

RESOLUTION NO. 19-17

RESOLUTION OF THE LOS ALTOS HILLS COUNTY FIRE DISTRICT CONFIRMING THE DISTRICT PRESIDENT'S AUTHORITY TO APPROVE EXPENSES FOR TEMPORARY GENERAL SERVICES FROM CORINNE VARGAS BETWEEN MEETINGS

WHEREAS, Resolution No. 12-15 (**Exhibit A**) of the Los Altos Hills County Fire District ("District") authorizes the District President, in emergency or special circumstances, to spend up to Ten Thousand Dollars (\$10,000), cumulative in one month, on behalf of and for the benefit of the District; and

WHEREAS, the District Clerk, who has served as District Clerk for more than thirty-eight (38) years and maintains much of the District's institutional knowledge will retire on June 30, 2019; and

WHEREAS, at a date after the District's April 19, 2019, meeting Corinne Vargas, the District's financial consultant, offered to assist the District Clerk in preparing for the District's May and June meetings; and

WHEREAS, the assistance that Corrine Vargas will provide to the District Clerk in preparation for the May 2019, meeting is important for the District clerk to pass along her knowledge and experience so that the District may continue to run effectively and efficiently; and

WHEREAS, at the District's May 21, 2019, meeting, the Commissioners will consider whether to authorize execution of an Agreement for Temporary General Services and Temporary District Clerk Services between the District and Corrine Vargas, as an independent contractor at a rate of \$45.00/hour; and

WHEREAS, on May 6, 2019, the District President approved payment to Corrine Vargas as set forth in the President's Expenditure Authorization Report attached hereto as (**Exhibit B**), pursuant to the authority granted in Resolution No. 12-15.

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NOW, THEREFORE, the District Board does **RESOLVE** as follows:

1. Confirms the District President's authorization as set forth in **(Exhibit B)** "President's Expenditure Authorization Report."

PASSED AND ADOPTED this 21st day of May 2019.

By:

Mark Warren, Board President

ATTEST:

District Clerk

RESOLUTION NO. 12-15

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
LOS ALTOS HILLS COUNTY FIRE DISTRICT PROVIDING THE BOARD PRESIDENT
AUTHORITY TO APPROVE EXPENSES BETWEEN MEETINGS**

WHEREAS, the Board of the Los Altos Hills County Fire District ("District") meets once per month;

WHEREAS, on occasion an emergency or special circumstance arises for which the District needs to act expeditiously and it is not possible and/or pragmatic to call a special meeting to approve the expense for the good or service before the next regularly scheduled meeting;

WHEREAS, recently the District encountered such a situation; the District's website was down and the District needed to act quickly to engage the consultant to remedy the issue; and

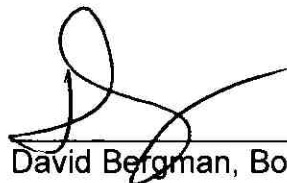
WHEREAS, the District has determined that it is in the best interest of the District to give the Board President authority in emergency or special circumstances to spend up to Ten Thousand Dollars (\$10,000), cumulative in one month, between meetings on behalf of and for the benefit of the District.

NOW, THEREFORE, the District Board does **RESOLVE** as follows:

The Board President has the authority in emergency or special circumstances to spend up to Ten Thousand Dollars (\$10,000), cumulative in one month, on behalf of and for the benefit of the District. The President shall in writing report all expenditures to the District Clerk so that the Clerk can present them to the Board at the next meeting.

PASSED AND ADOPTED this 20 day of November, 2012.

By:



David Bergman, Board President

ATTEST:



District Clerk

Exhibit B

Los Altos Hills County Fire District
President's Expenditure Authorization Report

This report documents the expenditure(s) approved by the President of the Los Altos Hills County Fire District ("District") pursuant to the authority provided in Resolution No. 12-15, whereby the District President may authorize the expenditure of up to ten thousand dollars (\$10,000), cumulative in one month, on behalf of the District in special or emergency circumstances.

1. **Date of Authorization:** May 6, 2019.
2. **Purpose of Expense:** To pay Corrine Vargas for her services to assist the District Clerk in preparation for the May 2019, meeting.
3. **Amount Authorized by President:** Up to fifteen (15) hours at the rate of forty-five dollars (\$45.00) per hour.
4. **Special and/or Emergency Circumstances Requiring Authorization between meetings:** The current District Clerk, who has served as District Clerk for more than thirty-eight (38) years and maintains much of the District's institutional knowledge, will retire on June 30, 2019. At a date after the District held its April 19, 2019, meeting, Corrine Vargas, the District's Financial Consultant, offered to assist the District Clerk in preparing for the District's May and June meetings. The assistance that Corrine Vargas will provide to the District Clerk in preparation for the May meeting is important for the District Clerk to pass along her knowledge and experience so that the District may continue to run effectively and efficiently. At the May 21, 2019, District meeting, the Commissioners will consider whether to authorize execution of an Agreement for Temporary General Services and Temporary District Clerk Services between the District and Corrine Vargas.

By:



President, District Board

Date: May 17, 2019

SUBMIT COMPLETED FORM TO DISTRICT CLERK, WITH COPY TO DISTRICT ATTORNEY AND GENERAL MANAGER.