

MINUTES
BOARD OF COMMISSIONERS MEETING
PRELIMINARY BUDGET HEARING

APRIL 17, 2018

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 1200 hours on April 11, 2018, 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 Long at 903 hours. In attendance were Commissioners Kraule and Zambetti, Deputy Chief Pisciotta, Attorney Hynes, JR Call from the FireSafe Council. Patty Ciesla from the FireSafe Council arrived latter as did Arvin Engelson and Jerry Bruce from Saratoga Federated Church. Landscape Architect Heid also arrived late.

2. Approval of the minutes.

2.1 Approval of the minutes of the Regular Board Meeting on March 20, 2018.

The minutes were approved with a wording change.

3. Communications:

3.1 Oral communications or public comment. None.

3.2 Correspondence.

3.2.1 Copy of the Deputy Fire Marshal's reports for March.

The report was read and entered into the record.

3.2.2 Copy of the Response Report for March.

The report was read and entered into the record.

- 3.2.3 Copy of an email from Chuck Schoppe concerning moving the Blossom Festival to June 23rd due to inclement weather.

The email was read and entered into the record. A driver will be available to drive the Model AA engine.

- 3.2.4 Copy of an email from Deputy Fire Marshal Ruel concerning the medical emergency push buttons in the EWAS specifications. The topic is agendized under “New Business.”

The email was read and entered into the record.

- 3.2.5 Copy of an email from Ms. Mancini from Assemblymember Evan Low’s office requesting a tour of the station. The topic is agendized under “New Business.”

The email was read and entered into the record.

- 3.2.6 Report on the soil condition from Waypoint Analytical.

The report was read and entered into the record.

- 3.2.7 Copy of Montalvo Arts Center Fuel Break and Evacuation Route Report from Jay R. Call of the FireSafe Council.

The report was read and entered into the record.

- 3.2.8 Notice of an Independent Special District Selection Committee Meeting from LAFCO. The purpose of the meeting is to select representatives to the Countywide Redevelopment Agency.

The notice was read and entered into the record.

- 3.2.9 Copy of the current FireSafe Council contract. The contract is agendized under “New Business.”

The contract was entered into the record.

- 3.2.10 Copy of the proposed budget for fiscal year 2018-19. The budget is agendized under “New Business.”

The proposed budget was entered into the record.

- 3.2.11 Updated email from Sherril Kenney with a request to change emergency access to her property.

The email was read and entered into the record. Chief Pisciotta stated that the changes were in progress.

3.3 Additional Correspondence.

- 3.3.1 An email from Patty Ciesla announcing that the FireSafe Council was awarded a \$100,000 grant from PG&E.

The email was read and entered into the record.

4. **Chief's Reports:**

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

Response times for E73 and R73 were 4.07 and 4.37 minutes respectively. Fire loss for the month was \$300.00. The report was accepted as presented.

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

The report was accepted as presented.

- 4.3 Other projects/reports.

- 4.3.1 Report on left turns from station to Saratoga Avenue and the possible use of older interrupters. Tabled.

5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Jay R Call presented a final report on the Montalvo shaded fuel break and evacuation clearance project. The report was accepted as presented.

- 5.1.2 Report on the Santa Clara County Special Districts Association. None.

- 5.1.3 Other Commissioner Reports.

5.1.3.1 Report on front landscaping project including plants and lighting.

Since only one bid was received, a formal bid process is required. Landscape Architect Heid will assist in writing an RFP. The report was accepted as presented.

5.1.3.2 Report on possible parking lot changes.

Arvin Engelson and Jerry Bruce from the Federated Church reported that they are making progress with their architect. They wondered whether the board would be interested in creating a back door for employees in conjunction with the parking changes. Attorney Hynes stated he will call Caltrans again to see where they are on the sale of the small parcel at the edge of the parking lot. He will begin working on some wording for an understanding between the district and the church concerning parking and trash. The report was accepted as presented.

5.1.3.3 Report on the review of the Fire and Emergency Medical Services Agreement with Santa Clara County Central Fire Protection District ending July 1, 2018.

A meeting will be held to discuss the contract on May 15, 2017 at 1:30. No other information was presented.

5.2 Financial reports.

5.2.1 Financial Report for March 2017.

The report was accepted as presented.

5.3 Other Reports. None.

6. **Old Business:**

7. **New Business:**

7.1 Discuss and consider proposed budget for fiscal year 2018-19.

The proposed budget was discussed. A final budget will be presented at the next regular board meeting.

7.2 Discuss and consider the FireSafe Council Contract.

Attorney Hynes will present an updated contract (changing the term from calendar year to fiscal year) at the next board meeting. No action was necessary at this time.

7.3 Discuss and consider possible changes to the EWAS specifications.

After discussion, it was decided that the Deputy Fire Marshal needed to be at the meeting for the discussion of a change to the specifications. The topic will be on next month's agenda.

7.4 Discuss and consider a possible summer tour. Tabled.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1035 hours. The minutes were transcribed and typed by Trina Whitley.