



**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
September 19, 2019**

Call to Order/Roll Call at 5pm

**Chairperson Martone
Director Erbe**

**Director Moules
Director Chauvet**

Vice Chairperson White- Absent

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

1. Final Budget for fiscal year 2019/2020

A. Receive staff report

BC Murray met with Director Moules and White (Finance committee) and reported the following: There was a 4.5% increase in revenue; Fund balance came in higher than anticipated; CalFire contract is budgeted at a higher amount but charged at actual costs; Budget fully funded to maintain 3-person staffing. BC Murray reviewed changes and updates to the budget and reported that contingencies are fully funded.

B. Public hearing opened 5:06

C. Receive public comment- None

D. Close public comment- 5:06

E. Board Discussion

Director Chauvet asked if the cost set aside for the water tender includes the equipment. BC Murray responded that the cost includes the equipment. Usable equipment from the current water tender will be moved over to the new water tender.

Consider adopting resolution 2019-09 approving the final budget for FY 19-20

Motion approving resolution 2019-09 by Director Chauvet; Second by Director Moules.

All in favor: All

2. Presentations:

A. Chief's Report, Pajaro Valley

BC Murray reported on the following:

- Units participated in the Fair
- Attempted to contact the contractor who had the lowest bid for the parking lot and vendor didn't return calls. Doing a rebid.
- No incidents of significance to report
- Final production started on water tender.
- No current issues with personnel.
- Participated in National Night Out and SC Fair Kids Day
- Defensible space in district- 222 inspections completed.

B. Incident Report, City of Watsonville

Chair Martone thanked Watsonville Fire for including the incident types. No questions from the Board.

3. Minutes

- A. Approval of the minutes from the regular meeting on July 18, 2019.

Correction to the heading: says Special, should be Regular.

Motion approving the minutes by Director Erbe; Second by Director Chauvet; All in favor: All

- B. Approval of the minutes from the special meeting on August 22, 2019.

**Motion approving the minutes by Director Chauvet; Second by Director Moules;
All in favor: All**

4. Consent Agenda

- A. Expenditure report, vendor & deposit summary
BC Murray reviewed the new format with the Board.
- B. Year to date County report
No questions from the Board
- C. American Express statements
No questions from the Board

**Motion approving consent and expenditure report by Director Moules; Second by Director Erbe;
All in favor: All**

5. Old Business - None

6. New Business

- A. Approve resolution 2019-10 approving the Volunteer Fire Assistance Program (VFA) grant in the amount of \$9,999.00.
BC Murray reported that this is a matching grant. A grant was received for \$10K for Wildland gear.
**Motion approving resolution 2019-10 by Director Erbe; Second by Director Moules;
All in favor: All**

- B. Watsonville City Contract Amendment
- I. Review Watsonville City Contract for Services
BC Murray reported that the fee structure will stay the same but the payment formula was changed to include the CPI.

Motion approving Watsonville City Contract Amendment by Director Erbe; Second by Director Moules; All in favor: All

- C. District Auditor Maze & Associates Contract Extension
BC Murray reported that an extension to the current contract was received.

Motion approving Contract Extension Letter with District Auditor Maze & Associates by Director Moules; Second by Director Erbe; All in favor: All

7. Correspondence- None

8. Discussion

- I. CALPERS Unfunded Liability
- A. Receive Staff Report
BC Murray reviewed the PERS unfunded liability and cautioned that the budget will need to be adjusted accordingly. Payments will be due at the end of July. BC Murray will be listed as the financial representative. The Unfunded Liability amount for the 19/20 FY is \$56K. Next year's payment will be \$75K. The report showing the unfunded liability amounts will be reviewed in May each year to prepare for the July payment.

B. Review Unfunded Liability Report

9. Agenda items for the next meeting

A. 2020 Board Meeting Schedule

Special meeting in October may need to be adjusted due to the Fire Code adoption dates.

Open House on November 2, 2019 with Foothill Firefighters. A discussion was held on where to place signage for the open house.

10. Adjournment

Motion to adjourn by Director Erbe; Second by Director Moules. Meeting adjourned at 5:26pm.

Board Secretary

Board Chairperson