



PAJARO VALLEY FIRE DISTRICT  
562 CASSERLY ROAD  
WATSONVILLE, CA 95076  
831 722-6188



MINUTES OF THE REGULAR MEETING FOR THE BOARD OF DIRECTORS OF THE  
PAJARO VALLEY FIRE PROTECTION DISTRICT

November 17, 2016

**Called to order at 5:00pm**

Members present:

Chairperson Martone

Vice Chairperson Chauvet

Director White arrived 5:04

Director Freedman arrived 5:20

Members absent: None

**Public comments (not to exceed 3 minutes) for items not listed on the Agenda- None**

**1. Presentations:**

A. Chief's Report, Pajaro Valley

BC Estrada reported no calls of significance for the District. BC Estrada reported we have assisted the Aromas Fire District with two recent structure fires; floor installation was finished about a month ago; Don Chapin Construction will begin concrete work on Nov. 28<sup>th</sup>. BC Estrada also reported that there has been salary savings from a vacant position. This vacancy is not impacting services. Chief Larkin reported that the fire season has ended.

B. Incident Report, City of Watsonville

No calls of significance.

C. Annual audit update

BC Estrada reported that he, Vice Chairperson Chauvet and Director Retz met with Auditor Smiley. BC Estrada reviewed audit requirements and notified the Board that a specialist had to be hired to get the GASB 68 report completed and submitted to the auditor. This is required by law.

**2. Minutes**

A. Approval of the minutes from the regular meeting on September 15, 2016.

Motion to approve the minutes from September 2016 by Vice Chairperson Chauvet. Second by Director Retz. Ayes: All. Minutes of September 15, 2016 approved as written.

B. Approval of the minutes from the special meeting on October 13, 2016.

Motion to approve the minutes from Oct 2016 by Director White and second by Vice Chairperson Chauvet. Ayes: All. Minutes of October 13, 2016 approved as written.

**3. Consent Agenda**

A. Expenditure Report, vendor & deposit summary

B. Year to date County report

C. American Express statements

Motion to approve the consent agenda by Director Retz and second by Vice

Chairperson Chauvet. Ayes: All. Consent agenda approved.

**4. Old Business**

- A. LAFCO sphere of influence review  
LAFCO agenda from the November 2, 2016  
LAFCO resolution 2016-24 approving the Pajaro Valley sphere of influence review  
BC Estrada reported that the sphere of influence for PV Fire is completed. LAFCO removed Aptos, Central and CSA 48 from the review process and will review funding availability for a specific study for the three agencies. A discussion was held on possible impacts and options that could occur with a change to the sphere of influence for the different agencies.

**5. New Business**

- A. Develop/approve the 2017 Board meeting schedule.

**6. Correspondence**

- A. None

**7. Discussion**

- A. None

**8. Agenda items for the next meeting**

- A. Selection of chairperson and Vice Chairperson
- B. Annual review of how staff processes and pay warrants.

**9. Adjournment**

Motion to adjourn by Vice Chairperson Chauvet and second by Director Freedman at 5:28pm. Ayes: All. Meeting adjourned at 5:28 p.m.

**Next regular scheduled Board meeting  
January 19, 2017 @ 5:00 p.m.**