

Los Altos Hills County Fire District

Minutes of May 21, 2013

President Johnson called the meeting to order at 7:00 p.m.

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

Absent: None

Also Present: Acting Fire District Attorney Sandy Sloan, Chief Ken Kehnma, District Consultant Stu Farwell, District Clerk Jeanne Evilsizer

2) **Presentation by Pakpour Consulting Group:** Joubin Pakpour introduced Afshin Oskoui, Awards Committee Chair, of the American Public Works Association. Mr. Oskoui presented the District with the APWA Silicon Valley Project of the Year Award less than \$2.0 Million category for the Los Altos Hills County Fire District Fire Hydrant Replacement Project Phase IV. Johnson thanked Afshin Oskoui, Joubin Pakpour and Kurt Wurnitsch for this recognition and presentation of the plaque.

3) **Public Comment:** Debbie Dexter commented she had spoken to Supervisor Joe Simitjan regarding appointment to the Fire District Board. He stated that the appointments may occur in August. Sue Welch of the Open Space Committee introduced herself and encouraged the District to write a letter to the Town to remove the invasive weeds in the open space areas. She asked for support of a stewardship with Acterra to manage the open space preserves; invasive weeds increase the fuel loads. Nancy Couperus, Open Space Committee, stated the O'Keefe Preserve has been taken over by star thistle, some as high as 4 feet.

4) **Chief's Report:** a.) Monthly Report for April, 2013: The Chief mentioned one fire in the District caused by a propane tank. b.) ESC Report for April, 2013: There were no questions.

The Chief summarized the activities of E314 during May.

5) **Consultant Reports:** Farwell briefly discussed the programs outlined on the projects' sheet dated May 1, 2013. He mentioned that the chipping program had been very active as had the two tree programs. Farwell stated work had started on Phase V of the Hydrant Upgrade Project and that West Valley Construction was renting the District's lot during construction.

6) **Resolution of the Board of the Los Altos Hills County Fire District Declaring Brush Growing on Certain Described Properties to be a Public Nuisance.** Resolution 13-7. Halliday made a motion to approve the resolution of the Los Altos Hills County

Fire District declaring brush growing on certain described properties to be a public nuisance; Fank seconded the motion with all Commissioners in favor.

7) Financial Reserves Review. Halliday attended the Board of Supervisor's meeting where the Los Altos Hills County Fire District budget was presented. The District's budget is part of the County budget. There was discussion about reducing the five reserve categories and reducing the reserve amount. Johnson made a motion to reduce the Building & Maintenance reserve from \$3,000,000 to \$0 and reduce the Emergency Operations reserve from \$3,000,000 to \$2,000,000; Larsen seconded the motion with all in favor.

Larsen suggested moving \$1,000,000 out of the Water Mains/Fire Hydrant reserve category to reduce it to \$2,000,000 and undesignate it. Larsen made a motion to reduce the Water Mains/Fire Hydrant reserve by \$1,000,000 a year beginning fiscal year 2013/14 for a total of three (3) years; Price seconded the motion with all Commissioners in favor. The District reserve amount was modified to total \$6,000,000.

8) Consent Calendar: a. Minutes of April 16, 2013. Price made a motion to approve the minutes of April 16, 2013; Larsen seconded the motion with all in favor. b. Period 10 Report, April, 2013. Halliday made a motion to approve Period 10 Report, April, 2013; Price seconded the motion with all in favor. c. Balance Sheet for April 30, 2013. Halliday made a motion to approve the Balance Sheet for April 30, 2013; Price seconded the motion with all in favor.

9) Proposed May, 2013 Expense: The Clerk added two items of expense, those items being: S.P. McClenahan Co. Inc. \$73,825 for the dead tree program March 23-May 9 and, S.P. McClenahan Co. Inc. for \$57,150 for the eucalyptus program March 23-May 9. The new total proposed May expense: \$647,906.33. Price made a motion to approve the amended proposed May, 2013 expense; Halliday seconded the motion with all in favor.

10) Board member Reports: Commissioner Appointment Status: Johnson offered to write a letter to Supervisor Joe Simitian. b. Website Augmentation: Johnson mentioned he had met with web designer Dave Snow and added more financial information to the District web site. The financial information included the past three fiscal year audit reports.

11) Adjournment: A motion was made by Price and seconded by Stutz to adjourn the meeting at 8:15 p.m.

The next meeting will be June 18, 2013 @ 7:00 p.m.

Prepared by,

Jeanne Evilsizer
District Clerk
Minutes Approved 6/18/13