



Item No. 18 Town of Atherton

JOINT MEETING STAFF REPORT – REGULAR AGENDA

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: GEORGE RODERICKS, CITY MANAGER

DATE: MARCH 16, 2022

SUBJECT: JOINT MEETING AGENDA TOPIC DISCUSSION

RECOMMENDATION

Review, Discuss and provide feedback to the Fire District Liaison.

BACKGROUND | ANALYSIS

The Town and Menlo Park Fire Protection District collaborate on issues both from a policy perspective and a practical perspective for fire safety. Staff from both agencies work well together to address and mitigate local concerns. Over the years, it has been helpful for the policy boards of each agency to meet jointly to discuss issues of common interest. Typically, the Board and Council host a 2-hour Joint Meeting once a year.

To prepare for the Joint Meeting, the Liaisons from both agencies meet and finalize the topics for discussion by the policy boards. To assist the Council Liaison during that agenda-setting meeting, the Council provides feedback to the Liaison on issues of interest. The Joint Meeting is typically a 2-hour meeting where the group discusses one or two items of mutual interest.

Some discussion topics that have been raised recently include:

- Discussion of the Constant Associates Emergency Preparedness Report
- Wildfire Safety and Preparedness
- Support for local ADAPT and CERT Programs
- Funding of Additional Emergency Preparedness Response Trailers
- Emergency Operations Centers
- Fire District Financial Support for local safety-related projects
- Use of Zonehaven
- Use of Long-Range Acoustic Devices as a warning system

After receiving feedback from the Council, the Liaison and City Manager will meet with Fire District representatives to focus the agenda on a few topics of mutual interest that can be addressed within the 2-hour meeting window.

The Clerks of both agencies will work with the Board and Council to finalize a meeting date and time.

POLICY ISSUES

The focus of the Joint Meeting is for the Board and Council to focus on the high-level policy issues that overlap the jurisdictional boundaries of the agencies.

FISCAL IMPACT

None.

GOAL ALIGNMENT

This report and its contents are in alignment with the following Council Policy Goals:

- Goal B – Preserve Small Town Character and Quality of Life
- Goal F – Be Forward-Thinking, Well-Managed, and Well-Planned
- Goal G – Emergency Preparedness – Be Prepared

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.