



**Board of Directors
Regular Meeting Agenda
Wednesday, August 14, 2024, 6:00 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.

Teleconferencing Notice

Director Hurst will be joining the meeting via teleconference from the following location:
1102 N. Stevens St Tacoma, WA 98406

1. Opening Business

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

2. Special Presentations and Introductions

- 2.1 Promotion and Badge Pinning Presentation: Captain Neil Cahir

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



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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 July 10, 2024

5.2 Approve SVFPD Claims Disbursements for the Month of July 1, 2024 through July 31, 2024 in the Amount of:

Payroll and Benefits:	\$ 2,394,374.08*
General Fund:	\$ 176,502.87**
Capital Outlay:	\$ 36,131.25
SCHMIT:	\$ <u>2,631.02</u>
TOTAL:	\$ 2,609,639.22

** Includes CalPERS unfunded actuarial liability (UAL) lump-sum prepayment \$1,209,214 and Workers Compensation Insurance payment \$539,390 Board approved 7/10/2024*

***Includes McNeil and Company District Insurance payment \$62,904 Board approved 7/10/2024*

5.3 Approve Intergovernmental Agreement for Motor Vehicle Repairs with the Central Fire District of Santa Cruz County

5.4 Surplus of District Owned Property

- Board Comment/Questions:
- Public Comment:
- Move: _____ Second: _____ Roll Call Vote: _____

6. Discussion Items

6.1 La Madrona Fire Station Planning Update

- Board Comment/Questions:
- Public Comment:

7. Public Hearing I/Action 7.1-7.2

7.1 Scheduled Public Hearing for the SVFPD Final Budget for Fiscal Year 2023/2024:

685010	General Fund:	\$15,675,347
685030	Capital Outlay Zone A:	\$ 2,287,035
685040	SCHMIT:	\$ 707,850



Public Hearing Process: SVFPD staff will make a summary of the proposed budget. The Board President will ask for public comment. Each speaker should raise their hand, and state their name and address. Each speaker will be allowed three (3) minutes in an effort to have as much public input as possible. Upon completion of the public hearing, the matter will be brought before the Board.

7.2 Receive Public Comment and Adopt Resolution 2024-11: Resolution Adopting Final Budget for Fiscal Year 2024/2025 and Addressing Account Adjustments Post-Consolidation of Branciforte Fire Protection District

- Public Comment:
- Move: _____ Second: _____ Roll Call Vote: _____

8. Public Hearing II/Action 8.1-8.2

8.1 Scheduled Public Hearing for Ordinance 2024-1: Weed Abatement

Public Hearing Process: SVFPD staff will make a summary of the proposed Ordinance. The Board President will ask for public comment. Each speaker should raise their hand, and state their name and address. Each speaker will be allowed three (3) minutes in an effort to have as much public input as possible. Upon completion of the public hearing, the matter will be brought before the Board.

8.2 Receive Public Comment and Adopt Ordinance 2024-1: Weed Abatement

- Public Comment:
- Move: _____ Second: _____ Roll Call Vote: _____

9. Closed Session: Government Code §54957

9.1 Closed Session Conference with Legal Counsel – Threatened/Anticipated Litigation

Significant exposure to litigation pursuant to Government Code sections 54956.6(d)(2) and 54956.6(e)(2): 1 case based regarding Agreement for Bond Counsel Services between the Scotts Valley Fire Protection District and the Weist Law Firm.

10. Open Session: Government Code §54957.1

10.1 Report on closed session



11. Action Items – Discussion/Action

11.1 Resolution 2024-12 Sending Notice Terminating the Weist Law and CalMuni Professional Services Agreements and Ratifying the CFG Finances and Stradling Law Professional Services Agreement

11.2 Appointment of Ad Hoc Committee For Labor Negotiations

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

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

12.1 Board of Directors Report – Directors

12.2 Administrative Report – Chief Officers

13. Correspondence

13.1 Incident Follow-Up: Thank you card from the Chates Family

13.2 Email dated July 10, 2024 from Becky Steinbruner

13.3 Thank you drawing from Isabelle Hackworth- 5 years old

13.4 Incident Follow-Up: Thank You Email from Jeff Maxwell, Fire Chief, Zayante Fire Protection District

14. Request for Future Agenda Items

15. Adjournment

Next Regularly Scheduled Board Meeting: Wednesday, September 11, 2024 at 6:00 p.m.



MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF July 10, 2024

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, July 10, 2024 at the City of Scotts Valley Council Chambers. President Parker called the meeting to order at 6:02 p.m. and provided a teleconferencing notice for Director Pisciotta.

1.2 Pledge of Allegiance and Moment of Silence

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

1.3 Roll Call

Director(s) Present:	President Joe Parker (JP) Vice President Adam Cosner (AC) Director Kris Hurst (KH) Director Russ Patterson (RP)
Director(s) Virtual at Alternate Location:	Director Daron Pisciotta (DP)
Director(s) Absent:	N/A
Fire District Staff:	Chief Correira Battalion Chief McNeil Deputy Fire Marshal Collins Administrative Services Manager Rodriguez

2. Special Presentations and Introductions

2.1 Survey Results Presentation: EMC Research

Ian Stewart is the Senior Principal from the polling firm EMC Research. Stewart gave a PowerPoint presentation via zoom for the Board on the Bond Measure survey results from recent polling of Scotts Valley residents.

The survey was conducted June 13 – 23, 2024 via a multimodal approach using telephone (landline and cell phone), text messages, and email invitations to a web survey. The sample universe for this project was those likely to vote in a November 2024 election in the Scotts Valley Fire District pulled from voter profile information. A total of 300 interviews were conducted with an overall margin of error $\pm 5.7\%$ points. Respondents were selected at random from this likely November 2024 universe, and were contacted multiple times and offered the opportunity to participate before being replaced with another randomly selected respondent. Results were checked against the expected November 2024 universe and



weighted as necessary to reflect the demographic and geographic makeup of the District. The results can be projected to all likely November 2024 voters in the district.

Participants were asked a variety of questions in regards to favorability towards the district and the potential tax measure. The survey polled on the support for the tax measure as presented with a 70% favorability before asking participants to rate a series of topics on level of importance. The list of topics were items that could be included in the fire protection bond measure, such as maintaining life-saving emergency medical services, strengthening wildfire protection and prevention, ensuring the fire station is structurally sound, improving 911 response times, investing in new fire engines and safety/rescue equipment, installing solar arrays and modern heating and cooling systems, building a new training facility for firefighters, moving the fire station closer to Scotts Valley's population centers, and building a new emergency coordination center. After rating the series of topics on importance, the participants were again asked about their support on the tax measure, resulting in 69% favorability.

The key finding of the survey was that support for the fire protection bond measure is slightly above the threshold for passage in November, but within the margin of error of the survey. The measure is susceptible to opposition messaging focusing voters on the cost, and the burden of several tax measures on the ballot could combine to suppress support, if voters are not reminded of the tangible benefits of enhancing fire services. The fire district is viewed very favorably by voters, as are local fire and police departments. Trust of the district to manage tax dollars is also high, relative to what we see for some other local government institutions. Voters are motivated by maintaining lifesaving medical services, keeping response times low, and strengthening our preparation for wildfires and other natural disasters. And moving the fire station to be closer to population centers is not seen as overly important, and other facilities-focused elements fall low in terms of importance.

Public Comment:

- Marilyn Kuskht inquired if Branciforte Fire District members were involved in the survey.
- Chief Correira confirmed residents of the Branciforte Fire District were included in this survey.
- Becky Steinbruner inquired if any controlled survey participants were from the Branciforte area, if the survey was available in any language other than English, what percentage of the survey participants are property owners, and where was information pulled from to gather who was most likely to vote.
- Chief Correira confirmed that, statistically, it is likely that a portion of the randomly selected survey participants are from the unincorporated rural area around the district. The Chief also stated the percentage of survey participants that were property owners was 66%.
- Stewart stated that Spanish was not included because the level of language isolation in the district was not high enough to statistically affect the survey results. Stewart also stated information was collected from a variety of sources to provide contact



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information and vote history information, but much of the information came from the County.

3. Public Comment (GC §54954.3)

- Becky Steinbruner expressed appreciation for publicizing the board meeting on the Branciforte Fire Station marquee. She also asked the Board to consider writing a letter to Santa Cruz County LAFCO, requesting funding for district-based elections, and emphasized the importance of the district hiring a demographer.

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

- No Agenda Amendments.

5. Consent Calendar

5.1 Minutes: Approve Regular Board Meeting Minutes and Special Board Meeting Minutes of June 12, 2024

5.2 Approve SVFPD Claims Disbursements for the Month of June 1, 2024 through June 30, 2024 in the Amount of:

Payroll and Benefits:	\$ 658,591.69
General Fund:	\$ 59,877.34
Capital Outlay:	\$ 41,706.38
SCHMIT:	\$ 418.24
TOTAL:	\$ 760,593.65

5.3 Authorize Payment to Santa Cruz County Fire Agencies Insurance Group in the Amount of \$539,390.00 for Workers Compensation Insurance for the 2024/2025 Fiscal Year

5.4 Authorize Payment to CalPERS in the amount of \$1,209,214 for the Safety Plan's Unfunded Liability Annual Lump Sum Prepayment Option for the 2024-25 Fiscal Year

5.5 Adopt Resolution 2024-9 – Resolution Directing Termination of Measure T Parcel Tax of the Former Branciforte Fire Protection District, and Taking Related Actions

Board Comment/Questions: None

Public Comment:

- Becky Steinbruner wanted to commend the board on the termination of Measure T.

Motion to Approve the Consent Calendar Items 5.1-5.5

Move: AC

Second: KH

Roll Call Vote: 5-0



6. Discussion Items

6.1 La Madrona Fire Station Planning

Cathy Dominico is a Managing Partner specializing in strategic consulting from Capital Public Finance Group (Capital PFG). Dominico gave a PowerPoint presentation for the Board on funding considerations of the La Madrona Fire Station.

The district's capital needs include a new fire station and a fire support facility. The current fire station at Erba Land does not meet essential service, building, and safety standards, and the support facility is necessary to accommodate the growing service population. The estimated cost for these projects is \$26.5 million, with \$24.5 million currently unfunded. Fire Districts have limited options to raise capital revenue, which include seeking a parcel tax, a special tax, or general obligation bond. All of these funding mechanisms currently require 2/3 voter approval. Parcel tax and special tax would cost the average taxpayer \$180 to \$215 per year, while a general obligation bond would be about \$110 per year over the life of the bond. This results in the general obligation bond being the most efficient option for the district and taxpayers.

Over the past 10 years, the District's assessed value has grown by an average of 5.56% per year including the Branciforte community. This means the District is able to issue general obligation funds efficiently. Should the District continue to grow at 5.5%, the tax rates would lower. Over the life of the bond, tax rates would average \$17 per 100,000 of assessed value. Even at the peak, the average taxpayer would pay \$160 per year.

The resolution includes the bond authorization amount, a 75-word ballot statement, full text of the measure (including key findings, accountability requirements, and bond project list), tax rate statement, and proposition 5 (ACA 1/10) compliance. The ballot statement was comprised of those really high supported items from the survey and developed by the fire station committee, staff, and consulting team.

7. Public Hearing/Action Items – Discussion/Action

7.1 Adopt Resolution 2024-8 Resolution of the Board of Directors of the Scotts Valley Fire District Ordering a General Obligation Bond Election, and Authorizing Necessary Action in Connection Therewith.

Board Comment:

- KH: Shared that she was under the impression that the primary reason for building the new station was for safety purposes and felt that the language of the ballot statement did not adequately reflect this goal. KH does not want the ballot statement, as presented, to appear disingenuous to the voters or to be seen as a marketing tactic.
- AC: Stated he believed strategic location is as important in building a new station. AC does not view the ballot statement, as presented, as a marketing tactic but rather as an effort to reflect the community's opinions and priorities based off the survey results.
- JP: Agreed with Director Hurst with the importance of noting the need to replace a structurally unsafe fire station.
- RP: Did not feel the language needed to be adjusted based on the survey results.



- DP: Stated he agreed with both sides of the issue on the ballot language.
- Cathy Dominico: As presented, the ballot statement allots for four additional words before hitting the max of 75 words. In an effort to address the Board's concern, she suggested adding "to construct a seismically safe" strategically located station.

Public Comment:

- Becky Steinbruner expressed appreciation for the presentation and commended Director Hurst and President Parker for prioritizing the public's trust in the creation of the ballot statement. Steinbruner commented on senior exemptions, inquired clarification on what public oversight includes, asked the board to look into local partnerships to bring costs down on the project, and inquired about funding through a Prop 218 vote.

Cathy Dominico responded to Steinbruner's comments and questions, clarifying that senior exemptions do not apply to general obligation bonds. She mentioned that the Citizen's Oversight Committee, in relation to Prop 5, is still being developed but is expected to function similarly to the oversight of school district general obligation bonds. Dominico also explained that Prop 218 applies to benefit assessment districts, which are not used as a funding mechanism for capital improvements, such as the construction of a new fire station.

- Vicki Miller inquired about what is included in the architect's estimate and what would happen if the estimated amount is insufficient.

Chief Correia responded to Miller's inquiry by explaining that RRM Architects developed the plan and that the project estimates from last year have been revised. The updated costs account for construction cost increases, the potential need for an engineered foundation, and geotechnical studies.

Motion to Adopt the Amended Resolution 2024-8

Move: *AC*

Second: *KH*

Roll Call Vote: *5-0*

7.2 Adopt Resolution 2024-10 Resolution of Intent to Adopt an Ordinance Establishing Weed Abatement Program and Providing for Collecting the Expense of Abatement

Introduction of Ordinance 2024-1: Weed Abatement (First Reading)

- Deputy Fire Marshal Collins explained that if the resolution is adopted, she would present the ordinance at the next board meeting for the public hearing process and approval.

Board Comment/Questions: None

Public Comment: None

Motion to Adopt Resolution 2024-10 as presented

Move: *AC*

Second: *RP*

Roll Call Vote: *5-0*



7.3 Authorize Payment to McNeil and Company in the amount of \$62,904 for District Commercial Package and Umbrella Coverage, and Commercial Inland Marine Insurance.

- Chief Correira explained the main reason this item is on the agenda for approval is due to the amount being outside the District's signing authority without board approval. The Chief further explained this is a renewal of our insurance policy, with the only difference being that the Branciforte Fire District station would not have property damage insurance due to the high cost of insuring it.

Board Comment/Questions:

- JP: sought clarification on whether the previous coverage for the Branciforte station could continue as a separate, single-policy coverage. Chief Correira confirmed that having a separate policy was unfortunately not an option.

Public Comment:

- Becky Steinbruner inquired whether this included liability insurance for the Branciforte Fire Station. Chief Correira clarified that while there would be liability insurance for people on the property, there would specifically be no property damage insurance.

Motion to Approve Payment as presented

Move: AC

Second: KH

Roll Call Vote: 5-0

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

8.1 Board of Directors Report – Directors

- None

8.2 Administrative Report – Chief Officers

- Battalion Chief McNeil: Gave an update on the reconstruction type one apparatus bill. The apparatus committee met with Golden State to go over improvements that will be made, with a completion date of early 2025.
- Chief Correira revisited the issue of the ongoing radio challenges the district is experiencing. He informed the board that the county is still in the process of going out for bid for the radios, with the closing date extended to September 15th. The county has also brought on an additional consultant to help lead the process. The Chief informed the board that Engine 2538 is out on the strike team, along with two of the district's battalion chiefs. Chief Correira expressed appreciation to the Organization and Personnel Committee for their assistance with the Admin Confidential agreement. Lastly, he thanked the board for having a spirited discussion. discussion on the bond measure. He shared he appreciated the difference of opinions



but happy to see through discussion they were able to land in a place that satisfied the group and now it will be in the hands of the public to decide whether or not the bond is something they want to fund.

Public Comment:

- Becky Steinbruner commented on the low-impact camping ordinance that was presented to the County Board of Supervisors, expressing concern for residents living in rural areas. She asked the board to monitor the outcome of the ordinance.

9. Correspondence

- None

10. Request for Future Agenda Items

- No future agenda items requested.

11. Closed Session: Government Code §54957

11.1 Public Employee Performance Evaluation

Title: Fire Chief

At 8:00 p.m., Board President Parker announced the Board Closed Session for the purpose listed in Item 11.1.

12. Open Session: Government Code §54957.1

12.1 Report on closed session

At 8:32 p.m. the Board reconvened to Open Session and President Parker reported on Item 11.1

- *Information was received, and direction was given. No Action taken.*

13. Adjournment

The meeting was adjourned at 8:33 p.m.

Next Regularly Scheduled Board Meeting: Wednesday, August 14, 2024 at 6:00 p.m.

Scotts Valley Fire Protection District (SVFPD)

Date: August 14, 2024
To: Board of Directors
From: SVFPD
Subject: Approve Claim Disbursements

SVFPD Claims have been approved for payment out of SVFPD Funds totaling \$ 2,609,639.22

These payments have been approved by the Board of Directors during their meeting on August 14, 2024

July 2024/2025 F.Y.

685010- Payroll and Benefits:	\$2,394,374.08
685010- General Fund:	\$ 176,502.87
685030- Capital Outlay:	\$ 36,131.25
685040- SCHMIT:	\$ 2,631.02

ATTEST _____

Joe Parker
Board President

Mark Correira
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]
 Run: 2024-08-08 11:50 AM

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditures	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												
2025	01	7/01/2024	SA0240000RV		XP	685010	50	51000	77,524.78	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	51000	-161,681.88	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	51000	2,059.90	4850 TD 6/25-7/8/24 Avila	C99999	
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	51000	-162,323.64	PAYPERIOD 15PAYDATE 07262024		
2025	01	7/25/2024	DU107954	DU107954	XP	685010	50	51000	176.76	4850 TD Avila 7/9-7/10/24	C99999	
Total 51000 – REGULAR PAY-PERMANENT									-244,244.08			
Object: 51005 – OVERTIME PAY-PERMANENT												
2025	01	7/01/2024	SA0240000RV		XP	685010	50	51005	6,083.78	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	51005	-49,642.32	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	51005	-136,718.95	PAYPERIOD 15PAYDATE 07262024		
Total 51005 – OVERTIME PAY-PERMANENT									-180,277.49			
Object: 51010 – REGULAR PAY-EXTRA HELP												
2025	01	7/01/2024	SA0240000RV		XP	685010	50	51010	1,264.29	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	51010	-2,558.73	PAYPERIOD 14PAYDATE 07122024		
Total 51010 – REGULAR PAY-EXTRA HELP									-1,294.44			
Object: 51035 – HOLIDAY PAY												
2025	01	7/01/2024	SA0240000RV		XP	685010	50	51035	6,395.82	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	51035	-12,754.29	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	51035	-13,220.96	PAYPERIOD 15PAYDATE 07262024		
Total 51035 – HOLIDAY PAY									-19,579.43			
Object: 51040 – DIFFERENTIAL PAY												
2025	01	7/01/2024	SA0240000RV		XP	685010	50	51040	4,089.32	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	51040	-8,107.75	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	51040	-8,107.75	PAYPERIOD 15PAYDATE 07262024		
Total 51040 – DIFFERENTIAL PAY									-12,126.18			
Object: 52010 – OASDI-SOCIAL SECURITY												
2025	01	7/01/2024	SA0240000RV		XP	685010	50	52010	1,451.49	REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	52010	-3,549.13	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	52010	-4,813.10	PAYPERIOD 15PAYDATE 07262024		
Total 52010 – OASDI-SOCIAL SECURITY									-6,910.74			
Object: 52015 – PERS												
2025	01	7/01/2024	SA0240000RV		XP	685010	50	52015	15,966.79	REVERSE SA0240000		
2025	01	7/05/2024	JV15215		XP	685010	50	52015	0.29	SV FIRE W/O SMALL PERS BAL		
2025	01	7/05/2024	JV15215	MERGED SV FIRE	XP	685010	50	52015	0.33	B40 FIRE W/O SMALL PERS BAL		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	52015	-33,364.07	PAYPERIOD 14PAYDATE 07122024		
2025	01	7/17/2024	SD17SVR2324		XP	685010	50	52015	-1,133.00	SD17 CALPERS SURV BNFT 23/24	V116512	16178
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	52015	-33,640.79	PAYPERIOD 15PAYDATE 07262024		
2025	01	7/26/2024	2425ANNUAL		XP	685010	50	52015	-1,241,974.00	SV FIRE 24/25 UAL	V116512	16184
Total 52015 – PERS									-1,294,144.45			
Object: 53010 – EMPLOYEE INSURANCE & BENEFITS												
2025	01	7/01/2024	SA0240000RV		XP	685010	50	53010	-496.68	REVERSE SA0240000		
2025	01	7/01/2024	SA0240000RV		XP	685010	50	53010	625.00	REVERSE SA0240000		
2025	01	7/02/2024	0724SVFD		XP	685010	50	53010	-444.55	RONZANO, CHRIST SVFD Health In	V111324	80069705
2025	01	7/02/2024	0724SVFD		XP	685010	50	53010	-1,472.62	BIDDLE, MIKE SVFD Health Ins.	V105980	80069701
2025	01	7/02/2024	0724SVFD		XP	685010	50	53010	-739.30	MCMURRY, MICHAEL SVFD Health In	V105430	80069703

2025	01	7/02/2024	0724SVFD		XP	685010	50	53010	-432.63 PHINN, MIKE SVFD Health Ins. 7	V103782	80069704
2025	01	7/02/2024	0724SVFD		XP	685010	50	53010	-794.44 VANDERVOORT, GR SVFD Health In	V122411	80069707
2025	01	7/02/2024	0724SVFD		XP	685010	50	53010	-705.06 WHITTLE, RON SVFD Health Ins.	V102822	80069708
2025	01	7/02/2024	0724SVFD		XP	685010	50	53010	-843.00 THEILEN, LOTHAR SVFD Health In	V117701	80069706
2025	01	7/02/2024	0724SVFD		XP	685010	50	53010	-703.45 LOFRANCO, SAL SVFD Health Ins.	V105221	80069702
2025	01	7/09/2024	0724SVFD		XP	685010	50	53010	-1,464.36 FIRE RISK MANAG SVFD	V45930	00463457
2025	01	7/09/2024	0724SVFD		XP	685010	50	53010	-5,349.54 HEALTH CARE EMP SVFD Group 367	V108670	00463459
2025	01	7/10/2024	JUL24HLTH		XP	685010	50	53010	-72,567.73 SV FIRE JULY 2024	V116512	16142
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	53010	-1,250.00 PAYPERIOD 14PAYDATE 07122024		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	53010	993.35 PAYPERIOD 14PAYDATE 07122024		
2025	01	7/19/2024	0824SVFD		XP	685010	50	53010	-1,464.36 FIRE RISK MANAG SVFD	V45930	00464300
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	48.56 M.Marsano Jul24 Dental CK#293	C99999	
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	91.85 H.Bustichi Jul24 DentalCK#4239	C99999	
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	275.55 D.Grebil Jul-Sept24 Dental	C99999	
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	551.10 A.Knox DEntal Jul-Deec24CK#604	C99999	
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	48.56 M.Pasquini Jul24 DentalCK#1099	C99999	
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	48.56 D.Lipkowitz Jul24 DentalCK#798	C99999	
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	48.56 S.Downey Jul24 Dental CK#2400	C99999	
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	137.94 S.Kovacs Jul24 Dental	C99999	
2025	01	7/22/2024	DU107816	DU107816	XP	685010	50	53010	137.94 S.Kovacs Aug24 Dental	C99999	
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	53010	-1,250.00 PAYPERIOD 15PAYDATE 07262024		
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	53010	993.35 PAYPERIOD 15PAYDATE 07262024		
2025	01	7/25/2024	DU107954	DU107954	XP	685010	50	53010	91.85 H.Bustichi Aug24 DentalCK#4248	C99999	
2025	01	7/29/2024	0824SVFD		XP	685010	50	53010	-432.63 PHINN, MIKE SVFD Health Ins. 8	V103782	80070628
2025	01	7/29/2024	0824SVFD		XP	685010	50	53010	-1,472.62 BIDDLE, MIKE SVFD Health Ins.	V105980	80070624
2025	01	7/29/2024	0824SVFD		XP	685010	50	53010	-794.44 VANDERVOORT, GR SVFD Health In	V122411	80070631
2025	01	7/29/2024	0824SVFD		XP	685010	50	53010	-703.45 LOFRANCO, SAL SVFD Health Ins.	V105221	80070625
2025	01	7/29/2024	0824SVFD		XP	685010	50	53010	-705.06 WHITTLE, RON SVFD Health Ins.	V102822	80070632
2025	01	7/29/2024	0824SVFD		XP	685010	50	53010	-1,605.42 MCMURRY, MICHA E SVFD Health In	V105430	80070626
2025	01	7/29/2024	0824SVFD		XP	685010	50	53010	-444.55 RONZANO, CHRIST SVFD Health In	V111324	80070629
2025	01	7/29/2024	0824SVFD		XP	685010	50	53010	-843.00 THEILEN, LOTHAR SVFD Health In	V117701	80070630
Total 53010 – EMPLOYEE INSURANCE & BENEFITS									-92,886.72		
Object: 53015 – UNEMPLOYMENT INSURANCE											
2025	01	7/01/2024	SA0240000RV		XP	685010	50	53015	33.58 REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	53015	-72.88 PAYPERIOD 14PAYDATE 07122024		
Total 53015 – UNEMPLOYMENT INSURANCE									-39.30		
Object: 54010 – WORKERS COMPENSATION INSURANCE											
2025	01	7/12/2024	307243		XP	685010	50	54010	-539,390.00 SANTA CRUZ COUN SVFD	V104861	00463928
Total 54010 – WORKERS COMPENSATION INSURANCE									-539,390.00		
Object: 55021 – OTHER BENEFITS MISC											
2025	01	7/01/2024	SA0240000RV		XP	685010	50	55021	1,093.75 REVERSE SA0240000		
2025	01	7/10/2024	PAYPERIOD 14		XP	685010	50	55021	-2,287.50 PAYPERIOD 14PAYDATE 07122024		
2025	01	7/24/2024	PAYPERIOD 15		XP	685010	50	55021	-2,287.50 PAYPERIOD 15PAYDATE 07262024		
Total 55021 – OTHER BENEFITS MISC									-3,481.25		
Total 50 – SALARIES AND EMPLOYEE BENEF									-2,394,374.08		
Character: 60 – SERVICES AND SUPPLIES											
Object: 61110 – CLOTHING & PERSONAL SUPPLIES											
2025	01	7/31/2024	0724SVFD		XP	685010	60	61110	-77.00 U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61110 – CLOTHING & PERSONAL SUPPLIES									-77.00		
Object: 61215 – RADIO											
2025	01	7/09/2024	0724SVFD		XP	685010	60	61215	-40,622.00 SANTA CRUZ REGI SVFD	V13917	00463464
Total 61215 – RADIO									-40,622.00		
Object: 61221 – TELEPHONE-NON TELECOM 1099											
2025	01	7/31/2024	0724SVFD		XP	685010	60	61221	-2,541.49 U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61221 – TELEPHONE-NON TELECOM 1099									-2,541.49		

Object: 61310 – FOOD											
2025	01	7/31/2024	0724SVFD	XP	685010	60	61310	-119.94	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61310 – FOOD								-119.94			
Object: 61425 – OTHER HOUSEHOLD EXP-SERVICES											
2025	01	7/31/2024	0724SVFD	XP	685010	60	61425	-504.83	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61425 – OTHER HOUSEHOLD EXP-SERVICES								-504.83			
Object: 61535 – OTHER INSURANCE											
2025	01	7/19/2024	9565216	XP	685010	60	61535	-60,349.00	MCNEIL & COMPAN SVFD	V124152	00464301
Total 61535 – OTHER INSURANCE								-60,349.00			
Object: 61720 – MAINT-MOBILE EQUIPMENT-SERV											
2025	01	7/09/2024	003031	XP	685010	60	61720	-7,920.35	GOLDEN STATE EM SVFD PIE-0143	V129826	00463458
2025	01	7/09/2024	045649	XP	685010	60	61720	-84.48	GOLDEN STATE EM SVFD PIE-0143	V129826	00463458
2025	01	7/29/2024	046132	XP	685010	60	61720	-394.98	GOLDEN STATE EM SVFD PIE-0143	V129826	00464805
2025	01	7/29/2024	0724SVFD1	XP	685010	60	61720	-100.63	SCARBOROUGH LUM SVFD Acct 1169	V1233	80070610
2025	01	7/31/2024	0724SVFD	XP	685010	60	61720	-1,316.78	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61720 – MAINT-MOBILE EQUIPMENT-SERV								-9,817.22			
Object: 61725 – MAINT-OFFICE EQUIPMNT-SERVICES											
2025	01	7/09/2024	15845	XP	685010	60	61725	-2,033.07	PAGODA TECHNOLO SVFD	V125184	80070010
2025	01	7/26/2024	15722	XP	685010	60	61725	-224.20	PAGODA TECHNOLO SVFD	V125184	80070575
2025	01	7/26/2024	472531	XP	685010	60	61725	-22.39	MONTEREY BAY SY SVFD	V125978	80070516
2025	01	7/31/2024	0724SVFD	XP	685010	60	61725	-4,296.96	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61725 – MAINT-OFFICE EQUIPMNT-SERVICES								-6,576.62			
Object: 61730 – MAINT-OTH EQUIP-SERVICES											
2025	01	7/09/2024	SCOAS2025	XP	685010	60	61730	-2,000.00	SAN LORENZO VAL SVFD	V107826	00463463
2025	01	7/29/2024	0724SVFD	XP	685010	60	61730	-54.83	SCARBOROUGH LUM SVFD Acct 1169	V1233	80070610
2025	01	7/31/2024	0724SVFD	XP	685010	60	61730	-138.22	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61730 – MAINT-OTH EQUIP-SERVICES								-2,193.05			
Object: 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV											
2025	01	7/09/2024	4884	XP	685010	60	61845	-105.00	CERTIFIED BACKF SVFD	V31240	00463455
2025	01	7/09/2024	C4600	XP	685010	60	61845	-4,156.10	R & S REECTION SVFD	V112584	00463462
2025	01	7/29/2024	0724SVFD	XP	685010	60	61845	-750.00	CLAYTON, RANDY SVFD	V34995	00464803
2025	01	7/29/2024	0724SVFD2	XP	685010	60	61845	-46.24	SCARBOROUGH LUM SVFD Acct 1169	V1233	80070610
2025	01	7/29/2024	KK329243	XP	685010	60	61845	-595.00	ALL GOOD ELECTR SVFD	V47891	00464802
2025	01	7/31/2024	0724SVFD	XP	685010	60	61845	-184.34	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV								-5,836.68			
Object: 61920 – MEDICAL, DENTAL & LAB SUPPLIES											
2025	01	7/31/2024	0724SVFD	XP	685010	60	61920	-311.42	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61920 – MEDICAL, DENTAL & LAB SUPPLIES								-311.42			
Object: 62020 – MEMBERSHIPS											
2025	01	7/09/2024	02878	XP	685010	60	62020	-75.00	AFSS NORTHERN D SVFD - Bridges	V129524	00463310
2025	01	7/09/2024	02901	XP	685010	60	62020	-75.00	AFSS NORTHERN D SVFD - Jackson	V129524	00463310
2025	01	7/31/2024	0724SVFD	XP	685010	60	62020	-77.50	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
2025	01	7/31/2024	0724SVFD	XP	685010	60	62020	-400.00	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62020 – MEMBERSHIPS								-627.50			
Object: 62111 – MISCELLANEOUS EXPENSE-SERVICES											
2025	01	7/31/2024	0724SVFD	XP	685010	60	62111	-54.71	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62111 – MISCELLANEOUS EXPENSE-SERVICES								-54.71			
Object: 62219 – PC SOFTWARE PURCHASES											
2025	01	7/09/2024	1912	XP	685010	60	62219	-2,552.56	LOCALITY MEDIA SVFD	V39212	00463461
2025	01	7/09/2024	2024-65	XP	685010	60	62219	-2,032.00	STREAMLINE AUTO SVFD	V38876	00463466
2025	01	7/31/2024	0724SVFD	XP	685010	60	62219	-91.50	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62219 – PC SOFTWARE PURCHASES								-4,676.06			

Object: 62223 – SUPPLIES											
2025	01	7/31/2024	0724SVFD	XP	685010	60	62223	-377.65	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62223 – SUPPLIES								-377.65			
Object: 62301 – ACCOUNTING AND AUDITING FEES											
2025	01	7/29/2024	1454	XP	685010	60	62301	-7,475.00	PEHLING & PEHLI SVFD	V128403	80070627
Total 62301 – ACCOUNTING AND AUDITING FEES								-7,475.00			
Object: 62327 – DIRECTORS' FEES											
2025	01	7/24/2024	PAYPERIOD 15	XP	685010	60	62327	-2,000.00	PAYPERIOD 15PAYDATE 07262024		
Total 62327 – DIRECTORS' FEES								-2,000.00			
Object: 62358 – LAUNDRY SERVICES											
2025	01	7/31/2024	0724SVFD	XP	685010	60	62358	-387.20	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62358 – LAUNDRY SERVICES								-387.20			
Object: 62381 – PROF & SPECIAL SERV-OTHER											
2025	01	7/09/2024	0424SVFD	XP	685010	60	62381	-240.00	SMITH, ALAN J SVFD	V47452	00463465
2025	01	7/09/2024	0624SVFD	XP	685010	60	62381	-240.00	SMITH, ALAN J SVFD	V47452	00463465
2025	01	7/09/2024	203068	XP	685010	60	62381	-600.00	CENTRAL COAST C SVFD	V15383	00463454
2025	01	7/09/2024	269961	XP	685010	60	62381	-5,403.00	LIEBERT CASSIDY SVFD	V119863	00463460
2025	01	7/19/2024	203081	XP	685010	60	62381	-840.00	CENTRAL COAST C SVFD	V15383	00464299
2025	01	7/19/2024	57187	XP	685010	60	62381	-822.00	CSG CONSULTANTS SVFD	V121100	80070396
Total 62381 – PROF & SPECIAL SERV-OTHER								-8,145.00			
Object: 62715 – SMALL TOOLS & INSTRUMENTS											
2025	01	7/31/2024	0724SVFD	XP	685010	60	62715	-208.41	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62715 – SMALL TOOLS & INSTRUMENTS								-208.41			
Object: 62888 – SPEC DIST EXP-SERVICES											
2025	01	7/31/2024	0724SVFD	XP	685010	60	62888	-25.00	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62888 – SPEC DIST EXP-SERVICES								-25.00			
Object: 62890 – SUBSCRIPTIONS BOOKS & ED MATER											
2025	01	7/09/2024	850323437	XP	685010	60	62890	-253.85	WEST PUBLISHING SVFD- 10004310	V120635	00463467
2025	01	7/31/2024	0724SVFD	XP	685010	60	62890	-8,048.04	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62890 – SUBSCRIPTIONS BOOKS & ED MATER								-8,301.89			
Object: 62914 – EDUCATION & TRAINING(REPT)											
2025	01	7/29/2024	0724SVFD4	XP	685010	60	62914	-71.47	SCARBOROUGH LUM SVFD Acct 1169	V1233	80070610
2025	01	7/31/2024	0724SVFD	XP	685010	60	62914	-1,195.17	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62914 – EDUCATION & TRAINING(REPT)								-1,266.64			
Object: 62920 – GAS, OIL, FUEL											
2025	01	7/09/2024	850576	XP	685010	60	62920	-3,419.25	WESTERN STATES SVFD	V39738	00463468
2025	01	7/26/2024	0724SVFD	XP	685010	60	62920	-621.83	BRIDGES, JOHN SVFD	V43637	00464718
2025	01	7/29/2024	119953	XP	685010	60	62920	-1,647.00	COUNTY OF SANTA FA0001605	V103950	00464804
2025	01	7/29/2024	851644	XP	685010	60	62920	-2,607.50	WESTERN STATES SVFD	V39738	00464806
2025	01	7/31/2024	0724SVFD	XP	685010	60	62920	-217.64	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62920 – GAS, OIL, FUEL								-8,513.22			
Object: 62930 – REGISTRATIONS (NON REPT)											
2025	01	7/31/2024	0724SVFD	XP	685010	60	62930	-1,098.00	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 62930 – REGISTRATIONS (NON REPT)								-1,098.00			
Object: 63070 – UTILITIES											
2025	01	7/19/2024	0724SVFD	XP	685010	60	63070	-206.88	PACIFIC GAS AND SVFD	V129169	00464221
2025	01	7/31/2024	0724SVFD	XP	685010	60	63070	-4,190.46	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 63070 – UTILITIES								-4,397.34			
Total 60 – SERVICES AND SUPPLIES								-176,502.87			
Total 685010 – SCOTTS VALLEY FIRE PROT SVC								-2,570,876.95			

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]
 Run: 2024-08-08 11:54 AM

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditures	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685030 – SCOTTS VLY FIRE DIST.-CAPITAL												
Character: 60 – SERVICES AND SUPPLIES												
Object: 62381 – PROF & SPECIAL SERV-OTHER												
2025	01	7/09/2024	17970		XP	685030	60	62381	-17,200.00	EMC RESEARCH IN SVFD	V36123	00463456
2025	01	7/09/2024	18004		XP	685030	60	62381	-17,200.00	EMC RESEARCH IN SVFD	V36123	00463456
2025	01	7/19/2024	202407-2629		XP	685030	60	62381	-735.00	NBS GOVERNMENT SVFD	V33471	00464302
2025	01	7/19/2024	3001-02-0624		XP	685030	60	62381	-996.25	RRM DESIGN GROU SVFD	V126553	80070394
Total 62381 – PROF & SPECIAL SERV-OTHER									-36,131.25			
Total 60 – SERVICES AND SUPPLIES									-36,131.25			
Total 685030 – SCOTTS VLY FIRE DIST.-CAPITAL									-36,131.25			

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*]
 Run: 2024-08-08 11:54 AM

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditures	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												
2025	01	7/31/2024	0724SVFD		XP	685040	60	61221	-76.02	U S BANK CORPOR SVFD 4246-0445	V992019	80070703
Total 61221 – TELEPHONE-NON TELECOM 1099									-76.02			
Object: 61535 – OTHER INSURANCE												
2025	01	7/19/2024	9565216-1		XP	685040	60	61535	-2,555.00	MCNEIL & COMPAN SVFD	V124152	00464301
Total 61535 – OTHER INSURANCE									-2,555.00			
Total 60 – SERVICES AND SUPPLIES									-2,631.02			
Total 685040 – SV FIRE DIST-REGIONAL HAZ RESP									-2,631.02			
									-2,609,639.22			



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: August 14, 2024
RE: Interlocal Agreement for Motor Vehicle Repair Services with the Central Fire District of Santa Cruz County

Recommendation

Review and move to approve the Contract for Services with Central Fire District for Motor Vehicle Repair Services for Scotts Valley Fire Protection District.

Discussion

The Fire District has contracted with the Central Fire District of Santa Cruz County for motor vehicle repair services since 2018. Central Fire District (CFD) has a regional mechanic shop with multiple bays, and a deployable shop vehicle that can work on apparatus outside the shop. They have trained and certified mechanics who perform preventative maintenance and other services on many fire department vehicles in the region.

Recently, CFD updated their Intergovernmental Agreement for motor vehicle Repairs. These updates require the document to be re-executed between the parties.

The Fire District is very satisfied with the level of service the CFD Mechanics and related staff provides, and are supportive of continuing this service. In addition, General Counsel has reviewed the document and have approved it to form.



INTERGOVERNMENTAL AGREEMENT FOR MOTOR VEHICLE REPAIRS

THIS AGREEMENT is made by and between Central Fire District of Santa Cruz County, a special district formed under the Fire Protection District Law of 1987¹ (“Fire District Law”) (“Central”), and _____, a government agency (“Owner”),

WHEREAS Section 13861 of the California Health and Safety Code provides that a fire district organized under the Fire District Law shall have and may exercise all rights and powers, expressed or implied, necessary to carry out the purposes and intent of the Fire District law, and

WHEREAS Central has a motor vehicle repair service facility at 410 Kennedy Drive, Capitola, California (“Service Facility”), and is willing and able to provide motor vehicle maintenance and repair services to other governmental agencies, and

WHEREAS Owner has need of motor vehicle maintenance and repair services on its vehicles and wishes to use Central’s services.

NOW, THEREFORE, IN CONSIDERATION of the mutual promises, performances, payments, and other things of value given, the undersigned agree as follows:

1. For purposes of this contract, motor vehicle or vehicle includes only motor vehicles as defined in Section 415 of the California Vehicle Code² and any equipment permanently assigned or affixed to such motor vehicle.
2. Commencing on July 1, 2024, Central shall provide Owner the following services to Owner’s motor vehicles³, as requested by Owner, at or out of the Service Facility:
 - a) In-shop repairs of motor, drive train, pump, body, etc., which in the opinion of Central’s Fleet Manager may be completed cost effectively at the Service Facility, subject to consultation with and prior consent of Owner
 - b) Estimates of the total cost of repairs; such estimation may be communicated orally or electronically via email to the Owner’s Representative and such oral communication (date, time, manner of consent, telephone number called, and the name of the person giving consent) shall be noted on the invoice. If repairs are expected to exceed \$3000.00 then Central shall prepare and provide to Owner written estimates of the total cost of repairs.
 - c) Coordinate and perform preventative maintenance.
 - d) Obtain parts necessary for repairs and maintenance.
 - e) Arrange for and coordinate repairs through third-party facilities, subject to consultation with and prior consent of Owner’s Representative.
 - f) Inspect and verify repairs performed by third-party facilities.

¹ California Health and Safety Code §§ 13800 et seq

² does not include a truck camper.

³ This Agreement applies only to motor vehicles owned and operated by Owner. (a) A “motor vehicle” is a vehicle that is self-propelled. (b) “Motor vehicle” does not include a self-propelled wheelchair, motorized tricycle, or motorized quadricycle, if operated by a person who, by reason of physical disability, is otherwise unable to move about as a pedestrian. (c) For purposes of Chapter 6 (commencing with Section 3000) of Division 2, “motor vehicle” includes a recreational vehicle as that term is defined in subdivision (a) of Section 18010 of the Health and Safety Code.

- g) After-hours repair response for out-of-service vehicles and, if necessary, arrange for towing services.
- h) Work orders via email with description of work performed and parts provided.
- i) Email quarterly reports, for each vehicle, of repairs and maintenance performed, status of preventative maintenance, pending mechanical problems, and down time for repair and maintenance.

Upon request, Central may provide Owner the following additional services:

- j) Aerial testing per the applicable NFPA Standard.
- k) Annual fire pump service tests per the applicable NFPA Standard.
- l) Consultation services for specification of new or refurbished equipment for a vehicle.
- m) Annual CARB Diesel Emissions certification inspections.
- n) Smog test on gasoline powered vehicles as required by state law.
- o) Conduct DOT 90-day inspections on all of the Owner's applicable vehicle quarterly.
- p) Shall arrange for necessary personnel and deliver vehicles to Central for service and repair at scheduled times. Fee for delivery or pickup shall be \$56 per hour and can only be charged for one way travel.

3. Commencing on July 1, 2024, Owner shall

- a. Designate in writing, its Representative, through whom all communications between Central and the Owner, concerning vehicle maintenance and repair, shall be directed, and who will have Owner's authority to consent orally or in writing to repairs, as provided in this Agreement.
- b. Arrange for necessary personnel and deliver motor vehicles to Central for service and repair at scheduled times.
- c. Pay invoices, upon receipt, according to Appendix A to this Agreement. Appendix A may be amended from time to time by Board resolution to reflect inflation and/or the cost of providing a particular service. Amendments shall not be more that one time a year. Owners will receive at least 90 days' notice of any changes. Owner has the right under section 3 below to terminate this contract on 60 days written notice as provided below.
- d. Pay any warranty services rendered by Central.
- e. Pay all invoices within thirty (30) days of invoice date,
- f. Pay interest on any invoices or portions thereof not paid with 30 days at the rate of 18 per cent per annum from the date of invoice. In the event Owner fails to pay an invoice within (60) days of its date, then Central may, at its option, terminate this agreement without further notice, and/or file an action in the Santa Cruz County Courts for collection of same, together with all costs and attorney fees incurred

4. This agreement may be terminated by either Party upon 60 days prior written notice of intent to terminate. Central's obligations to complete any service in progress and the Owner's obligations to provide written consents to such service and pay for any services provided or commenced prior to the effective date of termination shall survive termination

5. As a precondition to bringing any action in a court of law for enforcement of this Agreement, all issues of dispute must first be presented to the Management Review Group for resolution; said Group shall consist of the chief executive officers or their delegates, one from each governmental entity which has entered into this Agreement for Motor Vehicle Repairs with Central, and Central's Fire Chief or his delegate; by consensus, the Group will seek resolution of the issue, within 10 working days of either party submitting written notice of dispute; but such resolution shall not be binding upon any Party to this Agreement, unless set forth in a written agreement, signed by the affected Parties; after such resolution process has attained a resolution or 10 days have expired, whichever first occurs, any Party may take the disputed issue to a court of law. Notwithstanding any provision to the contrary, either Party may seek emergency equitable relief in a proper case.
6. Owner shall have the option to seek alternative repair estimates and services but will be liable for any shop charges related to Owner's vehicle occupying Central's service space during the time Owner is soliciting alternative bids and service. Vehicle storage rate shall be charged starting after 3 business days at a rate of \$40 per day.
7. Owner shall be solely responsible for the actions of its agents, employees or invitees while on District's premises, and, to, the extent allowed by law, shall hold Central harmless from, and indemnify Central from any liability for theft of or damage to Owner's motor vehicle or any equipment, tools or other personal property, except as caused by Central's agents and employees, and for injury to persons caused by Owner's agents, employees, or invitees. Owner shall also be liable to Central for any damage to District property which occurs during use and possession by Owner, its agents, employees, or invitees. Central shall store Owner's vehicles within area behind Central's maintenance facility, which area is accessible through a public access during normal business hours.
8. Central shall be solely responsible for the actions of its agents, employees, representatives, or invitees while performing services under this Agreement, and shall hold Owner harmless from and, to the extent permitted by law, indemnify Owner from any liability for theft or damage to Central's vehicles, equipment, tools, or personal property, except as caused by Owner's agents, employees, or invitees. Central shall be liable to Owner for any damage to Owner's vehicles, equipment, tools, or personal property which occurs during service, use or possession by Central, which is caused by Central's agents, employees, or invitees.
9. This agreement is the entire agreement of the parties and may not be amended except by a written document referencing this Agreement and signed by both Parties. All prior discussions, representations, and understandings of the Parties pertaining to this subject matter are hereby merged into this agreement.
10. These Parties represent that the individuals signing this Agreement on behalf of the Parties are fully authorized by their respective governing bodies, in compliance with the laws of the State of California, to enter into this Agreement.
11. This Agreement shall not be assigned by Central without the prior written consent of Owner.
12. This Agreement shall be governed by the law of the State of California.
13. Central shall, at its own expense, keep in full force and effect during the term of this Agreement, Statutory Worker's Compensation insurance.
14. It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to Owner and Central, and nothing contained in this Agreement shall give or allow any such claim

APPENDIX A.

**Mechanic Fleet Service Rates
Effective July 1, 2024, valid until June 30, 2025**

Charges / Rates:

Preventative Maintenance Service (Refer to Appendix B & C for list of services)

Rescue.....	\$414.00 + parts + EPA
Ambulance.....	\$414.00 + parts + EPA
Engine	\$552.00 + parts + EPA
Aerial	\$828.00 + parts + EPA
90 Day Inspection.....	\$173.00 + parts (incl. travel time) Small
Utility.....	\$138.00 + parts + EPA
Utility/Command/Service.....	\$276.00 + parts + EPA
Labor Rate for repairs beyond service	\$138.00/hr* Labor Rate
for Administrative / Office Fees.....	\$56.00/hr* Labor Rate
(after normal work hours)	\$207.00/hr* Labor Rate
EPA Charge (each service / major repair)	\$50.00
Parts.....	Parts plus 25%
Operating Expense / Shop Supplies.....	20% of total labor charges

Road Service Charges:

During Work Hours.....	\$138.00/hr* + Travel
After Work Hours (2 hour minimum)	\$207.00/hr*
Travel Charge- Over 50 miles	\$1.64 / mile

Annual Testing Charges:

Engine Fire Pump Service Testing.....	\$414.00
Annual NFPA Aerial Testing.....	\$552.00
Annual CARB Diesel Emissions Testing	\$138.00 DPF (Diesel
Particulate Filter) Cleaning.....	\$380.00
Annual NFPA Load Bank Testing.....	\$276.00

Note:

1. No charge on returns due to warranty parts failure or additional services performed for the same or related problem within a reasonable time.
2. Repairs by third party agencies may be billed directly to the Owner. Coordination and review after repairs will be charged at the standard shop charge.
3. Owner's specialty tools may be 'loaned' to Central Fire for use on specialized repairs. Tools will be used, maintained, and/or replaced by Central Fire. Specialty tools will remain Owner's property and shall be returned in the event that the contract should be terminated.
4. Work performed on an overtime/holiday basis must be by prior agreement of both parties.

****After June 30, 2025 Labor rates shall be increased annually on July 1st by the amount of the "San Francisco/Oakland/San Jose All Urban Consumers" Consumer Price Index ("CPI") from June to June.***

APPENDIX B

Preventative maintenance, testing and repairs shall be performed on all fire vehicles to NFPA 1901, 1906, 1911, 1912, 1914 & 1915 standards in effect at the time of the vehicle's construction.

APPENDIX C

Preventative Maintenance Checklist for Motor Vehicles

CAB

Check operation of instruments, indicator lamps, dash lights, hour meter, and engine warning systems
Check headlamps, tail lights, brake signal, hazard, and clearance lights
Check spot lights, warning lights, cargo lights and warning lights
Check operation of horns, sirens, windshield wipers, washer, heater, defroster, seats, and seatbelts
Check air system build up time, governor operation and low-pressure warning system
Check throttle and PTO operation
Check two-speed rear axle operation
Check steering wheel for excessive play
Check glass and mirrors
Check clutch free travel and adjust and lube hinge points as required

POWER TRAIN

Change engine oil and filter, lubricate chassis
Pressure test cooling system, radiator cap, and check thermostat operation
Check coolant level, radiator hoses, heater hoses, and connections for damage or leaks
Change coolant filter
Test antifreeze to -40 F and check coolant conditioner
Check all drive belts for condition—adjust as required
Check/clean battery cables
Load test battery, perform starter and charging system test
Check battery box, mount and hold down brackets
Change fuel system filters
Fuel system—check tank, lines and connections for chafing or leaks
Check air cleaner indicator operation—if restriction is high, reset and test under full load. Replace element as required
Check engine performance
Check exhaust system, engine, and radiator supports
Change internal and external automatic transmission filters and fluid
Check oil level in transmission, differential, pump transfer case, and clean air breather—check for leaks
Check turbo for noise, vibration, and leaks
Check drive shaft, U-joints, center bearing, yokes for looseness or wear
Check fire pump and relief valve / pressure governor operation

SUSPENSION

Check steering box, spindle, and retainer bolts for looseness
Check oil level in power steering system
Repack front wheel bearings if needed
Check kingpins, tie rod ends, and shocks for looseness and leaks
Check front and rear springs, U-bolts, hangers, and shackles for looseness and cracks

BRAKES

Inspect air brake system, hoses, and tubing for leaks and chafing—check air brake chambers for leaks and damage
Service air dryer
Check air dryer operation and drain water from air tanks
Check brake adjustment and parking brake operation—check slack adjusters for operations
Hydraulic brakes—check master cylinder fluid level, tubing, and connections for leaks

TIRES AND WHEELS

Inspect tire condition and air pressure
Inspect axle and wheel nuts for looseness

SERVICE BODY

Check body for damage; lubricate locks, latches, and hinges as needed

Preventative Maintenance Checklist for Aerial Equipment on Motor Vehicles

CAB

Check operation of instruments, indicator lamps, dash lights, hour meter, and engine warning systems
Check headlamps, taillights, brake signal, hazard, and clearance lights
Check spotlights, warning lights, cargo lights and warning lights
Check operation of horns, sirens, windshield wipers, washer, heater, defroster, seats and seatbelts
Check air system build up time, governor operation and low pressure warning system
Check throttle and PTO operation
Check two-speed rear axle operation
Check steering wheel for excessive play
Check glass and mirrors
Check clutch free travel and adjust and lube hinge points as required

POWER TRAIN

Change engine oil and filter, lubricate chassis
Pressure test cooling system, radiator cap, and check thermostat operation
Check coolant level, radiator hoses, heater hoses, and connections for damage or leaks
Change coolant filter
Test antifreeze to -40 F and check coolant conditioner
Check all drive belts for condition—adjust as required
Check/clean battery cables
Load test battery, perform starter and charging system test
Check battery box, mount and hold down brackets
Change fuel system filters
Fuel system—check tank, lines and connections for chafing or leaks
Check air cleaner indicator operation—if restriction is high, reset and test under full load. Replace element as required
Check engine performance
Check exhaust system, engine, and radiator supports
Change internal and external automatic transmission filters and fluid
Check oil level in transmission, differential, pump transfer case, and clean air breather—check for leaks
Check turbo for noise, vibration, and leaks
Check drive shaft, U-joints, center bearing, yokes for looseness or wear
Check fire pump and relief valve / pressure governor operation

SUSPENSION

Check steering box, spindle, and retainer bolts for looseness
Check oil level in power steering system
Repack front wheel bearings if needed
Check kingpins, tie rod ends, and shocks for looseness and leaks
Check front and rear springs, U-bolts, hangers, and shackles for looseness and cracks

BRAKES

Inspect air brake system, hoses, and tubing for leaks and chafing—check air brake chambers for leaks and damage
Service air dryer
Check air dryer operation and drain water from air tanks
Check brake adjustment and parking brake operation—check slack adjusters for operations
Hydraulic brakes—check master cylinder fluid level, tubing and connections for leaks

APPENDIX C (continued)

AERIAL DEVICE

Check aerial device operation
Check all electrical and accessory items equipped on aerial device
Inspect aerial device, cables, hydraulic system and water delivery system
Change hydraulic system filters
Lubricate aerial device and components

TIRES AND WHEELS

Inspect tire condition and air pressure
Inspect axle and wheel nuts for looseness

SERVICE BODY

Check body for damage; lubricate locks, latches, and hinges as needed

TIRES AND WHEELS

The following will be covered in detail:

- **The size, weight load rating, and speed rating of tires installed on a vehicle at the time of purchase is the mandatory tire size and type required for the vehicle.**
- **Tires on all fleet vehicles shall not be less than four thirty-second of an inch tread depth at all points in all major grooves on any axle.**
- **Regardless of appearance and tread wear, all on-highway fleet vehicle tires over 7 years old shall be replaced with new ones.**
- **Under no circumstances shall recap tires be run on any front axle or steer axle.**
- **Heavy duty truck, bus, and trailer tires of the same size and type can be mounted on very different types of non- interchangeable wheels (Hub Piloted versus Stud Piloted),**
- **Never install wheel hub, or lug nut covers that inhibit visual inspection procedures of truck wheels and lug nuts. This type of cosmetic vehicle enhancement prevents easy visual inspection of lug nuts and wheels.**
- **Studded tires are not an alternative for snow chains, Extreme caution should be used when using studded tires and should only be used in areas that experience long periods (several weeks) of icy road conditions.**

Tire Size and Type

The size, weight load rating, and speed rating of tires installed on a vehicle at the time of purchase is the **mandatory** tire size and type required for the vehicle. The tire size and type are recorded on each individual Mobile Equipment record and can also be found on the final stage manufacturer's certification label in the cab located near the driver's door or, in the case of pickups, sedans and utility vehicles check the original equipment manufacturer's label located in the driver's door jam.

Size and Type Change

Tire size and or type change is a vehicle modification and requires prior written approval from the "Senior Fleet Manager". **No exceptions**

Tread Design Change

Tread design of replacement tires is at the discretion of the "Unit Fleet Manager" except on four-wheel drive fire engines. The required tire for four-wheel drive engines is a self-cleaning tread design to match the off-highway intent of this type of equipment.

Tire Replacement Policy

In general, tires are required to be replaced for three reasons:

1. **Wear or minimum tread depth**
2. **Tire age**
3. **Tire damage**

Being outside of one or more of these criteria will require the tire to be replaced. For example, a tire can have near new tread depth and be free of damage but if the tire is over the age limit, it must be replaced.

Tread Depth

Historically, tread depth has been used as one factor for determining tire replacement. The California Vehicle Code, Section #27465 when talking about light vehicles under 10,000 pound weight rating states that, "no person shall use a pneumatic tire on a vehicle axle when the tread depth is only one thirty-second of an inch tread depth in any two adjacent grooves at any location on a tire is reached". Vehicles with a 10,000 pound weight rating or larger cannot go below four thirty-second of an inch tread depth at all points in all major grooves on a tire on any steering axle; and two thirty-second of an inch tread depth at all points in all major grooves on all other tires on the axle of the vehicle. These are the very minimum tread depths that can be legally used on a public road and only takes into consideration normal vehicle use. Because Fire Departments are primarily an all-risk emergency government agency that require fleet vehicles to perform under extreme conditions in weather, fire, earthquake, etc., the minimum tread depth criteria is a higher standard than the minimum legal limit.

All tires on all fleet vehicles shall not be less than four thirty-second of an inch tread depth at all points in all major grooves on a tire on any axle.

Tire Age

Tires degrade over time even when not being used. UV exposure, high ambient temperature, and exposure to oil and ozone gas are all causes of deterioration. Steel belts can rust inside tires if inflated by air with moisture in it. When in use tires deteriorate from heat caused by hot climates, high speeds, and high loading conditions.

Most manufacturers design their tires for automobile and commercial truck applications where miles are more important than years. Basically, tires are expected to wear out long before they rot out. As a result, the stabilizers in many tire rubber compounds are formulated to offer protection for only a limited time. Failures can include sudden sidewall blowouts or bead separations.

Tire age can be determined by checking the DOT code on the sidewalls. For tires manufactured before the year 2000, the last three digits represent the week and year of manufacture. For example, if the last three digits are "229", the tire was produced in the 22nd week of 1999. For tires made after Jan. 1, 2000, a four digit code is used: the first two digits represent the week of production, and the last two digits represent the year of production. So, if the last four digits are "2205", it means the tire was manufactured in the 22nd week of 2005.

Regardless of appearance and tread wear, all on-highway fleet vehicle tires over 7 years old shall be replaced with new ones.

Note: Warehouses should not stock more tires than can be used in 6 months. Even tires that have never been mounted on a rim cannot be used if older than 7 years.

Tire Damage

On occasion, a tire lug may be torn off from one of the drive (rear) tires or front tires or four-wheel drive vehicles. The lugs are usually torn from the outside edge of the tire. Replacement of these tires will be determined by the following criteria:

1. If there are no cords/steel belts showing in the location of the torn lug, the tire is still serviceable and does not need to be replaced.
2. Conversely, if the cords/steel belts are visible, the tire shall be replaced.
3. If multiple adjacent lugs are torn off, the tire shall be replaced regardless of the lack of visible cords/steel belts.
4. If multiple lugs are torn off but they are not adjacent, the tire may remain in service. The tire shall be replaced if there are cords/steel belts visible at the point of any torn lug.

Other damage can occur to a tire that requires the tire to be replaced.

1. Any damage to the side wall of any tire where the tire cording or belting can be seen shall be replaced.
2. Any tire with visible bumps or knots related to tread or sidewall separation shall be replaced.

Load Range

Personnel performing tire maintenance or involved with replacing tires shall reference either the final stage manufacturer's certification label in the cab located near the driver's door or in the case of pickups, sedans, and utility vehicles, check the original manufacturer's label located in the driver's door jamb for appropriate tire rating. The specific weight rating for tires is found molded on the sidewall. Never install a tire on a vehicle that is not designed to carry the vehicle's Gross Vehicle Weight Rating (GVWR) or Gross Axle Weight Rating (GAWR).

Recommended Tire Pressures

The Manufacturer maximum tire pressure is imprinted on the sidewall of all tires specific to application (single or dual) but may not be the correct tire pressure for that specific vehicle. For the recommended tire pressure for a specific vehicle, reference either the final stage manufacturer's certification label in the cab located near the driver's door or in the case of pickups and utility vehicles, check the original manufacturer's label located in the driver's door jamb for appropriate tire air pressure. For special circumstances (lightly loaded utility vehicles or erratic wear patterns), contact the Fleet Manager for alternative pressures.

Recap Tires

Recap tires may be utilized on drive axles or trailer axles. When recap tires are used, the manufacturer's maximum load carrying capacity, manufacturer's maximum inflation pressure and, where applicable, speed-rating restriction shall be clearly imprinted on the sidewall.

The use of recapped tires is at the discretion of the Fleet Manager.

Under no circumstances shall recap tires be run on any front axle or steer axle.

Speed Rating

This critical information is printed on the sidewall. Passenger car tires have ten common speed ratings signified by a letter. Never mix and match tires on a vehicle with different speed rating. (See chart below)

Q- Up to 100mph

R- Up to 106mph

S- Up to 112mph

T- Up to 118mph

U- Up to 124mph

H- Up to 130mph

V- Up to 149mph

W- Up to 168mph

Y-Up to 186mph

Z- 149mph and over

Truck tires sold for use in the U.S. generally are not "speed rated" like passenger tires. Truck tires have a published "max speed" which is determined by the manufacturer. This information is available from the servicing dealer or tire manufacturer. Commercial truck, bus, and trailer tires can have a restricted speed rating. For correct application, contact the Unit Fleet Manager.

Dual Tire Matching

Mismatched duals have the same effect on the life of tires as low inflation or overload. An under-inflated tire on a dual assembly shifts its share of the load to its mate. The properly inflated tire then becomes overloaded, overheats, and frequently fails prematurely. A difference of 15 pounds per square inch inflation pressure may result in the less inflated tire supporting 500 pounds less than the tire with proper inflation. A similar action occurs when one tire's diameter is smaller than its mate. A difference of 1/4 inch in diameter may result in the larger tire carrying 600 pounds more than the smaller. The shift in load becomes more prevalent as the difference in diameters or inflation becomes greater.

Improperly matched duals are subject to rapid tread wear because the larger tire carries more load and will wear fast and unevenly. Although the mismatched duals have different diameters they must rotate at the same speed. The smaller tire then also wears unevenly because it is forced to scuff over the road. The overall result is abnormal and unequal tread wear for both tires.

Improperly matched duals may also lead to blowouts because of one tire being required to flex severely in doing more than its share of the work.

In addition to matching diameters and inflation pressures on dual installations, it is **very important not to mix radials and bias ply tires** on the same vehicle due to different load/deflection characteristics of these two types of tires. Radial tires deflect more under a given load than bias ply tires. If radial and bias ply tires are mixed in dual installations on the same axle, the bias ply tires will bear the greater part of the axle load and may operate in an overload condition that will lead to reduced mileage and early failure. Mixing radial and bias ply tires on a vehicle can cause adverse handling characteristics.

Radial tire overall diameter will govern the revolutions per mile obtained from a given tire. It is necessary to closely match tire revolutions per mile with tandem drive axle units coupled directly together as when an inter-axle differential does not exist or is locked out. Otherwise, the drive transmission may freeze up or fail in some way and/or excessive slip on one of the sets of tires will lead to a loss in traction and uneven wear.

Twin screw, tandem drive rear axles require the eight tires to be matched so that the average tire diameter on one axle is no more than 1/4 inch different from the average tire diameter on the other axle. This rule holds true for all tire sizes used on over-the-road trucks. Equal tire pressures should also be maintained.

The difference in dimensions of the tires on a dual assembly should never exceed the figures shown in the chart below.

Dual Matching Tolerances

Tire Size	Diameter (Inches)	Circumference (Inches)	Radius (Inches)
8.25R20 and under	0 to 1/4	0 to 3/4	0 to 1/8
9.00R20 and up	0 to 1/2	0 to 1-1/2	0 to 1/4
Twin screw (all sizes)	0 to 1/4	0 to 3/4	0 to 1/8

The measurement and mating of duals is very important when mounting a new set of radial retreads. Just because the retreads are all on the same type and size of casing does not mean they all have the same overall diameter. The service they were subjected to prior to retreading may have an effect on the size of the retreaded tire.

When mounting duals on a truck, there will generally be some difference in the diameter of the two tires (within the limits described above). The outside tire generally wears faster than the inside tire. As it wears its diameter will approach that of the inside tire. Additionally, any crown on the road will favor the placement of the smaller diameter tire on the inside.

At the time of mounting duals on a vehicle, locate the two valves diametrically opposite (180 degrees apart) for accessibility. Hand holes on disc wheels must be located so that the inside valve is accessible.

Wheels

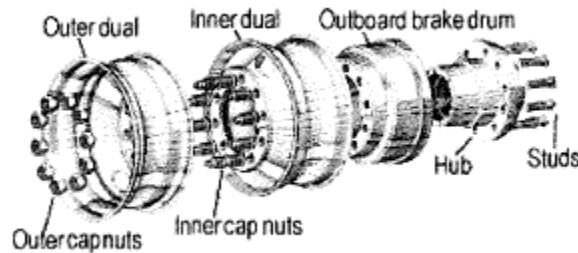
This information is provided to driver/operators to identify the differences between the two (2) non-interchangeable, wheel-mounting systems found on fire engines, CCVs, ECTs, helitenders, stakesides and transports. This information will also help driver/operators determine if their vehicle is safe to drive.

Types of Wheel Mountings



#1 Stud Piloted:

(Double Cap Nut-or-Budd Disc. Wheels) (most common on older vehicles)



For dual wheels, this mounting system uses inner and outer cap nuts so that each wheel is tightened individually. For a front or single-rear wheel, a single cap nut is used. Right-hand and left-hand bolts and nuts are required. Wheels of this type can be identified by the spherical countersink surface around the individual bolt holes.

Recommended Wheel Tightening and Torque:
(Double Cap Nut and/or Budd Disc. Wheels)

Dual Wheel applications

1. Tighten "inner nut" first to 450-500/ft lbs. (This is done by tightening in a pattern, opposite or across from previous nut.)
2. Tighten "outer nut" to the same specification and in the same pattern (450-500/ft.lbs.).

Single Wheel Applications

1. Tighten single nut applications (front and some trailer axles) to 450-500/ft.lbs (should be done in a pattern, opposite or across from previous nut).

CAUTION:

- Heavy duty truck, bus, and trailer tires of the same size and type can be mounted on very different types of non-interchangeable wheels (Hub Piloted versus Stud Piloted). Close attention should be paid to what type of wheels fit a specific chassis. If there is any uncertainty at all, contact the Fleet Manager.

- For step-by-step instructions on how to perform maintenance and inspect for defects, refer to vehicle owner's manuals, manufacturer's wheel maintenance guide, or contact the Fleet Manager.

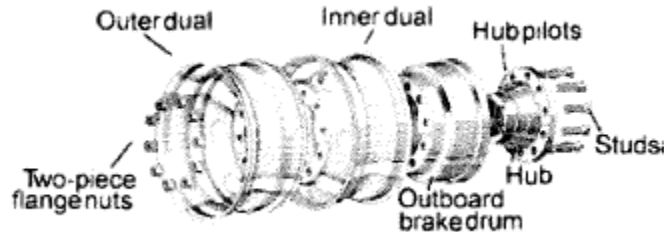
- After a wheel assembly has been installed or serviced, recheck torque at an interval between 50 and 100 miles of operation.

Torque should be checked on all wheel nuts at regular intervals thereafter.



2 Hub Piloted Mounting:

(Cone Lock Nut) or Motor Wheel Type Single Stud.



This mounting has one (1) cone locknut for each bolt. For dual wheels, one (1) nut tightens both inner and outer wheels at the same time. Single wheels mount similarly with cone locknuts. Only right-hand nuts are required. Wheels with this type can be identified by the lack of a deep bolt hole chamber. Also available is a one-piece flange cap nut (similar to the cone lock nut) that is used on many medium-duty applications.

Recommended Wheel Tightening and Torque:
(Cone Lock Nut {CLN})

Tighten single-Cone Locknut in a crisscrossing sequence to 450 to 500 ft. lbs.

CAUTION:

- Never attempt to switch or mix Stud Piloted wheels with Hub Piloted wheels.
- Close attention should be paid to what type of wheels fit the chassis. If there is any uncertainty, contact the Fleet Manager.
- For step-by-step instructions on how to perform maintenance and inspect for defects, refer to the vehicle owner's manuals, Manufacture published wheel maintenance guide, or contact the Fleet Manager.
- After any wheel assembly that has been installed or serviced, recheck torque at an interval of between 50 and 100 miles of operation.
- Torque should be checked on all wheel nuts at regular intervals thereafter.

Be sure not to mix instructions between wheel types!

Full Wheel covers and Cosmetic Wheel Enhancements

Vehicle accidents, near miss accidents and damage to private property, can be due to loose wheel lug nuts. Wheels are repeatedly damaged beyond repair by being operated with loose lug nuts. Cracked wheels caused by loose wheels are discovered every year on our fire engines, CCVs, Heli tack units, transports, and trailers. When these deficiencies occur in wheels and wheel mounting systems, it is cause for putting a vehicle out of service. One of the early warning signs that can easily be seen of loose lug nuts and cracked rims is rust tracking around loose lug nuts. Cracks can be seen radiating out from around the lug nuts. Installing wheel, hub, or lug nut covers, can hide the early warning visual evidence the driver/operator needs to detect a loose or cracked wheel.

Caution: Never install wheel hub, or lug nut covers that inhibit visual inspection procedures of truck wheel lug nuts and wheels. This type of cosmetic vehicle enhancement prevents easy visual inspection of lug nuts and wheels.

Tire Studs

Studded tires should never be considered an alternative for snow chains. **Extreme Caution** should be used when using studded tires and should only be used in areas that experience long periods (several weeks) of icy road conditions and removed from the vehicle as soon as icy road condition is no longer a threat. Studded tires may not offer any safety advantages in comparison to modern radial winter tires in non-icy road conditions. In fact, studs decrease tire-road friction on non-icy road surface situations and cause a longer stopping distance. Studded tires can give the operator a false sense of security. Drivers using studded tires tend to drive faster than conditions allow because of the false sense of security.

The State of California restricts the use of studded tires and the number of studs that can be inserted in the tire. The California Vehicle Code states: "Pneumatic tires containing metal type studs of tungsten carbide or other suitable material and which are so inserted or constructed that under no conditions will the number of studs or the percentage of metal in contact with the roadway exceed 3 percent of the total tire area in contact with the roadway, between the first day of November and April 30".

Tire Snow Chains

Snow chains are the best choice for all snow and ice driving. Chains have been the traditional ice and snow gripping solution for vehicles for decades. They are relatively easy to install when needed and easily removed when the road conditions improve.

The Fleet Manager shall be consulted to ensure the correct type and size is provided. The Fleet Manager shall have oversight and approve all snow chain type and size applications and provide training as needed for chain installation.

State of California Chain Requirements and Traffic Control Definitions

R-1: Chains or snow tread tires required. Snow tires must have a tread depth of 6/32" with a "M & S" imprint on the tire's sidewall.

R-2: Chains required on all vehicles except four-wheel drives or all-wheel drives with snow tread tires on all four wheels.

R-3: Chains required- ALL VEHICLES- no exceptions

R-1 and R-2 are the most common chain controls. The highway will often be closed before an R-3 control is imposed

C Road Closed

S Split Control - Chains or snow tread tire requirements are set at two separate points of the highway for different requirements. It is not uncommon to have R-1 conditions from point A to point B and R- 2 conditions from point B to point C.

T Truck Hold- During major storms when traffic flow is heavy, Caltrans may hold commercial tractor- trailer combinations at specific points below the snow line. These points typically are: Eastbound 1-80 at Applegate (east of Auburn, CA) Westbound 1-80 at Verdi, NV (west of Reno,NV)

H Hold Traffic- Traffic is held until spinout or accident is cleared, traffic is then released.



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: August 14, 2024

RE: Board Memo 2024-25: Surplus Items

Recommendation

Approve the items on the attached form for surplus and authorize Staff to dispose of or sell them using an online auction house or similar form.

Discussion

On occasion, the District needs to dispose of items that have reached the end of their useful life, been damaged, or are no longer needed. To accommodate the disposal of these types of items, the Staff submits the items to the Board to be acknowledged as surplus items.

Staff recommends that the attached lists be deemed surplus, allowing them to be sold through an online auction house (govdeals.com) if their value is above a de minimis level or disposed of through conventional means. Some of the items listed may have trade-in value; if so, any proceeds will go towards similar purchase items. In cases where surplus items of value cannot be sold but still have a practical purpose, we will contact neighboring agencies to gauge interest and transfer the items to them administratively.



SCOTT'S VALLEY FIRE PROTECTION DISTRICT

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

Surplus Form

Item #	Quantity	Description	ID/Inventory #	Value	Planned Disposition
1*	1	iPad Pro 1st GEN Wifi Only w/case	DLXT72L6GMW3	\$0	wipe/e-recycle
2*	1	iPad Pro 1st GEN Wifi Only w/case	F6QGF019GMLD	\$0	wipe/e-recycle
3*	1	iPad Pro 1st GEN Wifi/Cell B40 w/case	DLXTQ64LGMW3	\$0	wipe/e-recycle
4*	1	iPad Pro 1st GEN Wifi/Cell B40	DLXTQ6YLGW3	\$0	wipe/e-recycle
5*	1	iPhone 8 w/ Case	F4HWT9B1JC6C	\$0	wipe/e-recycle
6	3	Titan II Wireless Cellular Gateway 3G	EMS SCO-1, SCO-2, SCO-3	\$0	e-recycle
7	15	NEC DTH-32D-1 Telephones	Erba office phones 2007	\$0	e-recycle
8	1	Verizon Jetpack 4G LTE	E2537 Jetpack	\$0	e-recycle
9	3	Dell Optiplex 960 Desktop computer	30472, 30535, 30371	\$0	wipe/e-recycle
10	2	Dell Optiplex 3050 Desktop computer	SCO-WS09, SCO-WS19	\$0	wipe/e-recycle
11	1	Dell Optiplex 7020 Desktop Computer	B40 station	\$0	wipe/e-recycle

*Possibility of trade in value at Apple



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

TO: Hon Board of Directors
FROM: Mark Correira, Fire Chief
DATE: August 14, 2024
RE: Board Memo 2024-26: La Madrona Fire Station Planning

Recommendation

Discussion Only

Discussion

On May 10, 2023 the District executed an agreement with RRM Design Group for architectural services. The intention for this service agreement was to provide professional architectural services for a new Fire Station 1. RRM has been working closely with the Board's Facility and Equipment Committee and Staff to design the new fire station.

On July 10, 2024, the Board unanimously approved Resolution 2024-8, calling for an election on November 5th to fund the construction of a new fire station at 6000 La Madrona Drive.

On July 16, 2024, the Facility and Equipment Committee met with Michael Scott, Principal at RRM Design, to discuss the next steps and timelines for our fire station planning process. The team reviewed the timeline and costs associated with these steps, aiming to identify the approximate groundbreaking schedule. Below is a breakdown of the timeframes for each step in the design process:

1. Architectural Drawings for Permitting – 10 weeks
 2. Construction / Bid Ready Drawings – 12 weeks
 3. Submission to the City for Review – 8 weeks
 4. Bidding – 6 weeks
- (Total – 36 weeks)

Given the timeline outlined above, if the District proceeds with Architectural and Construction Drawings (Item 1) immediately, we could submit for permitting in December 2024 and go to bidding in the Spring of 2025. However, if the District waits until after the certification of the ballot measure election, submission for permitting would occur in April 2025, with bidding in the summer of 2025.

A key question that was thoroughly discussed was the optimal timing to move forward with the next steps. If the District aims to break ground in 2025, it is recommended to begin the drawing process immediately rather than waiting until after the election is certified.

The estimated cost for Item 1 (Architectural Drawings for Permitting) listed above is \$325,000 for the Fire Station and \$150,000 for the Administrative Support Building. These funds have been budgeted in the 2024/25 Final Budget (General Fund).

A logical question that arose and was discussed with RRM Design and the team was, 'What if the measure doesn't pass?' If the measure failed to pass, the District would still own all completed drawings, which could be utilized in the future. However, if we delay and submit at a later date, the plans would need to be updated due to building code changes. The cost to refresh the documents would be approximately 20% of the original cost, estimated at \$65,000 for the fire station and \$30,000 for the Administration Support Building.

Staff has collaborated with RRM Design to identify options for discussion and consideration. These options include:

- A. Delay proceeding with Architectural Drawings for Permitting until after the election.
- B. Proceed with Architectural Drawings for Permitting for the entire project.
- C. Proceed with Architectural Drawings for Permitting for the site and fire station only, postponing the administration building until after the election.
- D. Establish a not-to-exceed dollar amount and begin the drawings.

Each of the options above have their upside and downside. The following explains some of these benefits and challenges:

Option	Benefits	Challenge
A.	<ul style="list-style-type: none"> • Removes risk of failed measure and cost of refreshing documents 	<ul style="list-style-type: none"> • Delay project to 2026 Build Window • Project cost escalation
B.	<ul style="list-style-type: none"> • Most expeditious option, but only if Measure Passes • Retains 2025 Build Window 	<ul style="list-style-type: none"> • Risk of Failed Measure and cost of refreshing entire project-documents
C.	<ul style="list-style-type: none"> • Retains 2025 Build Window for Fire Station • Reduces amount of funds at risk if measure were to fail • Allows District to continue other options for Administrative Support Building 	<ul style="list-style-type: none"> • Some cost overlap with separating the two buildings in design phase • Project cost escalation for the Administrative Support Building
D.	<ul style="list-style-type: none"> • Allows project to proceed • Protects funds from being at risk if measure were to fail 	<ul style="list-style-type: none"> • Could delay project, but not as significantly as Option A • Funds at risk if the Measure fails • Project cost escalation

Staff recommends that the Board discuss all the options outlined above, as well as any other relevant options not yet identified. The goal of this discussion is to achieve a consensus on the Board's preferred course of action.



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: August 14, 2024
RE: **Board Memo 2024-28: 2024/2025 Fiscal Year Final Budget**

Recommendation

Adopt Resolution 2024-11 approving the 2024/2025 Fiscal Year Final Budget as presented:

685010	General Fund	\$15,675,347
685030	Capital Outlay/Zone A	\$2,287,035
685040	SCHMITT	\$707,850

Background

On May 8th, 2024 the Board of Directors approved the 2024/2025 preliminary budget, set a public hearing for the adoption of the final budget for August 14, 2024, and directed staff to post the notice for the public hearing and make the budget available for public review. In preparation for the August 14th Final Budget hearing, Staff is proposing the 2024/2025 Final Budget for consideration and adoption.

Since the approval of the 2024/2025 Preliminary budget, forecasted areas of the budget have been updated with “actual” numbers. A copy of the 2024/2025 Preliminary Budget Memorandum can be found attached to this memorandum as Attachment A.

In addition and included in the final budget, the Staff is recommending ten (10) changes from the Preliminary Budget. These changes can be found in detail later in this document.

The following table provides a picture of the fund-level changes between the 2024/2025 Preliminary Budget and the Final Budget:

<i>Fund Number</i>	<i>Fund Description</i>	<i>Prelim. Budget Appropriations</i>	<i>Final Budget Appropriations</i>	<i>Variance</i>
685010	General Fund	\$14,891,148	\$15,675,347*	\$784,199
685030	Capital Outlay/Zone A	\$2,415,117	\$2,287,035**	(\$128,142)
685040	SCHMITT	\$663,957	\$707,850	\$43,893
			TOTAL	\$699,949

* Includes the merging of the Branciforte Service Zone Fund (685015)

** Includes the merging of the Branciforte Measure T Fund (685035)

The remainder of the memorandum will describe the changes to the fund balances in greater detail.

Revenue:

The beginning fund balance for the Final 2024/2025 Fiscal Year’s General Fund is \$5,226,196 and the Capital Outlay/Zone A Fund realizing \$2,121,918. As noted in the preliminary budget, the Board approved merging the Branciforte Service Zone and General Fund Accounts into one fund/account, and the Branciforte Measure T Fund with the Capital Outlay/Zone A Fund Account. The merging of these funds will reduce staff time in accounting and moving of funds, and aligns with historic fund management practices. In addition, 2023/24 tax collection came in \$188,683 above budget.

Forecasted revenue found in the preliminary budgets had one adjustment. Line 40894 – ST-Aid Others in the General Fund was increased by \$200,000 from \$150,000 to \$350,000. This change is to accommodate the expected revenue from strike team reimbursements. Undesignated reserves for the General Fund is \$3,179,234, and \$648,911 for the Capital Outlay/Zone A Fund.

Expenses:

Changes made to the Expense lines between the 2024/25 Preliminary Budget and Final Budget are as follows:

General Fund

The general fund expenses were reduced by \$110,897. The majority of this change was from the adjustment to the Workers Compensation line. The forecasted amount compared to the actual amount was a difference of \$127,726. Additional adjustments can be found in the following table:

<i>Line #</i>	<i>Description</i>	<i>Adjustment</i>	<i>Comment</i>
53010	Employee Group Insurance	\$6,000	Adjusted for retiree healthcare costs
54010	Workers Compensation Ins	-\$127,726	Adjusted to reflect actual payment
61725	Maint. Office Equipment	\$4,829	Pagoda and Google Suite Increases
62223	Office Expenses	\$5,000	iPad and work station replacement
62381	Professional Services	\$10,000	Increase General Counsel
<i>Total</i>		<i>-\$110,897</i>	

Capital Outlay / Zone A Fund:

The Capital Outlay/Zone A (COZA) fund was increased to \$160,683. Line 62381 - Professional Services was increased by \$148,530 to accommodate the design and planning for the Administrative Support Building on the La Madrona Fire Station Lot. Line 86110 – Structures and Improvements was increased by \$12,153 to accommodate the computer connections (API) for the Station Alerting System.

As noted earlier, the undesignated fund balance in this fund is \$648,911. These funds will support future capital replacement needs.

SCHMITT:

Adjustments to the SCHMITT Budget includes an increase in the forecasted ending fund balance of \$43,893 to an actual amount of \$393,893.

Expense adjustments include the following+

<i>Line #</i>	<i>Description</i>	<i>Adjustment</i>	<i>Comment</i>
75268	Reimbursements	\$30,000	Reimbursements to agencies
62365	Management Services	\$1,000	Forecasted increase from previous year
86204	Equipment	\$27,000	Entry Kits
	<i>Total</i>	<i>\$58,000</i>	

Lastly, line 98965 Unassigned Fund Balance was adjusted by -\$14,107 to accommodate the changes above.

Closing

Staff is recommending the adoption of the 2024/2025 Fiscal Year Final Budget as presented. The detail provided above has been reviewed by the District’s Finance and Planning Committee and they concurred with this recommendation.

Detailed fund amounts can be found attached to this document as Attachment B.

Attachments:

- A: 2024/2025 Preliminary Budget Memo
- B: 2024/2025 Detailed Fund Amounts



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Date: May 3, 2024
To: Hon Board of Directors
From: Mark Correira, Fire Chief
Subject: **Board Memo – 2024/25 Preliminary Budget**

Discussion

The proposed 2024/25 Preliminary Budget is being presented with the following budgeted amounts:

685010	General Fund	\$14,891,148
685015	Branciforte Service Zone	\$961,708
685030	Capital Outlay/Zone A	\$2,415,117
685035	Branciforte Measure T Fund	\$783,304
685040	SCHMITT	\$663,957

Summary

On February 14, 2024 the Board of Directors approved a budget amendment for the 2023/24 Budget. This amendment followed the Branciforte reorganization and updated the Fire District fund balances and allocated funds to cover the expenses for the increased costs from the merged agencies. In addition to updating the existing fund balances, the District added two new funds – the Branciforte Service Zone Fund, and the Branciforte Measure T Fund. The 2023/24 budget amendment transferred \$462,500 from the Branciforte Service Zone fund to the General Fund. These updated funds were used for the basis of the 2024/25 Preliminary Budget Proposal.

In addition and included in the final budget, the Staff is recommending eight (9) decision packages (enhancements), two (2) carry-forward-items from the 2023/24 Budget, and three (3) new items entered to the budget as placeholders. All of these items are one-time-costs. These changes can be found in detail later in this document.

The following table provides a picture of the fund-level changes between the 2023/2024 Amended Budget and the 2024/25 Final Budget:

<i>Fund Number</i>	<i>Fund Description</i>	<i>23/24 Adjusted Budget</i>	<i>Proposed 24/25 Budget</i>	<i>Variance</i>
685010	General Fund	\$14,377,286	\$14,891,148	\$513,862
685015	Branciforte Service Zone	\$462,500*	\$961,708	\$499,208
685030	Capital Outlay/Zone A	\$1,529,862	\$2,415,117	\$885,255
685035	Branciforte Measure T Fund	\$833,804	\$783,304	(\$50,000)
685040	SCHMITT	\$524,061	\$663,957	\$139,896
TOTAL OPERATING BUDGET VARIANCE**				\$1,539,013

* Amount based on approximately 50% of the tax load as the reorganization happened in December.

** Does not include Branciforte Service Zone or Measure T because these funds are being transferred to General Fund and Capital Outlay/Zone A.

The remainder of the memorandum will describe the changes to the fund balances in greater detail.

Revenue:

The beginning fund balance for the Preliminary 2024/25 Fiscal Year is estimated at \$4,180,000, with property taxes making up 88%. This is an increase in the fund balance of \$499,585 from the previous year. As noted, this is an estimate based on staff forecasting and these amounts will be adjusted and confirmed in the final budget. This amount also includes the transfer in of \$961,708 from the Branciforte Service Zone.

An estimated increase in property tax of 4% was included in all 2024/25 Preliminary Budget Funds as recommended by the Santa Cruz County Auditor’s Office. The County does not forecast unsecured and other sources of revenue for the Fire District. The estimates for these areas were much more conservative based on historical increases and the increase in interest rates possibly cooling off the housing market. These amounts will also be confirmed in the final budget.

Strike Team Revenue was reduced by \$325,000 to \$150,000. The rationale behind this reduction is created by when the District receives reimbursement for its deployments. Although the overtime is budgeted higher than this revenue amount (\$375,000), a more conservative approach is to only budget a portion of the revenue in the event the payment arrives in the next fiscal year. This line will be monitored and a budget amendment can be requested if needed.

Expenses:

The Salaries and Benefits section of the budget totals \$9,986,952 and includes the salary increase of 3% for Uniformed Staff and a 4% increase for the Confidential Employees. These wage increases are outlined in the memorandums of understanding and contractual obligations with the employee groups. These changes will be effective on July 1, 2024. Additionally, funds have been budgeted for the reclassification of position(s) during this fiscal year and if warranted.

Staffing levels remain constant with the Amended 23/24 Budget. With the reorganization of the Branciforte Fire District, the District is currently operating on an overstaffed model. Our fulltime equivalents (FTE) count of Uniformed Staff is currently three (3) additional FTEs from the previous years. It is recommended that through attrition or other means the district return to the former staffing levels before the Branciforte Reorganization occurred.

Overtime was reduced by \$119,591. This included a reduction of \$100,000 in out-of-county strike team overtime (\$375,000), and a \$25,000 in call-back overtime (\$300,000). The variance (\$5,409) is caused by other areas of the overtime budget being increased for cost-of-living adjustments. Historically, both of line item has been budgeted much higher, but the wetter-than-normal winters extinguished strike team responses and the overstaff model has caused a reduction in overtime. Expenses from out-of-county strike team responses are reimbursed according to the California Fire Assistance Agreement and offset these expenses accordingly.

The Services and Supplies budget was increased by \$46,965. Many of the Services and Supply lines were adjusted for increase cost for equipment and services. Additionally, the staff is recommending the carry forward of mental wellness expense, and strategic planning. Lastly, Staff is recommending the addition of \$30,000 for a demographic study for district-based elections, and \$10,000 for financial consultation to develop a debt management program.

As part of the 2023/24 Amended Budget, the Board approved moving \$1,000,000 from the Capital Outlay/Zone A fund to the General Fund. These funds remain in the 2024/25 General Fund and maintain the same line number and description (86110 Structures and Improvements), and will be used for the same purpose (La Madrona Fire Station). The rationale in keeping these monies in the general fund is to avoid having to borrow money while waiting for taxes to be collected. Known as the "dry tax season," tax monies are collected and deposited only three times per year. To cover expenses between these collection windows, the District will borrow funds and repay it after the taxes are collected. The District pays an interest payment when borrowing these funds. Retaining the \$1,000,000 in the General Funds will avoid having to borrow money and this interest payment.

Capital Outlay / Zone A Fund:

The Capital Outlay/Zone A (COZA) fund was adjusted by \$885,255. The lion share of this increase is through the estimated fund balance transfer from the Branciforte Measure T Fund (\$750,000). The estimated balance will be reconciled in the adoption of the Final Budget.

Staff is recommending the following additions (expenses) to the Preliminary COZA Budget: replacement of four (4) BK500 portable radios (\$10,289), Station Alerting System (\$27,500), LP1000 AEDs (\$5,000), Lucas (Mechanical CPR) Device or LP15 Cardiac Monitor (\$22,000) hose replacement (\$9,000), hose testing cart (\$5,000), and a carry-forward Turnout Gear Extractor (\$20,180). Its important to highlight that the Station Alerting System will be installed in the Erba Lane Station but is portable and can be moved to a newer station at a later date. Lastly, \$250,000 was budgeted in the Capital Outlay fund for the Community Room upgrades to the Branciforte Fire Station. This amount aligns with the Barnes Family Trust donation. This totals \$348,969.

Board of Directors

Adam Cosner Kris Hurst Joe Parker Russ Patterson Daron Pisciotta

SCHMITT:

There were no substantive changes to the 2024/25 SCHMITT Budget in comparison to the Adjusted 2023/24 Budget. This fund has an estimated fund balance of \$350,000 causing the variance of \$139,896 from the previous year. The fund balance and any planned expenses recommended by the partner agencies will be added and confirmed in the final budget

Branciforte Service Zone and Measure T Funds

Staff is recommending the transfer of the Service Zone Funds (685015) to General Fund (685010). The revenue categories from the Service Zone match those of the General Fund and were historically used for the same purposes in the former Branciforte Fire District. Similarly, the District budgets our operational costs to the Service Zone through the expenses in the General Fund. Transferring these funds to the general fund will streamline administrative process and align with actions by the former Branciforte Fire District.

Similarly, the Measure T Funds were established to support the ongoing capital expenses for the former Branciforte Fire District. Staff is recommending transferring these funds to the Zone A Capital Outlay Zone A Fund where they can be used for the same purpose. In addition, staff has built this budget around allowing the Measure T parcel tax measure to sunset at the end of the 2023/24 Fiscal Year. The variance (-\$50,000) is for construction currently occurring on the Branciforte Fire Station to address damage to the building that occurred before the reorganization.

Lastly, Staff will be recommending in the Final 2024/25 Budget to dissolve these two funds and have the revenue collections transferred directly into the funds listed earlier. Managing two additional funds when staff ultimately transfers the funds into other accounts will save staff time and reduce the possibility for errors. This recommendation was shared with the Branciforte Advisory Commission and they agreed this plan has merit.

CLOSING:

Staff is recommending the adoption of the 2024/25 Preliminary Budget as presented. Once reconciled after the closer of the 2023/24 fiscal year, the preliminary budget will be adjusted and presented as a final budget.

Detailed fund amounts can be found attached to this document as Attachments.

Attachments:

Detailed Fund Budgets (all funds)

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2024-7

**RESOLUTION ADOPTING PRELIMINARY BUDGET
FOR FISCAL YEAR 2024/2025**

WHEREAS, In compliance with Sections 13890, 13891 and 13893 of the California Health and Safety Code;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Preliminary Budget of the Scotts Valley Fire Protection District of Santa Cruz County for which the Board of Directors is the governing board, for fiscal year 2024/2025, be and is hereby adopted in accordance with the following:

Preliminary Scotts Valley Fire Protection District Budget

General Fund	Index 685010	\$14,891,148
Branciforte Service Zone	Index 685015	\$ 961,708
Capital Outlay/Zone A	Index 685030	\$ 2,415,117
Branciforte Measure T	Index 685035	\$ 783,304
SCHMIT	Index 685040	\$ 663,957

BE IT FURTHER RESOLVED that the appropriations for each budget unit which constitute the respective totals for each of the objects of the expenditures listed are attached hereto and known as the Preliminary Budget (on file with the Secretary of the Board).

PASSED AND ADOPTED BY THE Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, at a regular meeting held on May 8, 2024, by the following vote:

AYES NOES ABSENT ABSTAIN

Director Adam Cosner
Director Kris Hurst
Director Joseph Parker
Director Russ Patterson
Director Daron Pisciotta

APPROVED:

ATTEST:

Joe Parker
Board President

Mark Correia
Board Secretary

Scotts Valley Fire Protection District

General Fund (685010)
2024/2025 Preliminary Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount
40100	Prop Tax-Current Secured	\$ 9,137,243
40110	Prop Tax-Current Unsecured	\$ 196,997
40150	Supplemental Prop Tax-Current Secured	\$ 98,984
40151	Supplemental Prop Tax-Current Unsecured	\$ 2,000
40160	Supplemental Prop Tax-Prior Sec, Supplemental	\$ 3,000
40330	Licenses and Permits	\$ 50,000
40430	Interest	\$ 5,000
40440	Rents and Leases	\$ 1,200
40830	St-Homeowners' Property Tax Relief	\$ 40,516
40894	ST-Aid Others	\$ 150,000
42010	SCHMIT Administrative Services	\$ 6,000
42055	SCHMIT Reimbursement	\$ 56,000
42384	Other Revenue	\$ 2,500
42462	Transfer In From BFPD Service Zone	\$ 961,708
Total Revenue		\$ 10,711,148
Beginning Fund Balance		\$ 4,180,000
Total General Fund Budget		\$ 14,891,148

Expenditure Summary

Account #	Expense Category	Expense Amount
50000	Salaries & Benefits	\$ 9,986,952
60000	Services & Supplies	\$ 1,047,091
75000	Other Charges	\$ 315,500
80000	Fixed Assets	\$ 1,000,000
Total Expenditures		\$ 12,349,543
Operating Transfer Out		\$ -
Contingencies		\$ 250,000
Reserves - Undesignated		\$ 2,291,605
Total General Fund Budget		\$ 14,891,148

Notes:

Schedule of Revenue: 50% in December, 45% in April and 5% in June
 Account 40100 reflects a 4% increase as per Santa Cruz County Auditor's Office.
 Other Charges - Contributions to Trust accounts and LAFCO charges.
 Account 40330 - Revenue from Permits, Plan Checks and Inspections
 Account 40440 - Revenue from the Lease of the Marywood Property
 Account 40894 - Revenue from Statewide Strike Teams, Overhead Assignments
 Account 42010 - Revenue of \$6000 for SCHMIT Administration
 Account 42055 - Reimbursement for Personnel - Haz Mat Stipends and Training
 Account 42384 - Revenue from CPR Classes, Donations, and Misc. Revenue
 Estimated Fund Balance as of April 30, 2024
 Reserves = Balance as per Policy 1608 - Reserve Guidelines.

Scotts Valley Fire Protection District

General Fund (685010)
2024/2025 Preliminary Budget

Expenditure Accounts

Account #	Category	Expenditure Amount
Salaries and Benefits		
51000	Regular Pay, Perm.	\$ 4,461,468
51005	Overtime Pay	\$ 786,441
51010	Regular Pay, Extra help	\$ 71,900
51035	Holiday Pay	\$ 361,668
51040	Differential Pay	\$ 220,644
52010	Medicare Tax	\$ 93,058
52015	PERS	\$ 2,143,980
53010	Employee Group Insurance	\$ 1,059,595
53015	Unemployment Insurance	\$ 8,877
54010	Workers' Compensation Ins	\$ 665,116
55020	Sick Leave Reserve	\$ 21,434
55021	Other Benefits Miscellaneous: Vacation Payoff	\$ 92,771
Total Salaries and Benefits		\$ 9,986,952
Services and Supplies		
61110	Clothing and Personal Supplies	\$ 39,000
61125	Uniforms	\$ 23,650
61215	Radio Services and Communications	\$ 91,928
61221	Telephone and Telegraph	\$ 19,700
61310	Food	\$ 7,500
61425	Household Expense	\$ 7,500
61535	Insurance	\$ 83,500
61720	Maintenance Mobile Equipment	\$ 135,000
61725	Maintenance Office Equipment	\$ 29,421
61730	Maintenance Other Equipment	\$ 34,250
61845	Maintenance Structure & Grounds	\$ 31,400
61920	Medical Supplies	\$ 13,300
62020	Memberships	\$ 15,136
62111	Miscellaneous Expense	\$ 1,500
62219	Computer Software	\$ 20,772
62223	Office Expense	\$ 10,800
62301	Accounting & Auditing Fees	\$ 77,600
62327	Directors Fees	\$ 11,300
62358	Laundry Service	\$ 1,250
62367	Medical Services	\$ 30,000
62381	Professional/Special Services	\$ 126,500
62420	Publications and Legal Notices	\$ 6,500
62500	Rents and Leases, Equipment	\$ 1,000
62715	Small Tools and Instruments	\$ 25,659
62826	Education Reimbursement	\$ 31,500
62888	Special District Expense	\$ 19,000
62890	Subscriptions	\$ 2,675
62914	Education & Training	\$ 25,100
62920	Gas, Oil and Fuel	\$ 56,350
62930	Conference Tuition - Registrations	\$ 20,100
63070	Utilities	\$ 48,200
Total Services & Supplies		\$ 1,047,091
Other Charges		
75233	Contributions to Trust/Agency Fund	\$ 305,000
75231	Contributions to Other Government Agencies	\$ 10,500
Total Other Charges		\$ 315,500
Fixed Assets		
86110	Structure and Improvements	\$ 1,000,000
Total Fixed Assets		\$ 1,000,000
Appropriation for Contingencies		
98700	Contingencies	\$ 250,000
Total Contingencies		\$ 250,000
General Reserves		
98695	Undesignated Fund Balance	\$ 2,291,605
Total Reserves		\$ 2,291,605
TOTAL EXPENDITURES		\$ 14,891,148

Scotts Valley Fire Protection District

General Fund (685010)
2024/2025 Preliminary Budget

Schedule of Fixed Assets

Account #	Description	Amount
86110	Structures and Improvements	
	La Madrona Fire Station	\$ 1,000,000
	Subtotal Structures and Improvements	\$ 1,000,000
		Total Fixed Assets \$ 1,000,000

Signed:

Board Secretary

Scotts Valley Fire Protection District
Branciforte Service Zone (685015)
 2024/2025 Preliminary Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount
40100	Prop Tax-Current Secured	\$ 946,708
40110	Prop Tax-Current Unsecured	\$ 15,000
40130	Prop Tax-Prior Unsecured	\$ -
40150	Supplemental Prop Tax-Current Secured	\$ -
40151	Supplemental Prop Tax-Current Unsecured	\$ -
40160	Supplemental Prop Tax-Prior Sec, Supplemental	\$ -
40161	Supplemental Prop Tax-Prior Unsecured	\$ -
40330	Licenses and Permits	\$ -
40430	Interest	\$ -
40830	St-Homeowners' Property Tax Relief	\$ -
40894	ST-Aid Others	\$ -
42384	Other Revenue	\$ -
42390	Unclaimed Money-Eschated	\$ -
44142	Penalties for Delinquent Taxes	\$ -
44143	Redemption for Delinquent Taxes	\$ -
Total Revenue		\$ 961,708
Fund Balance		\$ -
Total Branciforte Service Zone Budget		\$ 961,708

Expenditure Summary

Account #	Expense Category	
90000	Operating Transfer Out	\$ 961,708
Total Expenditures		\$ 961,708
Total Branciforte Service Zone Budget		\$ 961,708

Scotts Valley Fire Protection District

Branciforte Service Zone (685015)

2024/2025 Preliminary Budget

Expenditure Accounts

Account #	Category	Expenditure Amount
Operating Transfers Out		
90000	Transfer To SVFPD General Fund (685010)	\$ 961,708
Total Operating Transfer Out		\$ 961,708
TOTAL EXPENDITURES		\$ 961,708

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Preliminary Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount
40100	Prop Tax-Current Secured	\$ 154,929
40110	Prop Tax-Current Unsecured	\$ 3,000
40150	Supplemental Prop Tax-Current Secured	\$ 1,500
40151	Supplemental Prop Tax-Current Unsecured	\$ -
40430	Interest	\$ 5,000
40830	St-Homeowners' Property Tax Relief	\$ 688
42462	Transfer In From Branciforte Measure T Fund	\$ 750,000
Total Revenue		\$ 915,117
Fund Balance		\$ 1,500,000
Total Capital Outlay/Zone A Budget		\$ 2,415,117

Expenditure Summary

Account #	Expense Category	Expense Amount
60000	Services and Supplies	\$ 894,941
86000	Fixed Assets	\$ 382,500
Total Expenditures		\$ 1,277,441
Operating Transfer Out		\$ -
Contingencies		\$ 200,000
General Reserves		\$ 937,676
Total Capital Outlay/Zone A Budget		\$ 2,415,117

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Preliminary Budget

Expenditure Accounts

Account #	Category	Expenditure Amount
Services and Supplies		
61845	Maintenance Structure & Grounds	\$ 50,000
62111	Miscellaneous	\$ 3,000
62223	Office Supplies	\$ 4,000
62301	Accounting & Auditing Fees	\$ 1,000
62381	Professional Services	\$ 794,652
62710	Equipment	\$ 10,289
62715	Small Tool	\$ 32,000
Total Services and Supplies		\$ 894,941
Fixed Assets		
86110	Structures and Improvements	\$ 302,500
86204	Equipment	\$ -
86209	Mobile Equipment	\$ 80,000
Total Fixed Assets		\$ 382,500
Operating Transfer Out		
90000	Transfer To General Fund (685010)	\$ -
Total Operating Transfer Out		\$ -
General Reserves		
98695	Fund Balance - Undesignated	\$ 937,676
Total General Reserves		\$ 937,676
Appropriation for Contingencies		
98700	Contingencies	\$ 200,000
Total Contingencies		\$ 200,000
Total Expenditures		\$ 2,415,117

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Preliminary Budget

Schedule of Fixed Assets

Account #	Description	Amount
86110	Structures and Improvements	
	Branciforte Community Room	\$ 250,000
	Glennwood (extractor) (23/24)	\$ 25,000
	Station Alerting (DP)	\$ 27,500
	Subtotal Structures and Improvements	\$ 302,500
86204	Equipment	
		\$ -
		\$ -
	Subtotal Equipment	\$ -
86209	Mobile Equipment	
	AFG Matching Funds (Tender)	\$ 80,000
	Subtotal Mobile Equipment	\$ 80,000
	Total Fixed Assets	\$ 382,500

Signed: _____

Board Secretary

Scotts Valley Fire Protection District
 Branciforte Service Zone Measure T (685035)
 2024/2025 Preliminary Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount
40196	Fire Protection Tax	\$ -
40430	Interest	
42372	Contributions - BFPD Measure T	
42384	Other Revenue	\$ -
Total Revenue		\$ -
Fund Balance		\$ 783,304
Total Measure T Budget		\$ 783,304

Expenditure Summary

Account #	Expense Category	Expense Amount
60000	Services and Supplies	\$ -
90000	Operating Transfer Out	\$ 783,304
86000	Fixed Assets	\$ -
Total Expenditures		\$ 783,304
Contingencies		\$ -
General Reserves		\$ -
Total Measure T Budget		\$ 783,304

Scotts Valley Fire Protection District
 Branciforte Service Zone Measure T (685035)
 2024/2025 Preliminary Budget

Expenditure Accounts

Account #	Category	Proposed Amendment	
Services and Supplies			
		Total Services and Supplies	\$ -
Fixed Assets			
86110	Structures and Improvements - Barnes Family Trust		
		Total Fixed Assets	\$ -
General Reserves			
98695	Fund Balance - Undesignated	\$	-
		Total General Reserves	\$ -
Operating Transfers Out			
90000	Transfer To SVFPD Capital Outlay (685030)	\$	783,304
		Total Operating Transfer Out	\$ 783,304
Appropriation for Contingencies			
98700	Contingencies	\$	-
		Total Contingencies	\$ -
		Total Expenditures	\$ 783,304

Scotts Valley Fire Protection District

SCHMIT (685040)

2024/2025 Preliminary Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount
40430	Interest	\$ 400
40894	Grant Funding	\$ -
Subtotal Other Revenue		\$ 400
41150	<u>Haz Mat Contract Contributions:</u>	
	<u>Percentage</u>	
	Santa Cruz County	49.16%
	City of Santa Cruz	23.24%
	City of Watsonville	19.42%
	City of Scotts Valley	4.51%
	City of Capitola	3.67%
	UCSC	Fixed
	State Parks	Fixed
		\$ 142,849
		\$ 67,531
		\$ 56,431
		\$ 13,105
		\$ 10,664
		\$ 12,536
		\$ 10,441
Total Contribution From Other Agencies		\$ 313,557
Total Revenue		\$ 313,957
Fund Balance		\$ 350,000
Total SCHMIT Budget		\$ 663,957

Expenditure Summary

Account #	Expense Category	Expense Amount
60000	Services and Supplies	\$ 89,024
75000	Personnel Costs	\$ 260,000
86204	Fixed Assets	\$ 100,000
Total Expenditures		\$ 449,024
Contingencies		\$ 25,000
General Reserves		\$ 189,933
Total SCHMIT Budget		\$ 663,957

Scotts Valley Fire Protection District

SCHMIT (685040)

2024/2025 Preliminary Budget

Expenditure Accounts

Account #	Category	Expenditure Amount
Services and Supplies		
61110	Protective Clothing	\$ 10,600
61221	Telephone and Telegraph	\$ 960
61535	Insurance	\$ 2,555
61720	Maintenance, Mobile Equipment	\$ 16,700
61725	Maintenance, Office Equipment	\$ 380
61730	Maintenance, Other Equipment	\$ 10,200
61920	Medical Supplies	\$ 1,000
62219	Computer Software	\$ 3,500
62301	Accounting and Auditing	\$ 1,200
62365	Management Services	\$ 8,000
62715	Small Tools and Instruments	\$ 11,429
62888	Special District Expense	\$ 1,250
62914	Training	\$ 20,600
62920	Fuel	\$ 650
Total Services and Supplies		\$ 89,024
Contributions to Agencies		
75268	Reimbursement of Costs to Agencies	\$ 240,000
75276	Emergency Response Reimbursement	\$ 20,000
Total Contributions to Agencies		\$ 260,000
Fixed Assets		
86204	Equipment	\$ 100,000
Total Fixed Assets		\$ 100,000
General Reserves		
98965	Unassigned Fund Balance	\$ 189,933
Total Reserves		\$ 189,933
Appropriation for Contingencies		
98700	Contingencies	\$ 25,000
Total Appropriation for Contingencies		\$ 25,000
Total Expenditures		\$ 663,957

Scotts Valley Fire Protection District

SCHMIT (685040)

2024/2025 Preliminary Budget

Schedule of Fixed Assets

Budget	Description
685040	SCHMIT

Account	Description of Item	Amount
86204	SCBA Packs and Bottles	\$ 100,000

Subtotal Equipment		\$ 100,000
Total Fixed Assets		\$ 100,000

Signed: _____

Board Secretary

Scotts Valley Fire Protection District

General Fund (685010)

2024/2025 Final Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount
40100	Prop Tax-Current Secured	\$ 9,137,243
40110	Prop Tax-Current Unsecured	\$ 196,997
40150	Supplemental Prop Tax-Current Secured	\$ 98,984
40151	Supplemental Prop Tax-Current Unsecured	\$ 2,000
40160	Supplemental Prop Tax-Prior Sec, Supplemental	\$ 3,000
40330	Licenses and Permits	\$ 50,000
40430	Interest	\$ 5,000
40440	Rents and Leases	\$ 1,200
40830	St-Homeowners' Property Tax Relief	\$ 40,516
40894	ST-Aid Others	\$ 350,000
42010	SCHMIT Administrative Services	\$ 6,000
42055	SCHMIT Reimbursement	\$ 56,000
42384	Other Revenue	\$ 2,500
42462	Transfer In From BFPD Service Zone	\$ 961,708
Total Revenue		\$ 10,911,148
Beginning Fund Balance		\$ 4,764,199
Total General Fund Budget		\$ 15,675,347

Expenditure Summary

Account #	Expense Category	Expense Amount
50000	Salaries & Benefits	\$ 9,867,226
60000	Services & Supplies	\$ 1,063,387
75000	Other Charges	\$ 315,500
80000	Fixed Assets	\$ 1,000,000
Total Expenditures		\$ 12,246,113
Operating Transfer Out		\$ -
Contingencies		\$ 250,000
Reserves - Undesignated		\$ 3,179,234
Total General Fund Budget		\$ 15,675,347

Notes:

Schedule of Revenue: 50% in December, 45% in April and 5% in June
 Account 40100 reflects a 4% increase as per Santa Cruz County Auditor's Office.
 Other Charges - Contributions to Trust accounts and LAFCO charges.
 Account 40330 - Revenue from Permits, Plan Checks and Inspections
 Account 40440 - Revenue from the Lease of the Marywood Property
 Account 40894 - Revenue from Statewide Strike Teams, Overhead Assignments
 Account
 Account 42055 - Reimbursement for Personnel - Haz Mat Stipends and Training
 Account 42384 - Revenue from CPR Classes, Donations, and Misc. Revenue
 Estimated Fund Balance as of April 30, 2024
 Reserves = Balance as per Policy 1608 - Reserve Guidelines.

Scotts Valley Fire Protection District

General Fund (685010)

2024/2025 Final Budget

Expenditure Accounts

Account #	Category	Expenditure Amount
Salaries and Benefits		
51000	Regular Pay, Perm.	\$ 4,461,468
51005	Overtime Pay	\$ 786,441
51010	Regular Pay, Extra help	\$ 71,900
51035	Holiday Pay	\$ 361,668
51040	Differential Pay	\$ 220,644
52010	Medicare Tax	\$ 93,058
52015	PERS	\$ 2,143,980
53010	Employee Group Insurance	\$ 1,065,595
53015	Unemployment Insurance	\$ 8,877
54010	Workers' Compensation Ins	\$ 539,390
55020	Sick Leave Reserve	\$ 21,434
55021	Other Benefits Miscellaneous: Vacation Payoff	\$ 92,771
Total Salaries and Benefits		\$ 9,867,226
Services and Supplies		
61110	Clothing and Personal Supplies	\$ 39,000
61125	Uniforms	\$ 23,650
61215	Radio Services and Communications	\$ 91,928
61221	Telephone and Telegraph	\$ 19,700
61310	Food	\$ 7,500
61425	Household Expense	\$ 7,500
61535	Insurance	\$ 83,500
61720	Maintenance Mobile Equipment	\$ 135,000
61725	Maintenance Office Equipment	\$ 30,717
61730	Maintenance Other Equipment	\$ 34,250
61845	Maintenance Structure & Grounds	\$ 31,400
61920	Medical Supplies	\$ 13,300
62020	Memberships	\$ 15,136
62111	Miscellaneous Expense	\$ 1,500
62219	Computer Software	\$ 20,772
62223	Office Expense	\$ 15,800
62301	Accounting & Auditing Fees	\$ 77,600
62327	Directors Fees	\$ 11,300
62358	Laundry Service	\$ 1,250
62367	Medical Services	\$ 30,000
62381	Professional/Special Services	\$ 136,500
62420	Publications and Legal Notices	\$ 6,500
62500	Rents and Leases, Equipment	\$ 1,000
62715	Small Tools and Instruments	\$ 25,659
62826	Education Reimbursement	\$ 31,500
62888	Special District Expense	\$ 19,000
62890	Subscriptions	\$ 2,675
62914	Education & Training	\$ 25,100
62920	Gas, Oil and Fuel	\$ 56,350
62930	Conference Tuition - Registrations	\$ 20,100
63070	Utilities	\$ 48,200
Total Services & Supplies		\$ 1,063,387
Other Charges		
75233	Contributions to Trust/Agency Fund	\$ 305,000
75231	Contributions to Other Government Agencies	\$ 10,500
Total Other Charges		\$ 315,500
Fixed Assets		
86110	Structure and Improvements	\$ 1,000,000
Total Fixed Assets		\$ 1,000,000
Appropriation for Contingencies		
98700	Contingencies	\$ 250,000
Total Contingencies		\$ 250,000
General Reserves		
98695	Undesignated Fund Balance	\$ 3,179,234
Total Reserves		\$ 3,179,234
TOTAL EXPENDITURES		\$ 15,675,347

Scotts Valley Fire Protection District

General Fund (685010)

2024/2025 Final Budget

Schedule of Fixed Assets

Account #	Description	Amount
86110	Structures and Improvements	
	La Madrona Fire Station	\$ 1,000,000
	Subtotal Structures and Improvements	\$ 1,000,000

Total Fixed Assets \$ 1,000,000

Signed:

Board Secretary

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Final Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount
40100	Prop Tax-Current Secured	\$ 154,929
40110	Prop Tax-Current Unsecured	\$ 3,000
40150	Supplemental Prop Tax-Current Secured	\$ 1,500
40151	Supplemental Prop Tax-Current Unsecured	\$ -
40430	Interest	\$ 5,000
40830	St-Homeowners' Property Tax Relief	\$ 688
42462	Transfer In From Branciforte Measure T Fund	\$ 856,537
Total Revenue		\$ 1,021,654
Fund Balance		\$ 1,265,381
Total Capital Outlay/Zone A Budget		\$ 2,287,035

Expenditure Summary

Account #	Expense Category	Expense Amount
60000	Services and Supplies	\$ 1,043,471
86000	Fixed Assets	\$ 394,653
Total Expenditures		\$ 1,438,124
Operating Transfer Out		\$ -
Contingencies		\$ 200,000
General Reserves		\$ 648,911
Total Capital Outlay/Zone A Budget		\$ 2,287,035

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Final Budget

Expenditure Accounts

Account #	Category	Expenditure Amount	
Services and Supplies			
61845	Maintenance Structure & Grounds	\$	50,000
62111	Miscellaneous	\$	3,000
62223	Office Supplies	\$	4,000
62301	Accounting & Auditing Fees	\$	1,000
62381	Professional Services	\$	943,182
62710	Equipment	\$	10,289
62715	Small Tool	\$	32,000
		Total Services and Supplies	\$ 1,043,471
Fixed Assets			
86110	Structures and Improvements	\$	314,653
86204	Equipment	\$	-
86209	Mobile Equipment	\$	80,000
		Total Fixed Assets	\$ 394,653
Operating Transfer Out			
90000	Transfer To General Fund (685010)	\$	-
		Total Operating Transfer Out	\$ -
General Reserves			
98695	Fund Balance - Undesignated	\$	648,911
		Total General Reserves	\$ 648,911
Appropriation for Contingencies			
98700	Contingencies	\$	200,000
		Total Contingencies	\$ 200,000
		Total Expenditures	\$ 2,287,035

Scotts Valley Fire Protection District

Capital Outlay - Zone A (685030)

2024/2025 Final Budget

Schedule of Fixed Assets

Account #	Description	Amount
86110	Structures and Improvements	
	Branciforte Community Room	\$ 250,000
	Glennwood (extractor) (23/24)	\$ 25,000
	Station Alerting (DP)	\$ 27,500
	Subtotal Structures and Improvements	\$ 302,500
86204	Equipment	
		\$ -
		\$ -
	Subtotal Equipment	\$ -
86209	Mobile Equipment	
	AFG Matching Funds (Tender)	\$ 80,000
	Subtotal Mobile Equipment	\$ 80,000
	Total Fixed Assets	\$ 382,500

Signed: _____

Board Secretary

Scotts Valley Fire Protection District

SCHMIT (685040)
2024/2025 Final Budget

Expenditure Accounts

Account #	Category	Expenditure Amount
Services and Supplies		
61110	Protective Clothing	\$ 10,600
61221	Telephone and Telegraph	\$ 960
61535	Insurance	\$ 2,555
61720	Maintenance, Mobile Equipment	\$ 16,700
61725	Maintenance, Office Equipment	\$ 380
61730	Maintenance, Other Equipment	\$ 10,200
61920	Medical Supplies	\$ 1,000
62219	Computer Software	\$ 3,500
62301	Accounting and Auditing	\$ 1,200
62365	Management Services	\$ 9,000
62715	Small Tools and Instruments	\$ 11,429
62888	Special District Expense	\$ 1,250
62914	Training	\$ 20,600
62920	Fuel	\$ 650
Total Services and Supplies		\$ 90,024
Contributions to Agencies		
75268	Reimbursement of Costs to Agencies	\$ 270,000
75276	Emergency Response Reimbursement	\$ 20,000
Total Contributions to Agencies		\$ 290,000
Fixed Assets		
86204	Equipment	\$ 127,000
Total Fixed Assets		\$ 127,000
General Reserves		
98965	Unassigned Fund Balance	\$ 175,826
Total Reserves		\$ 175,826
Appropriation for Contingencies		
98700	Contingencies	\$ 25,000
Total Appropriation for Contingencies		\$ 25,000
Total Expenditures		\$ 707,850

Scotts Valley Fire Protection District

SCHMIT (685040)
2024/2025 Final Budget

Revenue Summary

Account #	Revenue Description	Revenue Amount
40430	Interest	\$ 400
40894	Grant Funding	\$ -
Subtotal Other Revenue		\$ 400
41150	<u>Haz Mat Contract Contributions:</u>	
	<u>Percentage</u>	
	Santa Cruz County	49.16% \$ 142,849
	City of Santa Cruz	23.24% \$ 67,531
	City of Watsonville	19.42% \$ 56,431
	City of Scotts Valley	4.51% \$ 13,105
	City of Capitola	3.67% \$ 10,664
	UCSC	Fixed \$ 12,536
	State Parks	Fixed \$ 10,441
Total Contribution From Other Agencies		\$ 313,557
Total Revenue		\$ 313,957
Fund Balance		\$ 393,893
Total SCHMIT Budget		\$ 707,850

Expenditure Summary

Account #	Expense Category	Expense Amount
60000	Services and Supplies	\$ 90,024
75000	Personnel Costs	\$ 290,000
86204	Fixed Assets	\$ 127,000
Total Expenditures		\$ 507,024
Contingencies		\$ 25,000
General Reserves		\$ 175,826
Total SCHMIT Budget		\$ 707,850

Scotts Valley Fire Protection District

SCHMIT (685040)
2024/2025 Final Budget

Schedule of Fixed Assets

Budget	Description
685040	SCHMIT

Account	Description of Item	Amount
86204	SCBA Packs and Bottles	\$ 100,000
	Entry Kits	\$ 27,000

Subtotal Equipment		\$ 127,000
Total Fixed Assets		\$ 127,000

Signed: _____

Board Secretary

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2024-11

**RESOLUTION ADOPTING FINAL BUDGET
FOR FISCAL YEAR 2024/2025 AND ADDRESSING ACCOUNT ADJUSTMENTS POST-
CONSOLIDATION OF BRANCIFORTE FIRE PROTECTION DISTRICT**

WHEREAS, Sections 13890, 13891 and 13893 of the California Health and Safety Code have been complied with; and

WHEREAS, a public hearing has been completed, during which time all additions and deletions to the proposed budget for 2024/2025 were made; and

WHEREAS, the Branciforte Fire Protection District was officially consolidated with the Scotts Valley Fire Protection District on December 9, 2023, necessitating updates to budgetary allocations;

WHEREAS, the Branciforte Advisory Commission recommended to the Board of Directors, and the Board approved during the preliminary budget adoption, the reduction of accounts and funds associated with the Branciforte Service Zone;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED in accordance with Section 13895 of the California Health and Safety Code, the Final Budget of the Scotts Valley Fire Protection District of Santa Cruz County for which the Board of Directors is the governing board, for fiscal year 2024/2025 and is hereby adopted in accordance with the following:

Final Scotts Valley Fire Protection District Budget

General Fund	Index 685010	\$15,675,347
Capital Outlay/Zone A	Index 685030	\$ 2,287,035
SCHMIT	Index 685040	\$ 707,850

BE IT FURTHER RESOLVED that the accounts previously established for the Branciforte Service Zone (Index 685015 and Index 685035) are hereby removed, and any ongoing revenue and expenditures associated with these accounts shall be redirected to the Scotts Valley Fire Protection District of Santa Cruz County accounts (Index 685010 and Index 685030, respectively). In addition, any remaining fund balance in the Branciforte Service Zone shall be transferred to the appropriate Scotts Valley Fire Protection District of Santa Cruz County account as described above for the dissolution of the Branciforte Service Zone.

BE IT FURTHER RESOLVED that the appropriations for each budget unit which constitute the respective totals for each of the objects of the expenditures listed are attached hereto and known as the Final Budget (on file with the Secretary of the Board).

PASSED AND ADOPTED BY THE Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, at a regular meeting held on August 14, 2024, by the following vote:

AYES NOES ABSENT ABSTAIN

Director Adam Cosner
Director Kris Hurst
Director Joseph Parker
Director Russ Patterson
Director Daron Pisciotta

ATTEST:

Mark Correira
Board Secretary

Joe Parker
Board President

cc: County Auditor/Controller



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: August 14, 2024
RE: Weed Abatement Ordinance

Recommendation

Adopt Ordinance No. 2024-1 An Ordinance Establishing a Weed Abatement Program and Providing For Collecting The Expense of Abatement

Discussion

On occasion Fire District staff finds or receives complaints about overgrown properties within the District that are creating a danger to the Community. The current practice to resolve these challenging issues is to have the Deputy Fire Marshal, Battalion Chief, or Fire Chief meet with the property owner/homeowner. If no results are realized or if the property owner cannot be located, the Deputy Fire Marshal sends a memorandum to the owner requesting the property be maintained in a safe manner. If the property is not maintained in compliance with the code in a reasonable time, a second or even third letters are sent. Sometimes the property owners will comply with these requests, but most often these letters are ignored and no action is taken leaving a hazardous condition.

To address this issue, the State Legislature has granted authority to local government to address. Health and Safety Code § 14875 allows local government to adopt an ordinance that provides for more enforcement action for weed abatement, including mitigating the hazard when a property owner is unresponsive.

Ordinance 2024 – 1 and accompanying documents, if approved, would codify the District’s ability to inform and abate these hazards through a prescribed process. Similar to the current practice, the Fire Chief or designee (e.g. Deputy Fire Marshal) would investigate the complaint, meet with the property owner or send multiple letters asking them to mitigate the hazard and comply with the Code. If these requests are ignored, the property owner would receive a “Notice To Destroy Weeds” and given 10 days to mitigate the hazard. These notices would be sent via certified mail to the owner as identified on the tax roll, and a notice would be posted on or adjacent to the property that is hazardous. If the Notice is ignored, the District would send their designated mitigation staff or company to abate the hazard using the administratively adopted standard. Any costs for these services would be placed on the properties tax bill (i.e. a lien), and either paid during the next tax collection or when the property is sold.

Staff has worked closely with legal counsel in crafting the ordinance, and we have modeled language from other California fire districts – most predominantly the Central Fire District of Santa Cruz County.

ORDINANCE NO. 2024-1

**SCOTTS VALLEY FIRE DISTRICT OF
SANTA CRUZ COUNTY**

**AN ORDINANCE ESTABLISHING A WEED ABATEMENT PROGRAM
AND PROVIDING FOR COLLECTING THE EXPENSE OF ABATEMENT**

The Board of Directors of the Scotts Valley Fire District (“Board”) ordains as follows:

**ARTICLE I
GENERAL PROVISIONS**

Section 1.1 Short Title

This Ordinance may be cited as the “Scotts Valley Fire District Weed Abatement Ordinance.”

Section 1.2. Authority

This Ordinance is authorized by §§ 14875 *et seq.* and §§ 14930 of the California Health and Safety Code.

Section 1.3 “Weeds” Defined

For purposes of this ordinance, “Weeds” shall mean the same as the definition in § 14875 of the California Health and Safety Code.

Section 1.3 Purpose

The Board determines that Weeds, may constitute a public nuisance or fire hazard within the Scotts Valley Fire District (“District”), such that it may be declared a nuisance and be abated as set forth in this Ordinance.

**ARTICLE II
ABATEMENT PROCEDURES**

Section 2.1 Public Nuisance

Pursuant to § 14880 of the California Health and Safety Code, whenever Weeds are growing upon any street sidewalk, or on private property within the boundaries of the District, the Board may declare the Weeds a public nuisance.

Section 2.2 Resolution Declaring Nuisance

Whenever any such Weeds are growing upon any real property or properties within the boundaries of the District, the Board may pass a resolution declaring the same to be a public nuisance, and order the Fire Chief to give notice of the passage of such resolution as herein provided, and stating that, unless such nuisance be abated without delay by the destruction or removal of such Weeds, the work of abating such nuisance will be done by the District and the expense thereof assessed upon the property from which such Weeds shall have been destroyed or removed. Such resolution

shall fix the time and place for hearing any objections to the proposed destruction or removal of such Weeds.

Section 2.3 Form of Notice

The notice of public nuisance shall be in substantially the following form:

NOTICE TO DESTROY WEEDS

NOTICE IS HEREBY GIVEN that on _____, 2024, pursuant to the provisions of Ordinance No. _____, of the Scotts Valley Fire District, the Board of Directors of said District passed a resolution declaring that all weeds growing upon any real property, as defined in § 14875 of the California Health and Safety Code and Section 1.3 of Ordinance No. _____ of the District, constitute a public nuisance, which nuisance must be abated by the destruction or removal thereof.

NOTICE IS FURTHER GIVEN that property owners shall, without delay, cause the removal all such weeds from the property or such weeds will be destroyed or removed and such nuisance abated by the District, in which case the cost of such destruction or removal will be assessed upon the property from which such weeds shall have been destroyed or removed; and such cost will constitute a lien upon such lots or lands until paid. All property owners having any objections to the proposed destruction or removal of such weeds are hereby notified to attend a meeting of the Board of Directors of the Scotts Valley Fire District to be held in the Board Room of said District on ____, 20____, at ____p.m. or as soon thereafter as the matter can be heard, when and where their objections will be heard and given due consideration.

Dated: _____

SCOTTS VALLEY FIRE DISTRICT

By: _____
Fire Chief, Scotts Valley F.D.

Such notice shall be published at least once in a newspaper of general circulation published in the County of Santa Cruz, the first publication of which shall be at least ten days before the time fixed by the Board for hearing objections. The Fire Chief shall cause the notice of hearing to be mailed by registered or certified mail to the owner(s) of the property, as their names and addresses appear from the last equalized Santa Cruz County Tax Assessor assessment roll, or as they are known to the District Clerk, upon the property which the nuisance is located, at least ten (10) days before the time fixed by the Board for hearing objections.

Section 2.4 Hearing

At the time stated in the notice, the Board shall hear and consider any and all objections to the proposed destruction or removal of such Weeds and may continue the hearing from time to time. The Board by motion or resolution shall allow or overrule any and all objections, if any, after

which the District shall be deemed to have acquired jurisdiction to proceed and perform the work of the destruction and removal of said Weeds.

Section 2.5 Order to Abate Nuisance

The Board shall, by resolution, order the Fire Chief to abate such nuisance, or cause the same to be abated, by having the Weeds referred to destroyed or removed by cutting, discing, chemical spraying, or any other method, as may be determined by the Board. The Chief of the Fire District and his or her deputies, assistants, employees, contracting agents, or other representatives are hereby expressly authorized to enter upon private property to abate the nuisance. Any property owner shall have the right to destroy or remove such Weeds personally or have the same destroyed or removed at his/her own expense, provided that such Weeds shall have been destroyed or removed prior to the arrival of the Fire Chief or his/her authorized agents or representatives to remove them.

Section 2.6 Account and Report of Cost

The District shall keep an account of the cost of abating such nuisance and provide a written accounting to the Board. Such accounting shall refer to each parcel of land by assessor's parcel number used by Santa Cruz County Tax County Assessor's Map books for the most current year available, together with the expense proposed to be assessed against each separate parcel. Costs determined shall include actual cost of contracted abatement and any administrative costs involved in the notification of abatement and collection of monies.

Section 2.7 Notice of Report and of Hearing

The District shall post a copy of such report on or near the chamber door of the Board and post same on its website together with a notice of the time and place when and where it will be submitted to the Board for hearing and confirmation, notifying property owners that they may appear at such time and place and object to any matter contained therein. The posting shall be made and completed at least three days before the time such report shall have been submitted to the Board. Such notice shall be substantially in the following form:

**NOTICE OF HEARING ON REPORT
AND
ASSESSMENT FOR WEED ABATEMENT**

NOTICE IS HEREBY GIVEN that on _____, 20__ , the Fire Chief of the Scotts Valley Fire District filed a report on abatement of weeds within the District, one copy of which is posted on the door of the District Board room.

NOTICE IS FURTHER GIVEN that on _____, 20__ , at the hour of _____ p.m., in the Board room of said District, said report will be presented to the Board of Directors of said District for consideration and confirmation, and that any and all persons interested having any objections to said report or to any matter or thing contained therein, may appear at said time and place and be heard.

Dated: _____

SCOTTS VALLEY FIRE DISTRICT

By: _____
Fire Chief, Scotts Valley F.D.

Section 2.8 Hearing and Confirmation

At the time and place fixed for receiving and considering such report, the Board shall hear the same, together with any objections which may be raised by any of the property owners proposed to be assessed for the work of abating such nuisance, and the Fire Chief shall attend such meeting with their accounting, and upon such hearing, the Board may make such changes in the proposed assessments thereof as it may deem necessary, after which such accounting shall be confirmed by resolution.

The adopted cost of abating such nuisances upon the various parcels of land respectively referred to in such accounting shall constitute special assessments against such respective parcels of land, and after thus made and confirmed, shall constitute a lien upon such parcels for the amount of such assessments until paid.

Section 2.9 Collection on Tax Roll

After the report is confirmed by the Board, the District shall submit to the County Recorder for recordation a certified copy of the resolution confirming the assessments, and shall cause a certified copy of the confirmed report to be filed with the County Auditor, County Assessor, and Tax Collector on or before the tenth day of August following such confirmation, in order that each such assessment may be entered on the County Tax Roll opposite the parcel of land. Thereafter, such amounts may be collected at the same time, and in the same manner, as taxes are collected and shall be subject to the same penalties and interest, and the same procedure and sale in case of delinquency as provided by law for such taxes. All laws and ordinances applicable to the levy, collection and enforcement of County Taxes are made applicable to such special assessment, except that if any real property to which such lien would attach has been transferred or conveyed to a bona fide purchase for value, or if a lien of a bond fide encumbrancer for value has been created and attached thereon, prior to the date on which the first installment of such taxes would become delinquent, then the lien which would otherwise be imposed by this section shall not attach to such real property and the costs of abatement and the costs of enforcing abatement, as confirmed, relating to such property shall be transferred to the unsecured roll for collection.

Section 2.10 Separate Bill for Assessment; Receipts

The County Tax Collector may, in his or her discretion, issue separate bills for such special assessment taxes and separate receipts for collection on account of such assessment.

Section 2.11 Cancellation or Refund of Assessment

All or any portion of any such special assessment, penalty, or costs heretofore or hereafter entered, shall on order of the Board be canceled by the auditor if uncollected, or, except in the case provided for in subdivision (e) hereof, refunded by the County Treasurer if collected, if it or they were entered, charged, or paid:

- a. More than once;
- b. Through clerical error;
- c. Through the error or mistake of the Board or of the Fire Chief designated to give notice or to destroy the Weeds, in respect to any material fact, including the case where the cost report rendered and confirmed as hereinbefore provided shows the District abated the Weeds, but such is not the actual fact;
- d. Illegally;
- e. On property acquired after the lien date by the State or by any county, city, school district, or other political subdivision and because of this public ownership not subject to sale for delinquent taxes.

Section 2.12 Claim for Refund

No order for a refund under the foregoing section shall be made except on a claim;

- a. Verified by a person who paid the special assessment, his or her conservator, guardian, executor or administrator;
- b. Filed within three years after making of the payment sought to be refunded.

Section 2.13 Priority of Lien

The lien, whether bonds issued to represent the assessment or otherwise, shall be subordinate to all fixed special assessment liens previously imposed upon the same property, but it shall have priority over all fixed special assessment liens which may thereafter be created against the property. The lien of a reassessment and of a refunding assessment shall be the same as the original assessment to which it relates. A supplemental assessment is a new assessment.

Section 2.14 Effective Date

This Ordinance shall remain in effect until superseded or terminated by formal action of the Board.

Read by the Board of Directors of the Scotts Valley Fire District at a regular meeting thereof held on _____, 2024, and adopted by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
Secretary to the Board

Board Chair

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2024-12

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT CONCERNING DESIGNATED CONSULTANT SERVICES AND TAKING CERTAIN ACTIONS IN CONNECTION THEREWITH

WHEREAS, Scotts Valley Fire Protection District (“District”) is a fire protection district formed and operating pursuant to the provisions of State of California (“State”) laws; and

WHEREAS, the District provides medical emergency lifesaving services, 911 response services, wildfire protection and disaster response services by way of equipment and firefighters housed within the District’s fire stations and facilities; and

WHEREAS, in light of the District's facilities needs, the District previously adopted Resolution No. 2023-6 on May 10, 2023 (Resolution No. 2023-6”) to retain certain legal and financial consulting services relative to calling and conducting a general obligation bond election within the boundaries of the District in November of 2023; and

WHEREAS, pursuant to the provisions of Resolution No. 2023-6, the District entered into contractual arrangements with various consulting firms (“2023 Consultants”) in order to call and conduct such general obligation bond election; and

WHEREAS, on July 12, 2023, the Board of Directors of the District, (“Board”) adopted Resolution No. 2023-7 which called a general obligation bond election within the boundaries of the District on the proposition to authorize the incurring of bonded indebtedness and related taxes (“Resolution No. 2023-7”); and

WHEREAS, a general obligation bond measure submitted pursuant to the provisions of Resolution No. 2023-7 (“Measure W”) was not approved by the voters of the District in November of 2023; and

WHEREAS, subsequent to the failure of Measure W to be approved by the voters, the District made the decision to retain separate bond counsel services and financial advisory services with respect to a future general obligation bond measure submitted to the electorate of the District; and

WHEREAS, a bond counsel retention agreement was executed with the firm of Stradling, Yocca, Carlson & Rauth LLP (“2024 Bond Counsel”) and a municipal advisory services agreement executed with Capital Public Finance Group, LLC (“2024 Financial Advisor” and collectively, with the 2024 Bond Counsel, the “2024 Consultants”) with respect to a general obligation bond election, and related matters, to be conducted within the boundaries of the District in November of 2024; and

WHEREAS, on July 10, 2024, the Board adopted Resolution No. 2024-08 to call and conduct a general obligation bond election (“2024 Bond Measure”) within the boundaries of the District in November, 2024 (“Resolution No. 2024-08”) which Resolution is incorporated herein by this reference; and

WHEREAS, the Board desires to take specific actions with respect to the consultants and consultant services agreements relative to the Measure ___ and 2024 Bond Measure,

NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT AS FOLLOWS:

Section 1. Recitals and Findings. The Board specifically finds and declares that each of the statements, findings and determinations of the District set forth in the recitals above are true and correct.

Section 2. Confirmation of Actions with Respect to 2023 Consultants. The Board hereby determines that consultant services agreements with the 2023 Consultants were, and have been, terminated, and hereby ratifies such termination, and authorizes and directs District staff and legal counsel to provide any and all notices, or further notices, of such termination as may be required with respect to the services contracts applicable to the 2023 Consultants.

Section 3. Retention of 2024 Consultants and Ratification of Actions. The Board hereby finds, determines and directs that the services agreements for the 2024 Consultants have been duly and validly entered into by the District and hereby ratifies any execution and delivery of such consultant services agreements with the 2024 Consultants.

Section 4. Other Actions. All actions heretofore taken by officers, agents and consultants to the District with respect to the matters set forth herein are hereby approved, confirmed and ratified. The President, Clerk and Secretary of the Board and the Chief and District officers and consultants are each authorized and directed, in the name and on behalf of the District, to make and execute any and all notices and other documents, which they, or any of them, might deem necessary or appropriate in order to carry out the directives of this Resolution. Whenever in this Resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in case such officer shall be absent or unavailable.

Section 5. Effective Date. This Resolution shall take effect immediately upon adoption.

[Remainder of this page intentionally left blank]

APPROVED, ADOPTED, AND SIGNED on this 14th day of August, 2024.

**SCOTTS VALLEY FIRE PROTECTION
DISTRICT**

By: _____
President of the Board

ATTEST:

By: _____
Secretary of the Board

STATE OF CALIFORNIA)
) ss.
COUNTY OF SANTA CRUZ)

PASSED AND ADOPTED by the Board of Directors on August 14, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I, Mark Correira, Secretary of the Board of Directors of the Scotts Valley Fire Protection District, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the such Board at a meeting thereof held at its regular place of meeting at the time and by the vote stated, which resolution is on file in the office of such Board.

By: _____
Secretary

**AGREEMENT FOR
PROFESSIONAL SERVICES
BETWEEN
SCOTTS VALLEY FIRE PROTECTION DISTRICT
AND
CAPITOL PUBLIC FINANCE GROUP**

Parties and Date.

This Agreement ("Agreement") is made and entered into this **May 3, 2024**, between the **SCOTTS VALLEY FIRE PROTECTION DISTRICT** (the "District") and **CAPITOL PUBLIC FINANCE GROUP, LLC** ("Consultant") (collectively referred to as the "Parties" and each individually as the "Party").

Recitals.

Consultant. Consultant is a professional consultant, experienced and properly certified/licensed to provide the professional services described herein, and is familiar with the plans of the District.

Terms.

Scope of Services, Qualifications and Term.

General Scope of Services. Consultant promises and agrees to furnish all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply professional services, as more particularly described in the scope of work proposal and fee schedule set forth in **Exhibit "A"** attached hereto and incorporated herein by reference (collectively "Services").

Fiduciary Duty. In accordance with the Municipal Securities Rulemaking Board Rules G-10 and G-42, Consultant has provided a Conflict of Interest Disclosure as set forth in **Exhibit "B"**. Consultant shall provide the District with periodic updates of Exhibit "B" on an as-needed basis. Any such updates of Exhibit "B" shall be incorporated by reference as of the date thereof into this Agreement to the same extent as if set forth herein.

Term. The term of this Agreement shall be from the date first written above and shall continue until June 30, 2026, unless earlier terminated as provided herein. The Parties may mutually agree to extend this term by written amendment.

General Considerations.

Control and Payment of Consultants and its Subordinates. The District retains Consultant on an independent contractor basis and Consultant is not an employee of the District. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of

Services under this Agreement and as required by law including, but not limited to, the payment of prevailing wage, as applicable.

Conformance to Applicable Requirements. All work prepared by Consultant is subject to the approval of the District and any and all applicable regulatory State agencies, and shall be the property of the District.

Coordination of Services. Consultant agrees to work closely with the District staff in the performance of Services and shall be available to the District's staff, consultants and other staff at all reasonable times.

Insurance. Consultant shall provide insurance in amount and type required by the District, if any, subject to the review and approval of the District. Consultant shall also provide District with the copies of its insurance policies prior to commencing work on the Project if requested in writing by the District.

Fees and Payments.

Compensation. Consultant shall receive compensation, including reimbursements, for all Services rendered under this Agreement for the fees set forth in Exhibit "A" attached hereto and incorporated herein by reference. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

Reimbursement of Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing in advance by the District.

Payment of Compensation. The District shall pay Consultant within a reasonable time and in accordance with this Agreement.

Extra Work. At any time during the term of this Agreement, the District may request that Consultant perform Extra Work. As used herein, "Extra Work" means any Services which are determined by the District to be necessary, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant may perform, and be compensated for, Extra Work as set forth in an amendment to Exhibit "A."

Authority to Amend Agreement. As the authorized representative for the District for the purposes of binding the District to amendments to this Agreement, the District Fire Chief or his/her designee, may authorize and execute an amendment to this Agreement to add Extra Work and/or increase the fee if the District Fire Chief identifies an immediate need for such an amendment.

General Provisions.

Suspension of Services. The District may, in its sole discretion, suspend all or any part of Services provided hereunder without cost; provided, however, that if the District shall suspend Services for a period of ninety (90) consecutive days or more and in addition such suspension is not caused by Consultant or the acts or omissions of Consultant, upon rescission of such suspension, the compensation will be subject to adjustment to provide for actual costs and

expenses incurred by Consultant as a direct result of the suspension and resumption of Services under this Agreement. Consultant may not suspend its service without the District's express written consent.

Termination of Agreement.

Grounds for Termination. The District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least thirty (30) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to the District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

Effect of Termination. If this Agreement is terminated as provided in this Section, the District may require Consultant to provide all finished or unfinished documents, data, programming source code, reports or any other items prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such documents and other information within sixty (60) days of the request.

Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, the District may procure, upon such terms and in such manner as it may determine appropriate, services similar or identical to those terminated.

Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective Parties may provide in writing for this purpose:

CONSULTANT:

CAPITOL PUBLIC FINANCE GROUP
2436 Professional Drive, Suite 300
Roseville, CA 95661
Tel.: (916) 641-2734

Attn: Jeffrey Small, Managing Partner

DISTRICT:

SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane

Scotts Valley, CA 95066-4199

Attn: Mark Correira, Fire Chief

Such notice shall be deemed made when personally delivered to the address set forth above, or forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed as set forth above. Delivery of notice may also be made by overnight mail with proof of delivery; by facsimile with proof of transmission; or by email if receipt is acknowledged by the recipient of the email notice. Notice shall be deemed adequate on the date actual notice occurred, regardless of the method of service.

Mediation. Disputes arising from this Agreement may be submitted to mediation if mutually agreeable to the Parties hereto. The type and process of mediation to be utilized shall be subject to the mutual agreement of the Parties.

Ownership of Materials and Confidentiality.

Materials and data prepared by Consultant pursuant to performing the Services under this Agreement, shall be the property of the District, except for documents prepared for the Consultant's business purposes and except that Consultant shall have the right to retain copies of all such documents and data for its records or as may be required by laws, rules and regulations applicable to the Consultant. The District may use such materials and data for a period up to one year, provided that such use is within the purposes intended by this Agreement. Such use shall be at the District's sole risk and provided that Consultant shall be indemnified against any damages resulting from such use, including the release of this material to third parties for a use not intended by this Agreement.

Should the District wish to obtain possession of any such materials or data during the term of this Agreement, it shall make its request in writing. Such information shall be provided to the District within a reasonable time after its request.

Limitation of Liability. In the absence of willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties hereunder on the part of Consultant or any of its associated persons, Consultant and its associated persons shall have no liability to District for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, any municipal financial product or any other investment, or for any financial or other damages resulting from District's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by Consultant to District. No recourse shall be had against Consultant for loss, damage, liability, cost or expense (whether direct, indirect, or consequential) of District arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with any issuance of municipal securities, any municipal financial product or any other investment or otherwise relating to the tax treatment of any issuance of

municipal securities, any municipal financial product or any other investment, or in connection with any opinion or certificate rendered by counsel or any other party. Notwithstanding the foregoing, nothing contained in this paragraph or elsewhere in this Agreement shall constitute a waiver by the District of any of its legal rights under applicable U.S. federal securities laws or any other laws whose applicability is not permitted to be contractually waived, nor shall it constitute a waiver or diminution of Municipal Advisor's fiduciary duty to the District (if applicable) under Section 15B(c)(1) of the Securities Exchange Act of 1934, as amended, and the rules thereunder.

Entire Agreement. This Agreement contains the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

(a) Governing Law. This Agreement shall be governed by the laws of the State of California. Any action brought to enforce the terms of this Agreement shall be brought in a state or federal court located in the County of Placer, State of California.

Time of Essence. Time is of the essence for each and every provision of this Agreement.

The District's Right to Employ Other Consultants. The District reserves right to employ other consultants in connection with this Project. However, Consultant shall be the exclusive consultant for purposes of the Services as noted within this Agreement, unless terminated as provided herein.

Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties, and shall not be assigned by Consultant without the prior written consent of the District.

Amendments. This Agreement may not be amended except by in writing signed by the District and Consultant. Consultant agrees to promptly amend or supplement this Agreement to reflect any material changes or additions to this Agreement.

Severability. If any section, subsection, sentence, clause or phrases of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

Interpretation. In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

Conflict of Interest. For the term of this Agreement, no member, officer or employee of the District, during the term of his or her service with the District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

Non-Waiver. None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is expressly specified in writing.

Board Approval Required. This Agreement shall not be binding unless approved or ratified by the Board of Directors. .

Exhibits and Recitals. All Exhibits and Recitals contained herein are hereby incorporated into this Agreement by this reference.

Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one agreement. Copies of signatures shall have the same force and effect as original signatures.

Authority to Execute. The persons executing this Agreement on behalf of their respective Parties represent and warrant that they have the authority to do so under law and from their respective Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their authorized officers as of the day, month and year first written above.

SCOTTS VALLEY FIRE PROTECTION DISTRICT

By:  _____

Name: Mark Correira

Title: Fire Chief

5-16-24

CAPITOL PUBLIC FINANCE GROUP, LLC

By:  _____

Name: Jeffrey Small

Title: Managing Partner

EXHIBIT “A”
Scope of Work and Fee Schedule

At the direction of the District, Capitol Public Finance Group will provide financial planning and advisory services on an as needed basis. Services may include the following:

Financial Planning Services

- Assist District in development of a Capital Funding Plan
 - Determine capital funding need based on estimated hard construction costs, necessary soft costs, contingencies, and cost escalation for capital projects to be funded.
 - Identify capital funding options, including geneneral obligation bonds and other potential funding sources as well as cash flow strategies.
- Assist the District with bond measure planning.
 - Analyze the District’s tax base and make recommendations for bond planning assumptions.
 - Create a bond plan(s) with estimated tax rates and formulas based on various bond structure scenarios.
 - Develop tax base growth and interest rate assumptions.
 - Support the District in selecting and coordinating with third party consultants such as public opinion research, campaign/public relations consultants, and legal counsel
 - Provide financial information related to public opinion research, and community outreach materials.
 - Educate District staff and Board on bond plan components.
- Provide on-call services as directed by Staff:
 - Participate in meetings.
 - Collaborate with staff and other District consultants.
 - Provide written materials such as project lists, schedules, agendas, spreadsheets, presentation materials, reports, outreach materials etc.
- Assistance with financial policies.
- Provide advice on financing options, credit ratings, financial products, municipal market data, debt structuring, debt issuance and compliance.

In consideration for the above Services, the District will pay Capitol Public Finance Group an hourly rate of \$215, billed monthly or based on an estimated budget and invoiced at the conclusion of the work. Travel time will be billed at 50% of our hourly rate. Capitol Public Finance Group does not bill for out-of-pocket expenses such as food, lodging or other out-of-pocket expenses.

Municipal Security Issuance Services

Capitol Public Finance Group will assist the District in the issuance of municipal securities by providing the tasks identified below:

- Participate in the selection process and assembly of finance team members such as bond counsel, rating agency, and underwriter if a negotiated sale is undertaken
- Prepare and manage the financing schedule including the timing, roles, and responsibilities of financing team members.
- Participate in document review, financial analysis, and credit analysis.
- Recommend financing terms such as the type of debt to be issued, sizing, timing, method of sale (e.g., competitive, negotiated or direct placement), credit enhancement and pricing.
- Coordinate with members of the finance team and District staff.
- Participate and prepare materials for meetings.
- Review preliminary, proposed and final numbers provided by the underwriter/bank or lender and make recommendations to the District on competitiveness of proposed interest rates and costs of issuance.
- Assist with coordination of pre-closing and closing as needed.

In consideration of Municipal Security Issuance Services – For a Private Placement, the District will pay Capitol Public Finance Group a not-to-exceed flat fee of \$45,000 contingent on the successful closing of Direct Placement Loans. For a Public Offering, the District will pay Capitol Public Finance Group a not-to-exceed flat fee of \$65,000 contingent on the successful closing of Public Offering loans. The actual fee will be determined prior to the issuance of municipal securities based on the par amount, term, complexity and number of issues.

Unless otherwise provided above, Capitol Public Finance Group is not responsible for preparing any preliminary or final official statement, or for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about Capitol Public Finance Group provided by Capitol Public Finance Group for inclusion in such documents. The Parties understand and intend that the District shall consult with their disclosure counsel to determine if any information provided in Exhibit “B” shall be disclosed in the preliminary or final official statement.

Extra Work

If Extra work is desired, Capitol Public Finance Group will provide an amended Exhibit “A” specifying the desired scope of work and fees.

EXHIBIT “B”
MSRB Rule G-10 and G-42 Supplement

Conflict of Interest and Other Regulatory Disclosure
Scotts Valley Fire Protection District

As of May 3, 2024

As part of the fiduciary duty Municipal Advisors owe to their clients, Capitol Public Finance Group is providing this supplement to advise you of actual or potential conflicts of interest. Capitol Public Finance Group is identifying actual or potential conflicts of interest by marking the relevant conflict in the boxes below; providing a brief explanation of the nature, implications and potential consequences of each conflict; and providing an explanation of how Capitol Public Finance Group will manage or mitigate the conflict.

- any actual or potential conflicts of interest of which it is aware after reasonable inquiry that could reasonably be anticipated to impair its ability to provide advice to or on behalf of the client in accordance with its fiduciary duty to municipal entity clients
- any affiliate of the municipal advisor that provides any advice, service, or product to or on behalf of the client that is directly related to the municipal advisory activities to be performed by the disclosing municipal advisor
- any payments made by the municipal advisor, directly or indirectly, to obtain or retain an engagement to perform municipal advisory activities for the client
- any payments received by the municipal advisor from a third party to enlist the municipal advisor’s recommendation to the client of its services, any municipal securities transaction or any municipal financial product
- any fee-splitting arrangements involving the municipal advisor and any provider of investments or services to the client
- any conflicts of interest arising from compensation for municipal advisory activities to be performed that is contingent on the size or closing of any transaction as to which the municipal advisor is providing advice
 - The Municipal Security Issuance Services fees due under Capitol Public Finance Group’s agreement with the District are contingent upon the completion of any financing for which Capitol Public Finance Group is providing municipal advisory services. While contingent compensation is customary in the municipal securities market, this may present a conflict because it could create an incentive for Capitol Public Finance Group to advise the District to complete a financing or to alter the structure of a financing. The compensation due under this agreement may also vary based on the size, term, complexity or number of bond issues for example. While this is not unusual in the municipal securities market, it may present a conflict of

interest because it could create an incentive for Capitol Public Finance Group to advise the District to increase the number of bond issues. These potential conflicts of interest are mitigated by our adherence to MSRB and SEC rules, including compliance with a duty of fair dealing and certain core standards of conduct when engaging in municipal advisory activities. Further, Capitol Public Finance Group works closely and carefully with the District to ensure the structure of the financing is appropriate for the District's needs.

- any other engagements or relationships of the municipal advisor that could reasonably be anticipated to impair the municipal advisor's ability to provide advice to or on behalf of the client in accordance with its fiduciary duty to municipal entity clients
- Capitol Public Finance Group has determined, after exercising reasonable diligence, that it has no known material conflicts of interest that would impair its ability to provide advice to the District in accordance with its fiduciary duty to the District. To the extent any such conflicts of interest arise after the date of this Agreement, Capitol Public Finance Group will provide information with respect to such conflicts in the form of a written supplement to this Agreement.
- any legal or disciplinary event that is material to the District's evaluation of Capitol Public Finance Group or the integrity of its management or advisory personnel

While Capitol Public Finance Group does not believe that the following represents a potential or actual material conflict of interest, Capitol Public Finance Group notes that it serves a variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of another Capitol Public Finance Group client. For example, Capitol Public Finance Group serves as municipal advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to the District. These other clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its clients, Capitol Public Finance Group could potentially face a conflict of interest arising from these competing client interests. Capitol Public Finance Group fulfills its regulatory duty and mitigates such conflicts through dealing honestly and with the utmost good faith with the District.

Municipal Advisor Registration, Legal and Disciplinary Events

Capitol Public Finance Group is registered as a "Municipal Advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB").

The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

As part of its SEC registration Capitol Public Finance Group is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation

involving Capitol Public Finance Group. Pursuant to MSRB Rule G-42, Capitol Public Finance Group is required to disclose any legal or disciplinary event that is material to the Client's evaluation of Capitol Public Finance Group or the integrity of its management or advisory personnel. Capitol Public Finance Group has determined that no such event exists.

Copies of Capitol Public Finance Group filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Capitol Public Finance Group, LLC or for our CIK number which is 0001614042. There have been no material changes to the legal or disciplinary events that Capitol Public Finance Group has disclosed to the SEC.

Information for Municipal Advisory Clients

The MSRB provides a municipal advisory client brochure that is posted on its website. The brochure describes protections that may be provided by the MSRB and how to file a complaint with an appropriate regulatory authority.

The MSRB Client Brochure may be found at the following link:

<http://www.msrb.org/~media/Files/Resources/MSRB-MA-Clients-Brochure.ashx?la=en>

Agreement for Legal Services

SCOTTS VALLEY FIRE DISTRICT General Obligation Bonds, Election of 2024



THIS AGREEMENT FOR LEGAL SERVICES is made and entered into this 26 day of June, 2024, by and between the SCOTTS VALLEY FIRE DISTRICT (the "District"), and STRADLING YOCCA CARLSON & RAUTH LLP, Newport Beach, California ("Attorneys").

WITNESSETH:

WHEREAS, the District plans to place a measure on the November 2024 ballot requesting authorization from the voters of the District to issue general obligation bonds (the "Bonds");

WHEREAS, if approved, the Bonds are expected to be issued in two or more series;

WHEREAS, the District requires the services of bond counsel and disclosure counsel in connection with the Bonds;

WHEREAS, the District has determined that Attorneys are specially trained and experienced to provide such services; and

WHEREAS, the public interest, economy and general welfare will be served by this Agreement for Legal Services.

NOW, THEREFORE, IT IS HEREBY AGREED, as follows:

Section 1. Duties of Attorneys.

(a) *Pre-Election Bond Counsel Services.*

(i) Preparation of a timetable setting forth the actions required to be undertaken to accomplish the election, and coordination with the Santa Cruz County election officials to insure that the necessary legal requirements are satisfied.

(ii) Preparation of the resolutions of the Board of Directors of the District required to call the election and to request consolidation with any other elections to be held on the same date.

(iii) Assistance with the preparation of the tax rate statement and the Santa Cruz County Counsel's independent analysis required to be distributed to voters.

(iv) Review of the ballot arguments to be prepared by or on behalf of the District.

(v) Consultation with the District and its staff and counsel, Santa Cruz County and its staff and the District's financial advisor concerning the election proceedings.

(vi) Preparation of the notices, affidavits and certificates required by law for the conducting of the election.

(b) Post-Election Bond Counsel Services.

(i) Consultation with the District and its staff and counsel, Santa Cruz County and the District's financial advisor concerning the Bonds and the timing, terms and structure of the offering thereof.

(ii) Preparation of the proceedings for the authorization and issuance of the Bonds, including the resolution of the Board of Directors of the District authorizing the issuance and sale of the Bonds.

(iii) Review, as to those matters relative to the issuance and sale of the Bonds, of the Official Statement to be prepared by the District's financial advisor and, if requested, participation in meetings reviewing the Official Statement, but we will not be responsible for the preparation or content thereof or for the rendering of any opinions thereon.

(iv) If requested, attendance at meetings of the Board of Directors of the District and with the District's financial advisor regarding the issuance and sale of the Bonds.

(v) Examination of proofs of the Bonds, the preparation of final closing papers, the organization and conducting of the bond closing and the rendering of a final legal opinion at the time of delivery of and receipt for payment of the Bonds.

(vi) Such other and further services as are normally performed by bond counsel in connection with the Bonds.

(c) Disclosure Counsel Services. Attorneys shall provide legal services, as disclosure counsel, in connection with the preparation of the official statements to be used in connection with the offering and sale of the Bonds (the "Official Statements"). Such services shall include the following:

(i) Prepare the Official Statement (both preliminary and final) in connection with the offering of the Bonds.

(ii) Confer and consult with the officers and administrative staff of the District as to matters relating to the Official Statement.

(iii) Attend all meetings of the District and any administrative meetings at which the Official Statements are to be discussed, deemed necessary by Attorneys for the proper exercise of their due diligence with respect to the Official Statements, or when specifically requested by the District to attend.

(iv) Subject to the completion of proceedings to the satisfaction of Attorneys, provide letters of Attorneys addressed to the District and the underwriter of the Bonds to the effect that, in the course of Attorneys participation in the preparation of the Official Statements, Attorneys have been in contact with representatives of the District and others concerning the contents of the Official Statements and related matters, and, based upon the foregoing, nothing has come to Attorneys attention to lead Attorneys to believe that the Official Statements (except for any financial or statistical data or forecasts, numbers, charts, estimates, projections, assumptions or expressions of opinion included therein, and information relating to The Depository Trust Company and its book-entry system, as to which Attorneys need express no view) as of the date of the Official Statements or the date of the closing for the Bonds contain any untrue statement of a material fact or omits to state any material fact necessary in order to make the statements therein, in the light of the circumstances under which they were made, not misleading.

(d) *Services Not Provided.* Attorneys shall not be responsible for: (i) any continuing disclosure requirements under federal securities laws that may apply to the Bonds during the period following the closing of the Bonds, (ii) on-going advice and preparation of necessary documentation regarding compliance with section 148 of the Internal Revenue Code of 1986, relating to arbitrage limitations and rebate provisions applicable to the financing, or (iii) the representation of the District in connection with any litigation involving the Bonds. Without limiting the generality of the foregoing, Attorneys shall not be responsible for preparing any documentation related to, or for providing any, ongoing continuing disclosure, arbitrage and rebate computation services or litigation services in respect of the Bonds without a separate agreement between the District and Attorneys. In addition, unless specifically retained to do so by a separate agreement between Attorneys and the District, Attorneys shall not be responsible for auditing or otherwise reviewing or assuring compliance by the District with any past or existing continuing disclosure obligations of the District related to any debt obligations.

Section 2. Compensation. For the services set forth under Section 1(b) above, Attorneys shall be paid the legal fee of \$20,000, inclusive of all out of pocket expenses, for the first series of Bonds and the legal fee of \$15,000, inclusive of all out of pocket expenses, for each subsequent series of Bonds. We will not seek separate payment for services listed in Section 1(a). For the services set forth under Section 1(c) above, Attorneys shall be paid the legal fee of \$15,000, inclusive of all out of pocket expenses, for the first series of Bonds and the legal fee of \$12,500, inclusive of all out of pocket expenses, for each subsequent series of Bonds.

Payment of said fees shall be entirely contingent, shall be due and payable upon the completion of each series of Bonds and shall be payable solely from the proceeds of the Bonds of such series and from no other funds of the District.

Section 3. Responsibilities of the District. The District shall cooperate with Attorneys and shall furnish Attorneys with certified copies of all proceedings taken by the District, or other deemed necessary by Attorneys to render an opinion upon the validity of such proceedings. All costs and expenses incurred incidental to the actual issuance and delivery of Bonds, including the cost and expense of preparing certified

copies of proceedings required by Attorneys in connection with the issuance of the Bonds, the cost of preparing the Bonds for execution and delivery, all printing costs and publication costs, and any other expenses incurred in connection with the issuance of Bonds, shall be paid from the proceeds of the Bonds.

Section 4. Non-Legal Services. In performing their services as bond counsel pursuant to this Agreement for Legal Services, it is understood and acknowledged by the District that Attorneys will not be providing financial advisory, placement agent, investment banking or other similar services. It is expected that the District will engage other consultants to provide any such services with respect to the financing.


Section 5. Termination of Agreement. This Agreement for Legal Services may be terminated at any time by the District, with or without cause, upon written notice to Attorneys. In the event of such termination, all finished and unfinished documents shall, at the option of the District, become its property and shall be delivered by Attorneys to the District.

Section 6. Amendment or Modification. No amendment, modification, or other alteration of this Agreement shall be valid unless in writing and signed by both of the parties hereto.

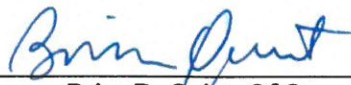
Section 7. Entire Agreement. This Agreement contains the entire agreement of the parties hereto. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties hereto.

IN WITNESS WHEREOF, the District and Attorneys have executed this Agreement for Legal Services as of the date first above written.

SCOTTS VALLEY FIRE DISTRICT

By 
Name MARK J. CORREIA
Title FIRE CHIEF

STRADLING YOCCA CARLSON & RAUTH
LLP

By 
Brian D. Quint, Of Counsel



AGREEMENT FOR PROFESSIONAL SERVICES

MAY 3, 2024



Capitol | PFG

Capitol Public Finance Group, LLC
2436 Professional Drive, Suite 300
Roseville, CA 95661
T (916) 641 2734
F (916) 921 2734
www.capitolpfg.com



Capitol | PFG

Crafting Optimal Financial Solutions

May 3, 2024

Mark Correira
Fire Chief
Scotts Valley Fire Protection District
7 Erba Lane
Scotts Valley, CA 95066-4199

RE: Agreement for Municipal Advisory Services

Chief Correira,

Cathy and I appreciate the opportunity to work with you and the District. We have enclosed our proposed agreement for professional services. Our scope of work and fee schedule is contained in "Exhibit A". Our estimated budget for development of a capital improvement plan and bond measure planning services for the November 2024 election is approximately \$15,000. Travel time is not included in our fee estimate. Capitol PFG does not bill for food, lodging or other out-of-pocket expenses. The \$15,000 estimate covers work performed through November 2024. As additional services are requested, estimated budgets will be provided.

Please let us know if you have any questions or concerns regarding our proposed agreement. Thank you.

Kindest regards,

Jeffrey Small
Managing Partner



Municipal Securities Rulemaking Board

Certificate of Current MSRB Registration

The Municipal Securities Rulemaking Board (MSRB) certifies that the organization listed below is registered with the MSRB as of May 01, 2024 05:20:48 PM ET.

Registrant's Name:	Capitol Public Finance Group, LLC	Type of Registration Maintained with the MSRB:	Municipal Advisor
MSRB ID:	K0554	Date Registered with the MSRB:	February 15, 2011

This certificate may be confirmed by contacting the MSRB at 202-838-1330 or by email to MSRBsupport@msrb.org

Stephanie Braddell, Product Operations Manager

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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: August 14, 2024
RE: Board Memo 2024-27: Appointment of Ad Hoc Committee for Labor Negotiations

Recommendation

Move to approve and appoint an Ad Hoc Labor Negotiations Committee

Discussion

On June 27, 2024, I.A.F.F. 3577 Union Representatives verbally informed the Fire Chief of their ongoing process to refresh their Union Bylaws. Included in this bylaw-refresh is their interest in moving other District Employees who are covered under separate Memorandum of Understandings into the Union.

On July 26, 2024, the Board's Organization and Personnel Committee agendaized this topic at their Committee Meeting. In addition to the Board Members, District's General Counsel attended to discuss the process prescribed in California Labor Code required to facilitate the Union's interest.

One step identified early in the process is the requirement to "meet and confer" with the Union after they submit their official request to unionize other staff not currently represented in their group. Although it is unclear when this official request may be received, one recommendation from General Counsel was to appoint an Ad Hoc Negotiations Team in preparation for the request.

Staff is recommending the Board appoint an Ad Hoc Committee for Labor Negotiations so the District is prepared for when the official request is submitted.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Date: August 14, 2024
To: Hon. Board of Directors
From: Mark Correira, Fire Chief
Subject: Administrative Report – August 2024

Administration

New computer workstations have been configured and installed for the administrative staff. The district is transitioning from traditional desktop PC workstations to business laptops with docking stations. This change will provide the administrative staff with more flexibility, allowing them to work on or off-site.

Operations

- E2538 (Captain Grigg, Eng. Post, Eng. Bridges, and Firefighter Perez) was part of a two-week deployment in July as part of a Santa Clara County mixed agency strike team (rainbow). Starting with the Thompson Fire in Butte County, E2538 went to four different fires throughout Northern California. They finished their two-week assignment at the Shelly Fire.
- BC LoFranco (Strike Team Leader) and BC Stubendorff (Trainee) were the leaders of a Bay Area Type 3 Strike Team that included units from Santa Cruz City, Central Fire, Southern Marin, Milpitas, Santa Clara County. BC LoFranco and Stubendorff were assigned to the Shelly Fire in Siskiyou County.
- Firefighter Lucky went to the Lake Fire in Santa Barbara County as a Receiving and Distribution Manager (RCDM) trainee.
- Engineer/Paramedic Rothweiler departed in late July and is still deployed as a line medic (EMPF) to the Borel Fire in Kern County.
- E2538 (Captain Grigg, Eng. Avila, Eng. Laine) was deployed to the Park Fire in Butte County as part of an Alameda County rainbow strike team. The engine is still assigned to the incident, and a crew swap is scheduled for August 9th. BC Lofranco is also deployed as a Safety Officer (SOFR) to the Park fire.
- Four new portable radios (BKR 5000) were purchased for E2538. The new radios will replace the engine's older and outdated BK portables. The new portables are P25 compliant and offer a wider degree of interoperability.

Fire Prevention / Community Risk Reduction

- 12 construction inspections, 10 annual initial inspections, 3 state mandated inspections, 67 annual re-inspections, 4 complaint follow-ups and 4 defensible space/weed abatement inspections were completed.
- Attended a meeting hosted by the Santa Cruz County Environmental Health Division regarding Microenterprise Home Kitchen Operation and their proposed ordinance.
- Attended the monthly Fire Investigation Task Force meeting
- Attended and oversaw the SC County Fire Prevention Officers meeting
- Working on the Falls Prevention Program
- UCSC DFM shadowed DFM Collins for the annual inspection at Juvenile Hall



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Chief Report

- Staff met with a local underwriter who could support the Bond Measure if it passes
- Attended the San Lorenzo Valley Fire Chiefs Meeting
- Attended a stakeholder meeting supporting Santa Cruz Fire Department's standards of coverage effort
- Met with CalFire staff and other County Fire Chiefs to develop a proposed County Road Grading matrix specific to fire service needs
- Continue to meet bi-weekly with Tripepi-Smith to support the Bond Measure Marketing
- Attended Center for Public Safety Excellence Diversity, Equity, and Inclusion brainstorming discussion
- Hosted a Organization and Personnel Committee Meeting, and a Facilities and Equipment Meeting
- Did a ride-along with Engine 2511 and responded to multiple incidents with the crew.

Scotts Valley Fire Protection District

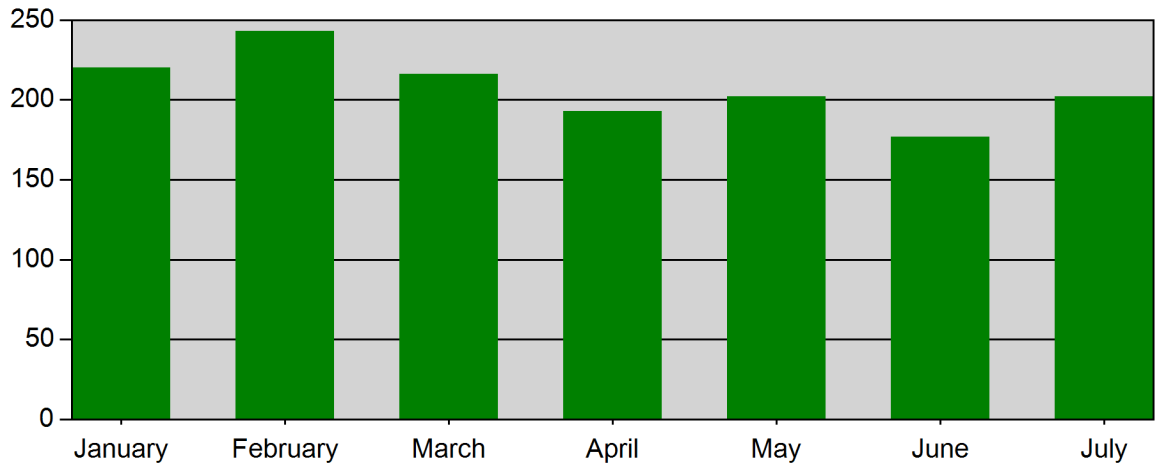
Scotts Valley, CA

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Incidents by Month for Month Range

Start Month: January | End Month: July | Year: 2024



MONTH	INCIDENTS
January	220
February	243
March	216
April	193
May	202
June	177
July	202

Only REVIEWED incidents included



Scotts Valley Fire Protection District

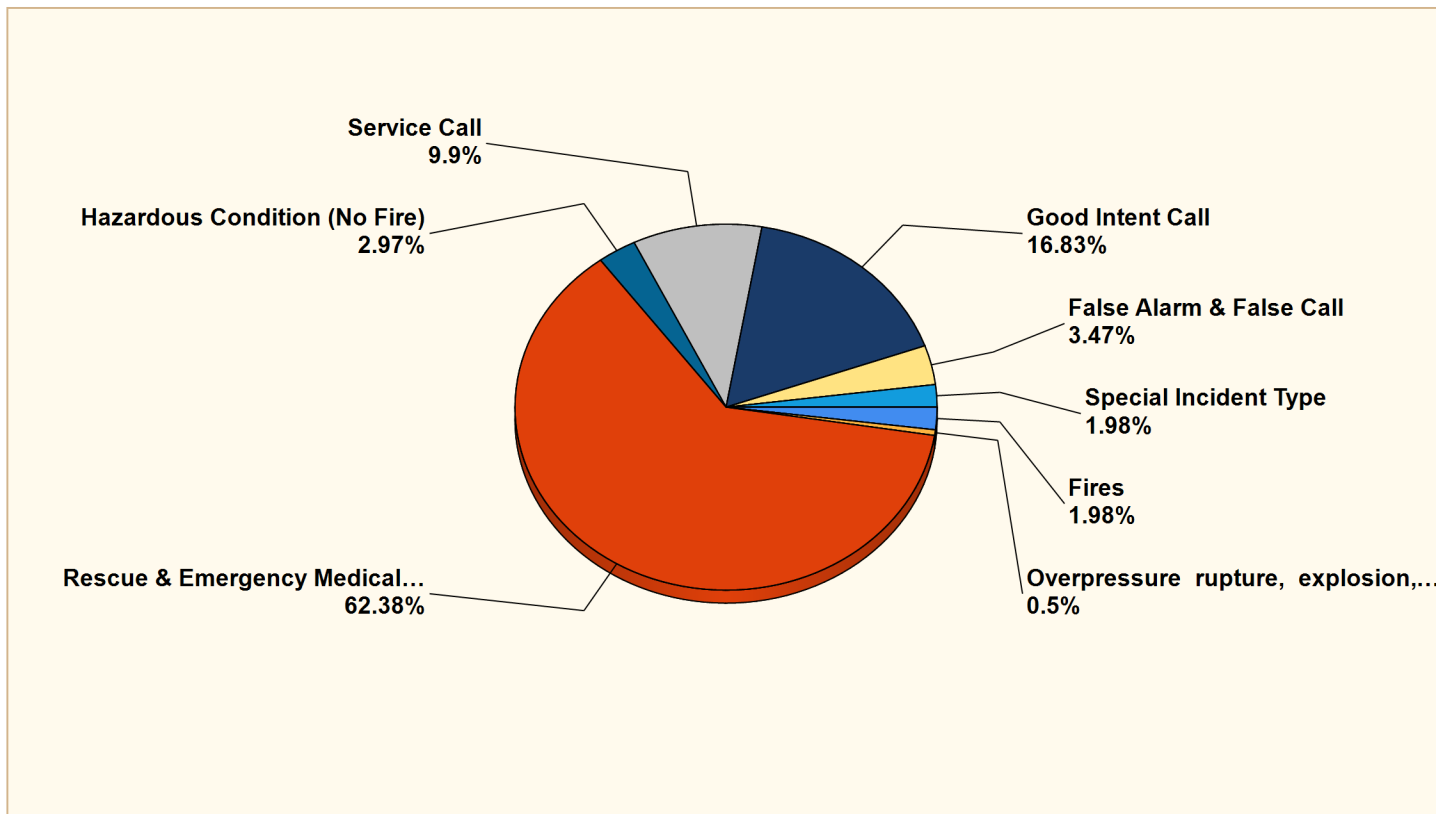
Scotts Valley, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 07/01/2024 | End Date: 07/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	1.98%
Overpressure rupture, explosion, overheating - no fire	1	0.5%
Rescue & Emergency Medical Service	126	62.38%
Hazardous Condition (No Fire)	6	2.97%
Service Call	20	9.9%
Good Intent Call	34	16.83%
False Alarm & False Call	7	3.47%
Special Incident Type	4	1.98%
TOTAL	202	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.5%
111 - Building fire	1	0.5%
114 - Chimney or flue fire, confined to chimney or flue	1	0.5%
151 - Outside rubbish, trash or waste fire	1	0.5%
200 - Overpressure rupture, explosion, overheat other	1	0.5%
311 - Medical assist, assist EMS crew	2	0.99%
321 - EMS call, excluding vehicle accident with injury	113	55.94%
322 - Motor vehicle accident with injuries	9	4.46%
324 - Motor vehicle accident with no injuries.	2	0.99%
412 - Gas leak (natural gas or LPG)	1	0.5%
413 - Oil or other combustible liquid spill	1	0.5%
424 - Carbon monoxide incident	1	0.5%
442 - Overheated motor	1	0.5%
444 - Power line down	2	0.99%
531 - Smoke or odor removal	1	0.5%
550 - Public service assistance, other	1	0.5%
551 - Assist police or other governmental agency	1	0.5%
553 - Public service	11	5.45%
554 - Assist invalid	6	2.97%
600 - Good intent call, other	2	0.99%
611 - Dispatched & cancelled en route	26	12.87%
622 - No incident found on arrival at dispatch address	2	0.99%
651 - Smoke scare, odor of smoke	4	1.98%
700 - False alarm or false call, other	1	0.5%
715 - Local alarm system, malicious false alarm	1	0.5%
733 - Smoke detector activation due to malfunction	3	1.49%
736 - CO detector activation due to malfunction	1	0.5%
740 - Unintentional transmission of alarm, other	1	0.5%
900 - Special type of incident, other	4	1.98%
TOTAL INCIDENTS:	202	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Scotts Valley Fire Protection District

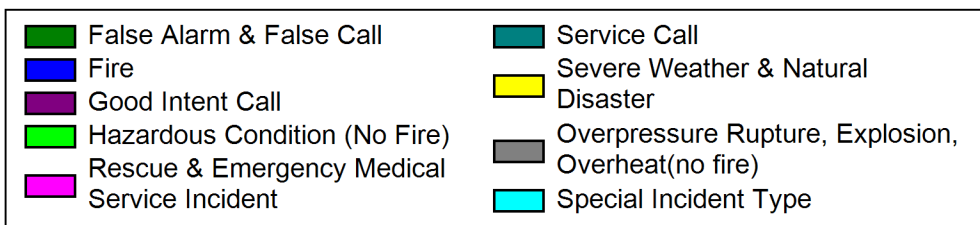
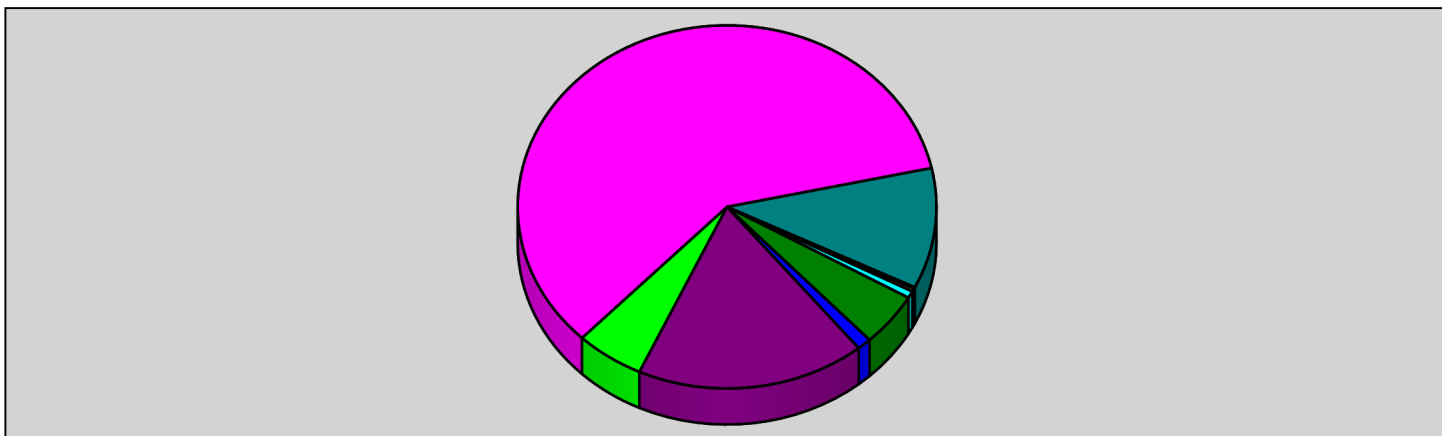
Scotts Valley, CA

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Major Incident Types by Month for Date Range

Start Date: 01/01/2024 | End Date: 07/31/2024



INCIDENT TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTAL
False Alarm & False Call	13	11	7	10	13	8	7	69
Fire	1	2		3	3	3	4	16
Good Intent Call	34	44	45	39	26	35	34	257
Hazardous Condition (No Fire)	11	33	13	3	7	4	6	77
Overpressure Rupture, Explosion, Overheat(no fire)				1	2		1	4
Rescue & Emergency Medical Service Incident	126	124	135	112	132	108	126	863
Service Call	35	27	16	24	19	15	20	156
Severe Weather & Natural Disaster		2						2
Special Incident Type				1		4	4	9
Total	220	243	216	193	202	177	202	1453

Only REVIEWED incidents included



emergencyreporting.com

Doc Id: 495

Page # 1 of 1



Mark Correira

From: Becky Steinbruner <ki6tkb@yahoo.com> on behalf of Becky Steinbruner
Sent: Thursday, July 11, 2024 3:04 PM
To: Mark Correira; Joe Parker
Cc: Joe Serrano; Becky Steinbruner
Subject: Re: Wondering if Scotts Valley Board of Directors Has Issued Request for Demographer?

Dear Chief Correira and President Parker,
I inquired with a few staff members at Central Fire District this morning about the amount of staff time required to complete their action to transition to district-based elections.

All said it took very little staff time, and that the consultant the District hired did all the work.

Therefore, I request that the Scotts Valley Fire District Board begin the search for the demographer as an agenda item at the next Board meeting, since the cost for such was budgeted.

I continue to implore the Scotts Valley Fire District Board of Directors to send a letter to Santa Cruz County LAFCO, requesting funding assistance for the costs of transitioning to district-based Board representation. As I have testified multiple times to the Board, the City of Capitola did so, and was granted funding from LAFCO to accomplish work recommended by the Commission.

Please also place this request to Santa Cruz County LAFCO on your Board's agenda at the next meeting.

Please confirm you have received this message. Thank you.

Sincerely,
Becky

On Wednesday, July 10, 2024 at 12:22:46 PM PDT, Becky Steinbruner <ki6tkb@yahoo.com> wrote:

Dear Chief Correira,
Thank you very much for this helpful information.
I look forward to seeing you this evening.

Sincerely,
Becky Steinbruner

On Wednesday, July 10, 2024 at 12:13:32 PM PDT, Mark Correira <mcorreira@scottsvalleyfire.com> wrote:

Hi Becky, great to hear from you.

Please see the following as it will provide a timeline for the demography work:

- We have included the demographer in the 2024/25 Budget
- We have a quote from National Demographic Corporation (NDC) – they do the majority of demography work in CA. This quote was used for budget planning.
- I have my evaluation with the Board tonight, and have submitted a work plan that will be used to gauge my progress over the next year. This workplan would also be used in my next evaluation.

- The workplan noted in the previous bullet has the Demography Study scheduled for the 4th quarter of this year (October – December). The reason it is schedule for the 4th quarter is because we will likely be running another ballot measure for the Fire Station and Administration. The Ballot Measure will be very time consuming, so the this is the earliest the demography work could be accomplished. I may move it earlier if time permits.

I will see you tonight and happy to answer any questions you may have!

Thanks,

[Mark](#)

From: Becky Steinbruner <ki6tkb@yahoo.com>
Sent: Wednesday, July 10, 2024 11:19 AM
To: Mark Correira <mcorreira@scottsvalleyfire.com>
Subject: Wondering if Scotts Valley Board of Directors Has Issued Request for Demographer?

Dear Chief Correira,

I hope this finds you doing well and enjoying summer.

Has the Scotts Valley Fire Board of Directors issued a request for a demographer? I do not see information about that in the Board minutes or on the agenda for tonight.

I plan to attend the Board meeting tonight and look forward to seeing you.

Sincerely,

Becky



Mark Correira

From: Jeff Maxwell <jmaxwell@zayantefire.com> on behalf of Jeff Maxwell
Sent: Monday, August 5, 2024 10:53 AM
To: Mark Correira; bgreen@scottsvalleyfire.com
Subject: Large vehicle Fire - Mt. Hermon Rd.
Attachments: 1CE95EA4-D83F-47E8-8459-099521C41292.heic;
82404F41-04FB-4836-8F95-8853AE2A0824.heic; 695F244F-159D-447A-
AFE3-215D75196526.heic; F68FBDD9-B593-4F70-BD35-14ABCCB48924.heic;
0B79B933-9804-4214-96ED-98E6D5B97AF1.heic

Chief, I would like to extend my appreciation to E-2511 with Capt. Green and crew, for their quick response and aggressive fire attack on a large vehicle fire on Mt. Hermon Rd. Adapting to the wildland threat moving uphill - they quickly contained the extension and pivoted to the Semi-tractor. Their efforts and initiative prevented a more complex incident as access into the Lilac neighborhood just upslope is extremely challenging for fire apparatus. As is often the case it takes a village to solve the issue of the day. A combined response from Scotts Valley, Zayante, Cal Fire, and Ben Lomond resulted in quick containment.

Thank your crew! Job well done.

--
-



Jeff Maxwell

Fire Chief, Zayante Fire Protection District

[\(831\) 335-5100](tel:8313355100) | [\(831\) 809-3489](tel:8318093489) | zayantefire.com

jmaxwell@zayantefire.com

[7700 East Zayante Rd. Felton Ca. 95018](https://www.google.com/maps/place/7700+East+Zayante+Rd,+Felton,+CA+95018)





