



**Board of Directors
Regular Meeting Agenda
Wednesday, February 12, 2025 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.

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.

Teleconferencing Notice

Director Hurst will be joining the meeting via teleconference from the following location: 1102 N. Stevens St., Tacoma, WA

1. Opening Business

- 1.1 Call to Order
- 1.2 Pledge of Allegiance and Moment of Silence
- 1.3 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 that is within the subject matter of the jurisdiction, and either on the agenda or not on the agenda. To ensure fair and equal treatment of all who appear before the Board, and to expedite Agency business, speakers will be limited to three minutes. The three-minute per speaker time limitation may be extended for good cause by the Board President, or by majority vote of the Board Members. Anyone wishing to be placed on the Agenda for a specific topic should contact the Fire Chief's Office and submit correspondence at least 10 days before the desired date of appearance. 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 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.)



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

- 4.1 Minutes: Approve Regular Board Meeting Minutes of January 8, 2025
 - 4.2 Approve SVFPD Claims Disbursements for the Month of January 1, 2025 through January 31, 2025 in the Amount of:

Payroll and Benefits:	\$ 627,525.96
General Fund:	\$ 95,855.74
Capital Outlay:	\$ 20,166.00
SCHMIT:	<u>\$ 4,276.02</u>
TOTAL:	\$ 747,823.72
 - 4.3 Accept CEPPT and CERBT Summary Reports, and Approve Annual Payments
 - 4.4 Approve updated Side Letter with IAFF 3577- Acting Fire Marshal Pay
 - 4.5 Adopt Revised Policy 1716 Fire Marshal Job Description
 - 4.6 Adopt Resolution 2025-2: Mid-Year Budget Adjustment for Fiscal Year 2024/2025
 - 4.7 Approve Appointment of Branciforte Service Zone Advisory Commission Members
- 5. Discussion Items**
- 5.1 La Madrona Fire Station Planning / Safety Measures to Address Seismic Concerns for Firefighters at Fire Station One, located at Erba Lane
 - 5.2 First Responder Fees
- 6. Action Items- Discussion/Action**
- 6.1 Vote on Special District Seats on LAFCO
 - 6.2 Type 1 Engine Purchase
 - 6.3 Felton EMS Transport Unit Purchase
 - 6.4 Term Limited Deputy Fire Marshal (Retired Annuitant)
- 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 Scotts Valley Chief Officers- Request to Open Negotiations

8.2 Email on Solicitation for Nominations for Positions on the FRMS Board of Directors

9. Request for Future Agenda Items

10. Closed Session: Government Code §54957

10.1 Closed Session Conference with Legal Counsel – Threatened/Anticipated Litigation

Significant exposure to litigation pursuant to Government Code sections 54956.6(d)(2) and 54956.6(e)(1): 1 case

10.2 Labor Negotiations: Government Code §65957.6

Conference with Labor Negotiators, Directors Cosner and Whittle

Employee Organization: Local 3577, International Association of Firefighters

11. Open Session: Government Code §54957.1

11.1 Report on closed session

12. Adjournment

Next Regularly Scheduled Board Meeting: Wednesday, March 12, 2025 at 6:00 p.m.



**MINUTES OF THE
SCOTTS VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING OF
January 8, 2025**

1. Opening Business

1.1 Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, January 8, 2025 at the City of Scotts Valley Council Chambers. President Cosner called the meeting to order at 6:00 p.m.

1.2 Pledge of Allegiance and Moment of Silence

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

1.3 Roll Call

Director(s) Present:	President Adam Cosner (AC) Vice President Kris Hurst (KH) Director Daron Pisciotta (DP) Director Mike Weave (MW) Director Ron Whittle (RW)
Director(s) Absent:	N/A
Fire District Staff:	Chief Correira Battalion Chiefs McNeil and Stubendorff Administrative Services Manager Rodriguez

2. Public Comment (GC §54954.3)

- No public comment.

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

- The board removed Consent *Item 4.5- Revised Pay Schedule* and added the item to Action Discussion section as *Item 11.3*

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of December 11, 2024

4.2 Minutes: Approve Special Board Meeting Minutes of December 11, 2024



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

Payroll and Benefits:	\$ 540,265.71
General Fund:	\$ 55,842.44
Capital Outlay:	\$ 55,622.36
SCHMIT:	\$ 1,596.17
TOTAL:	\$ 653,326.68

4.4 Approve Revised Policy 2100: Policy For Conducting Board Meetings (New 2025 laws)

4.6 Approve Revised Marywood Lease Agreement

Board Comment/Questions: None

Public Comment: None

Motion to approve Consent Calendar Items 4.1-4.6 (with the removal of Item 4.5) as presented was made by Director Hurst, seconded by Director Whittle, and approved unanimously by voice vote, with 5 ayes.

5. Discussion Items

5.1 Reorganization La Madrona Fire Station Planning / Safety Measures to Address Seismic Concerns for Firefighters at Fire Station One, located at Erba Lane

Chief Correira shared that the options for addressing the District's facility needs based around safety measures were developed collaboratively with administrative staff and all three shifts to ensure alignment with organizational priorities.

For La Madrona, Chief Correira emphasized the importance of deciding whether to retain the site as a potential fire station and administrative office. Previous funding measures in 2005, 2023, and 2024 were unsuccessful, raising questions about the viability of this option. Staff recommended that this decision be prioritized, as it will significantly impact long-term planning.

For the Erba Lane Fire Station, Chief Correira outlined short-term solutions to address immediate safety concerns, focusing on both administrative and emergency response functions. The options include temporary improvements to living spaces and dorm configurations, with an emphasis on minimizing costs while ensuring firefighter safety.

Board members engaged with questions, and staff clarified various aspects of the options presented.

The Board was encouraged to evaluate these options and consider a workshop or ad hoc committee to explore financial strategies to advance the District's facility goals.



5.2 Fire Chiefs Work Plan (Review)

Chief Correira presented his updated work plan which included highlighting ongoing policy updates, strategic planning sessions to begin in March, and district-based voting evaluation being looked into. He also noted progress on financial planning and MOU negotiations. The Board did not suggest any changes.

6. **Action Items- Discussion/Action**

6.1 Approve Resolution 2025-1: 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

Chief Correira shared that the annual report, required by law, provides an update on progress made with state-mandated building inspections. He acknowledged that Deputy Fire Marshal Collins has completed all required inspections, and has also met a personal goal set two years ago to inspect every commercial building in the community within a two-year window. This goal has been successfully completed, and all buildings under her purview have been inspected. He commended her for the excellent work.

Board Comment/Questions: None

Public Comment: None

Motion to approve Action Items 6.1 as presented was made by Director Pisciotta, seconded by Director Weaver, and approved unanimously by voice vote, with 5 ayes.

6.2 Board Standing Committee Appointments per Policy 2101

- Finance and Planning
- Organization and Personnel
- Facilities and Equipment
- Interagency Advisory

Board Comment/Questions:

The Board discussed various committee appointments, with President Cosner making the following selections: Directors Whittle and Hurst were appointed to the Finance and Planning Committee; Directors Weaver and Cosner were selected for the Organization and Personnel Committee; Directors Pisciotta and Weaver were assigned to the Facilities and Equipment Committee; and the Interagency Advisory Committee, typically led by the Board President, was also addressed with Director Hurst as the alternate. Directors Whittle and Cosner will serve on the Negotiations Committee.

Public Comment: None



Motion to approve Board Standing Committee Appointments per Policy 2101 was made by Director Hurst, seconded by Director Pisciotta, and approved unanimously by voice vote, with 5 ayes.

6.3 Reorganization Study / Shared Services

At the last board meeting, Director Whittle expressed interest in creating an ad hoc committee to continue discussions regarding the reorganization/feasibility study and shared services with Central Fire. He kicked off the conversation by suggesting that the Board begin exploring potential areas for collaboration rather than waiting for a two-year study to conclude.

The Board discussed other possible shared services beyond fire marshal duties, where both districts could work together.

President Cosner appointed Directors Whittle and Pisciotta to lead the Reorganization Study/Shared Services Ad Hoc committee as part of this ongoing effort.

Public Comment: None

6.4 Revised Public Pay Schedule

Chief Correira introduced the need to update the salary schedule to reflect the minimum wage increase and to include the Fire Marshal position for CalPERS compliance, following the previously approved side letter for the Deputy Fire Marshal's temporary role at Central Fire. Administrative Services Manager Rodriguez outlined the necessary revisions to the salary schedule and side letter that are needed to ensure reporting compliance.

Board Comment/Questions: None

Public Comment: None

Motion to approve the Revised Public Pay Schedule as presented was made by Director Weaver, seconded by Director Whittle, and approved unanimously by voice vote, with 5 ayes.

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

7.1 Board of Directors Report – Directors

The Board of Directors had no updates to report.

7.2 Administrative Report – Chief Officers

Battalion Chief LoFranco provided the following updates:

Training and Certifications: Completed ACLS, PALS, and CPR training for all paramedics.



Personnel Development: Engineers Neff and Post have completed their acting captain task books. This strengthens leadership depth and supports succession planning within the department.

Strike Team Deployment: A strike team was deployed to Southern California with Watsonville, Central, and Santa Cruz Fire.

Academy & Instructor Shortage: Fire Academy coordination is led by Acting Captain Brian Green, working with Central Fire counterparts. Countywide instructor shortages are impacting state-certified training courses. Departments may need to fund external instructors to meet training requirements. Scotts Valley personnel are recognized for their instructional expertise, leading to increased requests for assistance from other agencies.

Battalion Chief Stubendorff provided the following update:

Call Stats & Response Times: Nearly 2,500 calls in 2024, continuing a 5% annual increase. Average response time remains under 5 minutes in core areas, slightly longer for Branciforte. The QRV helps mitigate delays.

BLS Ambulance Discussion: Met with county officials regarding BLS ambulance use. Decision was made to limit BLS use, as 40% of low-acuity calls still require paramedic care. A 30- and 90-day review is planned.

Station Alerting System: Evaluating options for BRYX 911 station alerting, however, we are holding off pending station decisions. Meeting scheduled with the installer to explore solutions, with Station 2 as a possible alternative.

Chief Correira provided the following update:

Strategic Planning: Initial meetings scheduled for March 4–7.

Reorganization RFP: Responded to Lisa Murphy with an edited RFP draft. A staff-level meeting is planned for later this month to refine it. The goal is to complete the report in six months and shorten the overall process from two years to about 12–18 months.

Committee Meetings: With newly appointed committees, meetings need to be scheduled for ongoing items related to each committee.

Finance & Debt Management: Spoke with Bob Mims, a CPA to discuss options on strategic debt management and financing, including UAL and capital equipment.

Facilities & Apparatus: Discussions are underway about acquiring a new Type 1 engine (four-year build window) and potential acquisition of Felton's rescue unit, formerly from Boulder Creek.

Labor Negotiations Support: Staff is preparing salary studies and related materials to support the Ad Hoc Negotiations Committee.

8. Correspondence

8.1 [Scotts Valley Firefighters Local 3577- Request to Open Negotiations](#)

8.2 [Confidential Employees Group- Request to Open Negotiations](#)

The Board received and filed the correspondence.



9. Request for Future Agenda Items

There were no requests for future agenda items.

10. Closed Session: Government Code §54957

10.1 Closed Session Conference with Legal Counsel – Threatened/Anticipated Litigation

Significant exposure to litigation pursuant to Government Code sections 54956.6(d)(2) and 54956.6(e)(1): 1 case

10.2 Closed Session Conference with Legal Counsel – Threatened/Anticipated Litigation

Significant exposure to litigation pursuant to Government Code sections 54956.6(d)(2) and 54956.6(e)(2): 1 case based regarding Agreement for Bond Counsel Services between the Scotts Valley Fire Protection District and the Weist Law Firm.

10.3 Labor Negotiations: Government Code §65957.6

Conference with Labor Negotiators, Directors Cosner and Hurst
Employee Organization: Local 3577, International Association of Firefighters

At 7:18 p.m., President Cosner announced the Board would be going into Closed Session for the purpose to discuss items listed in 10.1-10.3.

11. Open Session: Government Code §54957.1

11.1 Report on closed session

At 8:06 p.m., the Board reconvened to Open Session and President Cosner reported on Items 10.1-10.3. Information was received, and direction was given. No action taken.

12. Adjournment

The meeting was adjourned at 8:07 p.m.

Attest _____
Adam Cosner
Board President

Mark Correira
Board Secretary

Scotts Valley Fire Protection District (SVFPD)

Date: February 12, 2025
To: Board of Directors
From: SVFPD
Subject: Approve Claim Disbursements

SVFPD Claims have been approved for payment out of SVFPD Funds totaling \$ 747,823.72

These payments have been approved by the Board of Directors during their meeting on February 12, 2025

January 2024/2025 F.Y.

685010- Payroll and Benefits:	\$	627,525.96
685010- General Fund:	\$	95,855.74
685030- Capital Outlay:	\$	20,166.00
685040- SCHMIT:	\$	4,276.02

ATTEST _____
Adam Cosner
Board President

Mark Correia
Board Secretary

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [@prior-month] and Revenues/Expenditures [XP] and GL Key [685010, 685020, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC												
Character: 50 – SALARIES AND EMPLOYEE BENEF												
Object: 51000 – REGULAR PAY-PERMANENT												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	51000	-154,902.30	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	51000	-154,196.60	PAYPERIOD 02PAYDATE 01242025		
Total 51000 – REGULAR PAY-PERMANENT									-309,098.90			
Object: 51005 – OVERTIME PAY-PERMANENT												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	51005	-13,235.71	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	51005	-79,081.26	PAYPERIOD 02PAYDATE 01242025		
Total 51005 – OVERTIME PAY-PERMANENT									-92,316.97			
Object: 51010 – REGULAR PAY-EXTRA HELP												
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	51010	-2,782.88	PAYPERIOD 02PAYDATE 01242025		
Total 51010 – REGULAR PAY-EXTRA HELP									-2,782.88			
Object: 51035 – HOLIDAY PAY												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	51035	-12,828.97	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	51035	-12,828.97	PAYPERIOD 02PAYDATE 01242025		
Total 51035 – HOLIDAY PAY									-25,657.94			
Object: 51040 – DIFFERENTIAL PAY												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	51040	-7,729.54	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	51040	-7,729.54	PAYPERIOD 02PAYDATE 01242025		
Total 51040 – DIFFERENTIAL PAY									-15,459.08			
Object: 52010 – OASDI-SOCIAL SECURITY												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	52010	-3,091.92	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	52010	-3,918.41	PAYPERIOD 02PAYDATE 01242025		
Total 52010 – OASDI-SOCIAL SECURITY									-7,010.33			
Object: 52015 – PERS												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	52015	-33,338.45	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	52015	-32,664.62	PAYPERIOD 02PAYDATE 01242025		
Total 52015 – PERS									-66,003.07			
Object: 53010 – EMPLOYEE INSURANCE & BENEFITS												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	53010	-1,250.00	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	53010	1,266.76	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/09/2025	0125SVFD		Expenditures	685010	50	53010	-4,946.26	HEALTH CARE EMP SVFD Group 367	V108670	00476174
2025	07	1/09/2025	DU112302	DU112302	Expenditures	685010	50	53010	48.56	S.Downey Jan25 Dental CK#2412	C99999	
2025	07	1/09/2025	DU112302	DU112302	Expenditures	685010	50	53010	550.10	A.Knox Jan-Jun25 DentalCK#6087	C99999	
2025	07	1/09/2025	DU112302	DU112302	Expenditures	685010	50	53010	48.56	M.Pasquini Jan25 Dental CK#112	C99999	
2025	07	1/09/2025	DU112302	DU112302	Expenditures	685010	50	53010	48.56	M.Marsano Jan25 Dental CK#328	C99999	
2025	07	1/09/2025	DU112302	DU112302	Expenditures	685010	50	53010	48.56	D.Lipkowitz Jan25 DentalCK#822	C99999	
2025	07	1/10/2025	JAN25HLTH		Expenditures	685010	50	53010	-77,401.94	SV FIRE JAN 2025	V116512	16577
2025	07	1/17/2025	0225SVFD		Expenditures	685010	50	53010	-1,496.58	FIRE RISK MANAG SVFD	V45930	00476816
2025	07	1/17/2025	0225SVFD		Expenditures	685010	50	53010	-4,805.85	HEALTH CARE EMP SVFD Group 367	V108670	00476818
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	53010	-1,250.00	PAYPERIOD 02PAYDATE 01242025		
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	53010	1,266.76	PAYPERIOD 02PAYDATE 01242025		
Total 53010 – EMPLOYEE INSURANCE & BENEFITS									-87,872.77			
Object: 53015 – UNEMPLOYMENT INSURANCE												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	53015	-2,846.07	PAYPERIOD 01PAYDATE 01102025		
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	53015	-605.67	PAYPERIOD 02PAYDATE 01242025		
Total 53015 – UNEMPLOYMENT INSURANCE									-3,451.74			
Object: 55020 – SICK LEAVE RESERVE												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	55020	-13,303.06	PAYPERIOD 01PAYDATE 01102025		
Total 55020 – SICK LEAVE RESERVE									-13,303.06			
Object: 55021 – OTHER BENEFITS MISC												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	50	55021	-2,284.61	PAYPERIOD 01PAYDATE 01102025		

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [@prior-month] and Revenues/Expenditures [XP] and GL Key [685010, 685020, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC												
Character: 50 – SALARIES AND EMPLOYEE BENEF												
Object: 55021 – OTHER BENEFITS MISC												
2025	07	1/22/2025	PAYPERIOD 02		Expenditures	685010	50	55021	-2,284.61	PAYPERIOD 02PAYDATE 01242025		
Total 55021 – OTHER BENEFITS MISC									-4,569.22			
Total 50 – SALARIES AND EMPLOYEE BENEF									-627,525.96			
Character: 60 – SERVICES AND SUPPLIES												
Object: 61110 – CLOTHING & PERSONAL SUPPLIES												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	61110	-2,256.33	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 61110 – CLOTHING & PERSONAL SUPPLIES									-2,256.33			
Object: 61215 – RADIO												
2025	07	1/27/2025	0125SVFD		Expenditures	685010	60	61215	-40,622.00	SANTA CRUZ REGI SVFD	V13917	00477456
2025	07	1/27/2025	0125SVFD2		Expenditures	685010	60	61215	-12,291.67	SANTA CRUZ REGI SVFD	V13917	00477456
Total 61215 – RADIO									-52,913.67			
Object: 61221 – TELEPHONE-NON TELECOM 1099												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	61221	-2,682.53	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 61221 – TELEPHONE-NON TELECOM 1099									-2,682.53			
Object: 61310 – FOOD												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	61310	-109.16	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 61310 – FOOD									-109.16			
Object: 61425 – OTHER HOUSEHOLD EXP-SERVICES												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	61425	-276.10	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 61425 – OTHER HOUSEHOLD EXP-SERVICES									-276.10			
Object: 61720 – MAINT-MOBILE EQUIPMENT-SERV												
2025	07	1/09/2025	0125SVFD4		Expenditures	685010	60	61720	-83.72	SCARBOROUGH LUM SVFD Acct 1169	V1233	80076138
2025	07	1/09/2025	960684		Expenditures	685010	60	61720	-140.00	REEDER, STEPHEN SVFD	V109597	00476176
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	61720	-1,184.77	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
2025	07	1/17/2025	02611660S		Expenditures	685010	60	61720	-4,056.64	COAST COUNTIES SVFD	V14803	00476815
2025	07	1/17/2025	048767		Expenditures	685010	60	61720	-637.48	GOLDEN STATE EM SVFD PIE-0143	V129826	00476817
2025	07	1/27/2025	049003		Expenditures	685010	60	61720	-40.42	GOLDEN STATE EM SVFD PIE-0143	V129826	00477455
2025	07	1/27/2025	0490127		Expenditures	685010	60	61720	-502.09	GOLDEN STATE EM SVFD PIE-0143	V129826	00477455
Total 61720 – MAINT-MOBILE EQUIPMENT-SERV									-6,645.12			
Object: 61725 – MAINT-OFFICE EQUIPMNT-SERVICES												
2025	07	1/09/2025	16326		Expenditures	685010	60	61725	-2,043.67	Pagoda Technolo SVFD	V125184	80076132
2025	07	1/09/2025	482967		Expenditures	685010	60	61725	-75.28	Monterey Bay Of SVFD	V125978	80076136
Total 61725 – MAINT-OFFICE EQUIPMNT-SERVICES									-2,118.95			
Object: 61730 – MAINT-OTH EQUIP-SERVICES												
2025	07	1/09/2025	0125SVFD2		Expenditures	685010	60	61730	-62.48	SCARBOROUGH LUM SVFD Acct 1169	V1233	80076138
2025	07	1/09/2025	13915		Expenditures	685010	60	61730	-1,252.36	HILL, JUSTIN SVFD	V41033	00476175
2025	07	1/09/2025	34187		Expenditures	685010	60	61730	-178.59	Santa Cruz Fire SVFD	V125908	80076137
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	61730	-206.16	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
2025	07	1/27/2025	328044		Expenditures	685010	60	61730	-1,482.22	BAUER COMPRESSO SVFD	V103096	00477453
Total 61730 – MAINT-OTH EQUIP-SERVICES									-3,181.81			
Object: 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV												
2025	07	1/09/2025	0125SVFD1		Expenditures	685010	60	61845	-260.51	SCARBOROUGH LUM SVFD Acct 1169	V1233	80076138
2025	07	1/09/2025	71208965		Expenditures	685010	60	61845	-110.00	WESTERN EXTERMI SVFD 868063	V15766	00476177
2025	07	1/09/2025	71208966		Expenditures	685010	60	61845	-110.00	WESTERN EXTERMI SVFD 868063	V15766	00476177
2025	07	1/09/2025	71208967		Expenditures	685010	60	61845	-110.00	WESTERN EXTERMI SVFD 868063	V15766	00476177
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	61845	-117.50	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
2025	07	1/27/2025	72395625		Expenditures	685010	60	61845	-110.00	WESTERN EXTERMI SVFD	V15766	00477457
2025	07	1/27/2025	72395626		Expenditures	685010	60	61845	-110.00	WESTERN EXTERMI SVFD	V15766	00477457
Total 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV									-928.01			
Object: 61920 – MEDICAL, DENTAL & LAB SUPPLIES												
2025	07	1/17/2025	85510444		Expenditures	685010	60	61920	-493.66	BOUND TREE MEDI SVFD	V12149	00476814

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [@prior-month] and Revenues/Expenditures [XP] and GL Key [685010, 685020, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC												
Character: 60 – SERVICES AND SUPPLIES												
Object: 61920 – MEDICAL, DENTAL & LAB SUPPLIES												
2025	07	1/17/2025	85523025		Expenditures	685010	60	61920	-422.51	BOUND TREE MEDI SVFD	V12149	00476814
Total 61920 – MEDICAL, DENTAL & LAB SUPPLIES									-916.17			
Object: 62219 – PC SOFTWARE PURCHASES												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	62219	-91.50	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 62219 – PC SOFTWARE PURCHASES									-91.50			
Object: 62223 – SUPPLIES												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	62223	-2,134.28	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 62223 – SUPPLIES									-2,134.28			
Object: 62327 – DIRECTORS' FEES												
2025	07	1/08/2025	PAYPERIOD 01		Expenditures	685010	60	62327	-1,700.00	PAYPERIOD 01PAYDATE 01102025		
Total 62327 – DIRECTORS' FEES									-1,700.00			
Object: 62367 – MEDICAL SERVICES-OTHER												
2025	07	1/09/2025	CB241232		Expenditures	685010	60	62367	-235.00	BAYSPORT INC SVFD	V44180	00476173
Total 62367 – MEDICAL SERVICES-OTHER									-235.00			
Object: 62381 – PROF & SPECIAL SERV-OTHER												
2025	07	1/09/2025	733531		Expenditures	685010	60	62381	-8,237.05	ATKINSON ANDELS SVFD	V48005	00476172
2025	07	1/17/2025	59517		Expenditures	685010	60	62381	-710.00	CSG CONSULTANTS SVFD	V121100	80076491
Total 62381 – PROF & SPECIAL SERV-OTHER									-8,947.05			
Object: 62715 – SMALL TOOLS & INSTRUMENTS												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	62715	-1,093.11	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 62715 – SMALL TOOLS & INSTRUMENTS									-1,093.11			
Object: 62826 – EDUCATION AND/OR TRAINING												
2025	07	1/09/2025	0125SVFD		Expenditures	685010	60	62826	-150.00	SUNDERMIER, AND SVFD	V126288	00476115
Total 62826 – EDUCATION AND/OR TRAINING									-150.00			
Object: 62888 – SPEC DIST EXP-SERVICES												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	62888	-83.41	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 62888 – SPEC DIST EXP-SERVICES									-83.41			
Object: 62890 – SUBSCRIPTIONS BOOKS & ED MATER												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	62890	-1,652.49	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 62890 – SUBSCRIPTIONS BOOKS & ED MATER									-1,652.49			
Object: 62914 – EDUCATION & TRAINING(REPT)												
2025	07	1/09/2025	0125SVFD3		Expenditures	685010	60	62914	-10.95	SCARBOROUGH LUM SVFD Acct 1169	V1233	80076138
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	62914	-715.00	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 62914 – EDUCATION & TRAINING(REPT)									-725.95			
Object: 62920 – GAS, OIL, FUEL												
2025	07	1/09/2025	856601		Expenditures	685010	60	62920	-2,247.44	WESTERN STATES SVFD	V39738	00476178
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	62920	-50.44	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
2025	07	1/27/2025	0124068		Expenditures	685010	60	62920	-972.00	COUNTY OF SANTA SVFD	V103950	00477454
Total 62920 – GAS, OIL, FUEL									-3,269.88			
Object: 63070 – UTILITIES												
2025	07	1/13/2025	0125SVFD		Expenditures	685010	60	63070	-3,745.22	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 63070 – UTILITIES									-3,745.22			
Total 60 – SERVICES AND SUPPLIES									-95,855.74			
Total 685010 – SCOTTS VALLEY FIRE PROT SVC									-723,381.70			

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [*@prior-month*] and Revenues/Expenditures [*XP*] and GL Key [*685010, 685020, 685030, 685040*]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685030 – SCOTTS VLY FIRE DIST.-CAPITAL												
Character: 60 – SERVICES AND SUPPLIES												
Object: 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV												
2025	07	1/27/2025	262801		Expenditures	685030	60	61845	-20,166.00	BELLOWS PLUMBING SVFD 112451	V128615	80076793
Total 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV									-20,166.00			
Total 60 – SERVICES AND SUPPLIES									-20,166.00			
Total 685030 – SCOTTS VLY FIRE DIST.-CAPITAL									-20,166.00			

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [*@prior-month*] and Revenues/Expenditures [*XP*] and GL Key [*685010, 685020, 685030, 685040*]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685040 – SV FIRE DIST-REGIONAL HAZ RESP												
Character: 60 – SERVICES AND SUPPLIES												
Object: 61221 – TELEPHONE-NON TELECOM 1099												
2025	07	1/13/2025	0125SVFD		Expenditures	685040	60	61221	-76.02	U S BANK CORPOR SVFD 4246-0445	V992019	80076283
Total 61221 – TELEPHONE-NON TELECOM 1099									-76.02			
Object: 62914 – EDUCATION & TRAINING(REPT)												
2025	07	1/17/2025	835		Expenditures	685040	60	62914	-4,200.00	RW JONES AND AS SVFD	V129231	00476819
Total 62914 – EDUCATION & TRAINING(REPT)									-4,200.00			
Total 60 – SERVICES AND SUPPLIES									-4,276.02			
Total 685040 – SV FIRE DIST-REGIONAL HAZ RESP									-4,276.02			
									-747,823.72			

Scotts Valley Fire Protection District (SVFPD)

Date: February 12, 2025
To: Board of Directors
From: SVFPD
Subject: Approve FY 24/25 Contributions to CERBT and CEPPT

SVFPD Claims have been approved for payment out of SVFPD Funds totaling \$ 305,000.00

These payments have been approved by the Board of Directors during their meeting on February 12, 2025

2024/2025 F.Y.

75233- Contributions to Trust/Agency Fund: \$ 305,000.00

ATTEST

Adam Cosner
Board President

Mark Correia
Board Secretary



California Public Employees' Retirement System
 P.O. Box 942715, Sacramento, CA 94229-2709

888 CalPERS (or 888-225-7377)
 TTY: (877) 249-7442 Fax: (800) 959-6545
www.calpers.ca.gov

California Employers' Pension Prefunding Trust (CEPPT)

REMITTANCE ADVICE

February 04, 2025

Employer Name: Scotts Valley Fire Protection District
 Employer Address: 7 ERBA LN
 SCOTTS VALLEY, CA 95066-4103

CalPERS ID: 4027652040
 Receivable ID: 100000017816878
 Receivable Description: CEPPT Contributions, CEPPT

Project Payment Date	Account Number	Strategy	Payment Amount
February 14, 2025	4027652040-501P	SKHE-CEPPT Strategy 2	\$150,000.00
		Total Payment Amount:	\$150,000.00





California Public Employees' Retirement System
 P.O. Box 942715, Sacramento, CA 94229-2709

888 CalPERS (or 888-225-7377)
 TTY: (877) 249-7442 Fax: (800) 959-6545
www.calpers.ca.gov

California Employers' Retiree Benefit Trust (CERBT, OPEB)

REMITTANCE ADVICE

February 04, 2025

Employer Name: Scotts Valley Fire Protection District
 Employer Address: 7 ERBA LN
 SCOTTS VALLEY, CA 95066-4103

CalPERS ID: 4027652040
 Receivable ID: 100000017816876
 Receivable Description: CERBT Contributions, CERBT

Project Payment Date	Account Number	Strategy	Payment Amount
February 14, 2025	4027652040-001	SKB7-CERBT Strategy 2	\$155,000.00
		Total Payment Amount:	\$155,000.00



CEPPT Account Update Summary

Scotts Valley Fire Protection District

as of December 31, 2024

CEPPT Account Summary

As of December 31, 2024	Strategy 1	Strategy 2	Total
Initial contribution (05/20/2021)	\$0	\$150,000	\$150,000
Additional contributions	\$0	\$300,000	\$300,000
Disbursements (or Transfers)	\$0	\$0	\$0
CEPPT expenses	\$0	(\$2,539)	(\$2,539)
Investment earnings	\$0	\$7,903	\$7,903
Total assets (05/20/2021-12/31/2024 = 3.61 years)	\$0	\$455,364	\$455,364

CEPPT/CERBT Investment Returns

Periods Ended November 30, 2024

Fund	Assets	1 Month	3 Months	FYTD	1 Year	3 Years	5 Years	10 Years	ITD
CERBT Strategy 1 (Inception June 1, 2007)	\$20,243,751,704	2.80%	2.02%	7.90%	19.16%	2.90%	6.89%	6.50%	5.63%
Benchmark		2.76%	1.90%	7.77%	18.85%	2.67%	6.63%	6.17%	5.25%
CERBT Strategy 2 (Inception October 1, 2011)	\$2,156,511,746	2.43%	1.41%	7.06%	16.21%	1.13%	4.91%	5.22%	6.58%
Benchmark		2.36%	1.28%	6.92%	15.91%	0.97%	4.72%	4.94%	6.32%
CERBT Strategy 3 (Inception January 1, 2012)	\$811,063,838	2.10%	0.97%	6.30%	13.88%	0.22%	3.61%	4.15%	5.01%
Benchmark		2.03%	0.85%	6.16%	13.60%	0.09%	3.46%	3.92%	4.75%
CERBT Total	\$23,211,327,288								
CEPPT Strategy 1 (Inception October 1, 2019)	\$213,451,241	2.32%	1.51%	6.77%	15.58%	1.97%	5.04%	-	5.33%
Benchmark		2.27%	1.40%	6.69%	15.44%	1.78%	4.90%	-	5.21%
CEPPT Strategy 2 (Inception January 1, 2020)	\$67,862,206	1.79%	0.87%	5.54%	11.92%	0.46%	-	-	2.59%
Benchmark		1.72%	0.76%	5.42%	11.78%	0.36%	-	-	2.47%
CEPPT Total	\$281,313,447								

CEPPT Portfolios

Portfolios	CEPPT Strategy 1	CEPPT Strategy 2
Expected Return	5.4%	4.9%
Standard Deviation	8.4%	5.9%

CEPPT Portfolio Details

Asset Classification	Benchmark	CEPPT Strategy 1	CEPPT Strategy 2
Global Equity	MSCI All Country World Index IMI (Net)	37% ±5%	21% ±5%
Fixed Income	Bloomberg U.S. Aggregate Bond Index	44% ±5%	61% ±5%
Real Estate Investment Trusts (REITs)	FTSE EPRA/NAREIT Developed Index (Net)	14% ±5%	9% ±5%
Treasury Inflation Protected Securities (TIPS)	Bloomberg US TIPS Index, Series L	5% ±3%	9% ±3%
Cash	91-Day Treasury Bill	- +2%	- +2%

Total Participation Cost Fee Rate

- Total all-inclusive cost of participation
 - Combines administrative, custodial, and investment fees
 - Separate trust funds
 - Self-funded, not-for-profit
 - Fee is applied daily to assets under management
 - 8.5 basis points - CERBT
 - 25 basis points - CEPPT

Questions? Where to Get Trust Fund Information?

Name	Title	E-mail	Desk	Mobile
Darren Lathrop	Outreach & Support Manager	Darren.Lathrop@calpers.ca.gov	(916) 795-0751	(916) 291-0391
Lee Lo	Section 115 Trusts & 457 Outreach Manager	Lee.Lo@calpers.ca.gov	(916) 795-4034	(916) 612-4128
Therese Luo	Outreach & Support Analyst	Therese.Luo@calpers.ca.gov	(916) 795-2983	(916) 213-2879
Danny Kaufman	Outreach & Support Analyst	Daniel.Kaufman@calpers.ca.gov	(916) 795-8278	(916) 440-3821
Katie Nguyen	Outreach & Support Analyst	Katie.Nguyen@calpers.ca.gov	(916) 795-8248	(916) 715-1911
Colleen Cain-Herrback	Program Manager	Colleen.Cain-Herrback@calpers.ca.gov	(916) 795-2474	(916) 505-2506
Robert Sharp	Assistant Division Chief	Robert.Sharp@calpers.ca.gov	(916) 795-3878	(916) 397-0756

Program E-mail Addresses	Prefunding Programs Webpages
CEPPT4U@calpers.ca.gov – Questions & Document Submittal	www.calpers.ca.gov/CEPPT
CERBT4U@calpers.ca.gov – Questions & Document Submittal	www.calpers.ca.gov/CERBT
CERBTACCOUNT@calpers.ca.gov – Online Record Keeping System	www.your-fundaccount.com/calpers

CERBT Account Update Summary

Scotts Valley Fire Protection District

as of December 31, 2024

OPEB Valuation Report Summary

OPEB Actuarial Valuation Report by Total Compensation Systems, Inc.	
Valuation Date	6/30/2024
Measurement Date	6/30/2024
Total OPEB Liability (TOL)	\$2,104,680
Valuation Assets	\$829,873
Net OPEB Liability (NOL)	\$1,274,807
Funded Status	39%
Actuarially Determined Contribution (ADC)	--
CERBT Asset Allocation Strategy	Strategy 2
Discount Rate	6.25%

CERBT Account Summary

As of December 31, 2024	Strategy 2
Initial contribution (05/20/2021)	\$350,000
Additional contributions	\$465,000
Disbursements	\$0
CERBT expenses	(\$1,798)
Investment earnings	\$46,259
Total assets	\$859,460
Annualized net rate of return* (05/20/2021-12/31/2024 = 3.61 years)	2.05%

*Net rate of return is unaudited and includes rounding variances.

Cash Flow Summary by Fiscal Year

Fiscal Year	Contributions	Disbursements	Cumulative Investment Gains (Losses)	Cumulative Fees	Cumulative Ending Assets
2006-07	\$0	\$0	\$0	\$0	\$0
2007-08	\$0	\$0	\$0	\$0	\$0
2008-09	\$0	\$0	\$0	\$0	\$0
2009-10	\$0	\$0	\$0	\$0	\$0
2010-11	\$0	\$0	\$0	\$0	\$0
2011-12	\$0	\$0	\$0	\$0	\$0
2012-13	\$0	\$0	\$0	\$0	\$0
2013-14	\$0	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0	\$0
2020-21	\$350,000	\$0	\$10,043	(\$34)	\$360,009
2021-22	\$155,000	\$0	(\$56,923)	(\$436)	\$447,642
2022-23	\$155,000	\$0	(\$39,542)	(\$876)	\$619,582
2023-24	\$155,000	\$0	\$16,333	(\$1,459)	\$829,873
as of 12/31/2024	\$0	\$0	\$46,259	(\$1,798)	\$859,460

CERBT/CEPPT Investment Returns

Periods ended November 30, 2024

Fund	Assets	1 Month	3 Months	FYTD	1 Year	3 Years	5 Years	10 Years	ITD
CERBT Strategy 1 (Inception June 1, 2007)	\$20,243,751,704	2.80%	2.02%	7.90%	19.16%	2.90%	6.89%	6.50%	5.63%
Benchmark		2.76%	1.90%	7.77%	18.85%	2.67%	6.63%	6.17%	5.25%
CERBT Strategy 2 (Inception October 1, 2011)	\$2,156,511,746	2.43%	1.41%	7.06%	16.21%	1.13%	4.91%	5.22%	6.58%
Benchmark		2.36%	1.28%	6.92%	15.91%	0.97%	4.72%	4.94%	6.32%
CERBT Strategy 3 (Inception January 1, 2012)	\$811,063,838	2.10%	0.97%	6.30%	13.88%	0.22%	3.61%	4.15%	5.01%
Benchmark		2.03%	0.85%	6.16%	13.60%	0.09%	3.46%	3.92%	4.75%
CERBT Total	\$23,211,327,288								
CEPPT Strategy 1 (Inception October 1, 2019)	\$213,451,241	2.32%	1.51%	6.77%	15.58%	1.97%	5.04%	-	5.33%
Benchmark		2.27%	1.40%	6.69%	15.44%	1.78%	4.90%	-	5.21%
CEPPT Strategy 2 (Inception January 1, 2020)	\$67,862,206	1.79%	0.87%	5.54%	11.92%	0.46%	-	-	2.59%
Benchmark		1.72%	0.76%	5.42%	11.78%	0.36%	-	-	2.47%
CEPPT Total	\$281,313,447								

CERBT Portfolios

Portfolios	CERBT Strategy 1	CERBT Strategy 2	CERBT Strategy 3
Expected Return	6.4%	6.1%	5.8%
Standard Deviation	11.5%	9.5%	8.1%

CERBT Portfolio Details

Asset Classification	Benchmark	CERBT Strategy 1	CERBT Strategy 2	CERBT Strategy 3
Global Equity	MSCI All Country World Index IMI (Net)	49% ±5%	34% ±5%	23% ±5%
Fixed Income	Bloomberg Long Liability Index	23% ±5%	41% ±5%	51% ±5%
Real Estate Investment Trusts (REITs)	FTSE EPRA/NAREIT Developed Index (Net)	20% ±5%	17% ±5%	14% ±5%
Treasury Inflation Protected Securities (TIPS)	Bloomberg US TIPS Index, Series L	5% ±3%	5% ±3%	9% ±3%
Commodities	S&P GSCI Total Return Index	3% ±3%	3% ±3%	3% ±3%
Cash	91-Day Treasury Bill	- +2%	- +2%	- +2%

Total Participation Cost Fee Rate

- Total all-inclusive cost of participation
 - Combines administrative, custodial, and investment fees
 - Separate trust funds
 - Self-funded, not-for-profit
 - Fee is applied daily to assets under management
 - 8.5 basis points - CERBT
 - 25 basis points - CEPPT

Financial Reporting

- CERBT provides audited and compliant GASB 75 report in a Schedule of Changes in Fiduciary Net Position (FNP)
 - Published in January each year

CERBT FNP Fiscal Year	Availability
2020-21	Available at https://www.calpers.ca.gov/cerbt
2021-22	
2022-23	

Questions? Where to Get Trust Fund Information?

Name	Title	E-mail	Desk	Mobile
Darren Lathrop	Outreach & Support Manager	Darren.Lathrop@calpers.ca.gov	(916) 795-0751	(916) 291-0391
Lee Lo	Section 115 Trusts & 457 Outreach Manager	Lee.Lo@calpers.ca.gov	(916) 795-4034	(916) 612-4128
Therese Luo	Outreach & Support Analyst	Therese.Luo@calpers.ca.gov	(916) 795-2983	(916) 213-2879
Danny Kaufman	Outreach & Support Analyst	Daniel.Kaufman@calpers.ca.gov	(916) 795-8278	(916) 440-3821
Katie Nguyen	Outreach & Support Analyst	Katie.Nguyen@calpers.ca.gov	(916) 795-8248	(916) 715-1911
Colleen Cain-Herrback	Program Manager	Colleen.Cain-Herrback@calpers.ca.gov	(916) 795-2474	(916) 505-2506
Robert Sharp	Assistant Division Chief	Robert.Sharp@calpers.ca.gov	(916) 795-3878	(916) 397-0756

Program E-mail Addresses	Prefunding Programs Webpages
CEPPT4U@calpers.ca.gov – Questions & Document Submittal	www.calpers.ca.gov/CEPPT
CERBT4U@calpers.ca.gov – Questions & Document Submittal	www.calpers.ca.gov/CERBT
CERBTACCOUNT@calpers.ca.gov – Online Record Keeping System	www.your-fundaccount.com/calpers

SIDE LETTER OF AGREEMENT

Between

SCOTTS VALLEY FIRE PROTECTION DISTRICT

And

LOCAL 3577, INTERNATIONAL ASSOCIATION OF FIREFIGHTERS

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

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

WHEREAS, the Central Fire District has requested the temporary use of the District’s Deputy Fire Marshal to support their Community Risk Reduction Program due to the retirement of their Fire Marshal, and

WHEREAS, the scope and responsibility for the District Deputy Fire Marshal will change if they are assigned to support the Central Fire District’s needs; and because of this change, the employee shall be paid equitably for this temporary assignment; and

WHEREAS, in December of 2024 the Parties collaborated and identified a fair and equitable compensation and benefits adjustment for this assignment if the Board chooses to pursue it; and

WHEREAS, the Parties have satisfied the meet and confer process, and have agreed to the process in which Union Leave time will be accumulated, managed, and administered; and

THEREFORE, it is understood that Article IX Compensation, Section 9.04 Work Out of Classification has been revised and the parties have agreed to add subsection (c) Acting Fire Marshal as defined below:

Article IX. COMPENSATION
Section 9.04 Work Out of Classification

(c) Acting Fire Marshal

If an employee meets the requirements of the District’s Career Development Policy, he or she shall be paid for the time served as an acting fire marshal as if he or she has been promoted to Fire Marshal. The employee shall also be compensated an additional \$715 per month (Note: The additional \$715 is not reportable to CalPERS.)

DONE THIS _____ DAY OF _____, 2025

LOCAL 3577 INTERNATIONAL
ASSOCIATION OF FIREFIGHTERS

SCOTTS VALLEY FIRE PROTECTION DISTRICT

Garrett Grigg, President

Adam Cosner, Board President

Scotts Valley Fire Protection District	
POLICY: 1716 DATE APPROVED: 2/12/2025 BOARD CHAIR: _____	Subject: Fire Marshal Job Description FIRE CHIEF: _____

FIRE MARSHAL

Job Description

REPORTS TO: Fire Chief

SUPERVISES: Fire prevention staff

BASIC FUNCTION:

The position of Fire Marshal is a middle management position responsible for the planning, development, implementation, and evaluation of the Fire Prevention and Community Risk Reduction Programs. This uniformed classification performs independent and responsible work in promoting and insuring fire safety and injury reduction through inspections, education and enforcement.

KNOWLEDGE OF:

- Local, State and Federal laws, regulations and ordinances that are applicable.
- Principles, practices, methods and techniques of modern fire protection, fire prevention, and investigation, and community risk reduction strategies.
- Laws and procedures of arrest, search and seizure.

ESSENTIAL DUTIES:

- Manages the Fire Prevention / Community Risk Reduction Division.
- Enforces the Fire Code of the Scotts Valley Fire Protection District.
- Conducts code compliance inspections.
- Conducts plan reviews of buildings and facilities to be constructed within the Scotts Valley Fire Protection District to include technical review for code compliance of building systems.
- Conducts fire cause and origin investigations.
- Provides training to line personnel regarding fire prevention systems.
- Maintains accurate reports and records.

Scotts Valley Fire Protection District	
POLICY: 1716	Subject: Fire Marshal Job Description

- Responds to inquiries regarding the Fire Code and related matters.
- Implements programs that reduces known risks within the Scotts Valley Fire Protection District.
- Performs public education at various settings including public speaking.
- Communicate effectively in writing and verbally.

ABILITY TO:

- Accurately interpret, and effectively enforce laws, ordinances, and regulations relating to fire prevention and equipment.
- Compose analysis, reports, standard operating procedures, policies, and ordinances as applicable.
- Identify injury risks, life safety, and fire hazards, and implement corrective measures necessary to abate the hazards and risks.
- Communicate requirements, policies, and decisions to the public in a courteous and effective manner.
- Effectively plan, organize, and manage comprehensive fire and risk reduction / prevention programs.
- Investigate fires for cause and origin.
- Maintain physical health, strength, stature and ability to meet the demands of the position.
- Work irregular or protracted hours and to respond promptly to calls as needed.

PHYSICAL DEMANDS:

- Operate a computer at a desk or work station.
- Ability to walk and access areas under construction to conduct inspections.
- Ability to stand, sit or walk for extended periods of time.
- Must be able to read detailed fine print and distinguish colors.
- Work is performed in an office as well as in the community. May be exposed to loud noises (alarms, sirens, and radios), inclement and hot weather, as well as smoke and other irritants.
- Work hours are generally a 40-hour work week with an occasional requirement for response after hours to incidents.

Scotts Valley Fire Protection District	
POLICY: 1716	Subject: Fire Marshal Job Description

MINIMUM QUALIFICATIONS:

- Minimum Qualifications as found in Policy 1500 – Hiring Practices
- Six years of experience in a career full time position in fire prevention and/or suppression.
- Education and experience that provides the knowledge, skills and abilities to perform the job.
- Meets minimum requirements for Fire Marshal per the Career Development Guide (Policy 1505).

DESIRED QUALIFICATIONS:

- Associate Degree in Fire Science.
- Completion of State Certified Chief Fire Officer courses.
- Knowledge of basic computer programs.
- Previous experience in a similar position in an organization of similar size and complexity.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

Date: February 12, 2024
To: Hon. Board of Directors
From: Mark Correira, Fire Chief
Subject: **Board Memo 2025-05: Budget Amendment 2025-01**

Recommendation

Move to the Board Meeting Regular Agenda with a recommended action of approve.

Discussion

The District's budget provides multiple purposes including planning, fiscal accountability, and to provide guidance to carry out the mission of the organization. Maintaining a transparent and detailed budget is of great importance.

Since approving the 2024/2025 Final Budget, some unforeseen changes in revenue and expenses have occurred in the District's General Fund (GF) and Capital Outlay/Zone A Fund (COZA). To accommodate these changes, Staff is proposing amending the 2024/2025 Budget. This mid-year adjustment allows the District to continue providing the highest level of service, and displaying to the community our commitment to fiduciary responsibility. The following highlights these proposed changes:

1. Increase GF Revenue in account 40894 ST-Aid Other by \$400,000: Strike Revenue has outpaced staff's forecasted amount of \$350,000. During this fiscal year, Scotts Valley Firefighters have been deployed throughout the state to assist other communities in extinguishing large wildland fires. The District is reimbursed for both Staff, Equipment and Administrative expenses. Corresponding adjustments to the expenses are noted below.
2. Increase GF Expenses in Account 50000 Salaries and Benefits by \$400,000: This increase covers overtime expenses from strike team deployments. In addition, Account 51000 Regular Pay, Perm. was reduced by \$100,000, and account 52015 PERS was increase by \$100,000. Since the final budget was adopted, the District has seen salary savings from the separation of three (3) employees. These separations have right-sized the organization from an overstaffed model that was caused by the Branciforte Fire District reorganization. The increase to PERS is in preparation for funding an underpayment to the pension system caused by an employee not being enrolled in the appropriate pension classification at the time of hire. Lastly, Staff is recommending using a portion of the remaining salary savings to hire a retired annuitant for 16 hours per week to support the Fire Prevention / Community Risk Reduction Division. Sharing the Deputy Fire Marshal with Central Fire District has created a drop in inspections and productivity. The Shared Services Agreement allows for



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

funds to be exchanged for services if agreed to between the parties. The Central Fire District Fire Chief has agreed to reimburse the District for the expense of the retired annuitant.

3. Increase GF Expense in account 60000 Services and Supplies by \$60,000: The purpose of this increase is to cover underestimated professional service expenses. In 2024, the District moved to a new legal firm with a dedicated General Counsel Attorney. This change, and an increase in need for legal counsel advice, has created the need for an amendment. The expenses in this line includes the evaluation of the District risk, revised lease agreements, real estate transaction, labor negotiation, new development impact fees, policy revisions, and exposure cause by potential litigation.
4. Transfer \$275,000 from the GF to the COZA: The reason for this transfer is two-fold:
 - a. The total amount is an estimate of what Staff believe the District will receive from non-staff related strike team deployment revenue. Staff related expenses are ultimately pass-through from the State to salaries. In addition to staff related cost, the District receives funding for the apparatus that was used on the deployment, and for administrative costs. The non-staff related funds are one-time revenue. Because of the non-reoccurring type of revenue, Staff is recommending moving these funds into COZA.
 - b. Staff is proposing additional expenses in the COZA, and a transfer of \$250,000 is needed to balance this budget.
5. Adjust COZA Revenue in Account 42462 by \$275,000: this is to accommodate the transfer in from the GF noted in 4b.
6. Adjust COZA Account 86110 Structures and Improvements by \$10,500: this is to accommodate an increase in the station alerting system known as Bryx.
7. Adjust Account 86209 Mobile Equipment by \$912,446: this amendment is for the purchase of a Type 1 Engine, and a used EMS Transport Unit. The District's replacement schedule calls for its next Type 1 engine to be replaced in 2028. The waiting list time to get a new engine is a minimum of forty-eight (48) months. If the District were to order the apparatus today, we should receive it in 2028 fiscal year. The purchase price of the vehicle is \$987,548 if paid in 2025 at the time of order. This account has \$80,000 budgeted for matching funds for acquiring a tender through a federal grant. The district was not successful with it grant application so Staff is proposing using these funds, along with the adjustment to fund the new Type 1 Engine. In addition, the District has an opportunity to purchase a used EMS Transport Unit from the Felton Fire District. The purchase price is \$4,898 and is equal to the amount Felton has invested into the unit after acquiring it from Boulder Creek Fire.

No amendments were made to the SCHMITT, Branciforte Service Zone, or Branciforte Measure T Funds.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

Staff has drafted the required documents for the above budget amendment. These proposed changes were presented to the District's Finance Committee and they asked that it be placed on the Consent Agenda for approval.

Scotts Valley Fire Protection District

General Fund (685010)

2024/2025 Amended Final Budget

Revenue Summary

Account #	Revenue Description	24/25 Final Budget Revenue Amount	Amendment	2024/25 Amended Budget
40100	Prop Tax-Current Secured	\$ 9,137,243		\$ 9,137,243
40110	Prop Tax-Current Unsecured	\$ 196,997		\$ 196,997
40150	Supplemental Prop Tax-Current Secured	\$ 98,984		\$ 98,984
40151	Supplemental Prop Tax-Current Unsecured	\$ 2,000		\$ 2,000
40160	Supplemental Prop Tax-Prior Sec, Supplemental	\$ 3,000		\$ 3,000
40330	Licenses and Permits	\$ 50,000		\$ 50,000
40430	Interest	\$ 5,000		\$ 5,000
40440	Rents and Leases	\$ 1,200		\$ 1,200
40830	St-Homeowners' Property Tax Relief	\$ 40,516		\$ 40,516
40894	ST-Aid Others	\$ 350,000	\$ 400,000	\$ 750,000
42010	SCHMIT Administrative Services	\$ 6,000		\$ 6,000
42055	SCHMIT Reimbursement	\$ 56,000		\$ 56,000
42384	Other Revenue	\$ 2,500		\$ 2,500
42462	Transfer In From BFPD Service Zone	\$ 961,708		\$ 961,708
Total Revenue		\$ 10,911,148	\$ 400,000	\$ 11,311,148
		Beginning Fund Balance	\$ 4,764,199	\$ 4,764,199
Total General Fund Budget		\$ 15,675,347	\$ 400,000	\$ 16,075,347

Expenditure Summary

Account #	Expense Category	Expense Amount		
50000	Salaries & Benefits	\$ 9,867,226	\$ 400,000	\$ 10,267,226
60000	Services & Supplies	\$ 1,063,387	\$ 60,000	\$ 1,123,387
75000	Other Charges	\$ 315,500	\$ -	\$ 315,500
80000	Fixed Assets	\$ 1,000,000	\$ -	\$ 1,000,000
Total Expenditures		\$ 12,246,113	\$ 460,000	\$ 12,706,113
		Operating Transfer Out	\$ -	\$ 275,000
		Contingencies	\$ 250,000	\$ -
		Reserves - Undesignated	\$ 3,179,234	\$ (335,000)
Total General Fund Budget		\$ 15,675,347		\$ 16,075,347

Notes:

Schedule of Revenue: 50% in December, 45% in April and 5% in June
 Account 40100 reflects a 4% increase as per Santa Cruz County Auditor's Office.
 Other Charges - Contributions to Trust accounts and LAFCO charges.
 Account 40330 - Revenue from Permits, Plan Checks and Inspections
 Account 40440 - Revenue from the Lease of the Marywood Property
 Account 40894 - Revenue from Statewide Strike Teams, Overhead Assignments
 Account
 Account 42055 - Reimbursement for Personnel - Haz Mat Stipends and Training
 Account 42384 - Revenue from CPR Classes, Donations, and Misc. Revenue
 Estimated Fund Balance as of July 30, 2024
 Reserves = Balance as per Policy 1608 - Reserve Guidelines.

Scotts Valley Fire Protection District
 General Fund (685010)
 2024/2025 Amended Final Budget

Expenditure Accounts		2024/25 Expenditure		2024/25
Account #	Category	Amount	Amendment	Amended Expenditure
Salaries and Benefits				
51000	Regular Pay, Perm.	\$ 4,461,468	\$(100,000.00)	\$ 4,361,468
51005	Overtime Pay	\$ 786,441	\$ 400,000.00	\$ 1,186,441
51010	Regular Pay, Extra help	\$ 71,900		\$ 71,900
51035	Holiday Pay	\$ 361,668		\$ 361,668
51040	Differential Pay	\$ 220,644		\$ 220,644
52010	Medicare Tax	\$ 93,058		\$ 93,058
52015	PERS	\$ 2,143,980	\$ 100,000.00	\$ 2,243,980
53010	Employee Group Insurance	\$ 1,065,595		\$ 1,065,595
53015	Unemployment Insurance	\$ 8,877		\$ 8,877
54010	Workers' Compensation Ins	\$ 539,390		\$ 539,390
55020	Sick Leave Reserve	\$ 21,434		\$ 21,434
55021	Other Benefits Miscellaneous: Vacation Payoff	\$ 92,771		\$ 92,771
Total Salaries and Benefits		\$ 9,867,226	\$ 400,000.00	\$ 10,267,226
Services and Supplies				
61110	Clothing and Personal Supplies	\$ 39,000		\$ 39,000
61125	Uniforms	\$ 23,650		\$ 23,650
61215	Radio Services and Communications	\$ 91,928		\$ 91,928
61221	Telephone and Telegraph	\$ 19,700		\$ 19,700
61310	Food	\$ 7,500		\$ 7,500
61425	Household Expense	\$ 7,500		\$ 7,500
61535	Insurance	\$ 83,500		\$ 83,500
61720	Maintenance Mobile Equipment	\$ 135,000		\$ 135,000
61725	Maintenance Office Equipment	\$ 30,717		\$ 30,717
61730	Maintenance Other Equipment	\$ 34,250		\$ 34,250
61845	Maintenance Structure & Grounds	\$ 31,400		\$ 31,400
61920	Medical Supplies	\$ 13,300		\$ 13,300
62020	Memberships	\$ 15,136		\$ 15,136
62111	Miscellaneous Expense	\$ 1,500		\$ 1,500
62219	Computer Software	\$ 20,772		\$ 20,772
62223	Office Expense	\$ 15,800		\$ 15,800
62301	Accounting & Auditing Fees	\$ 77,600		\$ 77,600
62327	Directors Fees	\$ 11,300		\$ 11,300
62358	Laundry Service	\$ 1,250		\$ 1,250
62367	Medical Services	\$ 30,000		\$ 30,000
62381	Professional/Special Services	\$ 136,500	\$ 60,000.00	\$ 196,500
62420	Publications and Legal Notices	\$ 6,500		\$ 6,500
62500	Rents and Leases, Equipment	\$ 1,000		\$ 1,000
62715	Small Tools and Instruments	\$ 25,659		\$ 25,659
62826	Education Reimbursement	\$ 31,500		\$ 31,500
62888	Special District Expense	\$ 19,000		\$ 19,000
62890	Subscriptions	\$ 2,675		\$ 2,675
62914	Education & Training	\$ 25,100		\$ 25,100
62920	Gas, Oil and Fuel	\$ 56,350		\$ 56,350
62930	Conference Tuition - Registrations	\$ 20,100		\$ 20,100
63070	Utilities	\$ 48,200		\$ 48,200
Total Services & Supplies		\$ 1,063,387	\$ 60,000.00	\$ 1,123,387
Other Charges				
75233	Contributions to Trust/Agency Fund	\$ 305,000		\$ 305,000
75231	Contributions to Other Government Agencies	\$ 10,500		\$ 10,500
Total Other Charges		\$ 315,500	\$ -	\$ 315,500
Fixed Assets				
86110	Structure and Improvements	\$ 1,000,000		\$ 1,000,000
Total Fixed Assets		\$ 1,000,000	\$ -	\$ 1,000,000
Operating Transfer Out				
90000	Transfer to Capital Outlay/Zone A (685030)	\$ -	\$ 275,000	\$ 275,000
Total Operating Transfer Out		\$ -	\$ 275,000	\$ 275,000

Scotts Valley Fire Protection District

General Fund (685010)
2024/2025 Amended Final Budget

Appropriation for Contingencies

98700	Contingencies	\$	250,000	\$	250,000
		Total Contingencies	\$ 250,000	\$ -	\$ 250,000

General Reserves

98695	Undesignated Fund Balance	\$	2,844,234	\$	2,844,234
		Total Reserves	\$ 2,844,234	\$ -	\$ 2,844,234

TOTAL EXPENDITURES		\$	15,340,347	\$ 735,000	\$ 16,075,347
---------------------------	--	-----------	-------------------	-------------------	----------------------

Scotts Valley Fire Protection District

General Fund (685010)
2024/2025 Final Amended Budget

		Schedule of Fixed Assets			Amended
Account #	Description	Amount	Amemndment	Amount	
86110	Structures and Improvements				
	La Madrona Fire Station	\$ 1,000,000	\$ -	\$ 1,000,000	
Subtotal Structures and Improvements		\$ 1,000,000	\$ -	\$ 1,000,000	
Total Fixed Assets		\$ 1,000,000	\$ -	\$ 1,000,000	

Signed: _____

Board Secretary

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Final Amended Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount	Amendment	Amended Revenue Amount
40100	Prop Tax-Current Secured	\$ 154,929	\$ -	\$ 154,929
40110	Prop Tax-Current Unsecured	\$ 3,000	\$ -	\$ 3,000
40150	Supplemental Prop Tax-Current Secured	\$ 1,500	\$ -	\$ 1,500
40151	Supplemental Prop Tax-Current Unsecured	\$ -	\$ -	\$ -
40430	Interest	\$ 5,000	\$ -	\$ 5,000
40830	St-Homeowners' Property Tax Relief	\$ 688	\$ -	\$ 688
42462	Transfer In From Branciforte Measure T Fund	\$ 856,537	\$ -	\$ 856,537
42462	Transfer in from General Fund (Strike Team)	\$ -	\$ 275,000	\$ 275,000
Total Revenue		\$ 1,021,654	\$ 275,000	\$ 1,296,654
Fund Balance		\$ 1,265,381		\$ 1,265,383
Total Capital Outlay/Zone A Budget		\$ 2,287,035		\$ 2,562,037

Expenditure Summary

Account #	Expense Category	Expense Amount	Amendment	Amended Expense Amount
60000	Services and Supplies	\$ 1,043,471	\$ -	\$ 1,043,471
86000	Fixed Assets	\$ 394,653	\$ 922,946	\$ 1,317,599
Total Expenditures		\$ 1,438,124	\$ 922,946	\$ 2,361,070
Operating Transfer Out		\$ -	\$ -	\$ -
Contingencies		\$ 200,000	\$ -	\$ 200,000
General Reserves		\$ 648,911	\$ (922,946)	\$ 967
Total Capital Outlay/Zone A Budget		\$ 2,287,035	\$ -	\$ 2,562,037

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Final Amended Budget

Expenditure Accounts				Amended Expense Amount
Account #	Category	Expenditure Amount	Amendment	Amended Expense Amount
Services and Supplies				
61845	Maintenance Structure & Grounds	\$ 50,000	\$ -	\$ 50,000
62111	Miscellaneous	\$ 3,000	\$ -	\$ 3,000
62223	Office Supplies	\$ 4,000	\$ -	\$ 4,000
62301	Accounting & Auditing Fees	\$ 1,000	\$ -	\$ 1,000
62381	Professional Services	\$ 943,182	\$ -	\$ 943,182
62710	Equipment	\$ 10,289	\$ -	\$ 10,289
62715	Small Tool	\$ 32,000	\$ -	\$ 32,000
Total Services and Supplies		\$ 1,043,471	\$ -	\$ 1,043,471
Fixed Assets				
86110	Structures and Improvements	\$ 314,653	\$ 10,500	\$ 325,153
86204	Equipment	\$ -	\$ -	\$ -
86209	Mobile Equipment	\$ 80,000	\$ 912,446	\$ 992,446
Total Fixed Assets		\$ 394,653	\$ 922,946	\$ 1,317,599
Operating Transfer Out				
90000	Transfer To General Fund (685010)	\$ -	\$ -	\$ -
Total Operating Transfer Out		\$ -	\$ -	\$ -
General Reserves				
98695	Fund Balance - Undesignated	\$ 648,911	\$ -	\$ 648,911
Total General Reserves		\$ 648,911	\$ -	\$ 648,911
Appropriation for Contingencies				
98700	Contingencies	\$ 200,000	\$ -	\$ 200,000
Total Contingencies		\$ 200,000	\$ -	\$ 200,000
Total Expenditures		\$ 2,287,035	\$ 922,946	\$ 3,209,981

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Final Amended Budget

Schedule of Fixed Assets

Account #	Description	Amount	Amount	Amount
86110	Structures and Improvements			
	Branciforte Community Room	\$ 250,000		\$ 250,000
	Glennwood (extractor) (23/24)	\$ 25,000		\$ 25,000
	Station Alerting (DP)	\$ 27,500		\$ 27,500
	Subtotal Structures and Improvements	\$ 302,500	\$ -	\$ 302,500
86204	Equipment			
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
	Subtotal Equipment	\$ -	\$ -	\$ -
86209	Mobile Equipment			
	AFG Matching Funds (Tender)	\$ 80,000	\$ (80,000)	\$ -
	Rescue 2366 (EMS Transport)		\$4,898	\$ 4,898
	Type 1 Engine	\$ -	\$ 987,548	\$ 987,548
	Subtotal Mobile Equipment	\$ 80,000	\$ 912,446	\$ 992,446
	Total Fixed Assets	\$ 382,500	\$ 912,446	\$ 1,294,946

Signed: _____

Board Secretary

Scotts Valley Fire Protection District

Branciforte Service Zone (685015)

2024/2025 Final Amended Budget

Revenue Summary		Revenue Amount	Amendment	Amended Revenue Amount
Account #	Revenue Description			
40100	Prop Tax-Current Secured	\$ 946,708	\$ -	\$ 946,708
40110	Prop Tax-Current Unsecured	\$ 15,000	\$ -	\$ 15,000
40130	Prop Tax-Prior Unsecured	\$ -	\$ -	\$ -
40150	Supplemental Prop Tax-Current Secured	\$ -	\$ -	\$ -
40151	Supplemental Prop Tax-Current Unsecured	\$ -	\$ -	\$ -
40160	Supplemental Prop Tax-Prior Sec, Supplemental	\$ -	\$ -	\$ -
40161	Supplemental Prop Tax-Prior Unsecured	\$ -	\$ -	\$ -
40330	Licenses and Permits	\$ -	\$ -	\$ -
40430	Interest	\$ -	\$ -	\$ -
40830	St-Homeowners' Property Tax Relief	\$ -	\$ -	\$ -
40894	ST-Aid Others	\$ -	\$ -	\$ -
42384	Other Revenue	\$ -	\$ -	\$ -
42390	Unclaimed Money-Eschated	\$ -	\$ -	\$ -
44142	Penalties for Delinquent Taxes	\$ -	\$ -	\$ -
44143	Redemption for Delinquent Taxes	\$ -	\$ -	\$ -
Total Revenue		\$ 961,708	\$ -	\$ 961,708
Fund Balance		\$ -	\$ -	\$ -
Total Branciforte Service Zone Budget		\$ 961,708	\$ -	\$ 961,708

Expenditure Summary

Account #	Expense Category			
90000	Operating Transfer Out	\$ 961,708	\$ -	\$ 961,708
Total Expenditures		\$ 961,708	\$ -	\$ 961,708
Total Branciforte Service Zone Budget		\$ 961,708	\$ -	\$ 961,708

Scotts Valley Fire Protection District

Branciforte Service Zone (685015)

2024/2025 Final Amended Budget

Expenditure Accounts		Expenditure		Amended
Account #	Category	Amount	Amendment	Expenditure Amount
Operating Transfers Out				
90000	Transfer To SVFPD General Fund (685010)	\$ 961,708	\$ -	\$ 961,708
Total Operating Transfer Out		\$ 961,708	\$ -	\$ 961,708
TOTAL EXPENDITURES		\$ 961,708	\$ -	\$ 961,708

Scotts Valley Fire Protection District
 Branciforte Service Zone Measure T (685035)
 2024/2025 Final Amended Budget

Expenditure Accounts

Account #	Category	Expenditure Amount	Amendment	Amended Expenditure Amount
Services and Supplies				
Total Services and Supplies		\$ -	\$ -	\$ -
Fixed Assets				
86110	Structures and Improvements - Barnes Family Trust			
Total Fixed Assets		\$ -	\$ -	\$ -
General Reserves				
98695	Fund Balance - Undesignated	\$ -	\$ -	\$ -
Total General Reserves		\$ -	\$ -	\$ -
Operating Transfers Out				
90000	Transfer To SVFPD Capital Outlay (685030)	\$ 783,304	\$ -	\$ 783,304
Total Operating Transfer Out		\$ 783,304	\$ -	\$ 783,304
Appropriation for Contingencies				
98700	Contingencies	\$ -	\$ -	\$ -
Total Contingencies		\$ -	\$ -	\$ -
Total Expenditures		\$ 783,304	\$ -	\$ 783,304

Scotts Valley Fire Protection District

SCHMIT (685040)

2024/2025 Final Amended Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount	Amendment	Amended Revenue Amount
40430	Interest	\$ 400	\$ -	\$ 400
40894	Grant Funding	\$ -	\$ -	\$ -
Subtotal Other Revenue		\$ 400	\$ -	\$ 400
41150	Haz Mat Contract Contributions:			
		<u>Percentage</u>		
	Santa Cruz County	49.16%	\$ 142,849	\$ - \$ 142,849
	City of Santa Cruz	23.24%	\$ 67,531	\$ - \$ 67,531
	City of Watsonville	19.42%	\$ 56,431	\$ - \$ 56,431
	City of Scotts Valley	4.51%	\$ 13,105	\$ - \$ 13,105
	City of Capitola	3.67%	\$ 10,664	\$ - \$ 10,664
	UCSC	Fixed	\$ 12,536	\$ - \$ 12,536
	State Parks	Fixed	\$ 10,441	\$ - \$ 10,441
Total Contribution From Other Agencies		\$ 313,557	\$ -	\$ 313,557
Total Revenue		\$ 313,957	\$ -	\$ 313,957
Fund Balance		\$ 393,893	\$ -	\$ 393,893
Total SCHMIT Budget		\$ 707,850	\$ -	\$ 707,850

Expenditure Summary

Account #	Expense Category	Expense Amount	Amendment	Amended Expense Amount
			\$ -	
60000	Services and Supplies	\$ 90,024	\$ -	\$ 90,024
75000	Personnel Costs	\$ 290,000	\$ -	\$ 290,000
86204	Fixed Assets	\$ 127,000	\$ -	\$ 127,000
Total Expenditures		\$ 507,024	\$ -	\$ 507,024
Contingencies		\$ 25,000	\$ -	\$ 25,000
General Reserves		\$ 175,826	\$ -	\$ 175,826
Total SCHMIT Budget		\$ 707,850	\$ -	\$ 707,850

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2025-02

**RESOLUTION ADOPTING MID-YEAR BUDGET ADJUSTMENT
FOR FISCAL YEAR 2024-2025**

WHEREAS, the Scotts Valley Fire Protection District Board of Directors after a duly convened public hearing, adopted Resolution 2024-11 on August 14, 2024 to Adopt the Fiscal Year 2024-25 Final Budget; and

WHEREAS, the Scotts Valley Fire Protection District Board of Directors finds and determines the need to increase the revenue and expenditures caused by Strike Team Deployments to large wildland fire outside of Santa Cruz County;

WHEREAS, the Scotts Valley Fire Protection District Board of Directors finds and determines the need to purchase a Type 1 Engine in this fiscal year;

WHEREAS, the Scotts Valley Fire Protection District Board of Directors finds and determines that a mid-year revenue and expenditures need to be adjusted for the Scotts Valley Fire Protection District budget for the Fiscal Year 2024-25;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED in accordance with Section 13895 of the California Health and Safety Code, the Scotts Valley Fire Protection District of Santa Cruz County for which the Board of Directors is the governing board, hereby amends Resolution 2024-11 according to this resolution's attachments and the following:

<u>Budget Summary</u>	<u>GL Key</u>	<u>Total</u>
SVFPD General Fund	685010	\$16,075,347
SVFPD Capital Outlay	685030	\$2,562,037
SCHMITT	685040	\$707,850
Branciforte Service Zone	685015	\$961,708
Branciforte Measure T	685035	\$783,304

PASSED AND ADOPTED BY THE Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, at a regular meeting held on February 12, 2025, by the following vote:

AYES NOES ABSENT ABSTAIN

Director Adam Cosner
Director Kris Hurst
Director Mike Weaver
Director Daron Pisciotta
Director Ron Whittle

ATTEST:

Mark Correira
Board Secretary

Adam Cosner
Board President

cc: County Auditor/Controller



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

Date: February 12, 2025
To: Hon. Board of Directors
From: Mark Correira, Fire Chief
Subject: **Board Memo 2025-12: Branciforte Advisory Commission**

Recommendation

Appoint the following residents to the Branciforte Advisory Commission:

1. Marilyn Kuksht - Three (3) year term ending January 1, 2028.
2. Zachery Raney – Three (3) year term ending January 1, 2028.

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.

In 2024, the Board appointed five (5) residents to service on the Commission. These appointments had a prescribed term with three members being appointed to a three (3) year term, and two (2) others being appointed to a one (1) year term. The one-year-term Commissioners' terms expired in January.

Staff has made contact with the two members serving the single-year-term, and both were interested in continuing on this role. Both Marilyn and Zachery have been active members of the Community before being appointed to the Commission. As Commissioners, they have actively participated in the recommendations provided to the Board, and are an asset to this Commission.

The Fire Chief is recommending these two members be appointed to the Branciforte Advisory Commission.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

TO: Hon Board of Directors

From: Mark Correira, Fire Chief
Chris Stubendorff, Battalion Chief

DATE: February 12, 2025

RE: **Board Memo 2025-09: First Responder Fee for Motor Vehicle Accidents**

Recommendation

Discussion only

Background

The Scotts Valley Fire Protection District (SVFPD) provides critical emergency response services, including fire suppression, rescue, and emergency medical care. A significant portion of SVFPD's responses involves motor vehicle accidents (MVAs), many of which occur on highways and involve non-district residents. The major highway within the district is Highway 17, a high-traffic corridor contributing to a substantial number of incidents. These calls strain SVFPD's resources and budget, as costs for personnel, equipment, and supplies are not fully recovered through property taxes or other existing revenue streams.

In response, several California fire agencies, including some in the San Francisco Bay Area, have implemented first responder fees to recoup costs associated with MVA responses. These fees are typically billed to the responsible party's insurance and do not impose out-of-pocket expenses on motorists.

History of First Responder Fees

First responder fees were introduced in California as a response to increasing financial pressures on fire protection and emergency service agencies. These fees became particularly relevant in areas with high-traffic highways where a significant number of emergency calls involved non-residents. Agencies such as the San Ramon Valley Fire Protection District and Central County Fire Department were among the early adopters, using the fees to recover costs for services provided during MVAs.

While the implementation of these fees has occasionally faced legal scrutiny, courts have generally upheld them as long as they are transparent, reasonable, and limited to actual response costs. By structuring the fees appropriately and ensuring compliance with the California Vehicle Code and state insurance regulations, agencies have successfully avoided conflicts with insurance contracts and consumer protection laws. The historical success of these programs demonstrates their viability when carefully planned and implemented.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

Discussion

Implementing a first responder fee for MVAs would allow SVFPD to recover costs associated with providing emergency services to non-district residents. The fee would cover only direct response costs, such as personnel time, equipment usage, and consumable supplies, ensuring fairness and transparency. A third-party vendor would manage the billing process, submitting claims directly to the motorist's auto insurance provider.

However, company officers at the scene will bear the burden of collecting insurance information, which may lead to longer on-scene times. This operational impact must be considered part of the fee's implementation plan.

To ensure the successful implementation of this fee, SVFPD proposes the following best practices:

- 1. Clear Fee Structure and Documentation**

A detailed fee schedule will be developed, outlining charges based on actual response costs. Examples of common scenarios will be provided to ensure transparency and public understanding.

- 2. Collaborative Planning with Stakeholders**

SVFPD will coordinate with local law enforcement and the California Highway Patrol to streamline the process of collecting insurance information at the scene of incidents.

- 3. Third-Party Vendor Selection Criteria**

The third-party vendor will be chosen based on their experience with similar programs, compliance with state laws, and ability to minimize administrative burdens on SVFPD personnel.

- 4. Training for Personnel**

Company officers and field staff will receive training on efficient insurance data collection and effective communication with motorists to reduce on-scene delays.

- 5. Monitoring and Evaluation Framework**

SVFPD will implement a system to periodically review the program's financial performance and operational impacts. Adjustments will be made as necessary to optimize efficiency and fairness.

- 6. Public Engagement and Feedback Mechanism**

Public workshops and forums will be held to explain the fee structure and address any concerns. An online portal will also be created to collect feedback and answer questions.

- 7. Statewide Comparisons and Compliance Reviews**

SVFPD will benchmark its fee levels against those of comparable agencies in California to ensure they remain competitive and reasonable.

- 8. Provisions for Exceptional Circumstances**

SVFPD will establish procedures for cases where insurance information is unavailable, such as



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

uninsured motorists or hit-and-run incidents. In these situations, SVFPD may absorb the costs or pursue them through alternative means.

9. **Integration with Existing Operations**

The fee system will be integrated with SVFPD's current reporting and documentation processes to minimize disruptions to on-scene workflows.

10. **Contingency for Disputed Claims**

A process will be established with the third-party vendor to handle insurance company disputes or denials, ensuring that SVFPD can still recover appropriate costs.

11. **Environmental and Safety Impacts**

Strategies will be developed to mitigate the effects of extended on-scene times on traffic flow and safety, such as deploying additional resources to expedite data collection.

12. **Financial Projections**

To demonstrate the program's expected financial benefit, an estimated revenue projection based on historical MVA data and comparable agencies' experiences will be included.

13. **Review and Adjustment Timeline**

SVFPD will establish a timeline for reviewing the program's effectiveness, such as after the first year of implementation, and will use feedback to refine processes.

Legal considerations include compliance with California Vehicle Code § 17200 and other consumer protection laws. Fees must be reasonable, non-punitive, and limited to actual response costs. Additionally, SVFPD must ensure clear communication to the public, emphasizing that the fee is insurance-based and will not incur out-of-pocket charges for motorists involved in accidents.

Conclusion

Adopting a first responder fee for MVAs aligns with SVFPD's mission to provide sustainable, high-quality emergency services while minimizing the financial burden on district taxpayers. This fee represents an equitable solution for recovering costs associated with non-resident service demands.

Recommendation

The SVFPD Board of Directors is recommended to:

1. Approve the implementation of a first responder fee for MVAs.
2. Contract with a third-party vendor to manage insurance billing and fee collection.
3. Establish a fee schedule based on actual response costs, ensuring compliance with legal requirements.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

4. Launch a public outreach campaign to educate residents and non-residents about the fee's purpose and structure.
5. Implement best practices to ensure the fee's success, including training, stakeholder collaboration, and program evaluation.
6. Incorporate provisions for exceptional circumstances, integrate the program with existing operations, and establish protocols for disputed claims.
7. Monitor environmental and safety impacts and review financial projections to ensure the program meets its objectives.



January 27, 2025

Mark Correira, Fire Chief
Scotts Valley Fire Protection District
7 Erba Lane
Scotts Valley, CA 95066

SUBJECT: ELECTION FOR SPECIAL DISTRICT REGULAR MEMBER ON LAFCO

Dear Chief Correira:

The purpose of this letter is to solicit your district's vote for the regular and alternate member seats on LAFCO. The independent special districts in Santa Cruz County are designated three positions on the LAFCO board. The two regular member seats are currently held by Jim Anderson (Felton Fire Protection District) with a term ending in May 2025, and Rachél Lather (Soquel Creek Water District) with a term ending in May 2028. The alternate member seat is currently held by Ed Banks (Pajaro Valley Public Cemetery District) with a term ending in May 2025. **In preparation of Commissioners Jim Anderson (Regular) and Ed Banks (Alternate) expiring terms of office, LAFCO staff will be conducting an election to fill the regular and alternate member seats on the LAFCO board.**

Regular Member Seat Candidates

The three candidates running for LAFCO's special district regular member seat are:

- **Jim Anderson** (Felton Fire Protection District; Incumbent);
- **Lani Faulkner** (Central Fire District); and
- **Tony Nunez** (Pajaro Valley Health Care District)

Alternate Member Seat Candidates

The five candidates running for LAFCO's special district regular member seat are:

- **Jim Anderson** (Felton Fire Protection District);
- **Ed Banks** (Pajaro Valley Public Cemetery District; Incumbent);
- **Lani Faulkner** (Central Fire District);
- **Alina Layng** (San Lorenzo Valley Water District); and
- **Tony Nunez** (Pajaro Valley Health Care District)

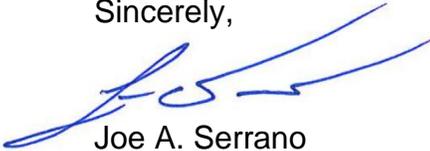
Attachment 1 provides background information for each candidate.

Election Process

The election will be conducted by mail. Each district gets one vote for each position, which shall be executed on the enclosed ballot by either the presiding officer of the district board or by their designee. **The deadline to return the executed ballot to the LAFCO office will be no later than 3:00 p.m. on Wednesday, March 26, 2025.** Ballots can be mailed, hand-delivered, or emailed to the LAFCO office. If emailed, please follow-up by mailing the ballot with an original signature. LAFCO staff will open and tally the ballots at 3:00 p.m. in the LAFCO office. Anyone who wishes to observe the tally should come to the LAFCO office at that time. The Independent Special District Selection Committee rules of procedure are posted on the Policies and Rules page of LAFCO's website: <https://santacruzlafco.org/about/policies-procedures/>

Please contact me at the LAFCO office if you have any questions about the voting process.

Sincerely,



Joe A. Serrano
Executive Officer

Attachments:

- 1) Candidates' Information
- 2) Official Ballot

RECEIVED

JAN 14 2025



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY Santa Cruz LAFCO

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS (TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than 3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Table with 2 columns: Position and Checkmark. Rows: Special District Regular Member ONLY (checked), Special District Alternate Member ONLY (checked), Either Position.

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: Jim Anderson

MAILING ADDRESS: [Redacted]

PHONE(s): Home: [Redacted] Cell/Business: [Redacted]

EMAIL: jimwanderson@comcast.net

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: Felton Fire Protection District

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

Felton Fire Protection District : 1999 - Present

Mtn. Parks Foundation : 1995 - Present

Santa Cruz LAFCO : 2006 - Present

Santa Cruz County Substance Abuse Commission : 2015-2024

S.C. County Sheriff's Advisory Council : 2019-2021

S.C. County R.D.A. Oversight Committee : 2021 - Present

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.

Signature of Board Member Interested in Serving on LAFCO (Handwritten signature)

Date: 1-14-2025

Jim Anderson

Statement of Interest

I am a lifelong resident of Santa Cruz County, living in Felton. I have served as a Commissioner on LAFCO since September, 2006. During this time, I have held the position of Chair, Vice Chair and served on both the personnel and budget committees.

I am 1 of 2 special district members representing the 20 independent special districts. I come from the Felton Fire District where I started my career in 1976 as a firefighter and captain for 26 years, then joining the Felton Fire Board in 1999.

In addition to the public sector, my 42-year professional career includes the position of Senior Technical Manager in the telecommunications industry. I retired in October 2015 from my professional career and to date continue my pursuit as a public servant in Santa Cruz County. As with many local government boards, members are always challenged to learn new things and LAFCO is no exception.

I find the many different issues dealt with make it a very interesting and rewarding endeavor of which I enjoy. I have had the pleasure to champion various successful boundary changes over the years as a LAFCO commissioner, including but not limited to, the recent fire consolidation between Central Fire and Aptos/LaSelva Fire Protection Districts as well as the Scotts Valley Fire/Branciforte Fire Consolidation. The purpose of these consolidations is to facilitate the efficient delivery of fire protection to the communities within the affected territories. These consolidations will preserve the current levels of service, maintain local expectations and continue the existing funding sources.

I look forward to supporting all of the 20 independent special districts as the Special District Representative on the LAFCO Board.

Respectfully,



Jim Anderson



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS
(TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than

3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Special District Regular Member ONLY	<input type="checkbox"/>
Special District Alternate Member ONLY	<input checked="" type="checkbox"/>
Either Position	<input type="checkbox"/>

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: EDWARD K. BANKS

MAILING ADDRESS: [REDACTED]

PHONE(s): Home: [REDACTED] Cell/Business: [REDACTED]

EMAIL: EDBANKS@KBKINSURANCE.COM

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: PATJARO VALLEY PUBLIC CEMETERY DIST.

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

CURRENT SPECIAL DISTRICT ALTERNATE MEMBER TO SANTA CRUZ LAFCO.

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO. SEE ATTACHED

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.

Ed K Banks
Signature of Board Member Interested in Serving on LAFCO

1-14-2025
Date

Edward K. Banks

Ed Banks, a native Californian, was born in San Francisco and grew up in La Selva Beach. He attended Aptos Elementary School and is a 1966 graduate of Watsonville High School. He received his A.A. degree from Cabrillo College in 1968 and Bachelor of Arts degree from Sonoma State University in 1970. His military commitment commenced as a Naval Reservist in November of 1970, being stationed at Flag Administrative Unit, Naval Air Station Barbers Point, Hawaii. His active-duty assignment concluded in August of 1972, and ultimate honorable discharge in August of 1975.

Ed has been in the insurance profession since 1972, beginning with commercial underwriting assignments at the Hartford Insurance Company, San Francisco, and Fireman's Fund Insurance Company, San Jose. In 1977, he moved back to Watsonville to join the firm of Martin & Friend Insurance Agency. In April of 1996, he merged the agency with Kane-Hall-Palmtag Insurance to form KBK Insurance Agency.

Ed's community service has included service on the following organizations' boards of directors: Insurance Brokers and Agents of the West, Independent Insurance Agents & Brokers of Watsonville (past president), Watsonville National Little League, Watsonville YMCA, Pajaro Valley Chamber of Commerce, Rotary Club of Watsonville (past President 1993-94), Monterey Bay Bank and Watsonville Firefighters' Association. He was a reserve lieutenant for the Watsonville Fire Department from 1981 to 2006. During his 25-year career with the fire department, he successfully completed courses of study in Fire Command Operations and Fire Cause Determination at the National Fire Academy, Emmitsburg, Maryland. He also served on the Santa Cruz County Grand Jury in 1985-86 as well as the Santa Cruz County Hazardous Materials Advisory Commission 2007-2009. In 2010, Ed attended the National Emergency Training Center, Emmitsburg, Maryland, receiving certificates of completion in Community Emergency Response Team Operations and Program Management.

He is past president of the board of directors of the Cabrillo College Foundation as well as past governing board chair and former Area VII Trustee for Cabrillo Community College. Ed currently serves as a trustee of the Pajaro Valley Cemetery District as well as Special Districts alternate member, Santa Cruz County LAFCO.

An avid San Francisco Giants' fan has taken "road trips" with his sons and Father-in-law. Ed also likes gardening, traveling and golf with friends.

Eb\01142025



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS (TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafo.org (email).

Applications must be submitted to LAFCO no later than 3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Table with 2 columns: Position and Selection. Rows include Special District Regular Member ONLY, Special District Alternate Member ONLY, and Either Position (checked).

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: Iwalani (Lani) N. Faulkner

MAILING ADDRESS: [Redacted]

PHONE(s): Home: [Redacted] Cell/Business: [Redacted]

EMAIL: EquityTransitSantaCruz@gmail.com

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: Central Fire Board

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

- List of previous roles: Santa Cruz Central Fire Board (Dec 2024 – current), CA State Democratic Delegate (2023 – current), Democratic National Delegate to the 2024 Convention, Elected (2024), Democratic Central Committee Alternate (2022 – current), Mid County Dems Executive Board (Current until 2026), Santa Cruz County Democratic Women’s Club Board (2025 -), Sierra Club Executive Committee, Santa Cruz Group Ventana Chapter (2023 – current), Santa Cruz County Friends of the Rail and Trail, Equity Officer (2022), Community Traffic Safety Coalition, Stakeholder (2022 – current), Climate Action and Adaptation, Planning & Grants with the Office of Response, Recovery and Resilience, Stakeholder (2022 - current), Santa Cruz Metro “ReImagine Metro”, Stakeholder (2022 - 2023), Santa Cruz County Housing Element Community Stakeholder (2023), Caltrans Stakeholder on Housing Working Group (2023), Caltrans Stakeholder on Equity, Engagement and Health Working Group (2023), Rainbow Defense Coalition, Safety and de-escalation volunteer (2023 – current), Santa Cruz City Climate Action Task Force, Stakeholder (2022), Equity Transit, Founder (2021), Little People’s Repertory Theater, Video Production and Grant Assistance (2008 – 2014), Buena Vista Road Association, Boulder Creek, President (2001 - 2004)

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

Our county is at a critical juncture as we face a number of challenges. Climate change continues to stress our emergency response capabilities, particularly as fire departments strive to maintain economic strength while ensuring safe and effective service amidst rising equipment and resource costs. Compounding this is the increasing pressure on our clean water supply due to prolonged drought and factors affecting water quality. Additionally, the state's mandate to significantly expand housing development over the next eight years—through county and city Housing Elements—will place additional demands on special districts, emergency services, and our natural resources. I am eager to leverage my collaborative skills and experience to work with stakeholders across the county to address these pressing issues.

Currently, I serve on the Central Fire District Board of Directors, an honor that carries personal significance as my grandfather, John A. Gilman, was one of only nine civilian firefighters awarded the Purple Heart for his service in Oahu during the bombing of Pearl Harbor. Moreover, my mother committed decades to volunteering with our local fire auxiliary. I have been a certified NOLS Wilderness Medicine first responder since 2007.

Having spent my formative years in the fire-prone Sierra Nevada Foothills of California, I developed an understanding of the importance of creating defensible spaces and being fire-ready as well as understanding proper installment and care of wells on our property. As a nearly 30-year resident of Santa Cruz County—over a decade in rural areas like Boulder Creek and Happy Valley—I recognize the critical need for community collaboration to mitigate and respond to challenges and disasters and ensuring critical services, including fire prevention, water, and waste management.

As a scientist, woman of color, and educator, I bring a history of facilitating informed and equitable decision-making. I understand the importance of addressing a myriad of complex issues such as agricultural land preservation, population growth, land use, fire protection, water and waste management, and other important considerations which impact our local community members and natural resources. My academic background includes a Master of Science, equipping me with extensive research and analytical experience.

I am committed to contributing my skills and experiences to help our county navigate the challenges ahead. I kindly request your vote in support of my appointment as a LAFCO Commissioner. Thank you for consideration.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.



Signature of Board Member Interested in Serving on LAFCO

January 21, 2025
Date



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS (TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than 3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Table with 2 columns: Position and Checkmark. Rows: Special District Regular Member ONLY, Special District Alternate Member ONLY (checked), Either Position.

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: Alina Layna

MAILING ADDRESS: [Redacted]

PHONE(s): Home: [Redacted] Cell/Business: [Redacted]

EMAIL: alayna@SLVWD

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: SLV Water District

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

Environmental and Engineering Committee
SLVWD public committee member 3 terms

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.

Signature of Board Member Interested in Serving on LAFCO (Handwritten signature)

Date: 1/23/25



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS (TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafco.org (email).

RECEIVED

JAN 24 2025

Santa Cruz LAFCO

Applications must be submitted to LAFCO no later than 3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Table with 2 columns: Position and Selection. Rows: Special District Regular Member ONLY, Special District Alternate Member ONLY, Either Position (checked).

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: Jose Antonio Nunez Palomino

MAILING ADDRESS: [Redacted]

PHONE(s): Home: [Redacted] Cell/Business: [Redacted]

EMAIL: tonynun18@gmail.com

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: Pajaro Valley Health Care District

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

Blank lines for previous board information.

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.

Signature of Board Member Interested in Serving on LAFCO

1/24/2025 Date

Tony Nunez
129 Lynbrook Ct.
Watsonville, CA, 95076
Tonymun18@gmail.com
831-234-6971
1/24/2025

Local Agency Formation Commission (LAFCO)
701 Ocean Street, Room 318-D,
Santa Cruz, CA 95060

Dear Members of the Local Agency Formation Commission,

I am writing to express my interest in serving on the LAFCO Board and to highlight the unique qualifications I bring to this position. As a member of the Board of Directors for the Pajaro Valley Health Care District (PVHCD) since its inception in March 2022, I have been deeply involved in addressing the critical challenges facing health care providers and delivery systems, particularly in underserved communities like the Pajaro Valley. It is essential for the PVHCD, which was formed in 2022 through special legislation, to have a voice at the table as LAFCO continues its important work.

My service on the PVHCD Board has provided me with firsthand experience navigating the intricacies of public agency governance, ensuring sound fiscal accountability, fostering collaborative solutions, and advocating for essential services that impact thousands of lives on the Central Coast. Given LAFCO's role in shaping the future of local government services, I believe it is vital for the PVHCD to contribute its perspective, ensuring that the voices of health care providers are heard and considered during a time of significant strain on the health care system.

Beyond my public service, my professional background has equipped me with the skills and experience necessary to serve on the LAFCO Board effectively. I currently serve as the Marketing and Communications Manager for Community Bridges, a leading human services nonprofit that provides vital services to vulnerable populations across Santa Cruz, Monterey and San Benito counties. In this role, I have honed my abilities to communicate effectively, build consensus, and engage stakeholders.

Prior to my current position, I spent more than a decade as a journalist, including roles as Managing Editor of *The Pajaronian* (4 years, 2018–2022), News Editor of *Good Times* (2 years, 2020–2022), and Managing Editor of the *Press Banner* (2 years, 2020–2022). These positions have given me a strong foundation in analyzing complex issues, understanding diverse perspectives, and ensuring transparency in decision-making.

If appointed to the LAFCO Board, I will bring a fresh perspective rooted in health care equity, public service, and community advocacy. I am committed to ensuring that the PVHCD's mission to safeguard access to essential health care services is integrated into the broader regional planning and policy discussions that LAFCO oversees.

Thank you for considering my application. I would be honored to serve on the LAFCO Board and to contribute to its vital mission. Please feel free to contact me if you have any questions or require additional information.

Sincerely,

Tony Nunez
PVHCD, Board President



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

2025 BALLOT FOR THE SPECIAL DISTRICT
REGULAR & ALTERNATE MEMBER SEATS ON LAFCO

INSTRUCTIONS:

Please check the box to the left of the person you are voting for. Vote ONLY for one candidate in each category.

Table with 3 columns: Candidate, District, Vote By Marking (X). Rows include Jim Anderson (incumbent) - Felton Fire Protection District, Lani Faulkner - Central Fire District, Tony Nunez - Pajaro Valley Health Care District.

Table with 3 columns: Candidate, District, Vote By Marking (X). Rows include Jim Anderson - Felton Fire Protection District, Ed Banks (incumbent) - Pajaro Valley Cemetery District, Lani Faulkner - Central Fire District, Alina Layng - San Lorenzo Valley Water District, Tony Nunez - Pajaro Valley Health Care District.

NEXT STEPS

After voting, please hand-deliver, mail, or email the signed ballot back to LAFCO. If emailed, please follow-up by mailing the ballot with an original signature. The ballots will be counted at 3:00 p.m. on Wednesday, March 26, 2025. Any ballots received after 3:00 p.m. will not be counted.

CERTIFICATION:

I, _____, am voting on behalf of the following independent special district: _____.

Voting Designee Signature

Date



2025 BALLOT FOR THE SPECIAL DISTRICT
REGULAR & ALTERNATE MEMBER SEATS ON LAFCO

INSTRUCTIONS:

Please check the box to the left of the person you are voting for. Vote ONLY for one candidate in each category.

Table with 3 columns: Candidate, District, Vote By Marking (X). Rows include Jim Anderson (incumbent) - Felton Fire Protection District, Lani Faulkner - Central Fire District, Tony Nunez - Pajaro Valley Health Care District.

Table with 3 columns: Candidate, District, Vote By Marking (X). Rows include Jim Anderson - Felton Fire Protection District, Ed Banks (incumbent) - Pajaro Valley Cemetery District, Lani Faulkner - Central Fire District, Alina Layng - San Lorenzo Valley Water District, Tony Nunez - Pajaro Valley Health Care District.

NEXT STEPS

After voting, please hand-deliver, mail, or email the signed ballot back to LAFCO. If emailed, please follow-up by mailing the ballot with an original signature. The ballots will be counted at 3:00 p.m. on Wednesday, March 26, 2025. Any ballots received after 3:00 p.m. will not be counted.

CERTIFICATION:

I, _____, am voting on behalf of the following independent special district: _____.

Voting Designee Signature

Date



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

TO: Hon Board of Directors

From: Mark Correira, Fire Chief
Jeff McNeil, Battalion Chief

DATE: February 12, 2025

RE: **Board Memo 2025-12: Type 1 Engine Purchase**

Recommendation

Move to approve the Purchase of a Type 1 Engine through Golden State Fire Apparatus in the amount of \$987,548.25

Background

The Fire District maintains an apparatus replacement schedule to allow for the planning or capital apparatus needs. The District also follows recognized standards for the replacement of their frontline apparatus. Although our goal is to replace the apparatus when it is in need of replacement, Covid and disruptions of the supply chain has created longer build times for fire apparatus.

The District's next Type 1 Engine is due for replacement in the 2029 Fiscal Year. The District sole-source purchases its apparatus from the same manufacturer (Pierce) because of their "all-wheel-steer" capability. Golden State Fire Apparatus is the local vendor for Pierce Apparatus.

Being aware of the longer build times, BC McNeil contacted Golden State and requested a quote and build time for a new Type 1 engine. BC McNeil was given the two attached quotes, and was told it's a forty-eight (48) month build time. Because the next Type one engine is due for replacement in 2029, Staff is proposing making the purchase this fiscal year to stay aligned with the replacement schedule.

The District received two (2) options from Golden State for this purchase:

Option 1. Pre-purchase today with delivery in 2029: Grand Total Cost \$987,548.25

Option 2. Authorize the building of the apparatus now but pay at time of delivery in 2029: Grand Total Cost \$1,178,305.75

Staff is recommending Option 1 as it will save approximately 16.2% of the value, or \$190,757.50. This is equal to an estimated 4.5% increase annually.

As part of the 2024/2025 Amended Budget, Staff included the purchase of the Type 1 Engine in the Capital Outlay / Zone A Budget. The budget amendment was presented to the Finance Committee and they requested that it be added to the Board Meeting agenda with a recommendation of approve. The purchase of the Type 1 was discussed at the most recent Facilities and Equipment Meeting and they requested it also be added to the Board Meeting Agenda with a recommendation of approve.

PRODUCT PROPOSAL FOR:

Scotts Valley Fire Protection District

7 Erba Lane
Scotts Valley, CA 95066

Sales Consultant

Rich Myers
rich@goldenstatefire.com
Mobile: (831) 251-8931

SUBMITTED DATE	EXPIRATION DATE	GSFA PROPOSAL #	MANUFACTURER BID #	MANUFACTURER	CONSORTIUM
01/20/2025	03/06/2025	70120-25A	960	Pierce Manufacturing Inc.	Sourcewell #113021-OKC, ID #259, Member # 235536

Golden State Fire Apparatus, Inc. ("GSFA") is pleased to provide this proposal for the fire apparatus(es) and equipment identified below (the "Product") to SCOTTS VALLEY FIRE PROTECTION DISTRICT ("Customer") for consideration. This proposal (this "Product Proposal") includes the following exhibits attached hereto: the Standard Terms and Conditions attached as Exhibit A (the "Terms and Conditions"); the Product Specifications attached as Exhibit B (the "Specifications"); the Product Warranties attached as Exhibit C; and the Dealer Supplied Products and/or Services attached as Exhibit D (the "Dealer Supplied Products/Services List") (all of the foregoing, collectively, the "Agreement"). Through its signature below or other Acceptance (as defined on page 2), Customer acknowledges having received and read, and agrees to be bound by, the Agreement. The Agreement shall be effective as of the latest date appearing in the signature blocks below (the "Executed Date").

ITEM	PRODUCT DESCRIPTION	UNIT PRICE
A	One (1) Pierce Manufacturing, Inc. Enforcer 1250 GPM Type 1 Engine	1,070,900.00
B	<i>Pre-Payment Discount for 100% Payment at Time of Order (the "Prepayment Discount")</i>	<i>(173,400.00)</i>
C	SUBTOTAL	897,500.00
D	9.75% State Sales Tax	87,506.25
E	California Tire Fee	7.00
F	100% Performance Bond	2,535.00
G	GRAND TOTAL PURCHASE PRICE	987,548.25

PAYMENT TERMS – Customer shall pay the total purchase price set forth directly above (the "Grand Total Purchase Price") to GSFA within thirty (30) calendar days of the Executed Date. If payment of the Grand Total Purchase Price is late, a late fee as specified in section 6 of the Terms and Conditions may be applied, and the Prepayment Discount may be adjusted, and the Grand Total Purchase Price increased in accordance with section 2.c of the Terms and Conditions. Customer shall pay any balance due as a result of Change Orders as described in the Terms and Conditions.

MANUFACTURER – Customer acknowledges that GSFA is not an agent of the Product manufacturer identified above ("Manufacturer") and is not capable of binding Manufacturer. Within five (5) business days of the Executed Date, GSFA shall submit an order form to the Manufacturer for the Product. GSFA's further performance under the Agreement is contingent upon Manufacturer's acceptance of such order form at the price and on the terms GSFA believed to be available when submitting this Product Proposal to Customer. If Manufacturer rejects such order as submitted or fails to respond to GSFA within a reasonable

PRODUCT PROPOSAL FOR:

Scotts Valley Fire Protection District

7 Erba Lane
Scotts Valley, CA 95066

Sales Consultant

Rich Myers
rich@goldenstatefire.com
Mobile: (831) 251-8931

SUBMITTED DATE	EXPIRATION DATE	GSFA PROPOSAL #	MANUFACTURER BID #	MANUFACTURER	CONSORTIUM
01/20/2025	03/06/2025	70120-25B	960	Pierce Manufacturing Inc.	Sourcewell #113021-OKC, ID #259, Member # 235536

Golden State Fire Apparatus, Inc. ("GSFA") is pleased to provide this proposal for the fire apparatus(es) and equipment identified below (the "Product") to SCOTTS VALLEY FIRE PROTECTION DISTRICT ("Customer") for consideration. This proposal (this "Product Proposal") includes the following exhibits attached hereto: the Standard Terms and Conditions attached as Exhibit A (the "Terms and Conditions"); the Product Specifications attached as Exhibit B (the "Specifications"); the Product Warranties attached as Exhibit C; and the Dealer Supplied Products and/or Services attached as Exhibit D (the "Dealer Supplied Products/Services List") (all of the foregoing, collectively, the "Agreement"). Through its signature below or other Acceptance (as defined on page 2), Customer acknowledges having received and read, and agrees to be bound by, the Agreement. The Agreement shall be effective as of the latest date appearing in the signature blocks below (the "Executed Date").

ITEM	PRODUCT DESCRIPTION	UNIT PRICE
A	One (1) Pierce Manufacturing, Inc. Enforcer 1250 GPM Type 1 Engine	1,070,900.00
B	9.75% State Sales Tax	104,412.75
C	California Tire Fee	7.00
D	100% Performance Bond	2,986.00
E	GRAND TOTAL PURCHASE PRICE	1,178,305.75

PAYMENT TERMS – Customer shall pay the total purchase price set forth directly above (the "Grand Total Purchase Price") to GSFA no later than the time of GSFA's delivery of the applicable Product to Customer's address listed above (or Customer's pick up of such Product at GSFA's facilities, if approved by GSFA). GSFA shall have no obligation to deliver, or permit pick up of the Product if the Customer does not have full payment ready when the Product is complete and ready to deliver or pick up, as applicable. Customer shall pay any balance due as a result of Change Orders as described in the Terms and Conditions.

MANUFACTURER – Customer acknowledges that GSFA is not an agent of the Product manufacturer identified above ("Manufacturer") and is not capable of binding Manufacturer. Within five (5) business days of the Executed Date, GSFA shall submit an order form to the Manufacturer for the Product. GSFA's further performance under the Agreement is contingent upon Manufacturer's acceptance of such order form at the price and on the terms GSFA believed to be available when submitting this Product Proposal to Customer. If Manufacturer rejects such order as submitted or fails to respond to GSFA within a reasonable amount of time, GSFA shall notify Customer in writing, and unless GSFA and Customer otherwise agree in writing, the Agreement shall then terminate and have no further force or effect.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

TO: Hon Board of Directors

From: Mark Correira, Fire Chief

DATE: February 12, 2025

RE: **Board Memo 2025-13: Felton EMS Transport Unit**

Recommendation

Move to approve the Felton EMS Transport Unit and authorize payment in the amount of \$4,898 to the Felton Fire Protection District.

Background

In early 2024, the Boulder Creek Fire District (BCFD) surplused their EMS Transport Unit, and sold it to the Felton Fire Protection District (FFPD). FFPD's goal was to staff this unit during times of need. As you are aware, the FFPD recently was experiencing staffing shortages, and the Ben Lomond Fire District (BLFD) is now managing that agency. With this change in management, the BLFD has no plan to put the BCFD Transport Unit into service.

Staff reached out to the BLFD Fire Chief to discuss transferring ownership of the EMS Transport Unit to the District. The terms that were proposed by the BLFD was to reimburse them for the amount they have invested into the unit. Attached is the quote for this resource. Staff is proposing purchasing the apparatus without the radio and Cradle Point as we have these resources that we can install. With these items the cost to the District would be \$4,898.

In 2024, the Fire Chief worked with the local Emergency Medical Services Integration Authority (EMSIA) to have Scotts Valley Fire District added to the sub-contract to provide EMS transport during times of need. The agreement was being revised, and this was the opportunity for the District to participate in EMS transport in the future. This agreement allows for agencies to charge the EMS Transport Provider (AMR) an hourly rate while the unit is being used. The current rate is \$270.64 per hour if staffed with three (3) firefighters, or \$171.62 per hour if staffed with two (2) firefighters.

Recent changes to the deployment of paramedic transport units and the addition of basic life support (BLS) ambulances have had adverse impacts on the District and neighboring fire agencies. Most recently, the District had to send out a temporary directive to prevent our paramedics from transporting patients to the hospital, putting our engine(s) out of service, and allowing a for profit company to receive a higher payment because our Staff was transporting the patient. In addition, it is not uncommon for the EMS system to be without available transport units multiple times per day. At times, the lack of transport units creates longer transport times, and keeps our units out of service longer.

With the instability in the Countywide EMS System and the delay in transport caused by lack transport capable resources, the Fire Chief is proposing adding an EMS Transport Unit to the fleet. This vehicle



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

could be made available to the Community if staffing allows, to prevent a delay in transport, and it keep shorten the time our units are placed out of service because of staffing transport vehicles. It will also allow us to be paid for these transports as there is no way to be paid when we send a paramedic on an AMR Unit. Lastly, it will allow us to support the EMS System if there is a major disaster in the County. Purchasing the apparatus from FFPD is a low cost way of acquiring this type of specialty resource.

This item was discussed at the Facilities and Equipment Committee Meeting and the Committee asked that it be placed on the Discussion/Action area of the agenda for consideration.



TO:	Board of Directors	FROM:	Stacie Brownlee Fire Chief
SUBJECT:	2366 Quote	DATE:	01//07/25
	Approved	Date	

Purchased from Boulder Creek Fire for \$1.00
Seat Covers \$240.00
Cradle Point \$3288.00
Battery for Gurney \$500.00
Cable, software, antenna \$2469.00
Apex 8500 High power Mobile \$6781.00
Labor \$1686.00

As it sits \$14,964.00

Without radio and cradle point \$ 4,898.00

Chief Stacie Brownlee
Felton Fire Protection District



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

TO: Hon Board of Directors

From: Mark Correira, Fire Chief

DATE: February 12, 2025

RE: **Board Memo 2025-14: Term Limited Deputy Fire Marshal (Retired Annuitant)**

Recommendation

Move to approve the hiring of Retired Captain Greg Vandervort as a Retired Annuitant to assist the District as Deputy Fire Marshal

Background

On December 11, the Board approved a shared Fire Marshal Services Agreement with the Central Fire District. This agreement allows the Scotts Valley Fire District Deputy Fire Marshal to serve as Fire Marshal for the Central Fire District. On January 1, Deputy Fire Marshal (DFM) Collins now supports both agencies.

To maintain the level of service to the Scotts Valley Community enjoyed before DFM Collins began serving the two agencies, the Fire Chief is proposing adding a term-limited retired annuitant to assist in the workload within Scotts Valley.

Captain Greg Vandervort retired from the District in December of 2023 after serving the District for over 22 years. During his tenure, Greg served as the Administrative Captain performing some of the functions our current DFM performs. His background and experience in Scotts Valley would allow him to serve in this role both seamlessly and effectively.

Staff is proposing hiring Captain Vandervort as a retired annuitant until DFM Collins' assignment with Central Fire is completed, or until he works the maximum allowable hours as a retired annuitant. Although the exact details have not yet been worked out, we anticipate Greg working two days per week, and for not more than 20 hours per week. Greg's duties would fall under the DFM Job Description, and he would be compensated at a DFM Step.

The shared services agreement allows for the transfer of funds for services if agreed to between the parties. The parties have agreed to Central Fire District reimbursing the District for Captain Vandervort's wages while serving in this role.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

Date: February 12, 2025
To: Hon. Board of Directors
From: Mark Correira, Fire Chief
Subject: Administrative Report – February 2025

Administration

- Met with representatives from the California Special Districts Association (CSDA) to discuss the products they have available to the District as part of our Membership.
- Held exit interviews with two employees whose service ended on February 4th.
- Prepared budget amendments for consideration by the Board.
- Administrative staff attended their quarterly Santa Cruz County Administrative Services Section Group meeting, which included a hands-on firefighter training session at the Watsonville Fire Department training facility. During the training, admin staff experienced a few of the skills used by line personnel, including climbing a ladder to the second story of a building, advancing a hose to a second story, searching a smoke-filled room for a “victim” while wearing an SCBA while on air, forcible entry using a Halligan tool, and extending a ladder.

Operations

- A Santa Cruz employee accidentally backed a vehicle into the Branciforte Station causing about \$800 dollars in damage. A claim has been filed with the city of Santa Cruz and John Mandella construction will replace the damaged siding and repaint.
- E-2511 is finally back from Golden State Fire Apparatus (120+ days) with all the necessary repairs done.

Training / EMS

- The Fire Chief met with other Fire Chiefs regarding the impact BLS Ambulances are having on Scotts Valley Fire District. The group agreed to a 90-day study on keeping the BLS Units in the urban core areas and in closer proximity to the Hospitals. Since this change has been made, the District has not seen any adverse impacts. We will continue to monitor the temporary plan.

Prevention / Community Risk Reduction

- Inspections Conducted:
 - 5 construction inspections
 - 2 annual re-inspections
 - Follow-up: 1 complaint
 - 2 defensible space inspections
- Plan Reviews:
 - 13 construction plans
 - 1 fire sprinkler plans
- Community Engagement & Meetings



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

- Met with the developers for the Valley Gardens subdivision project
- Attended the Fire Prevention Officers meeting
- Attended the Santa Cruz County Fire Investigators Task Force meeting
- DFM Collins began the shared services with Central Fire on January 2.

Chief Report

- Met with City representatives regarding collaborating on a shared public safety facility. Information about this meeting was shared with the Board at the February 4 Board Workshop.
- Met with a City Elected Official to discuss areas of collaboration.
- Met with the Scotts Valley Water District to discuss hydrant maintenance, water distribution needs, and collaborating on a public meeting. Both agencies have received calls about the water system because of the Palisades and Eaton Fires.
- Met with Central Fire and Lafco to brainstorm how other areas of the State have collaborated on shared services.
- Held a Branciforte Advisory Commission Meeting on January 14.
- Santa Cruz County fire Chiefs met with Monterey County Fire Chiefs regarding collaboration on hazardous materials response. We plan to meet again at the end of February.
- Met with the CSDA Finance representative to discuss financing options for capital equipment purchases.
- Met with CPA Bob Mims to brainstorm debt management and strategic planning.
- Kicked off the District's Strategic Planning Process with an executive meeting with representatives from the Center for Public Safety Excellence.
- Met with representatives from NBS to get an update on our Impact Fee Nexus Report. They hope to have a draft copy to the District in the near future.
- Attended the LCW Legal Conference
- Attended Webinar on the use of AI in government



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

January 17, 2025

Scotts Valley Fire Board of Directors
7 Erba Lane
Scotts Valley, CA 95066

Board of Directors,

The Chief Officers for the Scotts Valley Fire Protection District are requesting to open contact negotiations between the Scotts Valley Fire Protection District and the Scotts Valley Fire Protection Chief Officers Group. Please contact us at your earliest convenience to schedule a date and time to meet.

Regards,

Handwritten signature of Chris Stubendorff in black ink.

Chris Stubendorff
A-shift Battalion Chief

Handwritten signature of Jeff McNeil in black ink.

Jeff McNeil
B-shift Battalion Chief

Handwritten signature of Andrew Lofranco in blue ink.

Andrew Lofranco
C-Battalion Chief



Alyssa Rodriguez <arodriguez@scottsvalleyfire.com>

Solicitation for Nominations for Positions on the FRMS Board of Directors - DUE: February 28, 2025

Bistolfo, Amanda <Amanda.Bistolfo@sedgwick.com>

Mon, Feb 3, 2025 at 1:36 PM

Cc: "De Leon, Maria" <Maria.DeLeon@sedgwick.com>, "Hernandez, Ramon" <Ramon.Hernandez@sedgwick.com>, "Paulsen, Jon" <Jon.Paulsen@sedgwick.com>

Dear FRMS Members:

The Fire Risk Management Services (FRMS) is soliciting nominations for two (2) unexpired and three (3) full-term positions on the FRMS Board of Directors. The deadline for submittal of nominations is **Friday, February 28, 2025**. Nominations received after the deadline will not be accepted.

Partial/Unexpired Term:

Due to retirements, two (2) positions on the FRMS Board of Directors with unexpired terms will need to be filled. The newly elected Board Members shall assume office upon the date of election and shall serve out the remainder of the current term through June 30, 2027.

Full-Term:

Three (3) full-term positions on the FRMS Board of Directors are expiring on June 30. The newly elected Board Members will serve a full, three-year term from July 1, 2025, to June 30, 2028.

The following individuals currently serve in the expiring positions and are encouraged to submit a nomination formalizing their interest:

- Steve Akre, Sonoma Valley Fire District
- Steve Kovacs, Murphys Fire Protection District
- Jim Comisky, South Lake County Fire District

Online Nomination Form:

Please click on the following link to complete the online Nomination Form by **February 28th**: [Nomination Form](#)

Self-nominations are permissible. If nominating another person, please obtain the nominee's permission first. **Important:** To qualify for nomination, the nominee must either be a member of the member District's governing body, its administrative officer, its fire chief, or staff person responsible for its risk management function.

Please note that Board Members are elected by Ballots. Online ballots listing all nominees will be distributed to Voting Members shortly after the deadline.

Thank you,

Amanda Bistolfo | Pooling Administration Analyst

Sacramento, CA

DIRECT 916.244.1190

EMAIL amanda.bistolfo@sedgwick.com



Any personal data acquired, processed or shared by us will be lawfully processed in line with applicable data protection legislation. If you have any questions regarding how we process personal data refer to our [Privacy Notice](#). Any communication including this email and files/attachments transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are addressed. If this message has been sent to you in error, you must not copy, distribute or disclose of the information it contains and you must notify us immediately (contact is within the privacy policy) and delete the message from your system.