

PAJARO VALLEY FIRE PROTECTION DISTRICT
562 CASSERLY RD. WATSONVILLE, CA. (831) 722-6188

AGENDA & PUBLIC NOTICE

REGULAR MEETING OF THE BOARD OF DIRECTORS

of the

PAJARO VALLEY FIRE PROTECTION DISTRICT

on

March 24, 2025

Meeting to be held at the Pajaro Valley Fire Station

562 Casserly Rd. Watsonville, CA 95076 commencing at 10:00 a.m.

Americans with Disability Act

The Pajaro Valley Fire station is an accessible facility. If you wish to attend a meeting and you will require assistance in order to attend and /or participate, please call the district at (831) 722-6188 in advance of the meeting and every effort will be made to accommodate your attendance and participation.

Members of the Pajaro Valley Fire District Board of Directors shall attend meetings in person unless remote participation is permitted by law. In the event that any member of the Board participates in a meeting by teleconference or video conference, pursuant to the Ralph M. Brown Act, Government Code Section 54953, all votes shall be by roll call. Members of the public that wish to attend and/or participate in a meeting may do so in person.

Call to Order/Roll Call – 10:22 am

Director Dellamonica - Present

Director Erbe – Present

Board Secretary/BC Mike Urbani - Present

Introductions

None

Public comments (not to exceed 3 minutes) for items not listed on the agenda.

None

1. Minutes

None

2. Consent Agenda

None

3. Presentations

None

4. Committee Reports

None

5. Old Business

None

6. New Business

6.1 Preliminary Budget for FY25/26 Review and Priorities

- BC Urbani went through each account in the revenue and in the expenditures that were included in the Budget for FY 24/25. BC Urbani gave a description of what each account is. BC Urbani explained how we receive the dollar amounts that are included in the revenue. BC Urbani gave a description of the expenditure accounts and what that allocated money pays for.
- Director Dellamonica asked about how the Plan Check Fees are budgeted for and does the cost of the Plan Check Fees include the cost the District pays CSG Consultants. BC Urbani said that the amount of money received in the plan check fees is usually over the \$25,000 that we allocate for revenue generated. BC Urbani would check with Deputy Fire Marshall Chris Walters if CSG Fees are included.
- BC Urbani then went over a Draft Preliminary Budget for FY 25/26.
- BC Urbani said that the cost of expenditures for some items have increased such as fuel, supplies, etc. and the amounts in those expenditures that were increased from last year. All the amounts in the draft preliminary budget for expenditures have been reviewed to reflect most up to date cost and adjusted for anything that is planned to purchase in FY 25/26.
- BC Urbani explained that the money received from taxes usually increases by 4% each year. We are still waiting on the County of Santa Cruz to provide us with those numbers for FY25/26.
- BC Urbani said that the draft budget was built with the CAL FIRE Contract paying for 7.4 bodies.
- BC Urbani explained how money is transferred into the Capital Outlay accounts. Then he explained the accounts in the Capital Outlay. Explained the apparatus replacement fund and building repairs account. Also explained how this money can be transferred into the expenditure if needed.

6.2 CAL FIRE Contract Options and Cost

- BC Urbani provided a potential cost for the CAL FIRE Contract for 7.4 bodies roughly \$2.2 million and a cost for 8.4 bodies roughly costing \$2.4 million. 8.4 bodies included adding one additional Fire Apparatus Engineer. We will check the true cost of the CAL FIRE contract prior to the next Finance Committee meeting. Both Director Erbe and Dellamonica thought adding an additional body on the engine would be good.
- BC Urbani explained the staffing levels on the engine and how the shifts are set up. He also explained that district pays for half of a fire marshal position and 90% of a Battalion Chief.
- Director Dellamonica asked if overtime is included in the contract. BC Urbani explained that it is.
- Director Dellamonica asked what happens to the money that is not spent on the CAL FIRE Contract. BC Urbani explained that it is included in the year end fund balance and then used in the next FY budget.

6.3 Review and Discuss District Finances

- BC Urbani explained the VFA Grant process and how money is allocated and received if the district is awarded the grant.
- BC Urbani explained how much insurance coverage is for the apparatus and the station. Also explained what the district is insured for. Director asked about changing coverage levels and how much the district wants to insure apparatus and station for, maybe get things reassessed.
- Director Dellamonica asked what the contingency funds have been used for. BC Urbani said that we have only had to use the contingency money once that he could remember for a small amount.
- Director Dellamonica discussed possibly changing the amount in the contingency account if needed.
- BC Urbani explained how invoices and claims are processed by district staff and that Santa Cruz County processes the claims and sends vendors the money.

6.4 Review District CalPERS Liabilities

- BC Urbani explained the CalPERS unfunded Liabilities what the cost to the District will be for FY 25/26. He also explained the different payment options that are available. FY 25/26 the cost would be \$63,000.

- Director Dellamonica asked how long we have to pay CalPERS. BC Urbani explained that we pay until no one from the dissolved Salipuedes Fire and Freedom Fire Districts are collecting retirement from CalPERS

7. **Correspondence**

DISCUSSION

NONE

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

DISCUSSION

FY 25/26 Preliminary Budget Review
CAL FIRE Contract Review

9. **Adjournment**

ACTION

Next Finance Committee Meeting May 9th, 2025

Motion to adjourn by Director Dellamonica

Time: 12:18 pm

Attest:



Mike Urbani
Board Secretary



JAKE DELLAMONICA
Finance Committee Chair