



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

## Board of Directors

### Agenda

Wednesday, January 10, 2024, 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 Mark Correia, Board Secretary, for immediate consideration.

**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 the removal of the item for separate action.)

4.1 Minutes: Approve Regular Board Meeting Minutes of December 13, 2023

4.2 Approve SVFPD Claims Disbursements for the Month of December 1, 2023 through December 31, 2023 in the Amount of:

Payroll and Benefits:	\$572,392.49
General Fund:	\$ 67,526.35
Capital Outlay:	\$ 20,378.75
SCHMIT:	\$ 226.39
TOTAL:	\$660,523.98

**5. Discussion Items**

5.1 Branciforte Fire Station Open House

**Scotts Valley Fire Protection District**  
**Board of Directors Meeting for January 10, 2024**  
**Agenda**

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

- 6.1 Adopt Resolution 2024-1: Resolution Acknowledging Receipt of a Report made by the Fire Chief of the Scotts Valley Fire Protection District (SVFPD) Regarding the State Mandated Annual Inspections of certain Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code
- 6.2 Adopt Resolution 2024-2: Resolution of Intent to Approve an Amendment to Contract Between the Board of Administration California Public Employees' Retirement System and the Board of Directors of the Scotts Valley Fire Protection District
- 6.3 Appoint Branciforte Service Zone Advisory Commission
- 6.4 Board Standing Committee Appointments per Policy 2101
  - Finance and Planning
  - Organization and Personnel
  - Facilities and Equipment
  - Interagency Advisory

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

- 7.1 Board of Directors Report – *Directors*
- 7.2 Administrative Report – *Chief Officers*

**8. Correspondence**

- 8.1 Letter Received 1/4/2024 from Becky Steinbruner

**9. Request for Future Agenda Items**

**10. Adjournment**

Next Regularly Scheduled Board Meeting: Wednesday, February 14, 2024 at 6:00 p.m.



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066

(831) 438-0211

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## MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF December 13, 2023

### 1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, December 13, 2023 at the City of Scotts Valley Council Chambers. President Pisciotta called the meeting to order at 6:00 p.m.

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

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

#### 1.2 Roll Call

A. Directors Present:	Directors Cosner, Hurst, Parker, Patterson and Pisciotta
B. Directors Absent:	None
C. Fire District Staff:	Battalion Chiefs McNeil and Stubendorff and Administrative Services Manager Walton

### 2. Public Comment (GC §54954.3)

No Public Comment.

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

No Agenda Amendments.

### 4. Consent Calendar

#### 4.1 Minutes: Approve Regular Board Meeting Minutes of November 8, 2023

#### 4.2 Minutes: Approve Special Board Meeting Minutes of November 29, 2023

#### 4.3 Approve SVFPD Claims Disbursements for the Month of November 1, 2023 through November 30, 2023 in the Amount of:

<u>Payroll and Benefits:</u>	\$722,662.00
<u>General Fund:</u>	\$ 68,765.48
<u>Capital Outlay:</u>	\$ 20,770.83
<u>SCHMIT:</u>	\$ 4,676.59
<u>TOTAL:</u>	\$816,874.90

#### 4.4 Adopt Regular Board Meeting Dates for 2024

#### 4.5 Approve Policy 2108 Branciforte Service Zone Advisory Commission

On motion of Director Cosner seconded by Director Parker to *Approve the Consent Calendar* was approved by the following vote:

AYES:	Cosner, Hurst, Parker, Patterson and Pisciotta
NOES:	None
ABSENT:	None
ABSTAIN:	None

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting December 13, 2023**

**5. Discussion Items**

**5.1 Branciforte (BFPD) Annexation Update**

Battalion Chief McNeil stated that a memo was included in the Board Packet with the BFPD Reorganization update. LAFCO executed the Reorganization on December 8, 2023 and we have responded to three calls in the BFPD area.

Director Parker stated that the recommendation was to remove the BFPD Annexation Discussion Item from future agendas, which the Board removed.

Becky Steinbruner spoke to the Board regarding the BFPD Reorganization. Becky Steinbruner stated that now that the BFPD Reorganization has been completed, she would take legal action in ten days if the Board did not make a plan to move from at large elections to district-based elections. Becky Steinbruner provided the Board with a letter of intent to file legal action.

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

**6.1 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 Parker stated that he had a conversation with Chief Correia and the Labor Group regarding staffing with the new BFPD employees, which will be an ongoing discussion.

President Pisciotta stated that he met with Chief Correia and Cameron Weist to discuss the election and options moving forward.

**7.2 Administrative Report – Chief Officers**

Battalion Chief McNeil stated that the administrative report was included in the Board Packet and added that he has been working on the BFPD permits for the new building, which are due to expire and have not been finalized. Battalion Chief McNeil stated that he was able to get a copy of the deed for the BFPD property.

Battalion Chief Stubendorff stated that in November, crews responded to 195 calls including 4 fires (2 vehicles fires, a structure fire and mutual aid fire).

**8. Correspondence**

**8.1 Scotts Valley High School Haunted House Thank You Letter**

The Board received and filed the correspondence.

**9. Request for Future Agenda Items**

**10. Election of Board Officers for Calendar Year 2024, Discussion/Action**

**10.1 President**

President Pisciotta stated that based on past practice, the current Vice President would be the next Board President and Director Parker stated that would work for him.

**On motion of Director Cosner seconded by Director Patterson to *Elect Director Parker for Board President* was approved by the following vote:**

<b>YES:</b>	<b>Cosner, Hurst, Parker, Patterson and Pisciotta</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>



**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting December 13, 2023**

10.2 Vice-President

President Pisciotta inquired if Director Cosner or Hurst would be interested in being the Vice President. Director Hurst stated that with two new grandchildren, she would not have time to commit to the position. Director Cosner stated that he would be the Vice President.

**On motion of Director Patterson seconded by Director Pisciotta to *Elect Director Cosner for Board Vice President* was approved by the following vote:**

<b>YES:</b>	<b>Cosner, Hurst, Parker, Patterson and Pisciotta</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**11. Adjournment**

The meeting was adjourned at 6:16 p.m.

ATTEST

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

\_\_\_\_\_  
Mark Correia  
Board Secretary

## Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object

Post On [12/01/2023..12/31/2023] and Revenues/Expenditures [XP] and GL Key [685010, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
<b>GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC</b>												
<b>Character: 50 – SALARIES AND EMPLOYEE BENEF</b>												
<b>Object: 51000 – REGULAR PAY-PERMANENT</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	51000	-142,379.11	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	51000	-173,219.46	PAYPERIOD 26PAYDATE 12292023		
Total 51000 – REGULAR PAY-PERMANENT									-315,598.57			
<b>Object: 51005 – OVERTIME PAY-PERMANENT</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	51005	-15,573.31	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	51005	-16,953.56	PAYPERIOD 26PAYDATE 12292023		
Total 51005 – OVERTIME PAY-PERMANENT									-32,526.87			
<b>Object: 51010 – REGULAR PAY-EXTRA HELP</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	51010	-31.00	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	51010	-2,484.86	PAYPERIOD 26PAYDATE 12292023		
Total 51010 – REGULAR PAY-EXTRA HELP									-2,515.86			
<b>Object: 51035 – HOLIDAY PAY</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	51035	-11,229.02	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	51035	-12,741.57	PAYPERIOD 26PAYDATE 12292023		
Total 51035 – HOLIDAY PAY									-23,970.59			
<b>Object: 51040 – DIFFERENTIAL PAY</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	51040	-7,911.19	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	51040	-7,911.19	PAYPERIOD 26PAYDATE 12292023		
Total 51040 – DIFFERENTIAL PAY									-15,822.38			
<b>Object: 52010 – OASDI-SOCIAL SECURITY</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	52010	-2,807.23	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	52010	-3,487.44	PAYPERIOD 26PAYDATE 12292023		
Total 52010 – OASDI-SOCIAL SECURITY									-6,294.67			
<b>Object: 52015 – PERS</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	52015	-29,463.70	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	52015	-33,210.66	PAYPERIOD 26PAYDATE 12292023		
Total 52015 – PERS									-62,674.36			
<b>Object: 53010 – EMPLOYEE INSURANCE &amp; BENEFITS</b>												
2024	06	12/01/2023	1223SVFD		Expenditures	685010	50	53010	-1,358.24	BIDDLE, MIKE SVFD Health Ins.-	V105980	80062201
2024	06	12/01/2023	1223SVFD		Expenditures	685010	50	53010	-711.06	WHITTLE, RON SVFD Health Ins.-	V102822	80062207
2024	06	12/01/2023	1223SVFD		Expenditures	685010	50	53010	-655.44	LOFRANCO, SAL SVFD Health Ins.	V105221	80062202
2024	06	12/01/2023	1223SVFD		Expenditures	685010	50	53010	-348.27	RONZANO, CHRIST SVFD Health In	V111324	80062205
2024	06	12/01/2023	1223SVFD		Expenditures	685010	50	53010	-849.00	THEILEN, LOTHAR SVFD Health In	V117701	80062206
2024	06	12/01/2023	1223SVFD		Expenditures	685010	50	53010	-364.73	PHINN, MIKE SVFD Health Ins.-	V103782	80062204
2024	06	12/01/2023	1223SVFD		Expenditures	685010	50	53010	-689.04	MCMURRY, MICHAEL SVFD Health In	V105430	80062203
2024	06	12/07/2023	DU101916	DU101916	Expenditures	685010	50	53010	91.85	H.Bustichi Dec23DentalCK#4168	C99999	
2024	06	12/07/2023	DU101916	DU101916	Expenditures	685010	50	53010	48.56	M.Pasquini Dec23 DentalCK#1055	C99999	
2024	06	12/08/2023	DEC23HLTH		Expenditures	685010	50	53010	-61,898.70	SV FIRE DEC 2023	V116512	15659
2024	06	12/12/2023	0124SVFD		Expenditures	685010	50	53010	-4,743.95	HEALTH CARE EMP SVFD Group 367	V108670	00447430
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	53010	-1,000.00	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	53010	1,063.19	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/14/2023	0124SVFD		Expenditures	685010	50	53010	-1,239.16	FIRE RISK MANAG SVFD	V45930	00447681
2024	06	12/14/2023	DU102105	DU102105	Expenditures	685010	50	53010	48.56	M.Marsano Dec23 Dental CK#246	C99999	
2024	06	12/14/2023	DU102105	DU102105	Expenditures	685010	50	53010	48.56	S.Downey Dec23 Dental CK#2378	C99999	
2024	06	12/19/2023	DU102209	DU102209	Expenditures	685010	50	53010	48.56	M.Marsano Oct23 Dental CK#251	C99999	
2024	06	12/21/2023	0124SVFD		Expenditures	685010	50	53010	-432.63	PHINN, MIKE SVFD Health Ins. 1	V103782	80062989
2024	06	12/21/2023	0124SVFD		Expenditures	685010	50	53010	-843.00	THEILEN, LOTHAR SVFD	V117701	80062991
2024	06	12/21/2023	0124SVFD		Expenditures	685010	50	53010	-1,472.62	BIDDLE, MIKE SVFD Health Ins-	V105980	80062986
2024	06	12/21/2023	0124SVFD		Expenditures	685010	50	53010	-703.45	LOFRANCO, SAL SVFD	V105221	80062987
2024	06	12/21/2023	0124SVFD		Expenditures	685010	50	53010	-444.55	RONZANO, CHRIST SVFD Health In	V111324	80062990
2024	06	12/21/2023	0124SVFD		Expenditures	685010	50	53010	-739.30	MCMURRY, MICHAEL SVFD Health In	V105430	80062988
2024	06	12/21/2023	0124SVFD		Expenditures	685010	50	53010	-705.06	WHITTLE, RON SVFD Health Ins.	V102822	80062992
Total 53010 – EMPLOYEE INSURANCE & BENEFITS									-77,848.92			

## Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object  
Post On [12/01/2023..12/31/2023] and Revenues/Expenditures [XP] and GL Key [685010, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
<b>GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC</b>												
<b>Character: 50 – SALARIES AND EMPLOYEE BENEF</b>												
<b>Object: 53015 – UNEMPLOYMENT INSURANCE</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	53015	-0.50	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	53015	-295.30	PAYPERIOD 26PAYDATE 12292023		
Total 53015 – UNEMPLOYMENT INSURANCE									-295.80			
<b>Object: 55021 – OTHER BENEFITS MISC</b>												
2024	06	12/13/2023	PAYPERIOD 25		Expenditures	685010	50	55021	-16,544.06	PAYPERIOD 25PAYDATE 12152023		
2024	06	12/27/2023	PAYPERIOD 26		Expenditures	685010	50	55021	-18,300.41	PAYPERIOD 26PAYDATE 12292023		
Total 55021 – OTHER BENEFITS MISC									-34,844.47			
Total 50 – SALARIES AND EMPLOYEE BENEF									-572,392.49			
<b>Character: 60 – SERVICES AND SUPPLIES</b>												
<b>Object: 61110 – CLOTHING &amp; PERSONAL SUPPLIES</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	61110	-612.91	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
2024	06	12/14/2023	28778		Expenditures	685010	60	61110	-144.00	SCOTTS PPE RECO SVFD	V118889	00447686
2024	06	12/14/2023	39129		Expenditures	685010	60	61110	-3,990.96	SCOTTS PPE RECO SVFD	V118889	00447686
Total 61110 – CLOTHING & PERSONAL SUPPLIES									-4,747.87			
<b>Object: 61125 – UNIFORM REPLACEMENT</b>												
2024	06	12/14/2023	373473		Expenditures	685010	60	61125	-235.89	HOOK FAST SPECI SVFD	V101394	00447684
2024	06	12/21/2023	6184		Expenditures	685010	60	61125	-212.19	SUMMIT UNIFORMS SVFD	V45831	00448369
Total 61125 – UNIFORM REPLACEMENT									-448.08			
<b>Object: 61215 – RADIO</b>												
2024	06	12/21/2023	1223SVFD		Expenditures	685010	60	61215	-7,791.67	SANTA CRUZ REGI SVFD	V13917	00448368
Total 61215 – RADIO									-7,791.67			
<b>Object: 61221 – TELEPHONE-NON TELECOM 1099</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	61221	-2,527.02	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 61221 – TELEPHONE-NON TELECOM 1099									-2,527.02			
<b>Object: 61310 – FOOD</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	61310	-622.87	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 61310 – FOOD									-622.87			
<b>Object: 61425 – OTHER HOUSEHOLD EXP-SERVICES</b>												
2024	06	12/01/2023	1223SVFD2		Expenditures	685010	60	61425	-9.87	SCARBOROUGH LUM SVFD Acct 1169	V1233	00446288
Total 61425 – OTHER HOUSEHOLD EXP-SERVICES									-9.87			
<b>Object: 61720 – MAINT-MOBILE EQUIPMENT-SERV</b>												
2024	06	12/01/2023	1223SVFD4		Expenditures	685010	60	61720	-68.07	SCARBOROUGH LUM SVFD Acct 1169	V1233	00446288
2024	06	12/01/2023	9880		Expenditures	685010	60	61720	-5,865.40	CENTRAL FIRE PR SVFD	V116886	00446287
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	61720	-1,204.39	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 61720 – MAINT-MOBILE EQUIPMENT-SERV									-7,137.86			
<b>Object: 61725 – MAINT-OFFICE EQUIPMNT-SERVICES</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	61725	-42.99	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
2024	06	12/14/2023	15317		Expenditures	685010	60	61725	-1,879.00	PAGODA TECHNOLO SVFD	V125184	00447685
Total 61725 – MAINT-OFFICE EQUIPMNT-SERVICES									-1,921.99			
<b>Object: 61730 – MAINT-OTH EQUIP-SERVICES</b>												
2024	06	12/14/2023	13242		Expenditures	685010	60	61730	-988.95	HILL, JUSTIN SVFD	V41033	00447682
Total 61730 – MAINT-OTH EQUIP-SERVICES									-988.95			
<b>Object: 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV</b>												
2024	06	12/01/2023	1223SVFD1		Expenditures	685010	60	61845	-344.68	SCARBOROUGH LUM SVFD Acct 1169	V1233	00446288
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	61845	-3,591.69	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV									-3,936.37			
<b>Object: 61920 – MEDICAL, DENTAL &amp; LAB SUPPLIES</b>												
2024	06	12/21/2023	85180210		Expenditures	685010	60	61920	-725.82	BOUND TREE MEDI SVFD	V12149	00448363
2024	06	12/21/2023	85188416		Expenditures	685010	60	61920	-8.12	BOUND TREE MEDI SVFD	V12149	00448363
Total 61920 – MEDICAL, DENTAL & LAB SUPPLIES									-733.94			

## Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E; Chart Fields = GLKey,Character,Object

Post On [12/01/2023...12/31/2023] and Revenues/Expenditures [XP] and GL Key [685010, 685030, 685040]

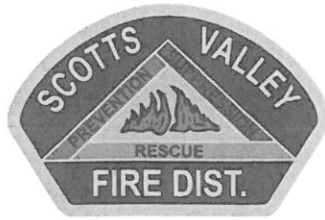
Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
<b>GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC</b>												
<b>Character: 60 – SERVICES AND SUPPLIES</b>												
<b>Object: 62020 – MEMBERSHIPS</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62020	-244.00	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 62020 – MEMBERSHIPS									-244.00			
<b>Object: 62219 – PC SOFTWARE PURCHASES</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62219	-503.49	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 62219 – PC SOFTWARE PURCHASES									-503.49			
<b>Object: 62223 – SUPPLIES</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62223	-504.81	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 62223 – SUPPLIES									-504.81			
<b>Object: 62367 – MEDICAL SERVICES-OTHER</b>												
2024	06	12/14/2023	C231122		Expenditures	685010	60	62367	-8,755.00	BAYSPORT INC SVFD	V44180	00447678
2024	06	12/14/2023	CB231139		Expenditures	685010	60	62367	-1,120.00	BAYSPORT INC SVFD	V44180	00447678
2024	06	12/14/2023	CB231146		Expenditures	685010	60	62367	-1,240.00	BAYSPORT INC SVFD	V44180	00447678
2024	06	12/14/2023	CB231151		Expenditures	685010	60	62367	-1,280.00	BAYSPORT INC SVFD	V44180	00447678
2024	06	12/14/2023	CB231152		Expenditures	685010	60	62367	-1,240.00	BAYSPORT INC SVFD	V44180	00447678
2024	06	12/14/2023	CB231156		Expenditures	685010	60	62367	-1,360.00	BAYSPORT INC SVFD	V44180	00447678
2024	06	12/14/2023	CB231159		Expenditures	685010	60	62367	-1,240.00	BAYSPORT INC SVFD	V44180	00447678
2024	06	12/14/2023	CB231160		Expenditures	685010	60	62367	-1,240.00	BAYSPORT INC SVFD	V44180	00447678
Total 62367 – MEDICAL SERVICES-OTHER									-17,475.00			
<b>Object: 62381 – PROF &amp; SPECIAL SERV-OTHER</b>												
2024	06	12/01/2023	202355		Expenditures	685010	60	62381	-210.00	CENTRAL COAST C SVFD	V15383	00446286
2024	06	12/01/2023	202388		Expenditures	685010	60	62381	-420.00	CENTRAL COAST C SVFD	V15383	00446286
2024	06	12/01/2023	202944		Expenditures	685010	60	62381	-420.00	CENTRAL COAST C SVFD	V15383	00446286
2024	06	12/01/2023	202947		Expenditures	685010	60	62381	-210.00	CENTRAL COAST C SVFD	V15383	00446286
2024	06	12/01/2023	202958		Expenditures	685010	60	62381	-420.00	CENTRAL COAST C SVFD	V15383	00446286
2024	06	12/01/2023	202963		Expenditures	685010	60	62381	-420.00	CENTRAL COAST C SVFD	V15383	00446286
2024	06	12/01/2023	202965		Expenditures	685010	60	62381	-210.00	CENTRAL COAST C SVFD	V15383	00446286
2024	06	12/01/2023	202966		Expenditures	685010	60	62381	-210.00	CENTRAL COAST C SVFD	V15383	00446285
2024	06	12/14/2023	202974		Expenditures	685010	60	62381	-420.00	CENTRAL COAST C SVFD	V15383	00447680
2024	06	12/14/2023	2029777		Expenditures	685010	60	62381	-210.00	CENTRAL COAST C SVFD	V15383	00447680
2024	06	12/21/2023	2029882		Expenditures	685010	60	62381	-525.00	CENTRAL COAST C SVFD	V15383	00448364
2024	06	12/21/2023	54358		Expenditures	685010	60	62381	-342.50	CSG CONSULTANTS SVFD	V121100	00448365
2024	06	12/21/2023	701311		Expenditures	685010	60	62381	-49.00	DEPT OF JUSTICE SVFD	V108459	00448301
2024	06	12/21/2023	8404063		Expenditures	685010	60	62381	-399.00	JACKSON LEWIS L SVFD	V128887	00448366
Total 62381 – PROF & SPECIAL SERV-OTHER									-4,465.50			
<b>Object: 62420 – LEGAL NOTICES</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62420	-32.99	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 62420 – LEGAL NOTICES									-32.99			
<b>Object: 62715 – SMALL TOOLS &amp; INSTRUMENTS</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62715	-3,051.95	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 62715 – SMALL TOOLS & INSTRUMENTS									-3,051.95			
<b>Object: 62826 – EDUCATION AND/OR TRAINING</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62826	-1,300.00	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
2024	06	12/14/2023	2023-02		Expenditures	685010	60	62826	-530.00	BEN LOMOND FIRE SVFD	V46794	00447679
Total 62826 – EDUCATION AND/OR TRAINING									-1,830.00			
<b>Object: 62888 – SPEC DIST EXP-SERVICES</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62888	-41.87	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 62888 – SPEC DIST EXP-SERVICES									-41.87			
<b>Object: 62914 – EDUCATION &amp; TRAINING(REPT)</b>												
2024	06	12/01/2023	1223SVFD3		Expenditures	685010	60	62914	-80.71	SCARBOROUGH LUM SVFD Acct 1169	V1233	00446288
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62914	-1,100.00	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 62914 – EDUCATION & TRAINING(REPT)									-1,180.71			

## Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object  
 Post On [12/01/2023..12/31/2023] and Revenues/Expenditures [XP] and GL Key [685010, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
<b>GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC</b>												
<b>Character: 60 – SERVICES AND SUPPLIES</b>												
<b>Object: 62920 – GAS, OIL, FUEL</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	62920	-113.82	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
2024	06	12/14/2023	845053		Expenditures	685010	60	62920	-2,504.32	WESTERN STATES SVFD	V39738	00447687
Total 62920 – GAS, OIL, FUEL									-2,618.14			
<b>Object: 63070 – UTILITIES</b>												
2024	06	12/01/2023	1123SVFD1		Expenditures	685010	60	63070	-228.86	CITY OF SCOTTS SVFD	V102713	00446154
2024	06	12/01/2023	1123SVFD2		Expenditures	685010	60	63070	-135.55	CITY OF SCOTTS SVFD	V102713	00446154
2024	06	12/07/2023	1223SVFD		Expenditures	685010	60	63070	-2,147.86	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
2024	06	12/14/2023	1223SVFD1		Expenditures	685010	60	63070	-777.81	PACIFIC GAS AND SVFD	V129169	00447594
2024	06	12/14/2023	1223SVFD2		Expenditures	685010	60	63070	-588.61	PACIFIC GAS AND SVFD	V129169	00447594
2024	06	12/21/2023	1223SVFD3		Expenditures	685010	60	63070	-534.81	PACIFIC GAS AND SVFD	V129169	00448302
2024	06	12/21/2023	1223SVFD4		Expenditures	685010	60	63070	-297.90	PACIFIC GAS AND SVFD	V129169	00448302
Total 63070 – UTILITIES									-4,711.40			
Total 60 – SERVICES AND SUPPLIES									-67,526.35			
Total 685010 – SCOTTS VALLEY FIRE PROT SVC									-639,918.84			
<b>GL Key: 685030 – SCOTTS VLY FIRE DIST.-CAPITAL</b>												
<b>Character: 60 – SERVICES AND SUPPLIES</b>												
<b>Object: 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV</b>												
2024	06	12/14/2023	85915C		Expenditures	685030	60	61845	-3,000.00	HOLDEN WHITELAW SVFD	V45122	00447683
2024	06	12/21/2023	3001-02-1123		Expenditures	685030	60	61845	-17,378.75	RRM DESIGN GROU SVFD	V126553	00448367
Total 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV									-20,378.75			
Total 60 – SERVICES AND SUPPLIES									-20,378.75			
Total 685030 – SCOTTS VLY FIRE DIST.-CAPITAL									-20,378.75			
<b>GL Key: 685040 – SV FIRE DIST-REGIONAL HAZ RESP</b>												
<b>Character: 60 – SERVICES AND SUPPLIES</b>												
<b>Object: 61221 – TELEPHONE-NON TELECOM 1099</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685040	60	61221	-152.04	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 61221 – TELEPHONE-NON TELECOM 1099									-152.04			
<b>Object: 62920 – GAS, OIL, FUEL</b>												
2024	06	12/07/2023	1223SVFD		Expenditures	685040	60	62920	-74.35	U S BANK CORPOR SVFD 4246-0445	V992019	80062366
Total 62920 – GAS, OIL, FUEL									-74.35			
Total 60 – SERVICES AND SUPPLIES									-226.39			
Total 685040 – SV FIRE DIST-REGIONAL HAZ RESP									-226.39			
									-660,523.98			





# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Date: December 21, 2023  
To: Hon. Board of Directors  
From: Erin Collins, Deputy Fire Marshal  
Subject: State Mandated Inspection Reporting

Senate Bill 1205 (SB1205) passed in 2018 and requires Fire Districts to report to their Board of Directors the status of state mandated inspections of certain occupancies. These are comprised of Educational - Kindergarten-12<sup>th</sup> Grade (E), Institutional (I), Hotels/Motels (R1), and Apartment Buildings (R2). The Scotts Valley Fire Protection District (SVFPD) has included Organized Camps (C) as they have large "lodge" buildings that could be included in the R1 occupancy classification. Within the SVFPD and not including the newly acquired Branciforte area, we have identified twenty-six (26) occupancies that fall into these categories. Branciforte units will be added and inspected in 2024 and reported at year end.

For the calendar year 2023, the Scotts Valley Fire Protection District has completed inspections of all twenty-six (26) occupancies within our jurisdiction. Nineteen (19) occupancies failed their first inspection. Nine (9) of those occupancies passed on their first re-inspection and seven (7) passed on their second re-inspection. The remaining two (2) occupancies are actively working on corrections for those violations.

In the summer of 2020, the 2019-2020 Santa Cruz County Civil Grand Jury released a report titled "Fire and Safety Inspections in Santa Cruz County." One recommendation from the Report is that fire departments report the state mandated inspection findings to the public via department websites. The SVFPD agreed to implement this recommendation once the annual resolution is approved by the Board. Attached to this report is the tracking spreadsheet showing our findings for these completed annual inspections. This document will be posted to the District website ([scottsvalleyfire.com](http://scottsvalleyfire.com)) following Board approval of resolution 2024-1.

Board of Directors  
Joe Parker   Russ Patterson   Daron Pisciotta   Kris Hurst   Adam Cosner

# SCOTTS VALLEY FIRE PROTECTION DISTRICT

## RESOLUTION NO. 2024-1

### RESOLUTION ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT (SVFPD) REGARDING THE STATE MANDATED ANNUAL INSPECTIONS OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the SVFPD, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.2 requires all fire departments, including the SVFPD, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS, the Board of the SVFPD intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the SVFPD's compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the Board of the SVFPD that said Board expressly acknowledges the measure of compliance of the SVFPD with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the SVFPD, as follows:

#### A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the SVFPD, there lie six (6) Group E occupancies, buildings, structures and/or facilities.

During calendar year 2023, the SVFPD completed the annual inspection of six (6) Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100 % for this reporting period.

#### B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R and C occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the SVFPD, there lie seventeen (17) Group R (and their associated sub-categories) and two (2) Group C occupancies of this nature.

During calendar year 2023, the SVFPD completed the annual inspection of seventeen (17) Group R and two (2) Group C occupancies, buildings, structures and/or facilities. This is a compliance rate of 100 % for this reporting period.

PASSED AND ADOPTED by the Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, this 10th day of January 2024, by the following vote:

	<u>AYES</u>	<u>NOES</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Director Adam Cosner				
Director Kris Hurst				
Director Joseph Parker				
Director Russ Patterson				
Director Daron Pisciotta				

ATTEST:

\_\_\_\_\_  
Mark Correira  
Board Secretary

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

**State Mandated Inspections - 2023**
**Fire Board Report**

Initial Inspection Date	Address	Occupancy	Occ. Type	Initial Insp. Pass/Fail	# of Violations Types	First Reinspection Date	Pass/Fail	# Violations Remaining on Reinspection	Second Reinspection Date
5/10/2023	3192 Glen Canyon Road	The Camp Recovery Center	R-2.1	P					
5/25/2023	3100 Bean Creek Road	Camp Redwood Glen	C	F	8	8/1/2023	P		
5/10/2023	740 N. Plymouth Street	Stepping Out Housing	R-2	F	3	8/3/2023	F	1	9/2/2023 - pass
5/17/2023	6001 La Madrona Drive	Hilton Scotts Valley-Santa Cruz	R-1	F	4	6/8/2023	P		
5/22/2023	1050 Lockhart Gulch Rd.	Mission Springs Conference	C	F	7	7/31/2023	F	3	11/20/23 - pass
6/19/2023	5030 Scotts Valley Drive	Four Points Sheraton	R-1	F	4	7/31/2023	F	2	9/12/23 - pass
8/17/2023	555 SR 17	Inn at Pasatiempo	R-1	P					
7/25/2023	6020 Scotts Valley Drive	Best Western Plus Inn Scotts Valley	R-1	F	3	9/11/2023	F	3	10/19/23 fail 10/31/23 pass
7/27/2023	3650 Graham Hill Road	Santa Cruz County Juvenile Hall	I-3	F	3	8/8/2023	P		
9/13/2023	100 Acorn Court	Acorn Court Apartments	R-2	F	3				
7/5/2023	101/102 Civic Center Drive	Emerald Hill Apartments	R-2	P					
9/21/2023	125 Bethany Drive	Brite Horizons School	E	F	2	9/23/2023	P		
6/6/2023	4110 Scotts Valley Drive	Scotts Valley Apartment Homes	R-2	P					
6/15/2023	800 Bethany Drive	1440 Multiversity	R-1	F	3	6/27/2023	P		
10/31/2023	800 Flora Ln	Bay Tree Apartments	R-2	P					
9/20/2023	100 Lockewood Lane	Brookdale Scotts Valley	R-2.1	P					
9/21/2023	5000 Granite Creek Road	Baymonte Christian School	E	F	7	3/1/2023	F	1	4/4/23 pass
4/4/2023	151 Brook Knoll Drive	Brook Knoll Elementary School & KCE	E	F	5	6/8/2023	F	3	9/11/2023 fail 9/14/23 pass
4/4/2023	151 Vine Hill School Road	Vine Hill Elementary School & KCE	E	F	5	6/8/2023	F	2	7/25/23 pass
4/4/2023	8 Bean Creek Road	Scotts Valley Middle School	E	F	7	6/8/2023	F	4	9/14/23 fail
4/4/2023	555 Glenwood Drive	Scotts Valley High School	E	F	13	6/8/2023	F	7	6/29/23 fail, 9/14/23 fail
4/5/2023	4556 Scotts Valley Dr	Triplexes	R-2	P					
4/5/2023	4602 Scotts Valley Dr	Sixplex	R-2	F	1	5/24/2023	P		
4/5/2023	4730 Scotts Valley Dr	Fourplex	R-2	F	1	4/19/2023	P		
4/5/2023	4732 Scotts Valley Dr	Fourplex	R-2	F	2	4/19/2023	P		
4/5/2023	4734 Scotts Valley Dr	Fourplex	R-2	F	1	4/19/2023	P		

RESOLUTION NO. 2024-2

**RESOLUTION OF INTENTION**

**TO APPROVE AN AMENDMENT TO CONTRACT**

**BETWEEN THE**

**BOARD OF ADMINISTRATION**

**CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

**AND THE**

**BOARD OF DIRECTORS**

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

To provide for the merger of Branciforte Fire Protection District,  
effective December 8, 2023.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the above agency does hereby give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

By: \_\_\_\_\_  
Presiding Officer

Joe Parker, Board President  
\_\_\_\_\_  
Title

January 10, 2024

\_\_\_\_\_  
Date adopted and approved

(Amendment)

CON-302





## EXHIBIT

California  
Public Employees' Retirement System

# AMENDMENT TO CONTRACT

Between the  
Board of Administration  
California Public Employees' Retirement System  
and the  
Board of Directors  
Scotts Valley Fire Protection District

The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective October 1, 1970, and witnessed September 9, 1970, and as amended effective August 11, 1973, July 8, 1978, April 11, 1979, January 15, 1983, December 31, 1983, November 17, 1984, July 8, 1989, January 5, 1991, April 13, 1991, March 13, 1997, June 24, 2000, and March 13, 2003, which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 12 are hereby stricken from said contract as executed effective March 13, 2003, and hereby replaced by the following paragraphs numbered 1 through 16 inclusive.
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for classic local miscellaneous members, age 62 for new local miscellaneous members, age 55 for classic local safety members, and age 57 for new local safety members.
  2. Public Agency shall participate in the Public Employees' Retirement System from and after October 1, 1970, making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
  - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
  - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
  - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
  - a. Local Fire Fighters (herein referred to as local safety members);
  - b. Employees other than local safety members (herein referred to as local miscellaneous members).
5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:
  - a. **POLICE OFFICERS.**
6. This contract shall be a continuation of the contract of the Branciforte Fire Protection District, hereinafter referred to as "Former Agency". The accumulated contributions, assets and liability for prior and current service under the Former Agency's contract shall be merged pursuant to Section 20508 of the Government Code. Such merger occurred December 8, 2023.
7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member shall be determined in accordance with Section 21354 of said Retirement Law (2% at age 55 Full).

8. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
9. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local safety member shall be determined in accordance with Section 21363.1 of said Retirement Law (3% at age 55 Full).
10. The percentage of final compensation to be provided for each year of credited prior and current service as a new local safety member shall be determined in accordance with Section 7522.25(d) of said Retirement Law (2.7% at age 57 Full).
11. Public Agency elected and elects to be subject to the following optional provisions:
  - a. Section 20690, Statutes of 1978, (Reduction of Normal Member Contribution Rate). From April 11, 1979, and until January 15, 1983, the normal local miscellaneous member contribution rate and local safety member rate shall be 3.5%. Legislation repealed said Section effective September 29, 1980.
  - b. Section 20690, Statutes of 1980, (To Prospectively Revoke Section 20614, Statutes of 1978).
  - c. Section 20965 (Credit for Unused Sick Leave).
  - d. Section 20042 (One-Year Final Compensation) for classic members only.
  - e. Section 20434 ("Local Fire Fighter" shall include any officer or employee of a fire department employed to perform firefighting, fire prevention, fire training, hazardous materials, emergency medical services, or fire or arson investigation services as described in Government Code Section 20434).
  - f. Section 21574.5 (Indexed Level of 1959 Survivor Benefits).
12. Public Agency, in accordance with Government Code Section 20834, shall not be considered an "employer" for purposes of the Public Employees' Retirement Law. Contributions of the Public Agency shall be fixed and determined as provided in Government Code Section 20834, and such contributions hereafter made shall be held by the Board as provided in Government Code Section 20834.
13. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members and local safety members of said Retirement System.
14. Public Agency shall also contribute to said Retirement System as follows:

- a. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
  - b. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
15. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
16. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

BOARD OF ADMINISTRATION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS  
SCOTTS VALLEY FIRE PROTECTION  
DISTRICT

BY \_\_\_\_\_  
MELODY BENAVIDES, CHIEF  
PENSION CONTRACT AND PREFUNDING  
PROGRAMS DIVISION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY \_\_\_\_\_  
PRESIDING OFFICER

\_\_\_\_\_  
Witness Date

Attest:

\_\_\_\_\_  
Clerk



California Public Employees' Retirement System  
Financial Office | Pension Contracts and Prefunding Programs Division  
P.O. Box 942703, Sacramento, CA 94229-2703  
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | [www.calpers.ca.gov](http://www.calpers.ca.gov)

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## Certification of Governing Body's Action

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the  
Board of Directors \_\_\_\_\_ of the  
(governing body)

Scotts Valley Fire Protection District \_\_\_\_\_  
(public agency)

on January 10, 2024 \_\_\_\_\_  
(date)

\_\_\_\_\_  
Clerk/Secretary

Mark Correira, Fire Chief \_\_\_\_\_

Title





California Public Employees' Retirement System  
Financial Office | Pension Contracts and Prefunding Programs Division  
P.O. Box 942703, Sacramento, CA 94229-2703  
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | [www.calpers.ca.gov](http://www.calpers.ca.gov)

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## Certification of Compliance with Government Code Section 7507

I hereby certify that in accordance with Government Code section 7507, the future annual costs as determined by the California Public Employees' Retirement System for the increase or change in retirement benefit(s) have been made public at a public meeting of the Board of Directors \_\_\_\_\_ of the Scotts Valley Fire Protection District \_\_\_\_\_

(governing body)

(public agency)

on January 10, 2024 which is at least two weeks prior to the adoption of the Resolution /  
(date)

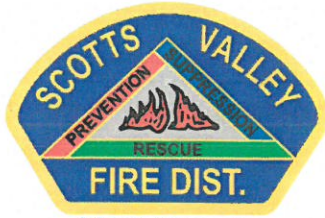
Ordinance. Adoption of the retirement benefit increase or change will not be placed on the consent calendar.

\_\_\_\_\_  
Clerk/Secretary

\_\_\_\_\_  
Mark Correia, Fire Chief

\_\_\_\_\_  
Title

Date January 10, 2024



**Mark Correira**  
Fire Chief

# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Date: January 4, 2024  
To: Hon. Board of Directors  
From: Mark Correira, Fire Chief  
Subject: **Board Memo 2024-01: Branciforte Advisory Commission**

## **Recommendation**

Appoint the following residents to the Branciforte Advisory Commission:

1. Donna Dickinson - Three (3) year term ending January 1, 2027.
2. Marilyn Kuksht - One (1) year term ending January 1, 2025.
3. Larry Pageler - Three (3) year term ending January 1, 2027.
4. Zachery Raney – One (1) year term ending January 1, 2025
5. Vacant

## **Discussion**

District Policy 2108 identifies the scope, purpose, appointment process and meeting requirements for the Branciforte Service Zone Advisory Commission. Adopted by the Board of Directors on December 13, 2023, this Policy allows for up to five (5) members of the Branciforte Service Area to be appointed and to provide recommendations on budget and other policy decisions that impact this area of the district. It was established as part of the reorganization with the Branciforte Fire District that occurred on December 8, 2023.

The Scotts Valley Fire District in cooperation with the Branciforte Fire District advertised to fill these positions for approximately one (1) month – closing on December 19, 2023. The District received four (4) applications. The applicants' residency has been verified, and all were interviewed to determine background and fitness for this Commission. Based on these findings and in accordance with the Policy, all applicants are all being recommended for appointment to this Commission.


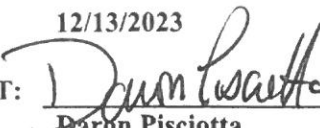

All four (4) candidates come with many strengths, and have a long tenure living in the Community. Two of the applicants are recent Board Members from the Branciforte Fire District, a third grew up in the Community and has returned to raise his family and care for his parents, and the fourth has a corporate finance background and an advocate for her community.

Policy 2108 also explains how the terms will be set for the initial appointments and future appointments. In accordance with this policy, a random drawing was performed to establish one (1) year terms, and three (3) year terms and are noted above.

Once appointed, the Commission will elect a Chair, Vice Chair, and Secretary, and will establish a meeting schedule to comply with the minimum meeting requirements of not less than two (2) meetings per year. These meetings will comply with open public meeting requirements.

Board of Directors

Adam Cosner   Kris Hurst   Joe Parker   Russ Patterson   Daron Pisciotta

Scotts Valley Fire Protection District	
<b>POLICY:</b> 2108  <b>DATE APPROVED:</b> 12/13/2023  <b>BOARD PRESIDENT:</b>  Daron Pisciotta	
	<b>SUBJECT:</b> Branciforte Service Zone Advisory Commission  <b>FIRE CHIEF:</b>  Mark Correia

***Policy 2108: Branciforte Service Zone Advisory Commission***

**Purpose:**

To describe the purpose, scope, duties, terms, appointment process for members of the Branciforte Service Zone Advisory Commission (BAC), and to outline Commissioner duties and meeting requirements.

**Background:**

The Scotts Valley Fire Protection District (SVFPD) and the former Branciforte Fire Protection District (BFPD) entered into negotiations prior to the annexation of the BFPD area. Supported by the Santa Cruz Local Agency Formation Commission (LAFCO), both Fire Districts ratified a District Plan for Service where the BFPD was annexed by, and merged into, the SVFPD. The ratified Service Plan required the SVFPD adopt a policy forming the BAC.

The Service Plan also required the SVFPD Board establish a Service Zone encompassing the former BFPD area. The purpose of this Service Zone was to capture that total revenue being levied in this area. The Service Plan also required the Board of Directors appoint members of the former BFPD Community to serve on the BAC.

**Policy:**


The Scotts Valley Board of Directors shall establish a Service Zone (California Health and Safety Code Section 13955) encompassing the former BFPD, and appoint members of the former BFPD Community to serve as advisors-to-the-board on the use of funds levied in the Branciforte Service Zone. The purpose of the BAC is to review the finances, operations, and projects that directly effect the Service Zone.

**Membership:**

The Commission shall not be more than five (5) members who reside in the Branciforte Service Zone area. These members (Commissioners) will be appointed by a majority vote of the SVFPD Board of Directors.

The Fire Chief shall develop a screening process and recommend members for appointment by the Board of Directors.

BAC Commissioner is a volunteer appointment and no compensation will be provided for their participation on the Commission.

<b>Scotts Valley Fire Protection District</b>	
<b>POLICY: 2108</b>	<b>SUBJECT: Branciforte Service Zone Advisory Commission</b>

**Term of Office:**

Each Commissioner shall serve a term of four (4) years, with terms beginning on January 1 of odd years. The terms shall be staggered with two (2) Commissioners being appointed one year, and three (3) the following odd year. The term-years for initial appointed members shall be determined by a random drawing with two (2) members serving a one (1) year term, and three (3) members serving a three (3) year term.

**Organization and Procedures:**

1. General Organization: The Commission and its Commissioners shall comply with all SVFPD Policies, particularly those governing conduct of the Board of Directors, and Board and Committee Meetings.
2. Staff Support: The Fire Chief or designee shall provide staff support for the Commission as reasonable and appropriate.
3. Meetings: The Commission shall meet not less than two (2) times per calendar year; during budget preparation and mid-year budget review. Additional meetings are subject to the approval of the Fire Chief, and in no case shall there be more than four (4) meetings in a calendar year.
4. Quorum: The quorum of the commission shall be one (1) more than half of the appointed members. A quorum must be present for any matters that require a vote to be acted upon.

**Powers and Duties:**


The Commission shall make efforts to ensure the interests of the Branciforte community is being protected and promoted by monitoring, studying, and advising the Fire Chief and Board of Directors on:

- A. The preparation and implementation of SVFPD plans and process, including the development of Master Plans, Strategic Plans, Standard of Cover, Capital Plans, Community Wildfire Protection Plans, and Annual Budgets.
- B. The continued use and maintenance of the Branciforte Fire Station.
- C. The continued collection and allocation of Measure T funds.
- D. The Commission shall serve as liaison to community-based groups in the Branciforte Service Area such as Firewise Communities, Community Emergency Response Teams, and other similar type groups.
- E. Such other matters relating to the Branciforte Service Area and programs as the Commission desires to bring to the attention of the Fire Chief and the Board of Directors.

**Officers of the Commission:**

1. The Officers of the Commission are Chair, Vice Chair and Secretary.
2. The duties of the Chair are to preside over the meetings, prepare agendas, and execute all documents on behalf of the Commission.
3. The duties of the Vice Chair shall be to assume the duties in the absence of the Chair.
4. The Secretary shall keep meeting minutes of each meeting.
5. Officers shall be elected to one (1) year terms at the first meeting of the Commission each calendar year.



<b>Scotts Valley Fire Protection District</b>	
<b>POLICY: 2108</b>	<b>SUBJECT: Branciforte Service Zone Advisory Commission</b>

#### **Meetings:**

1. Regular meetings of the Commission shall be held twice each calendar year, by schedule, as determined by the majority of Commission members each January.
2. Special Meetings may be called by the Fire Chief, Chair of the Commission or by a simple majority vote of the Commission.
3. All Meetings shall have an agenda and shall be posted in compliance with California Open Meetings Act and Board Policy 2100 Policy for Conducting Board Meetings.

#### **Agendas**

1. No action or discussion shall be undertaken on any item not appearing on the posted agenda except that a Commissioner may briefly respond to statements made or questions posted by persons exercising their public testimony right. Commissioners may also ask a clarifying question, refer matters to staff or other resources to gather factual information, or request staff to report back at a subsequent meeting concerning any matter.
2. Notwithstanding, the foregoing action may be taken on an item of business not appearing on the posted agenda upon a determination by two-thirds vote of the membership of the Commission. If less than two-thirds of the Commission is present, a unanimous vote of those present may add agenda items but the items must require immediate action and the need for action came to the attention of the Commission subsequent to the agenda being posted.
3. Public Comment (i.e., community oral communication) shall be heard as the first item on the agenda, shall be limited to three minutes and for items not on the agenda.
4. The Chair of the Commission may establish reasonable time limits on the amount of time allotted to each speaker on a particular item. Similarly, the Chair may establish reasonable time limits on for public testimony of a particular item or the total amount allotted for community oral communications.
5. When further discussion is required, the Commission may vote to allot time in the agenda of the following meeting.

#### **Committees:**

1. Committees, task forces, or working groups may be appointed as needed by the Chair with the majority approval of the Commission. The Chair, with the majority approval of the Commission, shall terminate the committee when its function is not longer necessary.
2. All committees, task forces, or working groups shall comply with notice and agenda requirements otherwise applicable to the Commission, except for committees composed solely of less than a quorum of members of the Commission which are not standing subcommittees of the Commission.

#### **Public Input**

Beside public input on non-agenda items as described in this policy, the public may comment on agenda items before or during the Commission consideration of the item. Comments shall be directly related to the agenda item and be concise. The Chair shall regulate such comments to insure they come at an appropriate time to be considered in the Commission deliberations and are not too long or duplicative. Written material may also be submitted for consideration as part of the Commission deliberations.





# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

**January 2024**

**Board President**

Joe Parker

**Board Vice-President**

Adam Cosner

**STANDING BOARD COMMITTEES – 2023**

**Organization and Personnel**

Directors Cosner and Parker

**Finance and Planning**


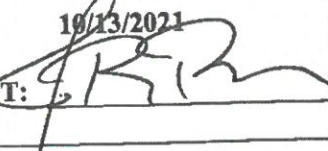
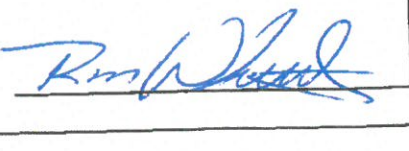
Directors Hurst and Pisciotta

**Facilities and Equipment**

Directors Patterson and Pisciotta

**Interagency Advisory**

Directors Pisciotta and Patterson (Alternate)

<b>Scotts Valley Fire Protection District</b>	
<b>POLICY: 2101</b>	<b>SUBJECT: Committees of the Board of Directors</b>
<b>DATE APPROVED:</b> 10/13/2021 <b>BOARD PRESIDENT:</b> 	<b>FIRE CHIEF:</b> 

## Policy 2101: Committees of the Board of Directors

The Board of Directors of the Scotts Valley Fire Protection District hereby authorizes the following standing committees:

- Finance and Planning Committee

The primary role of the Finance and Planning Committee of the Board is to work with staff on development of budgets, financial projections, and financial strategic planning. Recommendations are made to the Board of Directors with regard to budgeting and allocation of financial resources. The Finance and Planning Committee may also meet with the District's auditor, the Santa Cruz County Auditor and other related entities for the purpose of financial planning.

The Board Finance and Planning Committee may conduct routine quarterly reviews of the current financial status of the District as well as spot checking invoices, statements and warrants for conformance with District policies and procedures.

- Organization and Personnel Committee


Maintains sufficient policies and procedures to assure efficient personnel management and leadership. Recommends organizational structures to the full Board.

- Facilities and Equipment Committee

Conducts capital planning on the replacement, procurement and construction of facilities, apparatus and equipment.

- Interagency Committee

The Interagency objectives are to provide a unified source of accurate information on community related matters, demonstrate effective interagency relationships and through transparency build and maintain trust of local public agencies.

Scotts Valley Fire Protection District	
POLICY: 2101	SUBJECT: Committees of the Board of Directors

- Audit Committee

The Audit Committee of the Board of Directors is hereby established as the full Board of Directors of the Scotts Valley Fire Protection District. The purpose of establishing the Audit Committee is to formally identify that the entire Board of Directors has the fiduciary responsibility for oversight of District administration, governance and financial accountability in the interest of the public.

The role of the Audit Committee is to provide oversight and accountability for all aspects of fiscal affairs including:

- Selection and hiring of the financial audit firm
- Audits are performed on an annual basis
- Formal acceptance, in open session, of the audit report
- Assurance that fiscal processes are adequate and being followed
- Payments are made accurately and promptly
- Records and reports are accurate

The purpose of the committee is to conduct detailed analysis and study in the appointed area of District functions and report the findings to the full Board for action.

Meetings of the committees shall be posted to meet the Brown Act provisions of the California Government Code. Minutes of committee meetings are not required to be taken.

Committees shall be appointed by the Board President at the January Board meeting for the calendar year. Each committee shall be composed of two Board members except the Audit Committee which shall be the full Board.

Ad Hoc committees may be established from time to time to deal with specific issues as determined by the Board. The Board President will make such appointments to Ad Hoc committees as required.

Committees of the Board are required to carry out the Board's wishes in the best interest of the District. The committees will report back to the Board monthly based on activities. Committees may not take any formal action. Any action requires a majority vote of the full Board in open or closed session (and reported in open session) as appropriate.



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Date: January 10, 2024  
To: Hon. Board of Directors  
From: Mark Correira, Fire Chief  
Subject: Administrative Report – January 2024

## Administration

- Completing Branciforte Fire Protection District reorganization requirements and calendar-year-end closing
- Completed personnel orientation and paperwork for
  - 7 new PCFs from the BFPD
  - 4 new Career Staff (3 former BFPD and 1 Promoted PCF / new hire)
  - 6 new SVFPD volunteer firefighters
- Attended the December quarterly County meeting to discuss calendar year end
- Attended the County Fire Chiefs Admin Section Meeting to discuss 2024 goals and training

## Operations

- There were several weather-related vehicle collisions in the month of December. On morning of December 12, Engine 2512, Battalion 2501, and a Cal Fire Unit responded to a vehicle accident on Southbound Highway 17 near Glenwood Cutoff. While at this scene another collision occurred in the Northbound direction resulting in the total blockage of the Northbound side of the Highway. Battalion 2501 and the Cal Fire unit re-located to the second incident with E2510 responding. Once on scene crews had to extinguish one of the vehicles that was fully involved in fire. All parties involved in both incidents were either non-injured or suffered minor injuries.
- On the evening December 17 Battalion 2501, Engine 2510, and Engine 2512 responded to Southbound Highway 17 near Sims Road for a single vehicle rollover collision. The driver involved was uninjured and had self-extricated before units arrived. While awaiting a tow vehicle, a second incident occurred when an SUV struck a parked CHP vehicle. Both the CHP officer and one person in the SUV suffered moderate injuries and were transported to a Bay Area trauma hospital.
- Crews have been working on outfitting the new Command vehicle for Battalion 2501. The 2008 Chevy Tahoe was due for replacement in 2023 but this was postponed pending the Branciforte Reorganization. Now that the reorganization is complete, the former Chief 2600 vehicle, a 2021 Chevy Pick Up, will be used for the Tahoe Replacement. Several items will have to be outsourced including radio installation and light package but cost savings is remarkable. Once completed, the 2008 Tahoe will be transitioned into a Quick Response Vehicle (QRV) for Station 2 (Glenwood).
- A new iPad with connectivity is being added to WT2550. This was repurposed from the Branciforte Chief 2600 vehicle and will allow crewmembers, who are often responding by themselves, to have real time incident updated and navigation.
- Engine 2511 continues to have work done on the engine at Cummins in San Leandro. It's possible that the engine will be back in service in late January.

## Board of Directors

Joe Parker   Russ Patterson   Daron Pisciotta   Kris Hurst   Adam Cosner

### **Training**

- All 4 new hires successfully passed their proficiency check offs during the 2-week in service academy. They are now working regular shifts as a 3<sup>rd</sup> person firefighter. They will continue through their career development for firefighter and driver/operator.

### **Fire Prevention**

Deputy Fire Marshal (DFM) Collins completed the following inspections and building plan reviews for 2023:

- 449 annual commercial inspections
- 388 annual commercial re-inspections
- 124 construction inspections
- 48 weed abatement/ complaint follow-up inspections
- 36 plan reviews
- Completed Fire Investigation 1A

### **EMS**

- Santa Cruz County EMS is working on a regional grant for the LUCAS device. SVFD would receive one additional LUCAS device should the grant go through.

### **Chief Report**

- Hosted two Countywide Fire Representative Meetings to address concerns related to the replacement of the Santa Cruz County Emergency Radio System. Final comments on the Request For Proposal (RFP) have been submitted for consideration. The RFP will likely be approved by the County Steering Committee on January 18 and sent to the Board of Supervisors in February for consideration / approval.
- Attended / represented the County Fire Chiefs at the Finance Sub-Committee of the Santa Cruz County Emergency Radio System. This committee will look for fair and equitable ways to fund the new countywide emergency radio system - likely a \$30 to \$40 million project.
- Met with Becky Steinbruner to discuss her concerns related to the Branciforte Reorganization.
- Met with Nicole Kissam and Tim Seufert from NBS regarding Impact Fees related to growth. More information will be coming to the Board regarding this topic.
- Met with all assigned staff to develop 2024 work plans.
- Interviewed Branciforte Advisory Commission Members and made recommendations for appointment.
- Attended the Community Matters (internet) Radio Show to discuss the failure of Measure W and next steps for the Fire District.

### ***Others Items:***

- None

# Scotts Valley Fire Protection District

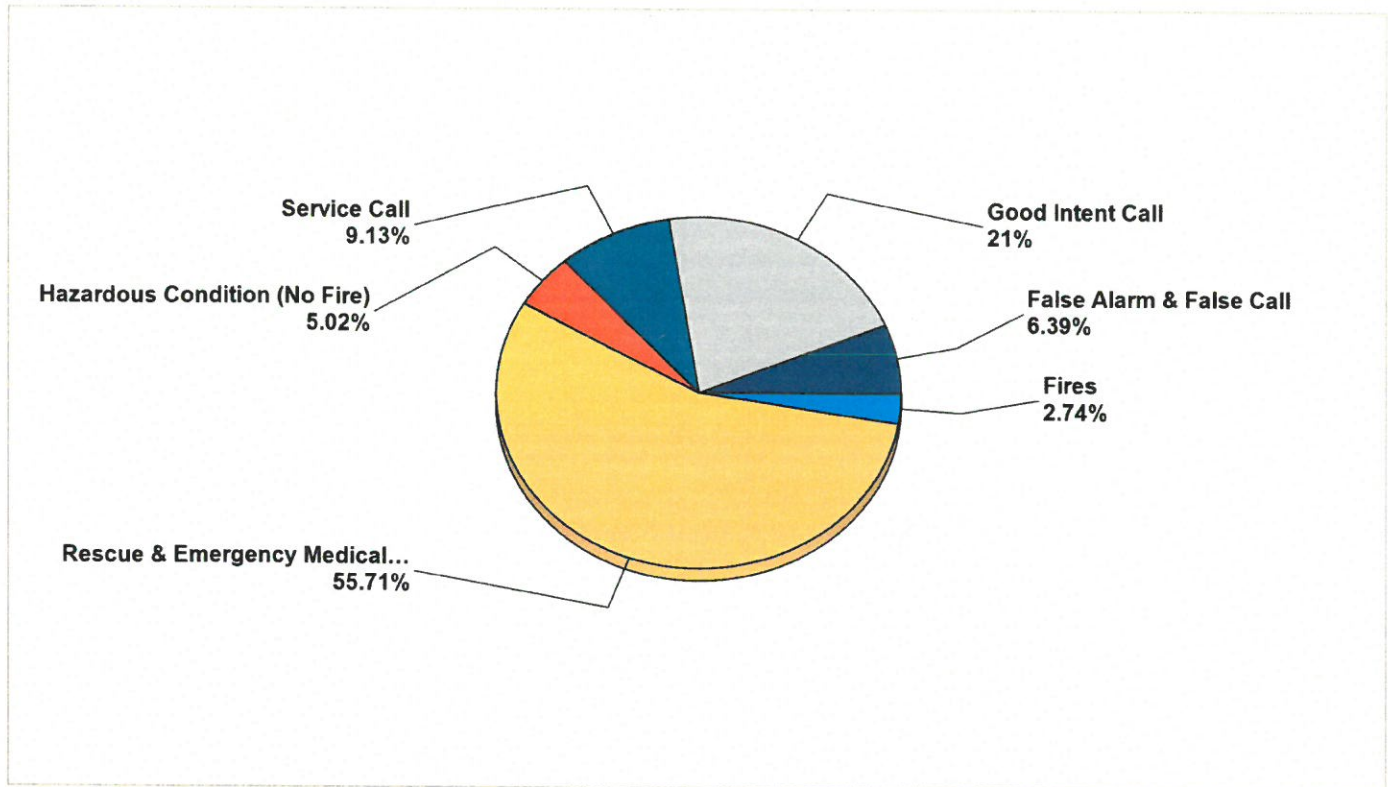
Scotts Valley, CA

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2023 | End Date: 12/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	2.74%
Rescue & Emergency Medical Service	122	55.71%
Hazardous Condition (No Fire)	11	5.02%
Service Call	20	9.13%
Good Intent Call	46	21%
False Alarm & False Call	14	6.39%
<b>TOTAL</b>	<b>219</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Page # 1 of 2



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	0.91%
131 - Passenger vehicle fire	2	0.91%
142 - Brush or brush-and-grass mixture fire	1	0.46%
162 - Outside equipment fire	1	0.46%
320 - Emergency medical service, other	4	1.83%
321 - EMS call, excluding vehicle accident with injury	104	47.49%
322 - Motor vehicle accident with injuries	5	2.28%
324 - Motor vehicle accident with no injuries.	6	2.74%
352 - Extrication of victim(s) from vehicle	3	1.37%
400 - Hazardous condition, other	1	0.46%
412 - Gas leak (natural gas or LPG)	4	1.83%
424 - Carbon monoxide incident	2	0.91%
444 - Power line down	3	1.37%
461 - Building or structure weakened or collapsed	1	0.46%
531 - Smoke or odor removal	2	0.91%
550 - Public service assistance, other	4	1.83%
552 - Police matter	1	0.46%
553 - Public service	9	4.11%
554 - Assist invalid	4	1.83%
600 - Good intent call, other	1	0.46%
611 - Dispatched & cancelled en route	41	18.72%
622 - No incident found on arrival at dispatch address	1	0.46%
651 - Smoke scare, odor of smoke	3	1.37%
700 - False alarm or false call, other	3	1.37%
710 - Malicious, mischievous false call, other	2	0.91%
733 - Smoke detector activation due to malfunction	1	0.46%
735 - Alarm system sounded due to malfunction	1	0.46%
736 - CO detector activation due to malfunction	1	0.46%
743 - Smoke detector activation, no fire - unintentional	2	0.91%
745 - Alarm system activation, no fire - unintentional	4	1.83%
<b>TOTAL INCIDENTS:</b>	<b>219</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



# Scotts Valley Fire Protection District

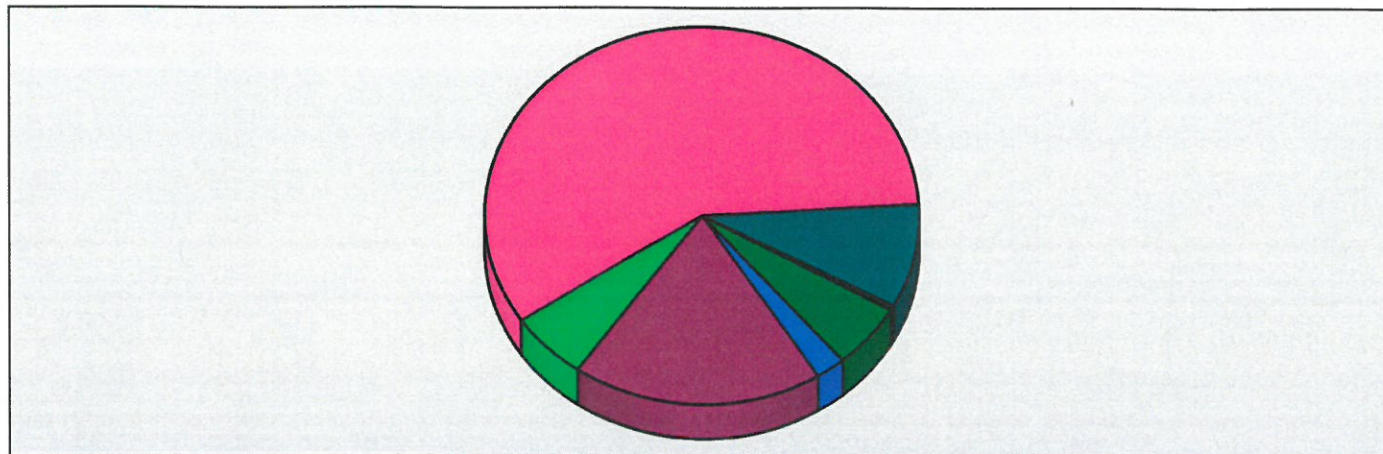
Scotts Valley, CA

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## Major Incident Types by Month for Date Range

Start Date: 01/01/2023 | End Date: 12/31/2023



False Alarm & False Call	Hazardous Condition (No Fire)	Severe Weather & Natural Disaster
Fire	Rescue & Emergency Medical	Special Incident Type
Good Intent Call	Service Incident	Overpressure Rupture, Explosion, Overheat(no fire)
	Service Call	

INCIDENT TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
False Alarm & False Call	5	7	12	18	11	10	5	14
Fire	2	4	4	4	2	5	6	5
Good Intent Call	34	49	40	38	30	26	33	27
Hazardous Condition (No Fire)	24	20	33	2	4	1	7	10
Overpressure Rupture, Explosion, Overheat(no fire)							1	
Rescue & Emergency Medical Service Incident	113	119	111	109	124	113	103	110
Service Call	19	17	16	25	11	9	23	17
Severe Weather & Natural Disaster	5	1						
Special Incident Type			1	1				
<b>Total</b>	<b>202</b>	<b>217</b>	<b>217</b>	<b>197</b>	<b>182</b>	<b>164</b>	<b>178</b>	<b>183</b>

Only REVIEWED incidents included



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Page # 1 of 2



INCIDENT TYPE	SEP	OCT	NOV	DEC	TOTAL
False Alarm & False Call	13	9	12	14	130
Fire	4	5	4	6	51
Good Intent Call	32	39	41	46	435
Hazardous Condition (No Fire)	7	6	12	11	137
Overpressure Rupture, Explosion, Overheat(no fire)	1				2
Rescue & Emergency Medical Service Incident	122	108	109	122	1363
Service Call	19	15	17	20	208
Severe Weather & Natural Disaster					6
Special Incident Type					2
<b>Total</b>	<b>198</b>	<b>182</b>	<b>195</b>	<b>219</b>	<b>2334</b>

Only REVIEWED incidents included



# Scotts Valley Fire Protection District

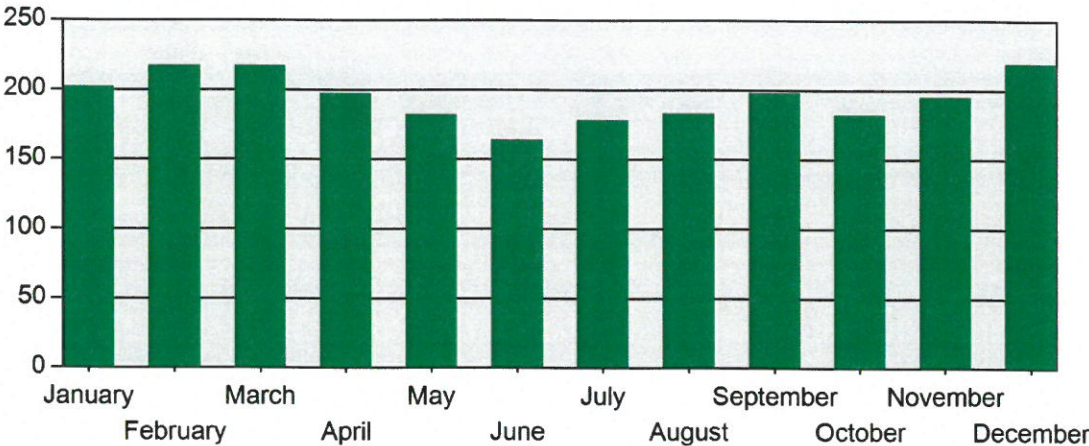
Scotts Valley, CA

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## Incidents by Month for Month Range

Start Month: January | End Month: December | Year: 2023



MONTH	INCIDENTS
January	202
February	217
March	217
April	197
May	182
June	164
July	178
August	183
September	198
October	182
November	195
December	219

Only REVIEWED incidents included

# Scotts Valley Fire Protection District

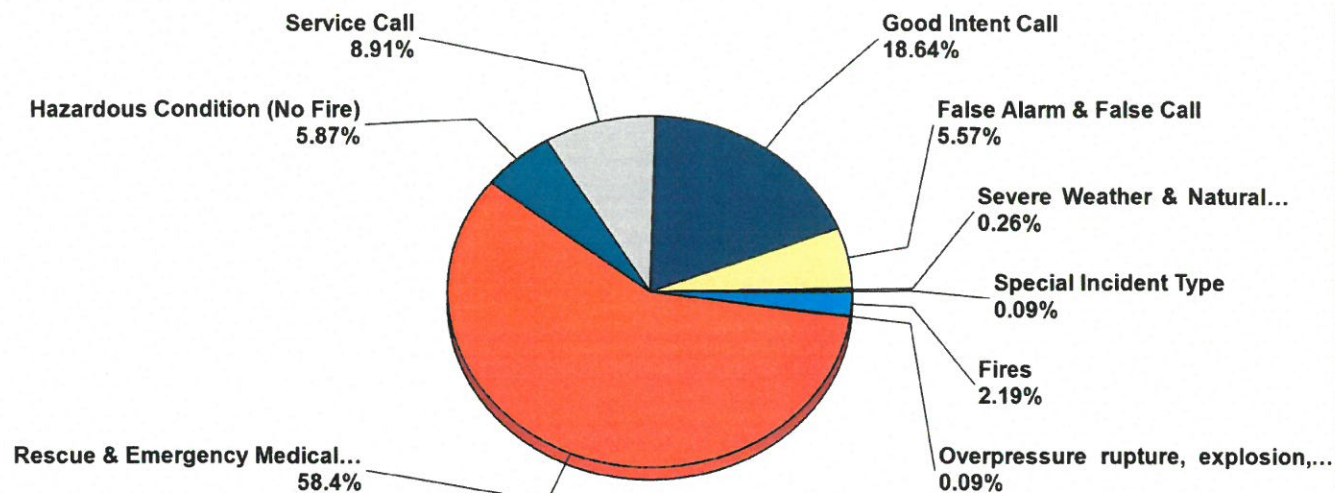
Scotts Valley, CA

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2023 | End Date: 12/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	51	2.19%
Overpressure rupture, explosion, overheating - no fire	2	0.09%
Rescue & Emergency Medical Service	1363	58.4%
Hazardous Condition (No Fire)	137	5.87%
Service Call	208	8.91%
Good Intent Call	435	18.64%
False Alarm & False Call	130	5.57%
Severe Weather & Natural Disaster	6	0.26%
Special Incident Type	2	0.09%
<b>TOTAL</b>	<b>2334</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Page # 1 of 3



### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	3	0.13%
111 - Building fire	10	0.43%
112 - Fires in structure other than in a building	2	0.09%
113 - Cooking fire, confined to container	3	0.13%
114 - Chimney or flue fire, confined to chimney or flue	2	0.09%
116 - Fuel burner/boiler malfunction, fire confined	1	0.04%
118 - Trash or rubbish fire, contained	2	0.09%
131 - Passenger vehicle fire	12	0.51%
132 - Road freight or transport vehicle fire	3	0.13%
141 - Forest, woods or wildland fire	6	0.26%
142 - Brush or brush-and-grass mixture fire	2	0.09%
143 - Grass fire	1	0.04%
150 - Outside rubbish fire, other	2	0.09%
151 - Outside rubbish, trash or waste fire	1	0.04%
162 - Outside equipment fire	1	0.04%
200 - Overpressure rupture, explosion, overheat other	1	0.04%
251 - Excessive heat, scorch burns with no ignition	1	0.04%
311 - Medical assist, assist EMS crew	2	0.09%
320 - Emergency medical service, other	38	1.63%
321 - EMS call, excluding vehicle accident with injury	1193	51.11%
322 - Motor vehicle accident with injuries	58	2.48%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.04%
324 - Motor vehicle accident with no injuries.	60	2.57%
350 - Extrication, rescue, other	1	0.04%
351 - Extrication of victim(s) from building/structure	1	0.04%
352 - Extrication of victim(s) from vehicle	6	0.26%
353 - Removal of victim(s) from stalled elevator	1	0.04%
356 - High-angle rescue	2	0.09%
400 - Hazardous condition, other	8	0.34%
410 - Combustible/flammable gas/liquid condition, other	2	0.09%
411 - Gasoline or other flammable liquid spill	2	0.09%
412 - Gas leak (natural gas or LPG)	29	1.24%
413 - Oil or other combustible liquid spill	2	0.09%
420 - Toxic condition, other	3	0.13%
424 - Carbon monoxide incident	4	0.17%
440 - Electrical wiring/equipment problem, other	12	0.51%
441 - Heat from short circuit (wiring), defective/worn	2	0.09%
442 - Overheated motor	2	0.09%
444 - Power line down	68	2.91%
445 - Arcing, shorted electrical equipment	2	0.09%
461 - Building or structure weakened or collapsed	1	0.04%
500 - Service Call, other	4	0.17%
511 - Lock-out	2	0.09%
522 - Water or steam leak	1	0.04%
531 - Smoke or odor removal	3	0.13%
542 - Animal rescue	2	0.09%
550 - Public service assistance, other	18	0.77%
551 - Assist police or other governmental agency	3	0.13%
552 - Police matter	1	0.04%
553 - Public service	81	3.47%
554 - Assist invalid	91	3.9%
561 - Unauthorized burning	2	0.09%
600 - Good intent call, other	10	0.43%
611 - Dispatched & cancelled en route	338	14.48%
622 - No incident found on arrival at dispatch address	31	1.33%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
631 - Authorized controlled burning	5	0.21%
650 - Steam, other gas mistaken for smoke, other	3	0.13%
651 - Smoke scare, odor of smoke	41	1.76%
652 - Steam, vapor, fog or dust thought to be smoke	5	0.21%
653 - Smoke from barbecue, tar kettle	1	0.04%
661 - EMS call, party transported by non-fire agency	1	0.04%
700 - False alarm or false call, other	28	1.2%
710 - Malicious, mischievous false call, other	3	0.13%
711 - Municipal alarm system, malicious false alarm	1	0.04%
714 - Central station, malicious false alarm	1	0.04%
715 - Local alarm system, malicious false alarm	1	0.04%
730 - System malfunction, other	4	0.17%
733 - Smoke detector activation due to malfunction	19	0.81%
734 - Heat detector activation due to malfunction	2	0.09%
735 - Alarm system sounded due to malfunction	10	0.43%
736 - CO detector activation due to malfunction	8	0.34%
740 - Unintentional transmission of alarm, other	4	0.17%
741 - Sprinkler activation, no fire - unintentional	4	0.17%
743 - Smoke detector activation, no fire - unintentional	12	0.51%
744 - Detector activation, no fire - unintentional	7	0.3%
745 - Alarm system activation, no fire - unintentional	23	0.99%
746 - Carbon monoxide detector activation, no CO	3	0.13%
800 - Severe weather or natural disaster, other	4	0.17%
812 - Flood assessment	1	0.04%
813 - Wind storm, tornado/hurricane assessment	1	0.04%
900 - Special type of incident, other	1	0.04%
911 - Citizen complaint	1	0.04%
<b>TOTAL INCIDENTS:</b>	<b>2334</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



January 2, 2024

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

RECEIVED

JAN 04 2024

SENT CERTIFIED MAIL

ATTN: Board of Directors

SCOTTS VALLEY FIRE  
PROTECTION DISTRICT

Dear Board of Directors for Scotts Valley Fire Protection District,  
On Wednesday, December 13, 2023, I hand-delivered a letter of intent to each of your Board members and to Ms. Walton, declaring my intention to take legal action against SCOTTS VALLEY FIRE PROTECTION DISTRICT, the BOARD OF DIRECTORS OF SCOTTS VALLEY FIRE PROTECTION DISTRICT, and naming SANTA CRUZ COUNTY LOCAL AGENCY FORMATION COMMISSION (LAFCO) as Real Party in Interest, seeking assurance that the DISTRICT will take action to transition to district-based elections of BOARD members. I stated that unless I were provided written proof of the DISTRICT'S intention to do so, I would file legal action under the California Voting Rights Act (CVRA) within 10 days.

Subsequently, I met in person with Scotts Valley Fire Chief Mark Correia on December 19, 2023, and informed him that upon further legal research, I had determined that, in compliance with 2016 amendments to the California legislature passed by Assembly Bill 350, Section 10010 of the elections code was amended to provide a 45-day "safe harbor" limit after the receipt of a letter from potential plaintiffs in California Voting Rights Act (CVRA) cases.

The amendment took effect on January 1, 2017, and prevents lawsuits during the 45-day period. If the Scotts Valley Fire Protection District makes legal moves towards district elections during that 45-day period, it cannot be sued for an additional 90 days after it makes a legal declaration.

The Scotts Valley Fire Protection District must then hold at least two public hearings on the matter within 30 days. The amendments to section 10010 also put a limit of \$30,000 on the amount the District must pay to potential litigants if the District moves to district elections within the 90 day period.

Therefore, I hereby acknowledge the 45-day safe harbor now in effect as of December 19, 2023, terminating on February 6, 2024, out of courtesy that Chief Corriera was out of the area and unable to meet with me until December 19, 2023, and accommodating three legal holidays (December 24/25, 2023, January 1, 2024 and January 15, 2024).

Please place this matter on your January 10, 2024 Board agenda and acknowledge receipt of this Courtesy message.

Thank you.

Sincerely,



Becky Steinbruner  
3441 Redwood Drive  
Aptos, CA 95003

C: Joe Serrano, Santa Cruz County LAFCO