



BEN LOMOND FIRE PROTECTION DISTRICT

AGENDA of the BOARD OF DIRECTORS

Wednesday February 19, 2025 at 9:00 AM

Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California

Telephone: 831-336-5495 Fax: 831-336-0300

blfdchief@benlomondfd.com is inviting you to a Meeting

The Board meeting agenda and all supporting documents are available for public review at 9430 Hwy 9, Ben Lomond, CA, 72 hours in advance of a scheduled board meeting.

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible, but at least two days prior to the meeting.

FLAG SALUTE/MOMENT OF SILENCE

ROLL CALL

President Director Lisa Hill, Director (Vice) Tom Maxson,
Director Sean Castagna, Director Glen Cady and Fire Chief Stacie Brownlee

REGULAR MEETING- Call TO ORDER

OPEN TIME FOR PUBLIC EXPRESSION

Please observe a three minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a more lengthy presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

DIRECTOR MATTERS/AGENDA AMENDMENTS

Directors may report on their activities and meetings.

Any changes to the agenda may be made at this time.

CHIEF'S REPORT

The Fire Chief will report on the district's business activities and operations.

COMMUNICATIONS-

BOARD CALENDER EVENTS- 700 Form, Ethic Training

COMMITTEE REPORTS-

Directors may report on committee activities and meetings

CONSENT CALENDAR ITEMS

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Approval of Minutes January 15, 2025
 - 1.1 Regular Meeting of February 19, 2025
2. Approval of Expenditures for January 15, 2025
 - 2.1 Paid bills in the amount of \$ 41110.35
 - 2.2 Paid Payroll in the amount of \$ 29525.70

Old BUSINESS

1. Upstairs (Discussion/Action)
Key discussion points: No action
Decision(s) made:
Action items and assignee(s)
2. SOP Review
Key discussion points: SOP #4200 Purchasing and Bidding Procedures
Decision(s) made:
Action items and assignee(s)
3. Landscaping
Key discussion points: Miller came out and will set a date to pour the flag pole
Decisions made:
Action Items and assignees:
4. Type 3
Key discussion points: chassis in the que
Decisions made:
Action Items and assignees:
- 5.. Henflings
Key discussion points: Sign new amended lease
Decisions made:
Action Items and assignees
6. Felton Fire
Key discussion points: No update
Decisions made:
Action Items and assignees:
7. Appointment of New Board Member
Key discussion points: Posted running 17th and 24th of Jan, Applications due Jan.31 One application was turned in.
Decisions made:
Action Items and assignees:

NEW BUSINESS

1. Review Insurance policy
Key discussion points:
Decisions made:
Action Items and assignees:
2. LAFCO Election
Key discussion points: Vote for positions
Decisions made:
Action Items and assignees:
3. Type 1
Key discussion points: Order now and pay for it under a million. Wait until we get it in 3 years over million
Decisions made:
Action Items and assignees:

CLOSED SESSION

At any time during the regular meeting, the Board may adjourn to a closed session to consider land negotiations, litigation, and personnel matters or to discuss with legal counsel matter within the attorney-client privilege. Authority; Gov. Code Section Code §54956.8, 54956.9, and 54957.

INFORMATION/FUTURE MEETINGS

Items of a general nature that the staff wishes to bring to the attention of the Board, and any future agenda items.

Scheduling of future meetings

Regular Meeting –March 19, 2025

ADJOURNMENT



BEN LOMOND FIRE PROTECTION DISTRICT

Board Meeting Minutes

Regular Board Meeting

Wednesday January 15, 2025 at 9:00 AM

Ben Lomond Firehouse, 9430 Hwy 9, Ben Lomond, California

Telephone: 831-336-5495 Fax: 831-336-0300

Roll Call

Directors Present: Chairperson Director Lisa Hill, Director Sean Castagna, Director Tom Maxson & Director Glen Cady

Fire District Staff: Chief Brownlee

Absent:

Also Present:

FLAG SALUTE/MOMENT OF SILENCE

ROLL CALL

CALL TO ORDER BOARD REGULAR BOARD MEETING

The meeting of the Board of Directors of the Ben Lomond Fire Protection District was held on Wednesday, January 15, 2025, Chairperson Hill called the meeting to order at 9:02 AM.

OPEN TIME FOR PUBLIC EXPRESSION

Please observe a three-minute time limit

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board deliberation will be considered for placement on the agenda for discussion at a future meeting. There will also be an opportunity to comment on action items, following Board discussion and before any action is taken. The Board asks anyone who speaks to state their name.

PUBLIC EXPRESSION- None

DIRECTOR MATTERS/AGENDA AMENDMENTS- Move New Business before old business to get Director Cady sworn in. Board appointed Lisa Hill to president and Tom Maxson to vice.

CHIEF'S REPORT

The Fire Chief will report on the district's business activities and operations.

COMMUNICATIONS-

BOARD CALENDER EVENTS- None

COMMITTEE REPORTS- None

Directors may report on committee activities and meetings

CONSENT CALENDAR ITEMS

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Approval of Minutes December 18, 2024
 - 1.1 Regular Meeting of January 15, 2025
2. Approval of Expenditures for January 15, 2025
 - 2.1 Paid bills in the amount of \$ 18,068.81
 - 2.2 Paid Payroll in the amount of \$ 32,672.33

Approval of Consent Calendar Items

Motion was made by Director Maxson seconded by Director Castagna to approve all Consent Calendar items

Ayes: Chairperson Director Castagna, Director Maxson, Director Hill, and Director Cady

Noes: None

Abstain: None

Absent:

Old BUSINESS

1. Upstairs (Discussion/Action)

Key discussion points: Started

Decision(s) made:

Action items and assignee(s)

2. SOP Review

Key discussion points: SOP #2060 Report Work Related Injuries

Decision(s) made: Board no changes

Action items and assignee(s)

3. Landscaping

Key discussion points: Terry Miller came out and said he would be by last week to pour pole platform. Did not show

Decisions made:

Action Items and assignees:

4. Type 3

Key discussion points: Chassis in Q

Decisions made:

Action Items and assignees:

5. Henflings

Key discussion points: Mario present work that has been done to Henflings Attorney sent Josh Miller letter for back rent and bills that had not been paid by Henflings.

Decisions made: Before he could open Mario invested money in to Henflings to clean up the building and make repairs that the old tenant left. Board agreed that these items should have been addressed by the District and that we should have paid for the cleanup and destruction that was left by previous tenant.

Action Items and assignees:

Motion was made by Director Castagna seconded by Director Cady to approve 6 months no rent to Mario (Henflings) starting February 1, 2025 and ending July 31, 2025

Ayes: Chairperson Director Castagna, Director Maxson, Director Hill, and Director Cady

Noes: None

Abstain: None

Absent: None

6. Felton Fire

Key discussion points: Ben Lomond Board was updated on Chiefs 1st meeting with Felton Board. Some hiccups with Board policies

Decisions made: Board members agreed to review policies and contract and maybe meet with 2 Board members from Felton and 2 from Ben Lomond

Action Items and assignees: Director Hill and Director Maxson will contact Felton Board

Chair

NEW BUSINESS

- 1. Appointment In Lieu of Election and Oath of Office

Key discussion points: Glen Cady sworn in

Decisions made:

Action Items and assignees: This was moved before old business, so the board can conduct the meeting.

- 2. Appointment of New Board Member

Key discussion points: Chief ran add in the newspaper starting Jan17th and also Jan 24th

Decisions made: Glen Cady announced to the Board that he will be resigning effective date Feb 19th, 2025 will be his last meeting. Director Cady handed the Board his resignation letter and stated that he put the wrong effective date on it and to show the corrections in the minutes that it would be on Feb 19th.

Action Items and assignees:

CLOSED SESSION-

At any time during the regular meeting, the Board may adjourn to a closed session to consider land negotiations, litigation, and personnel matters or to discuss with legal counsel matter within the attorney-client privilege. Authority; Gov. Code Section Code §54956.8, 54956.9, and 54957:

INFORMATION/FUTURE MEETINGS

Items of a general nature that the staff wishes to bring to the attention of the Board, and any future agenda items.

FUTURE MEETINGS

Regular Board Meeting – January 15, 2025

ADJOURNMENT

The meeting was adjourned at 10:00 AM

ATTEST:

Chairperson Lisa Hill

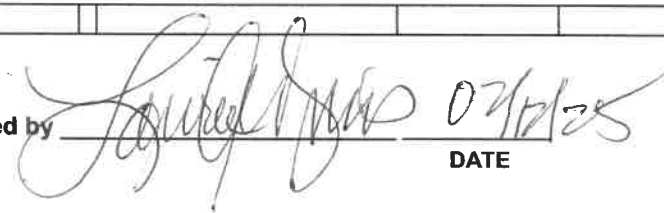
Stacie Brownlee, Secretary

PAYROLL SD 02
 PAY PERIOD #04
 GL KEY# 680600

Beg Date: 02/018/25

ATTN: Auditor-Controller
 End Date: 02/141/25

EMPLOYEE #	NAME	PAY RATE	PAY TYPE	KEY CODE	HOURS	SALARY / TOTAL PAY
800973	Stacie Brownlee	\$46.70	SALARY	888	0.00	\$3,736.00
			Health Benefit Stipend	ILB	0.00	\$461.54
			VACATION	011	0.00	\$0.00
			SICK	022	0.00	\$0.00
803033	Laurie Dennis	\$37.00	REGULAR HOURS	888	32.00	\$1,184.00
			SICK	022	0.00	\$0.00
DUTY CHIEF						
EMPLOYEE #						
800494	Mike Ayers	\$75.00	PER SHIFT	888	3.00	\$225.00
803541	Nick Burgess	\$75.00	PER SHIFT	888	3.00	\$225.00
801757	Matt Sanders	\$75.00	PER SHIFT	888	8.00	\$600.00
800494	Mike Ayers	\$75.00	PER SHIFT	888	2.00	\$150.00
803541	Nick Burgess	\$75.00	PER SHIFT	888	2.00	\$150.00
801757	Matt Sanders	\$75.00	PER SHIFT	888	8.00	\$600.00
DAY WORKER- STATION						
EMPLOYEE #						
803842	Garrett Fisher	\$25.00	HOURLY	888	48.00	\$1,200.00
803879	Kevin Giannini	\$25.00	HOURLY	888	32.00	\$800.00
		\$25.00	HOURLY	888	0.00	\$0.00
		\$25.00	HOURLY	888	0.00	\$0.00
804095	Audrey Dawson	\$36.88	HOURLY	888	36.50	\$1,346.12
803842	Garrett Fisher	\$25.00	HOURLY/ FELTON-10 hrs	888	40.00	\$1,000.00
803879	Kevin Giannini	\$25.00	HOURLY/ FELTON-10 hrs	888	80.00	\$2,000.00
804074	Jonathan Sheets	\$25.00	HOURLY/ FELTON-10 hrs	888	46.00	\$1,150.00
804089	Jordan Velasco	\$25.00	HOURLY/ FELTON-10 hrs	888	43.50	\$1,087.50
		\$20.00	HOURLY/ FELTON-10 hrs	888	0.00	\$0.00

Prepared by  DATE 02/18/25

Pay Type	Hours	Dollars
REGULAR HOURS	32.00	\$15,453.62
VACATION	0.00	\$0.00
Health Benefit Stipend	0.00	\$461.54
SICK	0.00	\$0.00

Payroll Batch Control

Employees 10

Line Entries 15

Total Reg. & Special Hours 32.0

Total Regular & Special Amounts \$15,915.16

0.00 *
 15,915.16 +
 1,184.00 -
 14,731.16 *



VOLUNTEER PAY \$0.00
TOTAL 32.00 \$15,915.16

51000 Regular Pay	\$15,453.62
51015 Sick Pay	\$0.00
51010 Volunteer Pay	\$0.00
53010 Emp Ins & Ben	\$461.54
Total	\$15,915.16

PAYROLL SD 02
 PAY PERIOD #03
 GL KEY# 680600

Beg Date: 01/18/25

ATTN: Auditor-Controller
 End Date: 01/31/25

EMPLOYEE #	NAME	PAY RATE	PAY TYPE	KEY CODE	HOURS	SALARY / TOTAL PAY
800973	Stacie Brownlee	\$46.70	SALARY	888	0.00	\$3,736.00
			Health Benefit Stipend	ILB	0.00	\$461.54
			VACATION	011	0.00	\$0.00
			SICK	022	0.00	\$0.00
803033	Laurie Dennis	\$37.00	REGULAR HOURS	888	24.00	\$888.00
			SICK	022	0.00	\$0.00
DUTY CHIEF						
EMPLOYEE #						
800494	Mike Ayers	\$75.00	PER SHIFT	888	12.00	\$900.00
801757	Matt Sanders	\$75.00	PER SHIFT	888	2.00	\$150.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
		\$75.00	PER SHIFT	888	0.00	\$0.00
800494	Mike Ayers	\$75.00	PER SHIFT	888	9.00	\$675.00
801757	Matt Sanders	\$75.00	PER SHIFT	888	2.00	\$150.00
DAY WORKER- STATION						
EMPLOYEE #						
803842	Garrett Fisher	\$25.00	HOURLY	888	40.00	\$1,000.00
803879	Kevin Giannini	\$25.00	HOURLY	888	32.00	\$800.00
		\$25.00	HOURLY	888	0.00	\$0.00
		\$25.00	HOURLY	888	0.00	\$0.00
804095	Audrey Dawson	\$36.88	HOURLY	888	0.00	\$0.00
803879	Kevin Giannini	\$25.00	HOURLY/ FELTON-10 hrs	888	60.00	\$1,500.00
803842	Garrett Fisher	\$25.00	HOURLY/ FELTON-10 hrs	888	30.00	\$750.00
804074	Jon Sheets	\$25.00	HOURLY/ FELTON-10 hrs	888	52.00	\$1,300.00
804089	Jordan Velasco	\$25.00	HOURLY/ FELTON-10 hrs	888	52.00	\$1,300.00
		\$20.00	HOURLY/ FELTON-10 hrs	888	0.00	\$0.00

Prepared by [Signature] 01/29/25
 DATE

Payroll Batch Control
 Employees 12
 Line Entries 13
 Total Reg. & Special Hours 24.0
 Total Regular & Special Amounts \$13,610.54

Pay Type	Hours	Dollars
REGULAR HOURS	24.00	\$13,149.00
VACATION	0.00	\$0.00
Health Benefit Stipend	0.00	\$461.54
SICK	0.00	\$0.00

0.00 * VOLUNTEER PAY \$0.00
 TOTAL 24.00 \$13,610.54

13,610.54 +
 388.00 -
 12,722.54 *
 51000 Regular Pay \$13,149.00
 51015 Sick Pay \$0.00
 51010 Volunteer Pay \$0.00
 53010 Emp Ins & Ben \$461.54

**BEN LOMOND FIRE PROTECTION DISTRICT
OF SANTA CRUZ COUNTY**

Date: February 19, 2025

To: County Auditor, Controller

From: Laurie Dennis (831) 336-5495

Subject: Approved Bills for Payment Transmittal

Vendor bills have been approved for payment out of district funds totaling an amount of

\$ 41,110.35 .

These payments were approved by the Board of Directors during their meeting on

February 19, 2025 .

Signed _____

Signed _____

Signed _____

Signed _____

Signed _____

CLAIMS BY VENDOR

01/22/2025

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
GL Key: 680600					
ATCHISON, BARISONE & CONDOTTI	//	62381	Services 12/01-12/31/24	\$138.00	<input type="checkbox"/>
GREENWASTE RECOVERY INC	//	61425	Garbage & Recycle 12/01-12/31/24	\$150.06	<input type="checkbox"/>
MUNICIPAL EMERGENCY SERVICES INC	//	61110	AV-3000 mask (Burgess) and balance due on last SCBA flow testing	\$1,133.20	<input type="checkbox"/>
PUBLIC AGENCY RETIREMENT SERVICES	//	52015	PARS administrator services for August 2024 never billed	\$300.00	<input type="checkbox"/>
PUBLIC AGENCY RETIREMENT SERVICES	//	52015	PARS administrator services for month ending 11/30/24	\$300.00	<input type="checkbox"/>
SANTA CRUZ CO PUBLIC WORKS	//	61425	Dump fees- December 2024	\$95.28	<input type="checkbox"/>
SANTA CRUZ REGIONAL 911	//	61215	Second half dispatch basic services, hiplink/fire dispatch, Mobile support, GIS	\$8,525.00	<input type="checkbox"/>
SANTA CRUZ REGIONAL 911	//	61215	Tablet Command annual cost, infrastructure fees, end user licenses (10), status license fees	\$11,041.67	<input type="checkbox"/>
Total				\$21,683.21	

CLAIMS BY VENDOR

01/29/2025

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
GL Key: 680600					
FISHER, GARRETT	/ /	62920	Reimbursement for fuel purchase S2365	\$30.64	<input type="checkbox"/>
SANTA CRUZ COUNTY PARKS	/ /	62888	Co. Parks assessment for Measure F- 3 parcels (balance due for 24/25)	\$3.00	<input type="checkbox"/>
SCARBOROUGH LUMBER & BUILDING SUPPLY	/ /	61846	station maintenance supplies(funnel, batteries)	\$18.36	<input type="checkbox"/>
SCM PERFORMANCE	/ /	86209	Pick-up 2204 build out parts (light bar,mounts,lights,chrome parts,magnetic mic,compartment lights, etc)	\$10,914.10	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	62219	Main account bill- Adobe and back up softwares	\$46.98	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	63070	Main account bill- Arden property PG&E and SLV Water billings	\$98.42	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	86110	Main account bill- bathroom fixtures	\$19.76	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61221	Main account bill- Comcast, Verizon Wireless and HULU billings	\$1,072.71	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61721	Main account bill- Costco-BluDef	\$69.64	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61425	Main account bill- Costco-station cleaning (clorox wand, febreze)	\$65.14	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61310	Main account bill- Costco-station items (coffe etc)	\$73.98	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	63070	Main account bill- station PG&E and SLV Water billings	\$1,591.39	<input type="checkbox"/>
US BANK CORPORATE PAYMENT SYSTEMS	/ /	61920	Main account bill-oxygen cylinder wrenches	\$19.70	<input type="checkbox"/>
				Total	\$14,023.82

CLAIMS BY VENDOR

02/05/2025

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
GL Key: 680600					
IHWY, LLC	/ /	62381	Web hosting / Mail Accts for February 2025	\$72.50	<input type="checkbox"/>
PLEXUS GLOBAL, LLC	/ /	62381	New hire background - Susinetti	\$27.45	<input type="checkbox"/>
PRESS BANNER	/ /	62420	Posting weeks of 01/17 and 01/24/25- board vacancy	\$230.20	<input type="checkbox"/>
SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM	/ /	62826	Co Officer 2C course - (12/16/24-01/06/25) Mark Brown	\$575.00	<input type="checkbox"/>
			Total	<u>\$905.15</u>	

CLAIMS BY VENDOR

02/12/2025

Filter: (Open Claims Only) (Pre-Approved Excluded)

Vendor	Claim Date	GL Obj	Message	Amount	
GL Key: 680600					
DOCTORS ON DUTY MEDICAL GROUP INC	/ /	62367	New hire physical - J Susinetti	\$564.00	<input type="checkbox"/>
FIRE RISK MANAGMENT SERVICES- FRMS	/ /	53010	Monthly insurance premium - March 2025	\$139.79	<input type="checkbox"/>
FISHER, GARRETT	/ /	62826	Reimbursement- EMT class/fees NREMT- G Fisher	\$1,000.00	<input type="checkbox"/>
GREENWASTE RECOVERY INC	/ /	61425	Garbage & Recycle01/01-01/31/25	\$150.06	<input type="checkbox"/>
MUNICIPAL EMERGENCY SERVICES INC	/ /	61110	Structural FF boots (Sheets)	\$398.58	<input type="checkbox"/>
SCM PERFORMANCE	/ /	61720	E2212- labor to install new charger, auto eject, battery screen, repair wiring.	\$960.00	<input type="checkbox"/>
WEX BANK	/ /	62920	Shell Card billing - fuel purchases	\$1,285.74	<input type="checkbox"/>
				Total	\$4,498.17



Ben Lomond Fire Protection District
Post Office Box 27, Ben Lomond, California 95005
Telephone: 831-336-5495 Fax: 831-336-0300

TO:	Board of Directors	FROM:	Stacie Brownlee Fire Chief
SUBJECT:	Chief's Report	DATE:	02/19/2025
	Approved	Date	

Correspondence

Administration

Operations

BLFD responded to calls in 58 Jan/Feb

- Structure (1)
- EMS (24)
- Haz Mat (0)
- Vehicle Acc. (6)
- Public Service (17)
- Smoke Checks (4)
- Other, wires (5)
- Mutual Aide calls (3) Boulder, (8) Felton, CZU(3)
- Storm related (0)
- Wildland (0)


Training

- Water rescue/Ropes

Logistic

Fire Prevention/Ed

Firewise Newell Creek,

	Ben Lomond Fire Protection District	Policy # 4200 Date 11/16
	SOP Board of Directors	TITLE: Purchasing and Bidding Procedures Revision date 11/16

4200.1 DEFINITIONS:

- 4200.1.1** Supplies and Equipment mean any and all articles of things which shall be used by the District.
- 4200.1.2** Contractual Services means any and all services which are required by the District, ~~but which are not furnished by District employees.~~
- 4200.1.3** Purchasing Cooperative means a group that are working together to use their combined purchasing volume to obtain more advantageous pricing through economies of scale.
- 4200.1.4** Responsible Bid means an offer, submitted by a responsible bidder in ink or typewritten form, to furnish supplies, equipment or contractual services in conformity which the specifications, delivery terms and conditions, and other requirements included in the invitation for bids.
- 4200.1.5** Responsible Bidder means a bidder, who submits a responsible bid; who has furnished, when requested information and data to prove that his/her financial resources, production or service facilities, service reputation and experience are adequate to make satisfactory delivery of the supplies, materials, equipment or contractual service on which he/she bids; and who has not violated, or attempted to violate any provisions of these regulations.
- 4200.1.6** Bidder's List means a list of bidders for purposes of supplying equipment, supplies, materials or contractual service.
- 4200.1.7** Construction Bids means a bidder is providing bids for facility construction or remodel under the California Uniform Construction Cost Accounting Commission.

4200.2 COOPERATIVE PROCUREMENT PROCEDURES

- 4200.2.1** The DISTRICT may purchase equipment and other commodities or services directly from a vendor without competitive bidding, if any of the following conditions exist:
- 4200.2.2** The item cannot be obtained through ordinary purchasing procedures, such as in situations where no bidders respond to a request for bids;
- 4200.2.3** The item is unique, or is not available from any other source (sole source). This can include copyrighted materials, conference facilities, lecturers, and workshop presenters;
- 4200.2.4** The item is available from the State, a RESA, or another DISTRICT provided the price, availability, and quality are comparable to those in the open market;
- 4200.2.5** The item is available from a statewide contract and "piggybacking" by local governmental entities is permitted in the contract;
- 4200.2.6** The item is available from a General Services Administration (GSA) schedule and the supplier is willing to sell to a DISTRICT in the state at the same or lower price.
- 4200.2.7** The item is available from a sheltered workshop;
- 4200.2.8** The item is available from a local purchasing cooperative, such as a RESA or a group of county boards that are working together to use their combined purchasing volume to obtain more advantageous pricing through economies of scale.
- 4200.2.9** The item is available from a legitimate government purchasing cooperative that has already obtained competitive bids that meet the requirements of this policy, such as the NPPGov Fire Rescue GPO, the U.S. Communities Purchasing Alliance, or The Cooperative Purchasing Network (TCPN).
- 4200.2.10** The item is a used vehicle or piece of equipment and its purchase is determined by the purchasing director to be in the best interest of the DISTRICT.
- 4200.2.11** Documentation of the justification for using these alternative competitive procurement procedures must be maintained.

4200.3 COMPETITIVE BIDDING

- 4200.3.1** Purchases to be on Competitive Bids - All purchases of the contracts for supplies, equipment and contractual services in excess of Twenty Thousand Dollars (\$20,000) that cannot be obtained through cooperative purchasing procedures shall be based on competitive bids.
- 4200.3.3** Competitive Bids to be solicited by Public Notice - If the amount of the purchase is estimated to exceed Twenty Thousand (\$20,000), contract bids shall be solicited by public notice and written contracts.

- 4200.3.4** Method and Extend of Notice – The method and extent of public notice soliciting contract bids shall be as prescribed by the Board of Directors. Said Notice shall set forth the deadline for submission of bids to the Secretary to the Board and the terms, conditions, and specifications of the proposed purchase.
- 4200.3.5** Posting on Bulletin Board - Competitive bid purchase shall, in all cases be advertised by posting a copy of the Invitation for Bids on a public bulletin board in or adjacent to the District Administrative Office.
- 4200.3.6** Solicitation of Bidders on Bidders' List - The Fire Chief or his designee shall in addition, solicit bids from prospective bidders on any pertinent District bidder's list by sending them copies of the invitation for Bids.
- 4200.3.7** Submission of Bids - All bids shall be submitted sealed to the Secretary to the Board on or before the set deadline.
- 4200.3.8** Surety - If required by the Board of Directors, each bid shall be accompanied by surety in form of a certified cashier's check or bid bond in such amount as shall be prescribed in the public notice inviting bids.
- 4200.3.9** Bid Opening - The Fire Chief or his/her designee shall open all bids in the presence of the Secretary to the Board and other interested parties immediately after the deadline set for submission. A tabulation of all bids received, whether accepted or rejected, shall be made by the District's Secretary to the Board, and shall be open for public inspection during regular business hours for a period of not less than thirty (30) calendar days after the bid opening.
- 4200.3.10** Rejection of Bid - The Board of Directors may reject any and all bids and may re-advertise for bids when it determines the public interest will be served.
- 4200.3.11** Award for Contract for Purchases - The contract shall be awarded by the Board of Directors to the lowest responsible bidder whose bid conforms to the Invitation for Bids.
- 4200.3.12** Where Bids Tie - In the case of a tie for the lowest responsible bid, and if the public interest will not permit the delay of re-advertising

for bids, the Board of Directors will award the contract to one of the bidders by drawing lots in public, or may make the purchase in the open market, provided the price paid in the open market shall not exceed the lowest contract bid price submitted.

4200.3.13 Determining Lowest Responsible Bidder - In determining the lowest responsible bidder, the Board of Directors shall take into consideration the quality offered and its conformity with the specifications, the delivery and discount terms and conditions of the bid, the service reputation of the bidder, and other information and data required to prove his/her responsibility.

4200.3.14 Effects of Failure of Successful Bidder to Enter Contract - If the successful bidder does not enter into a contract within ten (10) days after mailing or personal delivery of notice of award of contract, he/she shall forfeit in cash an amount equal to the amount of any surety which accompanied his/her bond, unless the District is responsible for the delay. She/he shall also be liable for any cost in excess of his/her bid price which the District incurs in purchasing the commodities or services elsewhere.

4200.3.15 Faithful Performance Bond - If the Board of Directors so requires, the successful bidder shall furnish surety in the form of a certified or cashier's check or bond for the faithful performance of the contract in the amount specified.

4200.3.16 Approval, Execution and Filing of Contracts - All contract bid forms and all contracts shall be approved by the District Counsel as to form and legality. Following such approval, all contracts shall be signed, on behalf of the District, by the Chairman of the Board of Directors. A copy of each signed contract shall be filed with the County Auditor-Controller.

4200.4 OPEN MARKET PURCHASES

4200.4.1 Open Market Purchases are Authorized - If the amount of the purchase is estimated to be Three Thousand (\$3,000) or less, it shall be an open market purchase and shall not be subject to Competitive Bidding requirements. An open market purchase shall, whenever possible, be based on at least three price quotations, except for an open market purchase of less than One Thousand Dollars (\$1,000).

4200.4.2 Soliciting Bids for Open Market Purchases - The Fire Chief may solicit quotations by contacting parties on the pertinent bidders' list;

by posting a copy of an invitation for quotations on a public bulletin board in or adjacent to the District Administrative Office and/or by contacting others who in the judgment of the Fire Chief would be responsible suppliers.

4200.4.3 Submission, Opening Tabulation - Quotations shall be submitted to the Fire Chief. The Secretary to the Board shall make a record of all written and telephoned quotations and such record shall be open to public inspection during regular business hours at least thirty (30) days after the date of the award of the contract.

4200.4.4 Award to Open Market Bidder - All open market purchases shall be awarded to the party making the lowest responsible quotation. However, price and quality being equal, preference may be given to responsible local bidders.

4200.5 CONSTRUCTION BIDS

4200.5.1 DEFINITIONS:

4200.5.2 CUPCCAA was enacted in 1983 under Public Contract Code section 22000. This act allows:

- Allows local agencies to perform public project work of up to \$45,000 with their own workforces (***Force Account***) if the agencies elect to follow the cost accounting procedures set forth in the *Cost Accounting Policies and Procedures Manual of the California Uniform Construction Cost Accounting Commission*
- Public projects of \$45,000 or less may be performed by negotiated contract, or by purchase order
- Public projects between \$45,000 and \$175,000 may be let to contract by informal procedures as set forth in the Act
- Public projects of more than \$175,000 shall, except as otherwise provided in the Act, be let to contract by formal bidding procedure

4200.5.3 The Ben Lomond Fire Protection District (District) has elected, under Public Contract Code Section 22030, to become subject to the uniform public construction accounting procedures set forth in the Act and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each from time to time be amended.

4200.5.4 In accordance with the State of California Uniform Public Construction Cost Accounting Commission, the Ben Lomond Fire Protection District will establish an Informal Bidding Contractors List for each calendar year.

4200.5.5 Per California Public Contract Code 22032, any Public Works Project that is estimated to be below \$175,000 is subject to the Informal Bidding Procedures set forth by the State of California Uniform Construction Cost Accounting Commission.

All trade categories are subject to Informal Bidding Procedures.

4200.6. PROCEDURES FOR INFORMAL BIDDING:

4200.6.1 District maintains list of “registered” contractors, identified by work category.

4200.6.2 District mails notice inviting bids at least 10 days before bids due to:

- All contractors on list for category of work; or
- Specified trade journals; or
- Both.

Notice should describe project in general terms with information for how to obtain detailed information and time and place for submission of bids.

- May include site walk, where appropriate

Notice need not include drawings, plans, etc., unless required for preparing bid.

Governing Board may delegate authority to award informal contracts to specific staff members (e.g., to Fire Chief).

If all bids received exceed \$175,000, Governing Board may pass four-fifths resolution, awarding contract to lowest responsible bidder if it determines District’s cost estimate was reasonable.

4200.7 PROCEDURE FOR FORMAL BIDDING:

4200.7.1 Public projects of more than \$175,000 shall be let to contract by formal bidding procedures, including:

- Detailed architectural plans, voluminous bid and contract documents,
- Newspaper advertising for 14 days before bid opening;
- Notice in trade journals 15 days before bid opening;
- Other more detailed steps and processes.

4200.8 EMERGENCY CONTRACTS:

4200.8.1 In cases of emergency when repair or replacements are necessary, the governing board may proceed at once to replace or repair any public facility without adopting plans, specifications, strain sheets, or working details, or giving notice for bids to let contracts. The work may be done by day labor under the direction of the governing board, by contractor, or by a combination of the two.

By a four-fifths vote of the governing board, may repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts.

By a four-fifths vote of the governing board, the authority to enter emergency contracts may be delegated as long as the designee takes the action to the governing board within 7 days or at its next regularly scheduled meeting which shall be no more than 14 days after the action was taken. The designee must report at each following meeting until the action is terminated (contract completed).

4200.9 PUBLIC PROJECT

4200.9.1 Public Project" per PCC §§ 22002(c) – These are not Repairs or Maintenance:

- (1) Construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated facility.
- (2) Painting or repainting of any publicly owned, leased, or operated facility.

4200.10 MAINTENANCE

4200.10.1 Maintenance (per PCC §§ 22002(d))

- (1) Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility for its intended purposes.
- (2) Minor repainting.
- (3) Resurfacing of streets and highways at less than one inch.
- (4) Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.

SPECIFIED TRADE JOURNALS:

Builders Exchange of Santa Clara County

400 Reed Street, Santa Clara, CA 95050

Phone: 408-727-4000

Fax: 408-727-2779

Email: mm@bxscoco.com

Central Coast Builders Association

20 Quail Run Circle, Salinas, CA 93907

Phone: 831-758-1624
Fax: 831-758-6203
Email: staff@ccbuid.com

4200.11 SUSPENSION OF REGULATIONS

4200.11.1 Suspension of regulations - These regulations may be suspended by a vote of two-thirds of the Board of Directors upon the finding recorded in its minutes that competitive bidding or quotations would not be in the public interest.

4200.11.2 In case of an emergency, the District Board may adopt a resolution by a two-thirds vote of all the members of the District Board declaring that the public interest and necessity demand immediate expenditure of public money to safeguard life, health or property. The district Board may expend any sum required in the emergency without submitting such expenditure to bid.

4200.12 Bid Protest Policy

4200.12.1 Bid protests for contracts awarded for purchases of commodities or professional services shall be submitted and responded to in accordance with the following requirements. These protest procedures do not apply to public works (construction) projects.

4200.12.2 Filing Of Protest

Any directly affected party who is aggrieved in connection with the solicitation or award of a contract may file a protest regarding the procurement action.

Such protest must be filed in writing with:

Ben Lomond Fire Protection District

9430 Highway 9

Ben Lomond Ca 95005

Protests must be filed within seven (7) calendar days from the date notice of intent to award is issued by the procuring department. Failure to timely file a protest shall constitute a waiver of any right to protest.

Untimely protests will not be accepted or considered. Any protest shall:

- State in detail each and every ground asserted for the protest, citing to the law, rule, local ordinance, procedure or bid provision on which the protest is based; and

- Identify the remedy sought.

Note: Specification related protests must be fully supported by technical data, test results, or other pertinent information that a rejected product or service offered is equal to or better than the specification requirement.

4200.12.3 Protest Resolution Process **Informal resolution**

After receiving a protest, the Purchasing Agent will, at the earliest convenience, contact the protesting party to seek informal resolution and/or to clarify the issues.

Written response within fourteen (14) calendar days following contact with the protesting party for informal resolution, the District shall provide a written response to the protesting party. The written response shall be prepared under the signature of the General Services Director. The letter constitutes the department's final decision on the protest and shall be considered the final agency action.

4200.12.4 No Stay of Procurement Action During a Protest

Nothing in these Policies and Procedures shall be deemed to prevent the Ben Lomond Fire Protection District from proceeding with negotiations or awarding a purchase order or contract while a protest is pending.

4200.12.5 Remedies Prior to an Award

If, after an award, it is determined by the Ben Lomond Fire Protection District Board that a solicitation or award of a contract or purchase order is in violation of these Policies and Procedures, then the following criteria will be employed to resolve the dispute.

1. If the person or entity awarded the contract or purchase order has not acted fraudulently, or in bad faith:
 - The contract or purchase order may be ratified and affirmed, provided it is determined that doing so is in the best interest of the Ben Lomond Fire Protection District
 - The contract/purchase order may be terminated
If the person or entity awarded the contract or purchase

order has acted fraudulently or in bad faith, the contract or purchase order shall be declared null and void.

4200.13 Purchasing Policy – Miscellaneous

4200.13.1 Unlawful Purchases - If any employee contracts for any supplies, materials, equipment or contractual services contrary to the purchasing policy, such purchases or contract shall be void and of no effect, and the cost shall not constitute a legal charge against the District.

4200.13.2 Return of Merchandise - No supplies, materials or equipment shall be returned to a vendor for trade, credit, repair, or for any other reason without approval of the Fire Chief.

4200.13.3 Budgeted Items - All line items that have been approved in the current year's budget shall be deemed to have prior Board approval for purchase. Items needed to be returned to the Board for action shall appear under Old Business.

4200.13.4 Non-Budgeted Items - Non-budget services and repairs where bids and analysis have been completed, shall come to the Board of Directors under Old Business. The Fire Chief is authorized to encumber up to \$2,500.

4200.13.5 Fixed Assets- All single items purchased in the amount of \$5000 or more will be capitalized and added to fixed asset list.

4200.14 EXEMPTIONS

4200.14.1 Exemptions - These procedures shall not apply to purchases of:

4200.14.1.1 Legal Advertising

4200.14.1.2 Medical Equipment or Supplies

4200.14.1.3 Professional Services

LEASE AMENDMENT #1

This Amendment is made and entered into this 15th day of January 2025 by and between Ben Lomond Fire Protection District (herein collectively called "Landlord") and Mario Ibarra and Antonio Hernandez (herein called "Tenant").

RECITALS

- 1. The parties have entered in a certain Lease dated September 21, 2024, regarding the premises described as 9450 Highway 9, Ben Lomond, Ca. 95005

AGREEMENT

The parties agree as follows:

- 1. **RENT:** Tenant shall not be obliged to pay the Base Rent of \$4,000.00 per month for an additional six (6) months beginning February 1, 2025, and ending July 31, 2025. This additional rent credit is in consideration for taking the existing premises in their present condition at the time of occupancy and completing all of the building and tenant improvements at Tenant's expense.

In Witness Whereof, the Parties hereto have caused this Amendment #1 to be executed as of the day and year first written above.

LANDLORD:
BEN LOMOND FIRE PROTECTION DISTRICT

TENANT:
MARIO IBARRA AND ANTONIO HERNANDEZ

By: _____

By: _____

Mario Ibarra

Name Printed **Title**

By: _____

Antonio Hernandez

Date _____

Date _____

Application for Appointment to Fill a Vacancy on a Special District Board

Instructions:

If you are interested in serving on a special district Board of Directors, please complete this application and return it to: Ben Lomond Fire Protection District-9430 Highway 9, Ben Lomond CA 95005

Date Due: January 31, 2025.

You will be advised by the district board if your appointment is confirmed. Thank you for your interest.

.....

District: Ben Lomond Fire Protection District Date: 1-27-25

Name: Martin Walker Age(optional): 55

Address where you live: 8937 Glen Arbor Rd, Ben Lomond, CA 95005

Business or Mailing address: same as above

Phone (daytime): 831-345-3417 Phone (evening): 831-345-3417

Email: msw473@icloud.com

Education			
Institution	Major	Degree	Year

Work/Volunteer Experience				
Organization	City	Position	From	To
San Jose Fire Dept.	San Jose, CA	Captain (Ret)	3/1997	5/2023

Statement of Qualifications:

Please briefly describe your qualifications and why you are interested in serving on the Board of Directors.


See attached

Certification:

I certify that the information contained in this application is true and correct. I authorize the verification of the information in this application.



Signature



Date

***Subject:** Request for Board Membership on the Ben Lomond Fire District Board of Directors**

Dear Members of the Ben Lomond Fire District Board of Directors,

I am writing to express my interest in becoming a member of the Ben Lomond Fire District Board of Directors. With 31 years of experience in the fire service, including my early days as a volunteer in Boulder Creek, I believe this position offers a meaningful opportunity to give back to the community that shaped my career.

Throughout my career, I have gained a comprehensive understanding of fire department operations, safety practices, and the essential role our fire service plays in keeping our communities safe. My experience extends to overseeing apparatus design and procurement, as well as managing a fleet of vehicles while working with Lee and Associates Rescue Equipment. Additionally, as a Captain with the San Jose Fire Department, I have honed my skills in fiscal responsibility, managing both personnel and resources to ensure operational effectiveness and accountability.

I am confident that my background in fire service leadership and fiscal management will allow me to contribute to the growth and efficiency of the Ben Lomond Fire District. I look forward to the opportunity to bring my expertise to the board, working collaboratively to continue delivering the high-quality service our community deserves.

Thank you for considering my request. I would be honored to further discuss my qualifications and how I can serve this vital organization.

Sincerely,
Martin Walker
8937 Glen Arbor Rd.
Ben Lomond, CA 95005
Cell 831-345-3417
msw473@icloud.com



January 27, 2025

Stacie Brownlee, Fire Chief
Ben Lomond Fire Protection District
9430 Highway 9
Ben Lomond, CA 95005

SUBJECT: ELECTION FOR SPECIAL DISTRICT REGULAR MEMBER ON LAFCO

Dear Chief Brownlee:

The purpose of this letter is to solicit your district's vote for the regular and alternate member seats on LAFCO. The independent special districts in Santa Cruz County are designated three positions on the LAFCO board. The two regular member seats are currently held by Jim Anderson (Felton Fire Protection District) with a term ending in May 2025, and Rachél Lather (Soquel Creek Water District) with a term ending in May 2028. The alternate member seat is currently held by Ed Banks (Pajaro Valley Public Cemetery District) with a term ending in May 2025. **In preparation of Commissioners Jim Anderson (Regular) and Ed Banks (Alternate) expiring terms of office, LAFCO staff will be conducting an election to fill the regular and alternate member seats on the LAFCO board.**

Regular Member Seat Candidates

The three candidates running for LAFCO's special district regular member seat are:

- **Jim Anderson** (Felton Fire Protection District; Incumbent);
- **Lani Faulkner** (Central Fire District); and
- **Tony Nunez** (Pajaro Valley Health Care District)

Alternate Member Seat Candidates

The five candidates running for LAFCO's special district regular member seat are:

- **Jim Anderson** (Felton Fire Protection District);
- **Ed Banks** (Pajaro Valley Public Cemetery District; Incumbent);
- **Lani Faulkner** (Central Fire District);
- **Alina Layng** (San Lorenzo Valley Water District); and
- **Tony Nunez** (Pajaro Valley Health Care District)

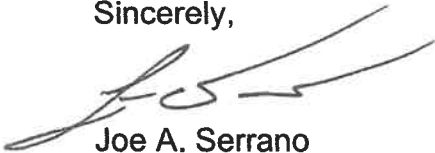
Attachment 1 provides background information for each candidate.

Election Process

The election will be conducted by mail. Each district gets one vote for each position, which shall be executed on the enclosed ballot by either the presiding officer of the district board or by their designee. **The deadline to return the executed ballot to the LAFCO office will be no later than 3:00 p.m. on Wednesday, March 26, 2025.** Ballots can be mailed, hand-delivered, or emailed to the LAFCO office. If emailed, please follow-up by mailing the ballot with an original signature. LAFCO staff will open and tally the ballots at 3:00 p.m. in the LAFCO office. Anyone who wishes to observe the tally should come to the LAFCO office at that time. The Independent Special District Selection Committee rules of procedure are posted on the Policies and Rules page of LAFCO's website: <https://santacruzlafco.org/about/policies-procedures/>

Please contact me at the LAFCO office if you have any questions about the voting process.

Sincerely,



Joe A. Serrano
Executive Officer

Attachments:

- 1) Candidates' Information
- 2) Official Ballot

RECEIVED

JAN 14 2025



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY Santa Cruz LAFCO

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS (TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or ioe@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than 3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Special District Regular Member ONLY	<input checked="" type="checkbox"/>
Special District Alternate Member ONLY	<input checked="" type="checkbox"/>
Either Position	<input type="checkbox"/>

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: Jim Anderson

MAILING ADDRESS: [Redacted]

PHONE(s): Home: [Redacted] Cell/Business: [Redacted]

EMAIL: jimwanderson@comcast.net

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: Felton Fire Protection District

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

Felton Fire Protection District : 1999 - Present

Mtn. Parks Foundation : 1995 - Present

Santa Cruz LAFCO : 2006 - Present

Santa Cruz County Substance Abuse Commission : 2015-2024

S.C. County Sheriff's Advisory Council : 2019-2021

S.C. County R.D.A. Oversight Committee : 2021 - Present

STATEMENT OF INTEREST: You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION: I certify that the above information is true and correct and I authorize the verification of the information in the application.

Signature of Board Member Interested in Serving on LAFCO

1-14-2025 Date

Jim Anderson

Statement of Interest

I am a lifelong resident of Santa Cruz County, living in Felton. I have served as a Commissioner on LAFCO since September, 2006. During this time, I have held the position of Chair, Vice Chair and served on both the personnel and budget committees.

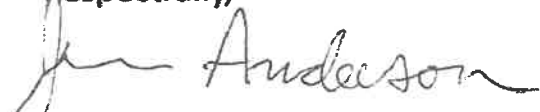
I am 1 of 2 special district members representing the 20 independent special districts. I come from the Felton Fire District where I started my career in 1976 as a firefighter and captain for 26 years, then joining the Felton Fire Board in 1999.

In addition to the public sector, my 42-year professional career includes the position of Senior Technical Manager in the telecommunications industry. I retired in October 2015 from my professional career and to date continue my pursuit as a public servant in Santa Cruz County. As with many local government boards, members are always challenged to learn new things and LAFCO is no exception.

I find the many different issues dealt with make it a very interesting and rewarding endeavor of which I enjoy. I have had the pleasure to champion various successful boundary changes over the years as a LAFCO commissioner, including but not limited to, the recent fire consolidation between Central Fire and Aptos/LaSelva Fire Protection Districts as well as the Scotts Valley Fire/Branciforte Fire Consolidation. The purpose of these consolidations is to facilitate the efficient delivery of fire protection to the communities within the affected territories. These consolidations will preserve the current levels of service, maintain local expectations and continue the existing funding sources.

I look forward to supporting all of the 20 independent special districts as the Special District Representative on the LAFCO Board.

Respectfully,



Jim Anderson



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS
(TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than
3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Special District Regular Member ONLY	<input type="checkbox"/>
Special District Alternate Member ONLY	<input checked="" type="checkbox"/>
Either Position	<input type="checkbox"/>

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: EDWARD K. BANKS

MAILING ADDRESS: [REDACTED]

PHONE(s): Home: [REDACTED] Cell/Business: [REDACTED]

EMAIL: EDBANKS@KBKINSURANCE.COM

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: PATARO VALLEY PUBLIC CEMETERY DIST.

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

CURRENT SPECIAL DISTRICT ALTERNATE MEMBER TO SANTA CRUZ LAFCO.

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO. SEE ATTACHED

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.

Ed K Banks

Signature of Board Member Interested in Serving on LAFCO

1-14-2025

Date

Edward K. Banks

Ed Banks, a native Californian, was born in San Francisco and grew up in La Selva Beach. He attended Aptos Elementary School and is a 1966 graduate of Watsonville High School. He received his A.A. degree from Cabrillo College in 1968 and Bachelor of Arts degree from Sonoma State University in 1970. His military commitment commenced as a Naval Reservist in November of 1970, being stationed at Flag Administrative Unit, Naval Air Station Barbers Point, Hawaii. His active-duty assignment concluded in August of 1972, and ultimate honorable discharge in August of 1975.

Ed has been in the insurance profession since 1972, beginning with commercial underwriting assignments at the Hartford Insurance Company, San Francisco, and Fireman's Fund Insurance Company, San Jose. In 1977, he moved back to Watsonville to join the firm of Martin & Friend Insurance Agency. In April of 1996, he merged the agency with Kane-Hall-Palmtag Insurance to form KBK Insurance Agency.

Ed's community service has included service on the following organizations' boards of directors: Insurance Brokers and Agents of the West, Independent Insurance Agents & Brokers of Watsonville (past president), Watsonville National Little League, Watsonville YMCA, Pajaro Valley Chamber of Commerce, Rotary Club of Watsonville (past President 1993-94), Monterey Bay Bank and Watsonville Firefighters' Association. He was a reserve lieutenant for the Watsonville Fire Department from 1981 to 2006. During his 25-year career with the fire department, he successfully completed courses of study in Fire Command Operations and Fire Cause Determination at the National Fire Academy, Emmitsburg, Maryland. He also served on the Santa Cruz County Grand Jury in 1985-86 as well as the Santa Cruz County Hazardous Materials Advisory Commission 2007-2009. In 2010, Ed attended the National Emergency Training Center, Emmitsburg, Maryland, receiving certificates of completion in Community Emergency Response Team Operations and Program Management.

He is past president of the board of directors of the Cabrillo College Foundation as well as past governing board chair and former Area VII Trustee for Cabrillo Community College. Ed currently serves as a trustee of the Pajaro Valley Cemetery District as well as Special Districts alternate member, Santa Cruz County LAFCO.

An avid San Francisco Giants' fan has taken "road trips" with his sons and Father-in-law. Ed also likes gardening, traveling and golf with friends.

Eb\01142025



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

**NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS
(TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)**

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or joe@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than
3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Special District Regular Member ONLY	Prefer
Special District Alternate Member ONLY	
Either Position	X

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: Iwalani (Lani) N. Faulkner

MAILING ADDRESS: _____

PHONE(s): Home: _____ Cell/Business: _____

EMAIL: EquityTransitSantaCruz@gmail.com

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: Central Fire Board

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

- Santa Cruz Central Fire Board (Dec 2024 – current)
- CA State Democratic Delegate (2023 – current)
- Democratic National Delegate to the 2024 Convention, Elected (2024)
- Democratic Central Committee Alternate (2022 – current)
- Mid County Dems Executive Board (Current until 2026)
- Santa Cruz County Democratic Women's Club Board (2025 -)
- Sierra Club Executive Committee, Santa Cruz Group Ventana Chapter (2023 – current)
- Santa Cruz County Friends of the Rail and Trail, Equity Officer (2022)
- Community Traffic Safety Coalition, Stakeholder (2022 – current)
- Climate Action and Adaptation, Planning & Grants with the Office of Response, Recovery and Resilience, Stakeholder (2022 - current)
- Santa Cruz Metro "ReImagine Metro", Stakeholder (2022 - 2023)
- Santa Cruz County Housing Element Community Stakeholder (2023)
- Caltrans Stakeholder on Housing Working Group (2023)
- Caltrans Stakeholder on Equity, Engagement and Health Working Group (2023)
- Rainbow Defense Coalition, Safety and de-escalation volunteer (2023 – current)
- Santa Cruz City Climate Action Task Force, Stakeholder (2022)
- Equity Transit, Founder (2021)
- Little People's Repertory Theater, Video Production and Grant Assistance (2008 – 2014)
- Buena Vista Road Association, Boulder Creek, President (2001 - 2004)

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

Our county is at a critical juncture as we face a number of challenges. Climate change continues to stress our emergency response capabilities, particularly as fire departments strive to maintain economic strength while ensuring safe and effective service amidst rising equipment and resource costs. Compounding this is the increasing pressure on our clean water supply due to prolonged drought and factors affecting water quality. Additionally, the state's mandate to significantly expand housing development over the next eight years—through county and city Housing Elements—will place additional demands on special districts, emergency services, and our natural resources. I am eager to leverage my collaborative skills and experience to work with stakeholders across the county to address these pressing issues.

Currently, I serve on the Central Fire District Board of Directors, an honor that carries personal significance as my grandfather, John A. Gilman, was one of only nine civilian firefighters awarded the Purple Heart for his service in Oahu during the bombing of Pearl Harbor. Moreover, my mother committed decades to volunteering with our local fire auxiliary. I have been a certified NOLS Wilderness Medicine first responder since 2007.

Having spent my formative years in the fire-prone Sierra Nevada Foothills of California, I developed an understanding of the importance of creating defensible spaces and being fire-ready as well as understanding proper installment and care of wells on our property. As a nearly 30-year resident of Santa Cruz County—over a decade in rural areas like Boulder Creek and Happy Valley—I recognize the critical need for community collaboration to mitigate and respond to challenges and disasters and ensuring critical services, including fire prevention, water, and waste management.

As a scientist, woman of color, and educator, I bring a history of facilitating informed and equitable decision-making. I understand the importance of addressing a myriad of complex issues such as agricultural land preservation, population growth, land use, fire protection, water and waste management, and other important considerations which impact our local community members and natural resources. My academic background includes a Master of Science, equipping me with extensive research and analytical experience.

I am committed to contributing my skills and experiences to help our county navigate the challenges ahead. I kindly request your vote in support of my appointment as a LAFCO Commissioner. Thank you for consideration.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.



Signature of Board Member Interested in Serving on LAFCO

Date

January 21, 2025



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS
(TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

If you are interested in serving as a special district member on LAFCO, please complete and sign the following application. The completed application can be mailed, hand delivered, or emailed (as a PDF with signature) to: 701 Ocean Street, Room 318-D, Santa Cruz, CA 95060 (mailing address) or loa@santacruzlafco.org (email).

Applications must be submitted to LAFCO no later than
3:00 p.m. on January 24, 2025

I am applying for (CHECK ONE):

Special District Regular Member ONLY	<input type="checkbox"/>
Special District Alternate Member ONLY	<input checked="" type="checkbox"/>
Either Position	<input type="checkbox"/>

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: Alina Layna

MAILING ADDRESS: [REDACTED]

PHONE(s): Home: _____ Cell/Business: [REDACTED]

EMAIL: alayna@SLVWD

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: SLV Water District

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

Environmental and Engineering Committee

SLVWD public committee member 3 terms

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.

Alina Layna
Signature of Board Member Interested in Serving on LAFCO

1/23/25
Date



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

NOMINATION FOR LAFCO'S SPECIAL DISTRICT REGULAR & ALTERNATE MEMBER SEATS (TERM BEGINNING MAY 2025 AND ENDING IN MAY 2029)

INSTRUCTIONS:

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Applications must be submitted to LAFCO no later than 3:00 p.m. on January 24, 2025

RECEIVED

JAN 24 2025

Santa Cruz LAFCO

I am applying for (CHECK ONE):

Table with 2 columns: Position and Selection. Rows: Special District Regular Member ONLY, Special District Alternate Member ONLY, Either Position (checked).

Note that water district board members are NOT eligible for the proposed regular member position because a water district board member currently occupies the other regular seat.

NAME: Jose Antonio Nunez Palomino

MAILING ADDRESS:

PHONE(s): Home:

Cell/Business:

EMAIL: tonynun18@gmail.com

DISTRICT BOARD ON WHICH YOU CURRENTLY SERVE: Pajaro Valley Health Care District

PREVIOUS BOARD, COMMISSION, OR COMMITTEE SERVED (Identify organization[s] and length of term[s]):

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.

Signature of Board Member Interested in Serving on LAFCO

1/24/2025

Date

Tony Nunez
129 Lynbrook Ct.
Watsonville, CA, 95076
Tonynun18@gmail.com
831-234-6971
1/24/2025

Local Agency Formation Commission (LAFCO)
701 Ocean Street, Room 318-D,
Santa Cruz, CA 95060

Dear Members of the Local Agency Formation Commission,

I am writing to express my interest in serving on the LAFCO Board and to highlight the unique qualifications I bring to this position. As a member of the Board of Directors for the Pajaro Valley Health Care District (PVHCD) since its inception in March 2022, I have been deeply involved in addressing the critical challenges facing health care providers and delivery systems, particularly in underserved communities like the Pajaro Valley. It is essential for the PVHCD, which was formed in 2022 through special legislation, to have a voice at the table as LAFCO continues its important work.

My service on the PVHCD Board has provided me with firsthand experience navigating the intricacies of public agency governance, ensuring sound fiscal accountability, fostering collaborative solutions, and advocating for essential services that impact thousands of lives on the Central Coast. Given LAFCO's role in shaping the future of local government services, I believe it is vital for the PVHCD to contribute its perspective, ensuring that the voices of health care providers are heard and considered during a time of significant strain on the health care system.

Beyond my public service, my professional background has equipped me with the skills and experience necessary to serve on the LAFCO Board effectively. I currently serve as the Marketing and Communications Manager for Community Bridges, a leading human services nonprofit that provides vital services to vulnerable populations across Santa Cruz, Monterey and San Benito counties. In this role, I have honed my abilities to communicate effectively, build consensus, and engage stakeholders.

Prior to my current position, I spent more than a decade as a journalist, including roles as Managing Editor of *The Pajaronian* (4 years, 2018–2022), News Editor of *Good Times* (2 years, 2020–2022), and Managing Editor of the *Press Banner* (2 years, 2020–2022). These positions have given me a strong foundation in analyzing complex issues, understanding diverse perspectives, and ensuring transparency in decision-making.

If appointed to the LAFCO Board, I will bring a fresh perspective rooted in health care equity, public service, and community advocacy. I am committed to ensuring that the PVHCD's mission to safeguard access to essential health care services is integrated into the broader regional planning and policy discussions that LAFCO oversees.

Thank you for considering my application. I would be honored to serve on the LAFCO Board and to contribute to its vital mission. Please feel free to contact me if you have any questions or require additional information.

Sincerely,

Tony Nunez

PVHCD, Board President



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

**2025 BALLOT FOR THE SPECIAL DISTRICT
REGULAR & ALTERNATE MEMBER SEATS ON LAFCO**

INSTRUCTIONS:

Please check the box to the left of the person you are voting for. **Vote ONLY for one candidate in each category.**

REGULAR MEMBER SEAT (vote for <u>one</u>)		
Candidate	District	Vote By Marking (X)
Jim Anderson (<i>incumbent</i>)	Felton Fire Protection District	
Lani Faulkner	Central Fire District	
Tony Nunez	Pajaro Valley Health Care District	

ALTERNATE MEMBER SEAT (vote for <u>one</u>)		
Candidate	District	Vote By Marking (X)
Jim Anderson	Felton Fire Protection District	
Ed Banks (<i>incumbent</i>)	Pajaro Valley Cemetery District	
Lani Faulkner	Central Fire District	
Alina Layng	San Lorenzo Valley Water District	
Tony Nunez	Pajaro Valley Health Care District	

NEXT STEPS

After voting, please hand-deliver, mail, or email the signed ballot back to LAFCO. If emailed, please follow-up by mailing the ballot with an original signature. The ballots will be counted at 3:00 p.m. on Wednesday, March 26, 2025. Any ballots received after 3:00 p.m. will not be counted.

CERTIFICATION:

I, _____, am voting on behalf of the following independent special district: _____.

Voting Designee Signature

Date