,000
61845	Maintenance Structure & Grounds	\$ 75,000
62111	Miscellaneous	\$ 15,500
62223	Office Supplies	\$ 4,000
62301	Accounting & Auditing Fees	\$ 5,000
62381	Professional Services	\$ 12,000
62710	Equipment	\$ 36,700
62715	Small Tool	\$ 2,000
<b>Total Services and Supplies</b>		<b>\$ 170,200</b>
<b>Fixed Assets</b>		
86110	Structures and Improvements	\$ 265,000
86204	Equipment	\$ 70,000
<b>Total Fixed Assets</b>		<b>\$ 335,000</b>
<b>Operating Transfer Out</b>		
90000	Transfer To General Fund (685010)	\$ -
<b>Total Operating Transfer Out</b>		<b>\$ -</b>
<b>Appropriation for Contingencies</b>		
98700	Contingencies	\$ 100,000
<b>Total Contingencies</b>		<b>\$ 100,000</b>
<b>General Reserves</b>		
98695	Fund Balance - Undesignated	\$ 1,080,152
<b>Total General Reserves</b>		<b>\$ 1,080,152</b>
<b>Total Expenditures</b>		<b>\$ 1,685,352</b>

# Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

Final 2021/2022 Budget

## Schedule of Fixed Assets

Account #	Description	Amount
<b>86110</b>	<b>Structures and Improvements</b>	
	Station Improvements	\$ 265,000
	<b>Subtotal Structures and Improvements</b>	<b>\$ 265,000</b>
<b>86204</b>	<b>Equipment</b>	
	SCBA Fill Station Compressor	\$ 70,000
	<b>Subtotal Equipment</b>	<b>\$ 70,000</b>
<b>86209</b>	<b>Mobile Equipment</b>	
		\$ -
	<b>Subtotal Mobile Equipment</b>	<b>\$ -</b>
<b>86222</b>	<b>Furniture</b>	
		\$ -
	<b>Subtotal Furnishings</b>	<b>\$ -</b>
	<b>Total Fixed Assets</b>	<b>\$ 335,000</b>

Signed: \_\_\_\_\_

Board Secretary

# Scotts Valley Fire Protection District

SCHMIT (685040)

Final 2021/2022 Budget

<i>Santa Cruz Hazardous Materials Interagency Team Cost Sharing Agreement Based on MOU Revision</i>		
<b>Amount dispersed by population</b>	<b>\$194,429</b>	
<b>Total Funding Necessary</b>	<b>\$483,836</b>	
<b>Agency</b>	<b>Percentage</b>	<b>Amount</b>
<b>County</b>	52.000%	\$101,103
<b>Santa Cruz</b>	21.200%	\$41,219
<b>Watsonville</b>	18.300%	\$35,581
<b>Scotts Valley</b>	4.500%	\$8,749
<b>Capitola</b>	4.000%	\$7,777
<b>UCSC</b>	Fixed	\$8,371
<b>State Parks</b>	Fixed	\$6,972
<b>Interest &amp; Grant</b>	Fixed	\$106,200
<b>Fund Balance</b>		\$167,864
<b>Total</b>	<b>100.00%</b>	<b>\$483,836</b>

**Scotts Valley Fire Protection District**  
**SCHMIT (685040)**  
**Final 2021/2022 Budget**

**Revenue Summary**

Account #	Revenue Description	Revenue Amount
40430	Interest	\$ 400
40894	Grant Funding	\$ 105,800
Subtotal Other Revenue		\$ 106,200
41150	<u>Haz Mat Contract Contributions:</u>	
	<u>Percentage</u>	
	Santa Cruz County	\$ 101,103
	City of Santa Cruz	\$ 41,219
	City of Watsonville	\$ 35,581
	City of Scotts Valley	\$ 8,749
	City of Capitola	\$ 7,777
	UCSC	\$ 8,371
	State Parks	\$ 6,972
Total Contrubution From Other Agencies		\$ 209,772
Total Revenue		\$ 315,972
Fund Balance		\$ 167,864
Total General Fund Revenue		\$ 483,836

**Expenditure Summary**

Account #	Expense Category	Expense Amount
60000	Services and Supplies	\$ 83,695
75000	Personnel Costs	\$ 170,000
86204	Fixed Assets	\$ 105,800
Total Expenditures		\$ 359,495
Contingencies		\$ 25,000
General Reserves		\$ 99,341
Total SCHMIT General Fund Budget		\$ 483,836

# Scotts Valley Fire Protection District

SCHMIT (685040)

Final 2021/2022 Budget

## Expenditure Accounts

Account #	Category	Amount
<b>Services and Supplies</b>		
61110	Protective Clothing	\$ 10,600
61221	Telephone and Telegraph	\$ 960
61535	Insurance	\$ 2,555
61720	Maintenance, Mobile Equipment	\$ 15,000
61725	Maintenance, Office Equipment	\$ 380
61730	Maintenance, Other Equipment	\$ 10,200
61920	Medical Supplies	\$ 1,000
62219	Computer Software	\$ 3,000
62301	Accounting and Auditing	\$ 1,200
62365	Management Services	\$ 6,000
62715	Small Tools and Instruments	\$ 10,300
62888	Special District Expense	\$ 1,250
62914	Training	\$ 20,600
62920	Fuel	\$ 650
<b>Total Services and Supplies</b>		<b>\$ 83,695</b>
<b>Contributions to Agencies</b>		
75268	Reimbursement of Costs to Agencies	\$ 150,000
75276	Emergency Response Reimbursement	\$ 20,000
<b>Total Contributions to Agencies</b>		<b>\$ 170,000</b>
<b>Fixed Assets</b>		
86204	Equipment	\$ 105,800
<b>Total Fixed Assets</b>		<b>\$ 105,800</b>
<b>Appropriation for Contingencies</b>		
98700	Contingencies	\$ 25,000
<b>Total Appropriation for Contingencies</b>		<b>\$ 25,000</b>
<b>General Reserves</b>		
98965	Unassigned Fund Balance	\$ 99,341
<b>Total Reserves</b>		<b>\$ 99,341</b>
<b>Total Expenditures</b>		<b>\$ 483,836</b>



# Scotts Valley Fire Protection District

SCHMIT (685040)

Final 2021/2022 Budget

## Schedule of Fixed Assets

Budget	Description	
685040	SCHMIT	
Account	Description of Item	Amount
86204	RDK RAE system (Grant)	\$ 105,800
Subtotal Equipment		\$ 105,800
Total Fixed Assets		\$ 105,800

Signed: \_\_\_\_\_

Board Secretary

Rb

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**

**RESOLUTION NO. 2021-8**

**RESOLUTION ADOPTING FINAL BUDGET**  
**FOR FISCAL YEAR 2021/2022**

WHEREAS, Sections 13890, 13891 and 13893 of the California Health and Safety Code have been complied with; and

WHEREAS, a public hearing has been completed, during which time all additions and deletions to the proposed budget for 2021/2022 were made;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED in accordance with Section 13895 of the California Health and Safety Code, the Final Budget of the Scotts Valley Fire Protection District of Santa Cruz County for which the Board of Directors is the governing board, for fiscal year 2021/2022 and is hereby adopted in accordance with the following:

**Final Scotts Valley Fire Protection District Budget**

General Fund	Index 685010	\$10,514,444
Capital Outlay/Zone A	Index 685030	\$ 1,685,352
SCHMIT	Index 685040	\$ 483,836

BE IT FURTHER RESOLVED that the appropriations for each budget unit which constitute the respective totals for each of the objects of the expenditures listed are attached hereto and known as the Final Budget (on file with the Secretary of the Board).

PASSED AND ADOPTED BY THE Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, at a regular meeting held on August 11, 2021, by the following vote:

AYES    NOES    ABSENT    ABSTAIN

Director Robert Campbell  
Director Edward Harmon  
Director Joseph Parker  
Director Russ Patterson  
Director Daron Pisciotta

ATTEST:

\_\_\_\_\_  
Ron Whittle  
Board Secretary

\_\_\_\_\_  
Joe Parker  
Board President

cc: County Auditor/Controller