

MINUTES

BOARD OF COMMISSIONERS MEETING

AUGUST 15, 2017

**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 August 9, 2017, 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 0900 hours by Commissioner Long. In attendance were Commissioner Kraule, Deputy Chief Justice and Attorney Hynes. Commissioner Zambetti was excused due to a family emergency.

2. Approval of the minutes.

2.1 Approval of the minutes of the Regular Board Meeting July 18, 2017.

The minutes of the Regular Board Meeting July 18, 2017 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 July.

The Deputy Fire Marshal's report was read and entered into the record.

3.2.2 Copy of the Response Report for July.

The Response Report for July was entered into the record.

3.2.3 Copies of Title Reports for land owned by the Saratoga Fire District and the Saratoga Federated Church.

Copies of the title reports were entered into the record. One report was sent for the wrong APN and another one hasn't been received.

- 3.2.4 Email from W. Jeffrey Heid with revised plans for the front landscaping project. The project is agendized under "Old Business."

The email was read and entered into the record.

- 3.2.5 Pictures of possible bollard designs for the front landscaping project. The project is agendized under "Old Business."

The pictures were entered into the record.

- 3.2.6 Memo from Attorney Hynes concerning SB 96.

The memo was read and entered into the record.

3.3 Additional Correspondence.

- 3.3.1 A news release from Cal Fire was read and entered into the record. The release announced the cause of the Loma Fire was a portable generator.
- 3.3.2 An email discussing the extension of California's Cap-and Trade Program from Myers Nave was read and entered into the record.
- 3.3.3 An announcement of the next CSDA meeting on September 11, 2017 was read and entered into the record. Commissioner Long will be attending.
- 3.3.4 An email from Brian's Welding concerning possible bollards for the front of the building was read and entered into the record.

4. **Chief's Reports:**

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

Response Times for E73 and R73 were 5.78 and 4.4 minutes respectively. The cumulative loss for the month was \$6,000.00. The report was accepted as presented.

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

4.3.1 Update on Mt. Eden fire.

Deputy Chief Justice reported that the fire was probably caused by spontaneous combustion from stable refuse. The report was accepted as presented.

4.3.2 Report on Fire Hydrants at Villa Montalvo.

Deputy Chief Justice reported that it has been determined that changes were made without fire department permission. A contractor has been hired and is scheduled to turn in plans to correct the situation in two weeks. The report was accepted as presented.

5. **Reports:**

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Commissioner Kraule reported that the FireSafe Council will be holding a meeting here in the station on August 23, 2017 to review and prioritize possible Saratoga area projects. Commissioner Kraule and Deputy Chief Justice will be attending.

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

5.1.3 Other Commissioner Reports. None.

5.2 Financial reports.

5.2.1 Final Financial Report for June 2017.

5.2.2 Financial Report for July 2017.

The financial reports were approved as presented.

5.3 Other Reports. None.

6. **Old Business:**

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

After discussion, the board approved the front landscaping project. Commissioner Kraule will oversee the lighting part of the project.

6.2 Discuss and consider possible parking lot changes.

After discussion, the board decided to call another meeting with the Federated Church, Saratoga City, County Fire representative, the Saratoga Fire commissioners, and the fire district's attorney once the rest of the title reports have been received. District staff will arrange the meeting.

7. **New Business:**

8. **Board Signatures:**

9. **Adjournment:**

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