



**Felton Fire Protection District Board of Directors  
Regular Meeting Minutes  
Monday, June 2, 2025  
6:00 p.m.**

Location: Felton Fire Station Meeting Room, 131 Kirby St, Felton California

Felton Fire Protection District will accommodate persons with disabilities. Please phone the fire station at (831) 335-4422 and communicate your specific needs. Any person may comment on any agenda item and must be recognized by the Board Chair prior to comment.

**Call to Order**-Chair Crandell called the meeting to order at 6:00 p.m.

**Pledge of Allegiance**

**Roll Call**-Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell were present.

**Consideration of Additions/Deletions to the Agenda**

- Additional material submitted to Item 14 (previously item 13)-District Admin Assistant/Secretary job description, Board Secretary job description.
- Chair Crandell moved item 14 to be heard before item 8 (agenda re-numbered to reflect the order in which the items were heard during the meeting).

**Statements of Disqualification**

**Consent Agenda**

1. Approval of the Special Meeting Minutes of April 19, 2025.
2. Approval of the Minutes of May 5, 2025.
3. Approval of the Special Meeting Minutes of May 12, 2025.
4. Approval of the Special Meeting Minutes of May 19, 2025.
5. Correspondence
  - Letter of Ben Lomond Fire Protection District Board Chair Lisa Hill dated May 9, 2025.
  - Correspondence received from anonymous member of the public.
  - Correspondence of Dan Dawson dated May 17, 2025.
  - Correspondence of Joe Serrano, dated May 30, 2025.
6. Approval of Claims Paid in the Month of May 2025.

MOTION: Motion made by Director Schwanbeck, seconded by Director Anderson, to approve the consent agenda with the following changes to the minutes of May 5, 2025: Item 11 is amended to add language (underlined). to the action taken.



- Discussion/Action: Consider Establishing Protocols for Events Involving District Assets/Personnel.  
Director Shults indicated that the SLV Grad Night program requested two Felton Firefighters to attend the event and requested use of the stuffed horse on District property.  
ACTION: Discussion held; the Board, by consensus, agreed to lend the horse prop to SLV Grad Night for their Grad Night 2025 event.

ACTION: The motion passed by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

### **Public Comment/Oral Communications**

The following members of the public addressed the Board: Ken Lewis; Lilliana (last name not given); AnnMarie Conrad; Eileen (last name not given); Gabrielle Brick.

**Director's Reports**-None.

**Ad Hoc Committee Reports**-None.

### **Chief's Report**

#### 7. Chief's Report

Acting Chief Mike Ayers addressed the Board.

ACTION: Discussion held; no action taken.

### **General Business**

#### 8. Discussion/Action: Consider Reinstatement of Chief Blum to the Position of Interim Fire Chief (formerly Item 14).

The following members of the public addressed the Board: Dan Hunt; Gabrielle Brick; Terry Pink; Lilliana (last name not given); AnnMarie Conrad; Victor Albers.

MOTION: Motion made by Director Shults, seconded by Director Schwanbeck, to reinstate Chief Blum to the position of Interim Fire Chief to maintain continuity and leadership and satisfy the legal requirements placed on the board to appoint a fire chief of record for the district.

ACTION: The motion passed by the following vote:

AYES: Directors Anderson, Schwanbeck, Shults, and Chair Crandell

NOES: Director Conrad

#### 9. Discussion/Action: Adoption of 2025-2026 Preliminary Budget.



MOTION: Motion made by Director Schwanbeck, seconded by Director Anderson, to adopt 2025-2026 Preliminary Budget and direct staff to transmit the adopted preliminary budget to the County Auditor-Controller on or before June 27, 2025, and publish notice of the 2025-2026 Final Budget Adoption Hearing (to be held in August 2025) at least two weeks before the hearing in at least one newspaper of general circulation in the district pursuant to Government Code Section 6061.

ACTION: The motion passed by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

**10. Discussion/Action: Consider Extending FFPD 2025 Membership in the California Special Districts Association (Crandell).**

MOTION: Motion made by Director Anderson, seconded by Director Shults, to direct staff to enroll the Felton Fire Protection District as a member district of the California Special Districts Association for an amount not-to-exceed \$3,456.00 on or before August 30, 2025.

ACTION: The motion passed by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

**11. Discussion/Action: Consider Letter of Santa Cruz County Fire Agencies Insurance Group CAO Jessica Blushi Regarding Workers Compensation Coverage Provider Selections (Anderson).**

MOTION: Motion made by Director Schwanebeck, seconded by Director Conrad, to select Golden State Risk Management Authority (GSRMA) as the Felton Fire Protection District's Workers Compensation Coverage Provider and direct the Board Alternate to attend the June 11<sup>th</sup>, 2025, meeting of the SCCFAIG and inform SCCFAIG of the District's selected provider.

ACTION: The motion passed by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

**12. Discussion/Action: Approval of Amendment to Agreement #24R0416 with the County of Santa Cruz Regarding Payroll and Accounts Payable Service Fee Increases.**

MOTION: Motion made by Director Schwanbeck, seconded by Director Anderson, to approve amendment to Agreement #24R0416 with the County of Santa Cruz, increasing the rates for payroll and accounts payable services as outlined, and authorize the Chair



to sign the amendment to the agreement, with the following additional direction: Director Schwanbeck is appointed to serve as the Felton Fire Protection District's (FFPD) lead negotiator with the County for subsequent amendments to the agreement between FFPD and the County of Santa Cruz for the provision of payroll and accounts payable services.

ACTION: The motion passed by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

**13. Discussion/Action: Consider Draft Temporary Staffing Proposal of Zayante Fire Chief Jeff Maxwell (Anderson/Schwanbeck).**

The following members of the public addressed the Board: Mary Clark.

MOTION: Motion made by Director Anderson, seconded by Director Shults, to approve Felton Fire Protection District accept the Temporary Staffing Proposal from the Zayante Fire Protection District Fire Chief Jeff Maxwell, dated May 23, 2025.

ACTION: The motion passed by the following vote:

AYES: Directors Anderson, Conrad, Schwanbeck, Shults, and Chair Crandell

NOES: None

**14. Discussion/Action: Review Job Description of District Secretary and Take Related Actions.**

ACTION: Discussion held; the Board, by consensus, requested the Chair and Interim Chief Blum confer about the job description, and determine the process for filling the position.

**Adjournment**-The meeting was adjourned at 7:20 p.m.

Approved:

Attest:

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Chair Norm Crandall

Interim Chief Isaac Blum