

MINUTES

BOARD OF COMMISSIONERS MEETING

AUGUST 18, 2020

HELD VIA TELECONFERENCE – ZOOM MEETING ID 933-8558-5074

0900 HOURS

The agenda for this meeting was posted in front of the Fire Station at 14380 Saratoga Avenue at 1200 hours on July 15, 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: 933-8558-5074

Password: 109038

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 at 0908 hours by Commissioner Long. In attendance via Zoom were Commissioners Kraule and Zambetti, Deputy Chief Linney, Support Services Manager Snow, FireSafe Council President Dede Smullen and Attorney Marc Hynes.

2. **Approval of the minutes.**

2.1 Approval of the minutes of the regular Board Meeting on July 21, 2020.

The minutes of the July 21, 2020 meeting were approved unanimously by roll call vote.

3. **Communications:**

3.1 Oral communications or public comment. None.

3.2 Correspondence.

3.2.1 Copy of the Response Report for July 2020.

The Response Report was entered into the record.

3.2.2 Copy of the Deputy Fire Marshal's report for July 2020.

The Deputy Fire Marshal's report for July was entered into the record.

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

The quote was entered into the record.

3.2.4 Copy of the Notice of General Election announcing the election of one Fire Commissioner from the Saratoga Fire Protection District.

The copy of the notice was read and entered into the record.

3.2.5 Copy of an email from attorney Marc Hynes announcing the dissolution of Atkinson-Farasyn and the formation of Armento and Hynes LLP.

The email was read and entered into the record. The topic will be agendized at the September Board of Commissioners Meeting.

3.3 Additional Correspondence.

3.3.1 An announcement of the next County Special District's meeting on September 14, 2020. Commissioner Long will be attending via Zoom. The announcement was entered into the record.

4 Chief's Reports:

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

Chief Linney presented the Response Report. Response times for E73 and R73 were 5.5 and 4.23 minutes respectively for Code 3 urban calls. Response times for E73 and R73 were 5.27 and 5.25 for Code 3 rural calls. The report was accepted as presented.

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

Chief Linney reported that there has been a significant reduction in the number of projects initiated when compared to last year. The report was accepted as presented.

- 4.3 Other projects/reports.

5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Dede Smullen reported on the Home Ignition Inspection Program. The FireSafe Council has applied for the Forest Health Grant. 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 Final Financial Report for June 2020.

The final financial report for June 2020 was approved unanimously by roll call vote.

- 5.2.2 Financial Report for July 2020.

The financial report for July 2020 was approved unanimously by roll call vote.

- 5.3 Other Reports.

Business Manager Whitley reported that 3A Smart Home would be reprogramming the accounts that were having problems due to the change in monitoring software. The systems would be reprogrammed using a toll free number and would report in to another receiver. There would be no cost to the homeowner or the District. The report was accepted as presented.

6. **Old Business:**

- 6.1 Discuss and consider repairs to the upstairs bathrooms and flooring of approximately \$121,343.00.

After discussion, the board voted unanimously by roll call vote to add a 15% contingency to the projected cost of the repair work and flooring. The cost is not to exceed \$140,000.00.

7. **New Business:**

- 7.1 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 \$835,923.25. Discuss and consider committing an additional \$23,253.12 of interest earned toward the purchase price option bringing the total to \$859,176.37.

The board voted unanimously to add an additional \$100,000.00 toward the purchase price option of the 2013 lease refunding and to add the \$23,253.12 of interest earned bringing the total to \$859,176.37.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1016 hours. The minutes were transcribed and typed by Trina Whitley.