

**MINUTES**  
**BOARD OF COMMISSIONERS MEETING**  
**PRELIMINARY BUDGET HEARING**

**MARCH 19, 2019**

**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 March 13, 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 0907 hours by Commissioner Long. In attendance were Commissioners Zambetti and Kraule, Chief Falarski, Steve Jacobson, and Attorney Hynes. Patty Ciesla arrived during the meeting.

**2. Approval of the minutes.**

**2.1** Approval of the minutes of the regular Board Meeting on February 19, 2019.

The minutes of the February 19, 2019 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 report for February 2019.

The report was entered into the record.

**3.2.2** Copy of the Response Report for February 2019.

The report was entered into the record.

- 3.2.3 Copy of a proposal from Bear Electrical Solutions for a new interrupter at the corner of Big Basin and Saratoga-Sunnyvale Road. The proposal is agendized under “Old Business.”

The proposal was read and entered into the record.

- 3.2.4 Copy of FireSafe Councils scope of work and budget for fiscal year 2018-19. The scope of work and budget are agendized under “Old Business.”

Not available.

- 3.2.5 Copy of a proposal from MacLeod Watts for OPEB actuarial valuation services. The proposal is agendized under “New Business.”

The proposal was read and entered into the record.

- 3.2.6 Form 700 reminder email from the County Board of Supervisors office.

The email was read and entered into the record.

- 3.2.7 Email from the County Controller-Treasurer Department with estimates of excess ERAF distribution amounts.

The email was read and entered into the record.

- 3.2.8 Copy of the Saratoga Fire District preliminary budget for fiscal year 2019-20. The budget is agendized under “New Business.”

The preliminary budget was entered into the record.

### 3.3 Additional Correspondence.

- 3.3.1 An email from Captain Maguire requesting the transfer of two FCC licenses.

The commissioners voted to add the request to “New Business.”

- 3.3.2 Quote from Smith’s Gopher Trapping Services.

The commissioners voted to add the request to “New Business.”

- 3.3.3 A request from Captain Mortenson to hold the annual pancake breakfast at the fire station on Saturday April 27, 2019.

The commissioners voted to add the request to “New Business.”

4. **Chief's Reports:**

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

Chief Falarski presented the response report. Response times for E73 were 5.05 minutes for urban calls and 5.08 minutes for rural calls. Response times for R73 were 6.6 minutes for urban calls and 5.25 minutes for rural calls. The report was accepted as presented.

- 4.2 Deputy Fire Marshal's Report for February. (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. None.

5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council. None.

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

Commissioner Long reported that he had attended the last meeting. Legislative Days are being held on May 21<sup>st</sup> and 22<sup>nd</sup>. He will be attending and would like to change the May board meeting from the 21<sup>st</sup> to the 14<sup>th</sup>. The board decided to change the meeting. The report was accepted as presented.

- 5.1.3 Other Commissioner Reports.

- 5.1.3.1 Report on possible parking lot changes.

Attorney Hynes reported that he has had discussions with Caltrans regarding the transfer of the small parcels of property by the driveway. They will be requesting an appraisal. The report was accepted as presented.

- 5.1.3.2 Report on meetings with Caltrans concerning the traffic interrupter. None.

#### 5.1.3.3 Report on FPPC inquiry into conflict of interest.

Attorney Hynes reported that the FPPC had requested additional information which has been sent to them. The report was accepted as presented.

#### 5.2 Financial reports.

##### 5.2.1 Financial report for February 2019.

The report was accepted as presented.

#### 5.3 Other Reports.

### 6. **Old Business:**

- 6.1 Discuss and consider the quote from Bear Electrical Solutions for a new interrupter on the corner of Big Basin and Saratoga-Sunnyvale Road.

With the additional information received, the board voted to accept the quote for the interrupter.

- 6.2 Discuss and consider repairs to the showers in the bathrooms upstairs. Tabled.
- 6.3 Discuss and consider the cost of new flooring and painting upstairs. Tabled.
- 6.4 Discuss and consider the FireSafe Council scope of work and budget for fiscal year 2018-19.

Patty Ciesla from the FireSafe Council stated that the budget and scope of work for 2018-2020 would be ready for next month's meeting.

### 7. **New Business:**

- 7.1 Discuss and consider the proposal from MacLeod Watts for OPEB actuarial valuation services.

The board accepted the proposal for actuarial services.

- 7.2 Discuss and consider the FireSafe Council scope of work and budget for fiscal year 2019-20. Tabled.
- 7.3 Discuss and consider the Saratoga Fire District preliminary budget for fiscal year 2019-20. Tabled.

- 7.4 Discuss and consider the request from Captain Maguire to transfer two unused UHF frequencies to Santa Clara county Fire Department.

After discussion, the board decided to invite Captain Maguire to the next board meeting to answer some of their questions. The item will remain on the agenda.

- 7.5 Discuss and consider the proposal for Smith's Gopher Trapping Services.

After discussion, the board accepted the proposal for trapping services. They will consider adding monthly services at a later date.

8. **Board Signatures:**

9. **Adjournment:**

The meeting temporarily adjourned at 1030 hours so the commissioners could review the condition of the leaking showers. The meeting reconvened at 1100 hours. The condition of the showers and floors in the upstairs bathroom will be on the agenda at the next board meeting. The meeting adjourned at 1105 hours. The minutes were transcribed and typed by Trina Whitley.