

AGENDA

WOODSIDE FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS MEETING

September 26th, 2023

7:00 P.M.

808 Portola Road

(Note: Public May Also Attend Virtually at Address Listed Below)

Portola Valley, CA 94028

Woodside Fire is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81915778700?pwd=T2ZmSGpKaWtSVE5GaEp1ekJRckJsZz09>

Meeting ID: 819 1577 8700

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District meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Fire Chief, at least 2 working days before the meeting at (650) 851-1594 and/or info@woodsidefire.org. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical-based products.

If you wish to speak to the Board, please let the Secretary of the Board know before the meeting, if possible, to assist the Board in recognizing you at the appropriate time.

I. CALL TO ORDER AND ROLL CALL:

II. PUBLIC COMMENT

This item is reserved for persons wishing to address the Board on any matters within the subject matter jurisdiction of the District that are not listed on the agenda. Speakers will be limited to three minutes, unless otherwise specified by the President. Members of the public will be given an opportunity to speak on each agenda item at the time it is called.

We request that members of the public who wish to address the Board should let staff know before the meeting to assist the Board in recognizing them at the appropriate time.

III. ACTION TO SET AGENDA and TO APPROVE CONSENT AGENDA

This item is to set the final consent and regular agenda, and for the approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action unless a request is made to transfer an item to the regular agenda for separate discussion and action. Any items on the regular agenda may be transferred to the consent agenda.

IV. REGULAR AGENDA:

1. Approval of Minutes of the August 29th, 2023, Meeting of the Board of Directors.
2. Financial Reports August 2023
3. Statement of Accounts August 2023
4. Warrant List August 2023
5. Fiscal Year Spreadsheet 23-24
6. CPM- Mike Wassermann to Provide Station 7 and 8 Project Update
7. Approval of Amendment #5 to the contract with CEL (Consolidated Engineering Laboratories) for testing services for Fire Station 7.
8. 2nd Reading: Consider taking the following actions: (1) As introduced on August 29, 2023, adopt Ordinance 23-01, “AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA, AMENDING THE ADMINISTRATIVE CITATION PROGRAM, ESTABLISHING ADMINISTRATIVE FINES, DETERMINING THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND REPEALING ORDINANCE 22-01” and (2) find that Ordinance 23-01 is exempt from the California Environmental Quality Act for the reasons stated in the ordinance.

9. 2nd Reading: Consider taking the following actions: (1) As introduced on August 29, 2023, adopt Ordinance 23-02, “AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA DECLARING CERTAIN VEGETATION AND WASTE MATTER A PUBLIC NUISANCE, PROVIDING FOR THE ABATEMENT AND/OR REMOVAL THEREOF, AND DETERMINING THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT” and (2) find that Ordinance 23-02 is exempt from the California Environmental Quality Act for the reasons stated in the ordinance.

10. Receive an update to the 2023-2024 Ambulance Staffing Agreement between the Woodside Fire Protection District and American Medical Response (the “Agreement”). Consider providing direction to staff concerning the Agreement, including but not limited to, terminating the Agreement.

V. STAFF REPORTS:

- Training
- EMS
- Prevention
- Operations
- Facilities and IT
- Pub Ed/EPiC

VI. FIRE CHIEF’S REPORT

VII. REPORT ON WRITTEN COMMUNICATIONS

VIII. CLOSED SESSION:

ADJOURNMENT:

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of members of the Board. The Board has designated the office of the Woodside Fire Protection District, located at 808 Portola Road, Portola Valley, CA, for the purpose of making those public records available for inspection. The documents are also available on the District’s Internet Web site. The website is located at www.woodsidefire.org.

**Woodside Fire Protection District
Board of Directors Meeting
Administration Building
808 Portola Rd.
Portola Valley, CA 94028
August 29th, 2023**

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

Directors Present: Cain, Miller, Holthaus

Staff: Chief Cuschieri, Battalion Chief Dagenais, Pub Ed Officer Brown, Inspector Giuliacci, FM Bullard, Battalion Chief Nannini, Finance Manager Liu. Zoom Attendance-Battalion Chief Smith, Battalion Chief Zabala, FFPM Witsoe, DFM Hird Battalion Chief K. Hird, Capt. Lambrechts, FFPM Akiyama, FFPM O' Leary; FFPM Valdes, Capt. Lima, Capt. Werle, FFPM Hihi, Capt. Francisco

Other Attendees: WFPD General Counsel Rubin Cruse (RPLG); Mike Wassermann – Capital Program Management, Todd Mortensen – Capital Program Management, Jennifer Hammer, Brian Malone – Mid Pen Open Space, Karen

Public Comment Non-Agendized Topics:

No public comments

Regular Agenda: (Audio recording available only)

Item 1: Amendment of Minutes of the July 25, 2023, Meeting of the Board of Directors

An amended version of the minutes was distributed by staff and the amended section reads as follows; “A motion was proposed by Rubin Cruse for the Board to approve the staff's recommendation and adopt the version of Ordinance 13-2023 as presented in the amended Board packet, and with the additional amendments as stated by staff at the meeting, and find that Fire Code Ordinance 13-2023 is exempt from the California Environmental Quality Act for the reasons stated in the proposed ordinance. The proposed motion was made by Director Holthaus, seconded by Director Cain, and unanimously approved by the Board via a roll call vote”. As well the draft minutes had a reference to CEQA, which was spelled incorrectly. It is also in the amended minutes.

Consent Agenda:

Director Holthaus motioned to move items 1 to 6 from the regular agenda to the consent agenda and approve them as submitted, 2nd by Director Cain. Motion passed 3-0.

Item 7: Finalize Approval of Budget of the Woodside Fire Protection District for the Fiscal year 2023-2024.

Director Miller asked what the major differences were between the final budget and the preliminary budget.

Finance Manager Lui informed the Board that:

- There was an increase in the information technology line item due to past invoices.
- Training Education was also increased.
- Fire Prevention will also be receiving a grant from PG&E, and the budget was adjusted to reflect it.
- Professional Services were increased as well.

A motion was made by Director Cain to approve the finalized budget for the Fiscal year 2023-2024 as submitted, 2nd by Director Holthaus. Motion passed 3-0.

Item 8: CPM- Todd Mortensen to Provide Station 7 and Station 8 Project Updates

Presentation highlights included –

- Total Contingencies: \$581,000
- Overall Program Budget Balance
 - Current Shortfall of (-\$311,484)

Interim Station 7- SLAC Lease Agreement

- SLAC has decided not to keep the facility, so removal is required.
- CPM is in the process of confirming the demo scope with SLAC.
- A meeting is scheduled on site this Thursday to review the required scope with SLAC.
- VBI will provide an estimate for the removal scope of work once known.
- There is \$337,000 in contingencies included in the budget that should cover these costs.

Station 7 – Project Schedule Update

- Construction is scheduled to be completed November 27th.
- Exterior Siding and waterproofing is complete.
- Windows are complete.
- Roofing is 90% complete on the south. North side in progress.
- Elevator installations are in progress.
- On-site underground utilities continue. Hopefully complete by end of month.
- Mechanical, Electrical, and Plumbing rough ins are in progress.
- Drywall is in progress.

Station 7 – Project Schedule Concerns

- T-Mobile remains an issue and may impact the schedule.
- Weekly progress meetings are on-going.
- We received T-Mobile's written approval of additional infrastructure costs. PCO is processed.
- T-Mobile is working with Town for mono-pole planning approval. They are scheduled to submit at the end of the month.
- T-Mobile working with PG&E for power solution.
- Hoping to use the existing temp power feed until a new service is agreed upon with PG&E. New service will take 12- 18 months.
- CPM working with Town to uncouple permit for T-Mobile's temporary Cellular On Wheel (COW) from Building Occupancy.
- PG&E coordination for new building services is on-going.
 - A portion of utility work for PG&E, T-Mobile and AT&T that crosses Woodside Road is complete.
 - On site gas and electrical service lines are being installed.
 - Permanent power is scheduled for early October.
- Generator lead time.
- Working to get expedited to avoid need for temporary generator. Current delivery date is in December.

Station 8 - Schedule Update

- Current construction completion is shown as September 13th, 2023, except PG&E new electrical service.
- PG&E Update
- Gas inspection is scheduled for August 23rd.
- Power electrical line inspection passed. Schedule is pending for new meter/ service.
- Painting is almost complete on interior and exterior.
- Most driveways and pavers are complete. Pending drive entrances and aprons.
- Dayroom remodel is complete.
- Furniture and equipment have been ordered and has begun arriving on site.

Item 9: CJW Architecture/Engineering Agreement Services, Approval of Demolition of Interim Station 7 at SLAC Requiring Fire Chiefs Signature.

Update was provided to the Board that a Fire Chiefs Signature is required for the above-mentioned agreement.

Item 10: Resolution #24-01 Fixing the Employer Contribution under the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants.

A motion was made by Director Cain to approve Resolution #24-01 as submitted, 2nd by Director Holthaus. Motion passed 3-0.

Item 11: Resolution #23-05 Resolution to Authorize Cities, Counties, Districts, and Joint Powers Authorities to access State and Local Criminal History Information for Employment, Licensing or Certification Purposes. Penal Code Section 11105(b)(11)

A motion was made by Director Cain to approve Resolution #23-05 as submitted, 2nd by Director Holthaus. Motion passed 3-0.

Item 12: Resolution #23-06 Resolution Establishing Appropriation Limits for the Woodside Fire Protection District.

A motion was made by Director Cain to approve Resolution #23-06 as submitted, 2nd by Director Holthaus. Motion passed 3-0.

Item 13: Resolution #23-07 Resolution Authorizing Transfer of Funds

A motion was made by Director Cain to approve Resolution #23-07 as submitted, 2nd by Director Holthaus. Motion passed 3-0.

Item 14: 1st Reading: Introduce and waive the reading of Ordinance 23-01, an "AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA, AMENDING THE ADMINISTRATIVE CITATION PROGRAM, ESTABLISHING ADMINISTRATIVE FINES, DETERMINING THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND REPEALING ORDINANCE 22-01."

A motion was made by Director Cain to introduce and waive the reading of Ordinance 23-01, 2nd by Director Holthaus. Motion passed 3-0.

Item 15: 1st Reading: Introduce and waive the reading of Ordinance 23-02, “AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA DECLARING CERTAIN VEGETATION AND WASTE MATTER A PUBLIC NUISANCE, PROVIDING FOR THE ABATEMENT AND/OR REMOVAL THEREOF, AND DETERMINING THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.”

Public Comment has been transcribed as recorded.

Brian Malone – “Congratulations on all the progress on your stations, they are looking great. I just wanted to direct your attention to the letter I submitted earlier this afternoon. Thank you for your attention and reading through it. Really, two primary considerations. One, just, you know, consideration of whether the Open Space District or other public agencies should apply to this. And the other is really the broadness of the nuisance definition, much broader than you see in other jurisdictions, laws, and the state code. And that really does cause some problems, particularly for your CEQA determination. It could be interpreted as allowing removal of any kind of vegetated matter or brush, including sensitive communities. There’re no exclusions, which is typical, say, of like, the government code sections for fire clearance have those exclusions to make sure that there is in-depth CEQA analysis. So, we wanted to point out both those things. I’ll also mention that Green Foothills contacted me after I submitted the letter, and they indicated their support for the concerns we’ve raised as well. Thank you for your consideration.”

Director Miller thanked Brian Malone for his participation in the process and his assistance in helping educate the Board on some of the complex issues.

A motion was made by Director Cain to introduce and waive the reading of Ordinance 23-02, 2nd by Director Holthaus. Motion passed 3-0.

Item 16: Update to the 2023-2024 Ambulance Staffing Agreement between the Woodside Fire Protection District and American Medical Response

Director Miller informed the Board about the state of the agreement between Woodside Fire and American Medical Response. Director Miller provided a history of what the goals were when initially agreed upon, and how it has evolved into the current situation. He stated that the Board agrees that the staff should strongly consider what options there are moving forward. After further discussion, no action was taken at this time.

Staff Reports:

No comments from the Board

Fire Chief’s Report:

Wildland fire season is underway-

- Last month Fire Chief Cuschieri gave a report that about 22k acres burned throughout the state. That has since increased to about 223K acres burned. Most of these fires are burning in Northern Ca. and are the cause of lightning strikes.
- On August 19th SMCO was summoned to deploy a Strike Team to the Smith River Complex Fires near Gasquet which is near the California and Oregon border. We currently have one engine deployed from the District with four people committed to the fire. This fire is now at 74,00 acres and containment is about 7 percent.
- Just this afternoon along NB 280 between Farmhill and Edgewood we had a report of a grass fire which ended up being 3 small grassfires all a few hundred feet apart. Crews from Woodside, Redwood City Menlo Park and Cal fire arrived on scene relatively quickly for containment and extinguishment. Under investigation.

The District-

- The District's call volume has continued to increase over the years. Last year we finished the year at 2052 calls. Our current call volume has us at 1512 calls which is 286 calls above where we were last year at this time. I wanted to bring this up because if the Housing Element lives up to its projected numbers of an increase in 646 housing units. This is something we will need to focus and prepare for.
- The other day we had a structure fire response to Robert's Market in Woodside. This turned out to be a small fire behind the stove possibly resulting from a gas leak. The store was able to stay open once extinguished, investigated, and cleaned up. Damage was minimal to mostly the stove area.

New Fire Recruits-

- Woodside's two newest FFPM recruits Scott Lory and Zach Martin started the Fall Fire Academy Monday the 28th. This year the SMCO Fire Academy will be run through the College of San Mateo and will be made up of paid personnel and students. With this new program the college will assume the administrative duties and most of the training. Agencies will still send resources to help with training needs but overall, this will result in cost savings for all agencies.

Promotions-

- On July 27th we held our Fire Marshal interview. The panel was made up of FMs from SMC, SSSFD as well as Lori from HR and BOD Miller. The interview went very well, and we are proud to announce Kimberly Giuliacci as our new Fire Marshal. Kim will start to shadow FM Bullard in his position in October and will take over when Don Leaves in December. Congratulations Kim!
- On August 4th we promoted Vince Nannini to Battalion Chief from his interim position which he has held since January of this year.
- On August 3rd we promoted Brandon Lima to Captain from his interim position which he has held since March of this year- Congratulations to both Battalion Chief Nannini and Captain Lima!

Promotional Testing-

- In September and October, we will be moving forward with our BC and Captain promotional testing to re-establish our list. We have three people taking the BC exam and 8 people taking the Captains' exam.

Fire Chief Cuschieri closed by saying Thank You to everyone for all the hard work that has been going on. From the Suppression Level to Prevention, Fuel Mitigation and Public Education, Finance, HR and our Fire Board we have all been very busy with a multitude of things going on throughout the District and I just want to say Thanks!

WRITTEN COMMUNICATIONS:

No written communications this month.

Closed Session:

No closed session items.

Return from Closed Session: N/A

Adjournment: The meeting was adjourned at 8:14 P.M

The next scheduled meeting will be held September 26th at 7:00 P.M at the WFPD Administration Building, 808 Portola Rd. Portola Valley, CA 94028.

Respectfully Submitted,

Pat Cain – Board Secretary

DRAFT

*Woodside Fire Protection District
Financial Statement*

<i>Thu, Aug 31, 2023</i>		<i>2022-2023</i>	<i>2023-2024</i>	<i>+ (-)</i>
<i>Cash Balance - August 1, 2023</i>		<i>\$26,394,737.30</i>	<i>\$27,460,062.35</i>	<i>\$1,065,325.05</i>
ACCT	REVENUE			
1041	<i>FY 23-24 Sec Suppl July23</i>		<i>\$18,612.04</i>	
1042	<i>FY 23-24 Unsec Suppl. July23</i>		<i>\$1,094.06</i>	
1046	<i>FY 20/21 Excess ERAF 5% Bal</i>		<i>\$134,916.03</i>	
1046	<i>FY 22/23 Excess ERAF 45%</i>		<i>\$1,408,163.87</i>	
2658	<i>JFA - City of Daly City (July-Sept 23 Paramedics Services)</i>		<i>\$1,650.00</i>	
2658	<i>AMR - Aug 23 Staffing</i>		<i>\$42,774.65</i>	
2658	<i>T-Mobile-Base Rent: 2021-2023</i>		<i>\$77,280.88</i>	
4111	<i>York Risk Services - workers comp</i>		<i>\$30,637.72</i>	
4111	<i>State Street - 457 Over pmt refund</i>		<i>\$5,183.91</i>	
4111	<i>State of CA-2022 EMAC Oregon</i>		<i>\$20,570.76</i>	
5156-1	<i>WFPD House Fund</i>		<i>\$1,435.97</i>	
5733-72	<i>Sprinkler*Permit Program(5733-72)</i>		<i>\$3,600.00</i>	
5733-3	<i>Inspection Fees (5733-3)</i>		<i>\$11,450.00</i>	
5733-54	<i>Hyw 35 Grant</i>		<i>\$164,953.22</i>	
5733-54	<i>Bay Area Traffic Solutions-Over pmt refund</i>		<i>\$41,640.00</i>	
5733-56	<i>PG&E - 2023 Grant</i>		<i>\$45,250.00</i>	
5876-5	<i>SMCO - Union Bank Fees (July)</i>		<i>(\$28.25)</i>	
5927-21	<i>Misc CKs - Safe Sitter Training Program</i>		<i>\$175.00</i>	
7011	<i>Los Tranco Progm Pmt</i>		<i>\$49,757.92</i>	
		<i>\$1,599,421.90</i>	<i>\$2,059,117.78</i>	
		<i>\$27,994,159.20</i>	<i>\$29,519,180.13</i>	<i>\$1,525,020.93</i>
<i>EXPENDITURES :</i>				
<i>SMCO Journal Entries</i>				
<i>August 2023-2024</i>				
		<i>\$2,038,196.38</i>	<i>\$2,429,323.16</i>	<i>\$391,126.78</i>
	<i>Cash Balance September 1, 2023</i>	<i>\$25,955,962.82</i>	<i>\$27,089,856.97</i>	<i>\$1,133,894.15</i>

*Woodside Fire Protection District
Statement of Accounts*

ACCT#	31-Aug-2023 Account	Amount Budgeted	Warrants DRAWN LAST MONTH	Warrants Drawn This Period	Warrants Drawn YTD	Budget Balance	% Used 2/12 Months
4111	Salary	\$13,328,962	\$985,164	\$1,212,410	\$2,141,181	\$11,187,780	16%
4321	Dist Retirement	\$4,515,319	\$2,199,257	\$341,176	\$2,540,434	\$1,974,885	56%
4413	District Medical	\$2,278,426	\$191,572	\$196,170	\$387,742	\$1,890,684	17%
4415	Medicare	\$193,270	\$17,123	\$15,653	\$32,775	\$160,495	17%
4451	Dist Umpl Benefits	\$12,180	\$296	\$168	\$465	\$11,715	4%
4631	Dist Empl Benefits	\$39,789	\$1,034	\$5,062	\$6,096	\$33,693	15%
ACCT#	SUB-TOTAL	\$20,367,945	\$3,394,446	\$1,770,639	\$5,108,693	\$15,259,253	25%
5121-8	OCC*Strike Team	\$10,000	\$0	\$7,819	\$7,819	\$2,181	78%
5121	Clothing	\$136,060	\$687	\$20,073	\$20,759	\$115,301	15%
5156	Household	\$46,750	\$1,676	\$2,099	\$2,340	\$44,410	5%
5165	Medical Expense	\$181,931	\$3,052	\$6,962	\$10,014	\$171,917	6%
5199	Office Expense	\$4,725	\$35	\$404	\$439	\$4,286	9%
5212	Computer Program	\$240,656	\$23,106	\$9,634	\$32,740	\$207,916	14%
5231	Small Tools	\$3,000	\$0	\$0	\$0	\$3,000	0%
5332	Membership	\$10,927	\$0	\$0	\$0	\$10,927	0%
5341	Legal Notices	\$36,682	\$36,682	\$0	\$36,682	(\$0)	100%
5415	Maint Equipment	\$367,000	\$21,620	\$17,867	\$39,487	\$327,513	11%
5416	Gas * Oil	\$126,048	\$14,420	\$13,065	\$27,485	\$98,563	22%
5417	Maint Tires	\$25,000	\$0	\$2,956	\$2,956	\$22,044	12%
5424	Maint Radio	\$20,100	\$7,800	\$12	\$7,811	\$12,289	39%
5426	Maint Office Equip	\$10,550	\$1,723	\$1,176	\$2,899	\$7,651	27%
5428	Maint Structure	\$49,000	\$162	\$9,476	\$9,638	\$39,362	20%
5611	Other Insurance	\$106,773	\$106,773	\$0	\$106,773	\$0	100%
5612	Workers Comp	\$913,721	\$903,367	\$0	\$903,367	\$10,354	99%
5638	Utilities	\$89,500	\$4,485	\$6,641	\$11,126	\$78,374	12%
5639	Radio Dispatching	\$12,475	\$0	\$0	\$0	\$12,475	0%
5641	Telephone	\$113,114	\$13,763	\$7,258	\$21,021	\$92,093	19%
5722	Trans * Travel	\$1,500	\$85	\$104	\$189	\$1,311	13%
5731	Training*Education	\$317,742	\$22,408	\$5,891	\$28,300	\$289,442	9%
5732	Health & Wellness	\$70,000	\$2,820	\$3,704	\$6,524	\$63,476	9%
5733	Fire Prevention	\$138,034	\$63,627	\$267,742	\$64,476	\$73,558	47%
5734	Seminars*Conf*Class	\$11,000	\$0	\$0	\$0	\$11,000	0%
5876	Profess Services	\$157,385	\$42,306	\$10,736	\$53,070	\$104,315	34%
5878	GIS*Mapping	\$100,000	\$1,162	\$5,440	\$6,602	\$93,398	7%
5927	Program Act. Exp.	\$41,437	\$227	\$2,626	\$2,677	\$38,760	6%
5928	Emergency Operations	\$6,000	\$202	\$101	\$303	\$5,697	5%
5966	Dist Spec Exp.	\$45,630	\$17,524	\$1,744	\$19,268	\$26,362	42%
ACCT#	SUB-TOTAL	\$3,382,740	\$1,289,713	\$395,711	\$1,416,948	\$1,965,792	42%
7011	LTVV/CMD	\$0	\$8,565	\$31,908	-\$9,284	\$9,284	
7112	Interim * New Station(s)	\$5,000	\$733	\$1,042.73	\$1,775	\$3,225	36%
7211	Struct. Improvement	\$23,500	\$0	\$0	\$0	\$23,500	0%
7300	Covid	\$0	\$0	\$0	\$0	\$0	
7311	Equipment	\$155,250	\$932	\$40,568	\$41,500	\$113,750	27%
7410	Admin/808 Portola Rd	\$269,866	\$19,004	\$21,429	\$40,433	\$229,433	15%
ACCT#	SUB-TOTAL	\$453,616	\$29,233	\$94,948	\$74,424	\$379,192	0%
8811	Interim Station 7 (Reso)	\$9,495,047	\$1,174,745	\$121,944	\$1,296,689	\$8,198,358	14%
8612	Equip Reserves (Reso)	\$3,202,454	\$0	\$38,261	\$38,261	\$3,164,193	1%
8824	Retire/GASB Reserves (Resc)	\$3,643,572	\$0	\$0	\$0	\$3,643,572	
	TOTAL	\$24,204,301	\$4,713,392	\$2,261,299	\$6,600,065	\$17,604,237	27%

Woodside Fire QuickBooks
 Account QuickReport
 As of August 31, 2023

1:12 PM
 09/05/2023
 Cash Basis

Date	Num	Name	Split	Paid Amount
08/01/2023	EFT-DEBIT	CALPERS*RETIREMENT	-SPLIT-	-278,585.73
08/01/2023	CC-PAYMT	ELAVON MERCHANT SERVICES	5733-72 · GENERAL CONTRACT SERVICES	-397.32
08/01/2023	P/R 06/12	ADP PAYROLL DEDUCTION	4111 · Salary	-448.14
08/02/2023	EFT-DEBIT	CALPERS*HEALTH BENEFITS DIVISION	-SPLIT-	-171,063.05
08/02/2023	45687	BOUND TREE MEDICAL, LLC	20000 · *Accounts Payable	-811.82
08/02/2023	45688	BUS & EQUIPMENT REPAIR	20000 · *Accounts Payable	-687.50
08/02/2023	45689	CAL FIRE	20000 · *Accounts Payable	-1,800.00
08/02/2023	45690	CHRIS WHITE	20000 · *Accounts Payable	-400.00
08/02/2023	45691	GUARDIAN SAFETY INVESTIGATIONS, LLC	20000 · *Accounts Payable	-1,250.00
08/02/2023	45692	HEALTH CARE DENTAL TRUST	20000 · *Accounts Payable	-14,042.06
08/02/2023	45693	MARK DAGENAIS	20000 · *Accounts Payable	-882.38
08/02/2023	45694	MES - CALIFORNIA	20000 · *Accounts Payable	-8,992.39
08/02/2023	45695	METRO MOBILE COMMUNICATIONS	20000 · *Accounts Payable	-383.09
08/02/2023	45696	MRC	20000 · *Accounts Payable	-106.48
08/02/2023	45697	PACIFIC GAS & ELECTRIC	20000 · *Accounts Payable	-1,175.62
08/02/2023	45698	PORTOLA VALLEY HARDWARE	20000 · *Accounts Payable	-208.27
08/02/2023	45699	RICOH USA, INC	20000 · *Accounts Payable	-490.44
08/02/2023	45700	ROBERT DOUTHIT	20000 · *Accounts Payable	-1,150.00
08/02/2023	45701	ROMAN MADRUGA	20000 · *Accounts Payable	-53.95
08/02/2023	45702	RON RAMIES AUTOMOTIVE INC	20000 · *Accounts Payable	-7,159.64
08/02/2023	45703	SCL	20000 · *Accounts Payable	-1,209.05
08/02/2023	45704	TIMOTHY RICHARDS	20000 · *Accounts Payable	-600.00
08/02/2023	45705	VERIZON WIRELESS	20000 · *Accounts Payable	-816.31
08/02/2023	45706	WAGWORKS, INC	20000 · *Accounts Payable	-152.25
08/02/2023	45707	WATTCO	20000 · *Accounts Payable	-47.03
08/02/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-1,340.00
08/03/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-31.48
08/04/2023	P/R 07/10	ADP PAYROLL DEDUCTION	4111 · Salary	-486.20
08/04/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-208.33
08/07/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-15.00
08/08/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-15.00
08/10/2023	45708	A.M. YARD & TREE SERVICE	20000 · *Accounts Payable	-11,100.00
08/10/2023	45709	AIR EXCHANGE, INC	20000 · *Accounts Payable	-1,917.45
08/10/2023	45710	ALL IN ONE BUILDING MAINTENANCE	20000 · *Accounts Payable	-675.00
08/10/2023	45711	ARBA	20000 · *Accounts Payable	-639.36
08/10/2023	45712	BAYSIDE EQUIPMENT CO	20000 · *Accounts Payable	-4,990.44
08/10/2023	45713	BCN*BENEFITS COMMUNICATION NETWORK	20000 · *Accounts Payable	-112.00
08/10/2023	45714	BOUND TREE MEDICAL, LLC	20000 · *Accounts Payable	-113.98
08/10/2023	45715	CALPERS * LONG TERM CARE	20000 · *Accounts Payable	-75.13
08/10/2023	45716	CAPITAL PROGRAM MANAGEMENT	20000 · *Accounts Payable	-20,815.75
08/10/2023	45717	CITY OF REDWOOD CITY*WATER	20000 · *Accounts Payable	-815.20
08/10/2023	45718	CJW ARCHITECTURE	20000 · *Accounts Payable	-27,340.71
08/10/2023	45719	COMCAST BUSINESS	20000 · *Accounts Payable	-1,608.82
08/10/2023	45720	DMV RENEWAL	20000 · *Accounts Payable	-25.00
08/10/2023	45721	ENGINEERED FIRE SYSTEMS, INC	20000 · *Accounts Payable	-1,625.00
08/10/2023	45722	GREEN INFRASTRUCTURE DESIGN	20000 · *Accounts Payable	-2,880.00
08/10/2023	45723	GREEN WASTE	20000 · *Accounts Payable	-432.35
08/10/2023	45724	GUARDIAN SAFETY INVESTIGATIONS, LLC	20000 · *Accounts Payable	-800.00
08/10/2023	45725	HEALTH CARE EMPLOYEES MEDICAL TRUST	20000 · *Accounts Payable	-2,491.48
08/10/2023	45726	JERICHO PROJECT	20000 · *Accounts Payable	-1,890.00
08/10/2023	45727	LEXIPOL, LLC	20000 · *Accounts Payable	-10,712.09
08/10/2023	45728	MES - CALIFORNIA	20000 · *Accounts Payable	-348.31
08/10/2023	45729	MOBIUS FIT	20000 · *Accounts Payable	-1,000.00
08/10/2023	45730	MOTOROLA	20000 · *Accounts Payable	-49,029.46
08/10/2023	45731	NTA LIFE BUSINESS SERVICES GROUP	20000 · *Accounts Payable	-22.50
08/10/2023	45732	PORTOLA VALLEY HARDWARE	20000 · *Accounts Payable	-1,105.66
08/10/2023	45733	RCFFA SMCO MEMORIAL SERVICE	20000 · *Accounts Payable	-400.00
08/10/2023	45734	RECOLOGY SAN MATEO COUNTY	20000 · *Accounts Payable	-250.80
08/10/2023	45735	RELIABLE FIRE EXTINGUISHER SALES&SER INC	20000 · *Accounts Payable	-1,074.21
08/10/2023	45736	RFI ENTERPRISES INC.	20000 · *Accounts Payable	-540.00
08/10/2023	45737	RON RAMIES AUTOMOTIVE INC	20000 · *Accounts Payable	-1,466.24
08/10/2023	45738	SAMBASAFETY	20000 · *Accounts Payable	-173.36
08/10/2023	45739	SCL	20000 · *Accounts Payable	-1,180.62

Woodside Fire QuickBooks
 Account QuickReport
 As of August 31, 2023

1:12 PM
 09/05/2023
 Cash Basis

Date	Num	Name	Split	Paid Amount
08/10/2023	45740	STEPFORD	20000 · *Accounts Payable	-37,001.18
08/10/2023	45741	STONEWELL BODY	20000 · *Accounts Payable	-17,431.00
08/10/2023	45742	WITMER PUBLIC SAFETY GROUP, INC	20000 · *Accounts Payable	-1,193.92
08/10/2023	45743	ZEP SALES & SERVICE	20000 · *Accounts Payable	-157.39
08/10/2023	EFT-DEBIT	ING LIFE INSURANCE & ANNUITY CO	4111 · Salary	-2,804.17
08/10/2023	EFT-DEBIT	CALPERS*457 DEFERRED PROGRAM	4111 · Salary	-25,518.04
08/11/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-36.09
08/14/2023	EFT-DEBIT	CALPERS	4321 · District Retirement	-1,750.00
08/14/2023	ACH-FSA	ADP CARD SERVICES	-SPLIT-	-108.55
08/15/2023	P/R 081523	ADP PAYROLL DEDUCTION	-SPLIT-	-564,690.61
08/15/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-447.49
08/15/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-525.00
08/16/2023	45744	AMERICAN MESSAGING	20000 · *Accounts Payable	-11.73
08/16/2023	45745	AMERICAN PORTABLES	20000 · *Accounts Payable	-244.34
08/16/2023	45746	APPLE, INC	20000 · *Accounts Payable	-673.06
08/16/2023	45747	AT&T MOBILITY	20000 · *Accounts Payable	-1,109.34
08/16/2023	45748	BAY AREA TREE SPECIALIST	20000 · *Accounts Payable	-62,657.26
08/16/2023	45749	CALIFORNIA WATER SERVICE CO	20000 · *Accounts Payable	-70.46
08/16/2023	45750	CHRISTOPHER WELS	20000 · *Accounts Payable	-499.00
08/16/2023	45751	DIRECT TV	20000 · *Accounts Payable	-148.11
08/16/2023	45752	DONALD BULLARD	20000 · *Accounts Payable	-50.00
08/16/2023	45753	GUARDIAN SAFETY INVESTIGATIONS, LLC	20000 · *Accounts Payable	-300.00
08/16/2023	45754	HEALTH CARE DENTAL TRUST	20000 · *Accounts Payable	-14,225.67
08/16/2023	45755	JACKSON-HIRSH, INC	20000 · *Accounts Payable	-81.18
08/16/2023	45756	JERICHO PROJECT	20000 · *Accounts Payable	-2,940.00
08/16/2023	45757	MOBILE CALIBRATION SERVICES, LLC	20000 · *Accounts Payable	-591.25
08/16/2023	45758	N P F B A * LONG TERM CARE	20000 · *Accounts Payable	-255.00
08/16/2023	45759	PORTA'S AUTO BODY & TOW INC	20000 · *Accounts Payable	-875.00
08/16/2023	45760	SCARBOROUGH BUIDLING SUPPLY	20000 · *Accounts Payable	-203.78
08/16/2023	45761	STERICYCLE, INC	20000 · *Accounts Payable	-148.67
08/16/2023	45762	SUMMIT AUTO BODY & PAINTING	20000 · *Accounts Payable	-9,252.21
08/16/2023	45763	TELECOMM ENGINEERING ASSOCIATES	20000 · *Accounts Payable	-12,127.24
08/16/2023	45764	THE ALMANAC	20000 · *Accounts Payable	-1,050.00
08/16/2023	45765	WITMER PUBLIC SAFETY GROUP, INC	20000 · *Accounts Payable	-490.87
08/16/2023	ACH-FSA	ADP CARD SERVICES	-SPLIT-	0.00
08/17/2023	ACH-FSA	ADP CARD SERVICES	-SPLIT-	-75.00
08/18/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-307.50
08/21/2023	ACH-FSA	ADP CARD SERVICES	-SPLIT-	-315.37
08/23/2023	45766	ALL IN ONE BUILDING MAINTENANCE	20000 · *Accounts Payable	-540.00
08/23/2023	45767	BAYSIDE EQUIPMENT CO	20000 · *Accounts Payable	-3,629.00
08/23/2023	45768	BIN LIU	20000 · *Accounts Payable	-179.46
08/23/2023	45769	BUS & EQUIPMENT REPAIR	20000 · *Accounts Payable	-5,017.37
08/23/2023	45770	CALIFORNIA WATER SERVICE CO	20000 · *Accounts Payable	-297.79
08/23/2023	45771	COMCAST	20000 · *Accounts Payable	-183.68
08/23/2023	45772	ERIC ZABALA	20000 · *Accounts Payable	-250.00
08/23/2023	45773	KAISER FOUNDATION HEALTH PLAN, INC	20000 · *Accounts Payable	-2,704.00
08/23/2023	45774	L.N. CURTIS & SONS	20000 · *Accounts Payable	-2,915.81
08/23/2023	45775	LORI AREVALO	20000 · *Accounts Payable	-160.00
08/23/2023	45776	MES - CALIFORNIA	20000 · *Accounts Payable	-7,647.46
08/23/2023	45777	MIKE AND LISA DOUGLAS	20000 · *Accounts Payable	-16,753.15
08/23/2023	45778	MOBILE MINI SOLUTIONS	20000 · *Accounts Payable	-272.31
08/23/2023	45779	PACIFIC GAS & ELECTRIC	20000 · *Accounts Payable	-2,053.75
08/23/2023	45780	PETERSON	20000 · *Accounts Payable	-4,709.61
08/23/2023	45781	PORTOLA VALLEY HARDWARE	20000 · *Accounts Payable	-54.09
08/23/2023	45782	SCL	20000 · *Accounts Payable	-3,255.16
08/23/2023	45783	STEPFORD	20000 · *Accounts Payable	-8,607.30
08/23/2023	45784	THE GOODYEAR TIRE & RUBBER CO.	20000 · *Accounts Payable	-2,955.91
08/23/2023	45785	U.S. BANK CORP PAYMENT SYSTEMS	20000 · *Accounts Payable	-18,093.16
08/23/2023	45786	WFPD ENGINE CO 35	20000 · *Accounts Payable	-100.00
08/23/2023	45787	WITMER PUBLIC SAFETY GROUP, INC	20000 · *Accounts Payable	-403.13
08/23/2023	45788	SF FIRE CU	20000 · *Accounts Payable	-82.98
08/24/2023	45789	LEGAL SHIELD	20000 · *Accounts Payable	-243.20
08/24/2023	45790	VERIZON WIRELESS	20000 · *Accounts Payable	-816.80

Account QuickReport

09/05/2023

As of August 31, 2023

Cash Basis

Date	Num	Name	Split	Paid Amount
08/24/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-34.16
08/25/2023	ACH-FSA	ADP CARD SERVICES	-SPLIT-	-1,885.00
08/28/2023	EFT-DEBIT	ING LIFE INSURANCE & ANNUITY CO	4111 · Salary	-2,804.17
08/28/2023	EFT-DEBIT	CALPERS*457 DEFERRED PROGRAM	4111 · Salary	-20,746.22
08/29/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-208.22
08/29/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-5.00
08/30/2023	45791	ALISON FARRELL	20000 · *Accounts Payable	-5,000.00
08/30/2023	45792	AMANDA LEE	20000 · *Accounts Payable	-793.29
08/30/2023	45793	BAY AREA TREE SPECIALIST	20000 · *Accounts Payable	-79,334.93
08/30/2023	45794	BEA GARSH	20000 · *Accounts Payable	-1,450.00
08/30/2023	45795	BOB AND NANCY NEUER	20000 · *Accounts Payable	-650.00
08/30/2023	45796	C A P F	20000 · *Accounts Payable	-4,336.50
08/30/2023	45797	CALPERS * LONG TERM CARE	20000 · *Accounts Payable	-75.13
08/30/2023	45798	CARLOS PEREZ	20000 · *Accounts Payable	-2,770.00
08/30/2023	45799	DOMINIC FLOCCHINI	20000 · *Accounts Payable	-168.10
08/30/2023	45800	DUDEK	20000 · *Accounts Payable	-16,044.31
08/30/2023	45801	DUDLEY KENWORTHY	20000 · *Accounts Payable	-624.10
08/30/2023	45802	FUSION CLOUD SERVICES LLC	20000 · *Accounts Payable	-109.13
08/30/2023	45803	GARDENLAND POWER EQUIPMENT	20000 · *Accounts Payable	-360.72
08/30/2023	45804	GREEN INFRASTRUCTURE DESIGN	20000 · *Accounts Payable	-2,560.00
08/30/2023	45805	GREG VAN HAUSER	20000 · *Accounts Payable	-400.00
08/30/2023	45806	GUARDIAN	20000 · *Accounts Payable	-86.04
08/30/2023	45807	HILARY GEBHART	20000 · *Accounts Payable	-2,900.00
08/30/2023	45808	JACOB TRACY	20000 · *Accounts Payable	-392.95
08/30/2023	45809	JERICHO PROJECT	20000 · *Accounts Payable	-9,660.00
08/30/2023	45810	JUSTIN LAWYER	20000 · *Accounts Payable	-4,500.00
08/30/2023	45811	void	20000 · *Accounts Payable	0.00
08/30/2023	45812	KIM BEIL	20000 · *Accounts Payable	-3,125.00
08/30/2023	45813	LUCAS ADAMSON	20000 · *Accounts Payable	-373.54
08/30/2023	45814	MRC	20000 · *Accounts Payable	-88.65
08/30/2023	45815	NEW YORK LIFE	20000 · *Accounts Payable	-1,373.92
08/30/2023	45816	PACIFIC GAS & ELECTRIC	20000 · *Accounts Payable	-1,396.91
08/30/2023	45817	PACIFIC MOBILE STRUCTURES, INC	20000 · *Accounts Payable	-23,672.05
08/30/2023	45818	PETER BLUM	20000 · *Accounts Payable	-4,000.00
08/30/2023	45819	PRODIGY PRESS, INC	20000 · *Accounts Payable	-183.33
08/30/2023	45820	RHONDA LARSEN	20000 · *Accounts Payable	-1,575.00
08/30/2023	45821	RICOH USA, INC	20000 · *Accounts Payable	-490.44
08/30/2023	45822	RIGHT NOW LOANS	20000 · *Accounts Payable	-369.08
08/30/2023	45823	RUTH AND GERRY NELSON	20000 · *Accounts Payable	-1,820.72
08/30/2023	45824	SAN MATEO COUNTY FIREFIGHTERS L2400	20000 · *Accounts Payable	-5,978.00
08/30/2023	45825	SCL	20000 · *Accounts Payable	-3,882.73
08/30/2023	45826	TODD JOHNSON	20000 · *Accounts Payable	-2,300.00
08/30/2023	45827	W H DEMPSEY ENGINEERING, LLC	20000 · *Accounts Payable	-27,000.00
08/30/2023	45828	WFPD ENGINE CO 35	20000 · *Accounts Payable	-490.00
08/30/2023	45829	WFPD HOUSE FUND	20000 · *Accounts Payable	-1,430.00
08/30/2023	ACH-FSA	ADP CARD SERVICES	-SPLIT-	-1,126.60
08/31/2023	P/R 083123	ADP PAYROLL DEDUCTION	-SPLIT-	-428,580.82
08/31/2023	EFT-DEBIT	CALPERS*RETIREMENT	-SPLIT-	-276,903.35
08/31/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-315.00
TOTAL				-2,429,323.16

Monthly Board of Directors
Expense * Revenue Report for FY 23-24

9/14/2023														
	31-Jul-23	31-Aug-23	31-Aug-23	30-Sep-23	31-Oct-23	30-Nov-23	31-Dec-23	31-Jan-24	29-Feb-24	31-Mar-24	30-Apr-24	31-May-24	30-Jun-24	
in \$000's	ACTUAL	Estimated	ACTUAL	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	
Beg. Cash Balance	\$33,041	\$30,061	\$27,460	\$31,613	\$31,383	\$31,293	\$31,331	\$31,146	\$33,094	\$33,192	\$33,239	\$32,639	\$32,817	
EXPENSES:														
Payroll	(\$824)	(\$952)	(\$1,029)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	
Overtime	(\$202)	(\$159)	(\$183)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	
Retirement	(\$1)	(\$376)	(\$341)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	
Monthly Expenses	(\$673)	(\$492)	(\$715)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	
SDRMA (WC Ins)	(\$903)													
Retirement*GASB		(\$304)		(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	
New Engine			(\$38)											
Loan Payment					(\$241)									
UAL Retirement * 115 Trust Account	(\$2,198)										(\$711)			
Sub-Total	(\$4,801)	(\$2,283)	(\$2,306)	(\$2,283)	(\$2,524)	(\$2,283)	(\$2,283)	(\$2,283)	(\$2,283)	(\$2,283)	(\$2,994)	(\$2,283)	(\$2,283)	
Interim Sta. 7* Remodel* Sta.8	(\$1,176)	(\$367)	(\$123)	(\$408)	(\$102)	(\$140)	(\$140)	(\$94)	(\$166)	(\$127)	(\$67)		(\$122)	
TOTAL EXPENSE	(\$5,977)	(\$2,650)	(\$2,429)	(\$2,691)	(\$2,626)	(\$2,423)	(\$2,423)	(\$2,377)	(\$2,449)	(\$2,410)	(\$3,061)	(\$2,283)	(\$2,405)	
REVENUE:														
1021 Property Tax Cur Sec		\$2,106		\$2,106	\$2,106	\$2,106	\$2,106	\$2,106	\$2,106	\$2,106	\$2,106	\$2,106	\$2,106	
1031 Property Tax Cur Unsec		\$71		\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	
1033 Prior Yr. - Unsecured Tax					\$75					(\$4)				
1041 Property Tax SB813		\$64	\$19	\$64	\$64	\$64	\$64	\$64	\$64	\$64	\$64	\$64	\$64	
1521 Interest Earned (Allocation)	\$264	\$33		\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	
1831 Homeowners Property Tax Relief		\$5		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	
2658 Misc Revenue-JPA-Cell Towers	\$43	\$51	\$122	\$51	\$51	\$51	\$51	\$51	\$51	\$51	\$51	\$51	\$51	
1046 ERAF		\$1,764	\$1,543					\$1,764						
Reimbursements-Refunds, etc*														
*State Comp*House Fund*Empl*VOIDS	\$89	\$131	\$354	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	
Strike Team monies received			\$21		\$0	\$89	\$101	\$85						
TOTAL REVENUE	\$396	\$4,225	\$2,059	\$2,461	\$2,536	\$2,461	\$2,550	\$4,326	\$2,546	\$2,457	\$2,461	\$2,461	\$2,461	
End Cash Balance/Total Reserves	\$27,460	\$31,613	\$27,090	\$31,383	\$31,293	\$31,331	\$31,146	\$33,094	\$33,192	\$33,239	\$32,639	\$32,817	\$32,873	
GASB Postemployment Healthcare Cost	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	\$8,670	
Employer Retirement Liability	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	\$20,833	
Estimated Expenses	(\$3,195)	(\$1,611)	(\$1,611)	(\$1,611)	(\$1,852)	(\$1,611)	(\$1,611)	(\$1,611)	(\$1,611)	(\$1,611)	(\$2,322)	(\$2,283)	(\$1,611)	
Actual Expenses	(\$5,977)	(\$2,038)	(\$2,429)	(\$2,011)	(\$1,785)	(\$2,080)	(\$1,558)	(\$2,103)	(\$1,671)	(\$2,410)	(\$3,061)	\$0	(\$2,405)	
Difference +/-	\$2,782	\$427	\$818	\$400	(\$67)	\$469	(\$53)	\$492	\$60	\$799	\$739	(\$2,283)	\$794	
Estimated Revenue	\$30,061	\$1,624	\$1,624	\$154	\$1,001	\$1,655	\$10,262	\$3,902	\$135	\$1,574	\$6,388	\$2,461	\$2,393	
Actual Revenue	\$396	\$1,599	\$2,059	\$183	\$1,052	\$1,501	\$10,045	\$3,603	\$223	\$2,457	\$2,461	\$0	\$2,461	
Difference +/-	(\$29,665)	(\$25)	\$435	\$29	\$51	(\$154)	(\$217)	(\$299)	\$88	\$883	(\$3,927)	(\$2,461)	\$68	

List view of all incidents (last month)

Basic Incident Alarm Date Time (FD1.26)	CAD2 Basic Incident Number	CAD Basic Incident Street Name	CAD2 Basic Incident City Name	Basic Incident Type (FD1.21)	Basic Incident Postal Code (FD1.19)
Basic Incident City Name (FD1.16): ATN					
08/20/2023 03:13:41	MF23-7401	STOCKBRIDGE	ATN	Motor vehicle accident with no injuries. (TA)	94027
Basic Incident City Name (FD1.16): Emerald Lakes					
08/02/2023 20:03:44	WF23-1374	HILLCREST	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
08/03/2023 20:35:14	WF23-1381	CALIFORNIA	Emerald Lakes	Public service, excluding Lift Assist (see 554) (PA)	94062
08/06/2023 18:36:05	WF23-1401	ROCK CREEK	Emerald Lakes	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94062
08/08/2023 20:32:22	WF23-1410	DIABLO	Emerald Lakes	False Alarm - CO detector activation due to malfunction (FACM)	94062
08/09/2023 19:42:08	WF23-1413	MARIANI	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
08/15/2023 19:49:04	WF23-1438	LAKEVIEW	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
08/15/2023 20:48:41	WF23-1440	BROOKLINE	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
08/18/2023 12:11:40	WF23-1456	OAK PARK	Emerald Lakes	Odor of Gas, gas scare (HMI)	94062
08/20/2023 11:54:45	WF23-1468	MARIANI	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
08/21/2023 11:26:57	WF23-1470	MARIANI	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
08/25/2023 10:35:08	WF23-1485	BROOKLINE	Emerald Lakes	MVA vs pedestrian with injuries (TA)	94062
08/29/2023 19:29:41	WF23-1520	WILMINGTON	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
08/30/2023 18:44:58	DF23-1852	EDMONDS	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
08/31/2023 09:21:19	WF23-1537	EDGECLIFF	Emerald Lakes	Lock-out (vehicle, unoccupied) (LO)	94062
Basic Incident City Name (FD1.16): Kings Mountain					
08/11/2023 18:13:43	DF23-1734	SKYLINE	Kings Mountain	Motor vehicle accident with no injuries. (TA)	94062
08/12/2023 12:42:16	DF23-1742	SKYLINE	Kings Mountain	Cancelled en route, did not arrive on scene.	94062
08/19/2023 17:08:36	WF23-1465	SKEGGS	Kings Mountain	EMS call, excluding vehicle accident with injury (MED)	94062
08/21/2023 13:46:57	WF23-1472	HUDDART PARK	Kings Mountain	Cancelled en route, did not arrive on scene.	94062
08/26/2023 12:35:34	WF23-1494	KINGS MOUNTAIN	Kings Mountain	(UTL) No incident found on arrival at dispatch address	94062
08/30/2023 14:48:25	DF23-1850	STAR HILL	Kings Mountain	Cancelled en route, did not arrive on scene.	94062
Basic Incident City Name (FD1.16): La Honda					
08/20/2023 11:41:20	DF23-1793	LA HONDA	La Honda	MVA with injuries (TA)	94062
08/26/2023 12:49:07	DF23-1829	LA HONDA	La Honda	Cancelled en route, did not arrive on scene.	94020
08/29/2023 22:39:19	DF23-1846	LA HONDA	La Honda	Cancelled en route, did not arrive on scene.	94062
Basic Incident City Name (FD1.16): LAD					
08/01/2023 17:11:42	WF23-1367	LUCERO	LAD	Cancelled en route, did not arrive on scene.	94028
08/02/2023 06:05:00	WF23-1369	LA MESA	LAD	Water or steam leak	94028
08/03/2023 10:48:29	WF23-1377	ALPINE	LAD	MVA with injuries (TA)	94028
08/06/2023 20:01:40	WF23-1402	ALPINE	LAD	Motor vehicle accident with no injuries. (TA)	94028
08/11/2023 12:58:59	WF23-1422	PECORA	LAD	False Alarm - Alarm Sounding (FA)	94028
08/14/2023 18:48:52	WF23-1435	LA MESA	LAD	EMS call, excluding vehicle accident with injury (MED)	94028
08/29/2023 06:40:47	WF23-1506	LUCERO	LAD	Cancelled en route, did not arrive on scene.	94028
Basic Incident City Name (FD1.16): LTW					
08/02/2023 14:47:15	WF23-1372	VISTA VERDE	LTW	EMS call, excluding vehicle accident with injury (MED)	94028
08/03/2023 21:48:54	WF23-1383	LAKE	LTW	EMS call, excluding vehicle accident with injury (MED)	94028
08/06/2023 11:00:00	WF23-1396	RAMONA	LTW	EMS call, excluding vehicle accident with injury (MED)	94028
08/23/2023 07:34:19	WF23-1476	LAKE	LTW	Tree Down (TDOWN)	94028

Basic Incident Alarm Date Time (FD1.26)	CAD2 Basic Incident Number	CAD Basic Incident Street Name	CAD2 Basic Incident City Name	Basic Incident Type (FD1.21)	Basic Incident Postal Code (FD1.19)
Basic Incident City Name (FD1.16): Menlo Park					
08/01/2023 02:12:56	MF23-6768	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
08/01/2023 16:40:29	MF23-6792	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
08/02/2023 06:34:11	MF23-6804	NB 280 FRONTAGE	Menlo Park	(UTL) No incident found on arrival at dispatch address	94025
08/09/2023 14:48:13	DF23-1718	SB 280	Menlo Park	Motor vehicle accident with no injuries. (TA)	94025
08/09/2023 20:03:08	MF23-7044	SAND HILL	Menlo Park	False Alarm - Smoke detector activation (Dust, Construction, etc.) (FAS)	94025
08/13/2023 11:12:50	MF23-7169	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
08/15/2023 12:27:52	DF23-1763	NB 280	Menlo Park	(UTL) No incident found on arrival at dispatch address	94025
08/19/2023 05:18:48	MF23-7370	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
08/22/2023 16:12:11	MF23-7474	SAND HILL	Menlo Park	Smoke detector activation (FAS)	94025
08/22/2023 18:50:06	MF23-7485	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
08/28/2023 14:02:27	MF23-7653	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
08/30/2023 06:27:01	MF23-7702	SAND HILL	Menlo Park	False Alarm - Smoke detector activation due to malfunction (FAS)	94025
08/30/2023 23:31:33	MF23-7722	SAND HILL	Menlo Park	Cancelled en route, did not arrive on scene.	94025
08/31/2023 12:38:01	MF23-7737	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
Basic Incident City Name (FD1.16): Portola Valley					
08/01/2023 17:46:05	WF23-1368	PORTOLA	Portola Valley	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94028
08/03/2023 09:58:56	WF23-1376	TINTURN	Portola Valley	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94028
08/04/2023 09:00:40	WF23-1386	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/05/2023 09:45:37	WF23-1390	ESCOBAR	Portola Valley	Cancelled en route, did not arrive on scene.	94028
08/05/2023 16:07:47	WF23-1392	WESTRIDGE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/06/2023 00:20:21	WF23-1394	DEER MEADOW	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/06/2023 12:57:12	WF23-1397	COAL MINE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/06/2023 16:18:21	WF23-1398	VALLEY OAK	Portola Valley	Flooding Conditions mitigation (Water Vac, Pump, Etc...) (PAW)	94028
08/06/2023 17:18:44	WF23-1399	GOLDEN HILLS	Portola Valley	Wires Down, Power line down (WDOWN)	94028
08/06/2023 20:19:54	WF23-1403	LOS TRANCOS	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/10/2023 13:06:02	WF23-1415	GOLDEN OAK	Portola Valley	Public service, excluding Lift Assist (see 554) (PA)	94028
08/10/2023 14:03:28	WF23-1416	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/10/2023 15:10:35	WF23-1418	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/13/2023 15:24:28	WF23-1429	CANYON	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/14/2023 10:15:11	WF23-1433	SKYLINE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/14/2023 15:38:51	WF23-1434	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/15/2023 16:37:03	WF23-1437	APPLEWOOD	Portola Valley	Cancelled en route, did not arrive on scene.	94028
08/15/2023 20:38:00	WF23-1439	CHEYENNE	Portola Valley	False Alarm - CO detector activation due to malfunction (FACM)	94028
08/16/2023 15:38:31	WF23-1442	SANTA MARIA	Portola Valley	Lift Assist, no medical merit	94028
08/17/2023 02:13:51	WF23-1444	KIOWA	Portola Valley	EMS call, excluding vehicle accident with injury	94028

Basic Incident Alarm Date Time (FD1.26)	CAD2 Basic Incident Number	CAD Basic Incident Street Name	CAD2 Basic Incident City Name	Basic Incident Type (FD1.21)	Basic Incident Postal Code (FD1.19)
				(MED)	
08/17/2023 09:29:04	WF23-1445	HILLBROOK	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/17/2023 10:41:02	WF23-1446	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/17/2023 12:15:44	WF23-1447	PALMER	Portola Valley	False Alarm - Smoke detector activation due to malfunction (FAS)	94028
08/17/2023 19:03:32	WF23-1450	SHAWNEE	Portola Valley	False Alarm - Smoke detector activation due to malfunction (FAS)	94028
08/18/2023 05:53:17	WF23-1454	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/18/2023 11:25:49	WF23-1455	BROOKSIDE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/18/2023 14:31:15	WF23-1459	CHEROKEE	Portola Valley	Cancelled en route, did not arrive on scene.	94028
08/19/2023 14:24:35	WF23-1461	ALPINE RD[ALPINE HILLS]	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/20/2023 00:15:27	WF23-1466	BEAR GULCH	Portola Valley	Smoke Investigation - Not SLAC (SI)	94028
08/20/2023 15:26:10	WF23-1469	ALPINE	Portola Valley	Cancelled en route, did not arrive on scene.	94028
08/21/2023 11:34:22	WF23-1471	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/23/2023 06:02:17	WF23-1475	SHAWNEE	Portola Valley	False Alarm - Heat detector activation due to malfunction	94028
08/23/2023 08:36:03	WF23-1477	ALPINE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/23/2023 09:47:05	WF23-1478	PORTOLA	Portola Valley	MVA with injuries (TA)	94028
08/23/2023 20:26:25	WF23-1479	GROVE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/24/2023 03:44:50	WF23-1481	LOS CHARROS	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/25/2023 01:33:00	WF23-1484	THISTLE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/25/2023 21:19:14	WF23-1489	CRESTA VISTA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/26/2023 14:03:37	WF23-1495	MINOCA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/26/2023 17:17:11	WF23-1496	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/28/2023 16:56:40	WF23-1500	PORTOLA	Portola Valley	EMS call, Bicyclist Down (MED)	94028
08/29/2023 01:26:27	WF23-1505	GOLDEN OAK	Portola Valley	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94028
08/29/2023 12:14:30	WF23-1508	GOLDEN HILLS	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/29/2023 19:54:27	WF23-1521	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/30/2023 11:36:25	WF23-1528	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/31/2023 12:14:13	WF23-1538	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
08/31/2023 19:04:28	WF23-1541	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
Basic Incident City Name (FD1.16): Redwood City					
08/02/2023 08:32:30	WF23-1370	BLACK FOX	Redwood City	EMS call, excluding vehicle accident with injury (MED)	94061
08/03/2023 21:42:03	RF23-8643	WHIPPLE	Redwood City	Cancelled en route, did not arrive on scene.	94063
08/04/2023 09:38:36	RF23-8663	MIDDLEFIELD	Redwood City	Cancelled en route, did not arrive on scene.	94063
08/05/2023 22:57:24	MF23-6929	WOODSIDE	Redwood City	EMS call, excluding vehicle accident with injury (MED)	94061
08/09/2023 12:28:14	RF23-8864	SHEPARD	Redwood City	EMS call, excluding vehicle accident with injury (MED)	94062
08/13/2023 17:56:25	RF23-9021	COUNTRY CLUB	Redwood City	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94061
08/13/2023 18:46:54	RF23-9027	PEPPERTREE	Redwood City	Electrical wiring/equipment problem, other	94061

Basic Incident Alarm Date Time (FD1.26)	CAD2 Basic Incident Number	CAD Basic Incident Street Name	CAD2 Basic Incident City Name	Basic Incident Type (FD1.21)	Basic Incident Postal Code (FD1.19)
08/16/2023 16:50:05	RF23-9147	PLEASANT HILL	Redwood City	EMS call, excluding vehicle accident with injury (MED)	94061
08/18/2023 11:05:12	RF23-9211	SB 101	Redwood City	Cancelled en route, did not arrive on scene.	94063
08/20/2023 07:27:13	RF23-9265	EMERALD HILL	Redwood City	EMS call, excluding vehicle accident with injury (MED)	94061
08/22/2023 18:24:57	RF23-9372	ALAMEDA DE LAS PULGAS	Redwood City	Motor vehicle accident with no injuries. (TA)	94061
08/23/2023 16:56:06	RF23-9422	KING	Redwood City	EMS call, excluding vehicle accident with injury (MED)	94061
Basic Incident City Name (FD1.16): Skylonda					
08/11/2023 18:48:06	WF23-1424	MORSE	Skylonda	Public service, excluding Lift Assist (see 554) (PA)	94062
08/12/2023 10:04:00	WF23-1425	SKYLINE	Skylonda	Water or steam leak	94062
Basic Incident City Name (FD1.16): UC					
08/05/2023 14:31:46	WF23-1391	NB 280	UC	Car Fire - Passenger vehicle fire , not a motorhome	94304
Basic Incident City Name (FD1.16): Unincorporated South of 92					
08/04/2023 07:26:43	WF23-1384	SB 280	Unincorporated South of 92	Grass fire, light flashy fuels only. otherwise use 141 (GF)	94062
08/14/2023 18:24:24	DF23-1760	OLD PAGE MILL	Unincorporated South of 92	Cancelled en route, did not arrive on scene.	94020
08/31/2023 09:08:58	WF23-1536	SB 280	Unincorporated South of 92	Cancelled en route, did not arrive on scene.	94062
Basic Incident City Name (FD1.16): Woodside					
08/02/2023 14:39:52	WF23-1371	GREER	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/02/2023 17:10:36	WF23-1373	WHISKEY HILL	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/03/2023 08:38:38	WF23-1375	ALBION	Woodside	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94062
08/03/2023 14:29:05	WF23-1378	HIGH	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/03/2023 16:25:10	WF23-1379	ALBION	Woodside	Cancelled en route, did not arrive on scene.	94062
08/03/2023 20:10:53	WF23-1380	LA HONDA	Woodside	MVA with injuries (TA)	94062
08/03/2023 21:12:43	WF23-1382	DEAN	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/04/2023 09:01:37	WF23-1387	CREST	Woodside	Cancelled en route, did not arrive on scene.	94062
08/04/2023 16:55:14	WF23-1388	SB 280	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/04/2023 23:15:08	WF23-1389	MOORE	Woodside	False Alarm - Smoke detector activation due to malfunction (FAS)	94062
08/05/2023 20:31:56	WF23-1393	MOORE	Woodside	Cancelled en route, did not arrive on scene.	94062
08/06/2023 07:51:48	WF23-1395	JANE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/06/2023 21:03:05	WF23-1404	WOODSIDE	Woodside	Water or steam leak	94062
08/07/2023 11:13:17	WF23-1405	MANUELLA	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/08/2023 08:11:48	WF23-1406	WOODSIDE	Woodside	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94062
08/08/2023 19:21:42	WF23-1409	WOODSIDE	Woodside	False Alarm - intentional activation (pull station, alarm activation malicious intent) (FAM)	94062
08/09/2023 10:44:45	WF23-1411	FARM HILL	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/09/2023 14:47:16	WF23-1412	BUCK	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/10/2023 11:11:43	WF23-1414	GREENWAYS	Woodside	Odor of Gas, gas scare (HMI)	94062
08/10/2023 14:15:00	WF23-1417	CANADA	Woodside	EMS call, Bicyclist Down (MED)	94062
08/10/2023 16:50:54	WF23-1419	PROSPECT	Woodside	False Alarm - CO detector activation due to malfunction (FACM)	94062
08/10/2023 22:48:17	WF23-1420	DRY CREEK	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062

Basic Incident Alarm Date Time (FD1.26)	CAD2 Basic Incident Number	CAD Basic Incident Street Name	CAD2 Basic Incident City Name	Basic Incident Type (FD1.21)	Basic Incident Postal Code (FD1.19)
08/11/2023 10:40:20	WF23-1421	ALBION	Woodside	Smoke Investigation - Not SLAC (SI)	94062
08/11/2023 14:02:07	WF23-1423	STADLER	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/12/2023 15:17:28	WF23-1426	WOODSIDE	Woodside	False Alarm - Smoke detector activation due to malfunction (FAS)	94062
08/13/2023 01:09:13	WF23-1427	NB 280	Woodside	Tree Down (TDOWN)	94027
08/13/2023 15:02:07	WF23-1428	WOODSIDE	Woodside	Vegetation Fire (VF)	94062
08/13/2023 16:29:08	WF23-1430	MOORE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/13/2023 19:44:37	WF23-1432	SKYLINE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/16/2023 15:35:44	WF23-1441	GRANDVIEW	Woodside	Cancelled en route, did not arrive on scene.	94062
08/17/2023 01:31:49	WF23-1443	WINDING	Woodside	False Alarm - CO detector activation, no CO (FACM)	94062
08/17/2023 13:03:02	WF23-1448	WOODSIDE	Woodside	Cancelled en route, did not arrive on scene.	94062
08/18/2023 00:21:43	WF23-1452	WOODSIDE	Woodside	False Alarm - Smoke detector activation due to malfunction (FAS)	94062
08/18/2023 00:34:44	WF23-1453	BEAR GULCH	Woodside	Cancelled en route, did not arrive on scene.	94062
08/18/2023 13:53:23	WF23-1457	WOODSIDE	Woodside	Cancelled en route, did not arrive on scene.	94062
08/18/2023 23:43:12	WF23-1460	HILLSIDE	Woodside	Tree Down (TDOWN)	94062
08/19/2023 14:48:34	WF23-1462	MOUNTAIN HOME	Woodside	Trash Fire (TF)	94062
08/19/2023 15:11:31	WF23-1463	WOODSIDE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/20/2023 06:43:40	WF23-1467	HIGH	Woodside	Cancelled en route, did not arrive on scene.	94062
08/21/2023 22:50:17	WF23-1473	JOSELYN	Woodside	Tree Down (TDOWN)	94062
08/22/2023 17:54:07	WF23-1474	PROSPECT	Woodside	Cancelled en route, did not arrive on scene.	94062
08/23/2023 20:53:50	WF23-1480	NORMANDY	Woodside	Cancelled en route, did not arrive on scene.	94062
08/24/2023 12:11:25	WF23-1482	OLIVE HILL	Woodside	Lift Assist, no medical merit	94062
08/25/2023 15:46:43	WF23-1486	MOUNTAIN HOME	Woodside	Wires Down, Power line down (WDOWN)	94062
08/25/2023 16:07:14	WF23-1487	WOODSIDE	Woodside	Building fire (SF)	94062
08/25/2023 18:30:42	WF23-1488	FAMILY FARM	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/26/2023 07:13:38	WF23-1490	ALBION	Woodside	Smoke detector activation (FAS)	94062
08/26/2023 10:17:39	WF23-1492	MOUNTAIN HOME	Woodside	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94062
08/26/2023 11:03:46	WF23-1493	WOODSIDE	Woodside	Tree Down (TDOWN)	94062
08/26/2023 19:47:15	WF23-1497	BIG TREE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/27/2023 17:20:35	WF23-1498	WOODSIDE	Woodside	Medical assist, assist EMS crew with manpower for lift assistance (MED)	94062
08/28/2023 11:09:44	WF23-1499	PINTO	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/28/2023 18:35:40	WF23-1502	CANADA RD [FRONT YARD	Woodside	Medical assist, assist EMS crew with manpower for lift assistance (MED)	94062
08/28/2023 22:58:15	WF23-1504	PORTOLA	Woodside	Motor vehicle accident with no injuries. (TA)	94062
08/29/2023 09:38:45	WF23-1507	FOX HOLLOW	Woodside	Cancelled en route, did not arrive on scene.	94062
08/29/2023 13:51:02	WF23-1510	WOODSIDE	Woodside	Car Fire - Passenger vehicle fire , not a motorhome	94062
08/29/2023 14:55:01	WF23-1512	NB 280	Woodside	Brush or brush-and-grass mixture fire (VF)	94062
08/29/2023 20:55:04	WF23-1522	FAMILY FARM	Woodside	False Alarm - CO detector activation due to malfunction (FACM)	94062
08/29/2023 20:58:03	WF23-1523	FAMILY FARM	Woodside	Cancelled en route, did not arrive on scene.	94062
08/30/2023 01:52:12	WF23-1524	NB 280	Woodside	Car Fire - Passenger vehicle fire , not a motorhome	94062
08/30/2023 09:59:38	WF23-1527	FARM HILL	Woodside	EMS call, excluding vehicle accident with injury (MED)	94061
08/30/2023 18:03:04	WF23-1529	WOODSIDE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
08/30/2023 18:27:44	WF23-1530	WHISKEY HILL	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062

Basic Incident Alarm Date Time (FD1.26)	CAD2 Basic Incident Number	CAD Basic Incident Street Name	CAD2 Basic Incident City Name	Basic Incident Type (FD1.21)	Basic Incident Postal Code (FD1.19)
08/30/2023 20:11:49	WF23-1531	MANZANITA	Woodside	Tree Down (TDOWN)	94062
08/31/2023 01:59:22	WF23-1533	FAMILY FARM	Woodside	False Alarm - Smoke detector activation due to malfunction (FAS)	94062
08/31/2023 05:51:13	WF23-1534	FAMILY FARM	Woodside	False Alarm - Smoke detector activation due to malfunction (FAS)	94062
08/31/2023 06:36:04	WF23-1535	FAMILY FARM	Woodside	False Alarm - Smoke detector activation due to malfunction (FAS)	94062
08/31/2023 17:01:18	WF23-1540	KINGS MOUNTAIN	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
Basic Incident City Name (FD1.16): WSB					
08/08/2023 10:38:43	WF23-1408	CHURCHILL	WSB	(UTL) No incident found on arrival at dispatch address	94062
08/24/2023 15:59:08	WF23-1483	CHURCHILL	WSB	EMS call, excluding vehicle accident with injury (MED)	94062
08/29/2023 13:14:38	WF23-1509	CHURCHILL	WSB	Cancelled en route, did not arrive on scene.	94062
08/29/2023 14:12:47	WF23-1511	CHURCHILL	WSB	EMS call, excluding vehicle accident with injury (MED)	94062

Report Criteria

Basic Incident City Name (Fd1.16): Is Not Blank Ladera|Portola Valley|Skylonda|Town of Portola Valley|Town of Woodside|Woodside

Cad2 Basic Incident Date: Is Equal To Last Month

Description

This report displays a list view of all incidents and their corresponding area within WFPD

Woodside Fire Protection District
Board Meeting
Project Status Update
September 26, 2023



**WOODSIDE FIRE
PROTECTION DISTRICT**

Program Budget Update

- Budgeted Contingencies
 - Interim Station 7
 - Deconstruction Contingency \$337,000
 - Station 7
 - Construction Contingency \$191,000 (no changes).
 - Station 8
 - Construction Contingency \$53,000 (no changes).
- Total Contingencies: \$581,000
- Investment Earnings Received: \$350,000
- Overall Estimated Program Budget Balance
 - Current Balance of \$40,000



Interim Station 7 – Deconstruction

- Scope has been reviewed and approved by SLAC.
 - Major items in question can remain (security gate and site lighting).
 - No underground infrastructure is required to be removed.
 - CJW to formalize the demo plan that will be issued to VBI.
- VBI will provide an estimate for the removal per approved scope of work.
- There is \$337,000 in contingencies included in the budget that should cover these costs.



Interim Station 7 – Budget Summary

- Costs associated with Interim Station 7 Removal
 - CJW agreement to provide permitting plan sets, SLAC San Mateo County coordination - \$54k.
 - Contingency for VBI deconstruction of Interim Station 7 - \$250k.
 - Project Contingency - \$33k.
- Total Interim Station 7 Removal Budget - \$337k.



Station 7 – Project Schedule Update

- Construction scheduled to be completed November 30th.
 - Roofing is complete.
 - Exterior siding and windows are complete.
 - Underground utilities are in progress.
 - T-Mobile Underground infrastructure to began October 2nd.
 - Polished concrete in progress.
 - Drywall installation is in progress and almost complete.
 - Painting has started.
 - Some casework being installed.
 - Tile is being set.



Station 7 Project Schedule Concerns

- T-Mobile remains an issue and may impact the schedule.
 - Weekly coordination meetings are on-going.
 - T-Mobile working with Town for new mono-pole planning approval.
 - They are currently finishing their internal reviews of their RF Studies and will submit to the Planning Department soon.
 - T-Mobile working with PG&E for power solution.
 - Need to have their temporary power revised since it is using existing pole that needs to be removed and new installed.
 - New service will take 12- 18 months.
 - CPM working with Town to uncouple permit for T-Mobile's temporary Cellular On Wheel (COW) from Building Occupancy.



Station 7 Project Schedule Concerns

- PG&E coordination for new building services are on-going.
 - Portion of utility work for PG&E, T-Mobile and AT&T that crosses Woodside Road is complete.
 - On site gas service is scheduled for mid-October.
 - Permanent power is scheduled for late-October.
 - PG&E is working on getting encroachment permit from Cal-Trans for their work switching power over from temporary power.
- Generator lead time.
 - Working to get expedited to avoid need for temporary generator. Current delivery date is in December.
 - VBI working on expediting.



Station 7 – Project Update















Station 8 - Schedule Update

- Landscaping is complete.
- Final cleaning is complete.
- Final punch-list has been issued and corrections are on-going.
- Closeout process is underway.
- New electrical service (PG&E) is still scheduled for November.
- Encroachment permit for drive entries pending final approval.
- Final inspections from the Town have been requested.









Smoking is not permitted within
25 ft. of main entrance area
and operable windows.











Questions & Answers



Amendment #5
Woodside Fire
Protection District

CONSOLIDATED ENGINEERING
LABORATORIES

August 23, 2023

Mr. Todd Mortensen
Capital Project Management (CPM) for
Woodside Fire Protection District
808 Portola Road, #C
Portola Valley, California 94028

Via E-Mail: toddm@capitalpm.com

**Subject: Woodside Portola Valley Fire Station #7, 3111 Woodside Road, Woodside, California 94062
CEL #10-61999PW
Change Order No. 1; Special Inspection and Material Testing**

Dear Todd:

Consolidated Engineering Laboratories (CEL) is pleased to submit our revised Change Order Number 1 for materials testing and construction inspection services for the **Woodside Portola Valley Fire Station #7 project**. This is submitted at your request and per our contract agreement with WFPD/CPM.

We assembled this change order based on the following sources:

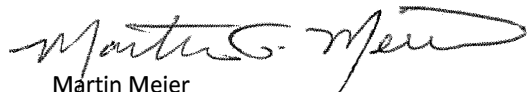
- Review of the original contract and proposal;
- Preliminary information including balance of project schedule via CPM;
- Updated schedule provided by your office;
- Confirmation of balance of scope needs to include project close-out services;
- Recent emails provided by your office in July and August.

Change Order Fees Summary: Grand Total Change Order No. 1: \$17,949.00.

CEL will make every effort to minimize costs for special inspections and materials testing services to successfully close out this project. We will work closely with you and your project team to minimize our remaining costs to complete our services.

Thank you for giving CEL the opportunity to be a part of your project team. Should you have any questions or require additional information, please do not hesitate to contact me.

Respectfully submitted,
CONSOLIDATED ENGINEERING LABORATORIES



Martin Meier
Senior Project Manager

MM/clr

Client: Woodside Fire Protection District

Date

ASSUMPTIONS AND SCOPE CONFIRMATION

We assembled this change order based on the following assumptions:

- Welding inspections (shop): 89.23 hours @ \$97.60/hour = \$8,709.00;
- Shotcrete Pre-production Panels: 2 each @ \$1,200.00 = \$2,400.00;
- Wood Nailing Inspections: \$4,810.00;
- Project Engineering and Management Fee: 10% = \$2,030.00.

Project Team

- Owner: WFPD
- CM/PM: CPM
- GC: Vance Brown
- IOR: WFPD/IOR
- Materials Testing and Special Inspections: CEL

Schedule

- Structural completions with concrete, anchors, structural steel, and wood framing: February 2023 – July 2023.
- Project Completion (Substantial): August 2023.

Cost Summary (see attached spreadsheet for additional information)

1. *Structural/Miscellaneous Steel Welding	\$8,709.00
2. Shotcrete Pre-Production Panel	\$2,400.00
3. Wood Frame Nailing	\$4,810.00
4. Miscellaneous Services (with PM)	\$2,030.00
5. Grand Total of Service Request (CO#1)	\$17,949.00

Original Contract Value (Budget)	\$89,030.40
Services Billed-to-Date	\$106,126.00
Unbilled/In-Process Services (August 2023)	\$853.00
Balance of Fees to Complete Work (August 2023)	\$0.00
Grand Total Project Fees	\$106,979.00
Change Order No 1 Value	\$17,949.00

*It is important to note that the primary fees overage for structural steel was due to a large volume of shop fabrication inspection at the off-site locations. The balance of the overage was due to additional inspection needs for shotcrete pre-production services and wood frame nailing inspections. The additional services provided increased our PM fee charge of 10% for increased costs of \$2,030.00.

CEL
Initials

CLIENT
Initials

PRICING AND SCOPE OF SERVICES

WFPD Station 7				
DESCRIPTION	QUANTITY	RATE	TOTAL	
Shotcrete Pre-Production Panels (2)	2.00	\$1,200.00	\$2,400.00	
Shop Fabrication Inspections & Material ID (5 weeks)	89.23	\$97.60	\$8,709.00	
Wood Frame/Nailing Inspections	49.28	\$97.60	\$4,810.00	
Project Engineering and Management	1.00	10%	\$2,030.00	
TOTAL			\$17,949.00	

STRUCTURAL STEEL

Shop Inspection

- Review of welding procedure specifications;
- Material identification and mill certificate review;
- Observe the utilization of certified welders and approved welding procedures;
- Visual inspection of welding to determine compliance with contract documents;
- Nondestructive testing of moment welds and column splices;
- Confirm approximate preheat temperature;
- Continuous inspection of multi-pass fillet welds, groove welds and reinforcing steel welding.

SHOTCRETE AND PRE-PRODUCTION TEST PANEL

Pre-production test panels are required to certify shotcrete nozzleman. The pricing is based on qualifying two nozzle men and includes:

- Inspection of pre-production panel placement;
- Coring of test panel for nozzleman grading;
- Compression testing;
- A staff engineer, in accordance with ACI procedure, will perform grading.

Additional certification of prospective nozzle men shall be billed at rates noted herein.

STRUCTURAL WOOD SEISMIC-FORCE-RESISTING SYSTEM (SFRS)

2016 California Building Code, Section 1705.11.2 Structural Wood

Continuous special inspection is required during field gluing operations of elements of the seismic-force-resisting system. Periodic special inspection is required for nailing, bolting, anchoring and other fastening of components within the seismic-force-resisting system, including wood shear walls, wood diaphragms, drag struts, braces, shear panels and hold-downs.

Exception: Special inspection is not required for wood shear walls, shear panels and diaphragms, including nailing, bolting, anchoring and other fastening to other components of the seismic-force-resisting system, where the fastener spacing of the sheathing is more than 4 inches (102 mm) on center (o.c.).

Exclusion: Our scope of work specifically excludes special inspections and observation of flashing, paper, weather proofing, and stucco systems on exterior facades, balconies, or glazing.

CEL
Initials

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Initials

Project Name - Woodside Portola Valley Fire station 7
Budget Update Report - RR for 1061999PW



Billed Through Date December 30, 2023

Project Manager Martin Meier

CEL Project Number 1061999PW

	BUDGET AMT	INVOICED AMT	UNBILLED AMT	TOTAL AMT	% COMP
Budget Totals :	\$89,030.40	\$106,125.80	352.79	\$106,478.59	119.60%

CONCRETE ANCHORS	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
13101 - Anchor/Dowel Installation Insp	0.00	0.00	0.00	1,418.17	0.00	\$1,418.17	0.00%
	0.00	0.00	0.00	1,418.17	0.00	\$1,418.17	0.00%

CONCRETE FIELD	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
03082 - Concrete Placement Inspection	0.00	0.00	0.00	4,108.72	0.00	\$4,108.72	0.00%
03099 - Reinforcing Steel Inspection	1.00	138.00	0.00	3,858.49	0.00	\$3,858.49	0.00%
04025 - Non Shrink Grout Placement	0.00	0.00	0.00	320.72	0.00	\$320.72	0.00%
	1.00	138.00	0.00	8,287.93	0.00	\$8,287.93	0.00%

CONCRETE LAB	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
03006 - Hydr. Cement / Non Shrink 2x2x2 Cube Compression ASTM C 109	0.00	0.00	0.00	252.00	0.00	\$252.00	0.00%
03044 - Concrete Compression Cyl. ASTM C 39	0.00	0.00	0.00	1,459.80	0.00	\$1,459.80	0.00%
21022 - Sample Pick-up	0.00	0.00	0.00	858.36	0.00	\$858.36	0.00%
	0.00	0.00	0.00	2,570.16	0.00	\$2,570.16	0.00%

CONSULTING	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
C2054 - Shotcrete Preconstruction Panel Evaluation Per Man <12in	0.00	0.00	0.00	4,800.00	0.00	\$4,800.00	0.00%
	0.00	0.00	0.00	4,800.00	0.00	\$4,800.00	0.00%

MISCELLANEOUS	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
21001 - Budget Estimate	0.00	0.00	89,030.40	0.00	0.00	\$0.00	0.00%

Project Name - Woodside Portola Valley Fire station 7
Budget Update Report - RR for 1061999PW



CONSOLIDATED ENGINEERING
L A B O R A T O R I E S

21006 - Final Affidavit File Review	0.00	0.00	0.00	450.00	0.00	\$450.00	0.00%
21012 - Outside Services	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00%
21038 - Project Engineering & Manageme	0.00	0.00	0.00	9,647.82	32.07	\$9,679.89	0.00%
	0.00	0.00	89,030.40	10,097.82	32.07	\$10,129.89	11.38%

NDT	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
10005 - Magnetic Particle Inspection	0.00	0.00	0.00	3,202.98	0.00	\$3,202.98	0.00%
10008 - Magnetic Particle Reinspection	0.00	0.00	0.00	776.48	0.00	\$776.48	0.00%
	0.00	0.00	0.00	3,979.46	0.00	\$3,979.46	0.00%

SHOTCRETE	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
03300 - Shotcrete Inspection	8.00	1,104.00	0.00	1,840.00	0.00	\$1,840.00	0.00%
03301 - Shotcrete Core Compression	0.00	0.00	0.00	276.00	0.00	\$276.00	0.00%
03302 - Shotcrete Core Compression - Panel Cored in Lab - ASTM C 1140	0.00	0.00	0.00	276.00	0.00	\$276.00	0.00%
	8.00	1,104.00	0.00	2,392.00	0.00	\$2,392.00	0.00%

STRUCTURAL STEEL	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
05001 - Field Weld Inspection	0.00	0.00	0.00	9,900.17	0.00	\$9,900.17	0.00%
05003 - Field Weld Ultrasonic Reinspect	0.00	0.00	0.00	776.48	0.00	\$776.48	0.00%
05006 - Field Weld Ultrasonic Insp	0.00	0.00	0.00	3,591.22	0.00	\$3,591.22	0.00%
05011 - High Strength Bolting Insp.	0.00	0.00	0.00	160.36	0.00	\$160.36	0.00%
05016 - Shop Welding Visual Inspection	19.00	2,940.75	0.00	31,692.59	0.00	\$31,692.59	0.00%
05020 - Shop Welding Inspection NDT	27.00	3,726.00	0.00	21,260.40	0.00	\$21,260.40	0.00%
05026 - Grout Sampling	0.00	0.00	0.00	320.72	0.00	\$320.72	0.00%
05037 - Skidmore Testing	0.00	0.00	0.00	388.24	0.00	\$388.24	0.00%
	46.00	6,666.75	0.00	68,090.18	0.00	\$68,090.18	0.00%

WOOD	OT UNITS	OT AMOUNT (Inc in Invoiced Amt)	BUDGET AMOUNT	INVOICED AMOUNT	UNBILLED AMOUNT	TOTAL AMOUNT	PERCENT COMPLETE
06100 - Nailing Inspection	0.00	0.00	0.00	4,490.08	320.72	\$4,810.80	0.00%
	0.00	0.00	0.00	4,490.08	320.72	\$4,810.80	0.00%

Budget subtotals:	55.00	7,908.75	89,030.40	106,125.80	352.79	\$106,478.59	119.60%
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WOODSIDE FIRE PROTECTION DISTRICT

FIRE PREVENTION BUREAU
808 PORTOLA ROAD PORTOLA VALLEY, CA. 94028
(650) 851-1594

WWW.WOODSIDEFIRE.ORG
DON BULLARD – FIRE MARSHAL

To: WFPD Board of Directors

From: Fire Marshal Bullard

Date: August 24, 2023

Subject: Staff recommends that the Board introduce and waive the reading of Ordinance 23-01, “AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA, AMENDING THE ADMINISTRATIVE CITATION PROGRAM, ESTABLISHING ADMINISTRATIVE FINES, DETERMINING THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND REPEALING ORDINANCE 22-01.”

Recommendation:

It is recommended that the Board introduce and waive the reading of Ordinance 23-01, “AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA, AMENDING THE ADMINISTRATIVE CITATION PROGRAM, ESTABLISHING ADMINISTRATIVE FINES, DETERMINING THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND REPEALING ORDINANCE 22-01.”

Background:

The Woodside Fire Protection District (“District”) is an independent fire protection district established under the Fire Protection District Law of 1987. The District is empowered to provide fire protection services and to enforce violations of the California Fire Code, California Health and Safety Code, California Code of Regulations, Government Code, and all District ordinances.

A comprehensive code enforcement system that uses a combination of judicial and administrative remedies is critical to ensure that the District can protect the public’s health, safety, and quality of life. The authority to issue administrative citations is not new. Administrative citations are commonly used by cities, counties, and special districts to ensure the public health and safety by enforcing compliance with local ordinances.

In November 2022, the Board approved Ordinance 22-01, which provided a detailed process for the issuing of administrative citations. By this Ordinance, Staff is proposing an updated procedure, which primarily makes the following substantive revisions to Ordinance 22-01.

- a. Section 7 of the Ordinance expands the amounts of administrative fines that can be imposed, consistent with legal limits. The allows for an administrative fine of up to \$1,000 per violation when the violation qualifies as a misdemeanor. That is also consistent with the recently adopted Fire Code Ordinance, which says that violators shall be guilty of a misdemeanor, punishable by a fine of not more than \$1,000.
- b. Section 4 of the Citation Ordinance clarifies by ordinance, the lawful authority of the Fire Code Official to, in addition to issuing administrative citations:
 - i. Be authorized to issue written orders to correct or eliminate a fire hazard or life hazard, in accordance with Health & Safety Code section 13870.
 - ii. Be further authorized to issue criminal citations for the misdemeanors specified in Health & Safety Code section 13871, in accordance with Health & Safety Code section 13872

CEQA:

This Ordinance is exempt under the California Environmental Quality Act (CEQA) pursuant to 14 C.C.R section 15061(b)(3) because it can be seen with certainty that there is no possibility that the adoption of the Ordinance would have a significant effect on the environment.

The Ordinance is also not subject to CEQA under the categorical exemption of 14 C.C.R. Section 15321 (enforcement of a law, general rule, standard, or objective, administered or adopted by the District).

The Ordinance sets procedures for ensuring compliance with the Fire Code and other District ordinances. The adoption of the Ordinance does not entitle new development or any changes to the physical environment.

Each exemption stands as a separate and independent basis for determining that this Ordinance is not subject to CEQA.

Respectfully,

Don Bullard
Fire Marshal
Woodside Fire Protection District

ORDINANCE NO. 23-01

**AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF
SAN MATEO COUNTY, CALIFORNIA, AMENDING THE
ADMINISTRATIVE CITATION PROGRAM, ESTABLISHING
ADMINISTRATIVE FINES, DETERMINING THE ORDINANCE IS
EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT,
AND REPEALING ORDINANCE 22-01**

The Board of Directors, as the governing body of the Woodside Fire Protection District, does ordain as follows:

SECTION 1. Authority.

This Ordinance is enacted pursuant to the authority of Health & Safety Code sections 13871, 13872, and Government Code sections 25132 and 53069.4.

SECTION 2. Findings.

- (a) The Woodside Fire Protection District ("District") is an independent fire protection district established under the Fire Protection District Law of 1987. (Health and Safety Code § 13800 *et. seq.*)
- (b) The District is empowered to provide fire protection services and to enforce violations of the California Fire Code, as adopted and amended by the District, California Health and Safety Code, the regulations of the State Fire Marshal, and all District ordinances.
- (c) Under state law, the Fire Chief and his designees may issue written orders to eliminate fire or life hazards, issue citations for misdemeanor violations and infractions, and order dangerous conditions abated.
- (d) A comprehensive code enforcement system that uses a combination of judicial and administrative remedies is critical to ensure that the District can protect the public's health, safety, and quality of life.

SECTION 3. California Environmental Quality Act Determinations

- (a) The District finds that this ordinance is exempt under the California Environmental Quality Act (CEQA) pursuant to 14 C.C.R section 15061(b)(3) because it can be seen with certainty that there is no possibility that the adoption of the Ordinance would have a significant effect on the environment.
- (b) The District also finds that the ordinance is not subject to CEQA under the categorical exemption of 14 C.C.R. Section 15321 (enforcement of a law, general rule, standard, or objective, administered or adopted by the District).
- (c) The Ordinance sets procedures for ensuring compliance with the Fire Code and other District ordinances. The adoption of the Ordinance did not entitle new development or any changes to the physical environment.

SECTION 4. Applicability & General Enforcement Authority.

- (a) This Ordinance provides for Administrative Citations, which are in addition to all other legal remedies, criminal or civil, that the District may pursue to address a violation of a District ordinance, including the Fire Code, as adopted and amended by the District, or other public nuisance. Use of this Ordinance is at the sole discretion of the District. This Ordinance is authorized under California Government Code Sections 53069.4 and California Health and Safety Code Sections 13861(h) and (i). The Fire Code Official, as defined in this Ordinance, is authorized to issue Administrative Citations pursuant to this Ordinance.
- (b) The Fire Code Official, as defined in this Ordinance, is further authorized to issue written orders to correct or eliminate a fire hazard or life hazard, in accordance with Health & Safety Code section 13870.
- (c) The Fire Code Official, as defined in this Ordinance, is further authorized to issue criminal citations for the misdemeanors specified in Health & Safety Code section 13871, in accordance with Health & Safety Code section 13872.

SECTION 5. Definitions.

- (a) "Administrative Citation" means a citation issued by a Fire Code Official for a violation of the Code processed in accordance with the administrative procedures of this Ordinance.
- (b) "Board" means the Board of Directors of the Woodside Fire Protection District.
- (c) "Code" means the California State Fire Code, as adopted and amended by the District, the California Health and Safety Code, the regulations of the State Fire Marshal, or any District ordinance.
- (d) "District" means the Woodside Fire Protection District.
- (e) "Fire Chief" means an employee of the District who is designated by the Board as such and who supervises the other Fire Code Officials.
- (f) "Fire Marshal" means an employee of the District so designated by the Fire Chief.
- (g) "Fire Code Official" means the Fire Chief, the Fire Marshal, and any agents or representatives that they may designate to enforce the Code, including but not limited to Battalion Chiefs, the Fuels Mitigation Program Manager, Fuels Mitigation Specialists, or other employees of the District.
- (h) "Pre-Citation Notice" means the written notice provided to a Responsible Person of a violation of the Code that does not create an immediate danger to health or safety.
- (i) "Responsible Person" means the owner, tenant, operator, or person or entity otherwise in charge and control of property that is the subject of a violation, or who is otherwise causing, permitting, or aiding and abetting in any violation of the Code.
- (j) "Violation" means a violation of the Code for which the Fire Code Official has authority to issue an Administrative Citation or Pre-Citation Notice.

SECTION 6. Pre-Citation Notice and Administrative Citation.

- (a) Pre-Citation Notice. Except as provided in subsection (b) below, prior to issuing an Administrative Citation for a Violation of the Code, the Fire Code Official shall serve a Pre-Citation Notice on the Responsible Person containing the following information:
- i. The date the Violation was observed;
 - ii. The address or definite description of the location where the Violation was observed;
 - iii. The section of the Code violated and a description of the Violation;
 - iv. The compliance date by which the Violation must be corrected or otherwise remedied, which shall be a reasonable period of no less than fifteen (15) days and no more than sixty (60) days from the date of the Pre-Citation Notice as determined by the Fire Code Official;
 - v. A statement that if the Violation is not corrected by the specified compliance date, an Administrative Citation will be issued that imposes a fine, the amount of which shall be specified; and
 - vi. The name, title, and signature of the Fire Code Official issuing the Pre-Citation Notice.
- (b) Exceptions from Pre-Citation Notice Requirement.
- i. If the Violation of the Code constitutes an immediate danger to health or safety, the Fire Code Official may issue an Administrative Citation without first issuing a Pre-Citation Notice.
 - ii. If the Fire Code Official issued an Administrative Citation to the Responsible Person for a violation of the Code in the immediately preceding calendar year, and the Responsible Person has violated the same provision of the Code, the Fire Code Official may issue an Administrative Citation without first issuing a Pre-Citation Notice.
- (c) Reinspection. Upon or after the compliance date set forth in the Pre-Citation Notice, the Fire Code Official shall inspect the property and determine if the Violation has been corrected.
- i. If the Violation has been corrected, the Fire Code Official shall serve on the Responsible Person a notice that the Violation has been corrected.
 - ii. If the Violation has not been corrected, or if the Violation has recurred, the Fire Code Official shall serve on the Responsible Person an Administrative Citation as set forth in this Ordinance.

- (d) Administrative Citation. Whenever a Fire Code Official determines that a Violation has occurred, the Fire Code Official shall have the authority to issue an Administrative Citation to any person responsible for the Violation.
- (e) Contents of Administrative Citation. Each Administrative Citation shall contain the following information:
 - i. The date of the Violation;
 - ii. The address or a definite description of the location where the Violation occurred;
 - iii. The section of the Code violated and a brief description of the Violation;
 - iv. The amount of the fine for the Violation;
 - v. A description of the fine payment process, including a description of the time within which and the place where the fine shall be paid;
 - vi. An order prohibiting the continuation or repeated occurrence of the Violation described in the Administrative Citation;
 - vii. A description of the Administrative Citation review process, including the 30-day deadline for requesting a hearing to contest the Citation under Section 9 of this Ordinance and the 10-day deadline for seeking an Advance Deposit Hardship Waiver under Section 10 of this Ordinance, the procedure for obtaining from the District Secretary a request for hearing form to contest the Administrative Citation, and notice that failure to contest the Administrative Citation will make the Citation a final action by the District for which there is no further administrative review and no judicial review;
 - viii. A statement explaining that each day the Violation occurs or continues may constitute a separate Violation; and the name, title, and signature of the citing Fire Code Official.

SECTION 7. Amounts of Administrative Fines, Late Payment Charges, and Interest.

- (a) Fine Amounts.
 - i. Unless otherwise expressly provided by law, the amount of the Administrative Fine per Violation shall not exceed the amount that could be imposed as a fine in a criminal prosecution for that offense if it was determined to be a misdemeanor.
 - ii. Where the Violation would otherwise be an infraction, the fine or penalty shall not exceed the maximum fine or penalty amounts for infractions set forth in Section 25132 of the California Government Code.
- (b) For purposes of this section, each day the Violation occurs constitutes a separate Violation.

- (c) Late Payment Charges and Interest. A fine that remains unpaid 30 days after the due date established by the provisions of this Ordinance shall be subject to a late payment penalty of 10 percent, plus interest at the rate of 1 percent per month on the outstanding balance, which shall be added to the penalty amount from the date that payment is due.

- (d) Factors Considered in Determining the Amount of the Administrative Fine. In determining the amount of the administrative fine, the following factors shall be considered:
 - i. The duration of the Violation;
 - ii. The frequency, recurrence, and number of Violations by the Responsible Person;
 - iii. The seriousness of the Violation;
 - iv. The bona fide efforts of the Responsible Person to come into compliance;
 - v. The financial burden of the fine on the Responsible Person;
 - vi. The impact of the Violation on the community health and safety; and
 - vii. Such other factors as justice requires.

SECTION 8. Payment of the Fine.

- (a) Due Date. The fine shall be paid to the District within thirty (30) days following the date of the Administrative Citation. The Fire Chief or designee may, but shall not be obligated to, suspend the imposition of a fine for any period during which the Responsible Person has filed for permits that are necessary to achieve compliance, and the permit applications are pending before the appropriate governmental agency.

- (b) Further Violations Not Excused. Payment of a fine under this Ordinance shall not excuse or discharge any continuation or repeated occurrence of the Violation.

SECTION 9. Request for Hearing; Dismissal of Citation.

- (a) Hearing Request. A person who receives an Administrative Citation may contest the Citation on the basis that there was no Violation or that he or she is not the Responsible Person, or the fine is excessive in light of the factors identified in Section 7(d) of this Ordinance, or may seek a reduction in the amount of a fine imposed for a repeat Violation on the ground that he or she made a bona fide effort to comply after the first Violation and that payment of the full amount of the fine would impose an undue financial burden. To contest the Administrative Citation or seek a reduction of the fine, the person shall submit a request for a hearing to the District Secretary within thirty (30) days following the date of the Administrative Citation. The request form may be obtained from the Administrative Office of the District. The completed request must be submitted

together with either an advance deposit of the fine or notice that a request for an advance deposit hardship waiver has been filed under Section 10 of this Ordinance.

- (b) Dismissal of Citation. At any time before the hearing, if the Fire Code Official determines that there was no Violation as charged in the Administrative Citation, that the Violation has been remedied, or that the Administrative Citation should be dismissed in the interest of justice, the Fire Code Official shall dismiss the Administrative Citation, cancel the hearing, and refund any Administrative Citation fine deposited.

SECTION 10. Advance Deposit Hardship Waiver.

- (a) Request for Waiver. A person who intends to contest an Administrative Citation under Section 9 of this Ordinance and who is financially unable to make the required advance deposit of the fine may file a request for an advance deposit hardship waiver.
- (b) Filing. An advance deposit hardship waiver shall be filed with the District Secretary on a form provided by the District. The application submitted shall include an affidavit, together with any supporting documents or materials, demonstrating the person's actual financial inability to deposit with the District the full amount of the fine. The waiver form shall be filed within ten (10) calendar days following the date of the Administrative Citation.
- (c) Deposit Requirement Stayed. The requirement of advance deposit of the fine shall be stayed until the District issues a determination on the application for an advance deposit hardship waiver.
- (d) Standard for Waiver. The Fire Code Official may waive the requirement of an advance deposit under Section 9 of this Ordinance and issue the waiver only if the evidence submitted demonstrates to the satisfaction of the Fire Code Official the person's actual financial inability to deposit with the District the full amount of the fine in advance of the hearing.
- (e) Written Determination. The Fire Code Official shall issue a written determination listing the reasons for his or her determination to issue or not issue the advance deposit hardship waiver. The written determination of the Fire Code Official is final. The written determination shall state that the time for judicial review of the decision is governed by Government Code Section 53069.4.
- (f) Deposit Required If Waiver Denied. If the Fire Code Official determines not to issue a waiver, the person cited shall deposit the fine with the District Secretary within ten (10) days following the date of that decision, or thirty (30) days following the date of the Administrative Citation, whichever is later.

SECTION 11. Hearing Procedure.

- (a) Setting the Hearing. In response to a request for a hearing under Section 9 of this Ordinance, the Fire Code Official shall set a hearing before the Board to be held during a regular or special Board meeting on a date that is not less than fifteen (15) days nor more than sixty (60) days following the date that the request for hearing is filed, unless agreed to by the Fire Code Official and the person seeking the hearing. The person requesting the hearing shall be notified of the time and place set for the hearing as soon as it is set, and at least ten (10) days before the hearing. If the Fire Code Official submits a supplemental report concerning the Administrative Citation to the Board for consideration at the hearing, a copy of the report shall be served on the person requesting the hearing at least five (5) days before the hearing. No hearing shall be held unless the fine has been deposited in advance, under Section 9 of this Ordinance, or an advance deposit hardship waiver has been issued under Section 10 of this Ordinance.
- (b) Failure to Appear. The failure of the person requesting the hearing to appear at the hearing shall constitute a forfeiture of the fine and a failure to exhaust his or her administrative remedies.
- (c) Hearing. The Administrative Citation and any supplemental report submitted by the Fire Code Official shall constitute prima facie evidence of the respective facts contained in those documents. At the hearing, the party contesting the Administrative Citation shall be given the opportunity to testify and to present evidence concerning the Administrative Citation. Formal rules of evidence shall not govern the hearing. The Board may accept testimony by declaration relating to the Administrative Citation from any party.
- (d) Continuance. The Board may continue the hearing from time to time and may request additional information from the Fire Code Official or the person requesting the hearing before issuing its decision.

SECTION 12. Board's Decision.

- (a) Decision. After considering the testimony and evidence presented at the hearing, the Board shall issue a written decision by resolution, supported by findings, to uphold, dismiss, or modify the Administrative Citation, and setting the amount of the fine, if any. The Board Secretary shall deliver a copy of the resolution to the person requesting the hearing. The Board's resolution shall constitute the District's final administrative decision. The resolution shall state that the time for judicial review of the Board's decision is governed by Government Code Section 53069.4.
- (b) Status of Fine. If the Board upholds the Administrative Citation and the fine, the fine amount on deposit with the District shall be retained by the District. If the Board upholds the Administrative Citation but reduces or eliminates the fine imposed, the District shall promptly refund the excess amount of the fine deposited. If the Board upholds the Administrative Citation and the fine, and the fine has not been deposited, the Board shall set forth in the decision a payment schedule for the fine and any additional charges, which shall not extend more than

one hundred and eighty (180) days from the date of the decision. If the Board dismisses the Administrative Citation, the District shall promptly refund any fine deposited, together with interest at the average rate earned on the District's portfolio for the period of time that the fine was held by the District.

SECTION 13. Recovery of Fines, Late Charges, and Interest.

- (a) The District may collect any past due fines, late payment charges, and interest imposed under this Ordinance by filing a civil action or by pursuing any other legal remedies.
- (b) The District also may recover its collection costs, including reasonable attorneys' fees, in any civil action brought to collect Administrative Citation fines, late payment charges, and interest.
- (c) Whenever any such civil action is brought, and the District notifies the person(s) against whom the action or proceeding has commenced of its election to seek recovery of attorney's fees, with such notice provided in writing at the time the action or proceeding has been commenced, the prevailing party shall be entitled to recover attorney's fees. The amount of any award of attorney's fees to a prevailing party pursuant to this section shall not exceed the amount of reasonable attorney's fees incurred by the District in the action or proceeding.

SECTION 14. Right to Judicial Review.

Any person aggrieved by the decision of the Board on an Administrative Citation or a decision by the Fire Code Official on an application for an Advance Deposit Hardship Waiver under this Ordinance may obtain review of the decision by filing a notice of appeal with the San Mateo Superior Court within twenty (20) days of the service of the Board's decision in accordance with the provisions of California Government Code Section 53069.4.

SECTION 15. Notices.

- (a) Method of Service. Any Pre-Citation Notice, Administrative Citation, notice of hearing, written determination on application for advance deposit hardship waiver, supplemental report, Board's decision, and any other notice or document required to be given by the District or the Board pursuant to this Ordinance shall be served either by:
 - i. Personal service on the Responsible Person or the person requesting the hearing; or
 - ii. By deposit in the United States Mail first class, in a sealed envelope postage prepaid addressed to the Responsible Person or the person requesting the hearing at that person's last known address, or at the address that has been provided to the District in any public record or other records pertaining to the Violation.
- (b) Service shall include a declaration under penalty of perjury setting forth the date of personal delivery or, for service by mail, the date of deposit in the mail. Service by personal delivery shall be deemed complete on the date of the delivery. Service by mail shall be deemed complete on the date of deposit in the mail.

- (c) Real Property. When real property is involved in the Violation, and the Responsible Person is not the property owner, any Pre-Citation Notice, the Administrative Citation and all notices and documents required to be given by this Ordinance shall be served on the property owner at the property owner's address as shown on the last equalized county assessment roll. If personal service or service by mail on the property owner is unsuccessful, a copy of any Pre-Citation Notice, Administrative Citation, and all other notices and documents required under this Ordinance shall be conspicuously posted at the property that is the subject of the Violation. The District also may, in its discretion, serve notices and other documents on a tenant, a mortgagor, or any other person having an interest in the property.
- (d) Failure to Receive Notice. The failure of the Responsible Person or other person to receive a required notice or document served in accordance with this Section of the Ordinance shall not affect the validity of any proceedings taken under this Ordinance.

SECTION 16. Severability & Repeal of Ordinance 22-01.

- (a) If any section, subsection, sentence, clause, phrase, or provision of this Ordinance or its application to any person or circumstance is held invalid for any reason, the invalidity does not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The Board of Directors hereby declares that it would have passed this Ordinance and every section, subsection, sentence, clause, phrase, or provision thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or provisions be declared unconstitutional or invalid.
- (b) Ordinance 22-1 is hereby repealed. All former ordinances and resolutions, or parts thereof, conflicting or inconsistent with the provisions of this ordinance are hereby superseded by this Ordinance. The adoption of this ordinance shall not in any manner affect any action or prosecution for violation of ordinances, which violations were committed prior to the effective date hereof, be construed as a waiver of any license, fee, or penalty required by or resulting from any such ordinance, or affect the validity of any bond (or cash deposit in lieu thereof) required to be posted, filed, or deposited pursuant to such ordinance.

SECTION 17. Date of Effect.

This ordinance shall take effect and be in full force and effect 30 days after its passage. This ordinance shall be published as required by law.

PASSED, APPROVED, and ADOPTED this day of at the regular meeting of the District Board of Directors, on a motion made by Director and seconded by Director and duly carried with the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ORDINANCE 23-01

Matt Miller, President
Board of Directors

ATTEST:

Randy Holthaus
District Secretary

APPROVED AS TO FORM:

Jonathan V. Holtzman
District Counsel



WOODSIDE FIRE PROTECTION DISTRICT

FIRE PREVENTION BUREAU
808 PORTOLA ROAD PORTOLA VALLEY, CA. 94028
(650) 851-1594

WWW.WOODSIDEFIRE.ORG
DON BULLARD – FIRE MARSHAL

To: WFPD Board of Directors

From: Fire Marshal Bullard

Date: August 24, 2023

Subject: It is recommended that the Board introduce and waive the reading of Ordinance 23-02, “AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA DECLARING CERTAIN VEGETATION AND WASTE MATTER A PUBLIC NUISANCE, PROVIDING FOR THE ABATEMENT AND/OR REMOVAL THEREOF, AND DETERMINING THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.”

Background:

The accumulation of combustible vegetation, including but not limited to seasonal and recurrent grasses, weeds, stubble, brush, dry needles, bark, mulch, dead, dying, or diseased trees, and rubbish endanger the health, safety and welfare of Fire District residents and are dangerous to property. Enacting this Ordinance is in the Fire District’s best interest by reducing the risk of fire.

This Ordinance declares that Hazardous Vegetation, as defined in the Ordinance, is a seasonal and recurring public nuisance and shall be abated to the satisfaction of the Fire Code Official. The Fire Code Official is defined as the Fire Chief or his or her duly authorized representative.

This Ordinance also declares that Combustible Rubbish, as defined in the Ordinance, is a public nuisance and shall be abated to the satisfaction of the Fire Code Official.

This Ordinance authorizes the Fire Code Official to abate such nuisances and establishes a procedure for the abatement of such nuisances. It provides for an appeal procedure relating to the abatement of such nuisances.

The Ordinance also provides a procedure for the recovery of the costs of such abatements, including the placement of the costs for abating the nuisances as special assessments and liens against properties, to be collected in the same manner as County taxes are paid.

CEQA:

This Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to the following categorical exemptions in the CEQA Guidelines: Sections 15304 (minor alterations to land) because it requires minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees and fuel management activities to reduce the volume of flammable vegetation, 15307 (actions taken as authorized by law to assure protection of natural resources), 15308 (actions taken as authorized by law to assure protection of the environment), and 15321 (enforcement of a law, general rule, standard, or objective, administered or adopted by the District).

The Ordinance will not result in the taking of endangered, rare, or threatened plant or animal species or significant erosion and sedimentation of surface waters. The Ordinance will not impact an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies under CEQA Guideline section 15300.2(a). There are no unusual circumstances under CEQA Guideline section 15300.2(c). No exception identified in CEQA Guideline Section 15300.2 applies to this Ordinance.

Each exemption stands as a separate and independent basis for determining that this Ordinance is not subject to CEQA.

Respectfully,

Don Bullard
Fire Marshal
Woodside Fire Protection District

ORDINANCE NO. 23-02

AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT OF SAN MATEO COUNTY, CALIFORNIA DECLARING CERTAIN VEGETATION AND WASTE MATTER A PUBLIC NUISANCE, PROVIDING FOR THE ABATEMENT AND/OR REMOVAL THEREOF, AND DETERMINING THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

The Board of Directors (“Board”), as the governing body of the Woodside Fire Protection District (“Fire District”), does ordain as follows:

SECTION 1. AUTHORITY

This Ordinance is enacted pursuant to the authority of Health and Safety Code sections 13861, subsection (h); 13870, 13879, and 14875 *et. seq.*

SECTION 2. FINDINGS

The Board of Directors of the Woodside Fire Protection District finds and determines that accumulation of combustible vegetation, including but not limited to seasonal and recurrent grasses, weeds, stubble, brush, dry needles, dead, dying, bark, mulch, or diseased trees, and rubbish endanger the health, safety and welfare of Fire District residents and are dangerous to property. Enacting this Ordinance is in the Fire District’s best interest by reducing the risk of fire.

SECTION 3. CALIFORNIA ENVIRONMENTAL QUALITY ACT DETERMINATION

The District finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to the following categorical exemptions in the CEQA Guidelines: Sections 15304 (minor alterations to land) because it requires minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees and fuel management activities to reduce the volume of flammable vegetation, 15307 (actions taken as authorized by law to assure protection of natural resources), 15308 (actions taken as authorized by law to assure protection of the environment), and 15321 (enforcement of a law, general rule, standard, or objective, administered or adopted by the District).

The Ordinance will not result in the taking of endangered, rare, or threatened plant or animal species or significant erosion and sedimentation of surface waters. The Ordinance will not impact an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies under CEQA Guideline section 15300.2(a). There are no unusual circumstances under CEQA Guideline section 15300.2(c). No exception identified in CEQA Guideline Section 15300.2 applies to this Ordinance.

Each exemption stands as a separate and independent basis for determining that this Ordinance is not subject to CEQA.

SECTION 4. DEFINITIONS.

The following definitions apply to this Ordinance:

- A. **ABATEMENT.** Any action the Fire District may take on public or private property and any adjacent property as may be necessary to remove or alleviate a nuisance, including but not limited to demolition, removal, repair, boarding and securing or replacement of property.
- B. **COMBUSTIBLE MATERIAL.** Rubbish, litter, or material of any kind other than Hazardous Vegetation, that is combustible and endangers the public safety by creating a Fire Hazard as determined by the Fire Code Official.
- C. **FIRE CODE OFFICIAL.** The Fire Chief or his or her duly authorized representatives.
- D. **FIRE HAZARD.** Any condition, arrangement, or act that will increase, or may cause an increase of, the hazard or menace of fire to a greater degree than customarily recognized as normal by persons in the public service of preventing, suppressing, or extinguishing fire, or that may obstruct, delay, or hinder, or may become the cause of obstruction, delay, or hindrance, to the prevention, suppression, or extinguishment of fire.
- E. **HAZARDOUS VEGETATION.** Vegetation that is combustible and endangers the public safety by creating a Fire Hazard as determined by the Fire Code Official, including but not limited to bark, mulch, seasonal and recurrent grasses, weeds, stubble, non-irrigated brush, dry leaves, dry needles, dead, dying and diseased trees, or any other vegetation identified by the Fire Code Official.
- F. **LEGAL INTEREST.** Any interest that is represented by a document such as a deed of trust, quitclaim deed, mortgage, judgment lien, tax or assessment lien, mechanic's lien or other similar instrument which is recorded with the county recorder.
- G. **PERSON.** Any natural person, firm, joint venture, joint stock company, partnership, association, club, company, corporation, trust, organization or the manager, lessee, agent, servant, officer or employee of any of them or any other entity which is recognized by law as the subject of rights or duties, including any public entity.
- H. **PROPERTY OWNER.** The record owner of real property based on the county assessor's records.
- I. **RESPONSIBLE PERSON.** A person who is determined by the Fire Code Official to be responsible for causing or maintaining a public nuisance. The term "responsible person" includes but is not limited to a property owner, tenant, person with a legal interest in real

property or person in possession of real property.

SECTION 5. DECLARATION OF NUISANCE

- A. Any Hazardous Vegetation is hereby declared to be a seasonal and recurring public nuisance and shall be abated to the satisfaction of the Fire Code Official.
- B. Combustible Rubbish is hereby declared to be a public nuisance and shall be abated to the satisfaction of the Fire Code Official.

SECTION 6. ABATEMENT OF NUISANCE

The Fire Code Official is hereby authorized to abate nuisances as described in this Ordinance. When the Fire Code Official determines that a nuisance as described in this Ordinance constitutes an immediate threat to public health or safety, the Fire Code Official is authorized to summarily abate the nuisance, notwithstanding the provisions of Sections 7 through 10 of this Ordinance.

SECTION 7. NOTICE TO ABATE NUISANCE

When the Fire Code Official determines that a public nuisance exists on any lot, premises, sidewalk, parking lot or street adjacent areas, the Fire Code Official shall cause a notice to be issued to abate such nuisance. The abatement notice shall:

- A. Be headed "Notice to Abate Public Nuisance/Hazardous Vegetation."
- B. Contain a description of the property on which the public nuisance is located in general terms reasonably sufficient to identify the property.
- C. Refer to this Ordinance, and to applicable state laws or regulations, which render the property a public nuisance.
- D. Describe the action required to abate the public nuisance, which may include without limitation correction, repair, removal, obtaining the necessary permits, or other appropriate action and provide the time frames by which each action must occur.
- E. Explain the consequences should the responsible person fail to comply with the terms of the notice, including that the nuisance will be abated by the District, the cost of the abatement will be charged to the responsible persons, and the cost will constitute a lien upon the property until paid.
- F. Identify all applicable hearing and appeal rights and the date by which an appeal must be filed.

SECTION 8. SERVICE OF NOTICE OF ABATEMENT

- A. The Notice of Abatement required in Section 7 may be served by any of the following methods:
 - 1. By first class mail to the property owners as their names and addresses appear on the current assessment role of the San Mateo County assessor or
 - 2. By personal service to the property owner or responsible person.
- B. Failure of the property owner or responsible person to actually receive notice regularly made in conformity with this Section shall not affect the validity of the notice or the proceedings.

SECTION 9. TIME LIMIT FOR REMOVAL OF NUISANCE

It is the duty of the property owner or responsible person in possession of any parcel or premises within the Woodside Fire Protection District to abate the nuisance as stated withing ten calendar days from the date of Notice of Abatement unless the property owner or responsible person files an appeal. In the event of an appeal, the nuisance must be abated 10 calendar days from the District Board of Directors' decision, unless the appeal is sustained.

SECTION 10. APPEAL

- A. Within ten calendar days from Service of the Notice of Abatement, the property owner or responsible person may appeal to the Board of Directors. Such appeal must be in writing and filed with the Fire Code Official.
- B. At a regular or special meeting of the Board of Directors not less than five days or more than thirty days after receipt of an appeal, the Board of Directors shall hear the appeal. The Board of Directors may continue the hearing.
- C. Upon conclusion of the hearing, the Board shall issue a decision ordering or denying the abatement of the nuisance.
- D. The decision of the Board of Directors is final.

SECTION 11. ABATEMENT

- A. If the property owner fails to abate the nuisance within the time specified, the Fire Code Official shall cause the nuisance to be abated at the property owner's expense.
- B. The Fire Code Official, deputies, assistants, employees of the District, and contracting agents may enter upon private property for the purpose of abating a nuisance. Any such

entry remains subject to all requirements established by the United States Constitution, the California Constitution, and any other applicable state and federal law.

SECTION 12. COSTS OF ABATEMENT.

- A. The Fire Code Official shall prepare a Cost Report for approval by the Board of Directors of the costs of abating the nuisance on each separate property. Costs of abatement may include the costs incurred by the District in enforcing abatement, including costs of mailing, District personnel time in investigation, clerical and administrative costs, and costs of enforcement, including, but not limited to, attorneys' fees.
- B. The District shall serve, as provided in Section 8 above, a copy of the report and notice of the hearing date to the Property Owner at least seven days prior to the hearing on the report.
- C. At the specified date and time, the Board will receive the report. The Board will hear any objections of the property owners, if any, to be assessed for the costs of abatement. The Board may make modifications to the report as it deems necessary, after which, the Board shall confirm the report.
- D. After the Board has confirmed the report, the District will seek cost recovery from the property owner as provided in Section 13.

SECTION 13. SPECIAL ASSESSMENT AND LIEN.

- A. After confirmation of the Cost Report, the District shall send a written bill to the property owner. If complete payment is not made within 30 days of the date the bill was made, the District shall certify to the San Mateo County Assessor-County Clerk-Recorder that the bill remains unpaid.
- B. The provisions of Health and Safety Code section 14912 are incorporated by reference and are made a part of this Ordinance. The costs for abating the nuisance shall constitute special assessments against the respective parcels of land and are a lien on the property. Upon confirmation by the Board of Directors, the Fire Code Official shall provide the Cost Report to the San Mateo County Assessor-County Clerk-Recorder to be collected in the same time and manner as County taxes are paid.

SECTION 14. VIOLATION

Any property owner, or responsible person who permits or allows the unlawful continuance of a public nuisance as defined in this Ordinance or who has violated any regulatory or prohibitory provision of this Ordinance shall be guilty of an infraction or a misdemeanor in accordance with Health & Safety Code section 13871.

SECTION 15. NONEXCLUSIVE REMEDY

This Ordinance is an alternative remedy and does not supersede any other provision of law that authorizes a nuisance to be abated or enjoined.

SECTION 16. VALIDITY

- A. If any section, subsection, sentence, clause, phrase, or provision of this Ordinance or its application to any person or circumstance is held invalid for any reason, the invalidity does not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The Board of Directors hereby declares that it would have passed this Ordinance and every section, subsection, sentence, clause, phrase, or provision thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or provisions be declared unconstitutional or invalid.
- B. All former ordinances and resolutions, or parts thereof, conflicting or inconsistent with the provisions of this ordinance are hereby superseded by this Ordinance. The adoption of this ordinance shall not in any manner affect any action or prosecution for violation of ordinances, which violations were committed prior to the effective date hereof, be construed as a waiver of any license, fee, or penalty required by or resulting from any such ordinance, or affect the validity of any bond (or cash deposit in lieu thereof) required to be posted, filed, or deposited pursuant to such ordinance.

SECTION 17. EFFECTIVE DATE

This ordinance shall take effect and be in full force and effect 30 days after its passage. This ordinance shall be published as required by law.

PASSED, APPROVED, and ADOPTED this day of at the regular meeting of the District Board of Directors, on a motion made by Director and seconded by Director and duly carried with the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ORDINANCE 23-02

Matt Miller, President
Board of Directors

ATTEST:

Randy Holthaus
District Secretary

APPROVED AS TO FORM:

Jonathan V. Holtzman
District Counsel



GENERAL MANAGER
Ana M. Ruiz

BOARD OF DIRECTORS
Craig Gleason
Yoriko Kishimoto
Jed Cyr
Curt Riffle
Karen Holman
Margaret MacNiven
Zoe Kersteen-Tucker

August 29, 2023

Woodside Fire Protection District (WFPD) Board of Directors
808 Portola Road, Suite C
Portola Valley, CA 94028

Re: Woodside Fire Protection District Proposed Ordinance 23-02

Dear WFPD Board of Directors,

Midpeninsula Regional Open Space District (Midpen) appreciates the opportunity to comment on the Woodside Fire Protection District's (WFPD) proposed Ordinance 23-02 that will be considered at the WFPD Board Meeting on August 29.

We first wish to thank you for considering the amendments that were recommended by Midpen in our letter dated November 28, 2022.

Wildland fire prevention, preparation and response are part of Midpen's ongoing land stewardship. We reduce wildland fire severity and risk in our region by managing vegetation in the preserves with a focus on ecological health and wildland fire resilience, in alignment with our mission and public support in how Midpen manages and stewards the natural resources on their behalf, and consistent with the recently approved Wildland Fire Resiliency Program (Fire Program). Our Fire Program, which was vetted extensively with multiple fire agencies and districts, 17 cities, and three counties, proactively expands our environmentally sensitive vegetation management to:

- Promote healthy, resilient, fire-adapted ecosystems
- Reduce wildland fire risk
- Facilitate the response of fire agencies

Midpen has two main comments on the proposed Nuisance Abatement ordinance:

1. The proposed Ordinance 23-02 should not apply to property owned by public entities. Setting aside the significant legal question of whether WFPD has the authority to regulate public entities in this manner, Midpen takes the position that an agency of the state, or a county, city, special district, or other local public agency which owns,

manages, and/or maintains unimproved parcels for the purposes of conservation or public recreation and that implements an active fuel management program should not be subject to the nuisance abatement ordinance. In Midpen's situation, the reason for this is described in #2 below.

2. WFPD is proposing to adopt this ordinance without any review of its potential environmental impacts under the California Environmental Quality Act (CEQA), when it appears that enforcement of the ordinance would likely result in impacts to sensitive natural resources. The ordinance does not include any measures to assure the protection of natural resources, which is significant because its proposed definition of plants that may be considered a nuisance or "Hazardous Vegetation" is very broad and could include virtually any plant that the Fire Official would like to remove, regardless of whether it is a local, state, or federally-listed or protected plant or provides important ecological value (such as habitat for other protected species). The ordinance's proposed definition is much broader than its allegory in the state Health & Safety Code section 14875. The proposed ordinance does not describe a mechanism for avoiding impacts on protected vegetation, or vegetation that serves as habitat to special status species.

To comply with CEQA, the WFPD should conduct an environmental analysis to identify potential impacts and specify measures that will protect vegetation that provides natural resource or habitat value. It is important to note that equivalent state laws provide certain recognized categories for vegetation that require special consideration, namely, "habitat for endangered or threatened species, or any species that is a candidate for listing as an endangered or threatened" (see, *e.g.*, California Government Code section 51184(a)).

Midpen completed an extensive public review process to develop its own Wildland Fire Resiliency Program (Fire Program), which included certification of an Environmental Impact Report that evaluates the potential environmental impacts of all of its proposed vegetation management actions and identify measures that will allow Midpen to avoid or reduce environmental impacts under its Fire Program. For instance, conducting biological surveys prior to vegetation management activities, and hiring biological monitors to identify and preserve sensitive resources, are integral to Midpen's Fire Program.

As part of Midpen's annual review process for the Wildland Fire Resiliency Program, each year, Midpen invites fire agencies to submit their input on the development of the annual work plans and looks forward to continuing to work collaboratively with WFPD in this regard. As an independent special district with its own elected Board of Directors, Midpen retains the right and responsibility to manage vegetation on its publicly owned lands in a manner that protects the natural resources, for which we hold and manage in the public's trust. Approval of vegetation management actions on Midpen lands should remain with Midpen. Additionally, Midpen urges WFPD to conduct its own environmental review of its proposed Ordinance to evaluate the potential impacts on biological resources from the removal of listed and protected plants and sensitive habitat, and identify necessary and appropriate mitigation measures to avoid significant

biological impacts and significant environmental cumulative impacts before adopting an ordinance that empowers the Fire District to require removal of virtually “any ...vegetation identified by the Fire Code Official.”

In conclusion, to recognize the roles of public agencies and of their elected governing bodies, Midpen strongly urges WFPD to exempt lands owned by governmental agencies. With respect to Midpen lands, such an exemption would allow our agency to carefully implement its ecologically sensitive vegetation management practices, which are designed to protect natural resources while enhancing fire resiliency and reducing wildfire risk within its lands, which in turn, protects the surrounding communities from the impacts of fire.

Thank you for your attention to these issues. As partner agencies, we value the ability to collaborate on such matters. If you have any questions, please feel free to contact Assistant General Manager Brian Malone at bmalone@openspace.org or (650) 625-6562.

Sincerely,

Brian Malone, Assistant General Manager

CC: Tom Cuschieri, Woodside Fire Protection District Chief
Don Bullard, Woodside Fire Protection District Battalion Chief and Fire Marshal
Nicholas Calderon, Parks Director, San Mateo County Parks
Howard Young, Portola Valley Interim Town Manager
Kevin Bryant, Woodside Town Manager
Lennie Roberts, Green Foothills



WOODSIDE FIRE PROTECTION DISTRICT

FIRE PREVENTION BUREAU
808 PORTOLA ROAD PORTOLA VALLEY, CA. 94028
(650) 851-1594

WWW.WOODSIDEFIRE.ORG
DON BULLARD – FIRE MARSHAL

September 8, 2023

Brian Malone, Assistant General Manager
Midpeninsula Regional Open Space District
5050 El Camino Real
Los Altos, CA 94022

Re: WFPD proposed Ordinance 23-02 and Midpeninsula letter dated August 29, 2023.

Dear Mr. Malone,

Thank you for your thorough review of the fire districts proposed Ordinance 23-02 and letter dated August 29, 2023. The district appreciates Midpeninsula's active engagement in the district's regulations.

In review of your letter the district's position is as follows:

1. The ordinance does not require any particular action. It establishes a process by which nuisances can be abated, including notice and an opportunity for appeal.
2. Whether Mid-Peninsula is exempt from the authority under the ordinance does not impact the ability of the Board to adopt this ordinance of general applicability. Should Mid-Pen be subject to an enforcement action in the future, that issue can be addressed.
3. CEQA findings are provided in the ordinance. It provides:

The Ordinance will not result in the taking of endangered, rare, or threatened plant or animal species or significant erosion and sedimentation of surface waters. The Ordinance will not impact an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies under CEQA Guideline section 15300.2(a).

The ordinance also will not result in the removal of healthy, mature, scenic trees.

If a landowner receiving a notice to abate believes such environmental concerns exist, they can be addressed through the process provided in the ordinance.

Respectfully,

Don Bullard
Fire Marshal-WFPD



Woodside Fire Protection District

808 Portola Road Portola Valley, Ca. 94028

(650) 851-1594

www.woodsidefire.org

Tom Cuschieri – Fire Chief

TO: Board Members of the Woodside Fire Protection District

FROM: Fire Chief Tom Cuschieri

SUBJECT: Woodside Fire and AMR Contract Termination

DATE: September 18th, 2023

RECOMMENDATION: It is a recommendation of the Woodside Fire Protection District Command Staff and Labor Group to terminate the operational transport agreement with American Medical Response and the Woodside Fire Protection District as of December 1st, 2023.

Background: The history and background of Woodside Fire's Medic 107 was implemented in 1999 as one of four fire-based ambulances in San Mateo County. This is a limited partnership with Woodside Fire and AMR to provide transport capabilities to our District. Woodside Fire provides the staffing, and AMR provides the ambulance and assumes all billing rights and responsibilities. Three other fire agencies joined the transport partnership, which was made up of the Menlo Park Fire Protection District, Half Moon Bay Fire, and Pacifica Fire. It was the idea that this vision would enhance the communities we serve, even though it had great financial impacts and staffing concerns to our agencies. These three other fire agencies soon realized the financial impact and that losing two personnel to the ambulance per day to run calls throughout the County was no longer feasible in supporting the mission of their departments. These three agencies discontinued their transport contracts with AMR within a few years of initializing them. Woodside Fire is the only one remaining with little change to the contracts over the years. The call volume for Medic 107 has also been increasing over the years, with more transports occurring out of our District. In 2022, Medic 107 responded to a total of 3458 calls for service. This statistic makes Medic 107 the busiest emergency response vehicle in San Mateo County. Of these 3458 calls for service in the County, Woodside Fire transported 1723 patients. Historically, if Medic 107 is in the District and receives a call for service within our District, they average about a 66 percent chance of making it to the call in th District.

Discussion: Since contract implementation in 1999, Medic 107 has been the root of many concerns and issues within our agency. These concerns and issues include financial costs, staffing challenges, training issues, morale issues, health and wellness of our personnel, longevity, and personnel retention. These issues have escalated over the years with little remedy to control them in a way that would be fair and equitable to both Woodside Fire and AMR. Since AMR is a for-profit company and must abide by Local Emergency Medical Services Agency (LEMSA) rules, there is no leeway in making a better system for our District and citizens. Woodside Fire has tried to negotiate a better service contract with AMR since February of 2023 but has not come up with an equitable solution to meet our District's needs.

Fiscal/Operational Impact: The current yearly fiscal impact to the District is as follows. M-107 is staffed with two paramedics 24 hours a day, 365 days a year. There are three shifts needing a total of six paramedics to staff the ambulance in total. The total cost of one Firefighter Paramedic in 2023 including salary, benefits, incentives, workers comp insurance, unemployment tax and retirement equates to \$265,339.40. For a total of six Firefighter Paramedics this amounts to a cost of \$1,592,036.40 per year to staff Medic 107. With a salary increase in 2024, this cost will go up to \$1,675,027.38 per year for staffing M107. With the structure of AMR's contract for 2023, Woodside Fire is given \$512,935.80, equating to \$42,744.65 per month. This amount from AMR is only adjusted on a variable CPI increase every year. The negative fiscal yearly impact that Medic 107 brings to our District in 2023 equates to \$1,079,100.60. This cost does not factor in additional overtime, and workers comp that the ambulance brings to our District.

Operational staffing changes to occur: With the discontinued staffing of Medic 107, here is what the Fire District will gain. Currently, we have a daily minimum staffing of 13 personnel, which includes M107. When M107 is no longer staffed, one of the extra personnel will go to the Squad which currently has two personnel. Now that it will be staffed with three personnel, the Squad will be reclassified as a Rescue, bringing us closer to NFPA 1710 staffing levels. With the staffing of three personnel on the Rescue, this will give us a fourth apparatus that is fully staffed to handle all emergencies within our District. Currently, we hire back two to four people on overtime per day depending on the shift to cover Vacation, SL, and WC. With the additional available personnel, overtime will be reduced, which will cut our yearly overtime spending. With internal promotions due to take place by the end of the year, our suppression staffing levels will drop by three. Because of the additional staffing, we will not need to hire back immediately unless more vacancies arise. At this time, and depending on the options below, we can decide on where our staffing should be.

Summary: Based on the challenges and reliability, and after thorough evaluation, it is recommended that the Woodside Fire and the Board of Directors terminate the current contract with AMR for ambulance staffing. This will enable us to reallocate our resources more efficiently, ensure consistent training for our personnel, and ultimately provide better Fire and EMS services to our community.

Woodside Fire's highly trained paramedic program will continue to provide our community the best paramedic ALS care. AMR, which is held by state and local response compliance times, will continue to offer ambulance services to our community, ensuring that residents receive the highest quality of care during medical emergencies. This partnership with AMR allows us to streamline our resources and provide our residents with a more efficient and seamless EMS experience.

With this reallocation of personnel from M107, we are pleased to announce that we will be staffing our Rescue and adding more personnel to our district. This strategic decision is in line with our ongoing efforts to enhance the level of service we provide to our community. This specialized unit will play a crucial role in providing enhanced disaster response capabilities to our community. In the event of natural disasters, building collapses, or other complex emergency scenarios, the Rescue unit will be equipped to handle intricate search and rescue operations, ensuring the safety of our residents during their time of need.

Additionally, the decision to discontinue ambulance services will allow our organization to further its commitment to ensuring our community is safe from the threat of wildfires. With the resources reallocated from ambulance services, we can dedicate more personnel and equipment to wildfire

prevention, preparedness, and rapid response. This is essential in safeguarding our community against our region's increasing wildfire risks.

We want to reassure our community that these changes aim to improve emergency services and ensure that you continue to receive the highest level of care and attention in times of crisis. Your safety remains our top priority, and we are committed to upholding the trust you have placed in the Woodside Fire Protection District

Below are three options that could be implemented based on the current MOU regarding the termination of staffing M107.

Option 1 – Make no changes to staffing level based on current MOU. Incur the full cost of the six personnel until the end of the contract. This allows for the district to truly determine if there will be a financial burden incurred on the district by keeping a staffing level of 13. Utilize the 14th shift member on the shift with expected WC (currently B shift) reducing OT costs.

Option 2 – Work through the end of the fiscal year with no changes to staffing level based on current MOU. Allows for six months to determine necessary fiscal changes after the two promotions and getting our recruits online incurring the full cost of the six personnel. Determine staffing needs in the budget cycle.

Option 3 - If fiscal impacts are expected to be detrimental to our future finances, negotiate with the Union to amend the current contract adjusting the minimum staffing to 12 starting January 1st, 2024. This allows for 1 float on two shifts and 2 floats on the other.

Should the Board agree with this recommendation these actions will need to occur:

- a. Notify AMR of our intention to terminate our agreement contract with the 60 days written notice and ending service on December 1st, 2023.
- b. Engage with the community to communicate the changes and reassure them of our commitment to their safety.
- c. Reassess and optimize our Fire and EMS strategy to ensure prompt and efficient services.

I appreciate the Board's consideration in this matter and am available to provide further information or clarification as needed.

Respectfully,

Tom Cuschieri
Fire Chief

WFPD Board of Directors Zoom Meetings 2023

1/31/2023 - <https://youtu.be/e4pLJMpr410>

2/28/2023 - <https://youtu.be/7GVpgfbaLG0>

4/4/2023 - <https://youtu.be/lckKKddPzN8>

4/25/2023 - https://youtu.be/_qW-ESp-RxY

6/13/2023 - <https://youtu.be/JDXrsStu0ME>

7/25/2023 - <https://youtu.be/tuLF5qqP3xw>

8/29/2023 - <https://youtu.be/2-5oe26PmIwby>



SICK LEAVE/WORKERS'S COMP. REPORT

August 2023	
Sick Leave/Workers' Comp. Report	
New Workers Compensation Cases	5 Total (0 New)
Retirements Announced	0
Sick Leave Shift Personnel	504 hours (8 Total)
Sick Leave Day Personnel	87 hours (4 Total)
Workers Compensation Time Off	1,056 hours
Light Duty	0 hours
Long Term Disability	0 hours
Bereavement Leave	24.5 hours (2 Total)
Maternity/Paternity Leave/FMLA	0 hours
Jury Duty	0 Hours



Woodside Fire Protection District Training Division Report September 2023 Battalion Chief Keenan Hird

It is the mission of the Woodside Fire Training Division to provide on-going training, education and funding to our fire service personnel to ensure competent, efficient and effective emergency response. .

The Training Division helps support a multitude of different areas within our organization to help accomplish our many goals. These areas include our District Training, Probationary Training, Recruit Academy support, South Zone/County Training, Continuing Education Program, PPE Program and USAR Program. The Training Division Chief, while on shift, also attends the SMCO Training Officers Committee.

The Woodside Fire Training Cadre was developed to enhance the delivery and unify department training. The Cadre is a highly knowledgeable, skilled and certified group of firefighters dedicated to delivering modern training concepts, skills and evolutions

Below are the topics the Training Division has covered for the month of August.

WOODSIDE FIRE TRAINING

A. Didactic Training: Monthly Topic - The Lead Instructor for the month of August was Firefighter Anthony Armanino on the subjects of Personal Protective Equipment and Self Contained Breathing Apparatus; two of the most important pieces of equipment to keep us safe when exposed to fire and contaminated atmospheres . During this training, Anthony provided our firefighters with multiple videos addressing proper PPE inspection, limitations of our PPE, how to remove contaminated PPE safely and tips on how to reduce the donning time of PPE. Anthony also provided members with credible articles about the exposure to an overhaul environment without



Woodside Fire Protection District Training Division Report September 2023 Battalion Chief Keenan Hird

respiratory protection and how it increases immune dysregulation and lung disease.

B. Manipulative Training: The manipulative exercise was to perform a thorough inspection of all PPE and SCBAs. The second was a timed exercise in donning our SCBAs and going “on air;” the last step before entering a burning structure or contaminated environment.

C. District Familiarization: Fire Captain Sean Devlin led our District Familiarization exercise. August’s assignment was a continuation of July to have engine companies tour the SF Watershed Lands west of highway 280 and north of Edgewood Road.

SOUTH ZONE MULTI-DEPARTMENT TRAINING

A. There was no scheduled training for the south zone agencies for the month of August with the exception of EMS. Woodside Fire Captains took advantage by incorporating technical rescue training and multi-company evolutions into their daily training. Shift Captains and crews also focused on Driver/Operator Training as the District currently has five members with open task books.

PROBATIONARY TRAINING

2021 Probationary Firefighters (Campbell, Cuschieri, Griffiths, Imber)
The 2021 Probationary Firefighters have taken the next step in their careers and opened a Woodside Fire Apparatus Operator Task Book. They have completed their didactic courses and have commenced on the manipulative training to complete the requirements of the program.



Woodside Fire Protection District Training Division Report September 2023 Battalion Chief Keenan Hird

2022 Probationary Firefighters (Dale, Morales)

The 2022 Probationary Firefighters have been assigned their Block III Probationary Manual for studying and manipulative training. During the month, they worked on technical rescue operations.

2022 Probationary Firefighter (Zolnierek)

Ben was assigned his Block II Probationary Manual in mid July in preparation for his Block II Probationary Test on Friday, October 13th. During the month, Ben worked on defensive fire operations, cribbing techniques and wildland fire suppression operations. Ben also worked on conventional forcible entry and gave a presentation on chainsaw and rotary operations and maintenance.

2023 Probationary Firefighters (Lory and Martin)

On Monday, August 28th Scott Lory and Zach Martin commenced the first joint College of San Mateo San Mateo County Fire Academy. The academy will be 15 weeks long with a graduation date of December 9th 2023.





Woodside Fire Protection District

Training Division Report

September 2023

Battalion Chief Keenan Hird

CONTINUING EDUCATION PROGRAM (August)

- Chief Officer 3C
 - Fire Captain Robert Douthit
- Chief Officer 3D
 - Fire Captain Robert Douthit
- Driver/Operator 1A
 - Probationary Firefighter/Paramedic Amanda Dale
 - Probationary Firefighter Nico Morales
- Future Fire Leaders Promotional Exam Prep
 - Firefighter/Paramedic Chris Wels
- Rigging Academy
 - Probationary Fire Captain Brandon Lima
- Rope Rescue Technician
 - Firefighter/Paramedic Derek Atlas
 - Firefighter/Paramedic Brandon Cuschieri
 - Firefighter/Paramedic Robert Griffiths
 - Probationary Firefighter Nico Morales

Meetings Attended:

- Board of Directors
- Command Staff
- San Mateo County Training Chiefs



Monthly EMS Report

August 2023

Training

Monthly training for consisted of three blocks of in person instruction and was a continuation of CBRNE awareness (chemical, biological, radiological, nuclear, and high yield explosives) and Electronic Health record Training. The EMS Division would like to recognize Firefighters Erik Lohmann, Chris O'Leary, and RCFD firefighter Christopher Clow for instructing and participating in the train the trainer course. Additionally, the go live date for the new EHR program has been pushed back from October 18th to October 25th.

Firefighter Andrew Hihi and A Shift have taken a paramedic intern. Paramedic Sean Dickson from Foothill College is currently at 240 hours and has met the minimum required patient contacts. Intern Dickson is additionally pursuing a career in the fire service and is on several local eligibility lists.



Events

MED2 participated in National Night Out with RCFD Engine 11 in North Fair Oaks.

Stryker performed annual AED maintenance throughout the District and WFPD was able to assist Portola Valley Town Hall with their AED maintenance.

San Mateo County EMS performed a narcotic and equipment audit for JPA South (MPFPD, RCFD, and WFPD). Med2 was present for all apparatus inspections performed by SMCO Operations Manager Chad Henry. All inspections went well with no deficiencies to report.

San Mateo County MCI work group (Med 2, MPFPD EMS Manager Starz, and RCFD BC3A Balton, SMCO LEMSA representatives Henry and Kusman) participated in tabletop simulations to vet the revisions to the current mass casualty incident Stand Operating Procedure.

EMS IT Update

PSTrax narcotic tracking software is still on time for December 2023 roll out.

ImageTrend/EHR – As mention above the rollout will move from October 18th to October 25th.
(Subject to change)

FirstWatch QA/QI software is beta testing to integrate with the new Imagetrend EHR software.

Committee Participation

MCI Committee

EMS Supervisors

Policy, Protocol and Procedure Committee

Quality Leadership Committee

San Mateo County Training Chiefs (EMS Representative)

M107 August Statistics

Total Calls – 263

Total Transports – 128

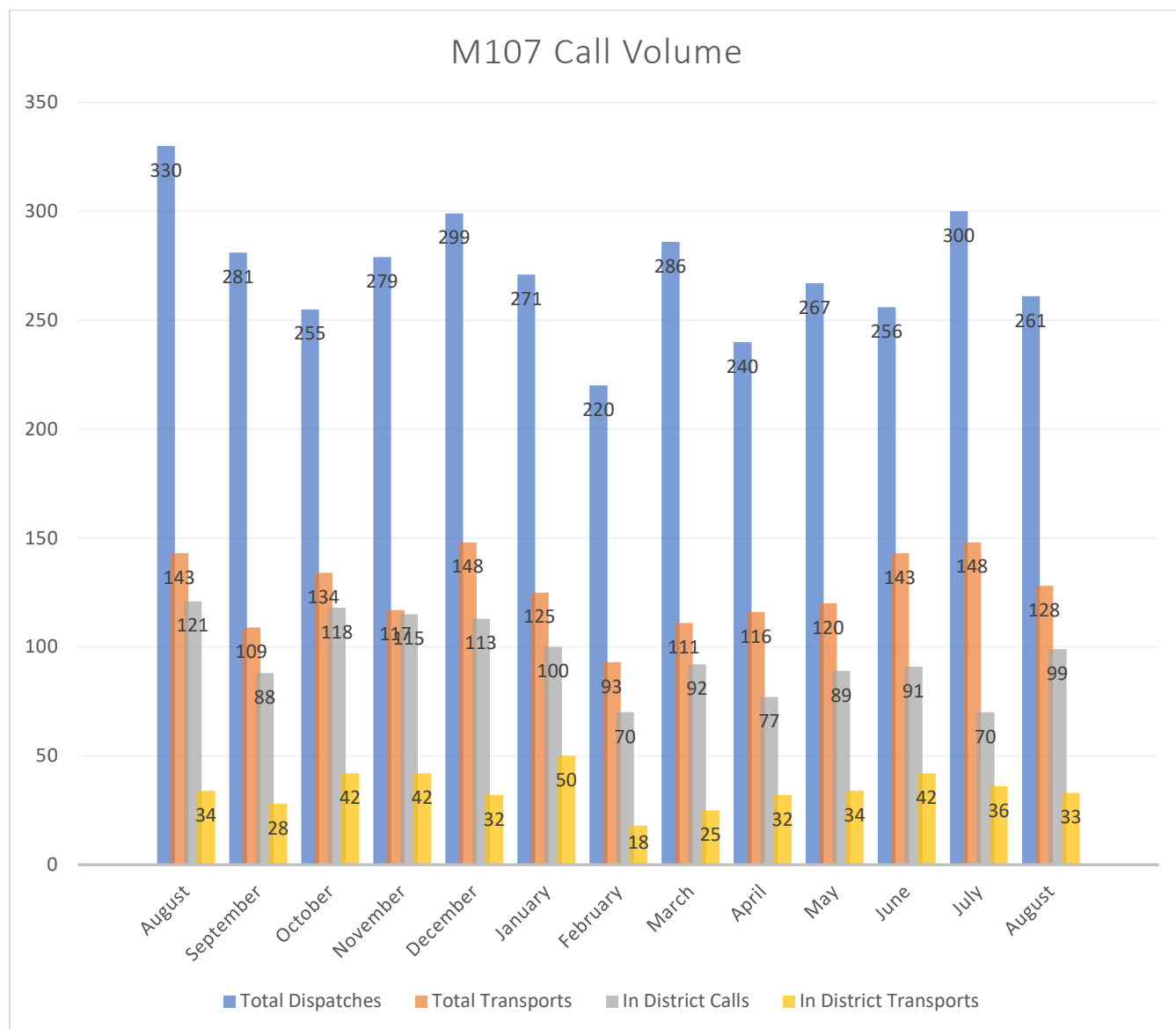
In District Calls – 99

In District Transports – 33 (Total in District Transports 49 – 67% capture rate for M107)

Life Flight – 0

Mobile Stroke Unit – 0

Overage – 10





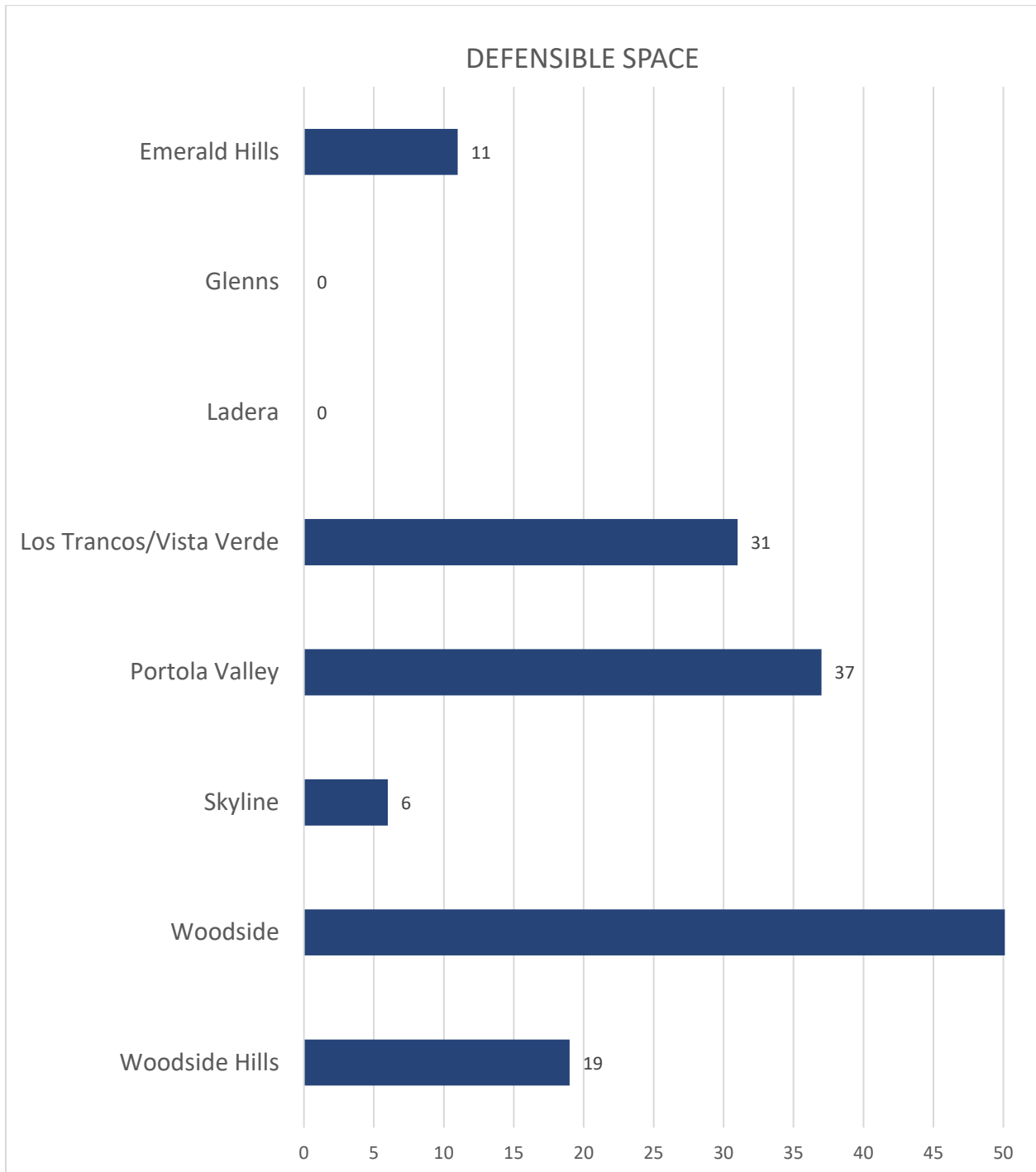
**Monthly Fire Prevention Report
August 2023**

**Woodside Fire Protection District
Prevention Division Report
August 2023**

Fire Marshal Don Bullard

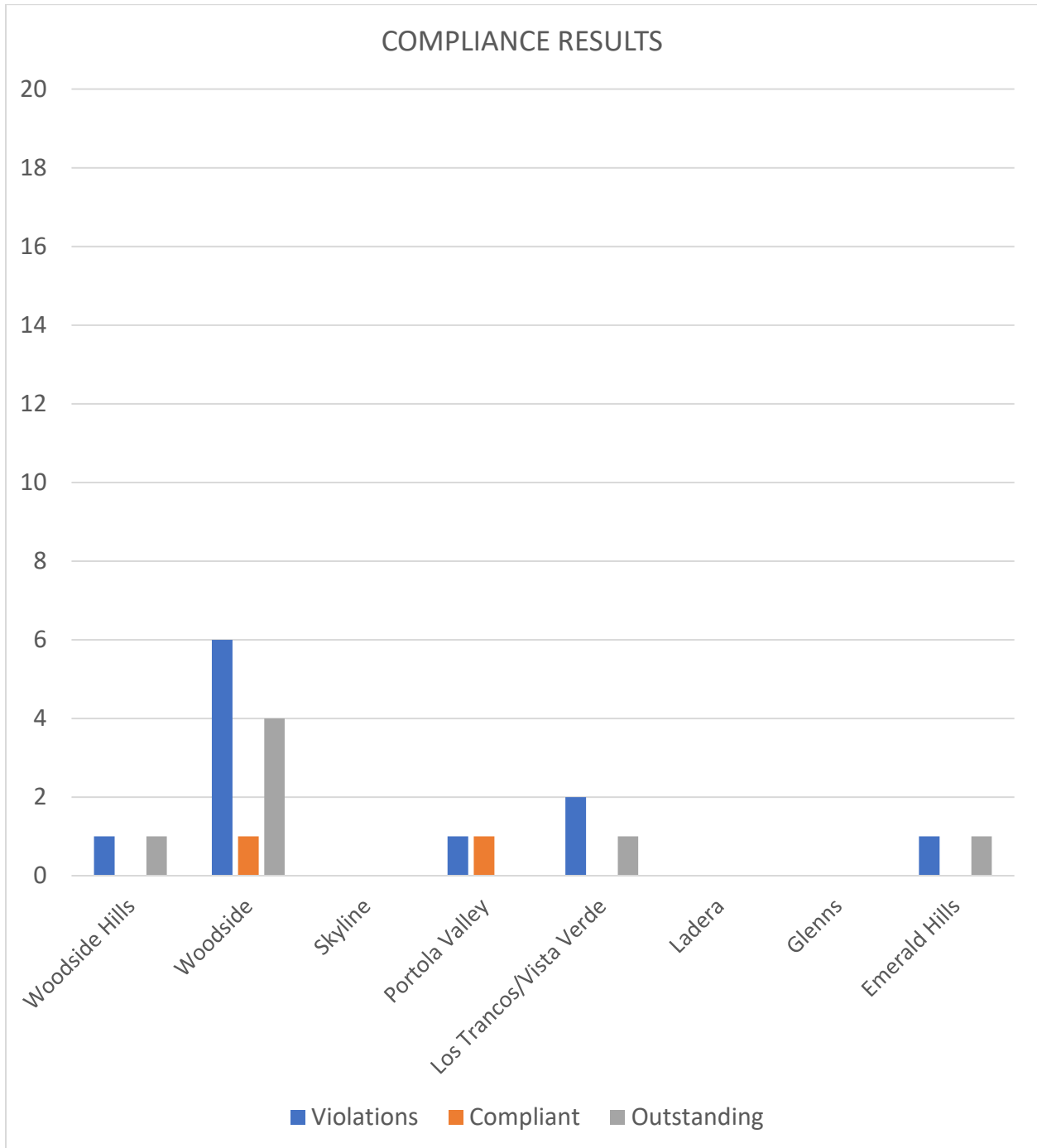


Monthly Fire Prevention Report August 2023





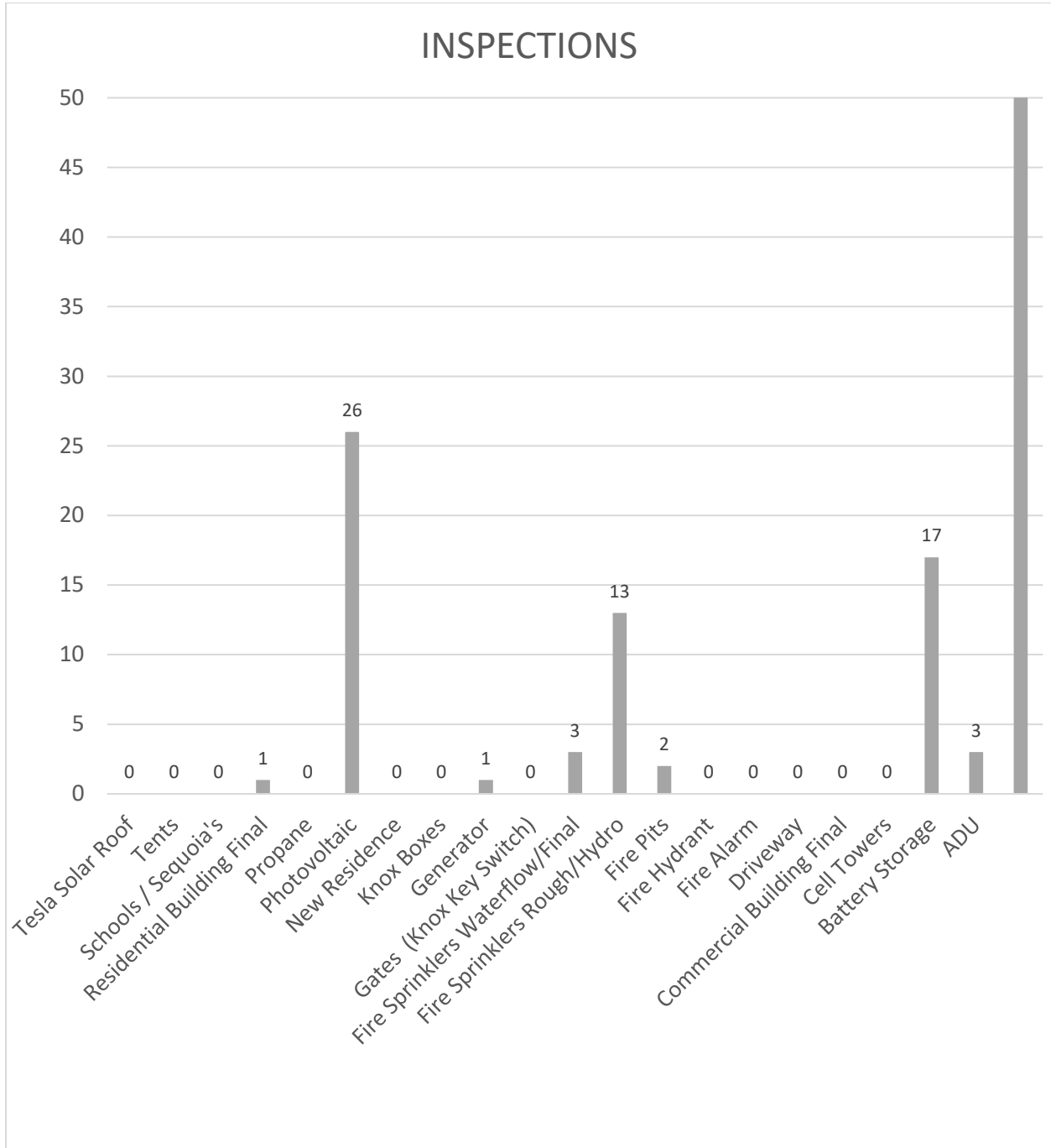
Monthly Fire Prevention Report August 2023





Monthly Fire Prevention Report

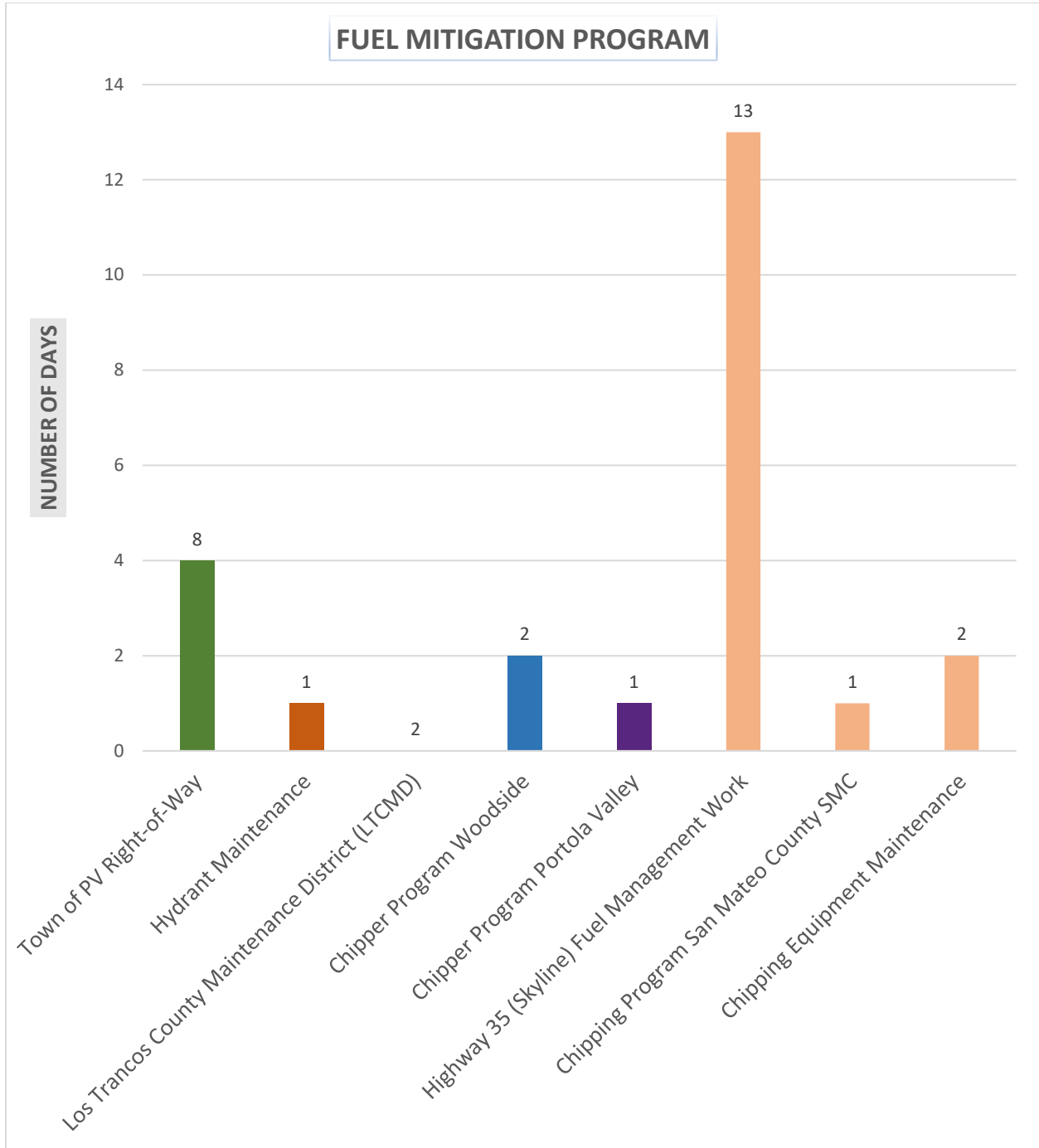
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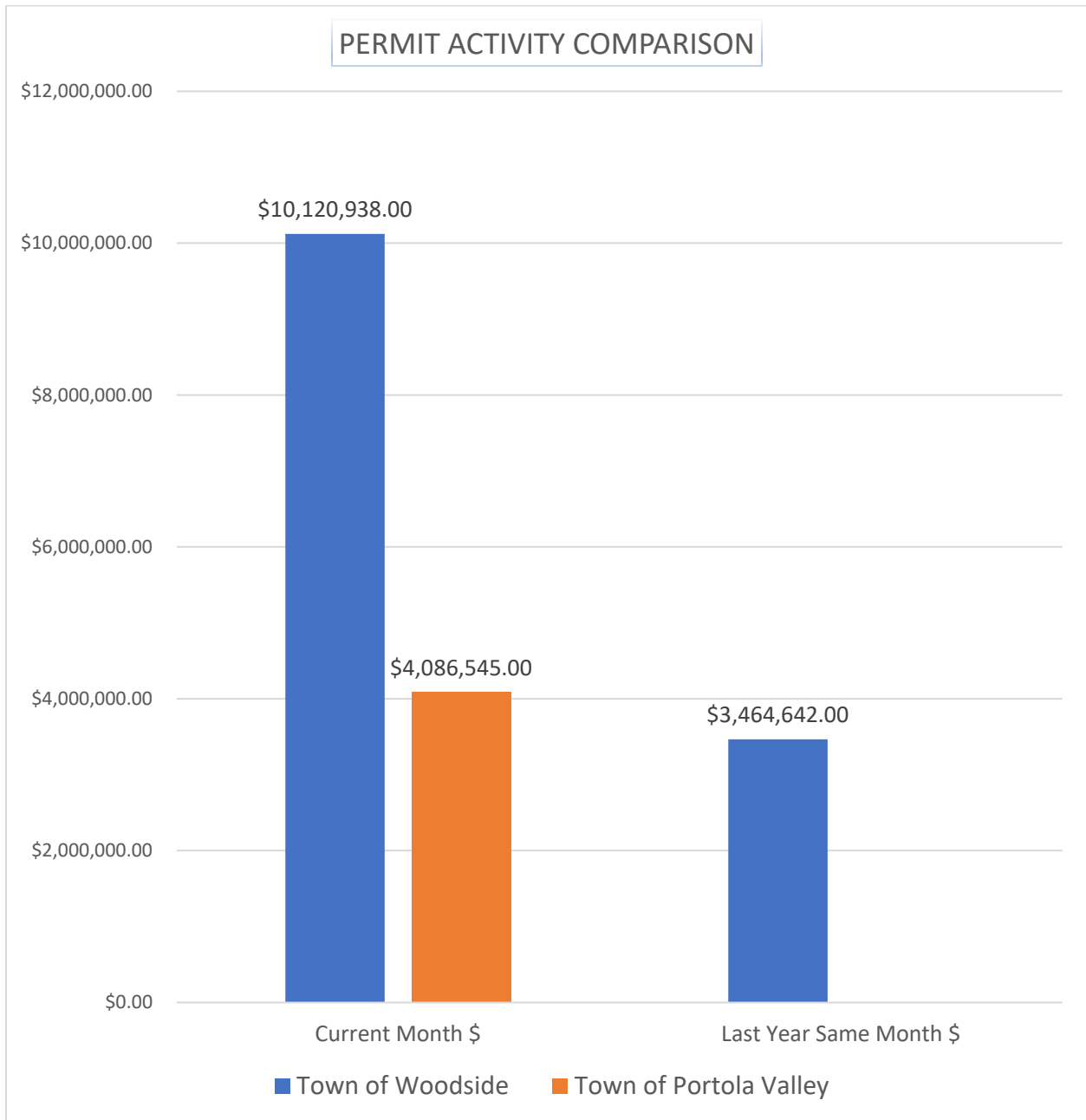
Monthly Fire Prevention Report

August 2023





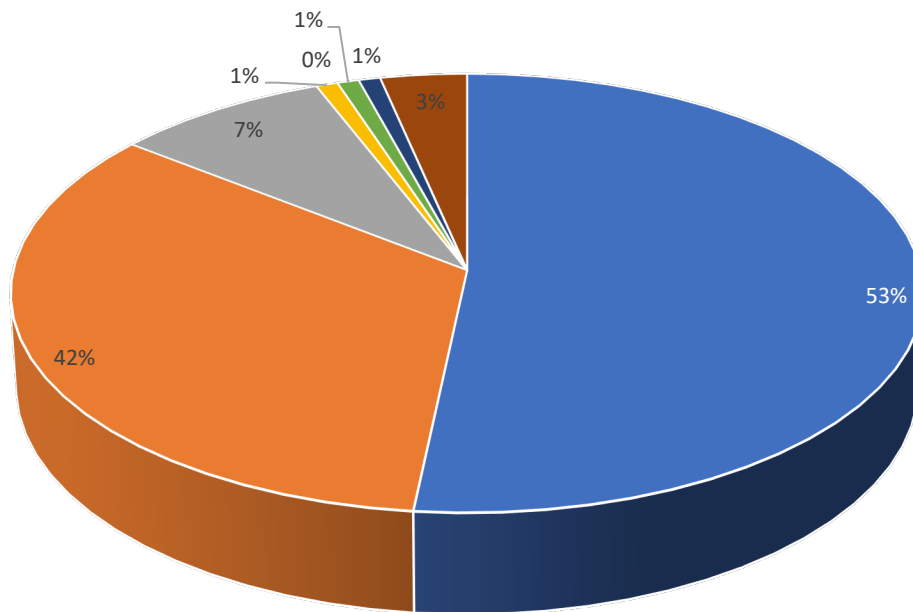
Monthly Fire Prevention Report August 2023





Monthly Fire Prevention Report August 2023

August Title



- Inspections
- Plan Review
- Meetings
- Investigations
- Code Enforcement
- Public Education
- Classes/Training
- Other/Special Projects



Monthly Fire Prevention Report August 2023

Prevention Classes and Meeting August 2023

8/9/23 – SMCO Firesafe Meeting – All present

8/16/23 - SMCO FPO Meeting- Marshall, Kim, Michael

8/17/23 - Fire Prevention meeting. All present

8/17/23 - Granicus. Dee Dee, Kim, Selena

8/29/23 – Command staff/Board Meeting. Don, Kim, Marshall

Month in Review:

- ✓ Hiring another Fire Inspector
- ✓ Continued Inspections and Plan Review.
- ✓ Evacuation meetings with Town of Woodside continuing.
- ✓ Work in progress for new website.
- ✓ Continuing mitigation work is ongoing Hwy 35.
- ✓ DSI Inspections continue.

Submitted by: Fire Marshal, Don Bullard



Woodside Fire Protection District Operations Division Report

August 2023

Battalion Chief
Vince Nannini

The Woodside Fire Operations Division roles and responsibilities are to provide an efficient safe operating strategy that adheres to County and District Policies and Guidelines. We also maintain our fleet and all associated tools and equipment to maintain a constant state of readiness. To respond not only in our fire district but throughout the County and State. The Operations Div. is also responsible for the Health and Wellness program, Safety Committee and loss reduction. Which contributes to the organization's success.

The Operations Division helps support a multitude of different areas within our organization to help accomplish our many goals. These areas include Prevention and Fuel Mitigation support, manages our Single Resource program and equipment, Recruit Academy support, The Operations Division Chief, while on shift, also sits on committees such as SMCO Operations Committee, Safety and Loss Reduction committee and Apparatus committee.

Below is the status of the fleet and equipment status and an update of ongoing projects for the month.

Woodside Fire Operations

A. Apparatus Committee: -

1. The new Battalion Chief Command vehicle is under construction experiencing delays with the lighting package.
2. A completion date and delivery date mid to early September supply issues.
3. Radios in two prevention vehicles were repaired.
4. Radios are to be upgraded in all front-line apparatus.



Woodside Fire Protection District Operations Division Report

August 2023

Battalion Chief
Vince Nannini

B. Vehicles:

1. Eng. 7 in for service post deployment.
2. In reserve we have WF-27, and the reserve rescue WF-12 is in storage in ready status.
3. E507 OOS until further notice, pending engine replacement.
4. WT 108 back in-service at Sta. 8.
5. New command staff FC vehicle should be completed early October.
6. EMS vehicle is in-service.
7. Old C2 is currently being converted to an OOC Command buggy.

C. Shift Work:

1. This month crews studied their primary response district by driving the streets and reviewing maps.
2. Crews also trained on wildland firefighting.
3. County Operations meeting (8/24/2023)
4. Board of Directors / Command Staff Meeting
5. Officer expectations meeting (C shift Officers and Acting Officers).
6. Successor training with future BC's and Captains.
7. Probationary training, Firefighter/paramedic Dale's testing is complete for her second block, she passed and continues to perform well.
8. FF/PM Imber and Campbell have completed the two-year probation.



Woodside Fire Protection District Operations Division Report

August 2023

Battalion Chief
Vince Nannini

D. Health and Wellness:

1. Safety / loss reduction meeting, scheduled for 10/10/23
2. Mobius Fitness continues to support our crews with yoga and stretching.
3. Physicals have been completed.
4. Getting bids for replacement gym equipment in the anticipated move back into Sta. 7
5. Researching an alternative to Kaiser for physicals and work-place injuries.



**Woodside Fire Protection District
Logistics Division
Facilities and Information Technology
Monthly report for August 2023
Battalion Chief Eric Zabala**

The Woodside Fire Facilities and Information Technology Division exist to provide oversight and structure to the continued maintenance and well-being of all Woodside Fire Department stations, as well as the technology necessary for our daily operations. We strive to provide the most current and relevant programs as well as equipment to all of our stations and apparatus to ensure that our employees have everything they need to serve our community at the highest standard. We look to maintain our stations in a manner that would make the citizens we serve proud as well as ensuring the safety of all who work and visit our stations on a daily basis. Through this division we continue to look for new ways to keep our facilities, and our technical and operational capabilities at the forefront of the fire service as well as plan and anticipate for continued growth and technological advancements of the future.

1. Facilities

Station 7-

The station 7 project continues to move along at a fast pace. We are still holding the weekly build team meetings and are mostly talking about the finishing touches. Below are some bullet points of the progress as well as current pictures.

- Metal roofing is being installed and is nearly completed.
- Interior sheet rock is up throughout the station both in the front living quarters as well as the rear shop and app bays.
- Working on grading and egress through the west exit for our apparatus.







Station 8-

We are almost there! The station 8 project is definitely winding down with emphasis focused on the completion of the final details. We are still covering station 8 in our weekly meetings however the focus is now shifting primarily to station 7. Below are some bullet points as well as photos of the progress.

- **Interior and exterior have been completed.**
- **Exterior light fixtures are installed and operational.**
- **Day room revamp has been completed.**
- **Trash enclosure is being built and almost completed.**
- **Flooring is installed in the gym.**







IT-

- **We are (still) working on finalizing the purchase of a software called PSTRAX to assist us with streamlining our ability for asset tracking. This will include everything from apparatus, PPE, medical supplies, as well as all household tangibles. The IT group investigated a couple different options to ensure that we are getting what is best to fit the needs of our department. Contract to be signed mid-September.**
- **We continue the build process for our new first arrival program. We continue to gather all the necessary information to submit to them as well as structure what we want to see on the platform. We have purchased the monitors to install in the stations. We are waiting on some licensing issues that are not related to Woodside Fire prior to installing.**
- **Work continues with Stepford to ensure IT needs are being met.**
- **We continue to work with Green Infrastructure Design are pleased to be printing and delivering new updated district wall maps to all our stations. This information is vital to our success in emergency response as well as district familiarization.**
- **We are working on upgrading and fixing some bugs in our paging system to ensure that communication with off duty personnel is working consistently.**

Meetings attended-

- **Policy and Guideline**
- **Station Build Committee**
- **Green Infrastructure Design**
- **Command Staff**
- **Board of Directors**
- **Stepford**
- **First Arrival**
- **Woodside IT group**