



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

## Board of Directors

### Agenda

Wednesday, November 10, 2021, 6:00 P.M.

Scotts Valley City Hall

One Civic Center Drive, Scotts Valley CA 95066

Agendas and Board Packets are available on the Scotts Valley Fire Protection District (SVFPD) website at [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 Ron Whittle, Board Secretary, for immediate consideration.

### Teleconference Notice

Director Harmon will be joining the meeting via teleconference from the following location:  
5315 D ST. Sacramento, CA 95819

#### 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 Special Board Meeting Minutes of October 7, 2021

4.2 Minutes: Approve Regular Board Meeting Minutes of October 13, 2021

4.3 Approve SVFPD Claims Disbursements for the Month of October 1, 2021 through October 31, 2021 in the Amount of:

Payroll and Benefits:	\$562,862.17
General Fund:	\$ 38,965.51
Capital Outlay:	\$ 4,161.92
SCHMIT:	\$ <u>194.37</u>
TOTAL:	\$606,183.97

4.4 Approve Side Letter of Agreement for Confidential Employees regarding health care changes.

**Scotts Valley Fire Protection District  
Board of Directors Meeting for November 10, 2021  
Agenda**

- 4.5 Approve Side Letter of Agreement for I.A.F.F. Local 3577 regarding health care changes.
- 4.6 Approve Side Letter of Agreement for Chief Officers regarding health care changes.

**5. Presentation**

- 5.1 LAFCO Report Presentation – Joe Serrano, Executive Officer LAFCO

**6. Public Hearing –Ordinance 2021-1**

- 6.1 Scheduled Public Hearing on Ordinance 2021-1: An Ordinance Establishing a Schedule of Fees for Inspection Services, Plan Checks, Permits, Cost Recovery, and Other Fire Service Related Fees

Public Hearing Process: District staff will make a summary of the ordinance. The Board President will ask for public comment. Each speaker should go to the podium, sign in for the record and state their name and address. Each speaker will be allowed three (3) minutes to speak 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.

Receive Public Comment and Adopt Ordinance 2021-1: Establishing a Schedule of Fees for Inspection Services, Plan Checks, Permits, Cost Recovery and Other Fire Service Related Fees

**7. Action Items – Discussion/Action**

- 7.1 Scotts Valley Water District Intertie Pump Station
- 7.2 Appoint Ad-Hoc Committee for Purpose of Addressing LAFCO Report

**8. Board of Directors and Administrative Reports – Information/Discussion**

(No action will be taken on any questions raised by the Board at this time.)

- 8.1 Board of Directors Report – Directors
- 8.2 Administrative Report – Chief Officers

**9. Correspondence**

- 9.1 Caldor Fire Thank You Note
- 9.2 Letter from Central Fire District Acknowledging BC Stubendorff for Assistance with Captains Test

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

- 10.1 Fire Chief Performance Review: Government Code §54957

**11. Open Session**

- 11.1 Report on Closed Session: Government Code §54957.1
- 11.2 Approve revised Fire Chief Employment Contract

**12. Request for Future Agenda Items**

**13. Adjournment**

Next Regularly Scheduled Board Meeting:  
Wednesday, December 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 SPECIAL MEETING OF October 7, 2021

### 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 (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=SG5zQzI3MTZmVF15ZStwMWxSdEc4Zz09>

#### 1. Call to Order

The Special Board Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Thursday, October 7, 2021 at 7 Erba Lane, Scotts Valley, CA. President Parker called the meeting to order at 6:01 p.m.

##### 1.1 Roll Call

- |                         |  |
|-------------------------|--|
| A. Directors Present:   | Directors Campbell, Harmon (teleconference), Parker, Patterson and Pisciotta |
| B. Directors Absent:    | None   |
| C. Fire District Staff: | Chief Whittle and Battalion Chief McNeil                                     |

#### 2. Public Comment (GC §54954.3)

None

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

None

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

##### 4.1 Conference with Labor Negotiators: Government Code §54957.6

Agency Designated Representatives: Joe Parker and Ed Harmon

Employee Organization: All

At 6:03 p.m., President Parker announced that the Board would be going into Closed Session for the purpose listed in Item 4.1.

#### 5. Open Session: Government Code §54957.1

##### 5.1 Report on Closed Session

At 6:36 p.m., the Board reconvened to open session and President Parker reported that the Board discussed the increase to PERS Health care premiums and how it effects the current MOU's. The Board gave general direction to the labor negotiators for reaching a tentative agreement with the employee organizations. No voting action was taken.

#### 6. Adjournment

The meeting was adjourned at 6:37 p.m.

ATTEST

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

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



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066

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## MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF October 13, 2021

### 1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, October 13, 2021 at the City of Scotts Valley Council Chambers. President Parker called the meeting to order at 6:00 p.m.

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

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 and Patterson
B. Directors Absent:	Director Pisciotta
C. Fire District Staff:	Chief Whittle, Battalion Chief McNeil and Administrative Services Manager 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 September 8, 2021

#### 4.2 Approve SVFPD Claims Disbursements for the Month of September 1, 2021 through September 30, 2021 in the Amount of:

<u>Payroll and Benefits:</u>	\$616,488.68
<u>General Fund:</u>	\$330,670.04
<u>Capital Outlay:</u>	\$ 1,544.78
<u>SCHMIT:</u>	\$ 0.00
<u>TOTAL:</u>	\$948,703.50

#### 4.3 Approve Permit/Inspection Fee Waiver Request for the Scotts Valley High School's Haunted House

On motion of Director Campbell seconded by Director Patterson to *Approve the Consent Calendar Items 4.1, 4.2 and 4.3* was approved by the following vote:

<b>AYES:</b>	<b>Campbell, Harmon, Parker and Patterson</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Pisciotta</b>
<b>ABSTAIN:</b>	<b>None</b>

### 5. Discussion Item

#### 5.1 None

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting October 13, 2021**

**6. Action Item**

**6.1 Approve Resolution 2021-9: Resolution of Intent to Adopt an Ordinance Establishing a Schedule of Fees for Inspection Service, Plan Checks, Permits, Cost Recovery, and Other Fire Service Related Fees and Set Public Hearing for November 10, 2021**

Chief Whittle explained that the current fee schedule was established in 2005. Staff has spent the last six month revising the fee schedule by looking at other agencies fee schedules and updating the actual cost to provide the services as allowable by law. The Finance Committee and SVFPD Legal Counsel has reviewed the fee schedule.

**On motion of Director Patterson seconded by Director Harmon to Approve Resolution 2021-9: Resolution of Intent to Adopt an Ordinance Establishing a Schedule of Fees for Inspection Service, Plan Checks, Permits, Cost Recovery, and Other Fire Service Related Fees and Set Public Hearing for November 10, 2021 was approved by the following vote:**

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

**6.2 Approve the Following Revised Policies:**

<u>Policy #</u>	<u>Policy</u>
<u>1600</u>	<u>Purchasing</u>
<u>1605</u>	<u>Fiscal Accountability</u>
<u>2101</u>	<u>Committees of the Board of Directors</u>

Chief Whittle stated that the Finance Committee reviewed the policy revisions, which were minor edits to reflect current practice.

**On motion of Director Harmon seconded by Director Campbell to Approve Policy 1600: Purchasing, Policy 1605: Fiscal Accountability and Policy 2101: Committees of the Board of Directors was approved by the following vote:**

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

Director Campbell reported that the Finance Committee met and reviewed the policy revisions that were previously approved.

Director Patterson reported that he attended the LAFCO meeting this morning and will have a request for a future agenda item later in the meeting.

**7.2 Administrative Report – Chief Officers**

The Administrative Report was included in the board packet and Chief Whittle reported on the following:

- E2511 was placed out of service due to significant brake wear. There was a delay in getting the replacement parts, which was resolved today.
- E2512 is going back to the Central shop to have the radiator repaired. There have been multiple problems with replacement radiator parts from an outside vendor. Central is handling the repairs and as of now will be warranting the work.

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting October 13, 2021**

- Firefighters Matt Smith and Matt Smiley have successfully completed their probationary period. They will now progress into the SVFPD Engineer program.
- CICC applications have been approved for BC Lofranco as a qualified Strike Team Leader, and Safety Officer Trainee. BC McNeil has been approved for Safety Officer Trainee as well.
- Captain Vandervoort and I met with the City of Scotts Valley City Manager, Community Development Director and Administrative Services Director regarding the current and future collection of fire fees. Currently the City collects some design and plan review fees for the SVFPD, and then issues the SVFPD payment once fees are collected. However, we have had difficulty reconciling the fees we charge with what the City sends us, therefore we are working on a solution that will work for both agencies.
- On October 2, a Type 3 Strike Team was sent to the KNP Complex Fire, resigned to the Alisal Fire in Santa Barbara and will likely return home on Friday. A new Strike Team may be requested shortly after they return.
- A task force from Santa Clara County was part of a preposition assignment due to the anticipated wind event and the number of Santa Cruz County engines assigned to the KNP Complex Fire.
- Thank you to Director Campbell for assisting Baymonte with his fire prevention expertise so they were able to complete their five-year fire sprinkler inspection.
- The LAFCO Countywide Services and Sphere Review for Fire Protection Services was approved today. Based on the LAFCO report, the SVFPD has one of the lowest ISO ratings, second fastest response time, reserves, financial stability but did recommend merging with the Branciforte Fire Protection District (BFPD).
- Administrative Captain Vandervoort has investigated a few suspicious fires recently.
- The Dominican Sisters are interested in getting back the Marywood Property, which appears that they make this request every 8-10 years. This will require some research and the options will be presented to the Board.
- For the BFPD, Administrative Staff completed a procedure manual and setup the computer, desk and office supplies. Since the Fire Chief was not appointed until September 16<sup>th</sup>, there was limited time for hands on training. The CAD response was returned to auto mutual aid as it was prior to the management agreement.

**8. Correspondence – Information**

**8.1 Caldor Fire Thank You Notes**

The Board received and filed the correspondence.

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

**9.1 Conference with Labor Negotiators: Government Code §54957.6**  
**Agency Designated Representative: Joe Parker, Ed Harmon**  
**Employee Organization: All**

**9.2 Fire Chief Performance Review: Government Code §54957**

At 6:30 p.m., Board President Parker announced that the Board would be going into Closed Session for the purposes listed above.

**10. Open Session**

**10.1 Report on Closed Session: Government Code §54957.1**

At 6:53 p.m., the Board reconvened to Open Session. President Parker reported that no action was taken in Closed Session.

**11. Request for Future Agenda Items**

Director Patterson requested that Chief Whittle invite LAFCO Executive Officer Joe Serrano to present the Countywide Fire Service and Sphere review to the Board. In addition, Director Patterson would like the Board to discuss creating an Ad-Hoc Committee to address the LAFCO report findings.

**12. Adjournment**

The meeting was adjourned at 7:00 p.m.

ATTEST

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

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

## Expenditure Actual Transactions

Criteria: PostOn = 10/1/2021..10/31/2021; EntryDate = 10/1/2021..10/31/2021; GLKey = 685010, 685020, 685030, 685040; Summarize by = GLKey,Character,Object

FY	FM	Posted	Document	Doc Ref	GLKey	Fund	Organization	GL Obj	Amount	Description	Vendor No	Vendor Name
GL Key 685010 - SCOTTS VALLEY FIRE PROT SVC												
Character 50 - SALARIES AND EMPLOYEE BENEF												
Object 51000 - REGULAR PAY-PERMANENT												
2022	04	10/6/2021	DUR2108		685010	76585	68500000	51000	132,942.79	PAYPERIOD 20/PAYDATE 10082021		
2022	04	10/7/2021	DUR2108		685010	76585	68500000	51000	(775.03)	W/Comp Cahr 9/16-9/19/21	C98999	DEP
2022	04	10/7/2021	DUR2108		685010	76585	68500000	51000	(95.47)	W/Comp Cahr 9/20-9/29/21	C98999	DEP
2022	04	10/7/2021	DUR2108		685010	76585	68500000	51000	(2,712.82)	W/Comp Ranzano 9/18-10/1/21	C98999	DEP
2022	04	10/20/2021	PAYPERIOD		685010	76585	68500000	51000	130,589.67	PAYPERIOD 21/PAYDATE 10222021		
2022	04	10/21/2021	DUR2443		685010	76585	68500000	51000	(2,712.82)	WC 10/2-10/15/21- Ranzano	C98999	DEP
Total Object 51000									257,216.72			
Object 51005 - OVERTIME PAY-PERMANENT												
2022	04	10/20/2021	PAYPERIOD		685010	76585	68500000	51005	122,749.36	PAYPERIOD 21/PAYDATE 10222021		
2022	04	10/6/2021	PAYPERIOD		685010	76585	68500000	51005	33,350.70	PAYPERIOD 20/PAYDATE 10082021		
Total Object 51005									156,100.06			
Object 51010 - REGULAR PAY-EXTRA HELP												
2022	04	10/6/2021	PAYPERIOD		685010	76585	68500000	51010	1,751.12	PAYPERIOD 20/PAYDATE 10082021		
Total Object 51010									1,751.12			
Object 51035 - HOLIDAY PAY												
2022	04	10/6/2021	PAYPERIOD		685010	76585	68500000	51035	5,166.73	PAYPERIOD 20/PAYDATE 10082021		
2022	04	10/20/2021	PAYPERIOD		685010	76585	68500000	51035	4,987.23	PAYPERIOD 21/PAYDATE 10222021		
Total Object 51035									10,153.96			
Object 51040 - DIFFERENTIAL PAY												
2022	04	10/20/2021	PAYPERIOD		685010	76585	68500000	51040	8,076.66	PAYPERIOD 21/PAYDATE 10222021		
2022	04	10/6/2021	PAYPERIOD		685010	76585	68500000	51040	8,076.66	PAYPERIOD 20/PAYDATE 10082021		
Total Object 51040									16,153.32			
Object 52010 - OASDI-SOCIAL SECURITY												
2022	04	10/6/2021	PAYPERIOD		685010	76585	68500000	52010	2,710.41	PAYPERIOD 20/PAYDATE 10082021		
2022	04	10/20/2021	PAYPERIOD		685010	76585	68500000	52010	3,890.35	PAYPERIOD 21/PAYDATE 10222021		
Total Object 52010									6,600.76			
Object 52015 - PERS												
2022	04	10/20/2021	PAYPERIOD		685010	76585	68500000	52015	25,572.49	PAYPERIOD 21/PAYDATE 10222021		
2022	04	10/6/2021	PAYPERIOD		685010	76585	68500000	52015	25,517.26	PAYPERIOD 20/PAYDATE 10082021		
Total Object 52015									51,089.75			
Object 53010 - EMPLOYEE INSURANCE & BENEFITS												
2022	04	10/6/2021	PAYPERIOD		685010	76585	68500000	53010	(1,119.05)	PAYPERIOD 20/PAYDATE 10082021		
2022	04	10/6/2021	1021SVFD		685010	76585	68500000	53010	4,516.47	HEALTH CARE EMP SVFD Group 387	V108670	HEALTH CARE EMPLOYEES/EMPLOYER
2022	04	10/8/2021	OCT21HLTH		685010	76585	68500000	53010	52,355.88	SV FIRE OCT 2021	V116512	US BANK
2022	04	10/20/2021	PAYPERIOD		685010	76585	68500000	53010	(1,119.05)	PAYPERIOD 21/PAYDATE 10222021		
2022	04	10/7/2021	DUR2108		685010	76585	68500000	53010	(51.01)	M.Paequihl Oct21 Dental,CK#881	C98999	DEP
2022	04	10/14/2021	DUR2274		685010	76585	68500000	53010	(288.74)	D.GrebillOct-Dec21DentalCK#5530	C98999	DEP

Run: 11/1/2021 8:03 AM. Includes transactions posted through: 10/31/2021



## Expenditure Actual Transactions

Criteria: PostOn = 10/1/2021..10/31/2021; EmplDate = 10/1/2021..10/31/2021; GLKey = 885010, 885020, 885030, 885040; Summarize by = GLKey, Character, Object

FY	FM	Posted	Document	Doc Ref	GLKey	Fund	Organization	GL Obj	Amount	Description	Vendor No	Vendor Name
GL Key 885010 - SCOTTS VALLEY FIRE PROT SVC												
Character 50 - SALARIES AND EMPLOYEE BENEF												
Object 53010 - EMPLOYEE INSURANCE & BENEFITS												
2022	04	10/14/2021	DU82274	DU82274	885010	76585	685000000	53010	(51.01)	S.Downey Oad21 Dental,CK#2287	C98989	DEP
2022	04	10/14/2021	DU82274	DU82274	885010	76585	685000000	53010	(51.01)	M.Merano Oad21 Dental,CK#28	C98989	DEP
2022	04	10/22/2021	1121SVFD		885010	76585	685000000	53010	4,516.47	HEALTH CARE EMP SVFD Group 387	V108670	HEALTH CARE EMPLOYEE/EMPLOYER
2022	04	10/15/2021	1021SVFD		885010	76585	685000000	53010	1,130.87	FDAC EBA SVFD	V33867	FIRE DISTRICTS ASSOC OF CA
Total Object 53010									59,838.82			
Object 53015 - UNEMPLOYMENT INSURANCE												
2022	04	10/6/2021	PAYPERIOD		885010	76585	685000000	53015	31.52	PAYPERIOD 20/PAYDATE 10082021		
Total Object 53015									31.52			
Object 55021 - OTHER BENEFITS MISC												
2022	04	10/6/2021	PAYPERIOD		885010	76585	685000000	55021	1,973.07	PAYPERIOD 20/PAYDATE 10082021		
2022	04	10/20/2021	PAYPERIOD		885010	76585	685000000	55021	1,973.07	PAYPERIOD 21/PAYDATE 10222021		
Total Object 55021									3,946.14			
Total Character 50									582,882.17			
Character 60 - SERVICES AND SUPPLIES												
Object 61110 - CLOTHING & PERSONAL SUPPLIES												
2022	04	10/29/2021	1121SVFD		885010	76585	685000000	61110	685.78	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
2022	04	10/1/2021	1021SVFD		885010	76585	685000000	61110	1,954.76	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
Total Object 61110									2,640.54			
Object 61221 - TELEPHONE-NON TELECOM 1089												
2022	04	10/1/2021	1021SVFD		885010	76585	685000000	61221	888.58	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
2022	04	10/28/2021	1121SVFD		885010	76585	685000000	61221	997.06	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
Total Object 61221									1,985.64			
Object 61310 - FOOD												
2022	04	10/29/2021	1121SVFD		885010	76585	685000000	61310	99.58	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
2022	04	10/14/2021	DU82274	DU82274	885010	76585	685000000	61310	(208.09)	Grigg ST Meal Reimb, RF#3890	C98989	DEP
2022	04	10/7/2021	DU82108	DU82108	885010	76585	685000000	61310	(175.66)	Strike Team Meal Reimb, RF#3888	C98989	DEP
2022	04	10/1/2021	1021SVFD		885010	76585	685000000	61310	455.15	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
Total Object 61310									170.98			
Object 61425 - OTHER HOUSEHOLD EXP-SERVICES												
2022	04	10/1/2021	1021SVFD		885010	76585	685000000	61425	839.62	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
2022	04	10/29/2021	1121SVFD		885010	76585	685000000	61425	193.60	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
Total Object 61425									1,033.22			
Object 61720 - MAINT-MOBILE EQUIPMENT-SERV												
2022	04	10/29/2021	1121SVFD		885010	76585	685000000	61720	6,061.31	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT
2022	04	10/14/2021	DU82274	DU82274	885010	76585	685000000	61720	(5,359.08)	B2502 Vehicle Claim CK#128643	C98989	DEP
2022	04	10/1/2021	1021SVFD		885010	76585	685000000	61720	2,573.25	U S BANK CORPOR SVFD 4246-0445	V982019	U S BANK CORPORATE PAYMENT

Run: 11/11/2021 8:03 AM Includes transactions posted through: 10/31/2021



**Expenditure Actual Transactions**

Criteria: PostOn = 10/1/2021, 10/31/2021; EntryDate = 10/1/2021, 10/31/2021; GLKey = 685010, 685020, 685030, 685040; Summarize by = GLKey, Character, Object

FY	FM	Posted	Document	Doc Ref	GLKey	Fund	Organization	GL Obj	Amount	Description	Vendor No	Vendor Name
GL Key 685010 -- SCOTTS VALLEY FIRE PROT SVC												
Character 60 -- SERVICES AND SUPPLIES												
Object 61720 -- MAINT-MOBILE EQUIPMENT-SERV												
2022	04	10/8/2021	7800		685010	76585	68500000	61720	376.06	CENTRAL FIRE PR SVFD	V116866	CENTRAL FIRE PROTECTION DIST
2022	04	10/15/2021	C1030728		685010	76585	68500000	61720	407.50	GOLDEN STATE EM SVFD PIE-0143	V129826	GOLDEN STATE EMERGENCY VEHICLE
2022	04	10/22/2021	C1030804		685010	76585	68500000	61720	894.83	GOLDEN STATE EM SVFD PIE-0143	V129826	GOLDEN STATE EMERGENCY VEHICLE
2022	04	10/22/2021	C1030837		685010	76585	68500000	61720	271.56	GOLDEN STATE EM SVFD PIE-0143	V129826	GOLDEN STATE EMERGENCY VEHICLE
Total Object 61720									5,225.43			
Object 61725 -- MAINT-OFFICE EQUIP-MNT-SERVICES												
2022	04	10/8/2021	13694		685010	76585	68500000	61725	1,780.12	PAGODA TECHNOLO SVFD	V125184	PAGODA TECHNOLOGIES INC
2022	04	10/8/2021	410382		685010	76585	68500000	61725	87.80	MONTEREY BAY SY SVFD	V125978	MONTEREY BAY SYSTEMS
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	61725	261.97	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 61725									2,129.89			
Object 61730 -- MAINT-OTH EQUIP-SERVICES												
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	61730	259.96	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	61730	2,370.19	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 61730									2,630.15			
Object 61845 -- MAINT-STRUCT/IMPS/GRDS-OTH-SRV												
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	61845	984.24	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	61845	117.50	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/22/2021	9202119		685010	76585	68500000	61845	62.70	WESTERN EXTERMI SVFD Cus#8680	V15766	WESTERN EXTERMINATOR COMPANY
2022	04	10/22/2021	9203133		685010	76585	68500000	61845	57.50	WESTERN EXTERMI SVFD Cus#8680	V15766	WESTERN EXTERMINATOR COMPANY
Total Object 61845									1,221.94			
Object 61920 -- MEDICAL, DENTAL & LAB SUPPLIES												
2022	04	10/8/2021	336977		685010	76585	68500000	61920	78.50	ANALGESIC SERVI SVFD	V125202	ANALGESIC SERVICES INC
Total Object 61920									78.50			
Object 62020 -- MEMBERSHIPS												
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	62020	196.45	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 62020									196.45			
Object 62219 -- PC SOFTWARE PURCHASES												
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	62219	720.72	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	62219	108.16	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 62219									828.88			
Object 62223 -- SUPPLIES												
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	62223	11.96	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	62223	31.38	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 62223									43.34			

# **Expenditure Actual Transactions**

Criteria: PostOn = 10/1/2021..10/31/2021; EntryDate = 10/1/2021..10/31/2021; GLKey = 685010, 685020, 685030, 685040; Summarize by = GLKey,Character,Object

FY	FM	Posted	Document	Doc Ref	GLKey	Fund	Organization	GL Obj	Amount	Description	Vendor No	Vendor Name
GL Key 685010 -- SCOTT'S VALLEY FIRE PROT SVC												
Character 60 -- SERVICES AND SUPPLIES												
Object 62301 -- ACCOUNTING AND AUDITING FEES												
2022	04	10/8/2021	9912		685010	76585	68500000	62301	900.00	TOTAL COMPENSAT SVFD ACCOUNTS	V129212	TOTAL COMPENSATION SYSTEMS INC
Total Object 62301									900.00			
Object 62327 -- DIRECTORS' FEES												
2022	04	10/20/2021	PAYPERIOD		685010	76585	68500000	62327	2,500.00	PAYPERIOD 2:PAYDATE 10222021		
Total Object 62327									2,500.00			
Object 62381 -- PROF & SPECIAL SERV-OTHER												
2022	04	10/22/2021	39538		685010	76585	68500000	62381	150.00	CSG CONSULTANTS SVFD	V121100	CSG CONSULTANTS INC
2022	04	10/15/2021	538902		685010	76585	68500000	62381	49.00	DEPT OF JUSTICE SVFD	V108459	DEPT OF JUSTICE 903347
Total Object 62381									199.00			
Object 62420 -- LEGAL NOTICES												
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	62420	30.00	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 62420									30.00			
Object 62715 -- SMALL TOOLS & INSTRUMENTS												
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	62715	980.79	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/6/2021	INV530237		685010	76585	68500000	62715	4,494.26	L N CURTIS & SONS	V115989	L N CURTIS & SONS
2022	04	10/6/2021	INV531002		685010	76585	68500000	62715	175.38	L N CURTIS & SONS	V115989	L N CURTIS & SONS
2022	04	10/6/2021	INV531530		685010	76585	68500000	62715	2,537.53	L N CURTIS & SONS	V115989	L N CURTIS & SONS
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	62715	238.11	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/22/2021	INV533065		685010	76585	68500000	62715	441.41	L N CURTIS & SONS	V115989	L N CURTIS & SONS
2022	04	10/22/2021	INV533374		685010	76585	68500000	62715	272.62	L N CURTIS & SONS	V115989	L N CURTIS & SONS
2022	04	10/22/2021	INV533752		685010	76585	68500000	62715	255.83	L N CURTIS & SONS	V115989	L N CURTIS & SONS
Total Object 62715									9,395.93			
Object 62888 -- SPEC DIST EXP-SERVICES												
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	62888	50.00	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 62888									50.00			
Object 62914 -- EDUCATION & TRAINING(REPT)												
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	62914	375.00	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	62914	911.23	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 62914									1,286.23			
Object 62920 -- GAS, OIL, FUEL												
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	62920	166.03	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/7/2021	DJ82108	DJ82108	685010	76585	68500000	62920	(1,586.84)	B40 Fuel Reimb. 7121-821	C99999	DEP
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	62920	546.63	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/6/2021	1021SVFD		685010	76585	68500000	62920	60.22	MCNEIL, JEFF SVFD	V120465	MCNEIL, JEFF
2022	04	10/6/2021	821700		685010	76585	68500000	62920	3,112.10	WESTERN STATES SVFD	V39738	TOP LOPES DISTRIBUTING
2022	04	10/22/2021	43856		685010	76585	68500000	62920	84.48	BAYSIDE OIL II SVFD SVF02	V118980	BAYSIDE OIL II INC
Total Object 62920									2,362.62			

Run: 11/1/2021 8:03 AM. Includes transactions posted through: 10/31/2021

# **Expenditure Actual Transactions**

Criteria: PostOn = 10/1/2021, 10/31/2021; EntryDate = 10/1/2021, 10/31/2021; GLKey = 685010, 685020, 685030, 685040; Summarize by = GLKey, Character, Object

FY	FM	Posted	Document	Doc Ref	GLKey	Fund	Organization	GL Obj	Amount	Description	Vendor No	Vendor Name
GL Key 685010 -- SCOTT'S VALLEY FIRE PROT SVC												
Character 60 -- SERVICES AND SUPPLIES												
Object 63070 -- UTILITIES												
2022	04	10/15/2021	1021SVFD1		685010	76585	68500000	63070	807.33	PACIFIC GAS AND SVFD 605690794	V129169	PACIFIC GAS AND ELECTRIC CO
2022	04	10/15/2021	1021SVFD2		685010	76585	68500000	63070	806.28	PACIFIC GAS AND SVFD 653635097	V129169	PACIFIC GAS AND ELECTRIC CO
2022	04	10/15/2021	1021SVFD3		685010	76585	68500000	63070	78.34	PACIFIC GAS AND SVFD 938010705	V129169	PACIFIC GAS AND ELECTRIC CO
2022	04	10/15/2021	1021SVFD4		685010	76585	68500000	63070	64.72	PACIFIC GAS AND SVFD 649468431	V129169	PACIFIC GAS AND ELECTRIC CO
2022	04	10/8/2021	1021SVFD		685010	76585	68500000	63070	185.25	CITY OF SCOTT'S SVFD	V102713	CITY OF SCOTT'S VALLEY
2022	04	10/8/2021	1021SVFD1		685010	76585	68500000	63070	197.51	CITY OF SCOTT'S SVFD	V102713	CITY OF SCOTT'S VALLEY
2022	04	10/1/2021	1021SVFD		685010	76585	68500000	63070	1,270.76	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/29/2021	1121SVFD		685010	76585	68500000	63070	646.58	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 63070									4,056.77			
Total Character 60									38,985.51			
Total GL Key 685010									601,827.68			
GL Key 685030 -- SCOTT'S VLY FIRE DIST.-CAPITAL												
Character 60 -- SERVICES AND SUPPLIES												
Object 61845 -- MAINT-STRUCT/IMPS/GRDS-OTH-SRV												
2022	04	10/29/2021	1121SVFD-1		685030	76585	68500000	61845	448.34	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/1/2021	102SVFD		685030	76585	68500000	61845	541.80	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 61845									990.14			
Object 62710 -- FIELD EQUIPMENT												
2022	04	10/8/2021	INV530237-1		685030	76585	68500000	62710	3,171.78	L N CURTIS & SO SVFD Cust 3627	V115989	L N CURTIS & SONS
Total Object 62710									3,171.78			
Total Character 60									4,161.92			
Total GL Key 685030									4,161.92			
GL Key 685040 -- SV FIRE DIST-REGIONAL HAZ RESP												
Character 60 -- SERVICES AND SUPPLIES												
Object 61221 -- TELEPHONE-NON TELECOM 1099												
2022	04	10/1/2021	1021SVFD-2		685040	76587	68500000	61221	76.20	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
2022	04	10/29/2021	1121SVFD-2		685040	76587	68500000	61221	76.19	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 61221									152.39			
Object 62920 -- GAS, OIL, FUEL												
2022	04	10/1/2021	1021SVFD-2		685040	76587	68500000	62920	41.98	U S BANK CORPOR SVFD 4246-0445	V992019	U S BANK CORPORATE PAYMENT
Total Object 62920									41.98			
Total Character 60									194.37			
Total GL Key 685040									194.37			

# **SIDE LETTER OF AGREEMENT**

**BETWEEN**

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**

**AND**

**CONFIDENTIAL EMPLOYEES**

This Side Letter of Agreement (Agreement) between the Scotts Valley Fire Protection District ("District") and the Administrative Services Manager and Administrative Accounting Specialists of the District (herein referred to as "Confidential Employees", collectively referred to as the "Parties") is entered into with respect to the following:

**WHEREAS**, the District and the Confidential Employees are currently parties to a Memorandum of Understanding (MOU) with a term of July 1, 2021 through June 30, 2025; and

**WHEREAS**, Article 7 of the Parties' MOU provides that the District has elected to contract with the Public Employees' Retirement System ("PERS") to provide medical insurance coverage in accordance with the Public Employees' Medical and Hospital Care Act ("PEMHCA"); and

**WHEREAS**, per Article 7, paragraph (a), subparagraph (iii) of the Parties' MOU, the District's medical insurance contribution is as follows: After January 2016, the District contributes the premium for Confidential Employees who enroll in a CalPERS medical plan, up to a maximum contribution of ninety-seven percent (97%) of the CalPERS Bay Area PERS Choice PPO medical plan;

**WHEREAS**, recently, CalPERS announced that for calendar year 2022, it is eliminating the PERS Choice and PERS Care plans from the medical plans it offers to agencies who contract with CalPERS for medical insurance per the PEMHCA. In conjunction with eliminating the PERS Choice and PERS Care plans, CalPERS announced it is merging both plans into a new "PERS Platinum" plan for 2022, with premium increases for the Bay Area region, as follows:

Basic Premiums - Region 1			
2022 Calendar Year	Subscriber	Subscriber and 1 Dependent	Subscriber and 2 Dependents
PERS Platinum	\$1,057.01	\$2,114.02	\$2,748.23

**WHEREAS**, since the Parties' MOU ties the District's contribution for medical insurance to the PERS Choice plan, and the plan is no longer offered for 2022, the Parties met and conferred and have agreed to changes to their MOU as set forth below; and

**WHEREAS**, the following terms and conditions serve to amend the Parties' MOU where indicated and are otherwise incorporated into the MOU and will remain in effect for the term of the MOU subject to change pursuant to the Parties' successor contract negotiations:

1. Article 7, paragraph (a), subparagraph (iii) of the Parties' MOU will now read:

"The District agrees to pay CalPERS an amount of money on behalf of the active employee and his or her eligible dependents. The District paid amount, when combined with the minimum employee contribution ("MEC"), shall be the equivalent of 96% of the monthly premium cost of the Region 1 PERS Platinum PPO Plan as the maximum allowable premium amount (prior to January 1, 2020 District contribution was 97% of the PERS Choice Plan)."

2. The District's medical contributions for the remainder of calendar year 2021 will be in accordance with the amended MOU language set forth above in paragraph 1.
3. The District's maximum medical insurance contributions are inclusive of (not in addition to) the CalPERS statutory minimum payment for each employee's health insurance.
4. Effective January 1, 2022 and moving forward, the District will no longer contribute 97% of any premiums and will instead provide of 96% of the monthly premium cost of the Region 1 PERS Platinum PPO Plan as the maximum allowable premium amount, as set forth above in paragraph 1.
5. The Parties agree to meet and confer on healthcare costs prior to the open enrollment period of 2022 and to consider a 5% employee contribution toward the Region 1 PERS Platinum premium.
6. Confidential Employees are also now eligible for an Alternate Benefit, Healthcare Opt-Out cash payment, which will be added to the Parties' MOU as Article XII, Section 7.01, paragraph (a), subparagraph (vi).

This benefit is available to those full-time employees in regular or probationary status who: (1) elect to opt-out of receiving a District-sponsored health insurance plan; (2) are not enrolled in a District sponsored health insurance plan as the dependent of another District employee; and (3) provide proof of medical insurance coverage from a plan other than a District sponsored plan.

Any cash payment provided under this Side Letter shall be reported to the Internal Revenue Service ("IRS") and California Franchise Tax Board as compensation subject to income tax withholding. Each employee shall be solely and personally responsible for calculations regarding PERS retirement benefits. If an employee is to discontinue their opt-out status due to a qualifying event, the alternative benefit contributions will terminate on the last complete pay period prior to being reintroduced to a District sponsored plan.

The amount of alternative benefit amount provided to a Confidential Employee will be a flat rate of \$500.00 per month. Participation in the Alternative Benefit program must be elected each year during the open enrollment period for healthcare.

**FOR THE SCOTTS VALLEY FIRE PROTECTION DISTRICT**

\_\_\_\_\_  
Joseph Parker  
Lead Negotiator of the Board of Directors  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date

**FOR THE CONFIDENTIAL EMPLOYEES**

\_\_\_\_\_  
Megan Bridges  
Administrative Accounting Specialist  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michelle Mayfield  
Administrative Accounting Specialist  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Alicia Walton  
Administrative Services Manager  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date

# **SIDE LETTER OF AGREEMENT**

**BETWEEN**

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**

**AND**

**I.A.F.F. LOCAL 3577**

This Side Letter of Agreement (Agreement) between the Scotts Valley Fire Protection District ("District") and the Scotts Valley Firefighters I.A.F.F. Local 3577 (hereinafter referred to as "I.A.F.F. Local 3577", collectively referred to as the "Parties") is entered into with respect to the following:

**WHEREAS**, the District and I.A.F.F. Local 3577 are currently parties to a Memorandum of Understanding (MOU) with a term of July 1, 2021 through June 30, 2025; and

**WHEREAS**, Article XI, Section 11.01, paragraph (a), subparagraph (ii) of the Parties' MOU provides that the District has elected to contract with the Public Employees' Retirement System ("PERS") to provide medical insurance coverage in accordance with the Public Employees' Medical and Hospital Care Act ("PEMHCA"); and

**WHEREAS**, per Article XI, Section 11.01, paragraph (a), subparagraph (iii) of the Parties' MOU, the District's medical insurance contribution is as follows: the District contributes the premium for I.A.F.F. Local 3577 employees who enroll in a CalPERS medical plan and his or her eligible dependents, up to a maximum contribution of ninety-seven percent (97%) of the Bay Area PERS Choice PPO medical plan;

**WHEREAS**, recently, CalPERS announced that for calendar year 2022, it is eliminating the PERS Choice and PERS Care plans from the medical plans it offers to agencies who contract with CalPERS for medical insurance per the PEMHCA. In conjunction with eliminating the PERS Choice and PERS Care plans, CalPERS announced it is merging both plans into a new "PERS Platinum" plan for 2022, with premium increases for the Bay Area region, as follows:

Basic Premiums - Region 1			
2022 Calendar Year	Subscriber	Subscriber and 1 Dependent	Subscriber and 2 Dependents
<b>PERS Platinum</b>	\$1,057.01	\$2,114.02	\$2,748.23

**WHEREAS**, since the Parties' MOU ties the District's contribution for medical insurance to the PERS Choice plan, and the plan is no longer offered for 2022, the Parties met and conferred and have signed a tentative agreement with the terms contained in this Side Letter on October 5, 2021, agreeing to changes to their MOU as set forth below; and



**WHEREAS**, the following terms and conditions serve to amend the Parties' MOU where indicated and are otherwise incorporated into the MOU and will remain in effect for the term of the MOU subject to change pursuant to the Parties' successor contract negotiations:

1. Article XI, Section 11.01, paragraph (a), subparagraph (iii) of the Parties' MOU will now read:

"The District agrees to pay CalPERS an amount of money on behalf of the active employee and his or her eligible dependents. The District paid amount, when combined with the minimum employee contribution ("MEC"), shall be the equivalent of 96% of the monthly premium cost of the Region 1 PERS Platinum PPO Plan as the maximum allowable premium amount (prior to January 1, 2020 the District contribution was 97% of the PERS Choice Plan)."

2. The District's medical contributions for the remainder of calendar year 2021 will be in accordance with the amended MOU language set forth above in paragraph 1.
3. The District's maximum medical insurance contributions are inclusive of (not in addition to) the CalPERS statutory minimum payment for each employee's health insurance.
4. Effective January 1, 2022 and moving forward, the District will no longer contribute 97% of any premiums and will instead provide of 96% of the monthly premium cost of the Region 1 PERS Platinum PPO Plan as the maximum allowable premium amount, as set forth above in paragraph 1.
5. The Parties agree to meet and confer on healthcare costs prior to the open enrollment period of 2022 and to consider a 5% employee contribution toward the Region 1 PERS Platinum premium.
6. I.A.F.F. Local 3577 employees are also now eligible for an Alternate Benefit, Healthcare Opt-Out cash payment, which will be added to the Parties' MOU as Article XI, Section 11.01, paragraph (e).

This benefit is available to those full-time employees in regular or probationary status who: (1) elect to opt-out of receiving a District-sponsored health insurance plan; (2) are not enrolled in a District sponsored health insurance plan as the dependent of another District employee; and (3) provide proof of medical insurance coverage from a plan other than a District sponsored plan.

Any cash payment provided under this Side Letter shall be reported to the Internal Revenue Service ("IRS") and California Franchise Tax Board as compensation subject to income tax withholding. Each employee shall be solely and personally responsible for calculations regarding PERS retirement benefits. If an employee is to discontinue their opt-out status due to a qualifying event, the alternative benefit contributions will terminate on the last complete pay period prior to being reintroduced to a District sponsored plan.

The amount of alternative benefit amount provided to an I.A.F.F. Local 357 employee will be a flat rate of \$500.00 per month. Participation in the Alternative Benefit program must be elected each year during the open enrollment period for healthcare.

**FOR THE SCOTTS VALLEY FIRE PROTECTION DISTRICT**

\_\_\_\_\_  
Joseph Parker  
Lead Negotiator of the Board of Directors  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date

**FOR THE CHIEF OFFICERS**

\_\_\_\_\_  
Andrew Sundermier  
President, Scotts Valley  
Firefighters I.A.F.F. Local 3577

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dan Pedemonte  
Vice-President, Scotts Valley  
Firefighters I.A.F.F. Local 3577

\_\_\_\_\_  
Date

# **SIDE LETTER OF AGREEMENT**

**BETWEEN**

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**

**AND**

**CHIEF OFFICERS**

This Side Letter of Agreement (Agreement) between the Scotts Valley Fire Protection District ("District") and the Battalion Chiefs of the District (herein referred to as "Chief Officers", collectively referred to as the "Parties") is entered into with respect to the following:

**WHEREAS**, the District and the Chief Officers are currently parties to a Memorandum of Understanding (MOU) with a term of July 1, 2021 through June 30, 2025; and

**WHEREAS**, Article IX, paragraph (a), of the Parties' MOU provides that the District has elected to contract with the Public Employees' Retirement System ("PERS") to provide medical insurance coverage in accordance with the Public Employees' Medical and Hospital Care Act ("PEMHCA"); and

**WHEREAS**, per Article IX, paragraph (a), subparagraph (iii) of the Parties' MOU, the District's medical insurance contribution is as follows: the District contributes the premium for Chief Officers who enroll in a CalPERS medical plan and his or her eligible dependents, up to a maximum contribution of ninety-seven percent (97%) of the Bay Area PERS Choice PPO medical plan;

**WHEREAS**, recently, CalPERS announced that for calendar year 2022, it is eliminating the PERS Choice and PERS Care plans from the medical plans it offers to agencies who contract with CalPERS for medical insurance per the PEMHCA. In conjunction with eliminating the PERS Choice and PERS Care plans, CalPERS announced it is merging both plans into a new "PERS Platinum" plan for 2022, with premium increases for the Bay Area region, as follows:

Basic Premiums - Region 1			
2022 Calendar Year	Subscriber	Subscriber and 1 Dependent	Subscriber and 2 Dependents
PERS Platinum	\$1,057.01	\$2,114.02	\$2,748.23

**WHEREAS**, since the Parties' MOU ties the District's contribution for medical insurance to the PERS Choice plan, and the plan is no longer offered for 2022, the Parties met and conferred and have agreed to changes to their MOU as set forth below; and

**WHEREAS**, the following terms and conditions serve to amend the Parties' MOU where indicated and are otherwise incorporated into the MOU and will remain in effect for the term of the MOU subject to change pursuant to the Parties' successor contract negotiations:

1. Article 9, paragraph (a), subparagraph (iii) of the Parties' MOU will now read:

"The District agrees to pay CalPERS an amount of money on behalf of the active employee and his or her eligible dependents. The District paid amount, when combined with the minimum employee contribution ("MEC"), shall be the equivalent of 96% of the monthly premium cost of the Region 1 PERS Platinum PPO Plan as the maximum allowable premium amount (prior to January 1, 2020 District contribution was 97% of the PERS Choice Plan)."

2. The District's medical contributions for the remainder of calendar year 2021 will be in accordance with the amended MOU language set forth above in paragraph 1.
3. The District's maximum medical insurance contributions are inclusive of (not in addition to) the CalPERS statutory minimum payment for each employee's health insurance.
4. Effective January 1, 2022 and moving forward, the District will no longer contribute 97% of any premiums and will instead provide of 96% of the monthly premium cost of the Region 1 PERS Platinum PPO Plan as the maximum allowable premium amount, as set forth above in paragraph 1.
5. The Parties agree to meet and confer on healthcare costs prior to the open enrollment period of 2022 and to consider a 5% employee contribution toward the Region 1 PERS Platinum premium.
6. Chief Officers are also now eligible for an Alternate Benefit, Healthcare Opt-Out cash payment, which will be added to the Parties' MOU as Article IX, Section 9.01, paragraph (a), subparagraph (vi).

This benefit is available to those full-time employees in regular or probationary status who: (1) elect to opt-out of receiving a District-sponsored health insurance plan; (2) are not enrolled in a District sponsored health insurance plan as the dependent of another District employee; and (3) provide proof of medical insurance coverage from a plan other than a District sponsored plan.

Any cash payment provided under this Side Letter shall be reported to the Internal Revenue Service ("IRS") and California Franchise Tax Board as compensation subject to income tax withholding. Each employee shall be solely and personally responsible for calculations regarding PERS retirement benefits. If an employee is to discontinue their opt-out status due to a qualifying event, the alternative benefit contributions will terminate on the last complete pay period prior to being reintroduced to a District sponsored plan.

The amount of alternative benefit amount provided to a Chief Officer will be a flat rate of \$500.00 per month. Participation in the Alternative Benefit program must be elected each year during the open enrollment period for healthcare.

**FOR THE SCOTTS VALLEY FIRE PROTECTION DISTRICT**

\_\_\_\_\_  
Joseph Parker  
Lead Negotiator of the Board of Directors  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date

**FOR THE CHIEF OFFICERS**

\_\_\_\_\_  
Jeff McNeil  
Battalion Chief  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Andrew LoFranco  
Battalion Chief  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chris Stubendorff  
Battalion Chief  
Scotts Valley Fire Protection District

\_\_\_\_\_  
Date



**Santa Cruz Local Agency Formation Commission**

**Date:** October 13, 2021  
**To:** LAFCO Commissioners  
**From:** Joe Serrano, Executive Officer  
**Subject:** Countywide Service and Sphere Review for Fire Protection Services

**SUMMARY OF RECOMMENDATION**

LAFCO periodically performs municipal service reviews and sphere of influence updates for each agency subject to LAFCO's boundary regulations. As part of the Commission's Multi-Year Work Program, LAFCO staff has drafted a service and sphere review for the 13 local agencies that provide fire protection services, and scheduled a public hearing.

It is recommended that the Commission take the following actions:

1. Find that pursuant to Section 15061(b)(3) of the State CEQA Guidelines, LAFCO determined that the service and sphere of influence review is not subject to the environmental impact evaluation process because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment and the activity is not subject to CEQA;
2. Determine, pursuant to Government Code Section 56425, the Local Agency Formation Commission of Santa Cruz County is required to develop and determine a sphere of influence for the 13 affected agencies, and review and update, as necessary;
3. Determine, pursuant to Government Code Section 56430, the Local Agency Formation Commission of Santa Cruz County is required to conduct a service review before, or in conjunction with an action to establish or update a sphere of influence; and
4. Adopt a Resolution (LAFCO No. 2021-17) approving the 2021 Countywide Fire Protection Service and Sphere Review with the following terms and conditions:
  - a. Reaffirm the existing spheres of influence with no conditions for Aromas TCFPD, Central FD, City of Santa Cruz, and City of Watsonville;
  - b. Reaffirm the existing spheres of influence for Ben Lomond FPD, Boulder Creek FPD, Branciforte FPD, Felton FPD, Pajaro Valley FPD, Scotts Valley FPD, and Zayante FPD with the following condition: the fire protection districts shall coordinate with LAFCO to determine the affected district's future service area. These discussions should occur by August 2022. LAFCO will consider amending the sphere boundaries based on these discussions no later than December 2022;
  - c. Adopt a zero sphere of influence for County Service Area 4 as a precursor to dissolution;

- d. Adopt an amended sphere of influence for County Service Area 48 to eliminate the overlapping of spheres from other surrounding fire agencies; and
- e. Direct the Executive Officer to distribute a copy of the adopted service and sphere review to the 13 fire agencies, Monterey LAFCO, San Benito LAFCO, and any other interested or affected parties, including but not limited to the Civil Grand Jury of Santa Cruz County, County of Santa Cruz (Office of Emergency Services), Fire Department Advisory Commission of Santa Cruz County, Fire Safe Councils of Bonny Doon, Santa Cruz County, and South Skyline, and UC Santa Cruz (Office of Emergency Services).

#### **EXECUTIVE OFFICER'S REPORT:**

State law requires LAFCO to periodically review and update the services and spheres of all cities and special districts. In accordance with the Commission's adopted Multi-Year Work Program, LAFCO staff has prepared a countywide service and sphere review (refer to **Attachment 1**) for the 13 local agencies that provide fire protection services, as shown below:

**Table A: List of Subject Agencies**

Aromas Tri-County Fire Protection District	Felton Fire Protection District
Ben Lomond Fire Protection District	Pajaro Valley Fire Protection District
Boulder Creek Fire Protection District	Santa Cruz City Fire Department
Branciforte Fire Protection District	Scotts Valley Fire Protection District
Central Fire District of Santa Cruz County	Watsonville City fire Department
County Service Area 4 (Pajaro Dunes)	Zayante Fire Protection District
County Service Area 48 (County Fire)	<b>Total: 13 Fire Agencies</b>

Key findings and recommendations are presented in the *Executive Summary* of the attached countywide fire report. The countywide report also includes *District Profile Chapters* which contain individual evaluations for each of the 13 local agencies - highlighting specific characteristics, ongoing operations, current fiscal health, existing governance structure, ability to provide services, and its importance within its jurisdictional area. The profiles conclude with statutory determinations required for all service and sphere of influence reviews pursuant to the Cortese-Knox-Hertzberg Act.. This staff report summarizes the service and sphere review's findings.

#### **Purpose & Key Findings**

The goal of this analysis is to accomplish the Commission's direction to complete a service and sphere review for the District under the Multi-Year Work Program and fulfill the service and sphere determinations under the Cortese-Knox-Hertzberg Act. The following are the main conclusions of the report:



## **Aromas Tri-County Fire Protection District**

### **1. The District provides services in three different counties.**

Aromas Tri-County FPD has been providing fire protection services to three different counties through a contract with the California Department of Forestry and Fire Protection (Cal FIRE) for the past 28 years. Monterey LAFCO is, and continues to be, the "Principal LAFCO," which has direct purview of the District. This designation is based on assessed value. At present, approximately 7 square miles are located in Santa Cruz County out of the District's 40 square mile service area.

### **2. The District provides services from one fire station.**

The station, which was built in 1979, is located in Monterey County (392 Carpenteria Road, Aromas CA). The station is staffed with a daily minimum of a 3-person company consisting of 1 battalion chief, 1 fire captain, and 1 apparatus engineer. Based on staff's analysis, the District meets the state standards regarding firefighters on duty but it does not meet the national standards.

### **3. The District is financially sound.**

Aromas Tri-County FPD has ended with an annual surplus in the last five years. As of June 30, 2019, the District is operating with a net position of approximately \$2 million. LAFCO staff believes that this positive trend may continue going forward under the current strategic partnership with Cal FIRE.

### **4. The District has a multi-county sphere.**

Monterey LAFCO, as the principal LAFCO, has adopted a multi-county sphere of influence for the District. The District's multi-county sphere of influence is generally coterminous with its jurisdictional boundary. In addition to this multi-county sphere, Santa Cruz LAFCO also adopted a sphere of influence for ATCFPD within Santa Cruz County originally in March 1989. The sphere boundary within Santa Cruz County is coterminous with the District's service area and has remained unchanged. LAFCO staff recommends reaffirming the existing sphere boundary.

## **Ben Lomond Fire Protection District**

### **1. The District provides services to a small community.**

Ben Lomond FPD currently provides fire protection services to the unincorporated community of Ben Lomond through one fire station. It currently operates with one full-time employee, one part-time employee, and 30 volunteer firefighters. As of August 2021, the District has one staff member on duty from Monday to Friday from 8:00am to 4:00pm. Based on staff's analysis, the District does not meet the state or national standards regarding firefighters on duty.

### **2. The District is financially stable.**

Ben Lomond FPD has ended with an annual surplus in the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$2.3 million. LAFCO believes that this positive trend may continue going forward under the current management practices.

### **3. The District has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted BLFPD's original sphere of influence on September 1, 1976, which included areas beyond the District's jurisdictional boundary. In January 2008 and subsequently in November 2016, the Commission reaffirmed this sphere boundary. Staff

is recommending that the current sphere of influence be reaffirmed as part of this report. However, LAFCO encourages the District to coordinate with CSA 48 and LAFCO to determine BLFPD's future service area. Based on these discussions, LAFCO may consider amending the sphere boundary by December 2022.

#### **Boulder Creek Fire Protection District**

**1. The District provides services to a small community.**

Boulder Creek FPD currently provides fire protection services to the unincorporated community of Boulder Creek through one fire station. It currently operates with one full-time employee, one part-time employee, and 43 volunteer firefighters. As of August 2021, the District has one staff member on duty at all times (365 days a year/24 hours a day). Based on staff's analysis, the District does not meet the state or national standards regarding firefighters on duty.

**2. The District is financially stable.**

Boulder Creek FPD has ended with an annual surplus in four of the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$1.5 million. LAFCO believes that this positive trend may continue going forward under the current management practices.

**3. The District has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted BCFPD's original sphere of influence on March 10, 1994, which included areas beyond the District's jurisdictional boundary. In January 2008 and subsequently in November 2016, the Commission reaffirmed this sphere boundary. Staff is recommending that the current sphere of influence be reaffirmed as part of this report. However, LAFCO encourages the District to coordinate with CSA 48 and LAFCO to determine BCFPD's future service area. Based on these discussions, LAFCO may consider amending the sphere boundary by December 2022.

#### **Branciforte Fire Protection District**

**1. The District provides services to a small community.**

Branciforte FPD currently provides fire protection services to the unincorporated community of Branciforte through one fire station. It currently operates with three full-time employees and 13 volunteer firefighters. The station is staffed with one captain 24 hours a day. Based on staff's analysis, the District does not meet the state or national standards regarding firefighters on duty.

**2. The District does not have an official fire chief or administrative staff.**

Branciforte FPD currently provides fire protection services to the unincorporated community of Branciforte. It currently operates with three full-time employees and 13 volunteer firefighters. However, the District does not have any administrative staff, including no Fire Chief. Since September 2015, Branciforte FPD has relied heavily on Scotts Valley FPD to provide all administrative and command services under an existing contract. Under this agreement, the Scotts Valley FPD Fire Chief also functions as the Fire Chief for BFPD. This contract expired on September 30, 2021. The Board recently hired a retired CalFire employee on September 16 as a part-time Fire Chief. LAFCO staff is significantly concerned that the part-time employee will not have the time and resources to complete all the administrative services fulfilled by SVFPD. At present, the District has no other admin staff or a strategic plan on how to address all daily, monthly, annual and statutory responsibilities previously fulfilled by SVFPD.

### **3. The District is financially stable.**

Branciforte FPD has ended with an annual surplus in the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$948,000. LAFCO believes that this positive trend was the direct result of existing contract between BFPD and Scotts Valley FPD. Under this agreement, Scotts Valley FPD has been managing all internal operations, including the budgetary practices on behalf of BFPD. This positive trend may discontinue following the contract's September 2021 sunset date.

### **4. The District has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted BFPD's combined sphere of influence on March 10, 1994, which included areas beyond the District's jurisdictional boundary. This sphere determination indicated that BFPD and Scotts Valley FPD should be merged or consolidated in the foreseeable future. LAFCO staff believes that the merger concept should be considered by BFPD and its residents to ensure the level of service remains the same or improve as a result of the proposed reorganization. LAFCO staff recommends reaffirming the existing sphere boundary.

## **Central Fire District**

### **1. The District is a result of a recent consolidation.**

CFD is a result of a multi-year effort to consolidate two fire agencies: Aptos/La Selva and Central Fire Protection Districts. This consolidation was able to preserve the current levels of service, maintain local demand expectations, and continue the existing funding sources while maximizing economies of scale, combining best practices, and ultimately lead to cost-savings. Today, CFD encompasses 55 square miles of territory and includes the City of Capitola and the unincorporated communities of Live Oak, Soquel, Aptos, Rio Del Mar, and La Selva Beach.

### **2. The District provides services to various communities.**

CFD currently provides fire protection services to a large portion of the county through 7 fire stations. It currently operates with 101 full-time employees, 1-part time employee, 3 seasonal personnel, and 10 volunteer firefighters. All stations are staffed with a minimum of a 3-person crew. Based on staff's analysis, the District meets the state or national standards regarding firefighters on duty.

### **3. The District is expected to be financially sound.**

CFD is expected to have an annual surplus each year starting in FY 2022-23. As of June 30, 2020, the District is operating with a net position of approximately \$29 million. LAFCO believes that the anticipated positive trend may continue going forward under the current management practices.

### **4. The District has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted CFD's sphere of influence on November 4, 2020 as a result of the consolidation involving Aptos/La Selva and Central FPDs. The sphere goes beyond the District's existing jurisdictional boundary indicating that those areas should be annexed into the District in the foreseeable future. LAFCO staff recommends reaffirming the existing sphere boundary.

#### **County Service Area 4 (Pajaro Dunes)**

**1. The District is a dependent special district of Santa Cruz County.**

CSA 4 is a dependent special district governed by the County Board of Supervisors. All CSAs are formed and operate pursuant to the County Service Area Law (Government Code Section 25210 et seq.). Santa Cruz County currently contracts with Cal FIRE for the administration of CSA 4 including operational oversight and supervision of all career and volunteer firefighters.

**2. The District provides services from one fire station.**

The station is located at 2661 Beach Road in Watsonville. The station's staffing varies with a 3-person company consisting of 1 battalion chief, 1 fire captain, and 1 apparatus engineer 24 hours a day, 7 days a week to all volunteer firefighters. Based on staff's analysis, the District meets the state standards regarding firefighters on duty but it does not meet the national standards.

**3. The District is financially stable.**

CSA 4 has ended with an annual surplus in the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$944,000. LAFCO believes that this positive trend may continue going forward under the current strategic partnership with CAL FIRE.

**4. The District has a coterminous sphere.**

LAFCO originally adopted a coterminous sphere of influence for the District on March 1, 1989. A coterminous sphere is identical to the agency's jurisdictional boundary. For the past 32 years, the sphere boundary has remained unchanged. LAFCO staff is recommending a zero sphere designation. A "zero" sphere of influence indicates that the district should be dissolved, and fire responsibilities should be transferred to another local agency. LAFCO believes that CSA 4 should be dissolved and concurrently annexed into CSA 48. The County may create a zone of benefit to ensure that the collected funds remain within the Pajaro Dunes community.

#### **County Service Area 48 (County Fire)**

**1. The District is a dependent special district of Santa Cruz County.**

CSA 48 is a dependent special district governed by the County Board of Supervisors. All CSAs are formed and operate pursuant to the County Service Area Law (Government Code Section 25210 et seq.). Santa Cruz County currently contracts with Cal FIRE for the administration of CSA 48 including operational oversight and supervision of all career and volunteer firefighters.

**2. The District provides services to all areas outside a fire agency.**

Approximately 43% of the entire county is unincorporated lands outside a fire district or city that provides fire protection. That is why the County formed CSA 48 to protect those residents. CSA 48 currently operates 15 fire stations. Staffing within each station varies with a 3-person company consisting of 1 battalion chief, 1 fire captain, and 1 apparatus engineer 24 hours a day, 7 days a week to all volunteer firefighters. Based on staff's analysis, the District meets the state standards regarding firefighters on duty but it does not meet the national standards.

### **3. The District has financial constraints.**

CSA 48 has ended with an annual surplus in five of the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$6.2 million. LAFCO believes that this positive trend may continue going forward under the current strategic partnership with CAL FIRE.

### **4. The District has a multi-county sphere.**

LAFCO originally adopted a sphere of influence for the District on October 16, 1985 as part of its formation. The original sphere included areas beyond CSA 48's jurisdictional boundary. The 1985 resolution included language that stated, "Annexations to fire districts and cities with municipal fire departments shall be accompanied by detachments from this county service area." For the past 36 years, areas have been detached from CSA 48 and annexed into the other fire agencies. Additionally, CSA 48's existing sphere of influence overlaps with other fire agencies – causing confusion on which entity is the most logical service provider. Therefore, staff is recommending that CSA 48's sphere be modified to remove all overlapping areas.

## **Felton Fire Protection District**

### **1. The District provides services to a small community.**

Felton FPD currently provides fire protection services to the Felton community through one fire station. It currently operates with 1 full-time employee, 1 part-time employee, and 28 volunteer firefighters. The station is staffed with 1 firefighter during regular business hours (Monday to Friday). Based on staff's analysis, the District does not meet the state or national standards regarding firefighters on duty.

### **2. The District is financially stable.**

Felton FPD has ended with an annual surplus in five of the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$2 million. LAFCO believes that this positive trend may continue going forward under the current management practices.

### **3. The District has a sphere expanding beyond its service area.**

Santa Cruz LAFCO originally adopted a sphere of influence for FFPD on March 10, 1994. The sphere goes beyond FFPD's current jurisdictional boundary, indicating that these areas should be annexed into the District in the foreseeable future. LAFCO staff recommends reaffirming the existing sphere boundary.

## **Pajaro Valley Fire Protection District**

### **1. The District provides services to various communities.**

Pajaro Valley FPD has been providing fire protection services to a populated area in the southern portion of the county through a contract with the California Department of Forestry and Fire Protection (Cal FIRE) for the past 24 years. The station is staffed with a daily minimum of a 3-person company consisting of 1 battalion chief, 1 fire captain, and 1 apparatus engineer (24 hours a day). Based on staff's analysis, the District meets the state standards regarding firefighters on duty but it does not meet the national standards.

### **2. The District is financially stable.**

Pajaro Valley FPD has ended with an annual surplus in five of the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$1.5 million.

LAFCO believes that the overall positive trend may continue going forward under the current strategic partnership with Cal FIRE.

**3. The District has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted PVFPD's sphere of influence on June 7, 1995 as a result of the consolidation involving Freedom and Salsipuedes FPDs. The sphere goes beyond the District's existing jurisdictional boundary indicating that those areas should be annexed into the District in the foreseeable future. LAFCO staff recommends reaffirming the existing sphere boundary.

**Santa Cruz City Fire Department**

**1. The City has its own fire department.**

The City of Santa Cruz was incorporated in 1866 and now operates as a charter city. Santa Cruz provides a variety of municipal services, including fire protection under the City's Fire Department (SCCFD). The City currently operates four fire stations. The stations are staffed with a minimum of 3-person company. Based on staff's analysis, the District meets the state standards regarding firefighters on duty but it does not meet the national standards.

**2. The Department has financial constraints.**

SCCFD has ended with an annual deficit during the last six years. As of June 30, 2020, the City is operating with a net position of approximately \$54 million. LAFCO believes that this negative trend will continue unless total revenue is increased in order to cover annual costs.

**3. The City has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted the City's original sphere of influence on August 3, 1983. In January 2019, the Commission amended the City's sphere to include 3 nautical miles offshore to reflect the city's legal limits. The sphere goes beyond the City's current jurisdictional boundary, indicating that these areas should be annexed in the foreseeable future. LAFCO staff recommends reaffirming the existing sphere boundary.

**Scotts Valley Fire Protection District**

**1. The District provides services to various communities.**

Scotts Valley FPD currently provides fire protection services to the City of Scotts Valley and its surrounding areas including the Branciforte community. It currently operates with 22 full-time firefighters, 3 full-time Battalion Chiefs, 1 full-time Fire Chief, 2 full-time and 1-part time administrative personnel, with 15 volunteer firefighters. In addition to their internal operations, Scotts Valley FPD has been providing administrative and command services to BFPD under an existing contract since 2015. The District currently operates two fire stations. Station 1 is staffed with 4.5 administrative personnel during regular business hours and 5 firefighters 24 hours a day. Based on staff's analysis, the District meets the state standards regarding firefighters on duty but it does not meet the national standards.

**2. The District is financially stable.**

Scotts Valley FPD has ended with an annual surplus in five of the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$3 million. LAFCO believes that this positive trend may continue going forward under the current management practices.

### **3. The District has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted SVFPD's combined sphere of influence on March 10, 1994, which included areas beyond the District's jurisdictional boundary. This sphere determination indicated that BFPD and Scotts Valley FPD should be merged or consolidated in the foreseeable future. LAFCO staff believes that the merger concept should be considered by Scotts Valley FPD. LAFCO staff recommends reaffirming the existing sphere boundary.

#### **Watsonville City Fire Department**

##### **1. The City has its own fire department.**

The City of Watsonville was incorporated in 1868 and now operates as a charter city. Watsonville provides a variety of municipal services, including fire protection under the City's Fire Department (WCFD). The City currently operates two fire stations. Station 1 is staffed by a minimum of 6 fire suppression personnel and one battalion chief. Station 2 is staffed by a minimum of 3 fire suppression personnel. Both stations are staffed 24 hours a day, 7 days a week. Based on staff's analysis, the District meets the state and national standards regarding firefighters on duty.

##### **2. The Department is financially stable.**

WCFD has ended with an annual surplus in five of the last six years. As of June 30, 2020, the City is operating with a net position of approximately \$39 million. LAFCO believes that this positive trend may continue going forward under the current management practices.

##### **3. The City has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted the City's original sphere of influence on January 12, 1983. The sphere has been amended to reflect the approved annexations that have occurred throughout the years. The sphere goes beyond the City's current jurisdictional boundary, indicating that these areas should be annexed in the foreseeable future. LAFCO staff recommends reaffirming the existing sphere boundary.

#### **Zayante Fire Protection District**

##### **1. The District provides services to a small community.**

Zayante FPD currently provides fire protection services to the Zayante community through three fire stations. It currently operates with 3 full-time firefighters, 2 part-time employees, and 22 volunteer firefighters. Station 1 is staffed with a 3-person crew at minimum during regular business hours (Monday to Friday from 8:00am to 5:00pm). Based on staff's analysis, the District meets the state standards regarding firefighters on duty but it does not meet the national standards.

##### **2. The District is financially stable.**

Zayante FPD has ended with an annual surplus in five of the last six years. As of June 30, 2020, the District is operating with a net position of approximately \$671,000. LAFCO believes that this positive trend may continue going forward under the current management practices.

##### **3. The District has a sphere expanding beyond its service area.**

Santa Cruz LAFCO adopted ZFPD's original sphere of influence on March 10, 1994, which included areas beyond the District's jurisdictional boundary. The sphere also indicates that certain areas should be detached and annexed into surrounding agencies. It may be beneficial for ZFPD and LAFCO to discuss the current sphere and determine how to address these areas. LAFCO staff recommends reaffirming the existing sphere boundary.



### **Environmental Review**

LAFCO staff has conducted an environmental review for the draft service and sphere review in accordance with the California Environmental Quality Act (CEQA). Staff has determined that the service and sphere review is exempt because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, and the activity is not subject to CEQA (Section 15061[b][3]). A Notice of Exemption, as shown in **Attachment 2**, was recorded on September 13, 2021.

### **Coordination Step**

LAFCO encourages transparency and strategic partnerships among local agencies. That is why staff reached out to various affected and interested agencies regarding the countywide fire report at the beginning of the year. A survey was sent to the 13 agencies as well as other fire entities in order to receive necessary data and feedback to conduct staff's analysis. The other fire entities included (a) Fire Safe Councils of Bonny Doon, Santa Cruz County, (b) Office of Emergency Services of Santa Cruz County and UC Santa Cruz, (c) Fire Department Advisory Commission of Santa Cruz County, (d) Resource Conservation District of Santa Cruz County, and (e) Santa Cruz County Civil Grand Jury. Those interested in receiving regular updates from LAFCO were kept up-to-date on LAFCO's progress. Staff would like to thank the interested agencies for their time and effort in assisting LAFCO in completing this state mandate.

### **Agency Review and Public Notice**

A hearing notice for this draft service and sphere review was published in the September 8th issue of the Santa Cruz Sentinel (**Attachment 3**). An administrative draft of the report was also shared with the Districts' fire chiefs. This allowed all 13 local agencies an opportunity to review LAFCO staff's findings and provide feedback a month before the report was finalized. Edits received were implemented in the report to ensure accuracy in staff's evaluation. Staff would like to thank each fire chief and their staff for their time and effort in helping fulfill this state mandate. Based on the analysis shown in the countywide fire report (refer to **Attachment 1**), coupled with the fact that all 13 local agencies had an opportunity to review the report's findings, staff is recommending that the Commission adopt the attached resolution (refer to **Attachment 4**) approving the countywide service and sphere review.

Respectfully Submitted,



Joe A. Serrano  
Executive Officer

#### **Attachments:**

1. [Service and Sphere Review – Administrative Draft](#)
2. [Environmental Determination – Categorical Exemption](#)
3. [Public Hearing Notice](#)
4. [Draft Resolution No. 2021-17](#)

cc: Affected Agencies  
Aromas Tri-County Fire District  
Ben Lomond Fire Protection District

Boulder Creek Fire Protection District  
Branciforte Fire Protection District  
Central Fire District  
City of Santa Cruz  
City of Watsonville  
County Service Area 4  
County Service Area 48  
Felton Fire Protection District  
Pajaro Valley Fire Protection District  
Scotts Valley Fire Protection District  
Zayante Fire Protection District

Interested Agencies

Fire Safe Councils (Bonny Doon, Santa Cruz County, South Skyline)  
Fire Department Advisory Commission of Santa Cruz County  
Office of Emergency Services (Santa Cruz County and UCSC)  
Santa Cruz County Civil Grand Jury

# **SCOTTS VALLEY FIRE PROTECTION DISTRICT**

## **ORDINANCE NO 2021-1**

### **AN ORDINANCE ESTABLISHING A SCHEDULE OF FEES FOR INSPECTION SERVICES, PLAN CHECKS, PERMITS, COST RECOVERY, AND OTHER FIRE SERVICE RELATED FEES**

WHEREAS, the California Health and Safety Code, Section 13916, authorizes the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) to charge a fee to cover the cost of any service which the SVFPD provides, or for the cost of enforcing any regulation for which a fee is charged;

WHEREAS, the following fees reflect the actual cost borne by the SVFPD in providing the service or enforcing the regulation;

WHEREAS, the current fee schedule is in need of revision and update;

NOW THEREFORE BE IT RESOLVED AND ORDERED THAT, the SVFPD adopts the schedule of fees attached as the current Fire Prevention and Fire Service Fees;

FUTHER BE RESOLVED AND ORDERED THAT, this Ordinance rescinds Ordinance 2005-2 and any other previous Fee Schedule Ordinances.

#### **Fee Schedule**

A fee in accordance with the following schedule shall be paid to the SVFPD at the time of application or upon receipt of an invoice for services rendered for:

##### **Inspection Service**

When a fire inspection is requested or required by state or local ordinance, the standard hourly fee shall be charged. This fee is one hundred fifty-eight dollars (\$158) per hour with a one hour minimum for each inspection and staff member. After the first hour, seventy-nine dollars (\$79.00) per half hour shall be charged with a one-half hour minimum. The fee is for actual office hours and field hours per project/inspection.

Such fee shall not be refunded upon failure of an applicant to obtain necessary permits. Failure to apply for necessary permits or services may result in an order from the Fire Chief or their designee to obtain a permit for service.

##### **Plan Review Service/Required Permits**

When a plan review is requested or required by state or local ordinance under any of the following categories, the standard hourly fee shall be charged for actual office hours and field hours per project review. Included are fire alarm, sprinkler system and fixed extinguishing system required permits, and other plans as required.

Building Plan Review including commercial and residential construction. The total fee due prior to a building permit being issued is determined by the size of the project. Inclusive in these fees are office time, field inspection time and phone consultation time. Square footage calculations are computed on total floor area which includes all floors, heated and unheated, porches, and garages. Plan review and site visits (inspections) are included in the permit price.

<b>Development Review Fees</b>	<b>Fee</b>
1. <u>Design Review</u>	\$158.00 per hour
2. <u>Tenant Improvement</u>	\$158.00 per hour
3. <u>All Occupancy Groups Residential and Commercial</u>	\$0.20 per square foot

<b>Inspection Permit Fees</b>	<b>Fee</b>
1. <u>Fire Alarm System</u>	
a) 1 – 9 Devices	\$395.00
b) 10 + Devices	\$474.00
2. <u>Sprinkler Systems</u>	
a) 1 – 5 Heads	\$158.00
b) 6 – 20 Heads	\$316.00
c) 21 – 50 Heads	\$395.00
d) 51 – 100 Heads	\$553.00
e) 101 – 150 Heads	\$711.00
f) 150 + Heads	\$869.00
3. <u>Residential Underground Supply</u> (when different from sprinkler contractor)	\$158.00
4. <u>Commercial Underground Supply</u>	\$316.00
5. <u>Fixed Extinguishing System</u>	\$395.00

<b>Work Without Permits and Missed Appointments</b>	<b>Fee</b>
1. <u>Work Without Permits</u>	DOUBLE FEES
2. <u>Missed Field Appointments (not cancelled prior)</u>	\$158.00

<b>False Alarms</b>	<b>Fee</b>
1. <u>False Alarms (per 30 day period)</u>	
a) First Response	No Charge
b) Second Response	No Charge
c) Third and each Additional Response	\$182 per response

<b>Administrative Fees</b>	<b>Fee</b>
1. <u>Incident, Investigations and PCR Reports</u> (one free copy to the affected persons)	\$25.00 per report
2. <u>File Copies</u>	\$0.25 per page
3. <u>Returned Check Fee</u>	\$25.00 + County Fees
4. <u>Late Payments Past 30 Days</u>	5% of the total invoice per month
5. <u>Deposition/Interview</u>	\$158.00 per hour
6. <u>Administrative Fee</u>	15%

Other Charges	Fee
1. Chipper Program	
a) Chipper Rental	\$50.00 per hour
b) Staff	\$100.00 per hour per staff member
2. <u>Erba Lane Meeting Room</u>	
a) Resident	\$20.00 per hour/\$120 per day
b) Nonresident	\$25.00 per hour/\$150 per day
3. <u>Glenwood Meeting Room</u>	
a) Resident	\$20.00 per hour/\$120 per day
b) Nonresident	\$25.00 per hour/\$150 per day

Meeting Room Facility Fees are required to be paid in advance of the use of the facility. Charges for damages or other loss will be charged at actual cost for repairs plus an administrative fee.

### **HOURLY EQUIPMENT AND PERSONNEL FEES**

The SVFPD will seek cost recovery for the following types of incidents:

1. Hazardous materials releases
2. Flagrant false alarms
3. Incident involving illegal activities
4. Incident resulting from negligence

The following components will be factored into the recovery charge:

1. Personnel costs
2. Mobile equipment costs
3. Tools, materials and supply costs
4. Dispatch and communications cost
5. Specialty equipment

Recovery costs will be based on actual cost to provide the service plus a 20% administrative fee.

#### **Personnel**

Personnel costs will be calculated utilizing a “fully loaded” actual cost. The hourly rate will include actual salary and benefit costs based on the position and the current memorandum of understanding. Overtime premium will be charged based on actual personnel response and/or required cover.

#### **Mobile Equipment**

Mobile equipment will be charged at the current OES/FEMA schedule of hourly equipment rates plus mileage with a \$50.00 minimum charge. All other equipment will be charged at actual cost.

#### **Materials and Supply Costs**

Materials and supplies will be charged at the actual cost of replacement including tax and freight.

#### **Dispatch and Communications Costs**

The cost of dispatch will be actual cost as determined by the SVFPD agreement with Santa Cruz Consolidated Emergency Communications Center. Other telecommunication charges will be billed based on actual costs.

### Waiver of Fees

Any request for the waiver of fees will be presented to the SVFPD Board of Directors in writing and agendaized for the next regular Board meeting. A majority vote of the Board is required to waive fees.

This Ordinance shall become effective sixty (60) days after passage of the Board of Directors. This Ordinance shall remain in full force and effect until a subsequent superseding Ordinance becomes effective.

PASSED AND ADOPTED this 10<sup>th</sup> day of November 2021, by the Board of Directors of the Scotts Valley Fire Protection District by the following vote:

#### AYES

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

#### NOES

#### ABSENT

#### ABSTAIN

ATTEST:

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

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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Phillip Passafiume  
SVFPD Legal Counsel



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

**Ron Whittle**  
**Fire Chief**

Date: November 3, 2021  
To: Board of Directors  
From: Chief Whittle *RWH*  
Subject: November 10, 2021 - Agenda Item 7.1

## **Recommendation**

Provide direction to staff on how to proceed.

## **Discussion**

In January 2013, the Scotts Valley Water District approached the Scotts Valley Fire District regarding the feasibility of securing an easement on the District owned property on La Madrona Drive. At the time, the District had not made any final decisions on whether to pursue funding for a fire station, or sell to the property on the open market.

After discussions, the Board of Directors approved the adoption of proposed easement as presented at the April 10, 2013 regular Board meeting.

In October of 2013, it was reported that the easement documents for the La Madrona Intertie Project had not been recorded. The grant funding was reduced, and it appeared that the La Madrona Intertie Project had been eliminated. The Board discussed pulling the easement documents since the contract was not fulfilled and would consider future proposals for the project.

At a Special Meeting of the Board of Directors on October 30, 2013, the Board unanimously voted to submit a letter to the Scotts Valley Water District to return the signed easement documents for not fulfilling the Intertie Project contract and submit future Intertie Project Plans to the SVFPD for consideration.

The Scotts Valley Water District is once again in a position to secure grant funding for this Intertie Project. They are asking the Board to consider discussing an easement agreement.

## **Attachments:**

Staff Report - 3/5/2013  
Staff Report - 4/28/2013  
Appraisal with maps - 5/15/2013  
Summary of Board Meeting Minutes

Board of Directors  
Robert Campbell Edward Harmon Joe Parker Russ Patterson Daron Pisciotta





# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

**Daniel J. Grebil**  
**Fire Chief**

Date: March 5, 2013  
To: Board of Directors  
From: Chief Grebil  
Subject: March 13, 2013 - Agenda Item 5.1  
Use of La Madrona Fire Station Site for an Intertie Pump  
Station

## **Recommendation**

Direct staff to proceed by having the project engineers prepare a legal description of the easements and plat map along with obtaining an appraisal for the proposed easements for further Board consideration.

## **Discussion**

The Scotts Valley Water District secured 50% grant funding to construct an emergency pipeline intertie with the Santa Cruz City water system for the transfer of water during emergencies. The project is estimated at \$2.4 million. The new pipeline would connect to the Santa Cruz water system near the end of Sims Road where it joins La Madrona Drive. The pipeline would then follow La Madrona Drive to join the Scotts Valley Water District system at Silverwood Drive near our La Madrona Fire Station Site. The project engineers have identified the southern portion of our La Madrona Fire Station Site as the ideal location for a booster pump and intertie station and have prepared a site plan with proposed easements (attached). The proposed permanent easement is 7,474+/- sq. ft. of the parcel's 64,840+/- sq. ft.; 1.49+/- acres. The project is also proposing a temporary construction easement of the entire parcel for use as a construction staging area during construction of the intertie.

Staff proposed the addition of five fire hydrants along the developed portions of the La Madrona Drive pipeline and they have been incorporated into the project.

Board of Directors

Jane Armstrong

Rudy Cabigas

Alan Smith

Art Smith

Joshua Warren



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

**Daniel J. Grebil**  
**Fire Chief**

Date: April 2, 2013  
To: Board of Directors  
From: Chief Grebil  
Subject: April 10, 2013 - Agenda Item 6.1  
Use of La Madrona Fire Station Site for an Intertie Pump  
Station

## **Recommendation**

Provide direction to staff on how to proceed with this proposal.

## **Discussion**

At the March 13, 2013, Board Meeting, staff presented the Scotts Valley Water District's proposal to secure easements of our La Madrona Fire Station Site for a booster pump and intertie station. (see Board Meeting Minutes of March 13, 2013). Direction was given to staff to proceed by having the project engineers prepare a legal description of the easements and plot map along with obtaining an appraisal for the proposed easements for further Board consideration.

An updated map is enclosed in this packet. Representatives of the Scotts Valley Water District along with their project engineers will be in attendance to provide updated information and be available to answer any questions or address any concerns relative to their proposal.

Board of Directors

Jane Armstrong

Rudy Cabigas

Alan Smith

Art Smith

Joshua Warren

---

***A p p r a i s a l***

***Proposed Pump Station Easement  
Regional Water System Emergency Intertie No.1***

***Fire Protection District Parcel  
6000 La Madrona Drive  
Scotts Valley, California***

***ASSESSOR'S PARCEL NUMBER:  
021-141-20, Santa Cruz County***

**ZELLER APPRAISAL SERVICES, INC.**

---

***Prepared For:***           **Scotts Valley Water District  
2 Civic Center Drive  
Scotts Valley, CA 95066**

***Prepared By:***           **Ronald S. Zeller, MAI, RM  
ZELLER APPRAISAL SERVICES, INC.**

***Date of Valuation:***   **May 15, 2013**



**Z E L L E R   A P P R A I S A L   S E R V I C E S ,   I N C .**



## ZELLER APPRAISAL SERVICES, INC.

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May 21, 2013  
Appraisal Log 1315

William O'Brian  
Assistant General Manager/Operations Manager  
Scotts Valley Water District  
2 Civic Center Drive  
Scotts Valley, CA 95066

Regarding: **Easement Appraisal:** Pump Station, Part of Assessor's Parcel Number: 021-141-20  
6000 La Madrona Drive, Scotts Valley

Dear Mr. O'Brien,

At your request, I have prepared an appraisal of a proposed easement on a portion of a commercial lot owned by the Scotts Valley Fire Prevention District. The easement will encumber 8,762 square feet of land in the narrow southern portion of the site. The pump station is being developed jointly by the Scotts Valley and Santa Cruz water districts as part of the Regional Water System Emergency Interties Project.

The purpose of this appraisal is to provide an opinion of Market Value for the easement. The Scotts Valley Water District is the Client. The appraisal's intended use is to assist the two water districts and the fire district in establishing a purchase price, and it is expected that a copy of the report may be provided in support of the State grant funding application. The two water districts, fire department, and State grant funding agency are the intended users.

An appraisal is prepared to reflect specific circumstances and should not be relied on by anyone other than the intended users, or for any purpose outside of the context of this assignment, without the appraiser's written consent. This report conforms to the Uniform Standards of Professional Appraisal Practice and the standards of the Appraisal Institute. The opinions are based on field notes, research and analyses retained in my work files and summarized herein. All conclusions, descriptions, and analyses are contingent upon the attached Assumptions and Limiting Conditions.

Respectfully Submitted,

Ronald S. Zeller, MAI  
Certified General Real Estate Appraiser # AG005374

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## EXECUTIVE SUMMARY

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<b>Background Intertie Project:</b>	Five water purveyors in Santa Cruz are in the process of constructing interties to connect water service areas of 6 community water systems. These interties would serve as a backup source of water in the event of an emergency. A grant application to secure funding is in process with the California Department of Public Health.
<b>Proposed Easement:</b>	The easement would encumber a portion of a lot owned by the Scotts Valley Fire Prevention District, at 6000 La Madrona Drive. Due to the alignment of La Madrona Drive in front, and the freeway in back, this commercial lot tapers to a narrow point at its south end. This lot was purchased several years ago by the Fire Prevention District to build a new fire station but the new station has never been built and the lot is still vacant. The buildable portion of the lot is the widest area near the north end of the lot. The proposed easement is in a narrow portion near the south end of the lot, outside of the fire department's proposed building envelop.
<b>Assessor's Parcel Number:</b>	Easement would encumber a part of APN 021-141-20. (Santa Cruz County)
<b>Property Type:</b>	Easement
<b>Appraisal Purpose:</b>	Provide an opinion of Market Value.
<b>Appraisal's Intended Use:</b>	The appraisal's intended use is to assist the two water districts and the fire district in establishing a purchase price, and it is expected that a copy of the report may be provided in support of the State grant funding application.
<b>Client:</b>	The Scotts Valley Water District is the Client.
<b>Intended Users:</b>	The two water districts, fire department, and State grant funding agency are the intended users.
<b>Interest Appraised:</b>	Easement, as described
<b>Reporting Format:</b>	Summary Appraisal Report
<b>Title Report:</b>	No title report was reviewed. Appraiser relied on engineering maps supplied by the Water District's civil engineer.

**Zoning/Potential Land Use:**

The land is zoned Public/Quasi-Public, appropriate to its intended use as a fire station. Other appropriate uses would include office or retail development (similar to the north adjacent properties). These uses will require rezoning.

**Proposed Easement:**

According to the legal description, the proposed easement would contain 8,762 square feet. Within the easement boundaries, approximately 3,300 square feet will be fenced and improved with a 767 square foot pump station building (36' x 21'-4"). The rest of the 3,300 square feet enclosed area will be paved. The entrance will be served by a motorized gate. The pump station is sited 20 feet back from the street to reflect a 20' building setback requirement stated in the zoning ordinance. The pump station will be served by two underground 12-inch water pipelines. In the south, most narrow portion of the easement, these pipelines will run parallel to the street about 60 feet, then turn 90 degrees west to the street. This orientation allows the pipelines to avoid the existing underground PG&E and CATV easements.

**Easement Impacts:**

The planned 8,762 square foot easement is at the narrow, south end of the property which has limited development potential. The enclosed 3,300 square foot pump station portion (containing paving, a small building, and fencing) is within the potential building envelope of the 6000 La Madrona Drive parcel, although the building envelope is very narrow here, due to the setback at the front and freeway slope at the back. The location might support a 20-foot deep building, or perhaps 5 to 6 parking spaces, but if the site is rezoned for office/retail use, this is some distance from the main developable part of the property and is the least desirable portion of the development envelope. To the south of this 3,300 square foot pump station site, the rest of the easement (containing the underground pipelines) is too narrow to be unusable for any development and contributes no value to the fire station property.

**Temporary Easement:**

A temporary easement is planned as well for staging and storage of materials for the construction of the subject easement, as well as the construction of the Intertie 2 pumping station on Skypark Drive. This temporary easement will be used for up to a year.

**Flood Hazard Area:**

Not in a flood zone.

**Date of Value:**

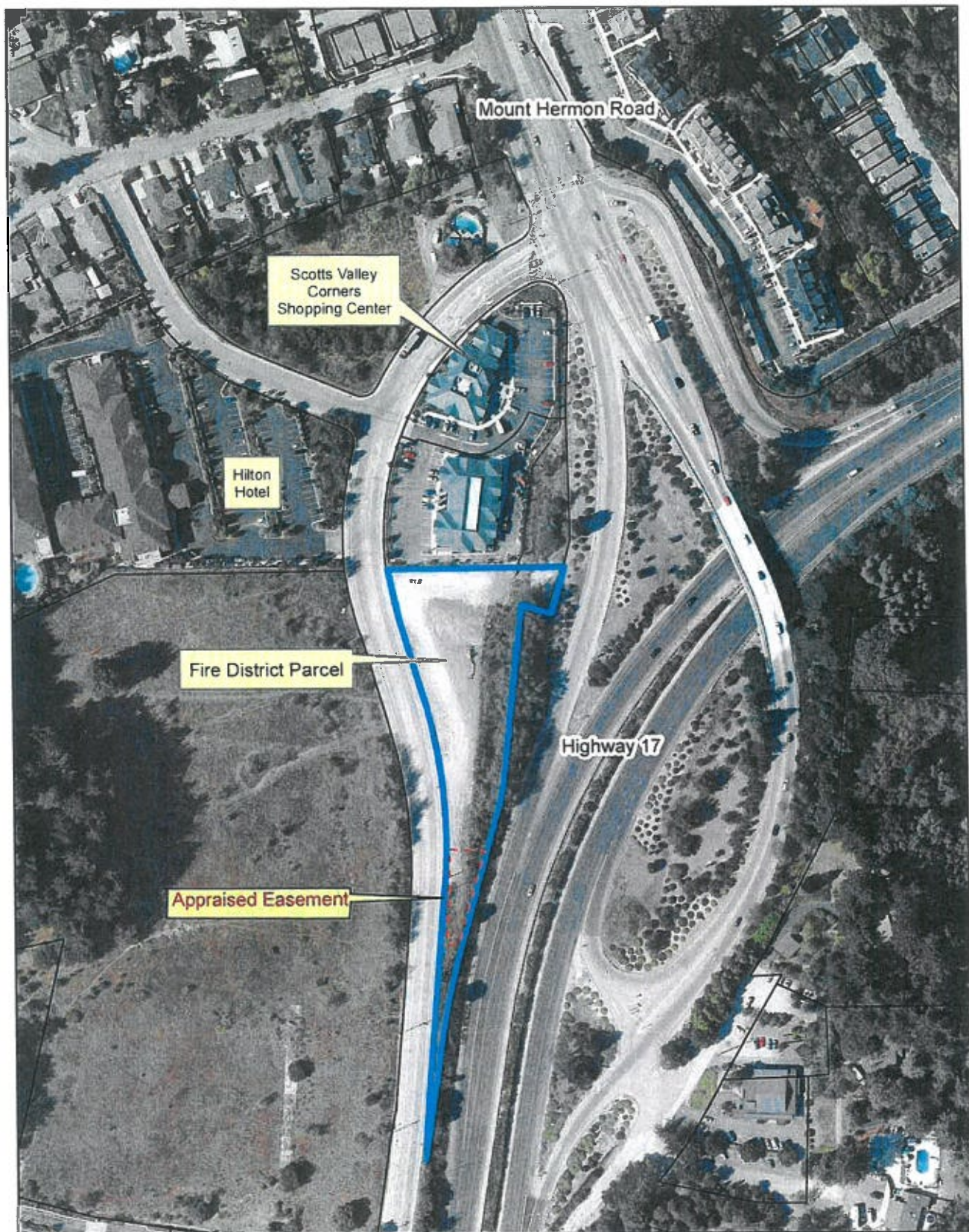
Valued as of May 15, 2013

**Date of Report:**

Report Completed May 21, 2013

<b>Exposure Time:</b>	6 to 12 months. (This is for a typical land sale; the concept of "exposing the property to the market" has little meaning in the context of valuing the easement itself).		
<b>Specific Appraisal Assumptions:</b>	The easement is appraised subject to the attached Assumptions and Limiting Conditions		
<b>Valuation Methodology:</b>	An easement represents a portion of the total property rights – the use of the land is not completely lost, but instead shared. First the land was valued on a price per foot basis, based on prices exhibited by other land sales. Then this land value is allocated between the land owner and the easement holder. Other considerations include an analysis of the easement's impact on the remaining land (severance damage), if any.		
<b>Final Opinions of Value:</b>	<b>Permanent Easement:</b>	<b>\$22,300</b>	
	<b>Temporary (1 Year) Easement:</b>	<b><u>\$ 7,500</u></b>	
	<b>Total Value of Easements:</b>	<b>\$27,300</b>	



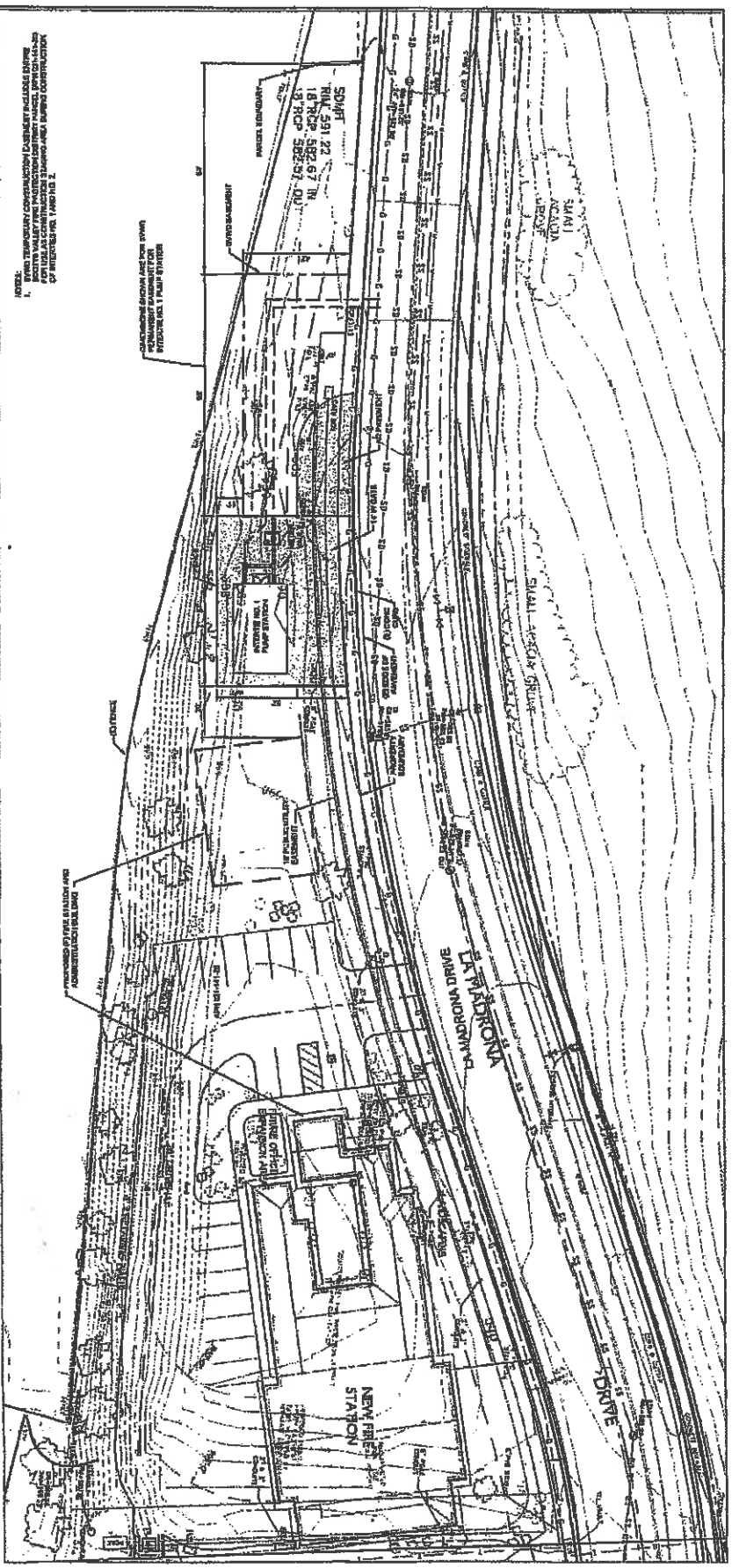


109112





North Arrow



NOTES:  
1. SWID TEMPORARY CONSTRUCTION EASEMENT INCLUDES ENTIRE  
SCOTT VALLEY FIRE PUMP STATION AND PUMP STATION AND  
PUMP STATION AND PUMP STATION AND PUMP STATION  
OF INTERESTS FOR 1 AND 1/2

SITE PLAN - SWID PROPOSED EASEMENTS



USE OF DOCUMENTS		INTEREST NO. 1		PUMP STATION - SITE PLAN		SWID EASEMENTS	
THIS DOCUMENT IS NOT TO BE USED FOR ANY OTHER PURPOSES THAN THOSE FOR WHICH IT WAS PREPARED. IT IS THE RESPONSIBILITY OF THE USER TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.		SCOTT VALLEY WATER DISTRICT		SCOTT VALLEY WATER DISTRICT		SCOTT VALLEY WATER DISTRICT	
REGIONAL WATER SYSTEM EMERGENCY INTERESTS		REGIONAL WATER SYSTEM EMERGENCY INTERESTS		REGIONAL WATER SYSTEM EMERGENCY INTERESTS		REGIONAL WATER SYSTEM EMERGENCY INTERESTS	
NO. 1 & 2		NO. 1 & 2		NO. 1 & 2		NO. 1 & 2	
Kern County, California		Kern County, California		Kern County, California		Kern County, California	
P.O. BOX 1000, OROVILLE, CALIFORNIA		P.O. BOX 1000, OROVILLE, CALIFORNIA		P.O. BOX 1000, OROVILLE, CALIFORNIA		P.O. BOX 1000, OROVILLE, CALIFORNIA	
DATE		DATE		DATE		DATE	
FEB 2012		FEB 2012		FEB 2012		FEB 2012	
DRAWN BY		DRAWN BY		DRAWN BY		DRAWN BY	
JL		JL		JL		JL	
CHECKED BY		CHECKED BY		CHECKED BY		CHECKED BY	
JL		JL		JL		JL	
APPROVED BY		APPROVED BY		APPROVED BY		APPROVED BY	
JL		JL		JL		JL	



## Summary of Board Meeting Minutes

### Minutes of Regular Board Meeting March 13, 2013

#### **5. Action Items**

##### **5.1 Use of the La Madrona Fire Station Site for an Intertie Pump Station – Discussion/Action**

Chief Grebil stated that the Scotts Valley Water District secured 50% grant funding to construct an emergency pipeline intertie with the Santa Cruz City water system for the transfer of water during emergencies. The project is estimated at \$2.4 million. The new pipeline would connect to the Santa Cruz water system near the end of Sims Road where it joins La Madrona Drive. The pipeline would then follow La Madrona Drive to join the Scotts Valley Water District system at Silverwood Drive near our La Madrona Fire Station Site. The project engineers have identified the southern portion of our La Madrona Fire Station Site as the ideal location for a booster pump and intertie station and have prepared a site plan with proposed easements (attached). The proposed permanent easement is 7,474+/- sq. ft. of the parcel's 64,840+/- sq. ft.; 1.49+/- acres. The project is also proposing a temporary construction easement of the entire parcel for use as a construction staging area during construction of the intertie.

Staff proposed the addition of five fire hydrants along the developed portions of the La Madrona Drive pipeline and they have been incorporated into the project.

The recommendation was to direct staff to proceed by having the project engineers prepare a legal description of the easements and plat map along with obtaining an appraisal for the proposed easements for further Board consideration.

Director Alan Smith inquired if the structure would be above ground and wanted clarification on if the district would be donating the property to the Water District.

President Art Smith questioned if the pump station would be clear of the new fire station and how the structure would affect the future sale of the property. He would like to see a fire station built at some point and would like to preserve as much of the property as possible.

Director Armstrong wanted to know why the pump station couldn't be moved more towards Silverwood Drive. She feels that the sale of the property is more likely to happen than building a new station and wondered how this would affect the future.

Director Warren asked about noise from the pump because he did not want it to be an issue for the crew quarters. He stated that the addition of the pump station would lower the property value.

Director Cabigas wondered why the Water District couldn't put the pump station across the street. He inquired if there was anything that could be negotiated with the Water District or with the City of Scotts Valley for allowing the pump station to be built on SVFD property.

Chief Grebil reported that the pump station would be an above ground structure. There is an issue with overhead power lines and the engineer said that this is the furthest south that the pump station will work on this piece of property. Scotts Valley Fire District

would not be donating the property to the Water District. Chief Grebil stated that he took on this project because of the benefits of emergency water and the addition of five fire hydrants to the district.

**On motion of Director Armstrong seconded by Director Alan Smith to *Direct Staff to Proceed by having the Project Engineers Prepare a Legal Description of the Easements and Plot Map Along with obtaining an Appraisal for the Proposed Easements for Further Board Consideration* was approved by the following unanimous vote:**

**AYES:** Armstrong, Cabigas, Alan Smith, Art Smith and Warren  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

### **Minutes of Regular Board Meeting April 10, 2013**

#### **6. Action Items**

##### **6.1 Use of the La Madrona Fire Station Site for an Intertie Pump Station – Discussion/Action**

Chief Grebil stated that at the March Board Meeting, Staff presented the Scotts Valley Water District's (SVWD) proposal to secure easements of the La Madrona Fire Station Site for a booster pump and intertie station. Direction was given to Staff to have the project engineers prepare a legal description of the easements and plot map along with obtaining an appraisal for the proposed easement for further Board consideration. Chief Grebil stated that representatives from the SVWD along with their Project Engineers are in attendance this evening to answer questions.

Director Cabigas stated that he and Director Armstrong walked the proposed site with representatives from the SVWD to discuss concerns they had with the project including the proposed pump station location. Director Cabigas stated that due to their meeting at the site, the SVWD was able to move the proposed pump station an additional 10 feet further south.

Director Warren inquired about the contract including language for a process to resolve future issues that may include noise, exhaust or other problems that may arise due to the pump station.

Mr. Robert DeLoach, SVWD Interim General Manager, addressed the Board to discuss the benefits of the Emergency Water Intertie Project (Project). Mr. DeLoach reported that the SVWD is in the process of securing the 6.9 million dollars in grant funding available for the Project and without the grant funding, the Project would not be possible. The grant paperwork must be submitted by May 15<sup>th</sup> so timing is extremely important. The easement and plot map has been completed but it will be four to six

weeks before the appraisal can be completed. The request to the Board is to approve the easement and plot map pending final approval of the contract after the appraisal has been completed.

Mr. Rick Rogers, San Lorenzo Valley Water District General Manager and Boulder Creek Fire District Board Director, addressed the Board regarding the importance of the Project. In May 2012, the well behind the Probation Center failed. Due to the failure, there was a two week water shortage with no water for fire protection in that area. If the emergency intertie was in place, there would have been no water shortage. The Project will tie the SLVWD, SVWD and the Santa Cruz Water Department (SCWD) together to provide mutual aid water for emergencies similar to the way the mutual aid system is used in the Fire Service.

Mr. John Rayner, Engineer with Kennedy/Jenks Consultants, reviewed the Project. The Project proposes to construct six emergency interties to connect the SVWD, SLVWD and the SCWD. The interties would consist of 8 to 12 inch pipelines that would primarily be located within existing rights-of-ways and concrete masonry unit pump stations. These pipelines and pump stations would allow the transfer of water in the event of an unforeseen emergency. The La Madrona lot was selected as the ideal location for the pump station for Intertie number one. As part of the Project, five hydrants will be added along La Madrona Drive, which will benefit the SVFPD and residents. The request is also for a temporary easement to use the entire property for staging during construction, which will be approximately ten to twelve months. The pump station will be a concrete building and the noise study revealed no significant noise issues. The outside look of the pump station can be changed to match the area. All property must be approved before the grant is signed so it is important to receive approval for the easements. The request to the Board is to approve both the temporary and permanent easement subject to the SVWD obtaining an appraisal, paying the appraised amount and finalizing the legal contract.

**On motion of Director Armstrong seconded by Director Warren to Approve Adoption of the Proposed Easement to the Scotts Valley Water District for the Intertie Pump Station Subject to Approved Language and Agreement of Appraisal was approved by the following vote:**

**AYES:** Armstrong, Cabigas, Art Smith and Warren  
**NOES:** None  
**ABSENT:** Alan Smith  
**ABSTAIN:** None

### **Minutes of Special Board Meeting October 30, 2013**

#### **3.2 Update on the La Madrona Intertie Easement with the Scotts Valley Water District – Discussion/Action**

Chief Grebil reported that he found out that the Easement Documents for the La Madrona Intertie Project had not been recorded. The Grant funding was reduced and it appears that the La Madrona Intertie has been eliminated. The Scotts Valley and Santa Cruz Water Districts are still interested in completing the project but funding is an issue at this time. The legal fees have been paid so there is no cost to the SVFPD at this time.

The Board discussed pulling the Easement documents since the contract was not fulfilled and would consider future proposals for the project.

**On motion of Director Armstrong seconded by Director Cabigas to Direct Staff to Submit a Letter to the Scotts Valley Water District to Return the Signed Easement Documents for not Fulfilling the Intertie Project Contract and Submit Future Intertie Project Plans to the SVFPD for Consideration was approved by the following unanimous vote:**

**AYES:** Armstrong, Cabigas, Alan Smith, Art Smith and Warren  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Date: November 10, 2021  
To: Board of Directors  
From: Chief Whittle  
Subject: October Administrative Report

Incident Type	August		September		October		Year To Date	
	2020	2021	2020	2021	2020	2021	2020	2021
Fires	10	8	7	7	4	11	63	69
Explosion / Rupture	0	0	0	0	0	0	0	1
EMS	78	109	76	114	112	86	905	1058
Hazardous Condition	8	3	3	4	4	22	54	81
Service Calls	17	9	14	16	12	24	156	150
Good Intent	35	31	41	37	38	48	342	345
False Alarms	22	17	18	7	11	16	143	114
Severe Weather	0	0	0	0	0	0	3	1
Totals	170	177	159	185	181	207	1666	1819

## Operations

E2511 was placed back into service after the rear brake system was replaced which included new shoes, drums, and seals. The engine was also completely serviced and received an annual inspection by the mechanic performing the work.

On 10/9/21 E2538, E2537, along with units from Santa Cruz City, Cal Fire, Central Fire, and Branciforte Fire responded to a wildland fire behind 816 North Plymouth St. Crews encountered an approximate 1 acre fire in steep heavy vegetation terrain. Crews were able to knock down the fire quickly and stop the threat to the structures above on North Plymouth. The following morning on 10/10/21 a small wildland fire occurred on Graham Hill Rd across from the probation center in the Henry Cowell Park. Two separate fires were quickly extinguished. The cause of both fires were undetermined but were suspicious in nature. Cal Fire Prevention Officers are doing further investigations into fires.

Board of Directors  
Robert Campbell   Edward Harmon   Joseph Parker   Russ Patterson   Daron Pisciotta

On 10/15/21 E2537 responded to the Estrada Fire near Mt. Madonna Rd and Hazel Dell Rd. A controlled burn on private property escaped and started burning into heavy vegetation. E2537 remained on scene until the evening. The following morning, E2537 staffed by Captain Grigg, Eng. Green, Eng. Post and PCF Pisciotta responded as part of an ABH Task Force led by BC McNeil back to the Estrada Fire. E2537 worked a 24 hour shift before being released.

On the same evening E2538 was dispatched to a wildland fire in Pogonip Park. Crews found the fire in a steep drainage with heavy brush. Due to the difficult location and limited access crews worked throughout the evening and into the next afternoon to fully extinguish the fire. 4 firefighters were injured at the fire, one from SVFD. All injuries were minor and the SVFD employee has since returned to work. The cause of the fire was determined to be an unattended camp fire.

On the evening 10/16/21 E2538 and B2501 responded again to Pogonip Park for another wildland fire in a different section of the park. 2 fires were burning in separate locations. E2538 assisted engines from Santa Cruz City and Cal Fire on one of the fires while B2501 provided overhead support for the Santa Cruz incident commander. E2538 and B2501 were on scene for a couple of hours. The cause of the fire remains under investigation by Santa Cruz City due to the suspicious nature and location of the starts.

A new incident and occupancy software called Emergency Reporting has been purchased to replace Firehouse Incident Reporting Software. The software is up and running and is being built out. Training for administrators is happening the first week of November followed by training for staff and company officers in late November/early December. The software is scheduled to go live January 1, 2022.

On October 2, E2538 staffed by Captain Petteys, Eng Crivello, Eng Nehf and FF Shaughnessy along with BC LoFranco as the STEN, responded as part of a Type 3 Strike Team to the KNP Complex in Sequoia National Park. The crews were assigned 12 hours shifts, and all went well. On October 12<sup>th</sup>, they were reassigned to the Alisal Fire in Santa Barbara County, and returned home on Friday October 15<sup>th</sup>.

### Training

FF Shaughnessy has completed his County paramedic accreditation program. Engineers Pedemonte, Cahir, and Post did a great job working with FF Shaughnessy during the accreditation process.

The SCHMIT quarterly training was held at Zayante Fire station. The training was conducted by RW Jones & Associates.

ENG Pedemonte has started his Acting Captain task book, and is about halfway through the program and doing very well.

### EMS

Engineer Paramedic Cahir is working with other members on the EMSIA on a new advanced airway for all agencies including BLS departments. The new airway is called the I-Gel and is easier and less invasive than the current King Tube.

### Prevention

- WUI/LE 100
  - Completed one inspection to review tree work being considered by the new owners of the 440 Kings Village Road complex.
- New Construction Inspections
  - Completed 8 new construction inspections including the Hangar and Polo Ranch Model homes.
- Occupancy Inspections



- Completed State Mandated Occupancy Inspections at Brite Horizons School, Hillside Terrace Apartments, 1440 Multiversity, Bay Tree Apartments, Building Kidz School, and Brookdale Senior Living-Scotts Valley. Re-inspected the Inn at Pasatiempo, Hilton Santa Cruz-Scotts Valley, 1400 Emeline (Santa Cruz County Health Services Mental Health Clinic).
- Permits/Plan Checks
  - Completed 14 plan check/permits.
- Hazard Complaint Inspections
  - Investigated 1 Fire Hazard Complaints.
- Meetings attended
  - Attended 3 meetings, including: Santa Cruz County Fire Investigation Task Force, City of Scotts Valley Building Official, and 440 Kings Village Rd.
- Other
  - Reviewed plans and inspected the 2021 Scotts Valley High School Haunted House.
  - Polo Ranch model homes completed and now open for sales.
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### **Administration**

- Admin Specialist Bridges inspected/installed 4 car seats in October
- All admin attended the CalPERS Virtual Educational Forum on October 19 and 20.
- CalPERS Open Enrollment has been completed for the medical insurance.
- FDAC Open Enrollment is underway and requires new forms due to the change in life insurance carriers.
- Provided the County with our annual FLSA schedules.
- Annual SCHMIT invoices were sent out and all funds have been received.
- Annual TB Test and Flu shots have been completed and tracking updated.
- The Financial Audit for 2020/2021 Fiscal Year has been completed, and Zach Pehling will be at the December Board meeting to present the Audit and answer any questions.

### **Fire Chief**

- I attended the Mayor's State of the City Address at the SV Community center.
- BC McNeil and I met with Dale Hendsbee, the structural engineer at Mesiti-Miller Engineering to discuss seismic upgrades for station one. We reviewed the Tier 1 structural report and toured the fire station. We also had a follow up meeting with another one of their engineers, and they are putting together a proposal for a more in-depth report to include testing, and making recommendations for completing repairs and upgrades to the facility.
- I attended the regular LAFCO meeting on October 13. Executive Director Serrano presented the Countywide Service and Sphere Review for Fire Protection Services report to the LAFCO commission. The Summary of Recommendations is contained in the Board packet. The full report is available for review on the LAFCO web site.
- I attended my first meeting as part of the Santa Cruz County Treasury Oversight Commission. I am the alternate for Special Districts. The role of the Commission is to provide oversight that the County Auditor-Controller is in compliance with County and State investment laws, by reviewing quarterly financial reports and other financial information provided to the Commission.

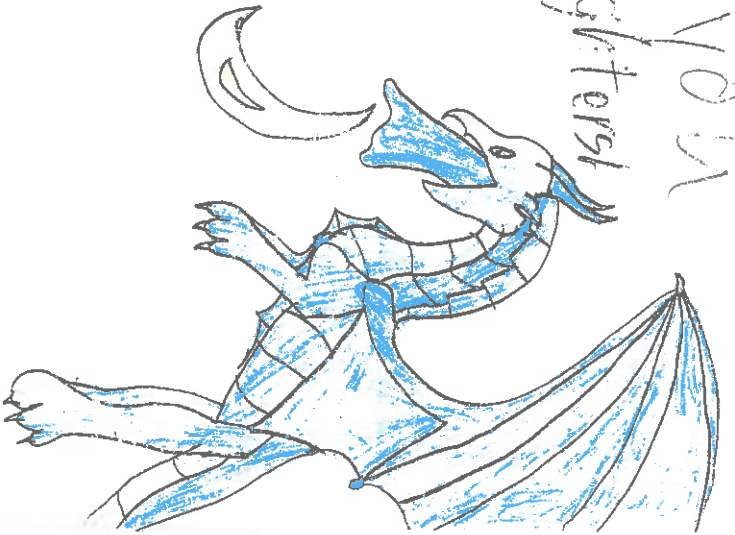
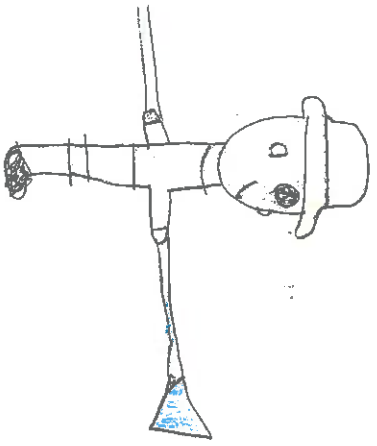
- I attended the Special Board meeting on October 7<sup>th</sup>. At the Boards direction, I contacted LCW to draft side letter for all bargaining units regarding the change in health care premiums and plans for 2022.
- I also met with LCW regarding the Marywood property and have not received a report back.
- We are looking into acquiring a used Bauer SCBA compressor from Cal Fire. They recently replaced one of their units, and have offered us the unit they removed from the station. BC LoFranco has inspected the unit, and it is in excellent condition. The unit is currently set up for 4500 psi filling, we would need to upgrade it to 5500 psi. We have been in contact with Bauer Compressors, they are working on providing us with a quote to upgrade the unit from 4500 psi to 5500 psi. We had originally planned to upgrade our compressor this year with a new unit, budgeted at \$70,000. We should be able to put this used unit in service for under \$10,000, saving the District approximately \$60,000. We are waiting on Cal Fire to provide details of the acquisition before we proceed.
- Overtime and Strike Team Summary

<b>Overtime Description</b>	<b>Amount</b>
Vacation Coverage	\$57,244.30
Sick Leave Coverage	\$16,949.48
Workers Comp Coverage	\$20,308.68
ETO Coverage	\$4,423.63
Haz Mat Training	\$3,833.32
Training	\$3,816.59
Incidents & Extra Coverage	\$5,940.96
PCF Program	\$1,910.33
Chipper Program	\$869.02
<i>Strike Team</i>	<i>\$535,057.58</i>
Other Overtime	\$3,346.62
FLSA Overtime	\$11,784.92
<b>Total Overtime</b>	<b>\$665,485.43</b>

**2021/2022 Strike Team Billing**

Staff	\$613,292.67
Admin	\$102,337.63
Engine	\$153,789.88
<b>Total 2021/2022 FY</b>	<b>\$869,420.18</b>

Thank you  
firefighters



To the firefighters @ Scotts Valley Fire  
District,

We are so truly grateful  
for all that you've done  
for our community during  
the cedar fire.  
You all truly have hearts of  
gold.

Thank you from the bottom  
of our hearts.

Olivia Helen, Max, Abby  
Tephyr Love, NV



## Central Fire District of Santa Cruz County

930 17<sup>th</sup> Avenue ♦ Santa Cruz, CA 95062 ♦ (831) 479-6842 ♦ [www.centralfiresc.org](http://www.centralfiresc.org)

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October 14, 2021

Scotts Valley Fire District  
7 Erba Lane  
Scotts Valley, CA 95066

Dear Chief Whittle,

I want to thank you and Scotts Valley Fire District for facilitating Battalion Chief Chris Stubendorff's assistance on October 11<sup>th</sup> – 13<sup>th</sup> as a rater during our Captain testing.

We found Battalion Chief Stubendorff's operational insight and knowledge of Santa Cruz County Emergency Operations to be very helpful in choosing the right candidate. Additionally, Battalion Chief Stubendorff was very accommodating of our schedule with his willingness to assist us during this 3-day process.

We appreciate the assistance that was afforded by Scotts Valley Fire District toward our agency. Please feel free to request support as needed from Central Fire District of Santa Cruz County.

In Appreciation,

A handwritten signature in blue ink, appearing to read 'John Walbridge'.

John Walbridge  
Fire Chief

