



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF August 13, 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, August 13, 2025 at the City of Scotts Valley Council Chambers. Vice President Hurst called the meeting to order at 6:01 p.m.

1.2 Pledge of Allegiance and Moment of Silence

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

1.3 Roll Call

Director(s) Present: President Adam Cosner (AC) at 6:23 PM
Vice President Kris Hurst (KH)
Director Daron Pisciotta (DP)
Director Mike Weaver (MW)
Director Ron Whittle (RW)

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

Director(s) Absent: N/A

Fire District Staff: Chief Correira
Battalion Chief McNeil, Stubendorff, and
LoFranco (virtually)
Fire Marshal Collins
Administrative Services Manager Rodriguez

2. Special Presentations and Introductions

2.1 Promotion and Badge Pinning Presentation: Fire Marshal Erin Collins

Chief Correira introduced Fire Marshal Erin Collins, highlighting her career background, leadership roles, and significant contributions to fire prevention and community risk reduction. He noted her selection as Firefighter of the Year and recognized her impact across Scotts Valley and Central Fire Districts. Collins' son, Logan, performed the badge pinning, officially marking her promotion to Fire Marshal. The Board congratulated her on the achievement.

3. Public Comment (GC §54954.3)



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No public comment(s) made.

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

No agenda amendments made.

5. Consent Calendar

5.1 Minutes: Approve Regular Board Meeting Minutes of June 11, 2025

5.2 Approve SVFPD Claims Disbursements for the Month of July 1, 2025 through July 31, 2025 in the Amount of:

Payroll and Benefits:	\$ 2,338,506.76*
General Fund:	\$ 199,883.52**
Capital Outlay:	\$ 17,125.00
SCHMIT:	\$ 12,178.70
TOTAL:	\$ 2,567,693.99

5.3 Adopt Revised Policy 400 – Organizational Chart

5.4 Approve Award of Request for Proposals (RFP) for Architectural and Engineering Professional Services for the Erba Lane Fire Station and Authorize the Fire Chief to Execute an Agreement with the Selected Vendor

Board Comment/Questions: None

Public Comment: None

Motion to approve Consent Calendar Items 5.1-5.4 was made by Director Whittle, seconded by Director Weaver, and approved unanimously by voice vote, with 4 ayes.

6. Discussion Items

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

Chief Correira reported with approval of Consent Item 5.5, plans will move forward for the seismic revision plans at the Erba Lane station, followed by the City permitting process and a future RFP for construction services.

He also shared that he and President Cosner have met with County Supervisors from the 1st and 5th Districts to discuss potential funding opportunities through Enhanced Infrastructure Financing District (EIFD) and Tax Increment Financing (TIF). These conversations remain exploratory, with no commitments at this time.

This item was presented for informational purposes only; no Board action was taken.



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6.2 Shared Services Update

Chief Correira reported that Scotts Valley continues to share Fire Marshal services with Central Fire and is working with them to align training calendars for joint company-level training in 2025. He noted that Central invited participation in their Captains exam, but Scotts Valley will run its own process this cycle due to timing. Board members asked how Central’s promotional lists operate and whether it would make sense for Scotts Valley to join their upcoming exams. Staff clarified that Central typically runs exams on a two-year cycle, maintains eligibility lists for one year with the option to extend, and is holding a Captains exam in October and a BC exam in February. Chief Correira added that Scotts Valley’s current list is exhausted, interest among acting captains is high, and an internal process will best meet the District’s needs. The Chief also informed the Board that LAFCO’s governance report on Felton Fire listed Scotts Valley as a potential reorganization partner, and when asked about that, he explained he had conveyed that the District is not interested due to cost, with Zayante or County Fire being more realistic options.

No action was taken.

President Cosner arrived at 6:23 p.m. and joined the meeting in progress.

7. **Public Hearing I/Action 7.1-7.2**

7.1 Scheduled Public Hearing for the SVFPD Final Budget for Fiscal Year 2025/2026:

685010	General Fund:	\$18,306,949
685030	Capital Outlay Zone A:	\$ 2,140,414
685040	SCHMIT:	\$ 730,196

The Public Hearing was opened at 6:26 p.m. No public comments were received. The Public Hearing was closed at 6:27 p.m.

7.2 Receive Public Comment and Adopt Resolution 2025-10: Resolution Adopting Final Budget for Fiscal Year 2025/2026

Board Comment/Questions: None

Public Comment: None

Motion to Adopt Resolution 2025-10: Resolution Adopting Final Budget for Fiscal Year 2025/2026 as presented was made by Director Hurst, seconded by Director Pisciotta, and approved unanimously by voice vote, with 5 ayes.



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

8.1 Board of Directors Report – Directors

Directors reported on recent meetings with Santa Cruz County Board of Supervisors Koenig and Martinez regarding Proposition 172 funding. Chief Correia and President Cosner explained that both supervisors appeared unaware that the Board of Supervisors have discretion over the allocation of these funds, and discussions served to plant the seed for a potential united approach among local fire districts to advocate for a more equitable share. Board members asked follow-up questions about the allocation process and the history of the funding, and staff clarified that fire districts currently receive less than half of one percent of the county's Prop 172 revenues, with the majority directed to the Sheriff's Office and jails. The Board acknowledged that progress will require coordinated advocacy with Central Fire and other districts.

Director Weaver shared there was a Facilities and Equipment Committee meeting on July 23rd. He commended BC McNeil for securing and evaluating bids for the Erba Lane Station project, presenting a thorough package that enabled the committee to move forward with a strong recommendation.

8.2 Administrative Report – Chief Officers

Battalion Chief Stubendorff provided the following updates:

Community Engagement: Crews attended a FireWise event in the Branciforte area with Units 2512 and 2546, providing updates and meeting with residents.

Notable Incidents: Crews quickly contained a multiple vehicle fire at Mission Springs during a camp event and also assisted on a second-alarm commercial structure fire on Bay Avenue.

Fire Marshal Collins provided the following update:

Shared Services & Defensible Space: Shared Services with Central Fire is going well. The District has been utilizing their assistance in inspections, now in the fourth week, with defensible space inspectors in the District every Thursday.

Battalion Chief Lofranco provided the following updates:

Out-of-County Assignment: The District has a crew currently deployed out of county. Updates from their leaders have been positive, and they are performing well.

Training Tower Project: Crews have been actively involved in constructing the new training tower in the upper lot at Station 1 using shipping containers. Their extra effort is helping move the project forward and make it usable for training.

Training: Recent block training on standpipe operations was held at UCS and hosted by Santa Cruz City Fire Battalion Chief Johnny Fox. Participation from across the county made it a valuable and challenging training. This week, new EMS ventilation training led by Scott Vahradian will be attended by District crews.



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Fire Chief Correira provided the following update:

Revenue Tracking & Branciforte Merger: Staff identified a transposed tax code error that excluded part of the former Branciforte district from secured property tax rolls, resulting in a shortfall of about \$91,000 for FY 2024/2025 and potentially closer to \$200,000 overall. The State has acknowledged the error, and the District is working with the County Auditor-Controller's Office on a plan to recover the lost revenue.

9. Correspondence

9.1 Community Event Follow-Up: Thank you letter from Michelle Stewart, Happy Valley School District's Superintendent/Principal

The Board received and filed the correspondence.

10. Request for Future Agenda Items

President Cosner requested that Policy 2100- Policy for Conducting Board Meetings be brought back for discussion regarding a change to the standing Board meeting start time.

11. Closed Session: Government Code §54957

11.1 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

11.2 Public Employee Performance Evaluation
Title: Fire Chief

11.3 Labor Negotiations: Government Code §54957.6
Conference with Labor Negotiators, Directors Cosner and Whittle
Employee Organizations: Confidential Employees Group
Unrepresented Employee: Fire Chief

At 6:50 p.m., President Cosner announced the Board would be going into Closed Session for the purpose to discuss items listed in 11.1-11.3.

12. Open Session: Government Code §54957.1

12.1 Report on closed session

The Board returned to Open Session at 8:51 p.m.

Item 11.1 – Anticipated Litigation: The Board authorized the District to enter into a settlement agreement concerning firefighter Brian Green and authorized the Fire Chief to



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execute the agreement. A copy of the settlement agreement is available upon request from the Fire Chief.

Item 11.2 – Fire Chief Evaluation: No reportable action.

Item 11.3 – Labor Negotiations: No reportable action.

13. Adjournment.

The meeting was adjourned at 8:53 p.m.

Attest

Handwritten signature of Adam Cosner in black ink, written over a horizontal line.

Adam Cosner
Board President

Handwritten signature of Mark Correia in black ink, written over a horizontal line.

Mark Correia
Board Secretary