

Los Altos Hills County Fire District

Minutes of a Regular Meeting of the Los Altos Hills County Fire District Board Members, Held on Tuesday, October 17, 2017 Beginning at 7:00 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 7:00 p.m.

1) Roll Call: PRESENT: Commissioners Waldeck, Carr, Warren, Price and Tyson

ABSENT: Commissioners Spreen & Vaughn

ALSO PRESENT: Assistant Chief Tony Bowden, Fire District Attorney Dan Siegel, David Flamm Deputy Director of Emergency Services, Financial Consultant Cori Vargas of Vargas Company, Fire Consultant Stu Farwell, District Clerk Jeanne Evilsizer

2) Public Comment: There was no public comment.

3) CERT Report. a.) CERT Calendar September/October 2017 David Flamm, Deputy Director of Emergency Services passed out the 2018 SCCFD Cert Academy Schedule. The September and October Cert Calendar of Events were discussed. District Clerk Jeanne Evilsizer mentioned she attended the October 7 CERT Drill and how well organized and efficient the three hour drill was. She commended the CERT Supervisor's and SCCFD personnel who assisted in the drill under the leadership of Carol Starbuck and Barry Stallard.

4) Chief's Report: a.) Monthly Report for September, 2017 Assistant Chief Bowden briefed the Commission on the devastating fires in Santa Rosa/Napa. He stated that Chief Kehmna and Emergency Services Manager Dana Reed were there assisting with other agencies during this emergency. Bowden said there was a huge fuel load aiding the spread of the fire and the State is stretched thin responding to the fire. High winds and low humidity perpetuated the fire. Powerlines were falling in the 60 mph winds. Bowden said there was "ember cast" where fire embers can travel miles and ignite new fires. He stated another fire had started in the Santa Cruz Mountains, Boulder Creek area, currently 200 acres had burned and four structures lost. Bowden mentioned the building codes and how they pertain to the community wildfire protection plan and the wildland urban interface and asked that this subject be agendized for the next meeting so the Chief can address these concerns. Waldeck said he wanted to get the building codes in Los Altos Hills updated incorporating the CWPP and WUI.

Bowden discussed average response time analysis on the September 2017 Fire Report and the detailed analysis occurring every five years. He mentioned that, with the recent fire activity, he was recommending that the summer coverage in the District stay in place into November. He stated a new Type 6 engine that can carry four personnel was here at the station and invited the Commissioners to view it.

Tyson asked that item 7. d. Community Wildfire Protection Plan Sub-Committee Update be discussed at this time. Waldeck stated he would like the District to submit a letter to the Town recommending that Chapter 7A of the California Building Code and Section R337 of the California Residential Code be adopted. It would include upgrades to construction such as tempered glass; the cost difference is minimal and it would bring new buildings up to a certain standard. The Commission consensus was to ask Tyson to speak to Chief Kehmna regarding his recommendation about these codes, and if the Chief concurs for the Chief to write a letter to the Los Altos Hills City Council with Tyson co-signing the letter prior to the November 16 Council meeting.

Public member Allan Epstein said when this subject was brought up in the past there was concern over obtaining insurance and what the cost of this insurance would be.

b.) Fire Prevention Event Update – no comment at this time.

5) Consultant Report: a.) Projects Update Dated October 1, 2017 Farwell stated the Brush Chipping Program was moving along very well with the completion of half of the areas to be chipped. Areas 3 & 4 of the Tree Program would be finished next week. Areas 5 & 6 have started with 28 trees completed. b.) Projects and Programs Graph; FHRP VIII Chart. Tyson stated that the chart in the packet shows the Fire Hydrant Replacement Project Phase VIII was complete and came in under budget.

6) Discussion on Mitigating Invasive Stinkwort Weed: Waldeck said this weed is flammable and highly invasive. It burns quickly and hot. The Town had the weed sprayed along side of the road. The stinkwort weed is on the District lot at Purissima and Arastradero Road. Tyson asked Farwell to find out who the Town used to spray the weed and ask them to spray the District lot.

7) Sub Committee, Contract and Non-Board Committee Reports: a.) Strategic Plan – No report this month. b.) Water Supply Sub-Committee Update – Warren discussed the memo written by EKI Environment & Water dated October 5, 2017. Warren said more progress had been made with Purissima Hills Water District than with California Water Service Co. He reviewed Table 1, Comparison of Fire Flow Pipeline Improvements. Tyson said we can prioritize what needs to be done. Possibly cost sharing with PHWD in Zone 4 since the line was over 50 years old. Siegel said we need project management and oversight. Public member Allan Epstein asked if this is a comprehensive study? Warren answered that it was not; it was based on areas that were reviewed last March. c.) Tree Subcommittee Report – Update next month. d.) Community Wildfire Protection Plan Sub-Committee Update: discussed previously. e.) Current Contracts – Paving contract with O’Grady Paving for hydrant raising came in under \$10,000. f.) General Manager Subcommittee Update – There was no written update. There was discussion about hiring from an agency such as RGS or LGS or hiring an employee. Siegel mentioned LGS was not taking on new public agency clients until it resolves differences with CalPERS about employee retirement benefits. There will be an update in November.

8) Consent Calendar: a.) Minutes of September 19, 2017 Meeting

b.) Period Report 13, June 2017; Period Report 3, September 2017

Action: A motion was made by Waldeck to approve the minutes of September 19, 2017 as submitted, approve Period 13 Report June 2017, approve Period 3 Report September, 2017; Warren seconded the motion. **All in Favor:** Carr, Warren, Price, Waldeck and Tyson **Opposed:** None.

9) Disbursements for October, 2017. Cori Vargas handed out an updated disbursement list for October, 2017.

10) County Feedback Regarding Budget. Cori Vargas spoke with the County Finance Department regarding the misplaced \$500,000 in the Projects and Programs area of the budget. The County will rectify their mistake in February, 2018 and it will not affect our budget.

11) Board Member Reports: 1) Audit Distribution: Approved June 30, 2017 Audit.

Action: Waldeck made a motion to approve the audit, annual financial report year ended June 30, 2017 with independent auditor's report; Price seconded the motion. **All in Favor:** Warren, Carr, Tyson, Waldeck and Price. **Opposed:** None.

2) Commissioner Term Expiration 12/31/17 – Los Altos Hills Area. Waldeck stated that Los Altos Hills Council Member Michelle Wu volunteered to be the City Council representative on the District Board. It is at the November 16, 2017 Los Altos Hills City Council meeting that this will be agendized and voted on; a recommendation will then be sent to Supervisor Joe Simitian.

12) Adjournment: By consensus, the meeting was adjourned at 8:15 p.m.

Prepared by,

Jeanne Evilsizer
District Clerk

Approved 11/21/17