

**MINUTES**  
**BOARD OF COMMISSIONERS MEETING**  
**March 17, 2026**  
**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 March 11, 2026, 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 0906 hours by Commissioner Kraule. In attendance were Commissioners Kao and Zambetti, Hazardous Materials Assistant Fire Marshal Davis, Stephen Harrington and Zaid Ortiz from the FireSafe Council, Grace Mannell from Ascent, and Attorney Hynes.

**2. Approval of the minutes.**

- 2.1 Approval of the minutes of the regular Board Meeting on February 17, 2026.
- 2.2 Approval of the minutes of the special Board Meeting on February 24, 2026.

The minutes of the February 17 and February 24, 2026 meetings were approved as presented.

**3. Communications:**

- 3.1 Oral communications or public comment. None.
- 3.2 Correspondence.
  - 3.2.1 Copy of email of the 2025 mandated public inspection report from Santa Clara County Fire and Resolution 2026-1, a Resolution accepting the report. The resolution is agendized under “New Business.”

The resolution and report were entered into the record.

- 3.2.2 A copy of Resolution 2026-2, a Resolution requesting the consolidation of election and services from the County of Santa Clara Registrar of Voters. The resolution is agendized under “ New Business.”

The resolution was entered into the record.

- 3.2.3 Email from Behrouz Behrouzian of Bp-Pak, Inc. requesting additional time to submit a bid for the generator project.

The email was read and entered into the record.

- 3.2.4 Copy of Ordinance #1-2026, an ordinance of the Saratoga Fire Protection District amending Ordinance #1-2025 pertaining to fire apparatus access gates. Adoption of the ordinance is agendized under “New Business.”

The ordinance was entered into the record.

- 3.3 Additional Correspondence. None.

The board voted to move the WSCLRP presentation up on the agenda.

#### 5.3.1 FireSafe Council Report – presentation on West Santa Clara Landscape Resiliency Project (WSCLRP).

Stephen Harrington and Grace Mannell presented a description of the WSCLRP and answered questions relating to the project and the District’s involvement as lead agency. Zaid Ortiz reported that there were 20 signups for chipping. The report was accepted as presented.

### **4 Chief’s Reports:**

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

Hazardous Materials Assistant Fire Marshal Davis presented the Response Report for February. There was one fire response during the month and 58 medical responses. There were no significant losses. Commissioner Kraule requested that the color map be returned to the report. The report was accepted as presented.

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

Hazardous Materials Assistant Fire Marshal Davis presented the Fire Marshal's Report for February. The weed Abatement letter will go out on April 8<sup>th</sup>. Inspections will begin in the high fire area. The report was 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.

Commissioner Zambetti reported that nothing related to fire was discussed at the last meeting. The report was accepted as presented.

5.1.3 Other Commissioner Reports.

A. Report on purchasing a replacement generator.

Bids are due in on April 10<sup>th</sup>. The report was accepted as presented.

5.2 Financial Reports.

5.2.1 Financial Reports for February 2026.

The report was accepted as presented.

5.3 Other Reports. See above.

6. **Old Business:**

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

It was not necessary to go into closed session.

7. **New Business:**

7.1 Discuss and consider the adoption of Ordinance No 1-2026, an ordinance of the Saratoga Fire Protection District amending ordinance No 1-2025 pertaining to fire apparatus access gates.

The board voted unanimously to pass Ordinance No 1-2026, an ordinance pertaining to fire apparatus access gates. The ordinance will be published in the Saratoga News.

- 7.2 Discuss and consider Resolution 2026-1, a Resolution accepting the 2025 state mandated inspection report.

The board voted unanimously to pass Resolution 2026-1 accepting the 2025 state mandated inspection report.

- 7.3 Discuss and consider Resolution 2026-2, a Resolution requesting the consolidation of election and services from the County of Santa Clara Registrar of Voters.

The board voted unanimously to pass Resolution 2026-2 consolidating the November election. In addition, candidate statements will be limited to 200 words, candidates will pay for their statements in advance, and a tie will be decided by lot.

- 7.4 Discuss and consider the Model AA repairs.

No action was necessary at this time.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1100 hours. The minutes were transcribed and typed by Trina Whitley.