

# SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • [scottsvalleyfire.com](http://scottsvalleyfire.com) • 831-438-0211

## MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF June 12, 2024

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 Correira, Board Secretary, for immediate consideration.

### 1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, June 12, 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

#### 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, Stubendorff, and Lofranco. Deputy Fire Marshall Collins. Administrative Services Managers Rodriguez and Walton.

### 2. Public Comment (GC §54954.3)

No Public Comment.

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

No Agenda Amendments.

### 4. Introductions and Presentations

#### 4.1 Janica Maldonado, Partner Aalrr Law Corp – General Counsel

Janica Maldonado, an attorney with Atkinson, Andelson, Loya, Ruud & Romo (Aalrr), has been selected as the District's new general counsel. Directors Pisciotta and Cosner, along with the Chief, interviewed three firms. Janica has experience working with other fire districts in the Bay Area, and her firm has a diverse team of attorneys to assist the District. Janica introduced herself at the board meeting and mentioned her previous role as a deputy city attorney in San Francisco, focusing on labor and employment law and ethics. Her clients include various fire districts and municipalities. Janica plans to meet with Chief Correira to understand the District's needs better.

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Director Cosner informed the board that he and Director Pisciotta were part of the interview panel and found Jenica to be the best choice for the District's legal counsel.

Director Pisciotta agreed with Director Cosner, emphasizing Jenica's suitability for the role given her expertise and availability.

**4.2 Alyssa Rodriguez, Administrative Services Manager**

Alyssa Rodriguez, who joined on June 3, introduced herself at the board meeting. With a background in administration spanning healthcare, law enforcement, and education, Alyssa expressed gratitude for her selection as the Administrative Services Manager. Alicia Walton praised Alyssa's initial training progress, noting her fit for the position.

Director Cosner, also involved in the interview process, emphasized Alyssa's qualifications among strong candidates.

**5. Consent Calendar**

(Consent calendar items will be considered and 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.)

**5.1 Minutes: Approve Regular Board Meeting Minutes of May 8, 2024**

**5.2 Approve SVFPD Claims Disbursements for the Month of May 1, 2024 through May 31, 2024 in the Amount of:**

Payroll and Benefits:	\$ 773,890.48
General Fund:	\$ 86,513.50
Capital Outlay:	\$ 18,000.00
SCHMIT:	\$ 1,980.42
TOTAL:	\$ 880,384.40

**5.3 Approve Surplus List**

**5.4 Policy 806: Workplace Violence**

**5.5 Repeal Policy 1710: Office Supervisor/Administrative Analyst and adopt Revised Policy 1700 Job Descriptions**

**5.6 Revised Public Pay Schedule**

**On motion of Director Cosner seconded by Director Hurst to *Approve the Consent Calendar Items 5.1-5.6* was approved by the following vote:**

AYES: Cosner, Hurst, Parker, Patterson and Pisciotta

NOES: None

ABSENT: None

ABSTAIN: None

**6. Discussion Items**

**6.1 La Madrona Fire Station Planning**

Battalion Chief Stubendorff reported on the ongoing collaboration with EMC Research for a public poll on taxation tolerance, results expected later in the month. Polling results will be reviewed at an upcoming meeting. Capital PFG has begun their analysis and have determined a 30-year bond will range in cost per \$100,000 from \$14.50 (for a bond amount of \$19.5 million)

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to \$19 (for a bond amount of \$28 million). Bond Counsel has been identified who can assist with this effort. The District is working with a local appraiser to get the 7 Erba Lane station appraised to determine resale value. And lastly, the La Madrona site will be mowed by the 15<sup>th</sup> of this month.

Director Patterson, alongside Director Pisciotta, Battalion Chief McNeil, and Chief Correira, attended a fire station design conference in Phoenix, reinforcing support for the bond measure slated for the 2024 ballot. Director Patterson highlighted the significant rise in construction costs. He further pointed out there has been a 22% increase in the cost of construction from one year ago, as construction costs have increased around 20% each year since 2019. The cost to build the new station, as of today, is \$1700-\$1900 per foot. Due to the increase of construction costs, it is almost one million dollars more to build than it would have been last year. Director Patterson, Chief Correira, and Director Pisciotta convened with representatives from EMC Research and Tripepi Smith to outline their public outreach strategy for the bond measure, which involves conducting phone polls with 300 past voters across the District starting tomorrow (June 13, 2024). The insights gained from these polls are expected to provide valuable information for the District's future actions.

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

**7.1 Introduction of Ordinance 2024-1: Weed Abatement (First Reading)**

Deputy Fire Marshal Collins requested postponement of this item to the next regular board meeting but offered to address any questions.

President Parker inquired about potential tax implications and resident notifications.

Collins clarified that taxes would not be levied this year and assured timely notices for residents.

Item 7.1 was tabled until the July regular board meeting.

**7.2 Felton Fire Update / Dissolution of the Ad Hoc Committee**

President Parker reminded those present at the board meeting about Felton Fire's request for assistance in staffing and managing their fire district, which they had approached Chief Correira about. Parker stated that he, Director Pisciotta, and Chief Correira held several meetings with Felton Fire to assess their needs. Following thorough deliberation and considering both Felton Fire's needs and the associated costs for support from Scotts Valley Fire District, Felton Fire expressed appreciation for the collaboration but decided to discontinue discussions on shared services. Consequently, the Ad Hoc Committee was dissolved.

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

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

**8.1 Board of Directors Report – *Directors***

The Fire Station Finance Committee did not convene since the last meeting. The board acknowledged Alicia Walton's impending retirement, expressing gratitude for her dedicated service. Alicia responded with appreciation, reflecting on her tenure and expressing gratitude for the opportunity to work with such a dedicated team.

**8.2 Administrative Report – *Chief Officers***

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Battalion Chief McNeil thanked Battalion Chiefs Stubendorff and Lofranco for organizing a successful Captain's promotional test. Discussions are ongoing regarding the use of funds for improvements at the Branciforte station.

Battalion Chief Lofranco expressed gratitude to Santa Cruz, Watsonville Fire, and Central Fire for providing evaluators to assist in our testing and assessment centers. He also thanked the administrative staff for their support throughout the process. Lofranco expressed satisfaction with the results of the evaluations and mentioned that the District aims to promote a candidate to the vacant position by June 22nd. Over the last six months, Scotts Valley Fire had been utilizing all acting Captains to fill this term vacancy. This is the only current vacancy at this time.

Lofranco referenced the administrative report and acknowledged Travis Crivello for spearheading the Support 2562 project. This EMS addition is now fully operational and prepared to serve the rural, outlying areas of the District.

**9. Correspondence**

9.1 None

**10. Request for Future Agenda Items**

No future agenda items.

**11. Closed Session: Government Code §54957**

11.1 Public Employee Performance Evaluation  
Title: Fire Chief

At 6:30 p.m., Board President Parker announced the Board Closed Session for the purpose listed in Item 11.1.

**12. Open Session: Government Code §54957.1**

12.1 Report on Closed Session

At 7:15 p.m. the Board reconvened to Open Session and President Parker reported on the public employee performance evaluation of the Fire Chief.

**On motion of Director Patterson seconded by Director Pisciotta to Approve Fire Chief Step C for Mark Correia, effective payroll #14 beginning June 22, 2024 was approved by the following vote:**

AYES: Cosner, Hurst, Parker, Patterson and Pisciotta

NOES: None

ABSENT: None

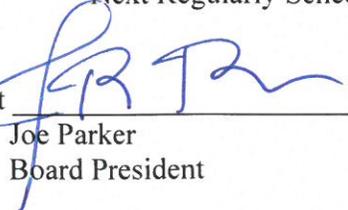
ABSTAIN: None

**13. Adjournment**

The meeting was adjourned at 7:17 p.m.

Next Regularly Scheduled Board Meeting: Wednesday, July 10, 2024 at 6:00 p.m.

Attest

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

  
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Mark Correia  
Board Secretary