



**Board of Directors
Regular Meeting Agenda
Wednesday, January 14, 2026 7:00 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 Correira, Board Secretary, for immediate consideration.

1. Opening Business

- 1.1 Call to Order
- 1.2 Pledge of Allegiance and Moment of Silence
- 1.3 Roll Call

2. Special Presentation and Introductions

- 2.1 Promotion and Badge Pinning Presentation:
 - Engineer/EMT Nathan Lackey
 - Engineer/EMT Mario Perez
 - Engineer/PM Mitchell Pisciotta
- 2.2 SB 707 Overview, Including Non-Eligible Legislative Bodies, and Potential District Impacts: Presentation by Jeffrey Hoskinson, AALRR

3. 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.



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

5. Consent Calendar

(Consent calendar items will be considered and enacted upon by one motion. There will be no separate discussion on items unless a Board Member, Staff, or member of the public requests the removal of the item for separate action.)

5.1 Minutes: Approve Regular Board Meeting Minutes of December 10, 2025

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

Payroll and Benefits:	\$ 711,356.37
General Fund:	\$ 56,521.11
Capital Outlay:	\$ 5,896.87
SCHMIT:	\$ 1,506.53
TOTAL:	\$ 775,280.88

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

7. Action Items- Discussion/Action

7.1 Approve Resolution 2026-01: 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

7.2 Board Standing Committee Appointments per Policy 2101

- Finance and Planning
- Organization and Personnel
- Facilities and Equipment
- Interagency Advisory
- Ad Hoc Committees
 - Labor Negotiators
 - Reorganization Study / Shared Services

7.3 Approve the Extension of Term Limited Deputy Fire Marshal (Retired Annuitant)



- 7.4 Approve Resolution 2026-02: A Resolution Establishing a Cost Recovery Program for the Deployment of Emergency and Non-Emergency Services by the Scotts Valley Fire Protection District and Approving a Service Agreement with Fire Recovery USA, LLC to Assist with Billing and Collection Services for the Cost Recovery Program
- 7.5 Approve Resolution 2026-03: A Resolution of Intent of the Scotts Valley Fire Protection District to Participate in the Proposed City of Scotts Valley Enhanced Infrastructure Financing District and Newly Formed Public Financing Authority
- 7.6 Side Letter of Agreement with Chief Officers Regarding Management Pay and Signature Sheet Revisions
- 8. Board of Directors and Administrative Reports – Information/Discussion**
(No action will be taken on any questions raised by the Board at this time.)
 - 8.1 Board of Directors Report – Directors
 - 8.2 Fire Chief / Administrative Report
- 9. Request for Future Agenda Items**
- 10. Adjournment**

Next Regularly Scheduled Board Meeting: Wednesday, February 11, 2026 at 7:00 p.m.

Note: Certain supporting documents for items on this agenda may be distributed at the Board meeting. Copies will be made available to the public at that time in accordance with Government Code Section 54957.5.



**MINUTES OF THE
SCOTTS VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING OF
December 10, 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, December 10, 2025 at the City of Scotts Valley Council Chambers. President Cosner called the meeting to order at 7:01 p.m. and provided a teleconferencing notice for Director Hurst.

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) Director Daron Pisciotta (DP) Director Mike Weaver (MW) Director Ron Whittle (RW)
Director(s) Virtual at Alternate Location:	Vice President Kris Hurst (KH)
Director(s) Absent:	N/A
Fire District Staff:	Chief Correira Battalion Chief McNeil and LoFranco Fire Marshal Collins 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 were made.

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of November 12, 2025

4.2 Minutes: Approve Special Board Meeting Minutes of December 1, 2025



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

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

Payroll and Benefits:	\$ 578,246.98
General Fund:	\$ 63,469.87
Capital Outlay:	\$ 7,048.60
SCHMIT:	\$ 0.00
TOTAL:	\$ 648,765.45

4.4 Adopt Regular Board Meeting Dates for 2026

4.5 Approve Contribution to California Cooperative Liquid Assets Security System (CLASS) via Transfer of Funds

Board Comment/Questions: None

Public Comment: None

Motion to approve Consent Calendar Items 4.1-4.5 was made by Director Whittle, seconded by Director Pisciotta, and approved unanimously 5-0 by a roll call vote.

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

Battalion Chief McNeil provided an update on the seismic retrofit plans for Fire Station 1, noting a delay due to revised engineering calculations. He reported that a 90 percent plan set has been received and will be reviewed with staff and select Board members prior to submittal.

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

6. Action Items- Discussion/Action

6.1 Accept and File the SVFPD Financial Audit for 2024-2025 Fiscal Year Ending June 30, 2025

Chief Correira introduced the item and invited Auditor Zach Pehling to provide a brief overview of the audit he conducted. Mr. Pehling reported that the District received a clean audit opinion, with no material issues identified.

Board Comment/Questions: None

Public Comment: None



Motion to Accept and File the SVFPD Financial Audit for 2024-2025 Fiscal Year Ending June 30, 2025 as presented was made by Director Pisciotta, seconded by Director Weaver and approved unanimously 5-0 by a roll call vote.

6.2 Adopt Ordinance 2025-03: Amending Ordinance 2025-02 to Correct and Clarify Accessory Dwelling Unit (ADU) Sprinkler Requirements

Fire Marshal Collins explained that the ordinance corrects and clarifies accessory dwelling unit sprinkler requirements to align the District's fire code amendments with current state law. She noted the ordinance was introduced at a prior special meeting.

Board Comment/Questions: None
Public Comment: None

Motion to Adopt Ordinance 2025-03: Amending Ordinance 2025-02 to Correct and Clarify Accessory Dwelling Unit (ADU) Sprinkler Requirements as presented was made by Director Whittle, seconded by Director Pisciotta, and approved unanimously 5-0 by a roll call vote.

6.3 Approve the Extension of Community Risk Reduction Shared Services Agreement with Central Fire District of Santa Cruz County

Chief Correira briefed the Board on the proposed extension of the existing Community Risk Reduction shared services agreement with Central Fire District. He explained that the extension would continue the current agreement for an additional six months, through June 30, 2026, with no changes to the scope or terms other than the dates. He noted that Central Fire District's Board is also scheduled to consider the extension and that future discussions between the agencies may address longer-term collaboration.

Board Comment/Questions:
Directors asked clarifying questions regarding Community Risk Reduction staffing and future collaboration. Staff explained that the extension maintains the current agreement while allowing time for both agencies' Boards to provide direction on longer-term options.
Public Comment: None

Motion to Approve the Extension of Community Risk Reduction Shared Services Agreement with Central Fire District of Santa Cruz County as presented was made by Director Whittle, seconded by Director Hurst, and approved unanimously 5-0 by a roll call vote.

- 6.4 Election of Board Officers for Calendar Year 2026
- President
 - Vice President



Board Comment/Questions:

Upon brief discussion regarding Board member availability and interest in the officer positions, Director Pisciotta was nominated to serve as President, and Director Weaver was nominated to serve as Vice President.

Public Comment: None

Motion to appoint Director Pisciotta as President and Director Weaver as Vice President was made by Director Whittle, seconded by Director Pisciotta, and unanimously 5-0 by a roll call vote.

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

7.1 Board of Directors Report – Directors

No reports were provided.

7.2 Administrative Report – Chief Officers

Chief Correira provided the following updates:

Impact Fees: Reported ongoing coordination with the City regarding impact fee implementation and EIFD discussions. A draft resolution is expected to return to the Board in January.

Ring Radio Project: Provided an update on the County’s Ring Radio project, noting approval by the Board of Supervisors and continued concerns regarding cost impacts to fire districts. Staff is continuing discussions with the County and evaluating alternative options.

Personnel: Reported that two employees completed probation and one probationary firefighter resigned. The District is evaluating temporary staffing options due to multiple current vacancies.

Board Education: Shared information regarding the FDAC conference and proposed a condensed workshop for the Board on recent Brown Act changes.

Battalion Chief LoFranco provided the following updates:

Training: Reported on recent countywide Rapid Intervention Crew training at an acquired structure and noted an additional acquired structure will be used for upcoming District-focused training.

Alerting System: Provided an update on the new station alerting system, including differentiated lighting and tones, and recognized Battalion Chief Stubendorff for his work advancing the project.

Battalion Chief McNeil provided the following updates:

Branciforte Meeting Room Project: Reported that the project is expected to begin within the next two weeks, pending completion of subcontractor registration with the Department of Industrial Relations.



Fire Marshal Collins provided the following updates:

Community Risk Reduction / Development: Reported that Central Fire District defensible space inspectors completed 224 inspections within Scotts Valley and noted positive feedback regarding resident cooperation. She also shared updates on ongoing construction activity, including a newly identified 21-home subdivision under development.

Administrative Services Manager Rodriguez provided the following updates:

Personnel: A retired annuitant has begun training to assist with workload coverage and is scheduled to start the following week.

8. Correspondence

8.1 Incident Follow-Up: Thank you card from Bill S.

8.2 Incident Follow-Up: Thank you card from Diane D.

The Board received and filed the correspondence.

9. Request for Future Agenda Items

There were no future agenda items requested.

10. Closed Session: Labor Negotiations Government Code §54957.6

10.1 Conference with Labor Negotiators, Directors Cosner and Whittle

Employee Organization: Chief Officers Group

Unrepresented Employee: Fire Marshal

At 7:34 p.m., President Cosner announced the Board would be going into Closed Session for the purpose to discuss items listed in 10.1.

11. Open Session: Government Code §54957.1

11.1 Report on closed session item 10.1

At 7:47 p.m., the Board reconvened to Open Session and President Cosner reported on Item 10.1. Information was received, and direction was given. No action taken.

12. Adjournment

The meeting was adjourned at 7:48 p.m.

Attest _____

Daron Pisciotta
Board President

Mark Correira
Board Secretary

Scotts Valley Fire Protection District (SVFPD)

Date: January 14, 2026
To: Board of Directors
From: SVFPD
Subject: Approve Claim Disbursements

SVFPD Claims have been approved for payment out of SVFPD Funds totaling \$ 775,280.88

These payments have been approved by the Board of Directors during their meeting on January 14, 2026

December 2025/2026 F.Y.

685010- Payroll and Benefits:	\$ 711,356.37
685010- General Fund:	\$ 56,521.11
685030- Capital Outlay:	\$ 5,896.87
685040- SCHMIT:	\$ 1,506.53

ATTEST _____
Daron Pisciotta
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												
2026	06	12/09/2025	DU121422	DU121422	Expenditures	685010	50	51000	8,459.33	CTL 9-10/25 Vandervoort	C99999	
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	51000	-210,215.24	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	51000	-177,718.11	PAYPERIOD 26PAYDATE 12262025		
Total 51000 – REGULAR PAY-PERMANENT									-379,474.02			
Object: 51005 – OVERTIME PAY-PERMANENT												
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	51005	-38,482.09	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	51005	-41,092.98	PAYPERIOD 26PAYDATE 12262025		
Total 51005 – OVERTIME PAY-PERMANENT									-79,575.07			
Object: 51010 – REGULAR PAY-EXTRA HELP												
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	51010	-5,117.39	PAYPERIOD 26PAYDATE 12262025		
Total 51010 – REGULAR PAY-EXTRA HELP									-5,117.39			
Object: 51035 – HOLIDAY PAY												
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	51035	-13,519.95	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	51035	-12,970.59	PAYPERIOD 26PAYDATE 12262025		
Total 51035 – HOLIDAY PAY									-26,490.54			
Object: 51040 – DIFFERENTIAL PAY												
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	51040	-13,048.50	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	51040	-9,259.41	PAYPERIOD 26PAYDATE 12262025		
Total 51040 – DIFFERENTIAL PAY									-22,307.91			
Object: 52010 – OASDI-SOCIAL SECURITY												
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	52010	-4,240.49	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	52010	-4,140.34	PAYPERIOD 26PAYDATE 12262025		
Total 52010 – OASDI-SOCIAL SECURITY									-8,380.83			
Object: 52015 – PERS												
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	52015	-41,722.29	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	52015	-33,681.55	PAYPERIOD 26PAYDATE 12262025		
Total 52015 – PERS									-75,403.84			
Object: 53010 – EMPLOYEE INSURANCE & BENEFITS												
2026	06	12/09/2025	DU121422	DU121422	Expenditures	685010	50	53010	48.56	D.Lipkowitz Dec25 CK#843	C99999	
2026	06	12/09/2025	DU121422	DU121422	Expenditures	685010	50	53010	91.85	S.Kovacs Dec25 Dental	C99999	
2026	06	12/09/2025	DU121422	DU121422	Expenditures	685010	50	53010	48.56	M.Marsano Dec25 R#4288	C99999	
2026	06	12/09/2025	DU121422	DU121422	Expenditures	685010	50	53010	48.56	I.Bustichi Mov25 R#4289	C99999	
2026	06	12/09/2025	DU121422	DU121422	Expenditures	685010	50	53010	48.56	M.Pasquini Nov25 CK#1170	C99999	
2026	06	12/09/2025	DU121422	DU121422	Expenditures	685010	50	53010	48.56	I.Bustichi Dec25 CK#3465	C99999	
2026	06	12/10/2025	DEC25HLTH (BT173)		Expenditures	685010	50	53010	-76,031.67	SV FIRE DEC 2025	V116512	17396
2026	06	12/10/2025	DU121484	DU121484	Expenditures	685010	50	53010	48.56	M.Pasquini Dec25 R#4291	C99999	
2026	06	12/10/2025	DU121484	DU121484	Expenditures	685010	50	53010	48.56	D.Lipkowitz Dec25 R#4290	C99999	
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	53010	-750.00	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	53010	1,251.55	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/11/2025	1225SVFD		Expenditures	685010	50	53010	-4,573.26	HEALTH CARE EMP SVFD Group 367	V108670	00497861
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	53010	1,220.05	PAYPERIOD 26PAYDATE 12262025		
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	53010	-500.00	PAYPERIOD 26PAYDATE 12262025		
2026	06	12/26/2025	SVFD12026		Expenditures	685010	50	53010	-4,652.71	HEALTH CARE EMP SVFD Group 367	V108670	00498689
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-1,147.45	WALTON, ALICIA SVFD Health Ins	V119128	80091345
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-670.31	RONZANO, CHRIST SVFD Health In	V111324	80091341
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-787.11	VANDERVOORT, GR SVFD Health In	V122411	80091344
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-2,814.59	BIDDLE, MIKE SVFD Health Ins 1	V105980	80091337
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-693.26	WHITTLE, RONALD SVFD Health In	V102822	80091346
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-1,169.00	MCMURRY, MICHAEL SVFD Health In	V105430	80091339
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-672.45	PHINN, MIKE SVFD Health Ins 1/	V103782	80091340
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-1,115.76	LOFRANCO, SAL SVFD Health Ins	V105221	80091338
2026	06	12/26/2025	SVFD122025		Expenditures	685010	50	53010	-838.00	THEILEN, LOTHAR SVFD Health In	V117701	80091343
Total 53010 – EMPLOYEE INSURANCE & BENEFITS									-93,512.20			

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: 53015 – UNEMPLOYMENT INSURANCE												
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	53015	-96.84	PAYPERIOD 26PAYDATE 12262025		
Total 53015 – UNEMPLOYMENT INSURANCE									-96.84			
Object: 55021 – OTHER BENEFITS MISC												
2026	06	12/10/2025	PAYPERIOD 25		Expenditures	685010	50	55021	-10,629.68	PAYPERIOD 25PAYDATE 12122025		
2026	06	12/24/2025	PAYPERIOD 26		Expenditures	685010	50	55021	-10,368.05	PAYPERIOD 26PAYDATE 12262025		
Total 55021 – OTHER BENEFITS MISC									-20,997.73			
Total 50 – SALARIES AND EMPLOYEE BENEF									-711,356.37			
Character: 60 – SERVICES AND SUPPLIES												
Object: 61110 – CLOTHING & PERSONAL SUPPLIES												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	61110	-922.31	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 61110 – CLOTHING & PERSONAL SUPPLIES									-922.31			
Object: 61221 – TELEPHONE-NON TELECOM 1099												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	61221	-3,201.14	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
2026	06	12/30/2025	6130207511		Expenditures	685010	60	61221	-764.94	VERIZON WIRELES SVFD	V11188	00498969
Total 61221 – TELEPHONE-NON TELECOM 1099									-3,966.08			
Object: 61425 – OTHER HOUSEHOLD EXP-SERVICES												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	61425	-416.42	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 61425 – OTHER HOUSEHOLD EXP-SERVICES									-416.42			
Object: 61720 – MAINT-MOBILE EQUIPMENT-SERV												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	61720	-3,735.64	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
2026	06	12/15/2025	1125SVFD		Expenditures	685010	60	61720	-88.82	SCARBOROUGH LUM SVFD Acct 1169	V1233	80090775
2026	06	12/15/2025	4453685		Expenditures	685010	60	61720	-3,206.61	PETERSON TRUCKS SVFD	V15833	00498154
2026	06	12/15/2025	CI053040		Expenditures	685010	60	61720	-184.54	GOLDEN STATE EM SVFD PIE-0143	V129826	00498152
2026	06	12/15/2025	CI053128		Expenditures	685010	60	61720	-1,784.29	GOLDEN STATE FI SVFD	V42172	00498153
2026	06	12/15/2025	CI053493		Expenditures	685010	60	61720	-150.50	GOLDEN STATE EM SVFD PIE-0143	V129826	00498152
2026	06	12/15/2025	CI053531		Expenditures	685010	60	61720	-166.68	GOLDEN STATE EM SVFD PIE-0143	V129826	00498152
2026	06	12/26/2025	0001423		Expenditures	685010	60	61720	-1,565.98	SCM PERFORMANCE SVFD	V35849	80091342
2026	06	12/26/2025	0001425		Expenditures	685010	60	61720	-4,970.85	SCM PERFORMANCE SVFD	V35849	80091342
Total 61720 – MAINT-MOBILE EQUIPMENT-SERV									-15,853.91			
Object: 61730 – MAINT-OTH EQUIP-SERVICES												
2026	06	12/11/2025	115209		Expenditures	685010	60	61730	-40.74	Santa Cruz Fire SVFD	V125908	80090632
2026	06	12/26/2025	0000344332		Expenditures	685010	60	61730	-2,175.61	BAUER COMPRESSO SVFD	V103096	00498813
Total 61730 – MAINT-OTH EQUIP-SERVICES									-2,216.35			
Object: 61848 – MAINT-STRUCT/GRDS-OTH-SRV												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	61848	-689.34	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
2026	06	12/15/2025	1225SVFD2		Expenditures	685010	60	61848	-303.46	SCARBOROUGH LUM SVFD Acct 1169	V1233	80090775
2026	06	12/15/2025	85455248		Expenditures	685010	60	61848	-134.29	WESTERN EXTERMI SVFD 868063	V15766	00498155
2026	06	12/15/2025	85455249		Expenditures	685010	60	61848	-134.29	WESTERN EXTERMI SVFD 868063	V15766	00498155
2026	06	12/15/2025	85455250		Expenditures	685010	60	61848	-134.29	WESTERN EXTERMI SVFD 868063	V15766	00498155
2026	06	12/26/2025	32545		Expenditures	685010	60	61848	-750.00	BFP FIRE PROTEC SVFD	V15694	00498814
2026	06	12/26/2025	32546		Expenditures	685010	60	61848	-750.00	BFP FIRE PROTEC SVFD	V15694	00498814
2026	06	12/26/2025	89120502		Expenditures	685010	60	61848	-134.29	WESTERN EXTERMI SVFD	V15766	00498690
2026	06	12/26/2025	89120503		Expenditures	685010	60	61848	-134.29	WESTERN EXTERMI SVFD	V15766	00498690
2026	06	12/26/2025	89120504		Expenditures	685010	60	61848	-134.29	WESTERN EXTERMI SVFD	V15766	00498690
Total 61848 – MAINT-STRUCT/GRDS-OTH-SRV									-3,298.54			
Object: 61920 – MEDICAL, DENTAL & LAB SUPPLIES												
2026	06	12/15/2025	85919855		Expenditures	685010	60	61920	-2,126.96	BOUND TREE MEDI SVFD	V12149	80090860
Total 61920 – MEDICAL, DENTAL & LAB SUPPLIES									-2,126.96			
Object: 62020 – MEMBERSHIPS												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62020	-1,038.00	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
2026	06	12/15/2025	300001123		Expenditures	685010	60	62020	-225.00	CALIFORNIA FIRE SVFD	V111287	00498151
Total 62020 – MEMBERSHIPS									-1,263.00			

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: 685010 – SCOTTS VALLEY FIRE PROT SVC												
Character: 60 – SERVICES AND SUPPLIES												
Object: 62219 – PC SOFTWARE PURCHASES												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62219	-91.50	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 62219 – PC SOFTWARE PURCHASES									-91.50			
Object: 62223 – SUPPLIES												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62223	-18.65	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 62223 – SUPPLIES									-18.65			
Object: 62301 – ACCOUNTING AND AUDITING FEES												
2026	06	12/15/2025	1603		Expenditures	685010	60	62301	-6,000.00	PEHLING & PEHLI SVFD	V128403	80090865
Total 62301 – ACCOUNTING AND AUDITING FEES									-6,000.00			
Object: 62367 – MEDICAL SERVICES-OTHER												
2026	06	12/15/2025	251109		Expenditures	685010	60	62367	-720.00	BAYSPORT INC SVFD	V44180	00498150
Total 62367 – MEDICAL SERVICES-OTHER									-720.00			
Object: 62381 – PROF & SPECIAL SERV-OTHER												
2026	06	12/15/2025	348761		Expenditures	685010	60	62381	-187.50	VOYA RETIREMENT SVFD	V31933	00498061
2026	06	12/26/2025	64065		Expenditures	685010	60	62381	-2,537.50	CSG CONSULTANTS SVFD	V121100	80091348
Total 62381 – PROF & SPECIAL SERV-OTHER									-2,725.00			
Object: 62420 – LEGAL NOTICES												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62420	-307.10	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 62420 – LEGAL NOTICES									-307.10			
Object: 62715 – SMALL TOOLS & INSTRUMENTS												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62715	-1,467.21	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 62715 – SMALL TOOLS & INSTRUMENTS									-1,467.21			
Object: 62826 – EDUCATION AND/OR TRAINING												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62826	-361.23	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 62826 – EDUCATION AND/OR TRAINING									-361.23			
Object: 62888 – SPEC DIST EXP-SERVICES												
2026	06	12/11/2025	2511-LA SVFD		Expenditures	685010	60	62888	-1,000.00	CENTRAL COAST C SVFD	V15383	00497860
2026	06	12/11/2025	2511-NR SVFD		Expenditures	685010	60	62888	-500.00	CENTRAL COAST C SVFD	V15383	00497860
2026	06	12/11/2025	58390		Expenditures	685010	60	62888	-598.50	ROBOTRONICS INC SVFD 950660	V30818	00497862
2026	06	12/26/2025	269129		Expenditures	685010	60	62888	-2,145.37	ALLSTAR FIRE EQ SVFD PO# 25-00	V116911	80091316
Total 62888 – SPEC DIST EXP-SERVICES									-4,243.87			
Object: 62914 – EDUCATION & TRAINING(REPT)												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62914	-1,710.42	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 62914 – EDUCATION & TRAINING(REPT)									-1,710.42			
Object: 62920 – GAS, OIL, FUEL												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62920	-205.68	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
2026	06	12/15/2025	863923		Expenditures	685010	60	62920	-2,444.88	WESTERN STATES SVFD	V39738	00498156
Total 62920 – GAS, OIL, FUEL									-2,650.56			
Object: 62930 – REGISTRATIONS (NON REPT)												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	62930	-675.00	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 62930 – REGISTRATIONS (NON REPT)									-675.00			
Object: 63074 – UTILITIES												
2026	06	12/05/2025	1125SVFD		Expenditures	685010	60	63074	-2,334.44	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
2026	06	12/16/2025	1225SVFD1		Expenditures	685010	60	63074	-195.03	CITY OF SCOTTS SVFD	V102713	80090871
2026	06	12/16/2025	1225SVFD2		Expenditures	685010	60	63074	-251.42	CITY OF SCOTTS SVFD	V102713	80090871
2026	06	12/30/2025	SVFD122025		Expenditures	685010	60	63074	-244.95	PACIFIC GAS AND SVFD Acct# 938	V129169	00499072
2026	06	12/30/2025	SVFD122025-1		Expenditures	685010	60	63074	-920.82	PACIFIC GAS AND SVFD Acct# 605	V129169	00499072
2026	06	12/30/2025	SVFD122025-2		Expenditures	685010	60	63074	-587.30	PACIFIC GAS AND SVFD Acct# 649	V129169	00499072

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: 63074 – UTILITIES												
2026	06	12/30/2025	SVFD122025-3		Expenditures	685010	60	63074	-953.04	PACIFIC GAS AND SVFD Acct# 653	V129169	00499072
Total 63074 – UTILITIES									-5,487.00			
Total 60 – SERVICES AND SUPPLIES									-56,521.11			
Total 685010 – SCOTTS VALLEY FIRE PROT SVC									-767,877.48			

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: 62111 – MISCELLANEOUS EXPENSE-SERVICES												
2026	06	12/05/2025	1125SVFD		Expenditures	685030	60	62111	-5,896.87	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 62111 – MISCELLANEOUS EXPENSE-SERVICES									-5,896.87			
Total 60 – SERVICES AND SUPPLIES									-5,896.87			
Total 685030 – SCOTTS VLY FIRE DIST.-CAPITAL									-5,896.87			

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												
2026	06	12/05/2025	1125SVFD		Expenditures	685040	60	61221	-76.02	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 61221 – TELEPHONE-NON TELECOM 1099									-76.02			
Object: 61730 – MAINT-OTH EQUIP-SERVICES												
2026	06	12/05/2025	1125SVFD		Expenditures	685040	60	61730	-1,430.51	U S BANK CORPOR SVFD 4246-0445	V992019	80090448
Total 61730 – MAINT-OTH EQUIP-SERVICES									-1,430.51			
Total 60 – SERVICES AND SUPPLIES									-1,506.53			
Total 685040 – SV FIRE DIST-REGIONAL HAZ RESP									-1,506.53			
									-775,280.88			



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

TO: Hon Board of Directors
FROM: Erin Collins, Fire Marshal
DATE: January 14, 2026
SUBJECT: Board Memo 2026-01: State Mandated Inspection Reporting

Recommendation

Move to accept the report as presented and adopt Resolution 2026-01 approving the California State Fire Marshal mandated inspection report.

Background

The California State Fire Marshal mandates that specific types of occupancies be inspected annually, as outlined in Sections 13146.2 and 13146.3 of the Health and Safety Code. Senate Bill 1205, passed in 2018, further requires Fire Districts to report the status of these mandated inspections to their Board of Directors. The occupancies included are:

- Educational (E) – Kindergarten through 12th Grade
- Institutional (I)
- Hotels/Motels (R1)
- Apartments Buildings (R2)

Additionally, the Scotts Valley Fire Protection District (SVFPD) has elected to include Organized Camps (C) in this inspection program due to the presence of large “lodge” buildings, which can be comparable to the R1 occupancy classification.

The SVFPD has identified thirty-three (33) occupancies within its jurisdiction, including the newly integrated Branciforte area, that fall under these mandated categories. All 33 have been inspected during the 2025 calendar year, achieving a 100% completion rate.

Following recommendations from the 2019-2020 Santa Cruz County Grand Jury report, titled Fire and Safety Inspections in Santa Cruz County, the SVFPD has committed to increasing transparency by posting state-mandated inspection findings on the department’s website following the Board’s approval of Resolution 2026-01.

(Continued on next page)

SVFPD State Mandated Inspection Summary - 2025			
Facility Type	Total # of facilities	Initial # of violations	Remaining violations as of 12/31/25
Apartments (R-2)	13	4	3
Residential Care (R-2.1)	2	2	0
Hotels/Motels (R-1)	5	4	1
Institutional (I)	1	0	0
Schools (E)	7	33	16
Camps (C)	4	12	0

Top SVFPD State Mandated Inspection Violations by Type - 2025	
Fire Alarm/Fire Sprinkler/Kitchen Hood System Test Reports	21.82%
Exiting – signage repairs, blocked exits	18.18%
Maintaining protection – holes in sheetrock, missing ceiling panels	7.27%
Fire Extinguisher-missing or overdue for annual service	18.18%

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2026-01

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

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the SVFPD, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.2 requires all fire departments, including the SVFPD, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS, the Board of the SVFPD intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the SVFPD's compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the Board of the SVFPD that said Board expressly acknowledges the measure of compliance of the SVFPD with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the SVFPD, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes from kindergarten through the 12th grade. Within the SVFPD, there lie seven (7) Group E occupancies, buildings, structures and/or facilities.

During calendar year 2025, the SVFPD completed the annual inspection of seven (7) Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R and C occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the SVFPD, there lie twenty-one (21) Group R (and their associated sub-categories) and four (4) Group C occupancies of this nature.

During calendar year 2025, the SVFPD completed the annual inspection of twenty-one (21) Group R and four (4) Group C occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

C. INSTITUTIONAL GROUP I OCCUPANCIES

Group I occupancies are those occupancies in which care of supervision is provided to persons who are not capable of self-preservation without physical assistance or in which persons are detained for penal or correctional purposes. These occupancies generally include hospitals and correctional facilities or jails. These occupancies require inspection every other year. Within SVFPD there is 1 Group I occupancy.

During calendar year 2025, the SVFPD completed the annual inspection of one (1) Group I occupancy, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

PASSED AND ADOPTED by the Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, this 14th day of January 2026, by the following vote:

	<u>AYES</u>	<u>NOES</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Director Daron Pisciotta				
Director Mike Weaver				
Director Adam Cosner				
Director Ron Whittle				
Director Kris Hurst				

ATTEST:

Mark Correira
Board Secretary

Daron Pisciotta
Board President



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: January 14, 2026
RE: Board Memo 2026-06: Selection of Committees of the Board of Directors

Recommendation

Board President will establish Committee Assignments

Background

Policy 2100 - Policy for Conducting Board Meetings was adopted by the Board on September 10, 2025. This policy requires that the Board President appoint standing and ad hoc committees as outlined in Policy 2101 - Committees of the Board of Directors.

Policy 2101 defines the purpose of the committees as conducting detailed analyses and studies in designated areas of District functions and report their findings to the full Board for action. This policy also specifies the standing committees of the Board, which must be appointed by the President during the January meeting. The following Board Committees are identified in the policy:

- Finance and Planning Committee
- Organization and Personnel Committee
- Facilities and Equipment Committee
- Interagency Committee
- Audit Committee

The policy further stipulates that two (2) Board Members must be appointed to each committee, except for the Audit Committee, which comprises the full Board of Directors.

In addition to the aforementioned committees, the President may appoint ad hoc committees as necessary to address specific issues determined by the Board. Currently, the District has the following Ad Hoc Committees with the respective Directors serving these areas:

- Labor Negotiators: Directors Cosner and Whittle
- Reorganization Study / Shared Services: Directors Pisciotta and Whittle

Staff has agendized this item to comply with Policies 2100 and 2101, allowing for Board action.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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TO: Hon Board of Directors
From: Mark Correira, Fire Chief
DATE: January 14, 2026
RE: Board Memo 2026-05: Extension of Term Limited Deputy Fire Marshal (Retired Annuitant)

Recommendation

Move to approve the extension of the Term Limited / Temporary Deputy Fire Marshal (Retired Annuitant) until the end of the Shared Services Agreement with Central Fire District.

Background

On December 11, 2024, the Board approved a shared Fire Marshal Services Agreement with the Central Fire District. This agreement allows the Scotts Valley Fire District Fire Marshal to also serve as Fire Marshal for the Central Fire District. On January 2, 2024, then Deputy Fire Marshal Collins began supporting both agencies.

To maintain the level of service that the Scotts Valley community enjoyed prior to FM Collins's dual role, the Board unanimously approved the hiring of a Temporary/Term Limited Deputy Fire Marshal (Retired Annuitant) on February 12, 2025. Shortly thereafter, Retired Captain Greg Vandervort took on this role and continues to serve with distinction. The costs associated with his employment are reimbursed by the Central Fire District as outlined in the Shared Services Agreement.

On November 12, 2025, the Board approved a revised Policy 1504: Temporary Employees. This policy provides comprehensive guidance on the hiring and utilization of temporary employees. Under the revised policy, *"the Fire Chief may authorize one extension of up to six months for temporary employment. However, the total duration of any temporary position may not exceed one year without Board approval."*



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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On December 10, 2025, the Board unanimously approved a six-month extension of the Shared Services Agreement with the Central Fire District, which is set to expire on June 30, 2026.

Since DFM Vandervort's temporary assignment began on February 26, 2025, the extension of the Shared Services Agreement will result in his employment exceeding the one-year limitation established in Policy 1504. Therefore, staff recommends that the Board approve the extension of the Deputy Fire Marshal's employment until the current Shared Services Agreement expires.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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TO: Hon. Board of Directors
FROM: Mark Correira, Fire Chief
DATE: January 14, 2026
RE: Board Memo 2026-03 – Cost Recovery Program (Motor Vehicle Collision Billing Program)

Recommendation

Move to approve Resolution 2026-02 and authorize the Fire Chief to sign the professional services agreement with Fire Recovery USA

BACKGROUND

On February 12, 2025, Battalion Chief Chris Stubendorff presented the First Responder Recovery Fee concept to the Board of Directors. This presentation aimed to inform the Board that 90% of the incidents on Highway 17 involve non-district residents, highlighting the significant investment of resources the District allocates to these incidents without remuneration. Chief Stubendorff also discussed how the District could offset our expenses by charging insurance companies for these responses. Following the presentation, the Board expressed interest in exploring the idea further.

On November 12, 2025, staff presented Fire Recovery USA's cost recovery program. Fire Recovery USA, LLC offers billing services that enable fire departments to recover costs from insurance companies for specific types of incidents, including motor vehicle collisions, hazardous materials responses, specialized rescues, and fires. The purpose of this discussion item was to gauge the Board of Directors' interest in pursuing cost recovery for motor vehicle accidents, hazmat incidents, and fire responses. After a robust discussion, the Board directed staff to prepare agenda items for the District to adopt a Motor Vehicle Collision (MVC) Cost Recovery Program.

Attached are two items to fulfill the Board's direction:

1. **Resolution 2026-02** – A Resolution Establishing a Cost Recovery Program for the Deployment of Emergency and Non-Emergency Services by the SVFPD and Approving

a Service Agreement with Fire Recovery USA, LLC to Assist with Billing and Collection Services for the Cost Recovery Program.

2. **Service Agreement** with Fire Recovery USA, LLC.

Approval of Resolution 2026-02 and execution of the Service Agreement with Fire Recovery USA will establish a cost recovery program for motor vehicle accidents occurring within the District boundaries. The program will involve District personnel capturing insurance information and entering it into the Fire Recovery USA application. This information will be used by Fire Recovery USA to bill the involved insurance companies for the responses. Rates the District would charge the insurance companies for services are based on national averages for one hour of service and will range from \$618 to \$860. Additional recovery fees include the use of auto extrication equipment (\$1,859.00), creating a landing zone (\$567.00), and additional time on scene, charged at \$568 per hour.

As noted in previous presentations, Fire Recovery USA is a cost recovery (billing) firm that does not send unpaid bills to a collection agency. Instead, they attempt to secure payment through multiple billing attempts and will disregard the fee if it remains uncollected. Periodic reports detailing amounts billed, uncollected, and outstanding will be provided to the Board as part of the Fire Chief's Report.

Staff has collaborated with the District's General Counsel, who has approved the items as presented. Staff recommends approval of Resolution 2026-02 and authorization for the Fire Chief to sign the professional services agreement with Fire Recovery USA, LLC.

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2026-02

A RESOLUTION ESTABLISHING A COST RECOVERY PROGRAM FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY SERVICES BY THE SCOTTS VALLEY FIRE PROTECTION DISTRICT AND APPROVING A SERVICE AGREEMENT WITH FIRE RECOVERY USA, LLC TO ASSIST WITH BILLING AND COLLECTION SERVICES FOR THE COST RECOVERY PROGRAM

WHEREAS, emergency response incidents continue to increase each year, along with environmental compliance requirements and regulations related to equipment and training, all of which create additional demands on all operational aspects of the fire protection services provided by the Scotts Valley Fire Protection District (“District”); and

WHEREAS, the District has investigated different means and methods to maintain a high level of quality of emergency and non-emergency service capability given the ever increasing demands for District services, and where maintaining an effective response and high level of service decreases the costs of incidents to insurance carriers, businesses, and individuals through timely and effective management of emergency situations, thereby potentially saving lives and mitigating damage to property and the environmental; and

WHEREAS, the Board of the District desires to implement a fair and equitable procedure to collect mitigation rates to recover costs associated with emergency and non-emergency services provided by the District and to establish a billing system in accordance with applicable laws, regulations and guidelines; and

WHEREAS, the District now desires to enter into a services agreement (“Agreement”) with Fire Recovery USA, LLC to support the District’s cost recovery program by providing billing and collections services for the District in exchange for Fire Recovery USA, LLC retaining a portion of the monies collected by the cost recovery program.

NOW, THEREFORE BE IT RESOLVED by The Board of Directors of the Scotts Valley Fire Protection District, as follows:

1. Recitals. All of the above-listed recitals are true and are incorporated herein.
2. Mitigation Rates. The District will implement a cost recovery program for the delivery of emergency and non-emergency services by the District for costs associated with personnel, supplies and equipment deployed to the scene of emergency and non-emergency incidents and listed as mitigation rates (“Mitigation Rates”) in Exhibit “A,” attached hereto. The Mitigation Rates will be based on the actual costs of services provided by the District and that which is usual, customary and reasonable (“UCR”), as further described in Exhibit “A.”

3. Annual Adjustment of Mitigation Rates. The Mitigation Rates listed in Exhibit “A” will increase annually based on the annual percentage increase in the Consumer Price Index for all Urban Consumers (“CPI-U”) for San Francisco-Oakland-Hayward, as developed by the Bureau of Labor Statistics of the U.S. Department of Labor, to keep the District's cost recovery program in conformity with the District’s increasing operating expenses. Rate adjustments will occur on the anniversary date of this Resolution.
4. Filing of Claims and Billing. A claim shall be filed to the responsible party(s) through their insurance carrier. In some circumstances, the responsible party(s) will be billed directly. As needed, the Board may make and amend rules, regulations and procedures, as necessary or expedient, to bill and collect mitigation rates.
5. Agreement Approval. The Board has determined that it is in the best interest of the District to enter into an Agreement to Fire Recovery USA, LLC to support the implementation of the District’s cost recovery program.
6. Delegation of Authority. The District’s Board hereby approves the delegation of authority and appoints its Fire Chief, or designee, as its authorized representative with respect to the Agreement, who is hereby authorized and directed, to execute, deliver, or otherwise negotiate the Agreement, in consultation with legal counsel, and to otherwise carry out the intent of this Resolution.
7. CEQA Compliance. The Board finds that pursuant to the California Environmental Quality Act (“CEQA”), this action to implement a cost recovery program and award an Agreement in support of that program, is not a “project” because the Resolution provides for the creation of a funding mechanism for services and will not result in a potentially significant impact on the environment. (CEQA Guidelines § 15378(b)(4).) CEQA also provides, in CEQA Guidelines Section 15061(b)(3), that where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is exempt from CEQA.
8. Severability. If any portion of this Resolution is found by a court of competent jurisdiction to be invalid, such finding shall not affect the validity of the remaining portions of this Resolution.
9. Effective Date. This resolution shall take effect upon adoption.

PASSED AND ADOPTED by the Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, this 14th day of January 2026, by the following vote:

	<u>AYES</u>	<u>NOES</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Director Adam Cosner				
Director Kris Hurst				
Director Daron Pisciotta				
Director Mike Weaver				
Director Ron Whittle				

ATTEST: _____
Daron Pisciotta
Board President

Mark Correia
Board Secretary

Exhibit "A" – Mitigation Rates

EXHIBIT A
MITIGATION RATES
BASED ON PER HOUR

The mitigation rates below are average “billing levels”, and are typical for the incident responses listed, however, when a claim is submitted, it may be itemized and based on the actual services provided by the Client.

These mitigation rates are based on actual costs using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance). Labor rates include an average of actual burdened labor costs and not just a firefighter's wage. These costs include but are not limited to wages, retirement, benefits, workers comp, etc.

MOTOR VEHICLE INCIDENTS

Level 1 - \$618.00

Provide hazardous materials assessment and scene stabilization. This will be the most common “billing level”. This occurs almost every time the District responds to an accident/incident.

Level 2 - \$705.00

Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. We will bill at this level if the District has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.

Level 3 – CAR FIRE - \$860.00

Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.

ADD-ON SERVICES:

Extrication - \$1,859.00

Includes heavy rescue tools, ropes, airbags, cribbing etc. This charge will be added if the District has to free/remove anyone from the vehicle(s) using any equipment. We will not bill at this level if the patient is simply unconscious and the District is able to open the door to access the patient. This level is to be billed only if equipment is deployed.

Creating a Landing Zone - \$567.00

Includes Air Care (multi-engine company response, mutual aid, helicopter). We will bill at this level any time a helicopter landing zone is created and/or is utilized to transport the patient(s).

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

CHIEF RESPONSE

This includes the set-up of Command and providing direction of the incident. This could include operations, safety, and administration of the incident.

Billed at \$356 per hour.

MISCELLANEOUS / ADDITIONAL TIME ON-SCENE

ADDITIONAL TIME ON-SCENE (for all levels of service)

Engine billed at \$568 per hour.

Command at \$356 per hour

Miscellaneous equipment billed at \$427.

MITIGATION RATE NOTES

The mitigation rates above are average “billing levels” for one hour of service, and are typical for the incident responses listed, however, when a claim is submitted, it may be itemized and based on the actual services provided.

These average mitigation rates were determined by itemizing costs for a typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department’s “actual personnel expense” and not just a firefighter’s basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.

SERVICES AGREEMENT

This Services Agreement (“Agreement”) is made effective as of _____, 2026 (“Effective Date”), by and between **FIRE RECOVERY USA, LLC**, a California limited liability company (“Company”), and **Scotts Valley Fire District**, (“Client”). The Company and Client are referred to herein individually as a “party” and collectively as the “parties.”

RECITALS

WHEREAS, Company engages in the business of performing billing services (“Company Services”) for United States Fire Departments in connection with the motor vehicle incidents and other emergency incidents at which the Client provides emergency services: and

WHEREAS, Client seeks the services of Company to assist with the billing for services that Client provides in connection with motor vehicle incidents and other emergency incidents; and

WHEREAS, Company and Client desire to enter into this Agreement to memorialize their agreements regarding the Company Services to be provided to Client.

NOW, THEREFORE, in consideration of the mutual representations, warranties and covenants set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Company and Client agree as follows:

ARTICLE 1 ENGAGEMENT

1.1. Engagement: Client hereby engages Company to provide the Company Services described in Article 4 herein, and Client hereby accepts such engagement, all on the terms and conditions set forth herein. Company will determine the method, detail and means of performing the services detailed below.

ARTICLE 2 REPRESENTATIONS AND WARRANTIES

2.1. Representations and Warranties of Company: Company hereby represents and warrants to Client that, at all times during the term of this Agreement, Company is a limited liability company duly organized, validly existing and in good standing under the laws of the State of California.

2.2. Representations and Warranties of Client: Client hereby represents and warrants to Company that, at all times during the term of this Agreement, Client is, or Governs, or Contracts with an organized fire department established pursuant to the laws and ordinances of the state in which Client is located.

**ARTICLE 3
COMPANY STATUS AND QUALIFICATIONS**

3.1. Independent Contractor: Company enters into this Agreement, and will remain throughout the term of the Agreement, as an independent contractor. Company agrees that it will not become an employee, partner, agent or principal of Client while this Agreement is in effect.

3.2. Payment of Income Taxes: Company is responsible for paying when due all income taxes, including estimated taxes, incurred as a result of the compensation paid by Client to Company for services rendered under this Agreement. On request, Company will provide Client with proof of timely payment. Company agrees to indemnify Client for any claims, costs, losses, fees, penalties, interest, or damages suffered by Client resulting from Company's failure to comply with this provision.

3.3. Use of Employees or Subcontractors: Company may, at Company's own expense, use any employees or subcontractors as Company deems necessary to perform the services required of Company by this Agreement. Client may not control, direct, or supervise Company's employees or subcontractors in the performance of those services.

3.4. Qualifications: Company represents that it is qualified and has the skills necessary to perform the services under this Agreement in a competent and professional manner, without the advice or direction of Client.

3.5. Ownership Interest: Company will have no ownership interest in Client.

3.6. No Benefit Contributions: Company shall have no obligation under this Agreement to compensate or pay applicable taxes or provide employee benefits of any kind to any person employed or retained by Client.

3.7. Attorney-in-Fact: Client appoints Company as Client's attorney-in-fact for the following purposes:

- (a) Billing and Collections: To bill and collect ("Collections") all revenue earned by and due to Client, in connection with Client's provision of emergency services provided/rendered at the sites of motor vehicle incidents and other emergency incidents, and to receive all Collections on Client's behalf and to sue for and give satisfaction for monies due on account and to withdraw any claims, suits, or proceedings pertaining to or arising out of Company's or Client's right to collect such amounts; and
- (b) Endorsement: To take possession of and endorse in Client's name any notes, checks, money orders, and any other instruments received as Collections.

**ARTICLE 4
GENERAL RESPONSIBILITIES OF COMPANY**

4.1. Minimum Amount of Service: Company agrees to devote as much time and attention to the performance of the Company Services under this Agreement as may be, in Company's sole discretion, required to accomplish the tasks described herein to accomplish the results for which the Company is responsible under this Agreement.

4.2. Company Services: Company agrees to perform the Company Services as set forth in the "List of Company Services" attached hereto as Schedule "A" and incorporated herein by reference; including those additional services requested by Client and accepted in writing by the Company during the term of this Agreement.

4.3. Non-Exclusive Relationship: Company may represent, perform services for, and contract with as many additional clients, persons, or companies as Company, in Company's sole discretion, sees fit.

4.4. Time and Place of Performing Work: Company may perform the services under this Agreement at any suitable time and location Company chooses.

4.5. Materials and Equipment: Company will supply all materials and equipment required to perform the services under this Agreement.

4.6. Workers' Compensation: Company agrees to provide workers' compensation insurance for Company and Company's employees and agents and agrees to hold harmless and indemnify Client for any and all claims arising out of any injury, disability, or death of any of Company's employees or agents.

4.7. Assignment: Neither this Agreement nor any duties or obligations under this Agreement may be assigned by Company without the prior written consent of Client, which consent shall not be unreasonably withheld.

ARTICLE 5 COMPENSATION OF COMPANY

5.1. Compensation for Company Services: All Company Services provided pursuant to this Agreement will be provided in accordance with the terms, including compensation amounts and schedule of remittance, set forth in the "List of Company Services," attached hereto as Schedule A.

5.2. The provisions of Article 11 of this Agreement will govern any dispute associated with compensation.

ARTICLE 6 OBLIGATIONS OF CLIENT

6.1. Cooperation of Client: The Client agrees to comply with all reasonable requests of Company and provide access to all documents reasonably necessary to the performance of Company's duties under this Agreement. The Client shall be responsible for initially ensuring, and continuing to review, local and state laws in the Client's jurisdiction to assure adequate legal authority for Company to engage in the Services described herein on behalf of Client.

6.2. Assignment: Once a run is assigned to Company for processing, Company will pursue collection until all efforts have been exhausted. While Company is pursuing payment on a claim Client is precluded from assigning any duties or obligations under this Agreement to any other party, without the written consent of Company. Client may not negotiate a settlement of a run Company is processing without Company's written consent to the terms of the settlement and compensation due to Company for processing the run. Once Company has determined a run is not collectible it will either be archived and closed or sent to a collection agency (only if Client chooses to do so). Sending an account to collection incurs additional fees to Client. If payment is received from a collection agency, the amount received will be posted to Client's account by Company. Company will reimburse Client at the rate set forth in Schedule A, List of Company Services for that particular run, minus any additional fees from the collection agency.

ARTICLE 7 CLIENT AUTHORIZATION

7.1. Authorization: Notwithstanding other provisions of this Agreement, Company shall obtain authorization from Client prior to performing any of the following:

- (a) The sale conveyance, transfer, pledge exchange, assignment, hypothecation, or encumbrance of Client's interest in any sums owed to Client; and
- (b) All other limitations as stated by the terms of this Agreement.

ARTICLE 8 TERMINATION OF AGREEMENT

8.1. Termination on Notice: Notwithstanding any other provision of this Agreement, either party may terminate this Agreement at any time by giving thirty days (30) written notice to the other party. Unless earlier terminated as set forth below, this Agreement shall be effective as of the date first set out above and shall continue for a period of one (1) year thereafter. This Agreement shall automatically renew for successive one (1) year periods, unless either party provides written notification to the other party of its decision not to renew this Agreement. Any runs submitted for processing to Company prior to the date of the notice of termination will continue to be processed under the terms of the List of Company Services set forth in this Agreement.

8.2. Termination on Occurrence of Stated Events: This Agreement will terminate automatically on the occurrence of any of the following events;

- (a) Bankruptcy or insolvency of either party;
- (b) The assignment of this Agreement by either party without the consent of the other party; the parties agree that neither party will unreasonably withhold consent to such an assignment.

8.3. Termination for Default: If either party defaults in the performance of this Agreement or materially breaches any of its provisions, the non-breaching party may terminate this Agreement by giving written notification to the breaching party. Termination will take effect immediately on receipt of notice by the breaching party or five days (5) after mailing of notice, whichever occurs first. For the purposes of this paragraph, material breach of this Agreement includes, but is not limited to, the following:

- (a) Company's failure to complete the services specified in the Description of Services;
- (b) Client's material breach of any representation, warranty or agreement contained in this Agreement;
- (c) Company's material breach of any representation, warranty or agreement contained in this Agreement;
- (d) If the Fire Department does not maintain a minimum of 6 billable runs per year, the Fire Department will be subject to a minimum account service fee of \$250 annually or termination of the account.

ARTICLE 9 PROPRIETARY RIGHTS

9.1. Confidential Information: Any written, printed, graphic, or electronically or magnetically recorded information furnished by Client for Company's use are the sole property of Client. This proprietary information includes, but is not limited to, customer requirements, customer lists, marketing information, and information concerning the Client's employees, products, services, prices, operations, and subsidiaries. Company will keep this confidential information in the strictest confidence, and will not disclose it by any means to any person except with the Client's approval, and only to the extent necessary to perform the services under this Agreement. This prohibition also applies to Company's employees, agents, and subcontractors. On termination of this Agreement, Company will return any confidential information in Company's possession to Client.

9.2. Confidential Information: Any written, printed, graphic, electronically or magnetically recorded information, computer-based hardware, software, applications, software scripts, or software links furnished by Company for Client's use are the sole property of Company. This proprietary information includes, but is not limited to, customer requirements, customer lists, marketing information, and information concerning the Company's employees, products, services, prices, operations, and subsidiaries. Client will keep this confidential information in the strictest confidence, and will not disclose it by any means to any person except with the Company's approval, and only to the extent necessary to perform the services under this Agreement. This prohibition also applies to Client's employees, agents, and subcontractors. On termination of this Agreement, Client will return any confidential information in Client's possession to Company.

9.3. Artificial Intelligence: The Company hereby provides explicit disclosure that it incorporates Artificial Intelligence (AI) within its proprietary software to enhance and perform various aspects of the "Company Services" as defined and provided under this Agreement. This integration is made for purposes of transparency and includes AI functionalities for data processing and information extraction, such as reading and parsing incident narratives, department ordinances, and fee schedules to obtain billing information or highlight billable actions. Furthermore, AI is utilized to support invoice generation, address cleanup and validation for data management, customer assistance and product support, and document creation. AI also assists in communication by processing phone conversations and aiding in customer correspondence via email or the Company's ticketing system, and contributes to reporting and analytics. Internally, AI is employed for aspects of software development, including code creation, quality control, and product testing. The Company explicitly states its

commitment to ensuring its AI practices are responsible, ethical, and subject to continuous evaluation and improvement to align with Client needs and expectations.

ARTICLE 10 INDEMNIFICATION

10.1. Indemnification: To the extent permitted by applicable law, the Company will indemnify and hold the Client harmless from and against any and all loss, damage, liability, claims and/or injury resulting from all negligent actions performed by the Company, or its agents on the Company's behalf, in connection with this Agreement. However, this indemnification shall not apply with respect to any legal cause, action or consequential liability or losses as a result from inaccurate or incomplete information or unfounded or unreasonable submissions furnished to the Company by the Client nor shall it apply to any act, omission or negligence of the Client.

ARTICLE 11 GENERAL PROVISIONS

11.1. Governing Law: This Agreement shall be governed in all respects by the laws of the State of California, without giving effect to any choice or conflict of law provision or rule (whether of the State of California or any other jurisdiction that would cause the application of the laws of any jurisdiction other than the State of California).

11.2. Entire Agreement: This Agreement constitutes the entire agreement between the Parties pertaining to the subject matter contained in it and supersedes all prior and contemporaneous agreements, representations, and understanding of the parties.

11.3. Successors and Assigns: Except as otherwise provided herein, the provisions hereof shall inure to the benefit of, and be binding upon, the successors, assigns, heirs, executors and administrators of the parties hereto. No party may assign any of its rights or obligations hereunder without the express written consent of the other party hereto, which consent may not be unreasonably withheld; provided, however, any party may assign any and all of its rights and interests hereunder to one or more of its affiliates and designate one or more of its affiliates to perform its obligations hereunder; provided, however, that such party remains liable for full and total performance of its obligations hereunder.

11.4. Notices: Any notices authorized to be given hereunder shall be in writing and deemed given, if delivered personally or by overnight courier, on the date of delivery, if a Business Day, or if not a business day, on the first Business Day following delivery, or if mailed, three days after mailing by registered or certified mail, return receipt requested, and in each case, addressed, as follows:

If to the Company to:

Fire Recovery USA, LLC
2271 Lava Ridge Court, Suite 120
Roseville CA 95661
Attention: Craig Nagler

with a copy to:

The Watkins Firm, APC
9915 Mira Mesa Boulevard, Suite 130
San Diego, CA 92131
Attention: Chris Popov, Esq.

If to Client to:

Scotts Valley Fire District
7 Erba Lane
Scotts Valley, CA 95066

with a copy to:

Attention: _____

Or, if delivered by telecopy, on a Business Day before 4:00 PM local time of addressee, on transmission confirmed electronically, or if at any other time or day on the first Business Day succeeding transmission confirmed electronically, to the facsimile numbers provided above, or to such other address or telecopy number as any party shall specify to the other, pursuant to the foregoing notice provisions. When used in this Agreement, the term "Business Day" shall mean a day other than a Saturday, Sunday or a Federal Holiday.

11.5. Waiver; Amendments: This Agreement sets forth the entire agreement of the parties respecting the subject matter hereof, (ii) supersede any prior and contemporaneous understandings, agreements, or representations by or among the parties, written or oral, to the extent they related in any way to the subject matter hereof, and (iii) may not be amended orally, and no right or obligation of any party may be altered, except as expressly set forth in a writing signed by such party.

11.6. Counterparts: This Agreement may be signed in several counterparts.

11.7. Expenses: Each party shall bear its own expenses incurred with respect to the preparation of this Agreement and the consummation of the transactions contemplated hereby.

11.8. Arbitration:

(a) If at any time there shall be a dispute arising out of or relating to any provision of this Agreement, any Transaction Document or any agreement contemplated hereby or thereby, such dispute shall be submitted for binding and final determination by arbitration in accordance with the regulations then obtaining of the American Arbitration Association. Judgment upon the award rendered by the arbitrator(s) resulting from such arbitration shall be in writing, and shall be final and binding upon all involved parties. The site of any arbitration shall be at a site agreed to by the parties and the arbitration decision can be enforced in a "court of competent jurisdiction".

(b) This arbitration clause shall survive the termination of this Agreement, any Transaction Document and any agreement contemplated hereby or thereby.

11.9. Waiver of Jury Trial; Exemplary Damages: THE PARTIES HERETO HEREBY WAIVE THEIR RIGHTS TO TRIAL BY JURY WITH RESPECT TO ANY DISPUTE ARISING UNDER THIS AGREEMENT OR ANY TRANSACTION DOCUMENT. NO PARTY SHALL BE AWARDED PUNITIVE OR OTHER EXEMPLARY DAMAGES RESPECTING ANY DISPUTE ARISING UNDER THIS AGREEMENT OR ANY TRANSACTION DOCUMENT CONTEMPLATED HEREBY.

11.10 Cooperative Purchases: This Agreement may be used by other government agencies. Company has agreed to offer similar serves to other agencies under the same or similar terms and conditions as stated herein except that the revenue share percentage (Compensation) may be negotiated between the Company and other agencies based on the specific revenue expectations, agency reimbursed costs, and other agency requirements. The City/County/or Client/Protection District will in no way whatsoever incur any liability in relation to specifications, delivery, payment, or any other aspect of purchase by other agencies.

Signatures on following page:

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date first written above.

COMPANY:

FIRE RECOVERY USA, LLC.
a California limited liability company

Signature: _____

Name: M. Craig Nagler

Title: Manager

CLIENT:

Scotts Valley Fire District

Signature: _____

Name (printed): _____

Title: _____

SCHEDULE A

LIST OF COMPANY SERVICES

1. Company agrees to bill the responsible party on the Client's behalf for services provided/rendered during motor vehicle incidents and other emergency incidents. The Mitigation Rates lists in Exhibit A will increase annually based on the annual percentage increase in the Consumer Price Index (CPI), as developed by the Bureau of Labor Statistics of the U.S. Department of Labor. Rate adjustments will occur to keep the fire department's cost recovery program in conformity with increasing operating expenses.
2. Company will provide, as a normal matter of business; entry of claims and submission to the responsible party, collections of monies deemed due to the Client, payments of the agreed upon percentage of said monies to Client, and reporting of progress.
3. Company agrees to bill to the best of its ability all claims provided to Company by the Client.
4. Company will not begin litigation against a person, entity, or insurance carrier without prior written approval by the Client.
5. Company agrees to reimburse Client a portion of the monies collected at a rate of 78% (seventy-eight percent) of the total monies collected on the Client's claims. Total monies collected will be net, after any credit card processing fees (charged at 4%) or any collection agency fees. If Client submits a claim to Company and later wants to cancel the claim, Client may be subject to a billing fee. If Client agrees to submit a claim to Company's collection agency and later wants to remove it from collection status, Client may be subject to a fee of up to 35% of the amount of the claim to compensate for efforts made to collect the claim.
6. Company agrees to pay these monies collected to the Client on a monthly basis, within seven (7) working days after the close and accounting of the monthly billing cycle.
7. Company agrees to make available reports via a password protected website to the Client which detail billable claims outstanding (which are claims submitted, but not yet completed) and claims completed in the prior billing cycle.
8. Company will not be responsible for, nor accept any liability for, any erroneous, invalid, or illegal procedure codes or claims submitted to Company by the Client on the Run Sheets.



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: January 14, 2026
RE: Board Memo 2026-04 – Resolution 2026-03

Recommendation

Move to approve Resolution 2026-03 Resolution of Intent for Enhanced Infrastructure Financing District Participation

BACKGROUND

At the March 12, 2025, Board Meeting, the District received a presentation from Kosmont Companies regarding the City's interest in pursuing an Enhanced Infrastructure Financing District (EIFD). The presentation provided background information on the EIFD and a preliminary analysis of the benefits associated with establishing such a district.

In summary, the EIFD is financed through tax increments generated from the growth of property taxes collected within its boundaries. The City has established these boundaries throughout the community, identifying areas where future growth is expected. It is important to note that the EIFD does not create a new tax or establish new taxes; instead, it capitalizes on the anticipated growth of taxes from existing sites to fund the capital projects.

During the November 12, 2025, Board Meeting, Kosmont Companies delivered a similar presentation, providing further analysis and details on the funding opportunities available if an EIFD were to be established. At this meeting, the Board of Directors requested that staff return in the future with a non-binding resolution of intent to participate in the EIFD.

On December 8, 2025, the Scotts Valley City Council approved Resolution 2080, expressing their intent to establish an EIFD. The City has invited both the Fire District and Santa Cruz County to participate in this initiative. Their resolution establishes the legal framework for the EIFD and outlines the projects that could be funded through this effort.

The Fire District's Resolution (2026-03) mirrors the City's resolution, offering a broad project list for the EIFD that aligns with the District's interests. While specific projects may not be explicitly listed, the District's interests are included under "Other Expenses" in the City's resolution.

This resolution of intent will enable the Fire District to participate in the EIFD formation process and help create a more defined project list. Importantly, it does not bind or commit the Fire District or its future growth to the EIFD. This non-binding resolution is a necessary next step in the process, though it is not the final step in establishing the EIFD.

The District's General Counsel has collaborated with the City and Kosmont Companies, and Counsel has approved the resolution as presented.

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2026-03

RESOLUTION OF INTENTION OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT TO PARTICIPATE IN THE PROPOSED CITY OF SCOTTS VALLEY ENHANCED INFRASTRUCTURE FINANCING DISTRICT

WHEREAS, the Scotts Valley Fire Protection District (“SVFPD”) is a California fire protection district formed and existing pursuant to Health and Safety Code section 13800 *et seq.*; and

WHEREAS, Senate Bill (“SB”) 628, effective as of January 1, 2015, allows a city or county to create a separate government entity known as an “Enhanced Infrastructure Financing District” (EIFD) within a defined area to finance certain infrastructure projects with community-wide benefits; and

WHEREAS, pursuant to Chapter 2.99 (commencing with Section 53398.50) of Part 1 of Division 2 of Title 5 of the California Government Code (the “EIFD Law”), the the City of Scotts Valley (“City”) City Council (“City Council”) is the appropriate entity to initiate the process to establish an EIFD in the jurisdiction of the City; and

WHEREAS, on December 3, 2025, the City Council adopted Resolution No. 2080 (“Resolution No. 2080”), wherein it authorized the initiation of a process to establish an Enhanced Infrastructure Financing District (“EIFD”), with a proposed name of the “Scotts Valley Enhanced Infrastructure Financing District” (“SVEIFD”). A true and correct copy of Resolution No. 2080 is attached hereto as Exhibit 1 and incorporated herein by this reference; and

WHEREAS, EIFDs are financed through tax increment generated from the growth in property taxes collected from within a designated district boundary. There are no new taxes or impacts to the property owner within an established EIFD; and

WHEREAS, the proposed boundaries of the SVEIFD are identified on a map entitled, “Proposed Scotts Valley EIFD Boundary,” as set forth in Exhibit A to Resolution No. 2080, which is incorporated herein by this reference;

WHEREAS, the proposed SVEIFD will be used to finance a variety of public facilities and other projects authorized by the EIFD Law within the established SVEIFD boundaries or outside of the established EIFD boundaries if there is a tangible connection to the work of the EIFD, including, but not limited to, infrastructure such as roads, utilities, streetscapes, parks and public recreation, and other public facilities, as well as affordable housing, including senior housing, as more specifically set forth in Exhibit B to Resolution No. 2080, which is incorporated herein by this reference; and

WHEREAS, the City, by way of Resolution No. 2080, also established a Public Financing Authority (“PFA”) to serve as the governing body of the proposed EIFD and which will also be responsible for implementing the Infrastructure Financing Plan (“IFP”) required under EIFD Law; and

WHEREAS, SVFPD by way of this Resolution requests that, consistent with the framework authorized in Exhibit B to Resolution No. 2080, the projects set forth in the IFP explicitly include fire facilities, including, but not necessarily limited to, a fire station, administrative building, and/or training facilities; and

WHEREAS, the City Council proposed, within Resolution No. 2080, that SVFPD participate with the City in the proposed SVEIFD as a taxing entity; and

WHEREAS, pursuant to Government Code section 53398.51.1, if SVFPD participates in the proposed SVEIFD as a taxing entity, a member of the SVFPD Board of Directors (“Board”) and optionally a member of the public appointed as set forth in Section 8(B) of Resolution No. 2080 shall be members of the governing body of the PFA.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Scotts Valley Fire Protection District, as follows:

1. Recitals. All of the above-listed recitals are true and are incorporated herein.
2. Intent to Participate. The Board intends that SVFPD will participate in the SVEIFD as described in Resolution No. 2080 as a taxing entity, if the Board approves the IFP at a later hearing date.
3. Membership and Representation. Pursuant to Government Code section 53398.51.1 and Resolution No. 2080, if the Board subsequently approves the IFP and SVFPD’s participation as a taxing entity in the proposed SVEIFD, SVFPD will have membership in the newly formed PFA described in Resolution No. 2080. The PFA’s membership will include one Board member appointed by the Board, as well as those other members outlined in Section 8(B) of Resolution No. 2080.
4. Preparation of the IFP. The City shall prepare the IFP in accordance with the EIFD Law. Per SVFPD request set forth in this Resolution, the IFP shall include, in addition to those projects explicitly set forth in Exhibit B to Resolution 2080, fire facilities, including, but not necessarily limited to, a fire station, administrative building, and/or training facilities.
5. IFP Approval by SVFPD. The IFP shall be presented the Board at a future regular meeting for the Board’s approval. The IFP must be approved by the Board before the SVFPD may be considered a participating taxing entity in the SVEIFD or any incremental tax revenue from the County may be used by the proposed SVEIFD. The IFP must also be approved by the Board before a public hearing is held for the formation of the proposed SVEIFD and approval of the IFP by the PFA.

6. Distribution of IFP and CEQA Reports. As per Government Code section 53398.64 and as set forth in Resolution No. 2080, the City will be responsible for the distribution of the IFP and any reports required pursuant to the California Environmental Quality Act (“CEQA”) that pertain to the proposed public facilities to the PFD, the City Planning Commission, land owners within the boundaries of the proposed SVEIFD, and each affected taxing entity (as defined under EIFD Law).
7. Mailing and Published Notice. As set forth in Section 9 of Resolution No. 2080, the City shall be responsible for mailing and publishing notice, as required under EIFD Law, including, but not limited to, Government Code sections 53398.60, 53398.61, and 53398.66, for the formation of the proposed SVEIFD. SVFPD shall have no responsibility for the required mailing or publication of notice.
8. The PFA will hold a public hearing for the establishment of the proposed SVEIFD and approval of the IFP at the City Council Chambers. Under no condition will the PFA hold the public hearing for the establishment of the proposed SVEIFD and approval of the IFP until the Board has formally approved the IFP, in the scenario where SVFPD is a participating taxing entity.
9. Use of Incremental Tax Revenue. This Resolution in no way obligates SVFPD to use incremental tax revenue to finance public facilities in the proposed SVEIFD unless and until the Board approves the IFP.
10. Effective Date. This resolution shall take effect upon adoption.

PASSED AND ADOPTED by the Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, this 14th day of January 2026, by the following vote:

	<u>AYES</u>	<u>NOES</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Director Adam Cosner				
Director Kris Hurst				
Director Daron Pisciotta				
Director Mike Weaver				
Director Ron Whittle				

ATTEST: _____
Daron Pisciotta
Board President

Mark Correia
Board Secretary

RESOLUTION NO. 2080

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY DECLARING ITS INTENTION TO ESTABLISH THE SCOTTS VALLEY ENHANCED INFRASTRUCTURE FINANCING DISTRICT TO FINANCE THE CONSTRUCTION, REPAIR, ACQUISITION, AND/OR MAINTENANCE OF CAPITAL IMPROVEMENTS AND FACILITIES, INCLUDING THE ACQUISITION AND/OR REMEDIATION OF LAND FOR SUCH IMPROVEMENTS AND FACILITIES; ESTABLISHING A PUBLIC FINANCING AUTHORITY; AND AUTHORIZING CERTAIN OTHER ACTIONS RELATED THERETO

WHEREAS, SB 628, effective as of January 1, 2015, allows a city or county to create a separate government entity known as an “Enhanced Infrastructure Financing District” (EIFD) within a defined area to finance certain infrastructure projects with community-wide benefits; and

WHEREAS, pursuant to Chapter 2.99 of Part 1 of Division 2 of Title 5 of the California Government Code (commencing with Section 53398.50) (the "EIFD Law"), the City Council of the City of Scotts Valley ("Council") is authorized to initiate the process to establish an EIFD; and,

WHEREAS, EIFDs are financed through tax increment generated from the growth in property taxes collected from within a designated district boundary. There are no new taxes or impacts to the property owner within an established EIFD; and,

WHEREAS, EIFD tax increment may be used to pay for a variety of public facilities and other projects authorized by the EIFD Law within the established EIFD boundaries or outside of the established EIFD boundaries if there is a tangible connection to the work of the EIFD, including but not limited to infrastructure such as roads, utilities, streetscapes, parks and public recreation, or other community facilities. Affordable housing, including affordable senior housing, is also an eligible activity; and,

WHEREAS, the City retained Kosmont Companies as a consultant to prepare an evaluation of EIFD implementation feasibility; and,

WHEREAS, the prerequisites set forth in Government Code Section 53398.54 have been complied with prior to the City initiating the creation of or participating in the governance of the EIFD, and the City will provide the required certification to the California Department of Finance (“DOF”) in accordance with the EIFD Law; and,

WHEREAS, the proposed boundaries of the Scotts Valley EIFD are identified on Exhibit A entitled "Proposed Scotts Valley EIFD Boundary", a copy which is on file in the office of the City Clerk; and,

WHEREAS, the EIFD will be governed by a Public Financing Authority ("PFA") board which will be responsible for implementing the Infrastructure Financing Plan for the EIFD ("IFP"), and the PFA is required to be established by the City Council at the same time that the Council adopts its intention to form the proposed EIFD; and,

EXHIBIT 1

WHEREAS, this action is exempt from the California Environmental Quality Act (“CEQA”) as an action solely related to financing and is not in-and-of itself a “project” (pursuant to CEQA Guidelines Section 15378) since it does not result in a physical change in the environment because the City has not committed itself to fund any specific projects through the EIFD. However, future actions (such as the funding and/or approval of infrastructure improvements using funding from the EIFD) will be subject to environmental review in accordance with CEQA.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY HEREBY RESOLVES AS FOLLOWS:

- Section 1. The City Council of the City of Scotts Valley proposes and intends to cause the establishment of an EIFD under the provisions of the EIFD Law.
- Section 2. The name proposed for the EIFD shall be the “Scotts Valley Enhanced Infrastructure Financing District.”
- Section 3. The proposed boundaries of the EIFD are as shown on Exhibit A attached hereto, which are preliminarily approved and on file in the office of the City Clerk and incorporated herein by reference.
- Section 4. The types of public facilities and development proposed to be financed or assisted by the EIFD pursuant to the EIFD Law are those listed on Exhibit B, attached hereto and incorporated herein by reference.
- Section 5. The City Council hereby finds that the EIFD is necessary for the area within the boundaries of the EIFD and the City. The City Council's stated goals for the EIFD are to create a means by which to assist in the provision of public facilities or other specified projects of communitywide significance that provide significant benefits to, promote economic development of, and enhance quality of life within, the boundaries of the EIFD or the surrounding community.
- Section 6. The City Council hereby declares that, pursuant to the EIFD Law and if approved by resolution pursuant to Government Code Section 53398.68, incremental property tax revenue from the City of Scotts Valley and some or all other affected taxing entities within the EIFD may be used to finance the activities described in Section 4 and listed on Exhibit B. The incremental property tax financing will be described in an IFP to be prepared for approval by the PFA, the City Council, and the legislative bodies of all participating taxing entities under EIFD Law.
- Section 7. The City or County of Santa Cruz may allocate tax revenues derived from local sales and use taxes imposed pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law (Part 1.5 (commencing with Section 7200) of Division 2 of the Revenue and Taxation Code) or transactions and use taxes imposed in accordance with the Transactions and Use Tax Law (Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code) to the EIFD pursuant to Government Code Section 53398.75.5, if applicable. The City Council does not intend to contribute sales and use taxes or transactions and use taxes to the EIFD.
- Section 8. The City Council hereby establishes the “Public Financing Authority of the Scotts

EXHIBIT 1

Valley Enhanced Infrastructure Financing District” to serve as the governing board of the EIFD:

- A. The PFA membership shall be comprised initially of three members of the City Council appointed by the City Council and two public members selected by the City Council. Members shall serve at the pleasure of the City Council, as the case may be, and shall serve until their successor assumes office.
- B. The City Council further declares that, pursuant to Government Code Section 53398.51.1, should one or more additional taxing entities agree to participate as a taxing entity, then the PFA membership shall be modified in accordance with Government Code Section 53398.51.1. For example, if the County of Santa Cruz agrees to participate as a taxing entity, and the participating taxing entities consist of the City and the County, then the PFA membership shall be modified to be two members of the City Council, one member of the County Board of Supervisors (“Board of Supervisors”), one member of the public appointed by the City Council, and one member of the public appointed by the Board of Supervisors. If an additional taxing entity such as the Scotts Valley Fire Protection District agrees to participate as a taxing entity, and the participating taxing entities consist of the City, County, and Fire District, then the PFA membership may be modified, as an example, to be one member of the City Council, one member of the County Board of Supervisors, one member of the Fire District Board, and at least two members of the public to be determined at a future date based on agreement between participating taxing entities.
- C. Members shall serve at the pleasure of their respective appointing legislative bodies and shall serve until their successor assumes office.
- D. The legislative body of each participating taxing entity may appoint one of its members to be an alternate member of the PFA board who may serve and vote in place of a member who is absent or disqualifies themselves from participating in a meeting of the PFA.
- E. The members are subject to compliance with the EIFD Law and all applicable ethics laws, including Article 2.4 (commencing with Section 53234) of Chapter 2 of the Government Code.
- F. The City Council, and the governing bodies of any other participating entities shall comply with Government Code Section 54974.

Section 8. The City Council hereby sets the time and place for a public hearing of the PFA regarding the proposed EIFD and IFP, to be held on June X, 2026 at 6:00pm (Date TBD), or as soon thereafter as the matter may be heard, at City Hall Council Chambers, 1 Civic Center Drive, Scotts Valley, CA 95066.

Section 9. Pursuant to Government Code Section 53398.60, the City Clerk is hereby directed to mail a copy of this Resolution to the PFA and each owner of land (as defined in the EIFD Law), or alternatively with respect to the owners of land may mail a

EXHIBIT 1

single-page notice of intention identified in Government Code Section 53398.60(b), within the EIFD and to each affected taxing entity (as defined in the EIFD Law). In addition, the City Clerk is hereby directed to cause notice of the public hearing to be published not less than once a week for four successive weeks in a newspaper of general circulation published in the City. The notice shall state that the EIFD will be used to finance public works, briefly describe the facilities, briefly describe the proposed financial arrangements, including the proposed commitment of incremental tax revenue, describe the boundaries of the proposed EIFD and state the day, hour, and place, when and where any persons having any objections to the proposed IFP, or the regularity of any of the prior proceedings, may appear before the PFA and object to the adoption of the proposed IFP.

- Section 10. The Successor Agency to the Redevelopment Agency of the City of Scotts Valley (Successor Agency) has received a finding of completion, as specified in California Health and Safety Code Section 34179.7.
- Section 11. In accordance with Government Code Section 53398.54, the City certifies to the DOF and to the PFA that no former Redevelopment Agency of the City of Scotts Valley (Former RDA) assets that are the subject of litigation involving the State of California, where the City or the Successor Agency are a named plaintiff, have been or will be used to benefit any efforts of the EIFD unless the litigation and all possible appeals have been resolved in a court of law. The City Clerk is authorized and directed on behalf of the City to provide or make this certification to the DOF within 10 days after the City Council's action to participate in the EIFD pursuant to Government Code Section 53398.68 or the City Council's action to form the EIFD pursuant to Government Code Section 53398.69, by delivery of a copy of the appropriate Resolution or signing a separate certification, if and as required by the DOF.
- Section 12. The State Controller has completed its review as specified in California Health and Safety Code Section 34167.5 of asset transfers between the Former RDA, the City or any other public agency. The Successor Agency and the City have complied with all of the State Controller's findings and orders stemming from such review.
- Section 13. This Resolution in no way obligates the PFA to establish any EIFD.
- Section 14. If any section, subsection, phrase or clause of this Resolution is for any reason found to be invalid, such section, subsection, phrase or clause shall be severed from, and shall not affect the validity of, all remaining portions of this Resolution that can be given effect without the severed portion.
- Section 15. This Resolution shall take effect immediately upon its adoption.
- Section 16. The City Manager, or designee, are hereby authorized and directed to take all actions necessary or advisable to give effect to the transactions contemplated by this Resolution.
- Section 17. The City Clerk of the City of Scotts Valley shall certify as to the adoption of this Resolution.

EXHIBIT 1

The above and foregoing resolution was duly and regularly adopted by the City Council of the City of Scotts Valley at a meeting held on the 3rd day of December 2025 by the following vote:

AYES:

NOES:

ABSENT:

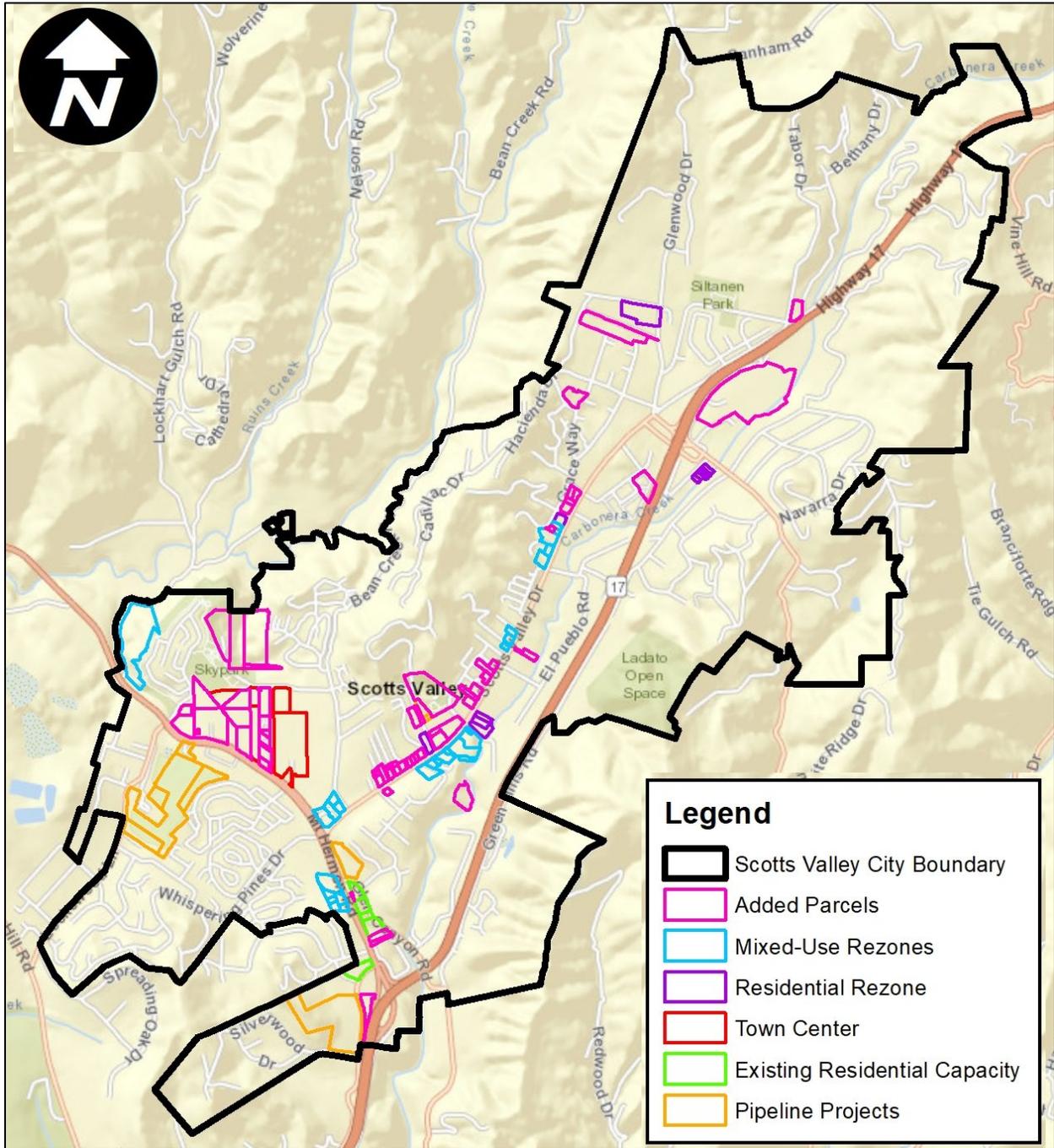
ABSTAIN:

Approved: _____
Derek Timm, Mayor

Attest: _____
Cathie Simonovich, City Clerk

EXHIBIT 1

EXHIBIT A Draft Scotts Valley Enhanced Infrastructure Financing District (EIFD) Boundaries



*Proposed EIFD parcels are highlighted in color above and total approx. 236 acres.
Scotts Valley City boundaries are noted for reference only*

EXHIBIT 1

EXHIBIT B

CITY OF SCOTTS VALLEY ENHANCED INFRASTRUCTURE FINANCING DISTRICT (EIFD) LIST OF AUTHORIZED PUBLIC FACILITIES

The Scotts Valley EIFD may finance the purchase, construction, expansion, improvement, seismic retrofit, or rehabilitation of any real tangible property with an estimated useful life of 15 years or longer which are public capital facilities or other projects of community-wide significance that provide significant benefits to the EIFD or the surrounding community. The EIFD may also finance the ongoing or capitalized costs to maintain public capital facilities financed in whole or in part by the EIFD. Facilities funded may be located outside the boundaries of the EIFD, as long as they have a tangible connection to the work of the EIFD as detailed in the infrastructure financing plan. The EIFD may also finance the planning and design work that is directly related to the purchase, construction, expansion, or rehabilitation of property. The EIFD may finance costs described in Government Code Sections 53398.52 [list of eligible improvements] and 53398.56 [replacement housing and relocation obligations if required by actions of EIFD]. Projects financed by the EIFD may include, but not be limited to, all of the following:

- Transit facilities, including City contributions toward regional transportation infrastructure improvements, and First/Last Mile (FLM) improvements;
- Affordable housing as authorized under the EIFD Law;
- Highways, interchanges, and ramps;
- Bridges;
- Arterial streets;
- Parking facilities;
- Parks, recreational facilities, and open space;
- Sewage treatment and water reclamation plants and interceptor pipes;
- Facilities for the collection and treatment of water for urban uses;
- Facilities for the transfer and disposal of solid waste, including transfer stations and vehicles;
- Storm water conveyance and collection facilities;
- Flood control levees and dams, retention basins, and drainage channels;
- Child care facilities;
- Libraries;
- Broadband and telecommunications infrastructure;
- Sidewalks and streetscape improvements;
- Bicycle lanes and paths;
- Public art;
- Corporation yards;
- Police facilities;
- Brownfield restoration and other environmental mitigation;
- Projects that implement a sustainable communities strategy and transit priority projects;
- Acquisition, construction, or repair of industrial structures for private use;
- Acquisition, construction, or repair of commercial structures by the small business occupant of such structures, if such acquisition, construction, or repair is for purposes of fostering economic recovery from the COVID-19 pandemic and of ensuring the long-term economic sustainability of small businesses;

EXHIBIT 1

- Projects that enable communities to adapt to the impacts of climate change, including, but not limited to, higher average temperatures, decreased air and water quality, the spread of infectious and vector-borne diseases, other public health impacts, extreme weather events, sea level rise, flooding, heat waves, wildfires, and drought;
- Facilities in which nonprofit community organizations provide health, youth, homeless, and social services.

Other Expenses

In addition to the direct costs of the above facilities, other incidental expenses as authorized by the EIFD Law, including, but not limited to, the cost of environmental evaluation and environmental remediation; engineering and surveying; construction staking; utility relocation and demolition costs incidental to the construction of the facilities; costs of project/construction management; costs (including the costs of legal services) associated with the creation of the EIFD; costs of issuance of bonds or other debt of the EIFD or of any other public agency for authorized facilities and payment of debt service thereon; financing costs of improvements incurred by developers until reimbursement from the EIFD; costs incurred by the County or the EIFD in connection with the division of taxes pursuant to Government Code Section 53398.75; or costs otherwise incurred in order to carry out the authorized purposes of the EIFD; reimbursements to other areas for facilities serving the EIFD; and any other expenses incidental to the formation and implementation of the EIFD and to the construction, completion, inspection and acquisition of the authorized facilities.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

CHIEF'S REPORT

Q4 2025

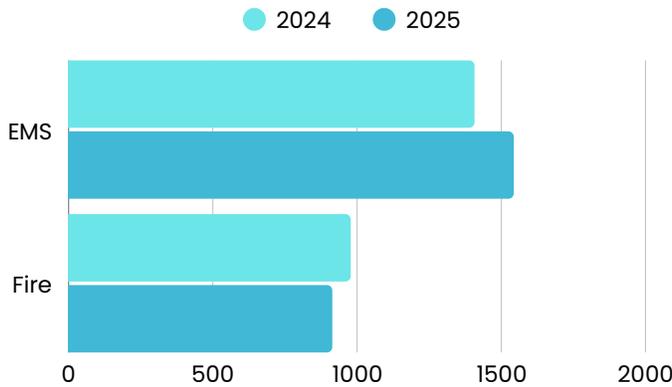
OPERATIONS REPORT

Total Incident Count
Jan-Dec 2025
2,512

EMS Incidents
1,543

Fire Incidents
914

Prior Year Call Comparison

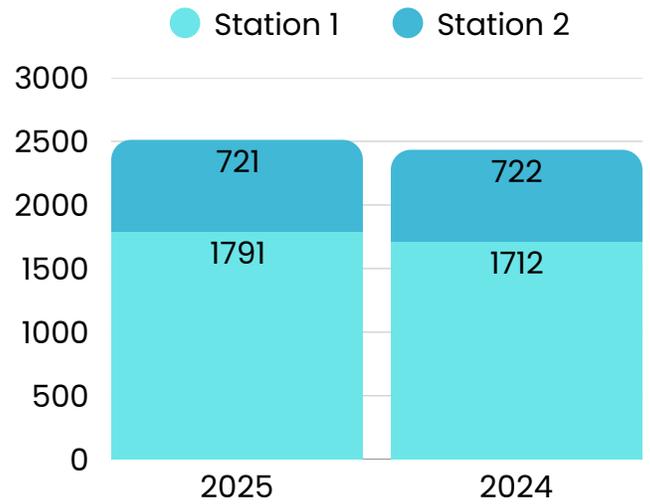


Incident Comparison Breakdown: Jan-Dec

- 2024 EMS Incidents: 1,407
- 2025 EMS Incidents: 1,543
- 2024 Fire Incidents: 978
- 2025 Fire Incidents: 914

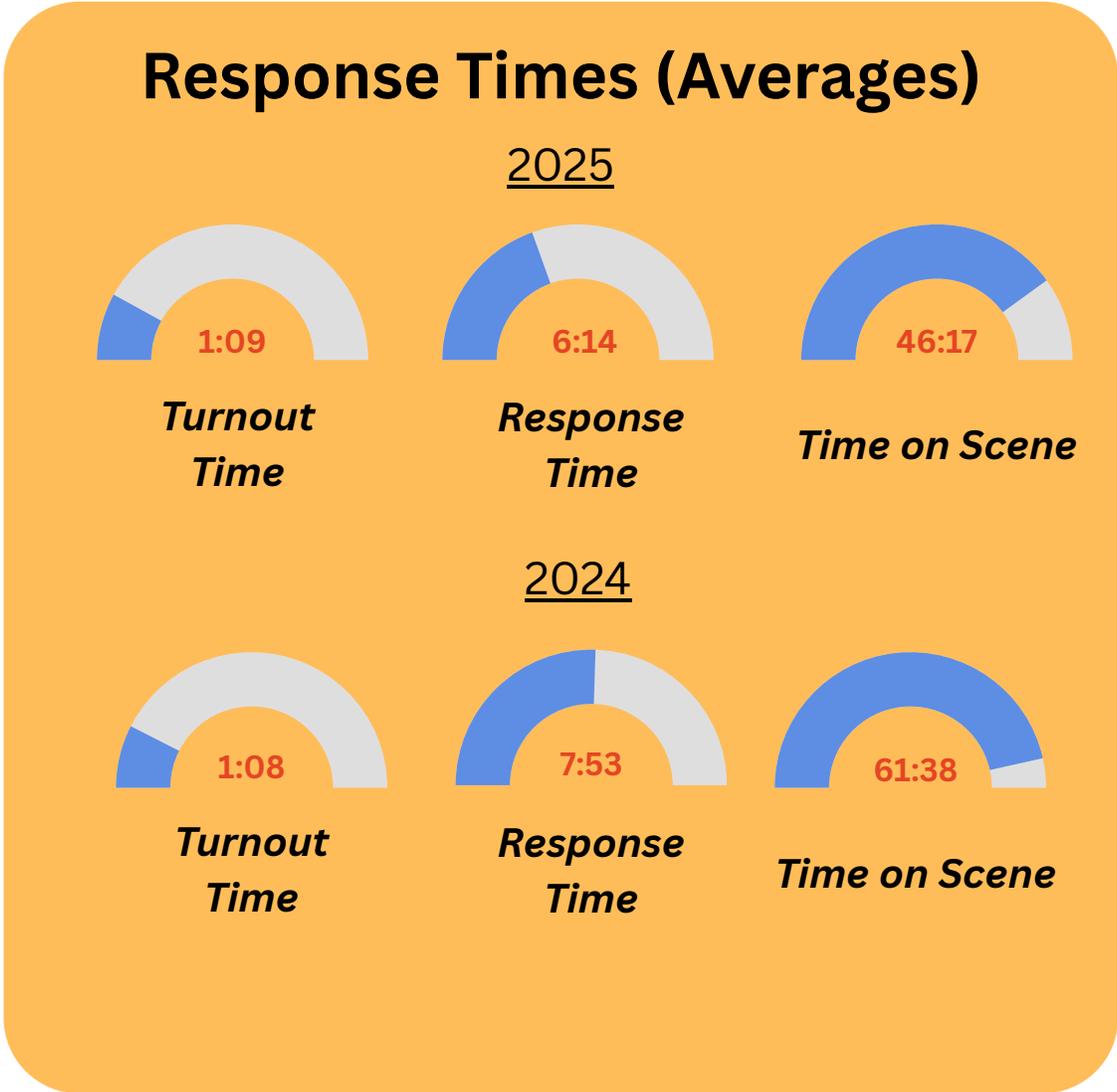
Mutual Aid Jan-Dec		
	2025	2024
Given:	67	100
Received:	10	10

Station Response Count



Increase of 78 incidents (3.2%)

Operations Cont.



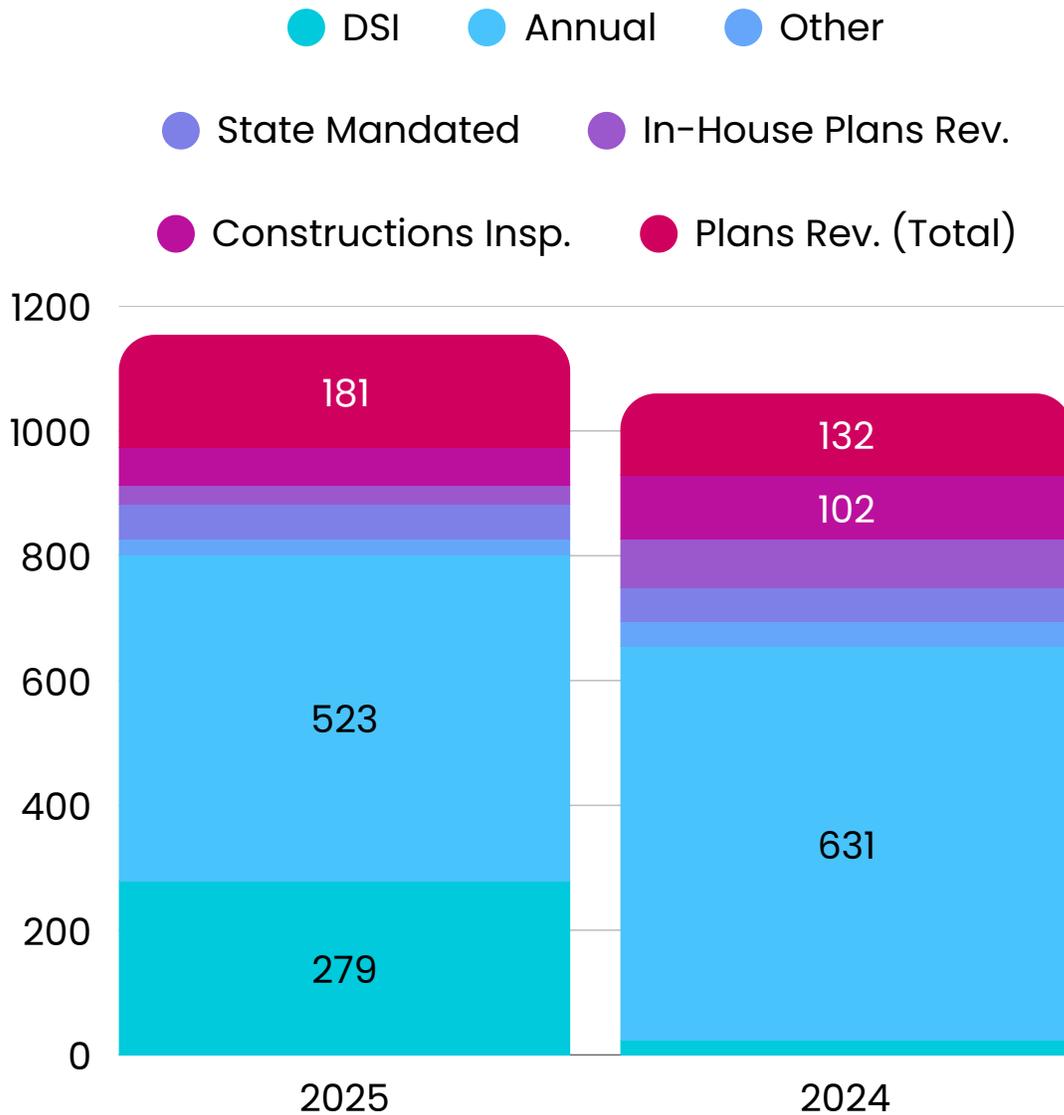
Property Loss and Saved

	2025	2024
Pre-Incident Value:	\$119,672,350	\$5,707,500
Property Loss:	\$814,650	\$618,500
Property Saved:	\$118,857,700	\$5,089,000

- Added electric vehicle (EV) fire blanket and discussing deployment methods
- Transitioned PCF to Temporary Status to fill vacancy

Community Risk Reduction

Inspections By Type (Jan-Dec)



Other includes Complaints, Community Meetings, and Walk-Throughs.

Community Risk Reduction, Cont.

Began shared service with Central Fire in December/2024 - now supervising a team of Prevention professionals across two districts

Adopted the 2025 CA Fire Code, with amendments, at both Districts and within two cities

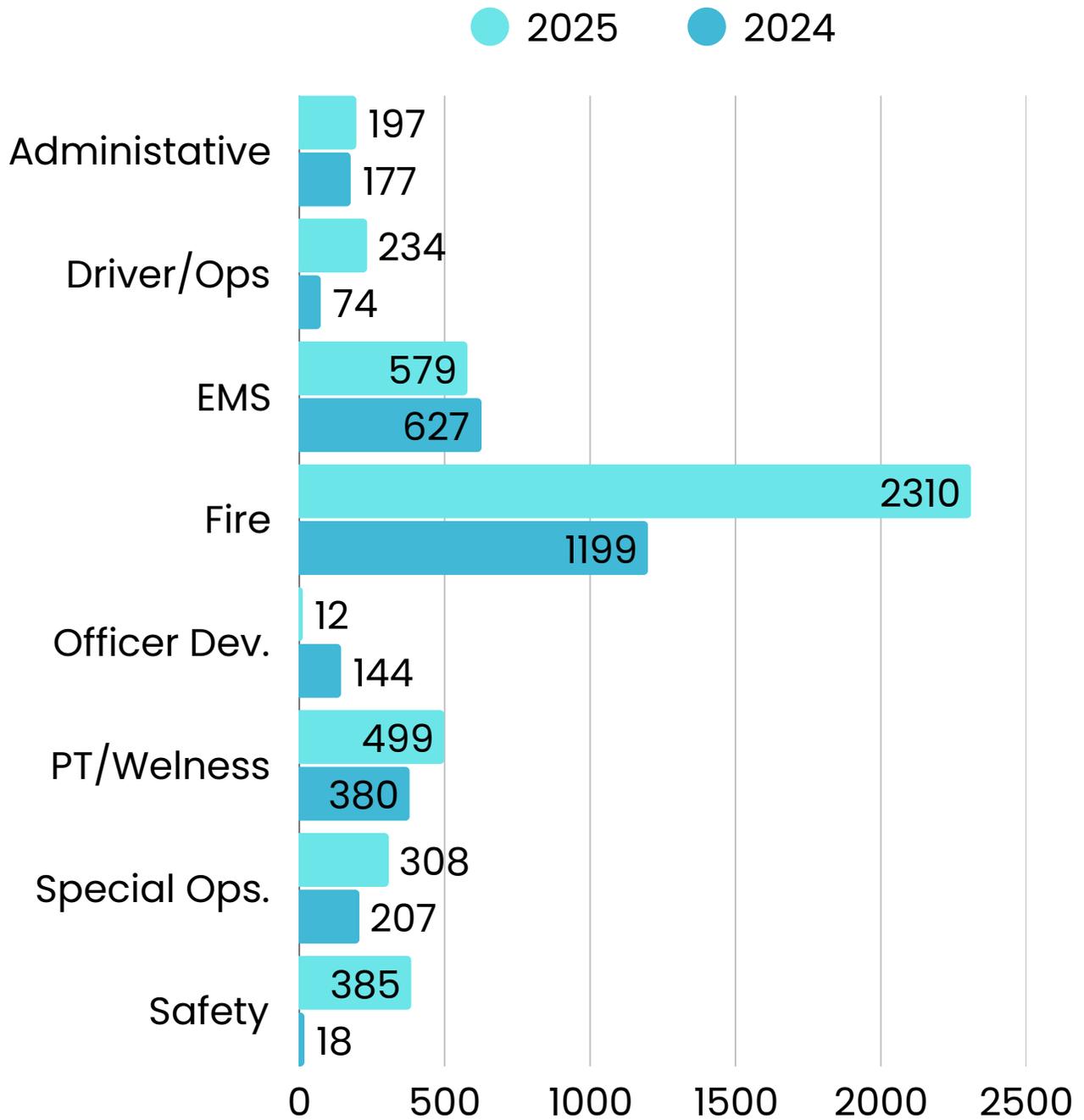
President of the County Fire Prevention Officers

Assisted with updating several countywide Fire Prevention Standards

Promoted to Fire Marshal

Working with Retired Annuitant Greg Vandervoort as Deputy Fire Marshal

Training Division Report



Increase in training hours attributed to implementing required training standards, improved record keeping, probationary firefighter required training, and acquired structure/block training.

Administration and Fire Chief

Strategic Planning (Q4-2025)

4.3	Develop a comprehensive marketing strategy in order to engage all demographics of the District to have a more informed and involved community.	TimeLine (Months)	Status Report		
	o Examine current practices in marketing strategies to determine critical gaps.	3	Evaluated mediums, expanding into online newsletter. Established goals for social media posting. (Ongoing)		
4.4	Expand community outreach by leveraging a variety of mediums in order to improve transparency and strengthen community partnerships				
	Create a report of findings and resources that address the critical gaps identified.	1	Move to 2026-Q3		
	Research industry best practices to discover solutions to fill gaps.	3	Move to 2026-Q3		
	Examine methodologies to educate the public in wildfire resilience efforts.	3	Part of marketing and outreach goal. See 4.3 above.		
	Determine funding needs for resource solutions.	1	Evaluating grant opportunities. Ongoing		
1.1	Create an actionable plan to address facility issues to ensure long-term sustainability.				
	Evaluate current station plumbing, roof, and electrical status.	9	Ongoing		

2.3	Enhance the knowledge, skills, and capabilities of district personnel through ongoing professional development, ensuring they remain proficient to effectively serve and protect the community.	TimeLine (Months)	Status Update		
	Reevaluate the career development guide to identify gaps.	1	Ongoing		
	Create a report that explains gaps within the system.	6	Will be complete by end of Q1-2026		
3.2	Explore, strengthen, and sustain relationships with adjoining agencies to increase efficiency and maximize the use of resources.				
	Identify and evaluate shared border response strategies for implementing the best response	6	Added preferred dispatching got high-acuity incidents. Evaluation is ongoing. Completed		

Administration Report

- Completing retro-pay for all employees
- Transitions retired annuitant to fill long-term leave vacancy
- Continuing to work with the County on the payroll transition project

Fire Chief Report

- Reelected Secretary of the County Fire Chiefs Association
- Continue efforts on the Enhanced Infrastructure Finance District
- Developed Fire Response Fee Recovery Program for auto accidents
- Advocated at the Board of Supervisors Meeting, on behalf of the Chiefs Association, to lessen the Radio Project costs to the County fire districts
- Held Captains Meeting, and two Executive Leadership Team Meetings
- Met with Sonoma County Chiefs Association to discuss their countywide effort to fund fire services