

MINUTES

BOARD OF COMMISSIONERS MEETING

July 18, 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 July 11, 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 0903 hours by Commissioner Long. In attendance were Commissioners Kraule and Zambetti, Deputy Chief Falarski, Attorney Hynes, and incoming Commissioner Kao. Amanda Brenner-Cannon from the FireSafe Council arrived later.

2. Approval of the minutes.

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

The minutes were approved as presented.

3. Communications:

3.1 Oral communications or public comment.

There were no public comments.

New Business, 7.1 was moved to the beginning of the meeting and Commissioner Long resigned the Board.

7.1 Discuss and consider electing a new board chairman.

Commissioner Zambetti nominated Commissioner Kraule. After discussion, Commissioner Kraule stated that he would accept for a one year trial period. Commissioner Kraule then resumed the meeting.

3.2 Correspondence.

3.2.1 Copy of the Response Reports for June 2023.

The Response Report was entered into the record.

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

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

3.2.3 Email from Eugene Zambetti requesting a dinner at the fire station for the Saratoga Rotary.

The email was read and entered into the record. A copy of the email will be forwarded to Chief Falarski.

3.2.4 Copy of a letter from Attorney Marc Hynes to A3SmartHome discussing the EWAS phone lines.

The letter was read and entered into the record. A response has not been received.

3.2.5 Email from Bryan Osorio concerning the broken ice machine.

The email was read and entered into the record. Chief Falarski will see what has happened with the machine. It will need to be designated as surplus before it can be donated.

3.2.6 A copy of Resolution 2023-1, A Resolution Acknowledging the Receipt of the Annual Inspection Report. The resolution is agendized under "Old Business."

A copy of the resolution was entered into the record.

3.2.7 A copy of Resolution 2023-2, a resolution authorizing the destruction of records. The resolution is agendized under "New Business."

The resolution was entered into the record.

3.3 Additional Correspondence.

3.3.1 An email from Saratoga City Manager Lindsay requesting time to introduce the new City Department Directors to the Board at the meeting.

The email was read and entered into the record.

- 3.3.2 Newsletter from the FireSafe Council that announces additional chipping events in the fall.

The newsletter was read and entered into the record.

- 3.3.3 Announcement of the CSDA conference in Monterey August 28-31, 2023.

The notice was read and entered into the record. Commissioner Kao will be attending.

- 3.3.4 An Email from Alayna Payne announcing the opening of the public comment period for the draft of the County Multijurisdictional Hazard Mitigation Plan. Comments will be accepted until July 28, 2023.

The email was read and entered into the record.

- 3.3.5 Email from Jerry Bruce requesting insurance certificates from Saratoga Fire and County Fire for use of the parking lot.

The email was read and entered into the record. The District will also request one from the Church for the use of the District owned parking spaces.

- 3.3.6 An email notifying the District of a road closure on July 23-24, 2023. The closure will be at Fruitvale Avenue near the corner of HWY 9.

The email was read and entered into the record.

4 Chief's Reports:

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

Chief Falarski presented the Response Report. Response times for R73 and E73 in urban areas were 4.08 and 4.75 minutes respectively. Response times for R73 and E73 in rural areas were 5.3 and 3.25 minutes respectively. There was no dollar loss during the month. The report was accepted as presented.

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

The Deputy Fire Marshal's Report was accepted as presented.

4.3 Other projects/reports.

Chief Falarski reported on the Saratoga Springs Bridge Project. In addition, he has been working on the Bohlman Road project. 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 final CWPP meeting will be held at the Los Gatos Lodge on August 30, 2023, at 6 pm. In addition, she reported that there will be additional chipping dates in the late summer or early fall. FireSafe Council has not received word on the Bohlman Road project from CalFire yet. 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.

5.2 Financial reports.

5.2.1 Preliminary Financial Report for June 2023.

The preliminary financial report was accepted as presented.

5.3 Other Reports.

5.3.1 Report on EWAS monitoring status.

Attorney Hynes reported that 3ASmartHome (AAA insurance) has not responded to any of the District's letters. Staff will begin removing telephone lines next month. The report was accepted as presented.

6. **Old Business:**

6.1 Discuss and consider Resolution 2023-1, a resolution acknowledging receipt of the Annual Inspection Report.

Tabled until receipt of complete report.

7. **New Business:**

7.1 Discuss and consider electing new board chairman.

Moved to the beginning of the meeting. Commissioner Kraule was elected board chairman. Commissioner Kao will work with the FireSafe Council and Commissioner Zambetti will attend Special District Association meetings.

7.2 Administer oath of office to new Fire Commissioner Kao.

The oath of office was administered by the District Clerk.

7.3 Discuss and consider committing an additional \$100,000.00 to the Building Repair Fund bringing the balance to \$276,825.90.

After discussion, the board voted unanimously to increase the Building Repair reserve by \$100,000.00.

7.4 Discuss and consider Resolution 2023-2, a resolution authorizing the destruction of records.

The board approved Resolution 2023-2, a resolution authorizing the destruction of records unanimously.

8. **Board Signatures:**

9. **Adjournment:**

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