

MINUTES

BOARD OF COMMISSIONERS MEETING

JULY 17, 2018

**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 11, 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 by Commissioner Long at 0902 hours. In attendance were Commissioners Kraule and Zambetti, Chief Justice, Patty Ciesla of the FireSafe Council, and Attorney Marc Hynes.

2. Approval of the minutes.

2.1 Approval of the minutes of the regular Board Meeting on June 19, 2018

The minutes of the June 19, 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 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 Copy of newsletter from CalPERS concerning changes to health plan rates taking place in January 2019.

The newsletter was read and entered into the record. Staff will determine if the changes will affect the 2018-19 budget.

3.2.4 Copy of the LAFCO cost apportionment for fiscal year 2018-19.

The report was read and entered into the record.

3.2.5 Copy of an email from CSDA concerning the Board of Director's election. Also included are the statements from the candidates. The topic is agendized under "New Business."

The email was read and entered into the record.

3.2.6 Copy of a proposal for changes to the station lighting from Cupertino Electric. The proposal is agendized under "New Business."

The proposal was read and entered into the record.

3.2.7 Copy of a newsletter from the California Special Districts Association (CSDA) concerning an AB 2258 compromise.

The newsletter was read and entered into the record.

3.2.8 Copy of a draft amendment to the FireSafe Council contract. The amendment is agendized under "Old Business."

The copy of the draft amendment was read and entered into the record.

3.2.9 Copy of an engagement letter for actuarial services relating to GASB 75 changes for fiscal year end 2018. The letter is agendized under "New Business."

The engagement letter was read and entered into the record.

3.2.10 Copies of two bids for changes to station flooring from Solid Surface Care Inc. The bids are agendized under "New Business."

The bids were read and entered into the record.

3.3 Additional Correspondence. None.

4. **Chief's Reports:**

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

Response times for E73 and R73 were 5.22 and 4.85 minutes respectively. There was no fire loss for the month. 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.

- 4.3.1 Report on left turns from the fire station to Saratoga Avenue and the possible use of older interrupters. Not available.

5. **Reports:**

- 5.1 Commissioners Reports.

- 5.1.1 Report on the FireSafe Council.

Patty Ciesla, the Executive Director of the FireSafe Council, reported that they had received a late chipping request on Bohlman Road. They will be utilizing approximately \$50,000 from a PG&E grant on Highway 9. Internal changes within the organization are still occurring. The report was accepted as presented.

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

- 5.1.3 Other Commissioner Reports.

- 5.1.3.1 Report on front landscaping project including plants and lighting.

Commissioner Kraule reported on the lighting changes. The report was accepted as presented.

- 5.1.3.2 Report on possible parking lot changes. None.

- 5.2 Financial reports.

- 5.2.1 Preliminary Financial Report for June 2018.

A final financial report for June will be available at the next board meeting.

5.3 Other Reports. None.

6. **Old Business:**

6.1 Discuss and consider the FireSafe Council Contract amendment. Tabled.

7. **New Business:**

7.1 Discuss and consider voting for a new CSDA Director for the Bay Area Network.

After discussion, the board voted for Robert Solano of Menlo Park Fire.

7.2 Discuss and consider the bid from Cupertino Electric for \$5,350.00 for changes to the lighting in front of the station.

The board accepted the bid from Cupertino Electric.

7.3 Discuss and consider approval of proposal for actuarial services from MacLeod Watts for GASB 75 work. The proposal is for \$1,200.00.

The board approved the proposal for actuarial services.

7.4 Discuss and consider the proposal for carpet removal and concrete polishing from Solid Care. The proposal for the main office area is for \$51,577.50. The proposal for the old ambulance quarters is for \$15,689.65.

After discussion the board approved the proposal for the main office area. The proposal for the old ambulance quarters was not accepted.

7.5 Discuss and consider the possibility of temporarily housing the Quito station engine crew.

The board approved the possibility of temporarily housing the Quito station engine crew during construction of a new fire station.

7.6 Per Government Code Section 54956.8, the Board of Fire Commissioners may go in to a closed session to conduct a conference with real property negotiators. The property consists of Santa Clara County Assessor Parcel Nos. 397-22-15; 397-22-23; 397-22-44; 397-22-68, and 397-22-69. The Agency Negotiators are Trina Whitley, Marc Hynes, and Ernest Kraule. The Negotiating Parties are Jerry Bruce and Arvin Engelson from the Saratoga Federated Church. Under negotiation is the price and terms of payment.

Per Government Code Section 54956.8, the board went into a closed session to conduct a conference with real property negotiators at 1010 hours. The meeting reopened at 1048 hours. No decisions were made during the closed session.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1050 hours. The minutes were transcribed and typed by Trina Whitley.