

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

**May 16, 2023**

**0900 HOURS**

**HELD AT THE FIRE STATION**

**14380 SARATOGA AVENUE**

The agenda for this meeting was posted in front of the Fire Station at 14380 Saratoga Avenue at 1400 hours on May 9, 2023, 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 0901 hours by Commissioner Zambetti. In attendance were Commissioner Kraule, Deputy Chief Falarski, Amanda Brenner-Cannon from the FireSafe Council, Tom Brim from Fire Alert, and Attorney Marc Hynes. Commissioner Long's absence was approved.

**2. Approval of the minutes.**

**2.1** Approval of the minutes of the regular Board Meeting on April 18, 2023.

The minutes of the April 18, 2023, Board Meeting 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 April 2023.

The Response Report was entered into the record.

**3.2.2** Copy of the Deputy Fire Marshal's Report for April 2023.

The Deputy Fire Marshal's Report was entered into the record.

- 3.2.3 Copy of a letter from Attorney March Hynes to A3 Smart Home concerning the discontinuation of EWAS monitoring.

The letter was read and entered into the record. The letter was delivered by process server. An answer has not been received.

- 3.2.4 Copy of a proposal from Harshwal & Company for audit services for fiscal year end June 30, 2023. The proposal is agendized under new business.

The proposal was entered into the record. The topic is discussed under "New Business."

- 3.2.5 Copy of an email from Laurel Perusa asking for a dinner donation for the Veteran's Memorial Foundation.

The email was entered into the record. The topic is discussed under "New Business."

- 3.2.6 Copy of an email from Jack Hardin requesting a dinner donation for the Veteran's Memorial Foundation.

The email was entered into the record. The topic is discussed under "New Business."

- 3.2.7 Copy of a newsletter from Congressman Lamalfa discussing potential legislation affecting the 2023 fire season.

The article was read and entered into the record.

- 3.3 Additional Correspondence.

- 3.3.1 Fire Marshal's 2022 report of State Mandated Inspections.

The report will be agendized at the next Board Meeting.

- 3.3.2 Copy of proposal for OPEB actuarial services.

The report was read and entered into the record.

- 3.3.3 Copy of LAFCO report edits.

The edits were read and entered into the record.

- 3.3.4 Copy of preliminary 2023-24 budget.

The preliminary budget was entered into the record. The budget is agendized under “New Business.”

#### **4 Chief’s Reports:**

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

Chief Falarski presented the Response Report. Urban response times for E73 and R73 were 5.18 and 4.13 minutes respectively. Rural response times for E73 and R7s were 5 and 1 minute respectively. There was no dollar loss for the month. The report was accepted as presented.

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

Chief Falarski presented the Deputy Fire Marshal’s Report. The report was accepted as presented.

- 4.3 Other projects/reports.

- 4.3.1 Report on video training for the 1928 Model AA engine.

Chief Falarski reported that someone had been found to do the training video. They will not be able to film the video until after July 4<sup>th</sup>. The report was accepted as presented.

#### **5. Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Amanda Brenner-Cannon reported that the forest health work was continuing. They have not heard back on the Bohlman Road funding. 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. None.

- 5.2 Financial reports.

- 5.2.1 Financial Report for April 2023.

The report was accepted as presented.

### 5.3 Other Reports.

#### 5.3.1 Report on EWAS monitoring status.

Attorney Hynes reported that there had been no response from 3ASmartHome. Notices were sent with billing and to those accounts that don't get billed. In addition, all accounts were sent a notice by certified mail. Another notice will be sent to the systems still reporting in at the end of the month. The report was accepted as presented.

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

6.1 Administer Oaths of Office. Table.

6.2 Discuss and consider the possibility of having a joint services contract with the City of Saratoga and the FireSafe Council.

After discussion, the board instructed staff to remove the topic from the agenda.

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

7.1 Discuss and consider the proposal for audit services, \$14,900, for the fiscal year ending June 30, 2023.

The Board voted to accept the proposal.

7.2 Discuss and consider proposed 2023-2024 budget.

After discussion, several changes were suggested. The proposed budget will be presented at the next Board Meeting.

### 8. **Board Signatures:**

### 9. **Adjournment:**

The meeting adjourned at 1010 hours. The minutes were transcribed and typed by Trina Whitley