

MINUTES

BOARD OF COMMISSIONERS MEETING

JULY 18, 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 July 12, 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 0903 hours by Commissioner Long. In attendance were Commissioners Zambetti and Kraule, Deputy Chief John Justice, Patty Ciesla from the FireSafe Council, and Attorney Mark Hynes.

2. Approval of the minutes.

2.1 Approval of the minutes of the Regular Board Meeting June 20, 2017.

The minutes of the June 20, 2017 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 June.

The report was read and entered into the record.

3.2.2 Copy of the Response Report for June.

The report was read and entered into the record.

3.2.3 Proposal from Vortex Door for a glass apparatus bay door. The proposal is agendized under "Old Business."

The proposal was read and entered into the record.

- 3.2.4 A copy of Resolution 2017-1, a Resolution for the Election of Directors to the Special District Risk Management Authority Board of Directors. The resolution is agendized under “Old Business.”

The resolution was read and entered into the record.

- 3.2.5 Copy of an email from Commissioner Kraule requesting information about fire hydrant changes at Villa Montalvo. The topic is agendized under “New Business.”

The email was read and entered into the record.

- 3.2.6 Copy of a quote and some drawings of a bell support from Brian’s Welding. The topic is agendized under “Old Business.”

The quote was read and entered into the record.

- 3.2.7 Copy of an email concerning SB 96 which relates to public agency prevailing wage projects.

The email was read and entered into the record. Attorney Hynes will prepare a memo concerning the impact on the Fire District and present it to the Board at the next board meeting.

- 3.2.8 Copy of an invitation from Santa Clara County Fire to an Excellence in Service Awards Luncheon addressed to the Fire Commissioners.

The invitation was read and entered into the record. Two of the commissioners will be attending.

- 3.3 Additional Correspondence. None.

4. **Chief’s Reports:**

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

The average response times for E 73 and R 73 were 5.07 and 4.73 minutes respectively. Fire loss for the month was \$2,200.00. 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 Justice presented a brief report on the Mt. Eden fire. Approximately 5 acres were burned. The fire is under investigation. The report was accepted as presented.

5. **Reports:**

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Patty Ciesla of the FireSafe Council reported that the Highway 9 project will begin as soon as bird nesting season is over. The fuel reduction project will start at the edge of town and go to Congress Springs. The report was accepted as presented.

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

5.1.3 Report on the June 6, 2017 Study Session held at the City Hall.

Commissioner Long reported that the title reports should be completed by the end of the week. He will speak to the Church about the cost. The report was accepted as presented.

5.1.4 Other Commissioner Reports. None.

5.2 Financial reports.

5.2.1 Preliminary Financial Report for June 2017.

The preliminary report for June was accepted as presented. In addition, after review for a possible error the May report was approved.

5.3 Other Reports. None.

6. **Old Business:**

6.1 Discuss and consider changing the height of the bell in front of the building and the proposed quote from Brian's Welding.

The height of the bell was postponed until after the study session. When the meeting reconvened after the study session, the board voted to move the bottom of the bell 18 inches off the concrete base for a total height of 45 inches. In addition, the board approved the preliminary front landscaping design including new bollards and lighting (design to be determined).

- 6.2 Discuss and consider Resolution 2017-1, a Resolution for the Election of Directors to the Special District Risk Management Authority Board of Directors.

After discussion, the board voted for Michael Karen and Jean Bracy and passed Resolution 2017-1.

- 6.3 Discuss and consider the proposal from Vortex Door for a glass apparatus bay door.

After discussion and review of the door design, the board voted to keep the two upper panels of the door and replace only the lower panels with glass. A new proposal will be needed from Vortex Door.

7. **New Business:**

- 7.1 Discuss and consider fire hydrant changes at Villa Montalvo.

After review, Chief Justice stated that he would research the changes and report back to the board at the next board meeting.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1029 hours and the noticed study session began immediately. The board reconvened the regular board meeting at 1115 hours to vote on items related to the front of the building. The meeting adjourned at 1130 hours. The minutes were transcribed and typed by Trina Whitley.

NOTICE
STUDY SESSION

JULY 18, 2017

DIRECTLY AFTER THE BOARD MEETING

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

The purpose of the study session is to review and discuss preliminary design drawings for the front of the fire station.