

# Los Altos Hills County Fire District

## Minutes of March 19, 2013

President Johnson called the meeting to order at 6:00 p.m.

1) **Roll Call:** Present: Commissioners Fank, Halliday, Larsen, Stutz, Price and Johnson

Absent: None

Also Present: Fire District Attorney Dan Siegel, Assistant Chief Steve Staump, Rudy Vargas CPA Payne Sterling, District Consultant Stu Farwell, District Clerk Jeanne Evilsizer

2) **Public Comment:** There was no public comment.

3) **Chief's Report:** a. Monthly Report for February, 2013. Assistant Chief Staump discussed a recent fire on Alejandro Court and how both Palo Alto and Los Altos (County Fire) responded. b. ESC Report for February, 2013: Johnson commented on how many Emergency Services activities had been completed in February. c. CERT Cling Window Stickers: A motion was made by Halliday and seconded by Larsen to approve the CERT window cling stickers for an amount not to exceed \$600; all Commissioners in favor. Larsen agreed to check with the Town on the use of their logo on the LAH CERT Volunteer window stickers. There was brief discussion regarding: d. Tents for ARK Area; e. Barricades for ARK Parking Lot; f. Emergency Disaster Sign. Johnson asked if in the future, requests for emergency preparedness items be made in one requisition. Halliday amended his motion to approve items: c. CERT Cling Window Stickers, d. Tents for ARK Area; e. Barricades for ARK Parking Lot; and f. Emergency Disaster Sign not to exceed \$3,500; Stutz seconded the motion with all in favor.

4) **Consultant Reports:** a.) Projects Update: Projects worksheet dated March 1, 2013. Farwell reviewed the worksheet and commented that a total of 1,352 dead trees had been removed since the program began in July, 2011.

5) **Consideration of Rapid Notify System Throughout District:** Price discussed her memo of March 18, 2013 outlining the reasons for recommending the use of Rapid Notify system for emergency notification in the Town of Los Altos Hills as well as the Los Altos Hills County Fire District including the unincorporated area. She explained that the Rapid Notify System has more capabilities than the Alert SCC system. She suggested cost-sharing for the implementation of the Rapid Notify system; Los Altos Hills County Fire District share based on one-half of the cost would total \$3,200. A motion was made by Price to approve up to \$3,200 to cost-share with the Town of Los Altos Hills for the Rapid Notify system for emergency notification; Fank seconded the motion with all in favor. Johnson agreed to write a letter to the Town asking to add the unincorporated area into the existing system.

**6) Contract Renewal with SnowTech Media:** Price made a motion to approve the website hosting contract with SnowTech Media for a base cost of \$3,632.40; Stutz seconded the motion with all in favor.

**7) Vote on Tax Override.** Johnson gave a brief explanation about the necessity and use of the tax override in the early 1980's. Larsen made a motion to not levy the tax override in 2013/14; Halliday seconded the motion with all in favor.

**8) Commission Discussion of Potential Web Page Augmentations.** Johnson felt that search-ability is important as well as adding previous audit reports to the website. Johnson would like to meet with Dave Snow of SnowTech Media to discuss these modifications and the cost involved.

**9) Adoption of 2013/14 Budget.** Johnson explained how our budget goes to the County and is incorporated into the overall County budget. He read the summary and conclusion from a budget review memo requested by former Supervisor Liz Kniss dated June 11, 2012. Resident Allan Epstein passed around a budget presentation as well as a draft FY 2014 budget dated March 19, 2013 which he had composed. Mr. Epstein presented his suggestions for the budgeting process, his analysis and his recommendations. Larsen thanked Allan Epstein for his thoroughness and Price stated it was an excellent document to absorb over time.

Halliday made a motion to approve the 2013/14 budget as submitted; Stutz seconded the motion. Larsen made a substitute motion to have a special meeting to review the Allan Epstein budget document and consolidate all of our input with the new result to submit a thorough, well backed-up, well reserved budget. Motion failed due to lack of a second. Johnson called for a vote for the motion on the table to approve the 2013/14 budget as submitted: All in favor: Johnson, Price, Fank, Halliday & Stutz; Opposed: Larsen.

**10) Consent Calendar:** a. Minutes of February 19, 2013: There was one correction to the minutes on page one, item 3d. capitalize Android. Fank moved to approve the minutes of February 19, 2013 as amended; Larsen seconded the motion with all in favor.

b. Period 8 Report, February, 2013. Halliday made a motion to approve Period 8 Report, February, 2013; Price seconded the motion with all Commissioners in favor except Johnson who abstained due to absence from the February meeting.

**11) Proposed March, 2013 Expense.** The Clerk added seven items of expense to the Proposed March, 2013 expense those items being: Commissioner's Fees for Commissioner Stutz \$300, Halliday \$300, Fank \$300, Price \$300, Larsen \$300 for the meetings of January, February and March; Commissioner Johnson \$200 for the January and March meetings, Jorgenson, Siegel, McClure and Flegel, \$1,444.50 Legal Fees for February, 2013. The adjusted total proposed March, 2013 expense: \$588,853.40. Halliday made a motion to approve the amended proposed expense for March; Stutz seconded the motion with all in favor.

**12) Time Change of Monthly District Meetings:** Price made a motion to change the time of the monthly District meetings to 7:00 p.m. Stutz seconded the motion with all Commissioners in favor.

**13) Board Member Reports:** a. Commissioner Appointment Status: The County Board of Supervisors should make a decision in April. b. Alerting Commissioners of Fires in District: The President of the District is notified by County Fire; he will email the Commissioners with an update regarding the fire. Chief Staump stated there is a way to text what is happening during a fire emergency.

Price mentioned she attended a Los Altos Prepare meeting which was held to stimulate Los Altos to have funds for emergency preparedness. Price also discussed the idea of Regionalization and this approach to emergency preparedness. Also, Price is going to meet with Chief Kehmna to discuss how the District should take emergency preparedness training from this point on within our District.

**14) Adjournment.** Halliday made a motion to adjourn the meeting at 7:50 p.m. Larsen seconded the motion with all Commissioners in favor.

The next meeting is April 16, 2013 7:00 p.m.

Prepared by,

Jeanne Evilsizer  
District Clerk

Minutes Approved 4/16/13