



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF February 14, 2024

1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, February 14, 2024 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 Cosner, Hurst, Parker, Patterson and Pisciotta |
| B. Directors Absent: | None |
| C. Fire District Staff: | Chief Correia, Battalion Chiefs McNeil and Stubendorff
and Administrative Services Manager Walton |

2. Public Comment (GC §54954.3)

Becky Steinbruner provided a handout for potential grant funding opportunity for a slip-on-tanker unit. Becky Steinbruner stated that there will be a measure on the ballot in November that will provide funding for wildfire risk reduction. Becky Steinbruner stated that she met with Chief Correia on Monday and urged the Board to make some effort to move to District Elections or she would take legal action.

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

No Agenda Amendments.

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of January 10, 2024

4.2 Approve SVFPD Claims Disbursements for the Month of January 1, 2024 through January 31, 2024 in the Amount of:

<u>Payroll and Benefits:</u>	\$526,528.56
<u>General Fund:</u>	\$100,267.13
<u>Capital Outlay:</u>	\$ 4,672.25
<u>SCHMIT:</u>	\$ 4,194.04
<u>TOTAL:</u>	\$635,661.98

4.3 Approve Surplus Equipment List

4.4 Approve Budgeted Payment of \$155,000 to the CERBT and \$150,000 to the CEPPT

4.5 Adopt the Following Revised Policies:

<u>Policy#</u>	<u>Description</u>
<u>1701</u>	<u>Fire Chief Job Description</u>
<u>1703</u>	<u>Battalion Chief Job Description</u>

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting February 14, 2024

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

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

5. Discussion Items

5.1 La Madrona Drive Fire Station Planning Timeline

Chief Correira reported that at the Special Meeting on November 29, 2023, La Madrona timeline was discussed focusing on going to the voters in March 2025. Since the meeting, the following items have come up to consider:

- Assembly Constitutional Amendment 1 (ACA1) will be on the November Ballot, which would lower the voter approval for public infrastructure projects from 66.7% to 55%. Based on conversation with Bond Counsel Cameron Weist, the November Ballot could include language to apply the 55% if ACA1 passes.
- Based on conversations with EMC Research, they recommend going to the voters in November 2024 as there is typically a higher and younger voter turnout with positive results.
- Central Fire and the County (public safety radio) may be on the November Ballot, which could be positive.

Chief Correira reviewed the Grantt Chart that was included in the board packet and stated that the timeline could be adjusted to accommodate the November Ballot.

Director Patterson asked Chief Correira to verify with State Legislature that if ACA1 passes in November, will that lower the voter approval to 55% for projects on the November Ballot.

Becky Steinbruner stated that the dates in the chart need to be adjusted from 2024 to 2025. Becky Steinbruner inquired if the Branciforte residents would be included in the vote and suggested having a pancake breakfast as the personal contact is more important than a flyer or expensive mailing.

6. Action Items – Discussion/Action

6.1 Adopt Resolution 2024-3: Authorizing an Amendment to the CalPERS Contract

Chief Correira reported that last month, the Board approved step one of the two-part process to amend the CalPERS contract. Included in the Board packet is Resolution 2024-3 that amends the CalPERS contract and authorizes the Board President to sign the amended CalPERS contract.

On motion of Director Patterson seconded by Director Cosner to *Adopt Resolution 2024-3* was approved by the following vote:

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

6.2 Adopt Resolution 2024-4: Mid-Year Budget Adjustment for Fiscal Year 2023/2024:

<u>685010 General Fund:</u>	\$14,377,286
<u>685015 Branciforte Service Zone:</u>	\$ 462,500
<u>685035 Branciforte Measure T:</u>	\$ 833,804

Chief Correira stated that included in the Board packet is Resolution 2024-4 amending the 2023-24 fiscal year (FY) budget and a memo explaining the changes. The Mid-Year budget amendment covers the following:

- Memorializes the receipt of the Branciforte assets totaling \$741,583, which was placed in the SVFPD General Fund (685010). Of this amount \$257,008 is cash and the remaining is asset value that will be reconciled at the end of the FY during the financial audit.

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting February 14, 2024

- Transfers \$462,500 from the Branciforte Service Zone (685015) to the SVFPD General Fund, which is allocated to various accounts to cover the cost to provide services to the Branciforte Community.
- No Measure T funds (685035) will be transferred and the amount has been broken out in two sections: Measure T and the Barnes Family Trust, which aligns with the recommendation from the Branciforte Advisory Commission.
- Allocating \$29,000 to fund an agreement to allow the SVFPD to collect future growth impact fees. At a later date, agreement will be presented to the Board for consideration.

On motion of Director Pisciotta seconded by Director Hurst to Adopt Resolution 2024-4 was approved by the following vote:

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

6.3 Authorize Additional Services with the RRM Design Group

Chief Correia stated that the memo was included in the board packet. The original agreement only included the fire station and not the administrative building. The additional services agreement would allow us to continue with the design of the administrative building.

Becky Steinbruner inquired why the administrative building was not included in the original agreement. Chief Correia stated that it is common for the administrative building to be separate as it does not have the same essential building standards as the station, which makes it less expensive to build.

On motion of Director Patterson seconded by Director Pisciotta to Authorize Additional Services with the RRM Design Group was approved by the following vote:

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

6.4 Dissolution of the Branciforte Ad Hoc Committee

Chief Correia stated that Director Patterson requested the Board take formal action to dissolve the Branciforte Ad Hoc Committee.

Becky Steinbruner inquired about having a Branciforte Advisory Commission report on the agenda each month. Becky Steinbruner stated that the marquee at the Branciforte Station could be used for announcements including the Townhall Meeting/Open House that is coming up.

On motion of Director Pisciotta seconded by Director Cosner to Dissolve the Branciforte Ad Hoc Committee was approved by the following vote:

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

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

7.1 Board of Directors Report – Directors

Director Cosner reported that the Personnel Committee had a zoom meeting to review the Job Descriptions that were approved earlier in the meeting.

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting February 14, 2024

President Parker reported that the Finance Committee met to discuss the budget and the CalPERS contract amendment.

7.2 Administrative Report – Chief Officers

Chief Correia stated that the administrative report was included in the Board Packet and added the following:

- The Branciforte Advisory Commission had their first meeting and appointed Larry Pageler the Chair, Donna Dickenson the Vice Chair and Marilyn Kusche the Secretary. Chief Correia thanked the SVFPD Finance Committee for attending the meeting, which went well. The standing meeting will be the first Thursday of the month. The Branciforte Advisory Commission agreed to the budgeting process for the general fund property taxes but more conversations will be necessary regarding Measure T, which may come to the Board in the future. Once the Branciforte Advisory Commission minutes are approved, they will be included in the Board Packet.
- Vickey Miller was interviewed for open seat (fifth member) for the Branciforte Advisory Commission. Vickey Miller is a long time Branciforte resident, over 20 years as an office manager, was involved in the Branciforte reorganization over the past two years and was recruited by a member of the Branciforte Advisory Commission. The March Board Agenda will include consideration to appoint the fifth member.
- Sexual Harassment and Ethics training is required for all Board Directors and the links to the training has been emailed. The training may also be provided at the FDAC Conference for those planning on attending. Based on Policy, Board stipends are withheld if not completed.
- A future budget amendment may be necessary for a rebuild on the top end of the engine for 2511 if there is not enough in the current budget to cover the cost.
- Based on the Doodle Poll, March 16, 2024 appeared to be the best date for the Branciforte Station Open House and once confirmed, it will be announced. The marquee will be used to display the Branciforte Station Open House date and time.

Battalion Chief Stubendorff stated that Cad and Netcom have been updated to include the Quick Response Vehicle (QRV). Since time is of the essence, we are working on a model to take the medical bag and leave the engine behind in areas that are difficult to access to ensure the best outcome possible.

Administrative Services Manager Walton announced her retirement date of August 31, 2024 and will be taking vacation beginning in July.

8. Correspondence

8.1 Incident Thank You Card – Devon and Detra Heron

The Board received and filed the correspondence.

9. Request for Future Agenda Items

Director Patteson stated that there are various logos on the letterheads in the Board Packet and inquired about having one standard letterhead.

10 Closed Session: Government Code §54956.8

10.1 Real Property Negotiations for Price and Terms of Payment
 Real Property Transaction: 6000 La Madrona Drive
 Negotiators: Fire Chief Mark Correia and Scotts Valley Water District

No public comment was presented. At 6:43 p.m., President Parker announced the Board Closed Session for the purpose listed in Item 10.1.

11. Open Session: Government Code §54957.1

11.1 Report on Closed Session

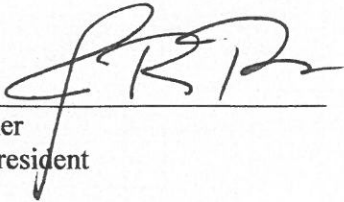
At 7:04 p.m., the Board reconvened to Open Session and President Parker reported that no action was taken.

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting February 14, 2024

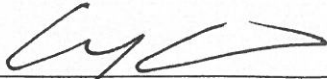
12. Adjournment

The meeting was adjourned at 7:04 p.m.

ATTEST



Joe Parker
Board President



Mark Correia
Board Secretary