



Felton Fire Protection District

131 Kirby Street, Felton CA 95018

Office (831) 335-4422

Board of Directors General Meeting

Date Monday, October 13, 2025

Time 6:00 PM

Location Training Room
Felton Fire Protection District
131 Kirby Street
Felton, CA 95018

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

Agenda

1. Call to order

- 1.1. Pledge of allegiance
- 1.2. Roll Call

2. Consent Agenda

- 2.1. Approval of CalCard Claim for September
- 2.2. Approval of minutes for September 1st, 6th, 11th, 15th, 29th



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3. Approval of paid vendor claims for September

4. Agenda Amendments

4.1. Per Government Code §54954.2, the legislative body may take action on items of business not appearing on the posted agenda under any of the three conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

4.1.1. (1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in §54956.5.

4.1.2. (2) Upon a determination by a two-thirds vote of the Board members present at the meeting (i.e. 4 if 5 are present) , or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted as specified in subdivision (a) of §54956.5.

4.1.3. (3) The item was agendized at a prior meeting of the Board not more than five calendar days before the date action is taken on the item, and at the prior Board meeting the item was continued to the Board meeting at which action is being taken.

4.2. Considerations to agenda – add / remove / table

5. Public Comment

6. Directors Report

7. Correspondence

8. Fire Chiefs Report

9. General Business

9.1. Update on status of adoption of appropriations limit for fiscal years
2025/2026

9.2. Status and report of feedback on resolution of proposed DRAFT parcel tax measure to provide funding for future operations of the Felton Fire District.



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- 9.3. Introduction of DRAFT cost recovery measure - Possible request for contract for services consultant - Action - possible vote to investigate a future RFP to contract for the billing of cost recovery - Schwanbeck
- 9.4. Resolution 03-2025 Notice of Intent to Adopt the 2025 Fire Code
Recommended Action - Adopt by Motion
- 9.5. Resolution 04-2025 Findings to Modification of State Housing Law
Reasonably Necessary Because of Local Conditions
Recommended Action - Adopt by Motion
- 9.6. Resolution 05-2025 Notice of Intent to Consider a Negative Declaration.
Recommended Action - Adopt by Motion
- 9.7. Ordinance 2025-01 Felton Fire Protection District 2025 Fire Code Ordinance (First Reading) Recommended Action - Consideration to suspend the first reading of Ordinance 2025-01 due to time and set a date for the public hearing for adoption of the Ordinance.
- 10. Set Next Meeting - November 10th at 6PM**
- 11. Adjournment**



Felton Fire Protection District

131 Kirby Street, Felton CA 95018

Office (831) 335-4422

Date: 10/10/2025

To: County Auditor-Controller

From: Fire Chief Isaac Blum, Felton Fire Protection District

Subject: Approved CalCard Claim

Vendor Bills x have been / will be (check one) approved for payment out of district funds totalling: **\$8,310.33**

These payments have been / x will be (check one) approved by the Board of Directors during their meeting on: **10/13/2025**

Signed:



Administrative Director

AUD_28

**Felton Fire Protection District
CALCard Claim Approved For Payment
Fiscal Year 2025-2026**

Bills Paid 8/25/2025 - 9/23/2025

Line	Account #	Date	Vendor	Description	Amount
1	62301	9/23/2025	US Bank: Late Payment Charge	Fee	\$27.07
2	62219	8/26/2025	Coda Software	Software	\$18.00
3	62920	8/27/2025	Quick Stop	Vehicle Fuel	\$81.54
4	62920	8/27/2025	Quick Stop	Vehicle Fuel	\$53.27
5	62920	8/27/2025	Quick Stop	Vehicle Fuel	\$50.78
6	61920	8/28/2025	Analgesic Services Inc	Medical supplies	\$81.25
7	62920	8/30/2025	Quick Stop	Vehicle Fuel	\$76.78
8	62381	9/1/2025	Pagoda Tech	IT Support	\$775.59
9	62219	9/2/2025	Read.AI	Software	\$29.75
10	62219	9/2/2025	1Password	Software	\$239.40
11	63074	9/3/2025	Greenwaste Recovery	Station serice	\$351.92
12	63074	9/4/2025	Comcast/Xfinity	Station serice	\$341.18
13	62715	9/4/2025	Santa Cruz Electronics	Parts	\$29.51
14	62715	9/7/2025	Amazon Retail	AV Hardware	\$299.96
15	62223	9/8/2025	Amazon Retail	Supplies	\$42.03
16	62223	9/8/2025	Amazon Retail	Supplies	\$43.77
17	62221	9/9/2025	FedEx	Shipment	\$83.02
18	63074	9/10/2025	SLV Water	Station water service	\$203.34
19	62420	9/10/2025	CA Newspaper	Notice	\$33.60
20	62888	9/11/2025	California Special Dis	Membership	\$3,456.00
21	62715	9/12/2025	Amazon Retail	AV Hardware	\$6.24
22	62219	9/12/2025	Zoom.com	Software	\$79.95
23	62223	9/12/2025	Amazon Marketplace	Supplies	\$48.73
24	62920	9/12/2025	Great Gas	Vehicle Fuel	\$96.98
25	62920	9/14/2025	Quick Stop	Vehicle Fuel	\$55.43
26	62920	9/14/2025	Quick Stop	Vehicle Fuel	\$98.01
27	62223	9/14/2025	Safeway	Supplies	\$82.08
28	62715	9/15/2025	Amazon Marketplace	AV Hardware	\$470.83
29	62219	9/15/2025	Foxit Software	Software	\$49.99
30	62219	9/15/2025	Techsoup	Software	\$32.00
31	62223	9/16/2025	Amazon Retail	Supplies	\$51.07
32	62500	9/16/2025	MBS Business	Printers	\$439.21
33	62221	9/17/2025	USPS	Shipment	\$1.90
34	62920	9/21/2025	Great Gas	Vehicle Fuel	\$39.35
35	62301	9/19/2025	PG&E/EZ-Pay Fee	Fee	\$8.14
36	63074	9/19/2025	PG&E	Station Service	\$417.66
37	62381	8/28/2025	UPS Store	Notorary	\$15.00
Total					\$8,310.33



Felton Fire Protection District Board of Directors Meeting Minutes

Time: Monday, September 01, 2025, 6PM

**Location: Felton Fire Protection District, Training Room, 131 Kirby Street, Felton,
CA.**

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1.0 - Call to order

Meeting called to order at 6:01pm

1.1 – Pledge of allegiance

1.2 - Roll call

*Board members present - Crandell, Schwanbeck, Anderson, Winter
Absent - Shults*

1.3 – Approval of minutes 08-08-2025, 08-18-2025

*Approval of minutes - first motion by Anderson, second motion by
Schwanbeck - Action - Vote - Unanimous*

1.4 – Approval of paid vendor claims July 2025

(August claims to be approved at the 9/15/2025 meeting)

Approval of paid vendor claims - first motion by Anderson, second motion by Schwanbeck - Action - Vote - Unanimous

2.0 – Agenda Amendments

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2.1 – Considerations to agenda – add / remove / table - NONE

3.0 – Public comment

4.0 – Correspondence - NONE

5.0 – Fire Chiefs Report

General Business

6.0 – Update ad hoc committee - stand alone - Schwanbeck/Winter
Directors Schwanbeck and Winter talked about the benefits of a stand alone fire district and what would be needed for such action.

6.1 – Update ad hoc committee - consolidation - Anderson/Shults
Directors Anderson and Shults talked about the possible problems with a dissolution of the district but also identified it as a good probable secondary option.

6.2 – Resolution to adopt parcel tax measure - special election - winter
Director Winter discussed the process to adopt a parcel tax measure to provide for future funding for the District. Action - None

- 6.3 - Discussion on possible contract for strategic plan drafting - winter**
Director Winter discussed several companies that could provide a strategic plan under contract for the district. Action - None
- 6.4 - Discussion on contract solicitation for tax measure possible action to assign staff to gather further information - Crandell**
Director Carandell discussed soliciting for an RFP to create a parcel tax measure. Action - None, Staff action - None
- 6.5 - Discussion / update possible PERS funding options - Blum**
Chief Blum discussed possible PERS funding options and stated that he had been in contact with one company who stated that it may be difficult for the District to fund a buyout without showing a successful parcel tax measure or showing three years of positive operational carry over.
- 6.6 - Discussion FY26 budget adoption timeline - Blum**
Chief Blum discussed the timeline to adopt the FY25/26 budget. He also stated his intent to perform a budget review and adjustment as some of the numbers allocated by the former Fire Chief did not make sense given our budgetary constraints.
- 6.7 - Discussion standardized agenda format and attachments - Blum / M. Anderson**
Chief Blum asked the board if there were any standardized requests or things that they would like to see change with the Board Packets. He expressed his desire to produce a standardized packet moving forward. Director Anderson stated that he would like to see "Directors Reports" added back to the agendas.
- 6.8 - PRA updates - Schwanbeck**
Director Schwanbeck provided an update on the status of the outstanding PRA requests.
- 6.9 - Discussion on future release of call response statistics - Blum**
Chief Blum discussed the challenge of releasing monthly call statistics but stated that the extra work would be worth it given the ability to show the community how the Firefighters were presently performing. The Chief also

stated that he hoped to change the statistics to match the NFPA 1720 standard not the present NFPA 1710 standard.

6.10 - Discussion on existing status of tower lease options - Anderson

Director Anderson discussed the possibility of still entering into a contract for a tower lease. Director Anderson also stated he had received correspondence from other companies that have shown interest in leasing the tower. Action - None

7.0 - Set next meeting

(September 6th at 10am)

8.0 - Adjournment

Meeting Adjourned at 7:38pm



Felton Fire Protection District Board of Directors Meeting Minutes

Time: Saturday, September 06, 2025, 10am

**Location: Felton Fire Protection District, Training Room, 131 Kirby Street, Felton,
CA.**

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1.0 - Call to order

Meeting called to order at 10:00am

1.1 – Pledge of allegiance

1.2 - Roll call

Board members present - Schwanbeck, Anderson, Shults, Winter, Crandell

2.0 – Agenda Amendments

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2.1 - Considerations to agenda – add / remove / table - None

3.0 - Public comment

4.0 - Correspondence - None

5.0 - Fire Chiefs Report - None

General Business

6.0 - Discussion and draft modification of resolution to adopt a parcel tax measure to provide funding for future sustained fire district operations. Possible action to approve draft as final revision.

Director Winter discussed with the board his draft version of the property tax measure. Several of the board members expressed concern in how this tax measure would be received within the community. Some also expressed concern that the timeline for ballot measure was too close and that they felt the tax measure was being rushed. - Action - None

7.0 - Set next meeting (September 11th)

8.0 - Adjournment

Adjournment 10:34



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Board of Directors Meeting Minutes

Date Thursday, September 11, 2025

Time 6:00 PM

Location Training Room
Felton Fire Protection District
131 Kirby Street
Felton, CA 95018

- Accommodations
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- Comments
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Agenda

1. Call to order

Meeting called to order at 6:00pm

1.1. Pledge of allegiance

1.2. Roll Call

Board members present - Anderson, Crandell, Schwanbeck, Shults, Winter

2. Agenda Amendments

- #### 2.1.
- Per Government Code §54954.2, the legislative body may take action on items of business not appearing on the posted agenda under any of the



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2.2. Considerations to agenda – add / remove / table - *None*

3. Public comment

Several members of the public made comments regarding the proposed tax measure

4. Correspondence - *None*

5. Fire Chiefs Report

6. General Business

- 6.1. Discussion and draft modification of resolution to adopt a parcel tax measure to provide funding for future sustained fire district operations.
Possible action to approve draft as final revision.

Director Winter talked about the draft parcel tax measure. He spoke about the ability to slow down the timeline process for adoption. He spoke of the desire to hear from the community and that the district wanted feedback and that no



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motion or voting would be taking place this evening. He addressed issues regarding community oversight.

Chief Blum interacted with the community and had open dialogue regarding some of their concerns and took questions regarding the tax measure.

7. Set next meeting (September 15th)
8. Adjournment - *Meeting adjourned 7:56pm*



Felton Fire Protection District

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Board of Directors Meeting Minutes

Date Monday, September 15, 2025

Time 6:35 PM

Location Training Room
Felton Fire Protection District
131 Kirby Street
Felton, CA 95018

- Accommodations
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- Comments
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Agenda

1. Call to order

Meeting Called to order at 6:35PM

- 1.1. Pledge of allegiance
- 1.2. Roll Call

Board members present - Crandell, Schwanbeck, Anderson, Winter, Shults

2. 2.0 Consent Agenda Vendor claims

- 2.1 Approval of August vendor claims.



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*Vendor claims motion to accept first, Erica Schwanbeck, second Jim Anderson - Action -
Vote - Unanimous*

3. Agenda amendments

- 3.1. Per Government Code §54954.2, the legislative body may take action on items of business not appearing on the posted agenda under any of the three conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.
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- 3.2. Considerations to agenda – add / remove / table - *None*

The Board re addressed the order of actions and presentations and moved Mr. Joe Serrano to item number 4 and public commit to item number 5.

4. Presentation - Joe Serrano - Local Agency Formation Commission.

Mr. Joe Serrano spoke regarding his LAFCo report dated July 25, 2025.

Mr Serrano spoke in great depth about the struggles Felton Fire was facing and that they were not alone within the county. Mr Serrano spoke of the recent dissolution of Branciforte Fire District, and the struggles of the Pajaro Valley Fire District.



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Mr. Serrano spoke about a change in volunteerism, and that the Felton Fire District could no longer continue to respond reliably under a solely volunteer model.

Mr. Serrano addressed Felton fire's budget shortfall and the lack of funding and the significant infrastructure that needed to be addressed.

Mr Serrano also identified that any dissolution or consolidation would present an added cost to the tax payers of Felton.

Mr. Serrano said he believed that costs could be as high as nine hundred dollars or more under a CSA 48 model and that any other fire district would also need to levy taxes to provide services for the community and that the Felton Fire District tax base was just too low for sustained continued operations.

Mr. Serrano closed with questions from the public.

5. **Public comment**

6. **Correspondence** - letter from the public

Letter - Assistant Chief Ayers, Ben Lomond Fire District addressed to the Board of Felton Fire.

7. **Fire Chiefs Report**

The fire chief had an abbreviated report and noted that the district was doing well with its responses and that most calls were being responded to within 120 seconds of dispatch.

8. **General Business**

8.1. Discussion and draft modification of resolution to adopt a parcel tax measure to provide funding for future sustained fire district operations. Possible action to present and post draft to the public for 30 day review and community feedback.

The Board talked about the latest draft version of the parcel tax measure and took public comment. Comments were taken into consideration for the next



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revision of the parcel tax measure and the Fire Chief talked with the community members present about their tax concerns - Action - None

9. **Set next meeting** (September 29th)
10. **Adjournment**

Meeting adjourned at 8:18PM



Felton Fire Protection District

131 Kirby Street, Felton CA 95018

Office (831) 335-4422

Board of Directors Meeting Minutes

Date Monday, September 29, 2025

Time 6:00 PM

Location Training Room
Felton Fire Protection District
131 Kirby Street
Felton, CA 95018

Accommodations

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Comments

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Agenda

1. Call to order

Meeting called to order at 6:02 PM

1.1. Pledge of allegiance

1.2. Roll Call

Directors present - Crandell, Shults, Schwanbeck, Winter, Anderson

2. Consent Agenda

2.1. Amendment to CalCard Claim with Statement Date 2025_08_25

Tabled



Felton Fire Protection District

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3. Agenda Amendments

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3.2. Considerations to agenda – add / remove / table

The Fire Chief stated that he was advised by legal to remove/table Item 8.1 Adoption of 25/26 fiscal year budget due to a clerical problem in the public notice. This legal advice was received after the meeting agenda was created. The Fire Chief asked the Board that the item be removed from the agenda.

4. Public Comment

5. Directors Reports

5.1. Letter of Deferment - Schwanbeck

Director Schwanbeck addressed that the title "letter of deferment" was miss titled and she intended to title it Root Cause Analysis.

Director Schwanbeck went over her brief on the root cause as to why she believed the Fire District had struggled over the last few years to find competent and consistent management.



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5.2. Schedule change Board of Directors meetings - Schwanbeck

Director Schwanbeck addressed the fact that having meetings every two weeks was becoming detrimental to both the Fire Chief and Administrative Director. That a large amount of time was having to be spent preparing for Board meetings. She also noted that no great amount of additional communication or information was being released from the Fire District on the every two week schedule. Chief Blum noted that the District had moved the date and times of meetings in the past without incident. All members of the board noted that they had no problem going back to a once a month meeting.

6. Correspondence - None

7. Fire Chiefs Report

The fire Chief stated that there was nothing to report on at the present moment.

8. General Business

8.1. Resolution 03-2025 - adopt appropriations limit for fiscal years 2025/2026 (annual budget), Action - intent to approve

Removed/Tabled - *The Fire Chief spoke to the reason why they would not be adopting the budget as anticipated. The Chief stated that because the public notice did not include the words "Public Hearing" that he was advised by legal counsel to not adopt the budget until a second notice including the words "public hearing" could be included. The Fire Chief did note that no change in the operations of the district would happen and that in the absence of the 25/26 FY budget that the existing 24/25 budget would stand. He also noted that to his knowledge there were other agencies within the county who also had to table their budget at the present moment for similar issues.*



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- 8.2. Accept and file resolution of proposed final draft of parcel tax measure to provide funding for future sustained fire district operations. Set date for public release and post draft for community review and input.

Director Winter displayed the latest version of the draft parcel tax measure.

Director Winter explained how the tables within the draft were set up and also gave the back story on why some of the previous versions had been changed under advice from the community.

Chief Blum addressed several questions from the public in regards to the latest version of the draft. A consensus was given to submit the draft version to the community for a 30 day review and to allow for feedback.

Action by Board - none

- 8.3. Review DRAFT vehicle replacement plan, DRAFT capital replacement plan, DRAFT staffing model with salary schedule and supporting documentation.

The Fire Chief talked in depth about the three supporting documents presented.

Defining The Problem *the Fire Chief discussed the facts of where the district was upon assuming command. The Chief also noted that there is a significant difference between where we were and where we are now and where we intend to go. The Fire Chief addressed the brief as an open letter to the community and a realistic evaluation thus far of Felton Fire.*

Capital Improvement Plan Draft *The Fire Chief talked about the value of a Capital Improvement Plan (CIP) and that The Felton Fire District has not had a plan in place to address the capital needs of the district. The Chief addressed the fact that because of a lack of planning one engine is already two years*



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overdue for replacement and within eight years both of the Districts type one engines will be out of industry standards and over 20 years old without any way of presently paying for new engines. The Chief stated that without the adoption of such a plan both the Fire station itself and key pieces of equipment and engines will not be able to be replaced.

Vehicle Replacement Schedule *The Fire Chief introduced the vehicle replacement schedule and identified the costs associated with replacing apparatus. The chief also stated that the district needed to start allocating funds for replacement now and if done soon the associated costs would be substantially reduced instead of financing apparatus at a cost of hundreds of thousands of dollars more to the community.*

The Fire Chief then took questions from the community regarding these documents.

9. Set Next Meeting - October 13th

10. Adjournment

Meeting adjourned at 7:23PM