

**MINUTES**

**BOARD OF COMMISSIONERS MEETING  
FINAL BUDGET HEARING**

**JUNE 21, 2016**

**HELD AT THE FIRE STATION  
14380 SARATOGA AVENUE**

**0900 HOURS**

The agenda for this meeting was posted in front of the Fire Station at 14380 Saratoga Avenue at 1030 hours on June 15, 2016, pursuant to Government Code Section 54954.2 (more commonly known as the Brown Act).

1. **Call to Order:**

The meeting was called to order by Commissioner Zambetti at 0900 hours. In attendance were Commissioner Kraule, Deputy Chief Justice, Deputy Fire Marshal Staiger, Attorney Marc Hynes, Shawn and Cliff Reader and Tom Sloan. Commissioner Long was absent due to illness.

2. **Approval of the minutes.**

2.1 Approval of the minutes of the Regular Board Meeting May 17, 2016.  
Tabled.

3. **Communications:**

3.1 Oral communications or public comment. None.

3.2 Correspondence.

3.2.1 Copy of the Deputy Fire Marshal's report for May.

The report was read and entered into the record.

3.2.2 Copy of the Response Report for May.

The report was read and entered into the record.

3.2.3 Letter from the County Controller's Office with the District's allocated costs for LAFCO. The cost for 2016-17 is \$3,453.40.

The letter was read and entered into the record.

- 3.2.4 Copy of a proposed budget for fiscal year 2016-17. The budget is agendized under “Old Business.”

The proposed budget was discussed under “Old Business.”

- 3.2.5 Copy of a letter from Tom Sloan of Metro Design Group requesting time to make a presentation to the Board concerning the development of property on Third Street.

The letter was read and entered into the record. The property was discussed under “Other Reports.”

- 3.2.6 Copy of a letter from Cliff and Shawn Reader requesting a review of changes to a turnaround on Pierce Road.

The letter was read and entered into the record. The turnaround was discussed under “Other Reports.”

- 3.2.7 Copy of Resolution 2016-2, a Resolution declaring that volunteers, work-study, and interns shall be deemed to be employees of the District for the purpose of providing Workers’ Compensation Coverage for said volunteers, work-study, and interns while providing their services. The topic is agendized under “New Business.”

The Resolution was read and entered into the record.

- 3.2.8 Proposal from Concept Inc. for public information assistance.

The proposal was entered into the record.

- 3.3 Additional Correspondence. None.

#### 4. **Chief’s Reports:**

- 4.1 Response Reports for May. (The Response Report describes the time of each response for the previous month.)

The average response time for E73 was 4.47 minutes. The average response time for R73 was 4.51 minutes for all call types. The fire loss for the month was \$170,000 due to a fire on Woodmont Drive. The report was accepted as presented.

- 4.2 Deputy Fire Marshal's Report for May. (The Deputy Fire Marshal's Report describes any significant building projects in the previous month.)

The Deputy Fire marshal's report was accepted as presented.

- 4.3 Other projects/reports. None.

## 5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Commissioner Zambetti reported that the FireSafe Council had appointed Jim Young and Mark Norman to work with the Saratoga area residents. The report was accepted as presented.

- 5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Zambetti reported that he had attended Legislative Days in Sacramento and found it informative. The report was accepted as presented.

- 5.1.4 Other Commissioner Reports. None.

- 5.2 Financial reports.

- 5.2.1 Financial Report for May 2016.

The financial report for May was accepted as presented.

- 5.3 Other Reports.

- 5.3.1 Presentation from Metro Design Group concerning additions and renovations to the Sam Cloud Barn and Office Building on Third Street.

Architect Tom Sloan from Metro Design Group addressed the board concerning several problems that had surfaced while planning additions and renovations to the Sam Cloud building on Third Street. The firm will continue working with the Fire Marshal to resolve the issues.

- 5.3.2 Presentation of information concerning the turnaround at 15000 Pierce Road.

Cliff and Shawn Reader presented information about a turnaround and emergency vehicle parking requirement at 15000 Pierce Road. Commissioner Kraule, who was the Saratoga Fire District Chief at the time the property was developed, remembered the property in question. The turnaround and parking were required because the property is at the end of an extremely long driveway with difficult access. The home is in a high fire area adjacent to the Mountain Winery property. Any fire in or near their property could impact the winery concert venue as well as the adjacent homes. The Readers requested a letter from the District stating that the turnaround and emergency vehicle parking were required. The board requested that staff write a letter for the Readers explaining why the turnaround and parking were required.

**6. Old Business:**

- 6.1 Discuss and consider Model AA housing. Tabled.
- 6.2 Discuss and consider proposed budget for 2016-17

The proposed budget for fiscal year 2016-17 was approved.

- 6.3 Discuss and consider Concept Inc. proposal. Tabled.

**7. New Business:**

- 7.1 Discuss and consider Resolution 2016-2, a Resolution of the Board of the Saratoga Fire Protection District declaring that volunteer, work-study, and interns shall be deemed to be employees of the District for the purpose of providing workers' compensation coverage for said volunteers, work-study, and interns while providing their services.

The resolution was approved.

- 7.2 Discuss and consider Resolution 2016-1A, a resolution clarifying that of the two seats to be filled at the next general district election, one is for a full term and one is for the balance of an unexpired term.

The resolution was approved.

**8. Board Signatures:**

**9. Adjournment:**

The meeting adjourned at 1105 hours. The minutes were transcribed and typed by Trina Whitley.