

**MINUTES**  
**BOARD OF COMMISSIONERS MEETING**  
**BUDGET HEARING**  
**June 18, 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 1400 hours on June 12, 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 Commissioner Kao, Deputy Chief Shumate, Captain Davis, Attorney Hynes, Nester Valle from the FireSafe Council and members of the public. Retired Commissioner Long and his family arrived later.

**2. Approval of the minutes.**

**2.1** Approval of the minutes of the regular Board Meeting on May 21, 2024.

The minutes of the May 21, 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 proposal for the 2023-24 audit from Harshwal & Company. The total cost is \$15,600. The proposal is agendized under "New Business."

The proposal was entered into the record.

- 3.2.2 Copy of the proposed budget for fiscal year 2024-25. The topic is agendized under “Old Business.”

The proposed budget was entered into the record.

- 3.2.3 Copy of an email from Erica Ray the Information Specialist for County Fire offering to help with the 100<sup>th</sup> year anniversary party.

The email was read and entered into the record.

- 3.2.4 Copy of an email from Tracey Oliver the new Deputy Fire Mashal for the Saratoga area.

The email was read and entered into the record.

- 3.2.5 Email from Amanda Brenner-Cannon regarding a 2024 Fall Chipping program.

The email was read and entered into the record.

- 3.2.6 Email from Commissioner Kraule regarding low-voltage lighting along the new walkway behind the station.

The email was read and entered into the record.

- 3.2.7 Email from Bill Boller thanking the Commissioners for listening to their concerns.

The email was read and entered into the record.

- 3.2.8 Adopted fee schedule from the Registrar of Voters office.

The fee schedule was entered into the record.

- 3.2.9 Copy of a CSDA newsletter reporting on the state’s budget subcommittee.

The information on the subcommittee’s rejection of ERAF expansion was read and entered into the record.

- 3.3 Additional Correspondence. None.

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

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

Chief Shumate reported that the month was relatively uneventful. There was no dollar loss during the month. Response times in urban areas for E73 and R73 were 5.15 and 5.38 minutes respectively. Response times in rural areas for E73 and R73 were 4.7 and 4.4 minutes respectively. The report was accepted as presented.

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

There was a significant increase in residential projects completed this May compared to last year. The report was accepted as presented.

- 4.3 Other projects/reports.

- 4.3.1 (5.1.3.5) Report on private water systems

Captain Davis reported that he and Commissioner Kraule had been inspecting the condition of the private water systems in the District. A few repairs were needed, and the owners contacted.

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

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Nester Valle reported that the FireSafe Council would hold another chipping program in the fall. Work on the CWPP was progressing. The report was accepted as presented.

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

Commissioner Zambetti reported that he had been unable to attend the meeting.

- 5.1.3 Other Commissioner Reports.

- 5.1.3.1 Report on replacing the generator with a diesel version.

Commissioner Kraule reported that it appeared that (if it was still being produced) the current model generator would be sufficient to handle the station's needs. Additional areas will be added to the new generator. The report was accepted as presented.

#### 5.1.3.2 Report on possible vehicle charging stations.

Commissioner Kraule reported that he had spoken with representatives of the Federated Church, and they were fine with putting the charging stations outside the sidewalk along the edge of the fire station. By placing them in the parking lot, the electrical cords would be underground. An agreement with the Church will be needed. The report was accepted as presented.

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

After speaking with County Fire, Commissioner Kraule reported that it was thought that the party should be held in the spring next year in either April or May of 2025 to avoid high fire season. The report was accepted as presented.

#### 5.1.3.5 Report on private water systems. See 4.3.1 above.

#### 5.1.3.6 Report on bridge over Saratoga Creek.

Commissioner Kraule reported that there were two bridges that need to be replaced. The report was accepted as presented.

### 5.2 Financial Reports.

#### 5.2.1 Financial Report for May 2024.

The financial report was accepted as presented.

### 5.3 Other Reports. None.

## 6. **Old Business:**

### 6.1 Discuss and consider adopting a budget for fiscal year 2024-2025.

The budget was adopted unanimously.

## 7. **New Business:**

### 7.1 Discuss and consider the audit proposal from Harshwal and Company for the fiscal year 2023-24 audit.

The proposal of \$15,600 for the 2023-24 audit was accepted.

### 7.2 Discuss and consider committing additional funds to the building repair reserve bringing the total reserve fund to \$400,000.00.

The Board voted unanimously to commit additional funds to the building repair reserve bringing the total to \$400,000.00

- 7.3 Presentation to retired Commissioner Joseph Long for serving 22 years as a Fire Commissioner.

The Board presented a commemorative fire axe to retired Commissioner Long for his 22 years as a Fire Commissioner.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1130 hours. The minutes were transcribed and typed by Trina Whitley.