

**MINUTES**  
**BOARD OF COMMISSIONERS MEETING**  
**DECEMBER 13, 2016**  
**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 1600 hours on December 7, 2016, 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 0900 hours. In attendance were Commissioners Kraule and Zambetti, Deputy Chief Pisciotta, and attorney Steven Baird.

**2. Approval of the minutes.**

**2.1** Approval of the minutes of the Regular Board Meeting November 15, 2016.

The minutes were approved with information added to the meeting with the Federated Church about the parking lot.

**3. Communications:**

**3.1** Oral communications or public comment. None.

**3.2** Correspondence.

**3.2.1** Copy of the Deputy Fire Marshal's reports for November.

The Deputy Fire Marshall's report was entered into the record.

**3.2.2** Copy of the Response Report for November.

The Response Report for November was entered into the record.

**3.2.3** Copy of an email from Commissioner Kraule requesting EKIM Painting remove the plaque and repair and paint the area.

The email was read and entered into the record.

3.2.4 Email Commissioner Kraule concerning Landscape Architect Jeffrey Heid

The email was read and entered into the record.

3.2.5 Email from Virgil Anderson requesting a link on the District's website.

The email was read and entered into the record. The topic will be agendized at the next board meeting.

3.2.6 Baywell proposal for computer services for 2017. The proposal is agendized under "New Business."

The contract was read and entered into the record.

3.2.7 Copy of an article in the San Francisco Daily Journal discussing a California Supreme Court case which will decide whether messages on private devices and accounts of public agency officials are public records subject to disclosure under the California Public Records Act.

The article was read and entered into the record.

3.3 Additional Correspondence.

E-News from the California Special Districts Association concerning new Brown Act Website requirements was received. The article was entered into the record.

**4. Chief's Reports:**

4.1 Response Report for November. (The Response Report describes the time of each response for the previous month.)

Average response times for the month of December were 5.2 and 5.18 minutes for E73 and R73 respectively. The fire loss for the month was \$500.00. The report was accepted as presented.

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

The Deputy Fire Marshal's Report was accepted as presented.

4.3 Other projects/reports.

4.3.1 Report on changes in ambulance response times. Tabled.

5. **Reports:**

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Commissioner Zambetti reported that the December meeting had been canceled.

5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Long reported that the topic of the meeting was SB 272, the new provision of the Brown Act requiring a list of software used by a government entity to be listed on their website.

5.1.3 Report on Caltrans position on raising the height of the fire bell. Discussed in Old Business.

5.1.4 Report on possible changes to WUI designations. Tabled.

5.1.5 Other Commissioner Reports. None.

5.2 Financial reports.

5.2.1 Financial Report for November 2016.

The financial report for November 2016 was accepted as presented.

5.3 Other Reports. None.

6. **Old Business:**

6.1 Discuss and consider changes to the landscaping. Tabled

6.2 Discuss and consider changes to the hardscaping at the front of the station. Tabled

7. **New Business:**

7.1 Discuss and consider possible responses to Rural Metro changes.

After discussion, the board decided that Commissioner Long would compose a draft letter informing the City of Rural/Metro's move. The letter will be agendaized for review at the January board meeting.

7.2 Discuss and consider Baywell contract for computer services.

The contract for computer services was approved.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 0945 hours. The minutes were transcribed and typed by Trina Whitley.