

MINUTES

BOARD OF COMMISSIONERS MEETING NOVEMBER 15, 2011

HELD AT THE FIRE STATION 14380 SARATOGA AVENUE

0900 HOURS

The agenda for this meeting was posted in front of the Fire Station at 14380 Saratoga Avenue at 1500 hours on November 8, 2011, 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 Long at 0906 hours. In attendance were Commissioners Moyles and Zambetti; Chief Kehmna; Deputy Fire Marshal Talavera; and Attorney Hal Toppel.

2. **Approval of the minutes:**

- 2.1 Approval of the minutes of the regular Board Meeting held on October 18, 2011.

The minutes of the October 18, 2011 Board Meeting were approved as presented.

3. **Communications:**

- 3.1 Oral communications or public comment. None.

- 3.2 Correspondence.

- 3.2.1 Draft copy of the rental agreement between Saratoga Fire District and the Rural Metro Corporation. The agreement is for rental of the ambulance quarters in the fire station. The item is agendaized under "Old Business."

The draft copy of the rental agreement was read and entered into the record. The topic was discussed under "Old Business."

- 3.3 Additional Correspondence. None.

4. **Chief's Reports:**

- 4.1 Response Reports for October. (The Response Report describes the time of each response for the previous month.) The report was not available at this time.

- 4.2 Equipment Report for October. (The Equipment Report documents any repairs or maintenance necessary for the previous month.) None.
- 4.3 Support Services Report for October. (The Support Services Report documents repairs or maintenance necessary for the building for the previous month.) None.
- 4.4 Deputy Fire Marshal's Report for October. (The Deputy Fire Marshal's Report describes any significant building projects in the previous month.)

Deputy Fire Marshal Talavera reported that some of the rough inspections had been completed at Creekside. She also discussed some of the problems occurring at the Klear property on Big Basin Way. The report was accepted as presented.

4.5 Other projects/reports.

4.5.1 Report on status of hosting an Explorer Boy Scout Troop.

Chief Kehmna reported that there had been a good response at the open house on November 6, 2011. There was a discussion of donating some funds for the safety equipment with matching funds from Rotary. Chief Kehmna will present a cost breakdown at the next board meeting. The report was accepted as presented.

4.5.2 Report on participation in Farmers' Market. Tabled.

4.5.3 Report on vehicle insurance.

Chief Kehmna reported that both the old R17 and E30 are insured under County Fire's policy. The report was accepted as presented.

5. Reports:

5.1 Commissioners Reports.

5.1.1 Report on November 2, 2011 Saratoga City Council meeting.

Commissioner Long reported that he and Commissioner Moyles had attended the LAFCO presentation to the Saratoga City Council. In general, the City Council opposed the dissolution of the Saratoga Fire District. The report was accepted as presented.

5.2 Financial Reports for October 2011.

Income for the month of October consisted of the bulk of unsecured taxes and was slightly higher than last year. There were no unusual expenses during the month. The report was accepted as presented.

5.3 Other Reports.

Commissioner Zambetti reported that he had attended the Los Altos Fire Protection District's Board Meeting. During that meeting they had reviewed the condition of several bridges in their district. The report was accepted as presented.

6. **Old Business:**

- 6.1 Discuss and consider the possible disposition of Rescue 17. Tabled.
- 6.2 Discuss and consider the rental agreement with Rural Metro.

After discussion, the Board approved the rental agreement. Chief Kehmna will present the agreement to representatives of Rural Metro.

- 6.3 Approve 2010-2011 audit report.

The 2010-2011 audit report was approved.

7. **New Business:**

- 7.1 Discuss and consider refinancing the building bond and mortgage.

Commissioner Zambetti will discuss the process of refinancing the bond with the Saratoga City Mayor and the City's financial advisor. Research will begin on refinancing the mortgage after the holidays.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1000 hours. The minutes were transcribed and typed by Trina Whitley.