

MINUTES
BOARD OF COMMISSIONERS MEETING
FINAL BUDGET HEARING

MAY 15, 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 1600 hours on May 9, 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 at 0903 hours by Commissioner Long. In attendance were Commissioner Kraule, Chief Pisciotta, Attorney Hynes, and Patty Ciesla of the FireSafe Council. Commissioner Zambetti was absent.

2. Approval of the minutes.

2.1 Approval of the minutes of the regular Board Meeting on April 17, 2018.

The minutes of the April 17, 2018 meeting were approved as presented.

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 April.

The Deputy Fire Marshal's Report was read and entered into the record.

3.2.2 Copy of the Response Report for April.

The Response Report was read and entered into the record.

- 3.2.3 Copy of Resolution 2018-2, a Resolution Requesting the Santa Clara County Board of Supervisors Conduct and Consolidate an Election for Fire Commissioners on November 6, 2018. The resolution is agendized under “New Business.”

The Resolution was read and entered into the record.

- 3.2.4 Copy of the General Election Calendar for November 6, 2018.

The General Election Calendar was read and entered into the record. The calendar has been posted on the District’s website.

- 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 “Old Business.”

The email was read and entered into the record.

- 3.2.6 Copy of an email from Kim Foster requesting contact information for Commissioner Kraule.

The email was read and entered into the record.

- 3.2.7 Copy of an article discussing AB 2065 from the California Special Districts Association (CSDA).

The article was read and entered into the record.

- 3.2.8 Email from Sheri Smartt requesting information on 911 calls from cell phones.

The email was read and entered into the record.

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

The proposed budget was entered into the record.

- 3.2.11 Audit contract from Harshwal & Company LLP. The contract is agendized under “New Business.”

The contract was read and entered into the record.

3.3 Additional Correspondence.

- 3.3.1 Copy of a letter from the County Special Districts Association to LAFCO regarding the new Countywide Oversight Board replacing the Successor Agency Oversight Board.

The letter was read and entered into the record.

- 3.3.2 Invitation for an election training session from the Registrar of Voters.

The invitation was read and entered into the record. The session was attended by Trina Whitley.

- 3.3.3 Email from Chuck Shoppe regarding the rescheduled Blossom Festival on June 23, 2018.

The Saratoga Fire District Model AA engine will be present.

4. **Chief’s Reports:**

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

Response time for E73 and R73 were 5.1 and 4.33 minutes respectively. Fire loss for the month was \$6,100.00 due to a vehicle fire. The report was accepted as presented.

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

The Fire Marshal’s report was accepted as presented.

- 4.3 Other projects/reports.

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

Chief Pisciotta reported that the use of the interrupters needs to be approved by Cal Trans. The approval is in process. The report was accepted as presented.

5. **Reports:**

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Patty Ciesla reported that due to changes in employment laws the Council is hiring new employees. They are looking for office space. Commissioner Long stated that an office will probably be available in the fire station. The report was accepted as presented.

5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Long reported that he had attended the last meeting. A district representative for the oversight board dealing with the final **disposition of RDAs was chosen**. The report was accepted as presented.

5.1.3 Other Commissioner Reports. None.

5.1.3.1 Report on front landscaping project including plants and lighting.

Commissioner Kraule reported that he had been unable to work on the lighting. Trina Whitley reported that the RFP for the landscape work has been started. The report was accepted as presented.

5.1.3.2 Report on possible parking lot changes. None.

5.2 Financial reports.

5.2.1 Financial Report for April 2018.

The report was accepted as presented.

5.3 Other Reports. None.

6. **Old Business:**

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

After discussion, the budget was accepted. It will be posted on the website.

6.2 Discuss and consider the FireSafe Council Contract. Tabled.

6.3 Discuss and consider possible summer tour.

Due to conflicts with the proposed dates, the district will have to decline. The crews are generally busier in the summer.

7. New Business:

- 7.1 Discuss and consider Resolution 2018-2, a Resolution Requesting the Santa Clara County Board of Supervisors Conduct and Consolidate an Election for Fire Commissioners on November 6, 2018.

Resolution 2018-2 was passed.

- 7.2 Discuss and consider the proposed Audit contract from Harshwal & Company LLP.

The contract was approved for one year at \$9,000.00.

- 7.3 Discuss and consider committing an additional \$100,000.00 toward the purchase price option of the 2013 lease refunding bringing the total amount committed to \$635,923.25.

The board decided to commit an additional \$100,000.00 toward the purchase price of the lease refunding due on August 1, 2023.

8. Board Signatures:

9. Adjournment:

The meeting adjourned at 1000 hours. The minutes were transcribed and typed by Trina Whitley.