

MINUTES
BOARD OF COMMISSIONERS MEETING
September 16, 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 September 10, 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 by Commissioner Kraule at 0906 hours. In attendance were Commissioners Zambetti and Kao, Assistant Chief Estrada, Nester Valle and Kailyn Lindaman from the FireSafe Council, Attorney Hynes and members of the public.

2. Approval of the minutes.

2.1 Approval of the minutes of the regular Board Meeting on July 15, 2025.

The minutes of the July 15, 2025, meeting were approved as presented.

3. Communications:

3.1 Oral communications or public comment.

Jim Cargil, representing the Chamber of Commerce, asked if the Model A engine could attend an Octoberfest type event on October 2, 2025, from 5 to 8 pm. Commissioner Kao stated that he would be available to drive.

3.2 Correspondence.

3.2.1 Copy of an email from Commissioner Kraule regarding adding water tanks to the district maps with a copy of the map.

The email was entered into the record.

3.2.2 Copy of an email from Commissioner Kao concerning the antique engine.

The email was entered into the record and discussed under Commissioners reports.

- 3.2.3 Copy of a district letter in support of the City of Saratoga's Cal Fire Wildfire Prevention Grant Application.

The letter was entered into the record.

- 3.2.4 Copy of a district letter in support of the FireSafe Council's fuel reduction project along Bohlman Road.

The letter was entered into the record.

- 3.2.5 Request for the 1928 Model AA engine at the Saratoga Safety Fair on October 4, 2025.

The request was entered into the record. A driver is available.

- 3.2.6 Email from Bp-Pak regarding the irrigation controller. The proposal to replace the controller is agendized under "New Business."

The proposal for \$3,700 was entered into the record and discussed under "New Business."

- 3.2.7 City of Saratoga announcement of August 21, 2025, meeting in the Saratoga Fire Community Room. The topic is the Wildland Urban Interface map.

The announcement was entered into the record. It was discussed under Commissioners reports.

- 3.2.8 Email from Kinjal Patel of Harshwal & Company, explaining why the audit field work was beginning late.

The email was entered into the record.

- 3.2.9 Email from Bp-Pak describing the status of the irrigation system after installing the new controller.

The email was entered into the record. It was discussed under "New Business" with the replacement of the old controller.

- 3.2.10 Email from Commissioner Kraule regarding the City's WUI meeting #2 on Thursday, September 18, 2025.

The email was entered into the record. The meeting will be discussed under Commissioners reports.

3.2.11 Postcard from the City of Saratoga announcing WUI meeting #2 on September 18, 2025, at 6:00 p.m.

The postcard was entered into the record. The meeting will be discussed under Commissioners reports.

3.3 Additional Correspondence.

3.3.1 Email from Commissioner Zambetti concerning SB 616 which creates the Community Hardening Commission as an independent unit within the Department of Insurance.

The email was entered into the record.

3.3.2 Proposal from Bp-Pak Inc. for additional work on the irrigation system.

The proposal was read and entered into the record. The proposals will be agendized for the next regular board meeting.

4. **Chief's Reports:**

4.1 Response Report for July and August. (The Response Report describes the type and time of each response for the previous month.)

Chief Estrada presented the report. In July there was a small vegetation fire. There was no significant fire loss during the two months. The report was accepted as presented.

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

At the end of July there were 58 hydrants remaining to be inspected and three needing repairs. The report was accepted as presented.

4.3 Other projects/reports.

5. **Reports:**

5.1 Commissioners Reports.

5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Zambetti reported that he had attended the meeting. Discussions centered on private water companies. The report was accepted as presented.

5.1.3 Other Commissioner Reports.

A. Report on purchasing a replacement generator.

Commissioner Kraule reported that he will have Commissioner Kao help him with the generator. The report was accepted as presented.

B. Report on Model AA.

Commissioner Zambetti reported that there were problems with the radiator. Tony Hoffman will look into it. Drivers are available for the October 2nd and 4th dates. The report was accepted as presented.

C. City meeting report.

Commissioner Kraule reported that he had attended the City's WUI meeting at the fire station. More people attended than anticipated so it was crowded. He has given the fire district new maps to all members of the City Council. The report was accepted as presented.

5.2 Financial Reports.

5.2.1 Financial Reports.

- A. Final unaudited Financial Report for June 2025.
- B. Financial Report for July 2025.
- C. Financial Report for August 2025.

All financial reports were accepted as presented.

5.3 Other Reports.

5.3.1 FireSafe Council Report – Final 2025 Chipping Report.

Registration opens for the fall chipping program on September 22, 2025. Chipping is scheduled between October 20 and 24th. 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 remaining work on the irrigation system. Ratify the proposal for the new irrigation controller.

The contract for the new controller (\$3,700) was approved. Other work on the irrigation system will be agendaized for the next meeting.

- 7.2 Determine dates for upcoming meetings.

The following are the upcoming dates: 10/21/25, 11/18/25, 12/16/25, 1/20/26, 2/17/26, 3/17/26, 4/21/2026, 5/19/2026, and 6/16/2026.

- 7.3 Ratify contract with Liebert Cassidy Whitmore for legal services.

The contract for legal services was approved.

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

At 1107 hours the board went into closed session regarding the initiation of litigation pursuant to Government Code Section 54956.9 (c), one case. At 1130 hours the board reconvened the regular board meeting.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1140 hours. The minutes were transcribed and typed by Trina Whitley.