



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 SPECIAL MEETING OF September 10, 2025

1. Opening Business

1.1 Call to Order

The Special Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, September 10, 2025 at the City of Scotts Valley Council Chambers. President Cosner called the meeting to order at 7:00 p.m.

1.2 Pledge of Allegiance and Moment of Silence

President Cosner called for the Pledge of Allegiance and a Moment of Silence in special remembrance of the upcoming September 11 anniversary.

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) 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)

No public comment(s) made.

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

No agenda amendments made.

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of August 13, 2025



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

Payroll and Benefits:	\$ 726,881.26
General Fund:	\$ 55,588.24
Capital Outlay:	\$ 13,107.50
SCHMIT:	\$ 2,914.12
TOTAL:	\$ 798,491.12

Board Comment/Questions:

Director Hurst requested a name correction in the August 13, 2025 Regular Board Meeting Minutes.

Public Comment: None

Motion to Approve Consent Calendar Items 4.1-4.2 with requested minute edit was made by Director Hurst, seconded by Director Pisciotta, 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

Staff reported the RFP for architecture and engineering services has been awarded. Architects will begin as-built drawings. After permitting, a second RFP will be issued for construction. The goal is to return firefighters to the station by spring, pending timeline and permitting.

5.2 Shared Services Update

Staff reported that efforts continue to focus on training, with no additional updates at this time.

5.3 Station 3 - Community Room Remodel

Staff presented an update on the Station 3 community room remodel project. The goal is to reopen the room for public use with its own secure access, restroom, and ADA-compliant entry. Plans include separating the community space from the rest of the station, adding an all-gender restroom, and installing an electronic access system.

The project has been in planning for over a year, with permits in progress through the County. An ADA specialist has been consulted to ensure compliance, including construction of an accessible ramp, which will make one apparatus bay unavailable for vehicle use (but still usable for storage). Estimated project cost is \$90,000–\$100,000.



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The Branciforte Advisory Commission has unanimously recommended using Barnes Family Trust donation funds to support the remodel and related building improvements. If approved, the project could include additional site and building updates with any remaining funds. The Board provided feedback, expressed support, and raised no objections. Staff will proceed with permitting and return with final cost estimates and approvals once bids are obtained.

6. Action Items – Discussion/Action

6.1 Approve Revised Policy 2100: Policy For Conducting Board Meetings

Board Comment/Questions: None

Public Comment: None

Motion to Approve Revised Policy 2100: Policy For Conducting Board Meetings as presented was made by Director Weaver, seconded by Director Pisciotta, and approved unanimously by voice vote, with 5 ayes.

6.2 Adopt New Policy 1001: Fire Chief Performance Evaluation

Staff presented a new policy outlining the process, scope, and timeline for the Fire Chief's performance evaluation. The policy was drafted in collaboration with the Board President, District Counsel, and staff, and is based on a model from another fire district. It provides flexibility for the Board to conduct or outsource the evaluation and does not include an evaluation form, which would be developed separately.

Board Comment/Questions:

Board discussion focused on ensuring the policy aligns with the Fire Chief's employment agreement and does not conflict with existing contract language. Staff agreed with the importance of keeping the policy and contract consistent and supported obtaining legal review to confirm alignment.

Public Comment: None

The Board referred the policy to the Organization & Personnel Committee for further review and legal input before bringing it back for consideration.

6.3 Approve Letter to State Representatives Regarding Tax Apportionment Reform

Staff presented a proposed letter to state representatives advocating for changes to the allocation of Proposition 172 public safety sales tax funds, which currently direct the majority of revenue to counties rather than local fire districts. The letter, modeled after one used by neighboring agency (Central Fire District), aims to support fairer tax apportionment and keep the issue visible with legislators. Staff also reported recent meetings with Supervisors Koenig and Martinez and with Senator Laird's staff (through CSDA) regarding these funding inequities.



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Board Comment/Questions:

Directors discussed the long-term revenue loss caused by ERAF/Prop 172, noting the nearly \$1 million annual impact to the District. They expressed support for continued advocacy, suggested in-person meetings with legislators to strengthen the message, and agreed the shorter version of the letter should be sent.

Public Comment: None

Motion to Approve Letter to State Representatives Regarding Tax Apportionment Reform (shorter version) 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

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

7.1 Board of Directors Report – Directors

Director Weaver expressed appreciation to Captain Todd and her crew for their assistance during a recent call to his residence.

Director Pisciotta reported that the City's State of the City Address is scheduled for Tuesday, September 16, at 5:00 p.m.

7.2 Fire Chief / Administrative Report

Battalion Chief LoFranco provided the following updates:

Strike Team Deployment:

BC Stubendorff is serving as a strike team leader trainee under Pat Winters (Central Fire) with Captain Sundermier, Engineer Vandiver, and Firefighters Pisciotta and Lackey staffing the District's engine. The team moved from the TCU Lightning Complex to the Garnet Fire.

Tanker Spill Response:

The District responded to a major tanker spill on Highway 17. Special thanks were given to partner agencies including Felton Fire, CHP, AMR, CAL FIRE, OES, EPA, Fish and Wildlife, and Santa Clara County Fire Special Operations. A formal thank-you letter will be sent on the District's behalf for their assistance.

Administrative Services Manager Rodriguez provided the following update:

Audit:

The District's annual audit process has begun, with the auditor onsite this week.

Chief Correira provided the following updates:

Upcoming Report:

A written Chief's Report will be provided at next month's meeting.



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Union Event:

The firefighters' union is planning its annual pancake breakfast; details will be shared by the union at a later date.

Felton Fire Parcel Tax Proposal:

BC LoFranco shared that the news reported Felton Fire is pursuing a special election on December 9 for a proposed parcel tax of approximately \$700 per parcel on 4,400 parcels, projected to generate about \$3.1 million annually. Chief Correira added details from a recent Fire Chiefs meeting, noting the funds would support hiring staff to maintain minimum two-person staffing seven days a week. The effort follows recent LAFCO discussions on service options. Felton Fire currently has about 12 volunteers working per diem and several more in training. If the measure fails, the district may need to explore alternative service models (e.g., CAL FIRE or nearby agencies).

8. Request for Future Agenda Items

There were no requests for future agenda items.

9. Closed Session: Government Code §54957

9.1 Labor Negotiations: Government Code §54957.6

Conference with Labor Negotiators, Directors Cosner and Whittle
Unrepresented Employee: Fire Chief

At 7:52 p.m. Board President Cosner announced the Board Closed Session for the purpose listed in Item 9.1.

10. Open Session: Government Code §54957.1

10.1 Report on closed session item 9.1

At 8:11 p.m., the Board reconvened to Open Session and President Cosner reported on Item 9.1. Information was received, and direction was given. No action taken.

11. Adjournment.

The meeting was adjourned at 8:18 p.m.

Attest


Adam Cosner
Board President


Mark Correira
Board Secretary