

Los Altos Hills County Fire District

Minutes of a Special Meeting of the Los Altos Hills County Fire District Board Members, Held on Tuesday, August 23, 2016, Beginning at 7:30 p.m. at the El Monte Fire Station, Foothill College Campus, 12355 El Monte Road, Los Altos Hills, California

President Tyson called the meeting to order at 7:34 p.m.

1) Roll Call: PRESENT: Commissioners Dexter, Tyson, Vaughn, Price
Spreen & Waldeck

ABSENT: Commissioner Johnson

ALSO PRESENT: Fire District Attorney Dan Siegel,
Financial Consultant Cori Vargas of Vargas & Company, Fire Consultant Stu Farwell,
District Clerk Jeanne Evilsizer

2) Public Comment: There was no public comment.

3) Review and Approval of Request for Proposal for Tree Work: Tyson introduced the item explaining that the reason for the meeting was to review the draft document of request for proposals for a new tree service contract. He explained he was looking for comments on structure and details from the RFP draft placed before the Board Members. Tyson along with help from Price, our legal consultants and Stu Farwell composed this document. The target is to have the RFP ready around September 1, 2016. Price expressed her concern for safety and quality of equipment used by the tree contractor. Waldeck asked about the evaluation criteria as outlined on page 4 of the RFP document. Tyson commented it was taken into account the service expectations of the people served by the District. Waldeck suggested an additional Commissioner look at the RFP document to review/comment/score. Spreen offered to join the current Commissioners (Price and Tyson) in the RFP discussion. **Action:** Vaughn made a motion to accept the Request for Proposal as written with Siegel and Tyson able to make minor changes as necessary and approve/issue the RFP document; Dexter seconded the motion.

All in Favor: Price, Dexter, Tyson, Vaughn, Spreen & Waldeck. **Opposed:** None.

4) Discuss and Potentially Approve Resolution and Related Amendment to Extend Agreement for Tree Trimming and Removal Program With S.P. McClenahan Co. Inc. For One Additional Month:

Resolution 16-13: Price approved the resolution and related amendment to extend the agreement for tree trimming and removal program with S.P. McClenahan Co. Inc. for one additional month. **All in Favor:** Waldeck, Dexter, Spreen, Tyson, Price and Vaughn **Opposed:** None.

5) Adjournment. By consensus, the meeting was adjourned at 7:55p.m.

Prepared by,

Jeanne Evilsizer

District Clerk

Approved 9-20-16

