

MINUTES

**BOARD OF COMMISSIONERS MEETING
PRELIMINARY BUDGET HEARING**

APRIL 19, 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 1130 hours on April 13, 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 Long at 0903 hours. In attendance were Commissioner Zambetti, Chief Kehmna, and Attorney Hynes. Commissioner was absent due to illness.

2. **Approval of the minutes.**

2.1 Approval of the minutes of the Regular Board Meeting March 15, 2016.

The minutes of the March 15, 2016 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 March.

The Fire Marshal's report was approved as presented.

3.2.2 Copy of the Response Report for March. None.

3.2.3 Letter from the Metropolitan Education District thanking Saratoga Fire District for its donation of a surplus fire engine.

The letter was read and entered into the record.

3.2.4 Copy of a preliminary budget for fiscal year 2016-17.

The budget was entered into the record. It was discussed under “New Business.”

3.3 Additional Correspondence.

A copy of an E-News letter from CSDA describing SB 1292 which would make changes to the grand jury process. The article was read and entered into the record.

4. **Chief’s Reports:**

4.1 Response Reports for March. (The Response Report describes the time of each response for the previous month.) Not available.

4.2 Equipment Report for March. (The Equipment Report documents any repairs or maintenance necessary for the previous month.) None.

4.3 Support Services Report for March. (The Support Services Report documents repairs or maintenance necessary for the building for the previous month.) None.

4.4 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.

4.5 Other projects/reports.

5. **Reports:**

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Commissioner Zambetti reported that the FireSafe Council was making changes in structure. The report was accepted as presented.

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

5.1.4 Other Commissioner Reports.

Commissioner Zambetti reported that he had been approached by a community group that wished to plant flowers around the bell in front of the building. The flowers would be temporary until new landscaping has been approved. The report was accepted as presented.

5.2 Financial reports.

5.2.1 Financial Report for March 2016.

The financial report was accepted as presented.

5.3 Other Reports.

5.3.1 Report on Dead Tree Program.

The district has received two additional applications. One is in Saratoga Fire District and one is in County Fire's area. Neither is complete. The report was accepted as presented.

5.3.2 Report on EWAS updates.

The certified notices that have been returned were reprinted and added to the EWAS bills. The report was accepted as presented.

6. **Old Business:**

6.1 Discuss and consider Model AA housing.

The topic was tabled.

7. **New Business:**

7.1 Discuss and consider preliminary budget for 2016-17.

The budget was discussed and several changes proposed. Staff was instructed to make the changes and present the revised budget at the next board meeting on May 17, 2016.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1015 hours. The minutes were transcribed and typed by Trina Whitley.