



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

## MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF November 8, 2017

### 1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, November 8, 2017 at the City of Scotts Valley Council Chambers. President Smith called the meeting to order at 6:30 p.m.

#### 1.1 Pledge of Allegiance and Moment of Silence

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

#### 1.2 Roll Call

- |                         |  |
|-------------------------|--|
| A. Directors Present:   | Directors Campbell, Patterson, Pisciotta, Smith and Warren               |
| B. Directors Absent:    | None   |
| C. Fire District Staff: | Chief Kovacs, Battalion Chief McNeil and Administrative Secretary Walton |

### 2. Public Comment (GC §54954.3)

None

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

None

### 4. Consent Calendar

#### 4.1 Minutes: Approve Regular Board Meeting Minutes of October 11, 2017

#### 4.2 Payroll: Approve October Payroll 21 and 22 in the amount of: \$ 372,113.60

#### 4.3 Expenditures: Approve Expenditures for October in the Amount of:

<u>General Fund:</u>	\$90,972.38
<u>SCHMIT:</u>	\$ 38.23
<u>TOTAL:</u>	\$91,010.61

#### 4.4 Approve Payment in the amount of \$162,117.76 to Santa Cruz County Bank for the CalPERS Side Fund Loan

#### 4.5 Approve Plan Check/Inspection Fee Waiver Request for the Scotts Valley Education Foundation's Christmas Tree Lot

Director Patterson requested an amendment to the October 11, 2017 minutes under the Board of Directors and Administrative Reports. The minutes indicated that Director Pisciotta will be attending the Scotts Valley Planning Meeting next month, which should have been Director Patterson.

**On motion of Director Campbell seconded by Director Warren to Approve the Consent Calendar Items 4.1 Through 4.5 as Amended was approved by the following vote:**

<b>AYES:</b>	<b>Campbell, Patterson, Pisciotta, Smith and Warren</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

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**5. Action Item**

**5.1 Approve Proposal for GASB 74/75 Actuarial Valuation Services, Discussion/Action**

Chief Kovacs stated that GASB 74/75 Actuarial Valuations are required as part of the SVFPD financial reporting. Three Request for Proposals were received and the recommendation is to approve the lowest bid for Actuarial Services.

Director Campbell inquired why there was such a large cost difference between one of the bidders. Chief Kovacs stated that all bidders were given the same information and based on the bids, all responses seemed similar.

**On motion of Director Warren seconded by Director Patterson to Approve the Proposal for GASB 74/75 Actuarial Valuation Services Using the RFP Bid from Total Compensation Systems was approved by the following vote:**

**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**5.2 Approve the Purchase of a Utility Vehicle, Discussion/Action**

Chief Kovacs stated that as part of the bid process, we received two out of the three bids that were requested from local Dealerships. At the Boards request, an additional request was submitted with no response.

The Board reviewed the bids from MY Jeep-Chrysler-Dodge-Ram in Salinas and Santa Cruz Dodge. The Board discussed awarding the bid to the local Santa Cruz Dealership. The Board also discussed that prior vehicles were purchased from MY Jeep-Chrysler-Dodge-Ram so a good working relationship had already been established with the Dealership.

**On motion of Director Patterson seconded by Director Pisciotta to Approve the Purchase of a 2018 Utility Vehicle from My Jeep-Chrysler-Dodge-Ram was approved by the following vote:**

**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**5.3 Consider Cancellation of the December 13, 2017 Regular Board Meeting, Discussion/Action**

President Smith stated that it has been suggested to cancel the December 13, 2017 since Chief Kovacs will be at a Training Conference.

Chief Kovacs stated that the only pressing matter for the December Meeting might be the Facilities Consultant Contract once the SVFPD Attorney has completed the review. Even if approved in December, it is not likely that work will start until after the first of the year, so moving the matter forward to the January Meeting shouldn't be an issue.

The Board cancelled the December 13, 2017 Regular Board Meeting.

**5.4 Approve Regular Board Meeting Dates for 2018 – Discussion/Action**

The Board reviewed the Regular Board Meeting dates for 2018 and noted that the April 11, 2018 Board Meeting was cancelled due to the Fire Districts Association of California Conference.

**On motion of Director Warren seconded by Director Pisciotta to Approve the Regular Board Meeting Dates for 2018 as Listed in the Packet for the Second Wednesday of Each Month was approved by the following vote:**

**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

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**6. Board of Directors and Administrative Reports – Information/Discussion**  
(No action will be taken on any questions raised by the Board at this time.)

**6.1 Board of Directors Report – Directors**

Director Patterson reported that he attended the Scotts Valley General Planning Meeting and they walked Scotts Valley Drive and discussed future plans for residential development and new businesses to Scotts Valley.

**6.2 Administrative Report – Chief Officers**

Chief Kovacs stated that the full Administrative Report was included in the packet and highlighted the following:

- Presentation at the Scotts Valley City Council on Fire Safety and the Bear Fire.
- Presentation at the Scotts Valley Chamber Breakfast State of the City Address.
- Six PCF Candidates are in the Background process.
- Next week will be attending the annual Training Officers Symposium in Fresno. Battalion Chief Theilen, Engineers Duncan and Todd and Firefighter Green will be attending various training for part of the week.
- Next month staff will be attending a Health and Wellness Symposium in Southern California, which is in line with one of the 2018 Goals.
- The Compressor we purchased last month has been installed and is working beautifully.

**7. Correspondence – Information**

**7.1 Thank You Letter from Baymonte – Tech Trek Fundraiser**

**7.2 Thank You Letter from Petaluma School – Response to Tubbs Fire**

The Board received and filed the correspondence.

**8. Request for Future Agenda Items**

President Smith requested a future agenda item to discuss changing the Regular Board Meeting Time.

**9. Election of Board Officers for Calendar Year 2018, per Board Policy 2100 – Discussion/Action**

**9.1 President**

Director Pisciotta nominated Director Patterson for Board President.

**On motion of Director Pisciotta seconded by Director Warren to *Elect Director Patterson for Board President* was approved by the following vote:**

**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**9.2 Vice-President**

Director Patterson nominated Director Pisciotta for Board Vice-President.

**On motion of Director Patterson seconded by Director Warren to *Elect Director Pisciotta for Board Vice-President* was approved by the following vote:**

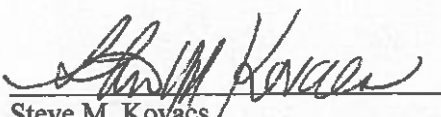
**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**10. Adjournment**

The meeting was adjourned at 6:52 p.m.

ATTEST

  
FOR Alan Smith  
Board President

  
Steve M. Kovacs  
Board Secretary