

MINUTES

BOARD OF COMMISSIONERS MEETING

MARCH 20, 2018

**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 March 15, 2018, 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 0910 hours by Commissioner Long. In attendance were Commissioner Zambetti, Deputy Chief Pisciotta, Deputy Fire Marshals Ruel and Bala, Landscape Architect Heid, and Attorney Hynes. Commissioner Kraule absence was excused.

2. Approval of the minutes.

2.1 Approval of the minutes of the Regular Board Meeting on February 20, 2018.

The minutes of the February 20, 2018 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 February.

The Deputy Fire Marshal's report was accepted as presented. Senior Deputy Fire Marshal Ruel introduced Mac Bala the new Fire Marshal for the Saratoga area.

3.2.2 Copy of the Response Report for February.

The report was read and entered into the record.

3.2.3 Copy of a note from Mary Lou Butera with a \$75.00 donation in memory of Henry Clarke.

The note was read and entered into the record. A thank you note will be written.

- 3.2.4 Copy of an invitation for a Public Safety Liaison Meeting on April 10, 2018 from P G & E.

The invitation was read and entered into the record.

- 3.2.5 Copy of a letter from the Special District Risk Management Authority (SDRMA) stating that they had approved a longevity distribution for the year.

The letter was read and entered into the record.

- 3.2.6 Copy of information from the Registrar of Voters concerning the annual form 470 filing.

The information was read and entered into the record.

- 3.2.7 Copy of an announcement and agenda for the 2018 California Special Districts Association (CSDA) Legislative Days May 22-23.

The announcement was read and entered into the record. Commissioner Long will be attending.

- 3.2.8 Copy of a call for nominations for the CSDA Board of Directors for 2019-2021.

The request for nominations was read and entered into the record.

- 3.2.9 Newsletter from Myers Nave concerning a Ninth Circuit rule on transforming public streets into nonpublic forums.

After discussion, the newsletter was read and entered into the record.

- 3.2.10 Email from Sherril Kenney with a request to change emergency access to her property.

Deputy Fire Marshal Ruel stated that the department was aware of the issue and the change was in process. The email was entered into the record.

- 3.3 Additional Correspondence. None.

4. **Chief's Reports:**

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

Response times for E73 and R73 were 4.93 and 5.13 minutes respectively. There wasn't any fire loss during the month. The report was accepted as presented.

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

The report was accepted as presented.

- 4.3 Other projects/reports. None.

5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Since the FireSafe Council is in its final year, the Board instructed staff to put a review of the contract on next month's agenda. There was nothing else to report.

- 5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Long reported that the topic of the last meeting concerned the changes with redevelopment agencies. There are no redevelopment areas in Saratoga. The report was accepted as presented.

- 5.1.3 Other Commissioner Reports.

- 5.1.3.1 Report on Hidden Hill water hydrants.

Attorney Hynes reported that everything was looking good and that the topic could be removed from the agenda.

- 5.2 Financial reports.

- 5.2.1 Financial Report for February 2017.

The report was accepted as presented.

- 5.3 Other Reports. None.

6. **Old Business:**

- 6.1 Discuss and consider progress on the front landscaping project including plants and lighting.

After discussion, the board instructed Mr. Heid to have a soil sample tested at the front of the station (cost not to exceed \$300.00). He will also contact some companies that may be interested in doing the work.

7. **New Business:**

- 7.1 Discuss and consider possible parking lot changes.

Attorney Hynes reported that two of the four necessary signatures from Caltrans had been obtained for the sale of the small parcel on the corner. No action was necessary.

- 7.2 Review the Fire and Emergency Medical Services Agreement with Santa Clara County Central Fire Protection District ending July 1, 2018. Tabled.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1030 hours. The minutes were transcribed and typed by Trina Whitley.