

MINUTES
BOARD OF COMMISSIONERS MEETING
PRELIMINARY BUDGET HEARING

APRIL 16, 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 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 0905 hours. In attendance were Commissioners Kraule and Zambetti, Chief Bowden, Deputy Chiefs Glass and Linney, Patty Ciesla from the FireSafe Council, and Attorney Hynes.

2. Approval of the minutes.

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

The minutes 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 2019.

The report was entered into the record.

3.2.2 Copy of the Response Report for March 2019.

The report was entered into the record

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

The contract was entered into the record

- 3.2.4 Copy of FireSafe Councils scope of work and budget for fiscal years 2018-20. The scope of work and budget are agendized under “Old Business.”

The budget and scope of work were entered into the record.

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

The budget was entered into the record.

- 3.2.6 Copy of the Report to the Santa Clara County Board of Supervisors on the Wildfire Risk and Response.

The report was entered into the record.

- 3.2.7 Copy of an email from Captain Maguire requesting the transfer of two UHF frequencies. The transfer is agendized under “Old Business.”

The email was entered into the record.

- 3.3 Additional Correspondence. None.

4. **Chief’s Reports:**

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

Chief Bowden presented the Response Report for March. Response times for E73 and R73 were 5.32 and 4.22 minutes respectively for urban code 3 calls. The response times for E73 and R73 were 5.08 and 2.38 minutes respectively for rural code 3 calls. 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.)

Deputy Chief Linney presented the Fire Marshal's Report. The number of residential projects is down slightly from the same period last year while the number of commercial projects is up slightly. The report was accepted as presented.

4.3 Other projects/reports.

4.3.1 Report to Santa Clara county Board of Supervisors on Wildfire Risk & Response.

Chief Bowden explained that the report had been requested by the Santa Clara County Board of Supervisors in December 2018. The report had two purposes. First, was to describe the resources available in the County to address a large wildland fire. And second, to suggest additional resources needed to protect the County. The report was accepted as presented.

4.3.2 Report on Quito Station rebuild.

Chief Bowden reported that County Fire hopes to break ground on the new station at the end of the year. Both Redwood and Quito station are to be rebuilt. The projects should take approximately 18 months. They have hired a building coordinator to facilitate the projects. A final decision on where to house the Quito crew has not been made. The report was accepted as presented.

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. None.

5.1.3 Other Commissioner Reports.

5.1.3.1 Report on possible parking lot changes. None.

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 March 2019.

Current secured property taxes are down .7% over the same period last year. If the trend continues, the district will need to draw against reserves to complete station repairs. The report was accepted as presented.

5.3 Other Reports.

6. **Old Business:**

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

The board voted to approve the contract with Bear Electrical Solutions.

- 6.2 Discuss and consider repairs to the showers in the bathrooms upstairs.

Commissioner Kraule would like to see how much it would cost to put floor drains in the bathrooms upstairs. It may be possible to have the new building coordinator look at the project before the next meeting. The topic was tabled to next month

- 6.3 Discuss and consider the cost of new flooring and painting upstairs. Table.

- 6.4 Discuss and consider the FireSafe Council scope of work and budget for fiscal years 2018-20

Pattie Ciesla presented the work plan and budget for fiscal years 2018-2020. Since the work plan/budget was not available for review before the meeting, the board tabled a decision until the next board meeting.

- 6.1 Discuss and consider the Saratoga Fire District preliminary budget for fiscal year 2019-20.

The preliminary budget was discussed. It may be necessary to use reserves to fund the repairs to the upstairs bathrooms and install the interrupters. A final budget should be ready by the next board meeting.

- 6.2 Discuss and consider the release of two UHF frequencies to Santa Clara County Fire.

The board voted to release the frequencies to Santa Clara County Fire and authorized the Business Manager to sign the official documents.

7. **New Business:**

8. **Board Signatures:**

9. **Adjournment:**