

MINUTES
BOARD OF COMMISSIONERS MEETING
PRELIMINARY BUDGET HEARING

MAY 26, 2020

HELD VIA TELECONFERENCE – ZOOM MEETING ID 857-355-7129

0900 HOURS

The agenda for this meeting was posted in front of the Fire Station at 14380 Saratoga Avenue at 1500 hours on May20, 2020, pursuant to Government Code Section 54954.2 (more commonly known as the Brown Act).

NOTE: This meeting will be conducted entirely by teleconference. All Fire Commissioners and staff will participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the Governor’s Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

Members of the public can view and participate in the meeting by either using Zoom or calling in to the meeting. Please raising your hand to speak on an agenda item or press *9 on the phone.

Meeting ID: 857 355 7129
Password: 980402

One tap mobile
1-669-900-6833 or 1-857-355-7129 US (San Jose)

1. Call to Order:

The meeting was called to order by Commissioner Long at 0903hours. In attendance were Commissioners Kraule and Zambetti, Deputy Chief Linney, Support Services Manager Snow, and Attorney Hynes.

2. Approval of the minutes.

2.1 Approval of the minutes of the regular Board Meeting on February 14, 2020.

The minutes of the regular Board Meeting on February 14, 2020 were approved as presented.

2.2 Approval of the minutes of the regular Board Meeting on March 17, 2020.

The minutes of the regular Board Meeting on March 17, 2020 were approved as presented.

3. Communications:

3.1 Oral communications or public comment. None.

3.2 Correspondence.

3.2.1 Copy of the Response Reports for February, March, and April 2020.

The Response Reports for February, March, and April 2020 were entered into the record.

3.2.2 Copy of the Deputy Fire Marshal's reports for February, March, and April 2020.

The Deputy Fire Marshal's reports were entered into the record.

3.2.3 Copy of Executive order N-29-20.

Order N-29-20 was read and entered into the record.

3.2.4 Copy of an email from the County Registrar of Voters office with information and templates for the November 3, 2020 election. The topic is agendaized under "New Business."

The email was entered into the record.

3.2.5 Copy of Resolution 2020-1, a Request for and Consent to Consolidation of Elections. The Resolution is agendaized under "New Business."

The resolution was entered into the record.

3.2.6 Copy of a Flooring Replacement and Bathroom Repair quote from Support Services Manager David Snow. The quote is agendaized under "Old Business."

The bathroom repair and flooring quote was entered into the record.

- 3.2.7 Copy of an email from Attorney Hynes concerning the purchase of surplus land from CalTrans.

The email was read and entered into the record.

- 3.2.8 Offer letter and purchase agreement for the surplus land purchase by Saratoga Fire Protection District from CalTrans. The agreement is agendized under “New Business.”

The letter was entered into the record.

- 3.2.9 Information from CSDA discussing how COVID-19 actions will impact property tax and workers’ compensation.

The information was entered into the record.

- 3.2.10 Invitation to the Santa Clara County CSDA meeting on Monday, June 1, 2020 via Zoom.

Commissioner Long will be attending. The invitation was entered into the record.

- 3.2.11 Email from Commissioner Kraule requesting several items be placed on the agenda.

The email was entered into the record.

- 3.2.12 Email announcing the cancellation of the Blossom Festival.

The email was read and entered into the record.

- 3.2.13 Email from the County Controller-Treasurer’s Department concerning the Excess ERAF distribution and the State’s claim against the distribution. The topic is agendized under “New Business.”

The email was entered into the record.

- 3.2.14 Legislative Analyst’s Office discussion of the excess ERAF distribution (the states rational for recalculation).

The information was entered into the record.

- 3.2.15 Preliminary Budget for 2020-21. The topic is agendized under “New Business.”

The budget was entered into the record.

3.3 Additional Correspondence. None.

4 Chief's Reports:

4.1 Response Reports for February, March, and April. (The Response Report describes the type and time of each response for the previous month.)

Chief Linney presented the Response Reports. In February there were 102 calls, in March 105, and in April 115 calls. There was \$3,000.00 loss in February. The reports were accepted as presented.

4.2 Deputy Fire Marshal's Reports for February, March, and April. (The Deputy Fire Marshal's Report describes any significant building projects in the previous month.)

The reports for March and April were presented by Chief Linney. Due to the virus shutdown, a report for February was not available. The reports were accepted as presented.

4.3 Other projects/reports.

Support Services Manager David Stone discussed several projects including repair work on the upstairs living quarters, the flagpole light, and the traffic interrupter project. After the board's input, he will return with more concrete information at the next board meeting.

5. Reports:

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Commissioner Zambetti reported that the group was meeting remotely. They have hired a new Executive Director. 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 the repairs to the Model AA. None.

5.2 Financial reports.

5.2.1 Financial Report for February, March, and April 2020.

The financial reports were accepted as presented.

5.3 Other Reports. None.

6. **Old Business:**

6.1 Discuss and consider repairs to the upstairs bathrooms and flooring. Tabled

6.2 Discuss and consider painting upstairs. Tabled.

6.3 Discuss and consider flagpole lighting. Tabled.

7. **New Business:**

7.1 Discuss and consider the request for November 3, 2020 election information.

After discussion, the board voted unanimously by roll call vote to limit candidate's statements to 200 words, the cost of the statements will be borne by the candidates and paid for in advance. In the event of a tie vote the method of determining the winner shall be by lot.

7.2 Discuss and consider Resolution 2020-1, a Request for and Consent to Consolidation of Elections on November 3, 2020.

The board voted unanimously by roll call vote to pass Resolution 2020-1, a Request for and Consent to Consolidation of Elections on November 3, 2020.

7.3 Discuss and consider the purchase of surplus land from CalTrans.

The board voted unanimously by roll call vote to purchase the surplus land for \$500.00.

7.4 Discuss and consider the state claim against the excess ERAF distribution.

After discussion, the topic was tabled to the next board meeting so the information could be reviewed by Attorney Hynes.

7.5 Discuss and consider the preliminary budget for 2020-21.

After discussion, several changes were suggested and will be incorporated into the final budget. No formal action was needed at this meeting.

- 7.6 Discuss and consider returning rental fees to groups meeting in the training room.

After discussion of the requirements for reopening the room and potential hazard to the crews, the board voted unanimously by roll call vote to return the rental fees. The room will not be reopened until a reliable vaccine is available.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1026 hours. The minutes were transcribed and typed by Trina Whitley.