

MEMORANDUM REPORT

Meeting Date: June 18, 2019

TO: Board of Commissioners of the Los Altos Hills County Fire District

FROM: Stu Farwell

SUBJECT: Fire District Hydrant Maintenance Program

RECOMMENDATION: Have an annual meeting in the Fall with County Fire and Foothill College to review the year's hydrant maintenance work.

Several months ago a question was raised concerning hydrant maintenance. The fire hydrant maintenance program is described below.

Hydrants within the Fire District are inspected and serviced annually in late Spring or early Summer by County Fire by firefighters with the exception of the hydrants on the Foothill College campus which are maintained by Foothill. Records for each hydrant are maintained by County Fire with the exception of Foothill College. The inspection and servicing of the hydrants are as follows.

Inspection and servicing of a fire hydrant consists of the following:

- Inspect the hydrant for damage.
- Check for hydrant obstructions. Notify resident of obstruction if possible, otherwise leave a door hanger.
- Check for and replace missing hydrant blue reflective marker.
- Flow a small amount of water from one of the hydrant outlets to ensure that the water is on to the hydrant.
- Lubricate each of the hydrant outlet valves and caps as necessary.
- Check condition of paint.
- Complete hydrant record information for the hydrant.

The 245 hydrants owned by Cal Water needing painting or repairing in the California Water Service area are referred to Cal Water for appropriate action.

The 610 hydrants which are owned by the Fire District needing painting or repairing are referred to the Fire District for appropriate action. Painting and repairs are contracted out for the needed work.

Foothill College

Foothill has 37 hydrants that they are responsible for maintenance and repairs. Their maintenance program in the past has been irregular. Records were not kept on a regular basis of maintenance or repair work.

Per Jennifer Mahato (Associate Director of Facilities and Operations, Foothill College), effective July 2019 Foothill will contract with the Siemens Corp to inspect, service, and maintain hydrants on the Foothill and DeAnza campuses. The inspection and servicing will be done on an annual basis and will cover the following.

- Inspect the hydrant for damage.
- Check for hydrant obstructions.
- Check for and replace missing hydrant blue reflective marker.
- Flow a small amount of water from one of the hydrant outlets to ensure that the water is on to the hydrant.
- Lubricate each of the hydrant outlet valves and caps as necessary.
- Check condition of paint.
- Complete hydrant record information for the hydrant.

Foothill will take care of painting and repairing their campus hydrants. If the repair is beyond their capabilities, they will hire an outside contractor to do the repair work. An ongoing computer-generated record system will be implemented to record each hydrant's inspection, service, and repair history.

In conclusion, with the exception of Foothill College at this time, in meetings with County Fire, hydrant maintenance has been properly handled and will continue to be so. Foothill is hiring a firm to maintain their hydrants and should result in a regular ongoing annual maintenance program.