

MINUTES

BOARD OF COMMISSIONERS MEETING

JULY 19, 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 July 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 at 0903 hours by Commissioner Long. In attendance were Commissioners Zambetti and Kraule, Chief Kehmna, Attorney Marc Hynes, Patti Ciesla from the FireSafe Council, and Debbie Rice of Concept Inc.

2. Approval of the minutes.

2.1 Approval of the minutes of the Regular Board Meeting May 17, 2016.

The minutes of the May 17, 2016 Board Meeting were approved as presented.

2.2 Approval of the minutes of the Regular Board Meeting June 21, 2016.

The minutes of the June 21, 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 report for June.

The report was received and entered into the record.

3.2.2 Copy of the Response Report for June.

The response report was received and entered into the record.

- 3.2.3 Letter from Our Lady of Fatima discussing parking during the renovation of their parking lot.

The letter was read and entered into the record. There was discussion of the impact on the District and the lunch garbage being left in the parking lot.

- 3.2.4 2016 Biennial Conflict of Interest Review Notice. The topic is agendized under “New Business.”

The notice was read and entered into the record.

- 3.2.5 Copy of a letter written to Cliff and Shawn Reader concerning the turnaround on Pierce Road.

The letter was read and entered into the record.

- 3.2.6 Email from Concept Inc. concerning providing public information assistance.

The email was read and entered into the record. Debbie Rice of Concept discussed the cost of services issue. The board stated that they wanted assistance on an as needed basis. The topic will be agendized at the next meeting.

- 3.3 Additional Correspondence. None.

4. **Chief's Reports:**

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

Average response times for E73 and R73 were 4:59 and 5:06 minutes respectively. Fire loss for the month was \$250,220. The report was accepted as presented.

- 4.2 Deputy Fire Marshal's Report for June. (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.

Chief Kehmna reported that he had spoken with Andy Smith the Rural Metro Operations Manager about the station lease. The Business Manager reported that she had spoken with him as well. She had told him the District would need the response time data for the new deployment model. After discussion, Chief Kehmna stated he would facilitate a

conversation with Rural Metro concerning the response time data. The report was accepted as presented.

5. Reports:

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Patti Ciesla reported on the Community Wildfire Protection Plan (CWPP). The full draft is available on the FireSafe Council's website. The report was accepted as presented.

5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Long reported on the June 2016 meeting. LAFCO was looking for new office space. The report was accepted as presented.

5.1.4 Other Commissioner Reports. None.

5.2 Financial reports.

5.2.1 Financial Report for June 2016 (preliminary). Tabled

5.3 Other Reports.

6. Old Business:

6.1 Discuss and consider Model AA housing. Tabled.

7. New Business:

7.1 Conduct biennial review of the Saratoga Fire District Conflict of Interest Code.

The Saratoga Fire District Conflict of Interest Code was reviewed and found not to need any changes.

8. Board Signatures:

9. Adjournment:

The meeting adjourned at 1010 hours. The minutes were transcribed and typed by Trina Whitley.

MINUTES

STUDY SESSION

JULY 19, 2016

**HELD AT THE FIRE STATION
14380 SARATOGA AVENUE**

DIRECTLY AFTER THE REGULAR BOARD MEETING

The notice for this study session was posted in front of the Fire Station at 14380 Saratoga Avenue at 1200 hours on July 12, 2016, pursuant to Government Code Section 54954.2 (more commonly known as the Brown Act).

The purpose of the study session is to explore possible changes to the landscaping and other capital improvements.