



**MINUTES OF THE  
SCOTTS VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING OF  
May 14, 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, May 14, 2025 at the City of Scotts Valley Council Chambers. President Cosner called the meeting to order at 6:01 p.m. A teleconferencing notice for Director Whittle was not needed as he was able to attend in person.

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  
Director Mike Weave (MW)  
Director Ron Whittle (RW)

Director(s) Virtual at Alternate Location: N/A

Director(s) Absent: N/A

Fire District Staff: Chief Correia  
Battalion Chiefs LoFranco and McNeil  
Administrative Services Manager Rodriguez

**2. Public Comment (GC §54954.3)**

Becky Steinbruner shared LAFCO approved \$30,000–\$60,000 for a fire consolidation feasibility study at their May 7 meeting. She also mentioned Don Jarvis, who previously led LAFCO fire consolidations, had announced his resignation. Becky shared she also attended the Santa Cruz City Council meeting and advised the Board to look at item 18 of the meeting which was their community risk assessment standards of cover and deployment analysis done by AP Triton.

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

- Director Cosner requested Action Item 6.5 be pulled from the Agenda.
- Director Whittle requested Consent Item 4.5 be pulled from Consent and placed under Action, listed as new Action Item 6.6.



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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## 4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of April 9, 2025

4.2 Approve SVFPD Claims Disbursements for the Month of April 1, 2025 through April 30, 2025 in the Amount of:

Payroll and Benefits:	\$ 765,200.36
General Fund:	\$ 692,815.95
Capital Outlay:	\$ 6,602.30
SCHMIT:	\$ 4,352.04
TOTAL:	\$ 1,468,970.65

4.3 Approve payment for Allstar Equipment Invoice

4.4 Adopt Resolution 2025-7: Resolution Requesting Temporary Transfer of Funds

4.5 Approve Surplus List

**Board Comment/Questions: None**

**Public Comment: None**

**Motion to approve Consent Calendar Items 4.1-4.4 as presented was made by Director Pisciotta, seconded by Director Weaver, and approved unanimously by voice vote, with 5 ayes.**

## 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

Chief Correira reported that Mali LaGoe, City Manager of Scotts Valley, reached out to explore potential collaboration on a shared public safety facility at the La Madrona site, possibly combining fire and police services or creating a broader municipal campus. Chief Correira plans to convene the District's Station Committee, along with Mali and City staff to begin discussions and determine interest in collaboration. He also noted that there have been preliminary conversations with a developer regarding the property across the street, though details remain limited at this time.

Additionally, Chief Correira invited the Board to attend the City's June 18 Council meeting, where a presentation on Enhanced Infrastructure Financing Districts (EIFD) and Tax Increment Financing (TIF) by consultant Kosmont will be given, as a possible funding strategy for the District.



## 6. Action Items- Discussion/Action

### 6.1 Adopt Resolution 2025-4: SVFPD Five-Year Strategic Plan

Chief Correira introduced the resolution to adopt the District’s Five-Year Strategic Plan, noting the inclusion of the final draft, a management implementation guide, and a tentative schedule reviewed by the Personnel Committee. He described the plan as a culmination of input from the community, staff, and Board, and emphasized its role as a flexible, living document that can adapt as priorities shift.

#### **Board Comment/Questions:**

Director Hurst inquired about who would be responsible for implementing the plan and ensuring accountability for the assigned tasks. Chief Correira responded that the responsibility ultimately lies with him and that staff will follow a work plan model with quarterly assignments and updates. These updates will be brought to the Board to track progress and propose any timeline adjustments.

Director Hurst also asked whether staff felt burdened by the level of responsibility detailed in the plan. Chief Correira said that while that conversation hasn’t occurred yet, some tasks may take longer than anticipated and will require flexibility.

Director Weaver commented on the substantial effort that went into developing the plan and emphasized the importance of maintaining perspective that it is a flexible, five-year framework.

Director Cosner thanked community stakeholders Becky Steinbruner and Marilyn Kuksht, along with Board Directors Hurst and Pisciotta, for their contributions.

#### **Public Comment: None**

**Motion to adopt Resolution 2025-4: SVFPD Five-Year Strategic Plan was made by Director Weaver, seconded by Director Whittle, and approved unanimously by voice vote, with 5 ayes.**

### 6.2 Adopt Resolution 2025-8: Adopting Preliminary Budgets for Fiscal Year 2025-26

685010	General Fund:	\$16,743,000
685030	Capital Outlay/Zone A:	\$ 1,570,729
685040	SCHMIT:	\$ 603,957



**Board Comment/Questions: None**

**Public Comment: None**

**Motion to adopt Resolution 2025-8: Adopting Preliminary Budgets for Fiscal Year 2025-26 was made by Director Whittle, seconded by Director Pisciotta, and approved unanimously 5-0 by a roll call vote.**

**Staff was directed to set a public hearing for August 13, 2025, at 6:00 p.m. to adopt the final budget for fiscal year 2025-2026. Staff was directed to publish the public hearing notice and make the budget available for review.**

### 6.3 Adopt Resolution 2025-6: Designating Fire Hazard Severity Zones

**Board Comment/Questions:**

Director Hurst sought clarification on the purpose of the resolution. Chief Correia explained that the maps are state-mandated, with no changes made by the District, and that the ordinance simply formalizes adoption of these maps for the Local Responsibility Area. A public workshop was previously held, with no requested changes from the community. Once adopted, the District will assume responsibility for hazard disclosure inspections on newly purchased properties in the LRA. While some map boundaries may seem arbitrary, they were drawn by the state. Chief Correia noted this is a required administrative step to codify the State's maps.

Director Whittle noted that parts of the District are considered Local Responsibility Areas (LRA) but were not shown on the provided map. He asked whether those areas are included in the adoption. Chief Correia stated that the LRA maps were provided by the State and his assumption is that areas not shown may fall under State Responsibility Areas (SRA). Chief Correia said he would follow up with the State to confirm why certain LRA areas within the District were not included on the map.

**Public Comment:**

Becky Steinbrunner requested the District notify the Santa Cruz County Fire Safe Council and all local Firewise communities and their leaders about the upcoming public hearing. She also asked for clarification on the appeal process for the fire hazard severity zone designations.

Chief Correia confirmed that staff can send notice to the Fire Safe Council and Firewise community leaders. He also clarified that any appeals would likely follow existing building code procedures.

**Motion to adopt Resolution 2025-6: Designating Fire Hazard Severity Zones was made by Director Hurst, seconded by Director Weaver, and approved unanimously by voice vote, with 5 ayes.**



**Staff was directed to set a public hearing for June 11, 2025, at 6:00 p.m. to adopt Ordinance 2025-1, which designates Fire Hazard Severity Zones. Staff was directed to publish the public hearing notice and make the ordinance available for review.**

6.4 Notice of Intent to Comply and Adoption of New Policy 2109: Reporting Requirements for Employment Vacancies (AB 2561)

**Board Comment/Questions: None**  
**Public Comment: None**

**Motion to adopt New Policy 2109: Reporting Requirements for Employment Vacancies (AB 2561) was made by Director Weaver, seconded by Director Pisciotta, and approved unanimously 5-0 by a roll call vote.**

**Staff was directed to set a public hearing for June 11, 2025, at 6:00 p.m. to comply with requirements for AB 2561.**

6.5 Adopt Resolution 2025-5: Authorizing the Fire Chief to Enter into a Memorandum of Understanding with the City of Santa Cruz, Central Fire District of Santa Cruz County, and the Local Agency Formation Commission to Evaluate Consolidation of Fire Services

**Director Cosner requested Action Item 6.5 be pulled from the Agenda.**

6.6 Approve Surplus List

Chief Correira provided an overview of the surplus list, which included two vehicles. He noted that the listed values were estimates and that the District has historically had success using *govdeals.com* for surplus sales, generating around \$39,000 last year. One of the vehicles, a Type 3 engine previously used by Branciforte, is being offered to the City of Santa Cruz for \$5,000.

**Board Comment/Questions:**

Director Whittle asked if any research was done to determine fair market value for the surplus engines, expressing concern that \$5,000 for the Type 3 may be low.

Director Pisciotta asked whether both engines would be auctioned.

Director Hurst inquired on the bid process.

Chief Correira explained the \$5,000 sale to Santa Cruz City Fire was a proposed direct sale, not an auction. The rationale is to keep the vehicle local and recognize the City's partnership in providing first response for incidents in the southern portion of Branciforte.



Battalion Chief McNeil explained the bid process is run through an auction house, usually without a minimum bid. Recent auctions lasted two weeks, allowing bidders to continue bidding until the final day.

**Public Comment: None**

**Motion to approve surplus list as presented was made by Director Pisciotta, seconded by Director Hurst, and approved unanimously 5-0 by a roll call vote.**

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

### 7.1 Board of Directors Report – Directors

Director Weaver reported on the Organization and Personnel Committee meeting held April 22, where the committee discussed the strategic plan, proposed moving administrative reports from each meeting to a quarterly schedule, and reviewed the hazardous map ordinance. He also complimented the local unions of Scotts Valley and Central for hosting a successful cornhole tournament, noting it was a great event with proceeds benefiting a great cause (San Jose Burn Foundation).

Director Cosner reported out on negotiation efforts with the firefighter local union and that a tentative agreement has been reached. Negotiations with the Chief Officers group has begun.

### 7.2 Administrative Report – Chief Officers

Chief Correira provided the following updates:

**Recognition and Awards:** The District held a Recognition Awards Breakfast to recognize staff for their contributions over the past year. Deputy Fire Marshal Erin Collins was named Firefighter of the Year and will be recognized at the upcoming Blue & Gold event.

**Administrative Reports:** Chief Correira noted that administrative updates will now be shared at each monthly board meeting as verbal reports, with more detailed, performance-based reports provided quarterly.

Battalion Chief McNeil provided the following update:

**Station 1 Construction Proposal (Erba Lane):** BC McNeil shared that one local contractor, John Mandela, has submitted a fee schedule to begin the permit process for Station 1 repairs. The proposed scope focused on making the living quarters safe and includes architectural and structural engineering work. Estimated construction duration is two months, with a preliminary cost estimate of \$250,000–\$300,000. Staff will research whether this exceeds the city's remodel threshold and ADA requirements. An RFP process will be initiated as required for projects over \$10,000.



Battalion Chief LoFranco provided the following updates:

**Zone Coordination Policy:** BC LoFranco shared BC Stubendorff is collaborating with Central Fire's Nigel Miller to update the Zone Coordination Policy to improve coordination during countywide resource shortages. A draft policy has been developed and will be presented at an upcoming board meeting.

**Training Program Update:** Captain Green continues to successfully help lead the Paid Call Firefighter (PCF) Academy, in addition with Engineers Jared Vandiver and Patrick Shaughnessy overseeing the in-house portion of PCF training. PCF graduation is scheduled for June; the exact date will be shared once confirmed.

For County training, most staff have completed Wildland Refresher training. Recent block training included off-road driving with the Type 3 engines, with special thanks to Engineers Josh Neff and John Bridges for serving as instructors.

## 8. Correspondence

### 8.1 Incident Follow-Up: Email from Carolyn Smith (District Resident)

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 Labor Negotiations: Government Code §65957.6

Conference with Labor Negotiators, Directors Cosner and Whittle

Employee Organizations: Local 3577, International Association of Firefighters and Scotts Valley Chief Officers

At 6:44 p.m., President Cosner announced the Board would be going into Closed Session for the purpose to discuss items listed in 10.1-10.2.

## 11. Open Session: Government Code §54957.1

### 11.1 Report on closed session

At 7:24 p.m., the Board reconvened to Open Session and President Cosner reported on Items 10.1-10.2. Information was received, and direction was given. No action taken.



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## 12. Adjournment

The meeting was adjourned at 7:24 p.m.

Attest   
Kris Hurst  
Board Vice President

  
Mark Correia  
Board Secretary