



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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## MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF November 10, 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, November 10, 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 ( <i>Via Teleconference</i> ), Parker<br>Patterson and Pisciotta                    |
| B. Directors Absent:    | None   |
| C. Fire District Staff: | Chief Whittle, Battalion Chiefs LoFranco, McNeil and<br>Stubendorff 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 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:	\$ 194.37
TOTAL:	\$606,183.97

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

#### 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

On motion of Director Pisciotta seconded by Director Campbell to *Approve the Consent Calendar Items 4.1, 4.2, 4.3, 4.4, 4.5 and 4.6* was approved by the following vote:

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting November 10, 2021**

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

**5. Presentation**

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

LAFCO Executive Officer Mr. Joe Serrano presented the LAFCO Report. Mr. Serrano stated that State law requires LAFCO to periodically review and update the services and spheres of 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 for the 13 local agencies that provide fire protection services. Mr. Serrano reported that compared to the other 13 fire agencies, the SVFPD has the 5<sup>th</sup> highest population, 3<sup>rd</sup> highest budget, 5<sup>th</sup> highest number of vehicles, 2<sup>nd</sup> fastest response time and tied with four agencies for the best ISO rating. For the last six years, there has been a budget surplus and the SVFPD is financially stable. Mr. Serrano concluded that since 1995, the SVFPD has shared the sphere with the Branciforte Fire Protection District (BFPD) but this should not just stay the same for many years and the Board should make a plan to change the sphere to reflect where they want to go in the future.

Director Harmon inquired if the LAFCO report had been presented to the BFPD Board. Mr. Serrano stated that he has been in contact with the BFPD and plans on presenting the report to the Board in the next month or two and when that is scheduled, he will let Chief Whittle know.

The SVFPD Board inquired if LAFCO would force a consolidation with the BFPD. Mr. Serrano stated that although LAFCO is concerned that the BFPD is not able to maintain internal operations, it is not the intent of LAFCO to force consolidation but rather work with agencies to find solutions.

**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**

At 6:24 p.m., President Parker opened the Public Hearing.

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

Chief Whittle stated that the Fee Schedule has not been updated since 2005. Last month, the Board approved the Resolution of Intent to adopt the Fee Schedule and after the Public Hearing, the Board can adopt the Ordinance.

With no public comment, President Parker closed the Public Hearing.

**On motion of Director Patterson seconded by Director Campbell to Adopt Ordinance 2021-1: Establishing a Schedule of Fees for Inspection Services, Plan Checks, Permits, Cost Recovery and Other Fire Service Related Fees was approved by the following vote:**

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

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

**7.1 Scotts Valley Water District Intertie Pump Station**

Chief Whittle reported that in 2013, the Scotts Valley Water District secured grant funding to construct an emergency pipeline intertie with the Santa Cruz City water system for the transfer of water during emergencies. The 2013 Scotts Valley Water District proposal, the SVFPD Staff Reports and Board Minutes were included in the Board Packet to detail the scope of the intertie project. At that time, the Scotts Valley Water District's proposal was to secure an easement of approximately 7,000 square feet on the La Madrona Fire Station site for

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting November 10, 2021**

a booster pump and intertie station. The grant funding did not come through and the Scotts Valley Water District pulled the easement request. Recently the grant funding has been secured and the Scotts Valley Water District is once again, inquiring about the easement. Chief Whittle stated that Mr. David McNair with the Scotts Valley Water District was present to answer any questions.

Mr. McNair stated that 100% grant funding has been secured and a lot of the prep work has been completed. The intertie project will take 14 -16 months to complete and based on the grant requirements, the project must be finished by 2024.

The SVFPD Board supported the intertie project but was concerned about that size of the easement and how that might effect the sale of the La Madrona property. The Board requested Mr. McNair provide an updated proposal and walk the La Madrona site with the Facilities Committee to determine the actual placement of the intertie station. No action was taken.

**7.2**     Appoint Ad-Hoc Committee for Purpose of Addressing LAFCO Report

President Parker inquired if anyone was interested in the Ad-Hoc Committee to address the LAFCO report. Director Patterson and Campbell stated they were interested so President Parker appointed them to the Ad Hoc Committee.

**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

None

**8.2**     Administrative Report – Chief Officers

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

- The SCHMIT quarterly training was conducted by RW Jones & Associates and held at Zayante Fire.
- Local fire activity has been heavy recently but crews have been able to knock them down quickly. In addition, it was a busy summer with strike team response starting with the River Fire in July, to the Dixie, Caldor, Fawn and KNP Complex fires. Chief Whittle stated that for a 22 member department and 2 out on injures, he is extremely proud of staff and the great job they do.
- The Assistance to Firefighters Grant opened this week and closes December 17<sup>th</sup>. Battalion Chief Stubendorff will be applying for radios and station alert system.
- The Hazard Mitigation Assistance Grant Program through Cal OES for substantial structural improvements opens next month.

Battalion Chief LoFranco, McNeil and Stubendorff reiterated what Chief Whittle said about how hard staff worked to cover the SVFPD and out of county strike team response for the entire summer.

**9.     Correspondence – Information**

**9.1**     Caldor Fire Thank You Note

**9.2**     Letter from Central Fire District Acknowledging BC Stubendorff for Assistance with Captains Test

The Board received and filed the correspondence.

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

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

At 6:54 p.m., Board President Parker announced that the Board would be going into Closed Session for the purposes listed above.

**11.    Open Session**

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

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting November 10, 2021**

11.2 Approve revised Fire Chief Employment Contract

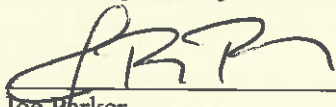
At 7:52 p.m., the Board reconvened to Open Session. President Parker reported that no action was taken in Closed Session.


**12. Request for Future Agenda Items**

**13. Adjournment**

The meeting was adjourned at 7:52 p.m.

ATTEST

  
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Joe Parker  
Board President

  
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Ron Whittle  
Board Secretary