

**Woodside Fire Protection District
Board of Directors Meeting
Administration Building
808 Portola Rd.
Portola Valley, CA 94028
October 24th, 2023**

The meeting of the Board of Directors was called to order at 7:00pm by Director Miller

Directors Present: Miller, Holthaus

Directors Absent: Cain

Staff: Chief Cuschieri, Chief Dagenais, Pub Ed Officer Brown, FM Bullard, Finance Manager Liu, Chief Hird, Chief Giuliacci. Zoom Attendance- Chief Zabala, FFPM Zolnierrek, FFPM Witsoe

Other Attendees: WFPD General Counsel Rubin Cruse (RPLG); Mike Wassermann – Capital Program Management

Public Comment Non-Agendized Topics:

No public comments

Regular Agenda: (Audio recording available only)

Consent Agenda:

Director Holthaus motioned to move items 1 to 5 from the regular agenda to the consent agenda and approve them as submitted, 2nd by Director Miller. Motion passed 2-0.

Item 6: CPM- Mike Wassermann to Provide Station 7 and 8 Project Update

Presentation highlights included –

Budgeted Contingencies

- Station 7 - Construction Contingency removed.
Contingency no longer needed per VBI.
Balance transferred to IH7 Project contingency.
- Station 8 -Construction Contingency removed.
Contingency no longer needed per VBI.
Balance transferred to IH7 Project contingency.
- Interim Station 7 Removal -Updated Budget
Received ROM construction estimate from VBI of \$337k
Project Budget increased to \$477,000
- Overall Estimated Program Budget Balance +/--\$200ko
Includes T-Mobile reimbursement for underground infrastructure is a pending addition to the program balance of \$178,000.

Interim Station 7- Removal Schedule

- Removal scope has been reviewed and approved by SLAC.

- CJW is in the process of preparing the demo permit plans.
CJW to be completed with permit plans by end of October.
VBI to provide an updated estimate once plans are available.
- On and Off-Site permit approval should be completed by the end of November.
- Station 7 is now scheduled to be ready to move-in on December 15th.
- District move to be completed by December 20th.
- VBI schedule anticipates completion by January 18, 2024.

Station 7 – Project Schedule Update

- Construction scheduled to completed December 15th (Extended 2-weeks).
Underground utilities are in progress.
T-Mobile Underground infrastructure complete.
Polished concrete and retro-plating is complete.
Drywall installation is mostly complete.
Painting is in progress.
Casework being installed.
Tile is being set.
PG&E gas and power main services to begin installation on October 30th.
Cellular On Wheel (COW) relocation schedule for November 16th.

Station 7 Project Schedule & Impact Concerns

- Cal Water Service
The existing feed to the building is undersized and needs to be increased.
Cal Water is waiting on Caltrans permit approval. Expected anytime now.
This has pushed final completion back 2 weeks and will further impact it if not completed soon.
- T-Mobile Impact on Station
Power to the COW will be provided through the new station permanent power.
The COW will be relocated to the parking spaces mid-November in front of the station until the new mono-pole is installed.
The new mono-pole will take at least 1-year for permitting, new PG&E and AT&T services.
T-Mobile working with Town for new mono-pole planning approval.
Submittal to the Planning Department scheduled for this week.
- Generator Delay
Cummins has revised their estimated delivery date from December to March 2024.
Cummins has agreed to pay all temp generator rental costs.
Temporary generator will be located in parking spaces by future generator location.
BAAQMD final approval for the generator has been received.

Item 7: First Reading: Introduce and waive the reading of Ordinance No. 23-04. “AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA ESTABLISHING A SCHEDULE OF FEES TO BE CHARGED BY THE FIRE DISTRICT.”

A motion was made by Director Holthaus to introduce and waive the reading of Ordinance No. 23-04 as submitted, 2nd by Director Miller. Motion passed 2-0.

Staff Reports:

No comments from the Board

Fire Chief's Report:

State Fire Wildland Season-

Chief Cuschieri informed the Board that to date about 312k acres have been burned throughout the state. This includes 49 structures and some out buildings. Most of the larger remote fires that were burning were started from lightning and are well under control with no need for additional local resources at this time.

The District Updates-

M107 Termination Update-

Chief Cuschieri spoke with AMR after our last meeting to let them know we were terminating our transport agreement. Followed up with a letter to AMR and their legal department. The conversation was normal, understanding, and there were no hard feelings. The following week Chief Dagenais and Chief Cuschieri met with Rick at AMR to go over the dissolution process regarding the ambulance and equipment and how that would be taken out of service on December 1st at 0800 hrs.

As for our PR, Chief Cuschieri has reached out to both Towns regarding our operational changes taking place. He has spoken at the PV Town Council meeting, sent both Town managers emails, have spoken at both Town EPC meetings and also announced it at our EPiC meeting last week. Chief Cuschieri advised the Board that with all this there haven't been any major questions or concerns that have come up. The message is you will still be getting an ambulance for transport, but it will be white instead of red and will have AMR employees on it and you will still have paramedics on all of our Woodside fire apparatus.

Grant Applications-

Chief Cuschieri informed the Board that last month a grant was submitted to the Cal Water Firefighter Grant for equipment to replace our aging firefighting nozzles. The amount was for \$32,355.00.

He is unsure when they will find out the outcome, but wanted to thank all involved for the research and the staff report that were needed to submit for the request. We plan to look for more grants in the future for more funding options.

Promotional Testing-

Chief Cuschieri advised the Board that the Fire District has been busy with ongoing promotional testing. The Battalion Chief testing process was just completed with announcements going out soon. Next week we will be conducting our Captains interviews and soon after that we'll be holding interviews for Deputy Fire Chief and Training Captain. The Prevention Division also just conducted interviews for our Inspector II position to replace Kim as she takes over for Chief Bullard as Fire Marshal.

New Fire Recruits

Lastly Chief Cuschieri informed the Board that the new recruits are doing well at the Fire Academy and will graduate December 22nd.

WRITTEN COMMUNICATIONS:

1. A letter thanking Capt. Abbott for his visit to an elementary school.

Closed Session:

Entered closed session at 7:22 P.M.

Return from Closed Session: 7:50 P.M.

Adjournment: The meeting was adjourned at 7:58 P.M

The next scheduled meeting will be held November 28th, at 7:00 P.M at the WFPD Administration Building, 808 Portola Rd. Portola Valley, CA 94028.

Respectfully Submitted,

Randy Holthaus (For Pat Cain – Board Secretary)

DRAFT