

MINUTES
BOARD OF COMMISSIONERS MEETING
October 21, 2025
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 1200 hours on October 15, 2025, 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 0905 hours by Commissioner Kraule. In attendance were Commissioners Zambetti and Kao, Assistant Chief Estrada, Deputy Chief Shumate, Zaid Ortiz from the FireSafe Council, Behrouz Behrouzian from Bp-Pak Incorporated, Attorney Hynes, and members of the public.

2. Approval of the minutes.

2.1 Approval of the minutes of the regular Board Meeting on September 16, 2025.

The minutes of the meeting on September 16, 2025, were approved as presented.

3. Communications:

3.1 Oral communications or public comment. None.

3.2 Correspondence.

3.2.1 Memo dated October 6, 2025, concerning Chief Kerdkaew's absence from October 10th to October 22nd.

The memo was entered into the record.

3.2.2 CSDA notice regarding the revamp of the Brown Act.

The notice was entered into the record. The Business Manager will be taking a class on the update on December 10, 2025.

- 3.2.3 Request by the Los Gatos Parent Nursery for the Model AA engine on May 2, 2026.

The request was entered into the record. A definite response will be forwarded after current repairs to the engine are completed.

- 3.2.4 Copy of a proposal from Bp-Pak Inc. for a new generator (information only).

The proposal was entered into the record. The general topic was discussed under "Commissioners' Reports."

- 3.2.5 Copy of a proposal from The Christmas Light Pros for hanging the holiday lights. The proposal is agendized under "New Business."

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

- 3.2.6 Proposal from Bp-Pak Inc. for irrigation work. The proposal is agendized under "New Business."

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

- 3.2.7 Notice of a study session on October 17, 2025, for information on the maintenance of the Model AA engine.

The notice was entered into the record.

- 3.2.8 Notice of a study session at 1100 hours on October 21, 2025, to explore areas where the Saratoga Fire District can work with Santa Clara County Fire to influence legislation affecting firefighting in high fire areas.

The notice was entered into the record.

3.3 Additional Correspondence.

- 3.3.1 Two letters from local firefighters' unions offering assistance to the board.

The letters were read and entered into the record.

- 3.3.2 A scope of work report from Bp-Pak regarding the irrigation system and generator.

The report was discussed during "Commissioners' Reports."

3.3.3 The September 2025, Hydrant Inspection Report.

The report was discussed during “Chief’s Reports.”

4 Chief’s Reports:

- 4.1 Response Report for September. (The Response Report describes the type and time of each response for the previous month.) Unavailable.
- 4.2 Deputy Fire Marshal’s Report for September. (The Deputy Fire Marshal’s Report describes any significant building projects in the previous month.)

Both the Deputy Fire Marshal’s Report and the Hydrant Report were accepted as presented.

- 4.3 Other projects/reports. None.

5. Reports:

- 5.1 Commissioners’ Reports.

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

- 5.1.3 Other Commissioners’ Reports.

- A. Report on purchasing a replacement generator. (Report by Bp-Pak Inc.)

Behrouz Behrouzian from Bp-Pak Incorporated presented a scope of work report for the replacement generator. The generator replacement is not on the current agenda. The report was accepted as presented.

Mr. Behrouzian also presented a report on the condition of the irrigation system and explanation of the options available to address the problems. It was discussed under “New Business.” The report was accepted as presented.

- B. Report on Model AA.

Commissioner Zambetti reported that the Model AA needs a new engine. The Board voted unanimously to add the topic to “New Business” for further discussion. The report was accepted as presented.

- 5.2 Financial Reports.

- 5.2.1 Financial Reports for September 2025.

The financial report was accepted as presented.

5.3 Other Reports.

5.3.1 FireSafe Council Report

Zaid Ortiz reported that the chipping program was open in Saratoga. The report was accepted as presented.

6. **Old Business:**

6.1 Discuss and consider the design of a new gate into the generator area. Tabled.

7. **New Business:**

7.1 Discuss and consider the proposal from The Christmas Light Pros for hanging the holiday lights.

The proposal was accepted.

7.2 Discuss and consider the proposal from Bp-Pak Inc. for irrigation work.

After discussion, option #2 was accepted. The option installs a second controller in the elevator room to operate a new irrigation system in front of the building and on the Saratoga-Los Gatos Road side of the building. The section of the landscape between the fire station and old post office building will be redone using the existing controller in the tool room. The rear landscaping is already in a new system. It includes replacing four inoperable valves.

7.3 Discuss and consider potential amendments to Ordinance 1-2025 to include more specific requirements regarding gates.

After discussion, the board decided to amend Ordinance 1-2025. The amendment will be introduced at the next meeting.

7.4 The Board will go into closed session – initiation of litigation pursuant to Government Code section 54956.9 (c), one case. Tabled.

7.5 Discuss and consider repair work needed on the Model AA engine.

After discussion, the board voted to have Turlock Machine build a new engine for the Model AA. A deposit of \$3,000.00 will be paid to the company.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1023 hours. The minutes were transcribed and typed by Trina Whitley.