



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

## Board of Directors

### Agenda

Wednesday, June 12, 2019, 6:30 P.M.

Scotts Valley City Hall

One Civic Center Drive, Scotts Valley CA 95066

Board meetings are televised on Community Television, Channel 25. Agendas and Board Packets are available on the District's web site @ [www.scottsvalleyfire.com](http://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 Steve M. Kovacs, Board Secretary, for immediate consideration.

### Teleconference Notice

Director Harmon will be joining the meeting via teleconference from the following location:  
40 Orchard Road, Christchurch, New Zealand

#### 1. Call to Order

1.1 Pledge of Allegiance and Moment of Silence

1.2 Roll Call

#### 2. Public Comment (GC §54954.3)

This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. Any matter that requires Board action will be referred to staff for a report and action at a subsequent Board meeting.

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

#### 4. Consent Calendar

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

4.1 Minutes: Approve Regular Board Meeting Minutes of May 8, 2019

4.2 Payroll: Approve May Payroll 10 and 11 in the amount of: \$300,435.30

4.3 Expenditures: Approve Expenditures for May in the Amount of:

General Fund:	\$ 99,539.20
Capital Outlay:	\$ 12,913.11
SCHMIT:	<u>\$ 5,312.58</u>
TOTAL:	\$117,764.89

**Scotts Valley Fire Protection District  
Board of Directors Meeting for June 12, 2019  
Agenda**

- 4.4 Authorize Payment to Santa Cruz County Fire Agencies Insurance Group not to Exceed \$231,500 for Workers Compensation Insurance to be Paid After July 1, 2019, for the 2019/2020 Fiscal Year
- 4.5 Authorize Payment to CalPERS in the amount of \$636,480, for the Safety Plan's Unfunded Liability Annual Lump Sum Prepayment Option to be Paid After July 1, 2019, for the 2019/2020 Fiscal Year

**5. Action Items**

- 5.1 Approve the Amended Administration of Fire Services Agreement with the Branciforte Fire Protection District and Authorize the Board President to Sign on Behalf of the SVFPD, Discussion/Action

**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*
- 6.2 Administrative Report – *Chief Officers*

**7. Correspondence**

- 7.1 Lions Club Thank You Letter

**8. Request for Future Agenda Items**

**9. Closed Session: Government Code §54957.7**

- 9.1 Fire Chief Performance Review: Government Code §54957

**10. Open Session**

- 10.1 Report on Closed Session: Government Code §54957.1

**11. Adjournment**

Next Regularly Scheduled Board Meeting:  
Wednesday, July 10, 2019 at 6:30 p.m.



# 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 May 8, 2019

### 1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, May 8, 2019 at the City of Scotts Valley Council Chambers. President Patterson called the meeting to order at 6:30 p.m. and thanked Community Television for Broadcasting the Meeting.

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

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

#### 1.2 Roll Call

A. Directors Present:	Directors Campbell, Harmon, Parker, Patterson and Pisciotta
B. Directors Absent:	None
C. Fire District Staff:	Chief Kovacs, Battalion Chief Whittle 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 March 13, 2019

#### 4.2 Payroll: Approve March Payroll 05, 06 and 07 in the amount of: \$430,818.22

#### 4.3 Payroll: Approve April Payroll 08 and 09 in the amount of: \$298,305.30

#### 4.4 Expenditures: Approve Expenditures for March in the Amount of:

<u>General Fund:</u>	\$116,855.60
<u>SCHMIT:</u>	\$ 79.06
<u>TOTAL:</u>	\$116,934.66

#### 4.5 Expenditures: Approve Expenditures for April in the Amount of:

<u>General Fund:</u>	\$112,675.32
<u>SCHMIT:</u>	\$ 3,888.19
<u>TOTAL:</u>	\$116,563.51

#### 4.6 Approve Resolution 2019-3: Resolution Requesting Temporary Transfer of Funds

#### 4.7 Approve Fee Waiver Request from the City of Scotts Valley for the Fireworks Event 7/4/2019

On motion of Director Pisciotta seconded by Director Campbell to *Approve the Consent Calendar Items 4.1 thru 4.7 as presented* was approved by the following vote:

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting May 8, 2019**

**AYES:** Campbell, Harmon, Parker, Patterson and Pisciotta  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**5. Action Item**

**5.1 Adopt the 2019/2020 FY Preliminary Budgets as Presented, Discussion/Action**

685010	General Fund:	\$9,579,003
685020	Zone A:	\$1,209,137
685030	Capital Outlay:	\$ 421,699
685040	SCHMIT:	\$ 234,800

Set public hearing for adoption of the final budget for the August 14, 2019, Regular Board Meeting: 6:30 P.M.

Direct staff to publish a notice for the public hearing and make the budget available for public review

Chief Kovacs reviewed the Preliminary Budget and noted the following:

General Fund – 685010

- The estimated unassigned beginning fund balance is \$1,844,145. The estimated surplus is attributed to a 6.35% increase in Secured Property Tax, Plan Check and Inspection Fee activity, the Branciforte Fire Protection District Administrative Services Agreement and approximately \$740K in Strike Team reimbursements, which is the largest to date.
- As recommended by the County Auditor's Office, an estimated 4.5% increase in property tax has been budgeted.
- The CalPERS Safety Retirement Plan is 20.073% of payroll, which is up from the 2018/2019 FY amount of 18.677%. The Unfunded Accrued Liability (UAL) annual lump sum prepayment option for the Safety Plan is \$636,480, which is up from the 2018/2019 payment of \$507,715. The Safety side fund is captured as a loan payment to the Santa Cruz County Bank under "Other Charges".
- The CalPERS Miscellaneous Plan is 10.221% of payroll, which is up from the 2018/2019 FY amount of 9.409%. The UAL annual lump sum prepayment option for the Miscellaneous Plan is \$15,909, which is up from the 2018/2019 payment of \$12,000.
- The employer rate for new CalPERS safety employees hired after January 1, 2013 is 13.034% of payroll, up from the 2018/2019 rate of 12.141%. Non-safety employees are 6.985% of payroll, up from the 2018/2019 rate of 6.842%.
- An estimated 8% health insurance increase effective January 1, 2020 was budgeted. Retiree health insurance is budgeted at \$74,570, which is a decrease of \$10,303.69 over last FY due to one retiree coming off the plan.
- The estimated Workers Comp insurance was \$232,000, which is an increase of \$36,000 over last FY.
- The contribution to Other Agencies is for the District's share of the LAFCO budget, which is estimated at \$9,000.

Zone A – 685020

- The beginning fund balance is estimated at \$1,084,241.
- A 4.5% increase in property tax revenue is estimated.
- Besides Auditing and Accounting costs, \$50,000 is budgeted for Facility upgrades.
- For future projects, \$1,000,000 is budgeted and \$152,437 for Contingencies.

Capital Outlay – 685030

- Equipment replacement is budgeted at \$50,500, \$30,000 for Personal Protective Equipment, \$1,500 for Small Tools, \$289,699 for future capital outlay expenses and \$50,000 for Contingencies.

SCHMIT – 685040

- The SCHMIT Budget is up 20% this Fiscal Year. The contributing agencies have not been paying the true labor cost so we will be working toward budgeting true cost.

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting May 8, 2019**

- The Service and Supplies budget is \$74,800, which includes a \$5,000 charge to manage the program.
- The budget includes \$20,000 to reimburse response agencies in the event of an activation.
- The Differential cost for the response agencies is budgeted at \$140,000.

**On motion of Director Harmon seconded by Director Parker to Adopt Item 5.1 as Presented: The 2019/2020 Fiscal Year Preliminary Budget, Set the Public Hearing for August 14, 2019 and Publish the Public Hearing Notice was approved by the following vote:**

**AYES:** Campbell, Harmon, Parker, Patterson and Pisciotta  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

- 5.2 Consider audit proposals, received from the request for proposal to conduct financial audits and preparation of the District's Financial Statement for fiscal years ending 2019, 2020, and 2021. The Board will review the proposals and possibly enter into an agreement with an auditing firm.  
Discussion/Action

Chief Kovacs stated that five audit proposals were received and ranged in cost from \$61,140 down to \$17,925 for three years. Based on cost, Bloomberg and Griffin would be a consideration or continuing with Zach Pehling our current auditor as he has history and experience with the SVFPD and has done a good job.

The Board discussed cost, experience and history and agreed to continue with the current auditor Zach Pehling.

**On motion of Director Campbell seconded by Director Pisciotta to Approve Zach Pehling for Audit Services for the Next Three Years approved by the following vote:**

**AYES:** Campbell, Harmon, Parker, Patterson and Pisciotta  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

- 5.3 Approve to declare the Public Education Trailer surplus and authorize the Fire Chief to place it for sale.  
Discussion/Action

Chief Kovacs explained that the Public Education Trailer has served the SVFPD well for many years but with the changes in the program, is no longer being used. The recommendation is to surplus the Public Education Trailer and donate it to an organization that is in need and cannot afford one or sell it for a small cost.

**On motion of Director Parker seconded by Director Harmon to Declare the Public Education Trailer Surplus and Authorize the Fire Chief to Place it for Sale was approved by the following vote:**

**AYES:** Campbell, Harmon, Parker, Patterson and Pisciotta  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

- 5.4 LAFCO Call for Nominations for the Special District Alternate Member. Discussion/Action

Director Harmon stated that he was interested in LAFCO and requested Board support for the Alternate Member Nomination.

**On motion of Director Campbell seconded by Director Pisciotta to Nominate Edward Harmon for the Special District Alternate Member approved by the following vote:**

**AYES:** Campbell, Harmon, Parker, Patterson and Pisciotta  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting May 8, 2019**

**5.5     Approve Agreement with the Santa Cruz Consolidated Emergency Communications Center for Communications Services, Discussion/Action**

Chief Kovacs stated that the agreement with Santa Cruz Regional 9-1-1 is for three years. The term of the agreement is for one year with an automatic renewal for two additional years. The cost percent for Fire is going down slightly as it was determined that Law Enforcement was taking more time, so the cost percentage was adjusted.

**On motion of Director Campbell seconded by Director Parker to *Approve Item 5.5 as Presented: Agreement with the Santa Cruz Consolidated Emergency Communications Center for Communication Services* was approved by the following vote:**

**AYES:**            Campbell, Harmon, Parker, Patterson and Pisciotta  
**NOES:**            None  
**ABSENT:**        None  
**ABSTAIN:**       None

**5.6     Approve Proclamation for M. Travis Crivello for Firefighter of the Year, Discussion/Action**

Chief Kovacs stated that Travis Crivello was voted Firefighter of the Year by his peers and will present the proclamation at the Blue and Gold Dinner Friday night.

**On motion of Director Harmon seconded by Director Campbell to *Approve Proclamation for M. Travis Crivello for Firefighter of the Year* was approved by the following vote:**

**AYES:**            Campbell, Harmon, Parker, Patterson and Pisciotta  
**NOES:**            None  
**ABSENT:**        None  
**ABSTAIN:**       None

**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**

President Patterson reported that in April, all Board Members attended the FDAC Conference in Napa, which offered some great classes. Board members also attended Team Building Training with the Scotts Valley Water District. President Patterson attended the Scotts Valley General Planning Meeting Monday night and traffic related issues were discussed.

**6.2     Administrative Report – Chief Officers**

The full Administrative Report was included in the board packet and Chief Kovacs added the following:

- The new stove was purchased and installed
- The BFFA Graduation will be on Thursday, June 13th at the S.L.V. High School
- The April Property Tax has been posted and is on target
- The Facility Study should be completed shortly
- Capitan Andrew LoFranco has been selected as the Hometown Hero and will be recognized on May 18<sup>th</sup> at the Scotts Valley Boys and Girls Club on Scotts Valley Drive

**7.     Correspondence – Information**

**7.1     California Assistance Agreement Letter**

**7.2     Scotts Valley Water District- Fire Service Bills Letter**

**7.3     LAFCO Proposed 2019/2020 FY Final Budget**

The Board received and filed the correspondence.

**SCOTTS VALLEY FIRE PROTECTION DISTRICT**  
**Regular Board Meeting May 8, 2019**

**8. Request for Future Agenda Items**

Chief Kovacs is working on setting up a Net Com Tour and when the date is confirmed, he will send the information.

**9. Adjournment**

The meeting was adjourned at 6:55 p.m.

ATTEST

\_\_\_\_\_  
Russ Patterson  
Board President

\_\_\_\_\_  
Steve M. Kovacs  
Board Secretary

Date Range from 04/20/2019 To 05/17/2019			
PAYROLL	ACCT.#	PP	TOTALS
Regular Pay	51000	10	\$118,771.31
		11	\$118,455.53
Overtime	51005	10	\$2,009.42
		11	\$7,096.48
Regular Pay, Extra Help (PCF)	51010	10	\$0.00
		11	\$1,248.00
Regular Pay, Sick Leave	51015	10	\$0.00
		11	\$0.00
Regular Callback Pay	51025	10	\$12,461.73
		11	\$20,151.55
Holiday Pay	51035	10	\$0.00
		11	\$0.00
Differential Pay	51040	10	\$5,859.21
		11	\$5,859.21
Regular Pay, Sick Leave Reserve	55020	10	\$0.00
		11	\$0.00
Misc Benefits, Vacation Payoff	55021	10	\$4,261.43
		11	\$4,261.43
Directors Fees	62327	10	\$0.00
		11	\$0.00
<b>TOTAL PAYROLL</b>			<b>\$300,435.30</b>



**CLAIMS BY GL OBJ**

06/05/2019

Filter: (Claim Date is between 05/01/2019  
and 05/31/2019)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
<b>GL Key: 685010</b>			
<b>GL Obj: 53010 Group Health - Dental Insurance</b>			
05/10/2019	HEALTH CARE EMPLOYEES/EMPLOYER DENTAL TRUST	Dental Ins.-6/2019	\$4,949.96
05/15/2019	FDAC EBA	Life & Vision Ins.- 6/2019	\$1,075.26
05/22/2019	MICHAEL MCMURRY	Retiree Health Ins.- 6/2019	\$1,596.54
05/22/2019	TIM THEILEN	Retiree Health Ins.- 6/2019	\$679.29
05/22/2019	MIKE PHINN	Retiree Health Ins.- 6/2019	\$380.88
05/22/2019	CALPERS RETIREMENT SYSTEM	Health Ins.- 6/2019	\$53,482.14
05/22/2019	SAL LOFRANCO	Retiree Health Ins.- 6/2019	\$563.20
05/22/2019	MIKE BIDDLE	Retiree Health Ins.- 6/2019	\$999.98
05/22/2019	JIM DELUCCHI	Retiree Health Ins.- 6/2019	\$840.28
<b>SubObject Total</b>			<b>\$64,567.53</b>
<b>GL Obj: 61110 Clothing &amp; Personal Supplies</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Haix- Wildland Boots- Bridges, J. Danner- Wildland Boots- Duncan	\$633.35
<b>SubObject Total</b>			<b>\$633.35</b>
<b>GL Obj: 61215 Radio Services: Dispatch NetCom Fees</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Active 911- Parker	\$12.73
<b>SubObject Total</b>			<b>\$12.73</b>
<b>GL Obj: 61221 Telephone &amp; Telegraph</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Verizon- Cellular 2/5-3/4/19 Verizon- Cellular 3/4-4/4/19 Comcast- VF1 Phones & Internet 3/20-4/19/19 Comcast- VF2 Phones & Internet 3/21-4/20/19	\$1,463.60
<b>SubObject Total</b>			<b>\$1,463.60</b>
<b>GL Obj: 61310 Food</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- Water Costco- Instant Coffee Mission Street BBQ- 95th Meeting Marriott- Vin11- FDAC Dinner- Kovacs Safeway- Refreshments for Chiefs Meeting	\$154.07
<b>SubObject Total</b>			<b>\$154.07</b>
<b>GL Obj: 61425 Household Expense</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Amazon- Admin Office Cleaning Supplies Costco- Station Supplies Costco- Station Supplies	\$193.82
<b>SubObject Total</b>			<b>\$193.82</b>

**CLAIMS BY GL OBJ**

06/05/2019

*Filter: (Claim Date is between 05/01/2019  
and 05/31/2019)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
<b>GL Obj: 61720 Maintenance - Mobile Equipment</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Lloyds Tires- U2593 Tires	\$1,019.71
05/10/2019	WINCHESTER AUTO STORES	Lloyds Tires- 2593 Suspension Inspection Truck Battery, Fluids, Parts	\$589.04
<b>SubObject Total</b>			<b>\$1,608.75</b>
<b>GL Obj: 61725 Maintenance - Office Equipment</b>			
05/10/2019	PAGODA TECHNOLOGIES INC.	Computer Management- 5/2019	\$1,122.12
05/10/2019	PAGODA TECHNOLOGIES INC.	VPN Link- Vandervoort	\$425.00
<b>SubObject Total</b>			<b>\$1,547.12</b>
<b>GL Obj: 61730 Maintenance - Other Equipment</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- Batteries	\$31.66
<b>SubObject Total</b>			<b>\$31.66</b>
<b>GL Obj: 61845 Maintenance - Buildings &amp; Grounds</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Rayne of SC- VF1 Water Softener	\$117.50
05/10/2019	GREG BELLOWS PLUMBING INC	Drain/Resert/Seal Toilet, Jet Urinal	\$754.26
05/10/2019	SCARBOROUGH LUMBER & BUILDING	Floodlights, LEDs, Lugs	\$170.37
05/15/2019	WESTERN EXTERMINATOR COMPANY	VF2 Bug Service- 4/2019	\$54.50
05/15/2019	WESTERN EXTERMINATOR COMPANY	VF1 Bug Service- 4/2019	\$54.50
<b>SubObject Total</b>			<b>\$1,151.13</b>
<b>GL Obj: 61920 Medical Supplies</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Mystery Ranch- Medical Packs 2538/2537/2511	\$334.99
05/29/2019	BOUND TREE MEDICAL, LLC	Medical Supplies- Gloves, Stethoscope, Tourniquet, Banadages, Wipes, BP Cuff	\$1,308.16
<b>SubObject Total</b>			<b>\$1,643.15</b>
<b>GL Obj: 62020 Memberships</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Safe Kids World Wide- CPS Tech Recert Fee	\$55.00
05/22/2019	SCOTTS VALLEY CHAMBER OF COMMERCE	Annual Membership Dues 18/19 FY	\$150.00
<b>SubObject Total</b>			<b>\$205.00</b>
<b>GL Obj: 62111 Miscellaneous Expenses</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- VF1 Vacuum	\$327.74
<b>SubObject Total</b>			<b>\$327.74</b>

**CLAIMS BY GL OBJ**

06/05/2019

Filter: (Claim Date is between 05/01/2019  
and 05/31/2019)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
<b>GL Obj: 62219 PC Software</b>			
05/10/2019	CREWSENSE LLC	Crewsense- 5/3/19-8/2/19	\$700.83
<b>SubObject Total</b>			<b>\$700.83</b>
<b>GL Obj: 62223 Office Supplies</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Quill-Prorated Membership Cancelation	\$937.04
		Quill-Toner	
		Officesupply.com-Folders	
		Amazon-Battery Backup, Sharpies, Lables, File	
		Rails, Webcam Mic	
		US Post Office-Stamps	
		Buisness With Pleasure- Paper	
05/10/2019	SCARBOROUGH LUMBER & BUILDING	Office Remodel Supplies	\$42.15
05/10/2019	CHARLES WISE	Cradlepoint Modem Installations	\$1,292.25
<b>SubObject Total</b>			<b>\$2,271.44</b>
<b>GL Obj: 62301 Accounting &amp; Auditing Fees</b>			
05/10/2019	COUNTY OF SANTA CRUZ - AUDITOR/CONTROLLER	Vendor Claims Charge 18/19 FY	\$2,991.92
05/29/2019	COUNTY OF SANTA CRUZ - AUDITOR/CONTROLLER	Payroll Warrants/Auto Deposit Charges 18/19 FY	\$4,773.60
<b>SubObject Total</b>			<b>\$7,765.52</b>
<b>GL Obj: 62367 Medical Services</b>			
05/22/2019	EMERYVILLE OCCUPATIONAL MEDICAL CENTER	Medical Physical	\$355.00
<b>SubObject Total</b>			<b>\$355.00</b>
<b>GL Obj: 62381 Professional &amp; Specialized Services</b>			
05/10/2019	GENE MICHALAK	BRD Video- 5/8/2019	\$110.00
05/10/2019	VOYA NATIONAL TRUST COMPANY	Voya Loan Program- (Employee paid) 1/1-3/31/19	\$187.50
05/22/2019	CSG CONSULTANTS, INC.	Plan Review- 719 Navarra Dr./ 440 Cathedral Dr.	\$150.00
05/22/2019	LIEBERT CASSIDY WHITMORE	Legal Services	\$148.70
<b>SubObject Total</b>			<b>\$596.20</b>
<b>GL Obj: 62715 Small Tools &amp; Equipment</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	CDW Warehouse- MDC Mounting Pole	\$933.26
		Amazon-E2538 Tank Overflow Latch	
		The Fire Store-E2550 Engineer Compartment Mount	
		Bayside Oil- Motor Oil	
		Dufflebags.com- PPE Ballistic Storage Bags	
05/10/2019	SCARBOROUGH LUMBER & BUILDING	Tray Liner, Chip Brush, Spray Paint, Utility Tote, Cords	\$122.59
<b>SubObject Total</b>			<b>\$1,055.85</b>

**CLAIMS BY GL OBJ**

06/05/2019

*Filter: (Claim Date is between 05/01/2019  
and 05/31/2019)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
<b>GL Obj: 62888 District Special Expense</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Fastrak- Toll Credit Charge	\$84.93
05/10/2019	SCARBOROUGH LUMBER & BUILDING	1-800-Flowers- Recovery Flowers	
05/29/2019	BRINKS AWARDS & SIGNS	10Y Photo SMK	\$149.29
		FF of the Year Plaque Engravement	\$20.00
<b>SubObject Total</b>			<b>\$254.22</b>
<b>GL Obj: 62914 Education &amp; Training</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	FLSA Flight & Conference	\$7,562.20
		Training Courses:Land Nav, S339 AR, S-270, Cheif Officer 3C&3D	
		FDAC Conference- Board Lodging	
		IAFC Conference & Lodging	
		GSMCON Lodging	
		Paramedic License Renewal	
05/10/2019	SCARBOROUGH LUMBER & BUILDING	Forcible Entry Prop	\$42.32
05/22/2019	SCOTTS VALLEY WATER DISTRICT	Workshop 3/27/19 5 Attendees	\$150.00
<b>SubObject Total</b>			<b>\$7,754.52</b>
<b>GL Obj: 62920 Gas, Oil &amp; Fuel</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Auburn Gas and Shop- 2580 Fuel for IAFC Conference	\$41.70
05/10/2019	FLYERS ENERGY LLC	Fuel/Diesel	\$1,245.47
05/22/2019	FLYERS ENERGY LLC	Fuel/Diesel	\$1,466.10
<b>SubObject Total</b>			<b>\$2,753.27</b>
<b>GL Obj: 63070 Utilities</b>			
05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	SVWD- VF1 Water 12/5/18-2/4/19	\$832.85
		SVWD- VF2 Fire Service 12/7/18-2/6/19	
		SVWD- VF2 RW Service 3/1-3/31/19	
		Greenwaste- VF1 Trash & Recycle 3/1-3/31/19	
		Greenwaste- VF2 Trash & Recycle 4/1-6/30/19	
05/15/2019	PG&E	Gas- VF1 4/6-5/7/19	\$93.52
05/15/2019	PG&E	Gas- VF2 4/6-5/7/19	\$76.91
05/22/2019	PG&E	Electric- VF1 4/5-5/6/2019	\$804.67
05/22/2019	PG&E	Electric- VF2 4/5-5/6/2019	\$442.68
05/29/2019	CITY OF SCOTTS VALLEY	Sewer- VF2 3/16/5/15/19	\$99.99
05/29/2019	CITY OF SCOTTS VALLEY	Sewer- VF1 3/16-5/15/2019	\$142.08
<b>SubObject Total</b>			<b>\$2,492.70</b>
<b>Index Total</b>			<b>\$99,539.20</b>

**CLAIMS BY GL OBJ**

06/05/2019

*Filter: (Claim Date is between 05/01/2019  
and 05/31/2019)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
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**GL Key: 685030****GL Obj: 86110 Structures & Improvements**

05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Costco- VF1 Stove	\$5,449.99
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<b>SubObject Total</b>	<b>\$5,449.99</b>
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**GL Obj: 86204 Equipment**

05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Dalmatian Fire Equipment- 10 SCBA Bottles & Masks	\$7,463.12
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<b>SubObject Total</b>	<b>\$7,463.12</b>
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<b>Index Total</b>	<b>\$12,913.11</b>
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**CLAIMS BY GL OBJ**

06/05/2019

*Filter: (Claim Date is between 05/01/2019  
and 05/31/2019)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
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**GL Key: 685040****GL Obj: 61221 Telephone & Telegraph**

05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Verizon- SCHMIT Cellular 3/5-4/4/19	\$38.19
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<b>SubObject Total</b>	<b>\$38.19</b>
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**GL Obj: 61730 Maintenance - Other Equipment**

05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Dalmatian Fire Equipment- HM SCBA Bottles	\$5,232.39
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<b>SubObject Total</b>	<b>\$5,232.39</b>
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**GL Obj: 62920 Fuel**

05/08/2019	U.S. BANK CORPORATE PAYMENT SYSTEM	Valero- HM2560 Fuel	\$42.00
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<b>SubObject Total</b>	<b>\$42.00</b>
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<b>Index Total</b>	<b>\$5,312.58</b>
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<b>Grand Total</b>	<b>\$117,764.89</b>
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# Santa Cruz County Fire Agencies Insurance Group

Board of Directors Meeting

March 20, 2019

Individual members' contributions vary depending on changes to their payroll, volunteer counts and losses. As identified below, four members will receive higher than average increases for the reasons indicated.

Member	Estimated Contribution	% of Total	2018/19 Contribution	% Change
Aptos La Selva	620,775	33.68%	533,428	16.37%
Aromas TriCounty	1,000	0.05%	1,000	0.00%
Ben Lomond	10,360	0.56%	9,340	10.92%
Boulder Creek	15,113	0.82%	14,046	7.59%
Branciforte	75,289	4.08%	70,847	6.27%
Central	779,389	42.28%	703,027	10.86%
Felton	38,414	2.08%	10,918	251.85%
Pajaro Valley	1,000	0.05%	1,000	0.00%
Santa Cruz County	17,862	0.97%	15,578	14.66%
Scotts Valley	231,111	12.54%	194,657	18.73%
Zayante	52,990	2.87%	59,120	-10.37%
	1,843,302		1,612,961	14.21%

The allocation methodology includes elements of exposure, primary losses and excess losses. Exposure utilized in the model was based on payroll and volunteer counts provided to Keenan for renewal purposes. Losses for both the primary and excess calculations are based on losses valued as of June 30, 2018.

**RECOMMENDATION(S):** None

# Santa Cruz County Fire Agencies Insurance Group

Board of Directors Meeting

March 20, 2019

**SUBJECT:** Preliminary 2019/20 Budget and Member Contributions

**PRESENTER:** Jessica Blushi, SCCFAIG CAO

**ACTION FOR CONSIDERATION:** Informational Report

## BACKGROUND:

A preliminary budget has been prepared for 2019/20 to allow members to budget for anticipated changes in contributions. A 15% increase in expenditures is being budgeted. This increase is being driven by expected increases in premium to CSAC EIA for SCCFAIG's insurance coverage. With the insurance renewal less than four months away, CSAC EIA's premium is not yet finalized, but are expected to be ultimately be close to what has been included below.

	18/19 Budget	19/20 Budget	Year-over-Year Change
<b>Revenues</b>			
Member Contributions	1,613,961	1,849,102	15%
<b>Total Revenues</b>	<b>1,613,961</b>	<b>1,849,102</b>	<b>15%</b>
<b>Expenses</b>			
Insurance	1,545,161	1,765,502	14%
PWC Program	1,050,786	1,228,769	16.9%
EWC Program	494,375	536,733	8.6%
Accounting & Audit	5,000	7,300	46%
Professional Services	62,500	69,200	20%
Legal Fees	1,300	1,300	0%
<b>Total Expenses</b>	<b>1,613,961</b>	<b>1,843,302</b>	<b>14.40%</b>

An increase has been budgeted for the financial audit services based on the lowest bidder in the RFP process as well as anticipated increases for the services provided by Keenan and John Scott since both contracts expire at the end of this fiscal year.

The allocation of member contributions has been calculated based on the prescribed formula. It is important to note that member contributions are highly dependent on CSAC EIA's premium, which is an estimate at this time. Once premiums are finalized by CSAC EIA, contributions will be adjusted accordingly. At this time, we are hopeful that the contributions shown below represent a conservative budget figure.



## Required Employer Contributions

	Fiscal Year
<b>Required Employer Contributions</b>	<b>2019-20</b>
<b>Employer Normal Cost Rate</b>	<b>20.073%</b>
<i>Plus, Either</i>	
<b>1) Monthly Employer Dollar UAL Payment</b>	<b>\$ 54,929.08</b>
<i>Or</i>	
<b>2) Annual Lump Sum Prepayment Option</b>	<b>\$ 636,480</b>
<p><i>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars).</i></p> <p><i>Only the UAL portion of the employer contribution can be prepaid (which must be received in full no later than July 31). Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change.</i></p> <p><i>In accordance with Sections 20537 and 20572 of the Public Employees' Retirement Law, if a contracting agency fails to remit the required contributions when due, interest and penalties may apply.</i></p>	

	Fiscal Year	Fiscal Year
	2018-19	2019-20
<b>Development of Normal Cost as a Percentage of Payroll<sup>1</sup></b>		
Base Total Normal Cost for Formula	26.598%	27.914%
Surcharge for Class 1 Benefits <sup>2</sup>		
a) FAC 1	1.063%	1.145%
Phase out of Normal Cost Difference <sup>3</sup>	0.000%	0.000%
Plan's Total Normal Cost	27.661%	29.059%
Formula's Expected Employee Contribution Rate	8.984%	8.986%
Employer Normal Cost Rate	18.677%	20.073%
Projected Payroll for the Contribution Fiscal Year	\$ 2,838,522	\$ 2,688,915
<b>Estimated Employer Contributions Based on Projected Payroll</b>		
Plan's Estimated Employer Normal Cost	\$ 530,151	\$ 539,746
Plan's Payment on Amortization Bases <sup>4</sup>	526,104	659,149
% of Projected Payroll (illustrative only)	18.534%	24.514%
Estimated Total Employer Contribution	\$ 1,056,255	\$ 1,198,895
% of Projected Payroll (illustrative only)	37.211%	44.587%

<sup>1</sup> The results shown for Fiscal Year 2018-19 reflect the prior year valuation and may not take into account any lump sum payment, side fund payoff, or rate adjustment made after June 30, 2017.

<sup>2</sup> Section 2 of this report contains a list of Class 1 benefits and corresponding surcharges for each benefit.

<sup>3</sup> The normal cost difference is phased out over a five-year period. The phase out of normal cost difference is 100 percent for the first year of pooling, and is incrementally reduced by 20 percent of the original normal cost difference for each subsequent year. This is non-zero only for plans that joined a pool within the past 5 years. Most plans joined a pool June 30, 2003, when risk pooling was implemented.

<sup>4</sup> See page 9 for a breakdown of the Amortization Bases.



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

**Steve M. Kovacs**  
**Fire Chief**

Date: June 12, 2019  
To: Board of Directors  
From: Steve M. Kovacs, Fire Chief  
Subject: Agenda Item 5.1

---

## **Recommendation**

Approve the revised Agreement for Administrative Services between Scotts Valley Fire Protection District and Branciforte Fire Protection District.

## **Discussion**

The revised Agreement contains the items discussed between the two district's Finance Committees, to reflect the true costs of services provided to Branciforte Fire Protection District and the transition overview. The revisions are recommend by the Scotts Valley Finance Committee and have been reviewed by fire district counsel.

Board of Directors  
Robert Campbell Edward Harmon Joseph Parker Russ Patterson Daron Pisciotta

1 AGREEMENT  
2 for  
3 ADMINISTRATION OF FIRE SERVICES  
4 between  
5 THE SCOTTS VALLEY FIRE PROTECTION DISTRICT  
6 and  
7 THE BRANCIFORTE FIRE PROTECTION DISTRICT  
8

9 This Agreement is made and entered into this ~~15th-1st~~ day of ~~September~~July  
10 201~~96~~, by and between the Scotts Valley Fire Protection District (hereafter SCO) and the  
11 Branciforte Fire Protection District (hereafter BRN), both independent government  
12 entities created under the laws of the State of California and supersedes the Agreement  
13 made and entered into on the 9th day of September, 2015 and amended on the 15<sup>th</sup> day of  
14 September, 2016.

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15  
16 1. DEFINITIONS:

17  
18 (a) As used in this Agreement, the term "administration of fire services" shall  
19 mean all activities and functions exercised by the BRN in conducting its  
20 business under authorization of statutes, regulations, ordinances, codes,  
21 rules, policies and procedures.  
22

23 2. PARTIES:

24  
25 SCO and BRN are duly established and existing legal entities and fire  
26 protection districts existing pursuant to Sections 13800, et seq. of the Health  
27 and Safety Code of the State of California and both have the authority to enter  
28 into contracts, including contracts with other public agencies, for purposes of  
29 providing services, including but not limited to the field of administration.  
30

31 3. TERM OF THE AGREEMENT:

32  
33 This Agreement shall become effective on ~~October~~July1, 201~~96~~, and shall  
34 remain in force unless terminated pursuant to the provisions of this  
35 Agreement.  
36

37 4. PURPOSE AND INTENT OF PARTIES:

38  
39 This Agreement is consistent with the desires of both parties to act on the  
40 Santa Cruz County Civil Grand Jury's (Santa Cruz County Fire Protection  
41 Districts) Recommendation 6: "Branciforte Fire Protection District should  
42 negotiate with Scotts Valley Fire Protection District for the provision of  
43 managerial oversight of administration and operations by Scotts Valley." This  
44 agreement for managerial oversight of administration and operations could  
45 enhance public safety and the general welfare of the Branciforte Fire  
46 Protection District.  
47  
48  
49

1  
2 5. BRN OBLIGATIONS:  
3

- 4 (a) BRN shall take all steps required to delegate full authority for  
5 administration, implementation and enforcement of fire services for the  
6 BRN to the SCO CHIEF and Battalions Chiefs (herein BC's) during the  
7 entire term of this Agreement.  
8  
9 (b) BRN shall furnish all equipment, supplies, records, reports and facilities  
10 necessary for the SCO CHIEF and BC's to perform all functions set forth  
11 in 5(a) administration of fire services above for BRN.  
12  
13 (c) BRN shall reimburse SCO ~~\$2,200.00~~ 105,727 for fiscal year 2019/2020 per  
14 month for administration of fire services plus \$715.00 per month for  
15 accounts payable, deposits and payroll support. BRN will be invoiced  
16 monthly by way of 12 monthly installments, and Monthly invoices will  
17 become due upon receipt. CHIEF and BC's Duty Chief Coverage and  
18 Emergency Responses will not be billed as part of this agreement unless  
19 such coverage or emergency response is reimbursable by existing  
20 Ordinances, Resolutions, Cooperative Agreements or State and Federal  
21 Disaster Declarations. The above amount includes a 10% Administrative  
22 Fee to cover fuel and/or incidental expenses not easily tracked. The above  
23 Fee shall be adjust annually for COLAs based on SCO MOUs or special  
24 projects, as agreed upon by both the SCO and BRN Boards. In the event  
25 an SCO employee is loaned to BRN to augment staffing, BRN shall be  
26 billed by SCO for actual costs of said employee.  
27  
28 (d) BRN shall provide its Volunteer Firefighters to augment SCO's Paid Call  
29 Firefighter Program and provide Workers' Compensation Insurance  
30 coverage for its Volunteer Firefighters.  
31  
32 (e) BRN shall maintain during the term of this Agreement, comprehensive  
33 liability insurance coverage, at a level equal to or greater than its current  
34 limits, which names SCO as an additional insured and indemnifies SCO,  
35 and its Fire Chief, and Battalion Chiefs against and from, any and all  
36 claims arising from errors, omissions and/or negligent or intentional  
37 conduct by BRN which may occur in performing the duties and  
38 obligations expressed in this Agreement.  
39  
40 (e)(f) BRN shall budget for and hire a Battalion Chief (herein BRN BC)  
41 during the 2019/2020 Fiscal Year to specifically work with the SCO Fire  
42 Chief, who will mentor and train the BRN BC, in order to allow the BRN  
43 BC to assume the BRN responsibilities of the SCO Fire Chief. SCO and  
44 BRN shall jointly agree on a proposed timeline with benchmarks for the  
45 systematic shift of responsibilities to the BRN BC. Said benchmarks shall  
46 correspond to an agreed upon reduction in the amount paid to SCO.

47  
48 6. SCO OBLIGATIONS:  
49

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1 (a) SCO agrees to provide its Fire Chief, (hereafter CHIEF), and its Battalion  
2 Chiefs, (hereafter BC's), to provide administration of fire services for  
3 BRN. The CHIEF shall be deemed to be the Fire Chief and the BC's shall  
4 be deemed to be the Assistant Chief(s) for BRN for purposes required by  
5 law. The CHIEF and BC's will devote sufficient time, ability and  
6 attention to the business of BRN during the term of this Agreement.  
7

8 (b) The CHIEF and BC's shall be employees of SCO, shall retain all rights  
9 and privileges of employment thereof, and shall be governed by and  
10 operate under the rules, regulations, policies, procedures and employment  
11 agreements of SCO. The CHIEF will report directly to BRN's Board of  
12 Directors while performing administration of fire services for BRN and  
13 will be governed by and operate under the rules, regulations, policies and  
14 procedures of the BRN during that time. BC's will continue to report  
15 directly to the CHIEF.  
16

17 (c) SCO shall be responsible for salaries and employee benefits provided to  
18 its Fire Chief and Battalion Chiefs.  
19

20 (d) SCO shall provide Workers' Compensation Insurance coverage for its Fire  
21 Chief and Battalion Chiefs, as well as General Liability, Automobile, and  
22 Public Officials and Management Liability Coverage, at limits equal to or  
23 exceeding its current policy and listing BRN as an Additional Insured for  
24 losses arising out of or in any way related to acts or omissions by SCO  
25 connected with the administration of fire services by SCO for BRN.  
26

27 ~~(d)(e)~~ SCO shall provide mentoring and training to the BRN BC provided  
28 by BRN in accordance with the jointly agreed upon timeline and  
29 benchmarks.  
30

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31 7. HOLD HARMLESS:  
32

33 (a) BRN shall hold harmless, and shall indemnify SCO, its Fire Chief,  
34 Battalion Chiefs, officers, employees and agents, from any and all costs,  
35 damages, claims, fees (including attorney fees or other court related costs  
36 or expenses) or other losses arising out of or in any way related to  
37 incidents occurring prior to the effective date of this Agreement, or arising  
38 out of or in any way related to acts or omissions of the BRN Board of  
39 Directors or any other BRN employees during the term of this Agreement.  
40 In the event of any such claims or lawsuits, BRN agrees to resist and  
41 defend said claims or lawsuits by counsel reasonably satisfactory to SCO.  
42

43 (b) BRN shall hold harmless, and shall indemnify SCO, its Fire Chief,  
44 Battalion Chiefs, officers, employees and agents, from any and all costs,  
45 damages, claims, fees (including attorney fees or other court related costs  
46 or expenses) or other losses arising out of or in any way related to the acts  
47 or omissions of the CHIEF and/or BC's in the performance of those duties  
48 and functions of the Fire Chief and Assistant Chief of BRN as delegated  
49 by the BRN Board of Directors, wherein those acts or omissions by the

CHIEF and/or BC's arise out of, or are in any way related to, negligent acts, intentional conduct or omissions by BRN employees or BRN Board of Directors in the administration of fire services by SCO on behalf of and for BRN. In the event of any such claims or lawsuits, BRN agrees to resist and defend said claims or lawsuits by counsel reasonably satisfactory to SCO.

(c) SCO shall hold harmless, and indemnify BRN, its officers, agents and employees from any and all costs, damages, claims, fees (including attorney fees or other related costs or expenses) or other losses arising out of or in any way related to acts or omissions of the SCO Board of Directors or any SCO employee in the performance of their jobs or duties on behalf of SCO or as directed by the SCO Board of Directors, except those jobs and duties performed by SCO on behalf of BRN in accordance with this Agreement as specified and described in 7(b) above. SCO agrees to resist and defend said claims or lawsuits against BRN by counsel reasonably satisfactory to BRN.

8. TERMINATION:

Either party may terminate this Agreement upon providing the party with sixty (60) days written notice of its intent to terminate.

9. SAVINGS CLAUSE:

In the event any part of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, the remainder of this Agreement shall be and remain in full force and effect unless the deletion of the invalid or unenforceable portion frustrates the purpose and intent of this Agreement.

THE PARTIES HERETO have executed this Agreement on the date specified.

BOARD OF DIRECTORS OF THE  
SCOTTS VALLEY FIRE  
PROTECTION DISTRICT

BOARD OF DIRECTORS OF THE  
BRANCIFORTE FIRE  
PROTECTION DISTRICT

~~Alan L. Smith~~ Russ Patterson, Vice President  
~~O'Connell, Chair~~ President

~~Benjamin F. Cahill~~ Pat

Date

Date

APPROVED AS TO FORM:

Phillip A. Passafiume, Attorney

9/16/2016

Page 4 of 4



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

**Steve M. Kovacs**  
Fire Chief

Date: June 12, 2019  
To: Board of Directors  
From: Chief Kovacs  
Subject: Administrative Report

Incident Type	March		April		May		Year To Date	
	2018	2019	2018	2019	2018	2019	2018	2019
Fires	1	2	5	2	2	1	11	14
Explosion / Rupture	0	0	0	0	0	0	0	1
EMS	105	104	106	103	105	119	528	543
Hazardous Condition	7	6	3	6	5	6	28	47
Service Calls	14	19	11	19	8	20	65	91
Good Intent	41	40	33	41	28	26	163	189
False Alarms	8	8	4	8	9	17	41	63
Severe Weather	0	0	0	0	0	0	0	2
Totals	176	179	162	179	157	189	836	950

## Operations

- E2538 is in service at Station 1 and E2537 has been moved to Station 2 for two Type 3 engines in service

## Training

- FF Nehf is progressing well, FFII Bridges has completed his 21 Month test and did extremely well
- FF Avila successfully completed the Probationary Firefighter II program
- FF Post successfully completed his 6 month exam
- All shifts attended the county wildland movement drill at the Ben Lomond Training Center
- Captain Vandervoort has completed requirements for Captain I and received a step increase to Captain II

## Administration

- Secretary Receptionist Mayfield attended the local quarterly AFSS meeting at Central Fire
- Child Passenger Safety Program – Secretary Receptionist Bridges inspected 3 car seats in May

## Prevention/Community Risk Reduction

- Plan Reviews and Permits Approved: 11
- Inspections: 24
- LE 100 Inspections: 3

## Board of Directors

Robert Campbell   Edward Harmon   Joseph Parker   Russ Patterson   Daron Pisciotta

- Complaints investigated: 3
- Meetings: 7
- Other: Vandervoort attended S-270 and S-219  
Assisted with Central Coast Alliance for Health Evacuation Drill

**Fire Chief Activities:**

- Meeting with CalFire regard potential Fuel Reduction Projects
- Panel member for SLVHS Internship Program
- Guest Reader – Brook Knoll School 2<sup>nd</sup> and 3<sup>rd</sup> Grade Classes
- NetCom Users Meeting
- Scotts Valley Interagency Committee Meeting
- Guest Speaker at Active Sports in Scotts Valley
- Staff Meeting – SVFD
- Staff Meeting – BFPD
- Annual Joint Chief's Meeting with Monterey County
- County Health and Wellness Meeting
- City Manager's Going Away Get Together
- Hometown Heroes Event
- FDAC Conference Call
- EMSIA Meeting
- County Chief's Meeting
- Meeting with AMR
- IAFC Leadership Webinar
- FDAC Education Committee Conference Call
- OES Region 2 Pre-Fire Season Meeting
- Key Note Speaker – Calaveras Firefighter Academy Graduation
- State Emergency Management Preparedness Summit – Sacramento
- Finance Meeting
- Attended MPC Firefighter Academy Graduation
- CalPERS Webinar
- Legislative Task Force Conference Call
- Meeting with Red Cross





Scotts Valley Host Lions Club  
PO Box 66602  
Scotts Valley CA 95066



May 10, 2019

Scotts Valley Fire Protection District  
7 Erba Lane  
Scotts Valley, CA 95066  
Attn: Chief Kovacs

Dear Chief Kovacs,

On behalf of the Board of Directors of our club please accept this check as a token of thanks for the use of your conference room each month. We appreciate your willingness to let us use the space.

If possible we'd like this to be used towards your community education programs.

With my thanks and kind regards,

Lisa Bustichi  
President  
Scotts Valley Host Lions Club

*Thank You!*

*\$500.00 DONATION*