

**MINUTES**  
**BOARD OF COMMISSIONERS MEETING**

**March 19, 2024**

**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 1300 hours on March 13, 2024, 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 Kraule at 0905 hours. In attendance were Commissioners Zambetti and Kao, Deputy Chief Shumate, Attorney Armento, and members of the public living in the Mendelsohn Lane area of Saratoga.

**2. Approval of the minutes.**

**2.1** Approval of the minutes of the regular Board Meeting on January 9, 2023.

The minutes of the January 9, 2024, meeting were approved as presented.

**3. Communications:**

**3.1** Oral communications or public comment. None.

**3.2** Correspondence.

**3.2.1** Copy of a letter from Jim Cargill requesting placement on the agenda to discuss PRC 4290 in the Saratoga WUI. The topic is agendized under "New Business."

Commissioner Kraule announced that when Mr. Cargill arrived the topic would be moved to the beginning of the meeting. The letter was entered into the record.

- 3.2.2 Copy of California Special District Board nomination calendar. Additional information is available in the business office.

The calendar was noted and entered into the record.

- 3.2.3 Email from Chief Kerdkaw updating the liaison contact information. The new liaison is Chief Shumate.

The email was read and entered into the record.

- 3.2.4 Email from Supervisor Simitian's office with pictures of 100-year county commendation ceremony.

The email was read and entered into the record. A copy of the picture will be placed on the district's website, saratogafire.org.

- 3.2.5 Email reminder of Blossom Festival on 4/13/24.

The email was read and entered into the record. The antique Model AA engine will be on display.

- 3.2.6 Copy of a letter from Commissioner Kraule to Santa Clara County LAFCO with the District's response to the Fire Service Report.

The letter was read and entered into the record.

- 3.2.7 Copy of a letter to LAFCO from Attorney Hynes presenting the District's original comments to the Fire Service Review.

The letter was read and entered into the record.

- 3.2.8 Copy of an email to Supervisor Simitian's office from Eva Miranda requesting that he reject the LAFCO recommendation to dissolve the Saratoga Fire District.

The letter was read and entered into the record.

- 3.2.9 Email from Saratoga City Mayor Zhao regarding the speed bumps of Mendelsohn Lane.

The email was read and entered into the record.

- 3.2.10 Copy of agreement with Westfall Engineers, Inc. for surveying work in the area next to the parking lot.

The agreement was read and entered into the record.

- 3.2.11 Email from Commissioner Zambetti with a picture of some old exercise equipment and paint in the Model AA garage.

The email was read and entered into the record.

- 3.2.12 Email from James Lindsey requesting that the Montalvo area be placed on the Community Wildfire Protection Plan (CWPP).

The email was read and entered into the record.

- 3.2.13 Copy of an email from Fire Marshal Estrada concerning the annual inspection report pursuant to California Health and Safety Code sections 13146.2 and 13146.3.

The email was read and entered into the record.

- 3.2.14 Copy of Resolution 2024-1, a Resolution of the Board of Fire Commissioners of the Saratoga Fire Protection District acknowledging receipt of a report made by the Fire Chief of the Santa Clara County Central Fire Protection District regarding the inspection of certain occupancies required to perform annual inspections in such occupancies pursuant to sections 13146.2 and 131446.3 of the California Health and Safety Code.

The resolution was read and entered into the record.

### 3.3 Additional Correspondence.

- 3.3.1 Copy of an email from County Fire Support Services Manager Snow concerning the new generator project.

The email was read and entered into the record.

- 3.3.2 Email from Emily Biro from AECOM concerning an Environmental Impact Report for the House Family Vineyards Project requesting response time information.

The email was read and entered into the record.

- 3.3.3 Email from Attorney Hynes stating that he was unable to attend the meeting and his partner Ms. Valerie Armento would be attending.

The email was read and entered into the record.

#### **4 Chief's Reports:**

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

Chief Shumate presented the Response Reports for January and February. Response times for January for E73 and R73 urban calls were 4.78 and 4.5 minutes respectively. Response times for rural calls for E73 and R73 were 3.93 and 4 minutes respectively.

Response times for February for E73 and R73 urban calls were 4.73 and 5.17 minutes respectively. Response times for rural calls for E73 and R73 were 5.12 and 4.63 minutes respectively.

The reports were accepted as presented.

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

Chief Shumate presented the Deputy Fire Marshal's report for January and February. The reports were accepted as presented.

- 4.3 Other projects/reports. None.

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

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Commissioner Kao reported that he attended the February 20, 2024, meeting. The report was accepted as presented.

- 5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Zambetti reported that he had attended the March 4, 2024, meeting. The primary topic of the meeting was flood preparedness. The report was accepted as presented.

### 5.1.3 Other Commissioner Reports.

#### 5.1.3.1 Report on replacing the generator with a new, ~~natural~~ diesel gas version. (Kraule)

Commissioner Kraule reported that he had spoken with the contractor who installed the new city's generator. There was a possibility of adding three vehicle charging stations when the new generator is installed. The report was accepted as presented.

#### 5.1.3.4 Report on District's 100-year anniversary party.

Commissioner Kraule reported that he had spoken to two previous Saratoga Fire firefighters who were willing to work on the project. The report was accepted as presented.

## 5.2 Financial Reports.

### 5.2.1 Financial Report for December 2023.

### 5.2.2 Financial Report for January 2024.

### 5.2.3 Financial Report for February 2024.

All financial reports were accepted as presented.

## 5.3 Other Reports.

### 5.3.1 Report on Saratoga City public record request for city traffic studies.

Everything was received except the City's traffic study contract. The attorney has requested a copy of the contract. The report was accepted as presented.

## 6. **Old Business:**

### 6.1 Discuss and consider relandscaping the area between the parking lot and Saratoga-Los Gatos Road. Set up an additional meeting to review the area with the landscape architect.

After discussion, a study session will be held on April 2, 2024, at 1000 hours.

### 6.2 Discuss and consider upgrading the equipment in the training room so it is hybrid meeting capable.

The Board approved a budget of \$2500.00 to upgrade the training room for simple hybrid meetings.

7. **New Business:**

- 7.1 Discuss and consider Resolution 2024-1 a Resolution of the Board of Fire Commissioners acknowledging receipt of a report made by the Fire Chief of the Santa Clara County Central Fire Protection District regarding the inspection of occupancies pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code.

After discussion, Resolution 2024-1 was approved unanimously.

- 7.2 Discuss and consider Public Resources Code 4290. Tabled.

- 7.3 Discuss and consider retirement gift for Joe Long.

After discussion, the board decided to purchase a commemorative axe with a budget of \$600.00 or less.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1025 hours. The minutes were transcribed and typed by Trina Whitley.