

MINUTES

BOARD OF COMMISSIONERS MEETING

OCTOBER 18, 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 1200 hours on October 12, 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 0903 hours. In attendance were Commissioners Kraule and Zambetti, Chief Kehmna, Patti Ciesla from the FireSafe Council, Attorney Marc Hynes, and Mike Muilenburg of Ekim Painting.

2. Approval of the minutes.

2.1 Approval of the minutes of the Regular Board Meeting September 27, 2016.

The minutes of the September 27, 2016 Board Meeting were approved as presented.

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 August and September.

The reports were entered into the record.

3.2.2 Copy of the Response Report for August and September.

The reports were entered into the record.

3.2.3 Report services request from Ryan Cronin to Steve Jacobson concerning station security. The topic is agendized under "Old Business."

The request was read and entered into the record.

- 3.2.4 Bids from Blackhawk Painting and Bay Cal Painting for painting the exterior of the fire station. Information from Ekim Painting. The topic is agendized under “Old Business.”

The bids were held for action at a future meeting.

- 3.2.5 Request for Destruction of Obsolete Records. The topic is agendized under “New Business.”

The request was read and entered into the record.

3.3 Additional Correspondence.

- 3.3.1 Email from David Weekly informing the District of a helicopter landing at the Mountain Winery on October 27th.

The email was read and entered into the record.

- 3.3.2 Email from Andy Smith confirming that Rural Metro will be terminating the lease of the ambulance quarters as of the end of October.

The email was read and entered into the record.

- 3.3.3 Email from Commissioner Zambetti with a reference for a landscape architect.

The email was read and entered into the record.

- 3.3.4 Fire station parking lot map with the location of new parking signs.

The topic was agendized under “New Business.”

4. **Chief’s Reports:**

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

The reports were accepted as presented. Fire loss for the month of September was \$77,000.

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

The reports were accepted as presented.

- 4.3 Other projects/reports. Chief Kehmna reported that he will try to get the ambulance response time data for Saratoga.

5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Patti Ciesla reported that Marc Norman has had to resign due to a family emergency. The FireSafe Council will be looking for a replacement. The Council has received a grant from PG &E for \$60,000.00 for a fuel brake project which must be completed by November &, 2016. The report was accepted as presented.

- 5.1.2 Report on the Santa Clara County Special Districts Association. None.

- 5.1.3 Report on Caltrans position on raising the height of the fire bell.

Commissioner Kraule reported that he had spoken with Earl Sherman from CalTrans. He then spoke to the individual who oversees the West Valley area. The CalTrans representative will be looking at the present location of the bell and will report back to Commissioner Kraule. The report was accepted as presented.

- 5.1.4 Report on possible changes to WUI designation. Tabled.

- 5.1.5 Other Commissioner Reports. None.

- 5.2 Financial reports.

- 5.2.1 Financial Report for September 2016.

The report was accepted as presented.

- 5.3 Other Reports. None.

6. **Old Business:**

- 6.1 Discuss and consider Model AA housing. Remove from agenda.
- 6.2 Discuss and consider station security. In progress – no action necessary at this time.
- 6.3 Discuss and consider painting the exterior of the building.

Mike Muilenburg discussed methods for removing the vines from the sides of the building before painting. He will be submitting a bid for painting before the next meeting. All bids will be presented at the next meeting.

6.4 Discuss and consider changes to the landscaping. Table

6.5 Discuss and consider changes to the hardscaping at the front of the station. Table

7. **New Business:**

7.1 Approve the destruction of obsolete records.

The destruction of obsolete records was approved.

7.2 Discuss the signage installed at the rear of the building restricting parking.

The “Fire Department Only” parking signage was installed restricting parking on Federated Church parking spaces. Commissioner Kraule asked if the Church was asked before the signs were placed. Chief Kehmna stated he was not sure and would report back. No action was necessary at this time.

8. **Board Signatures:**

9. **Adjournment:**