

MINUTES
BOARD OF COMMISSIONERS MEETING

OCTOBER 24, 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 0930 hours on October 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 0900 hours by Commissioner Long. In attendance were Commissioners Kraule and Zambetti, Deputy Chief Pisciotta, and Attorney Marc Hynes.

2. Approval of the minutes.

2.1 Approval of the minutes of the Regular Board Meeting on September 19, 2017.

The minutes of the September 19, 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 September. Unavailable.

3.2.2 Copy of the Response Report for September.

A copy of the report was read and entered into the record.

3.2.3 Copy of a California Special District Association (CSDA) e-News report on requests for electronic information under the California Public Records Act.

The report was read and entered into the record.

- 3.2.4 Copy of a CSDA e-news article describing changes to the California Local Government Financial Data website.

The report was read and entered into the record.

- 3.2.5 Copy of a CSDA article on gifts of public funds.

The report was read and entered into the record.

- 3.2.6 Copy of the 2017-18 fiscal year budget.

The budget was entered into the record. It was discussed under New Business.

- 3.3 Additional Correspondence. None.

4. **Chief's Reports:**

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

Average response times for E73 and R73 were 5 minutes and 4.5 minutes respectively. Fire loss for the month was \$2,206.00. The report was accepted as presented.

- 4.2 Deputy Fire Marshal's Report for September. (The Deputy Fire Marshal's Report describes any significant building projects in the previous month.) None.

- 4.3 Other projects/reports.

Chief Pisciotta presented a report on the recent fires in Santa Rosa and the Santa Cruz mountains. The report was accepted as presented.

5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Commissioner Zambetti reported that the organization is hiring a new secretary as the organization continues to reorganize. The report was accepted as presented.

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

Commissioner Long reported on the October 12, 2017 Legislative Tour through the fire station. The tour was a success. The report was accepted as presented.

5.1.3 Other Commissioner Reports.

Chief Kraule reported that he had spotted some issues with the hydrants belonging to the Bohlman Road Water Association. He asked when they had last been inspected. Chief Pisciotta will ask Chief Justice and report back at the next board meeting.

5.2 Financial reports.

5.2.1 Financial Report for September 2017.

The financial 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 bollards and lighting.

After discussion the Board decided to allot \$2,000.00 for lighting in front of the station. The board will look at the bollards at the cemetery during the month. A decision will be made on the bollards at the next board meeting.

6.2 Discuss and consider possible parking lot changes.

The recent break in of vehicles in the parking lot was discussed. The board instructed staff to determine the cost of security cameras in the parking lot. The Federated Church was to be notified of the break in.

Attorney Hynes stated that he has contacted an individual with Caltrans and will proceed with the transfer of the small state-owned parcels. It will, however, probably take a year to complete. He suggested we have a simple agreement with the Federated Church concerning the parcels.

7. **New Business:**

7.1 Discuss and consider revising the 2017-18 fiscal year budget.

After discussion, it was decided that the budget did not need to be revised.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1006 hours. The minutes were transcribed and typed by Trina Whitley.