

**AGENDA**  
**WOODSIDE FIRE PROTECTION DISTRICT**  
BOARD OF DIRECTORS MEETING

August 29th, 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

Passcode: 055074

One tap mobile

+14086380968,,81915778700# US (San Jose) 16699006833,,81915778700# US

+(San Jose)

Dial by your location

+1 408 638 0968 US (San Jose)

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+1 253 215 8782 US (Tacoma)

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+1 301 715 8592 US (Washington DC) Meeting ID: 819 1577 8700 Find your local number:

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

*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](mailto: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 July 25th, 2023, Meeting of the Board of Directors.
2. Financial Reports June and July 2023
3. Statement of Accounts June and July 2023
4. Warrant List June and July 2023
5. Fiscal Year Spreadsheet 23-24
6. Consolidated Monthly Reports July 2023.
7. Finalize Approval of Budget of the Woodside Fire Protection District for the Fiscal year 2023-2024
8. CPM- Mike Wassermann/ Todd Mortensen to Provide Station 7 and 8 Project Updates
9. CJW Architecture/Engineering Agreement Services, Approval for Demolition of Interim Station 7 at SLAC Requiring Fire Chiefs Signature

10. Resolution 24-01 Fixing the Employer Contribution under the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuityants.
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)
12. Resolution #23-06 Resolution Establishing Appropriation Limits for the Woodside Fire Protection District.
13. Resolution #23-07 Resolution Authorizing Transfer of Funds
14. 1<sup>st</sup> 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."
15. 1<sup>st</sup> 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."
16. Update to the 2023-2024 Ambulance Staffing Agreement between the Woodside Fire Protection District and American Medical Response

## **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](http://www.woodsidefire.org).*

**Woodside Fire Protection District  
Board of Directors Meeting  
Administration Building  
808 Portola Rd.  
Portola Valley, CA 94028  
July 25<sup>th</sup>, 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 K. Hird, Battalion Chief Dagenais, Pub Ed Officer Brown, Inspector Giuliacci. Zoom Attendance-Battalion Chief Smith, Battalion Chief Nannini Battalion Chief Zabala, FFPM Witsoe, DFM Hird

**Other Attendees:** WFPD General Counsel Rubin Cruse (RPLG); Mike Wassermann – Capital Program Management, MJ Lee, David Cardinal, Daniel Warren, Amy Lewis, Karen

**Public Comment Non-Agendized Topics:**

No public comments

**Consent Agenda:**

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

**Regular Agenda: (Audio recording available only)**

**Item 6:** CPM- Mike Wasserman to Provide Station 7 and Station 8 Project Updates

Presentation highlights included –

- Total Contingencies: \$544,000
- Overall Program Budget Balance
  - Current Shortfall of (-\$376,458)

Interim Station 7-

- Per the “Licensing Agreement” (Lease), we are required to remove most of the improvements and restore area.
  - We are in the process of trying to convince them of the value to keep.
  - There is some potential interest to retain the facility.
- CPM is in the process of confirming the demo scope with SLAC.
- CJW is preparing a proposal to create demo permit plans.
- VBI will provide an estimate for the removal scope of work once known.
- There is \$350,000 included in the budget that should cover these costs.

Station 7 –

- Construction remains scheduled to be completed November 21<sup>st</sup>.
  - Framing is almost complete.
  - Exterior Siding and waterproofing is complete.

- Windows are 95% complete.
- Roofing is in progress.
- Elevator installations are in progress.
- Off-site Underground utilities is complete.
- On-site Underground utilities is underway.
- Mechanical, Electrical, and Plumbing rough-ins are in progress.
- Drywall is in progress.
- T-Mobile remains an issue and may impact the schedule.
  - Weekly progress meetings are on-going.
  - VBI/REG provided a proposal to install T-Mobile's underground infrastructure. We are awaiting T-Mobile's written approval of these costs.
  - T-Mobile 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 are on-going.
  - PG&E, AT&T, and Cal Trans Encroachment Permit has been approved for Woodside Road crossing and work complete.
  - On site gas and electrical service lines are being installed.
  - Permanente power is scheduled for September.
- Generator lead time.
  - Working to get expedited to avoid need for temporary generator. Current delivery date is in December.

Station 8 –

- Current construction completion is shown as August 30, 2023 except PG&E new electrical service.
- Overall schedule time reduced due to PG&E remote metering compromise.
  - Pre-Construction meetings have been held with PG&E for power and gas.
    - Gas installation is scheduled for the 3<sup>rd</sup> week of August.
    - Power schedule is pending.
- Sewer Line issues
  - Sewer line work is complete.
- Due to painter union strike the painting has been delayed, but union settled and exterior painting begins this week.
- Driveways are poured.
- Kitchen remodel is complete.

**Item 7:** 2<sup>nd</sup> Reading: Consider taking the following actions: (1) Conduct a public hearing; (2) Adopt “AN ORDINANCE OF THE WOODSIDE FIRE PROTECTION DISTRICT ADOPTING THE 2022 CALIFORNIA FIRE CODE (BASED ON THE 2021 EDITION OF THE INTERNATIONAL FIRE CODE), INCLUDING APPENDICES B, BB, C, CC, D, L, AND P ONLY, WITH LOCAL AMENDMENTS, ADOPTING THE 2021 EDITION OF THE INTERNATIONAL WILDLAND-URBAN INTERFACE CODE, INCLUDING APPENDICES A THROUGH D ONLY, ADOPTING FINDINGS SUPPORTING THE LOCAL AMENDMENTS, ADOPTING A FINDING THAT THE ORDINANCE IS EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND REPEALING ORDINANCE NO. 12” (the “Ordinance”); and

(3) find that the Ordinance is exempt from review under the California Environmental Quality Act.

Director Miller introduced the item and allowed Fire Inspector Giuliacci to speak on the amendments.

Inspector Giuliacci's comments as transcribed.

"Last month we had already posted on the website the red-lined code for the Fire Code Ordinance 13-2023. We also posted the final draft for everyone to view. In this packet, we did submit a packet which we ended up having to amend, and the reason why we had to amend the original board packet is, there was just some minor inconsistencies between the red-lined version that was originally published in this month's agenda. I think it was in the title. The word appendices were with an X rather than a C. That correction was made, and then that's part of what was the amended packet. The other issue that was going on with that, was also that in one of the Portola Valley responses to our rustle, it was one of our drafted forms, when we were going through drafts and revisions. It was not the final response that was given to her. So, that was also updated in the amended reports, with the corrected version of those responses. Also, to make note is, with all the responses, everyone participating, some of the amendments that we have changed will be as follows. The first one was on page five of the ordinance 13-2023. It was brought to our attention that the phrase "city streets" should be changed to "town streets". And so, that language was changed, and it is now, heavy traffic congestion on town streets. So, that has been corrected. Next was also on page five in the ordinance 13-2023. The paragraph is going to be deleted as follows; a year-long study of response times for fire apparatus indicates a significant increase in response to emergencies during the commute hours of 6 am to 10 am, and again from 3 pm to 7 pm, in conjunction with the increased response time.

Fire losses also show the same pattern of higher losses for fires starting during commute hours. This study cannot be located. The current fire marshal did not ask for this study. And so, because it cannot be found and it has been requested by former district staff, as such, we have agreed to remove that paragraph. On pages six and seven of the ordinance 13-2023, the following paragraph was duplicated, and so we did remove it, and the duplicated paragraph was; the historical and rural significance of the entire district is an ongoing concern. Buildings, roadways, open spaces, preserves, parts of rural neighborhoods have been preserved to create a feeling of being in the past. More structures are being built on topographically challenging parcels. Staff agrees that one of the paragraphs should be removed as a duplicate, and so it was done so. On page six of the ordinance 13-2023, there is a closing double quote without an opening double quote. We reviewed it and we agreed that it was an error and removed the closing double quotes. In summary, we wanted to let everybody know of the proposed ordinance. Every three years, the new additions of the state building codes are published. The new codes and local codes and local amendments reflect changes in technology, fire safety techniques and the building industry. These codes became the minimum standards for the state of California on January 1st, 2023. The proposed ordinance also reflects local amendments with more restrictive building standards reasonably necessary because of local, climatic, geological, and topographical conditions. We wanted to make sure we were clear on why the ordinance gets proposed every three years. The district would also like to thank everyone who provided their written comments to the proposed ordinance in the district, and we have attempted to address respond to every single one. The proposed ordinance under consideration reflects the input that has been received. Please note that we have attempted to identify changes from the district's 2019 Fire Code by marking the relevant language in red fonts. Upon receiving written comments, additional revisions to the previous draft ordinance are noted on the proposed ordinance under consideration by marking the relevant language in strike-out and blue fonts. But there may be instances in which deviations are not so marked. Included in the amended board packet are comments received from the towns of Woodside, Portola Valley, Mid-Peninsula Regional Open Space District, Stanford University, and the Portola Valley Wildfire Preparedness Committee. Also included in the amended board packet are staff's responses to those comments, and they have been posted online, so it's available for everyone to see. And the

original board packet materials were included, as I stated previously, in response to comments from the town of Portola Valley concerning the Fire Code. However, the documents in the original board packet included a draft of the district's responses to Portola Valley.

Included in the amended board packet are the official responses to comments provided to Portola Valley on May 19, 2023. Last, which we will be discussing, is the sequent determination, that's Section 10 of the ordinance, provides the following determinations under the California Environmental Quality Act, and therefore it states; the Woodside Fire Protection District Board finds that the adoption of this ordinance is exempt from the California Environmental Quality Act pursuant to Title 14, Chapter 3, California Code of Regulations, Section 15061V3, and that it can be seen with certainty that there is no possibility that the adoption of this ordinance will have a significant effect on the environment. The ordinance adopts standard codes in effect, pursuant to state law, and sets requirements for compliance. The adoption of this ordinance does not entitle new development or any changes to the physical environment. In conclusion, by adopting the proposed ordinance, the Woodside Fire Protection District will be enforcing code that is consistent with state regulations. Under state law, after the first reading of the title, the proposed ordinance, which occurred on June 15th of 2023, the district is required to hold a public hearing for the proposed ordinance is adopted. After the hearing, the board directors may amend, adopt, reject the proposed ordinance. The staff recommends that upon the conclusion of the public hearing, that the board will adopt the version of the Ordinance 13-2023 as presented in the amended board packet, and with the additional amendments as stated, and find that the Fire Code Ordinance 13-2023 is exempt from the California Environmental Quality Act for the reasons stated in the proposed ordinance. Should the board adopt Ordinance 13-2023 as recommended by staff, it will then be submitted to the towns of Woodside and Portola Valley and the County of San Mateo for ratification consistent with the requirements of state law.”

Director Miller opened the meeting to public comment.

Daniel Warren

“I recently joined the board of the Ladera Community Association, and at our past meeting, Fire Marshal Don Bullard gave a presentation about the defensible space ordinance, which I'm pretty sure is not this one, but I was just curious what the process is like for kind of getting feedback from the community and things like that since, you know, I'm kind of new to this. And I just wanted to make sure of that. I'm a little confused, because it seems like the general sorts of things in that are more focused on the big properties of Portola Valley and Woodside and, you know, the little or relatively little properties of where they are.”

Inspector Giuliacci clarified that the presentation provided by the Fire Marshal was in regard to the other four ordinances, which do not go through the same process as the Fire Code Ordinance.

David Cardinal –

“In the documents that I read, there were strikeouts around the 30-foot building separation distance, but I couldn't tell if those were strikeouts in favor of not doing anything or to correct or do something. So, my question is, what's the upshot of this code you're proposing as to building separation distance?”



Inspector Giuliacci clarified that the item was struck out because it was being put into the other two ordinances that are being proposed for setbacks and vegetation management.

A motion was proposed by Rubin Cruse and was unanimously approved by the Board via roll call vote.

**Staff Reports:**

No comments from the Board

**Fire Chief's Report:**

Chief Cuschieri advised the Board of that wildland season is slowly underway. The Cal Fire website showed 22,000 acres burned throughout the state. San Mateo County was put on alert to possibly respond as a strike team to Riverside County, but they got the fire under control.

Chief Cuschieri advised the Board there was a structure fire in Portola Valley on July 8<sup>th</sup>. The crew arrived and performed fast initial attack to contain the fire to area burning.

Chief Cuschieri advised the Board that the two new recruits will begin the Fall Fire Academy, which starts August 28<sup>th</sup>. It will be in conjunction with San Mateo County but will run through the College of San Mateo.

Chief Cuschieri advised the Board that the deadline for submission to test for Battalion Chief and Captain has closed. There will be 4 people taking the Battalion Chief test, and 9 people taking the Captains test.

Chief Cuschieri advised the Board that the interview for Fire Marshall will be this Thursday, the 27<sup>th</sup>.

Chief Cuschieri advised the Board that the Elks Lodge hosted a Public Service Appreciation Ceremony. This year WFPD Captain Jared Abbott was nominated for the Valor Award with regards to a call that took place back in December.

Chief Cuschieri advised the Board that he met with the AMR Operational Director to discuss how they would move forward with operation changes within the Fire District. They have a follow-up meeting this week,

Chief Cuschieri thanked the Board for attending the Badge Pinning Ceremony.

**WRITTEN COMMUNICATIONS:**

A letter thanking the WFPD for medical assistance in Huddart Park.

A letter thanking WFPD for medical assistance provided to cyclists on Canada Road.

**Closed Session:**

No closed session items.

**Return from Closed Session:** N/A

**Adjournment:** The meeting was adjourned at 7:48 P.M

The next scheduled meeting will be held August 29th 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

2021-2022

2022-2023

2023-2024

17

Cash Balance - June 1, 2023

\$34,046,857.76

\$34,588,823.23

\$541,965.47

**ACCT: REVENUE**

1021	Current Yr - FY22-23 Sec 3rd Pmt		\$269,759.31	
1021	Current Yr - FY22-23 Sec Refund&Rollco		\$76,659.40	
1021	Current Yr - FY22-23 Sec Unitary Advance Jun		\$1,663.03	
1031	Current Yr - FY22-23 Unsec 3		\$44,722.89	
1033	Prior Yr-FY22-23 Prior Unsec 3rd PRD		(\$1,915.30)	
1041	Current Yr - FY22-23 Spplmntl Secured 05		\$42,692.29	
1041	Current Yr - FY22-23 Spplmntl Secured 06		\$60,087.61	
1042	Current Yr - FY22-23 UnSecured Suppl May&June		\$4,441.00	
1043	Current Yr - FY22-23 Sec Redemption Suppl May&June		\$12,651.72	
1045	Prior Yr-FY22-23 Prior Unsec Suppl		\$2,664.82	
1661	Cur Yr-FY22-23 Highway Rental		\$242.30	
1831	Current Yr - FY22-23 HOPTR		\$9,763.65	
2658	JPA - City of Daly City (June 23 Paramedics Services)		\$8,271.67	
2658	AMR - Staffing		\$41,050.52	
4111	Town of Portola Valley(S. Brown)		\$9,986.56	
4111	York Risk Services - workers comp		\$29,499.60	
4111	SMC Month End Adj		\$61.74	
4111	Void ck#45155(lost in mail)		\$255.00	
5165	AMR107 - April & May		\$6,400.00	
5212-15	UKG-refund credit sit in the account		\$1,640.07	
5415-1	Summit Auto Body&Painting-refund Insurance pmt		\$1,718.46	
5415-1	VFIS-Insurance claim(Dan's truck)		\$13,358.83	
5731-15	Misc CKs - Drivers Operator Training S230/231, S215		\$2,600.00	
5731-18	Misc CKs - Drivers Operator Training 1B		\$2,550.00	
5733-11	Sprinkler*Permit Program(5733-11)		\$3,150.00	
5733-12	Return check - Y. Tokuda (paid by CC)		(\$100.00)	
5733-12	Inspection Fees (5733-12)		\$23,184.00	
5733-17.1	Town of Portola Valley (2/1/23-5/31/23)		\$114,450.28	
5927-21	Misc CKs - Safe Sitter Training Program		\$380.00	
7311-17	AMR-101 MED2 vehicle		\$50,000.00	
		\$574,312.74	\$831,889.45	
		\$34,621,170.50	\$35,420,712.68	\$799,542.18
	<b>EXPENDITURES</b>			
	YE ADJ Enery	\$830.16		
	SMCO Journal Entries			
	June 2022-2023	\$3,473,747.88	\$2,379,082.07	(\$1,094,665.81)
	Cash Balance July 1, 2023	\$31,148,252.78	\$33,041,630.61	\$1,893,377.83

Woodside Fire QuickBooks  
 Account QuickReport  
 As of June 30, 2023

12:23 PM  
 07/05/2023  
 Cash Basis

Date	Account	Description	Account	Amount
06/01/2023	45401	GRAPHICS ON THE EDGE	0111 · 0111 Claim on Cash	-1,215.63
06/01/2023	45402	GUARDIAN	0111 · 0111 Claim on Cash	-354.54
06/01/2023	45403	HEALTH CARE DENTAL TRUST	0111 · 0111 Claim on Cash	-14,194.94
06/01/2023	45404	INTERCARE	0111 · 0111 Claim on Cash	0.00
06/01/2023	45405	METRO MOBILE COMMUNICATIONS	0111 · 0111 Claim on Cash	-383.09
06/01/2023	45406	RICOH USA, INC	0111 · 0111 Claim on Cash	-490.44
06/01/2023	45407	SCL	0111 · 0111 Claim on Cash	-1,484.08
06/01/2023	45408	SF FIRE CU	0111 · 0111 Claim on Cash	-5,011.55
06/01/2023	45409	VISION SERVICE PLAN	0111 · 0111 Claim on Cash	-3,455.10
06/01/2023	45410	WAGeworks, INC	0111 · 0111 Claim on Cash	-152.25
06/01/2023	45411	RESERVE ACCOUNT	0111 · 0111 Claim on Cash	-1,000.00
06/01/2023	EFT-DEBIT	CALPERS*HEALTH BENEFITS DIVISION	0111 · 0111 Claim on Cash	-174,136.85
06/01/2023	CC-PAYMT	ELAVON MERCHANT SERVICES	0111 · 0111 Claim on Cash	-548.51
06/01/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-25.00
06/02/2023	P/R-MAY23	ADP PAYROLL DEDUCTION	0111 · 0111 Claim on Cash	-1,252.86
06/02/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	0.00
06/05/2023	45412	N P F B A * LONG TERM CARE	0111 · 0111 Claim on Cash	-255.00
06/05/2023	45413	A.M. YARD & TREE SERVICE	0111 · 0111 Claim on Cash	-17,300.00
06/06/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-35.00
06/07/2023	45414	APPLE, INC	0111 · 0111 Claim on Cash	-1,269.69
06/07/2023	45415	ARBA	0111 · 0111 Claim on Cash	-666.00
06/07/2023	45416	BURTON'S FIRE APPARATUS	0111 · 0111 Claim on Cash	-7,501.33
06/07/2023	45417	CAL-LINE EQUIPMENT, INC	0111 · 0111 Claim on Cash	-2,640.94
06/07/2023	45418	CALPERS * LONG TERM CARE	0111 · 0111 Claim on Cash	-199.51
06/07/2023	45419	CITY OF REDWOOD CITY*WATER	0111 · 0111 Claim on Cash	-501.15
06/07/2023	45420	CJW ARCHITECTURE	0111 · 0111 Claim on Cash	-14,091.51
06/07/2023	45421	DEROTIC EMERGENCY EQUIPMENT	0111 · 0111 Claim on Cash	-5,924.55
06/07/2023	45422	DUO-SAFETY LADDER CROP	0111 · 0111 Claim on Cash	-1,363.56
06/07/2023	45423	GREEN WASTE	0111 · 0111 Claim on Cash	-412.23
06/07/2023	45424	HEALTH CARE EMPLOYEES MEDICAL TRUST	0111 · 0111 Claim on Cash	-2,491.48
06/07/2023	45425	MES - CALIFORNIA	0111 · 0111 Claim on Cash	-1,567.56
06/07/2023	45426	MOBILE MINI SOLUTIONS	0111 · 0111 Claim on Cash	-272.31
06/07/2023	45427	MOBIUS FIT	0111 · 0111 Claim on Cash	-1,250.00
06/07/2023	45428	MRC	0111 · 0111 Claim on Cash	-74.69
06/07/2023	45429	NTA LIFE BUSINESS SERVICES GROUP	0111 · 0111 Claim on Cash	-22.50
06/07/2023	45430	PACIFIC GAS & ELECTRIC	0111 · 0111 Claim on Cash	-1,151.52
06/07/2023	45431	RON RAMIES AUTOMOTIVE INC	0111 · 0111 Claim on Cash	-814.68
06/07/2023	45432	SAMBASAFETY	0111 · 0111 Claim on Cash	-173.57
06/07/2023	45433	UNITED PARCEL SERVICE	0111 · 0111 Claim on Cash	-6.00
06/08/2023	45434	A.M. YARD & TREE SERVICE	0111 · 0111 Claim on Cash	-21,900.00
06/12/2023	EFT-DEBIT	ING LIFE INSURANCE & ANNUITY CO	0111 · 0111 Claim on Cash	-2,904.17
06/12/2023	EFT-DEBIT	CALPERS*457 DEFERRED PROGRAM	0111 · 0111 Claim on Cash	-30,342.45
06/12/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-515.00
06/13/2023	45435	EAST BAY MOTORSPORTS, INC.	0111 · 0111 Claim on Cash	-300.00
06/13/2023	45436	SCOTT MCKENZIE	0111 · 0111 Claim on Cash	-480.82
06/14/2023	45437	AT&T MOBILITY	0111 · 0111 Claim on Cash	-1,489.04
06/14/2023	45438	BCN*BENEFITS COMMUNICATION NETWORK	0111 · 0111 Claim on Cash	-114.00
06/14/2023	45439	CALIFORNIA WATER SERVICE CO	0111 · 0111 Claim on Cash	-39.29
06/14/2023	45440	CAPITAL PROGRAM MANAGEMENT	0111 · 0111 Claim on Cash	-42,087.25
06/14/2023	45441	CLARK PEST CONTROL	0111 · 0111 Claim on Cash	-135.00
06/14/2023	45442	COMCAST BUSINESS	0111 · 0111 Claim on Cash	-1,587.76
06/14/2023	45443	ENGINEERED FIRE SYSTEMS, INC	0111 · 0111 Claim on Cash	-1,875.00
06/14/2023	45444	FCTC	0111 · 0111 Claim on Cash	-2,400.00
06/14/2023	45445	GREEN INFRASTRUCTURE DESIGN	0111 · 0111 Claim on Cash	-6,240.00
06/14/2023	45446	IRVINE & JACHENS INC	0111 · 0111 Claim on Cash	-1,204.69
06/14/2023	45447	JOE PORTER	0111 · 0111 Claim on Cash	-160.00
06/14/2023	45448	JUSTIN WERLE	0111 · 0111 Claim on Cash	-250.00
06/14/2023	45449	N P F B A * LONG TERM CARE	0111 · 0111 Claim on Cash	-255.00

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Date	GLN	GLD	Account	Balance
06/14/2023	45450		PROTECH CONSULTING ENGINEERING	0111 · 0111 Claim on Cash -22,165.00
06/14/2023	45451		RECOLOGY SAN MATEO COUNTY	0111 · 0111 Claim on Cash -250.80
06/14/2023	45452		RENNE PUBLIC LAW GROUP	0111 · 0111 Claim on Cash -53,727.36
06/14/2023	45453		Ricoh USA, Inc.	0111 · 0111 Claim on Cash -45.00
06/14/2023	45454		RON RAMIES AUTOMOTIVE INC	0111 · 0111 Claim on Cash -8,366.78
06/14/2023	45455		SCL	0111 · 0111 Claim on Cash -3,417.37
06/14/2023	45456		SCOTT'S PPE RECON INC	0111 · 0111 Claim on Cash -10,841.80
06/14/2023	45457		SEAN DEVLIN	0111 · 0111 Claim on Cash -1,585.00
06/14/2023	45458		SMC INFORMATION SERVICES DEPARTMENT	0111 · 0111 Claim on Cash -238.10
06/14/2023	45459		STERICYCLE, INC	0111 · 0111 Claim on Cash -148.67
06/14/2023	45460		U.S. BANK CORP PAYMENT SYSTEMS	0111 · 0111 Claim on Cash -16,393.54
06/14/2023	45461		UNITED PARCEL SERVICE	0111 · 0111 Claim on Cash -6.00
06/14/2023	45462		WATSON FIRE TRAINING & VEGETATION MGMT	0111 · 0111 Claim on Cash -5,830.00
06/14/2023	45463		TRACE LaMAR	0111 · 0111 Claim on Cash -432.69
06/15/2023	P/R 061523		ADP PAYROLL DEDUCTION	0111 · 0111 Claim on Cash -529,894.70
06/15/2023	45464		SUMMIT AUTO BODY & PAINTING	0111 · 0111 Claim on Cash -10,213.71
06/15/2023	45465		CHRIS WHITE	0111 · 0111 Claim on Cash -2,947.74
06/15/2023	EFT-DEBIT		ADP PAYROLL DEDUCTION	0111 · 0111 Claim on Cash -300.00
06/15/2023	ACH-FSA		ADP CARD SERVICES	0111 · 0111 Claim on Cash -1,622.04
06/16/2023	ACH-FSA		ADP CARD SERVICES	0111 · 0111 Claim on Cash -109.77
06/20/2023	ACH-FSA		ADP CARD SERVICES	0111 · 0111 Claim on Cash -462.74
06/20/2023	ACH-FSA		ADP CARD SERVICES	0111 · 0111 Claim on Cash -136.70
06/21/2023	45466		ROBERT LINDNER	0111 · 0111 Claim on Cash -28,929.49
06/21/2023	45467		AMERICAN MESSAGING	0111 · 0111 Claim on Cash -11.68
06/21/2023	45468		AMERICAN PORTABLES	0111 · 0111 Claim on Cash -244.34
06/21/2023	45469		BARTLETT TREE EXPERTS	0111 · 0111 Claim on Cash -12,892.50
06/21/2023	45470		BIN LIU	0111 · 0111 Claim on Cash -160.00
06/21/2023	45471		CALIFORNIA WATER SERVICE CO	0111 · 0111 Claim on Cash -323.34
06/21/2023	45472		CHRIS WILLICK	0111 · 0111 Claim on Cash -400.00
06/21/2023	45473		CHRISTOPHER O'LEARY	0111 · 0111 Claim on Cash -425.00
06/21/2023	45474		COMCAST	0111 · 0111 Claim on Cash -183.68
06/21/2023	45475		DANIEL DEMPSEY	0111 · 0111 Claim on Cash -160.00
06/21/2023	45476		DEE-DEE NANNINI	0111 · 0111 Claim on Cash -160.00
06/21/2023	45477		DEROTIC EMERGENCY EQUIPMENT	0111 · 0111 Claim on Cash -691.45
06/21/2023	45478		DIRECT TV	0111 · 0111 Claim on Cash -148.11
06/21/2023	45479		DONALD BULLARD	0111 · 0111 Claim on Cash -160.00
06/21/2023	45480		ERIC ZABALA	0111 · 0111 Claim on Cash -160.00
06/21/2023	45481		FARRELL SMITH	0111 · 0111 Claim on Cash -160.00
06/21/2023	45482		iPS	0111 · 0111 Claim on Cash -12,970.00
06/21/2023	45483		IRVINE & JACHENS INC	0111 · 0111 Claim on Cash -515.13
06/21/2023	45484		JACOB TRACY	0111 · 0111 Claim on Cash -395.94
06/21/2023	45485		KATHLEEN M EDWARDS	0111 · 0111 Claim on Cash -160.00
06/21/2023	45486		KEENAN HIRD	0111 · 0111 Claim on Cash -160.00
06/21/2023	45487		KIMBERLY GIULIACCI	0111 · 0111 Claim on Cash -160.00
06/21/2023	45488		LORI AREVALO	0111 · 0111 Claim on Cash -160.00
06/21/2023	45489		MARC AKIYAMA	0111 · 0111 Claim on Cash -92.16
06/21/2023	45490		MARK DAGENAIS	0111 · 0111 Claim on Cash -160.00
06/21/2023	45491		MARSHALL HIRD	0111 · 0111 Claim on Cash -160.00
06/21/2023	45492		MICHAEL TAMEZ	0111 · 0111 Claim on Cash -160.00
06/21/2023	45493		ALL IN ONE BUILDING MAINTENANCE	0111 · 0111 Claim on Cash -540.00
06/21/2023	45494		MIKE AND LISA DOUGLAS	0111 · 0111 Claim on Cash -16,753.15
06/21/2023	45495		MOBILE CALIBRATION SERVICES, LLC	0111 · 0111 Claim on Cash -591.25
06/21/2023	45496		ROBERT LINDNER	0111 · 0111 Claim on Cash -160.00
06/21/2023	45497		SELENA BROWN	0111 · 0111 Claim on Cash -160.00

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Date	Num	Account	Amount	Balance
06/21/2023	45498	STATION AUTOMATION, INC.	0111 · 0111 Claim on Cash	-1,680.00
06/21/2023	45499	THOMAS CUSCHIERI	0111 · 0111 Claim on Cash	-160.00
06/21/2023	45500	VINCE NANNINI	0111 · 0111 Claim on Cash	-160.00
06/21/2023	45501	WATSON FIRE TRAINING & VEGETATION MGMT	0111 · 0111 Claim on Cash	-6,450.00
06/21/2023	45502	ZEP SALES & SERVICE	0111 · 0111 Claim on Cash	-718.86
06/22/2023	45503	DONALD BULLARD	0111 · 0111 Claim on Cash	-2,336.17
06/22/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-15.00
06/23/2023	EFT-DEBIT	ING LIFE INSURANCE & ANNUITY CO	0111 · 0111 Claim on Cash	-2,904.17
06/23/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-41.22
06/26/2023	45504	TOWN OF WOODSIDE	0111 · 0111 Claim on Cash	-1,330.00
06/26/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-40.00
06/26/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-20.00
06/26/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-820.00
06/27/2023	45505	BAY AREA TREE SPECIALIST	0111 · 0111 Claim on Cash	-95,042.52
06/28/2023	EFT-DEBIT	CALPERS*457 DEFERRED PROGRAM	0111 · 0111 Claim on Cash	-22,696.74
06/28/2023	EFT-DEBIT	CALPERS*RETIREMENT	0111 · 0111 Claim on Cash	-263,441.84
06/28/2023	45506	ANTHONY ARMANINO	0111 · 0111 Claim on Cash	-32.77
06/28/2023	45507	BAY AREA TRAFFIC SOLUTIONS INC.	0111 · 0111 Claim on Cash	-41,640.00
06/28/2023	45508	BAYSIDE EQUIPMENT CO	0111 · 0111 Claim on Cash	-3,629.00
06/28/2023	45509	CALPERS * LONG TERM CARE	0111 · 0111 Claim on Cash	-199.51
06/28/2023	45510	CITY OF REDWOOD CITY	0111 · 0111 Claim on Cash	-11,839.00
06/28/2023	45511	CJW ARCHITECTURE	0111 · 0111 Claim on Cash	-30,803.13
06/28/2023	45512	CUMMING'S MOVING COMPANY	0111 · 0111 Claim on Cash	-2,700.00
06/28/2023	45513	FUSION CLOUD SERVICES LLC	0111 · 0111 Claim on Cash	-107.61
06/28/2023	45514	GRANICUS	0111 · 0111 Claim on Cash	-3,000.00
06/28/2023	45515	GUARDIAN	0111 · 0111 Claim on Cash	-354.54
06/28/2023	45516	GYM DOCTORS	0111 · 0111 Claim on Cash	-260.00
06/28/2023	45517	INDUSTRIAL EMERGENCY COUNCIL	0111 · 0111 Claim on Cash	-895.00
06/28/2023	45518	KEENAN HIRD	0111 · 0111 Claim on Cash	-761.79
06/28/2023	45519	LEGAL SHIELD	0111 · 0111 Claim on Cash	-259.15
06/28/2023	45520	MES - CALIFORNIA	0111 · 0111 Claim on Cash	-550.64
06/28/2023	45521	MOBILE MINI SOLUTIONS	0111 · 0111 Claim on Cash	-272.31
06/28/2023	45522	NEW YORK LIFE	0111 · 0111 Claim on Cash	-1,588.30
06/28/2023	45523	PACIFIC GAS & ELECTRIC	0111 · 0111 Claim on Cash	-1,674.10
06/28/2023	45524	PACIFIC MOBILE STRUCTURES, INC	0111 · 0111 Claim on Cash	-23,672.05
06/28/2023	45525	PRODIGY PRESS, INC	0111 · 0111 Claim on Cash	-2,139.80
06/28/2023	45526	REVIVE-87525 STANFORD CHILDRENS HEALTH	0111 · 0111 Claim on Cash	-7,500.00
06/28/2023	45527	SAN MATEO COUNTY FIREFIGHTERS L2400	0111 · 0111 Claim on Cash	-5,494.00
06/28/2023	45528	SCL	0111 · 0111 Claim on Cash	-2,137.80
06/28/2023	45529	SMC INFORMATION SERVICES DEPARTMENT	0111 · 0111 Claim on Cash	-119.05
06/28/2023	45530	SMCFF-PAC	0111 · 0111 Claim on Cash	-160.00
06/28/2023	45531	U.S. BANK CORP PAYMENT SYSTEMS	0111 · 0111 Claim on Cash	-3,092.78
06/28/2023	45532	W H DEMPSEY ENGINEERING, LLC	0111 · 0111 Claim on Cash	-64,800.00
06/28/2023	45533	WATTCO	0111 · 0111 Claim on Cash	-1,281.76
06/28/2023	45534	WFPD ENGINE CO 35	0111 · 0111 Claim on Cash	-500.00
06/28/2023	45535	WFPD HOUSE FUND	0111 · 0111 Claim on Cash	-1,446.00
06/28/2023	45536	ZEP SALES & SERVICE	0111 · 0111 Claim on Cash	-79.85
06/28/2023	EFT-DEBIT	CALPERS	0111 · 0111 Claim on Cash	-137,502.00
06/28/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-260.75
06/29/2023	45537	INTERCARE	0111 · 0111 Claim on Cash	-4,327.52
06/29/2023	ACH-FSA	ADP CARD SERVICES	0111 · 0111 Claim on Cash	-54.52
06/30/2023	P/R 063023	ADP PAYROLL DEDUCTION	0111 · 0111 Claim on Cash	-479,076.39
06/30/2023	45538	JOSHUA ROBBINS	0111 · 0111 Claim on Cash	-1,231.59
06/30/2023	45539	BRANDON CUSCHIERI	4111 · Salary	-2,456.28
06/30/2023	45540	GREEN INFRASTRUCTURE DESIGN	20000 · *Accounts Payable	-11,209.30
06/30/2023	45541	U.S. BANK CORP PAYMENT SYSTEMS	20000 · *Accounts Payable	-1,505.44
06/30/2023	45542	STEPFORD	20000 · *Accounts Payable	-5,000.00
		TOTAL		-2,379,082.07

*Woodside Fire Protection District  
Statement of Accounts*

ACCT#	Account	Approved Budgeted	Warrants Drawn This Period	Warrants Drawn (FY)	Balance Forward	Balance
4111	Salary	\$12,269,462	\$1,145,156	\$12,230,307	\$39,155	100%
4321	Dist Retirement	\$3,495,030	\$156,327	\$3,244,207	\$250,823	93%
4413	District Medical	\$2,187,355	\$188,626	\$2,150,382	\$36,973	98%
4415	Medicare	\$177,907	\$17,355	\$192,738	(\$14,831)	108%
4451	Dist Empl Benefits	\$11,368	\$183	\$6,300	\$5,068	55%
4631	Dist Empl Benefits	\$39,789	\$1,375	\$33,072	\$6,717	83%
ACCT#	SUB-TOTAL	\$18,150,311	\$1,509,021	\$17,867,004	\$33,907	98%
5121	Clothing	\$183,660	\$12,620	\$127,275	\$56,385	69%
5156	Household	\$22,500	\$2,940	\$35,481	(\$12,981)	158%
5165	Medical Expense	\$187,831	\$22,848	\$129,399	\$58,432	69%
5199	Office Expense	\$5,225	\$1,598	\$2,396	\$2,829	46%
5212	Computer Program	\$216,500	\$10,108	\$177,317	\$39,183	82%
5231	Small Tools	\$3,000	\$0	\$34	\$2,966	1%
5332	Membership	\$10,500	\$0	\$10,943	(\$443)	104%
5341	Legal Notices	\$4,000	\$0	\$1,323	\$2,677	33%
5415	Maint Equipment	\$294,500	\$22,394	\$322,948	(\$28,448)	110%
5416	Gas * Oil	\$111,264	\$11,299	\$122,234	(\$10,970)	110%
5417	Maint Tires	\$20,000	\$0	\$16,007	\$3,993	80%
5424	Maint Radio	\$17,600	\$12	\$10,174	\$7,426	58%
5426	Maint Office Equip	\$10,390	\$610	\$9,439	\$951	91%
5428	Maint Structure	\$34,500	\$135	\$28,491	\$6,009	83%
5611	Other Insurance	\$110,000	\$0	\$101,552	\$8,448	92%
5612	Workers Comp	\$650,000	\$0	\$661,476	(\$11,476)	102%
5638	Utilities	\$89,500	\$4,501	\$69,701	\$19,799	78%
5639	Radio Dispatching	\$12,475	\$11,839	\$14,799	(\$2,324)	119%
5641	Telephone	\$100,578	\$5,563	\$95,761	\$4,817	95%
5722	Trans * Travel	\$1,500	\$85	\$1,156	\$344	77%
5731	Training*Education	\$276,750	\$46,210	\$192,865	\$83,885	70%
5732	Health & Wellness	\$72,567	\$1,510	\$41,074	\$31,493	57%
5733	Fire Prevention	\$120,900	\$324,725	\$268,682	(\$147,782)	222%
5734	Seminars*Conf*Class	\$11,000	\$0	\$2,873	\$8,127	26%
5876	Profess Services	\$73,185	\$53,739	\$133,961	(\$60,776)	183%
5878	GIS*Mapping	\$100,000	\$17,449	\$38,199	\$61,801	0%
5927	Program Act. Exp.	\$33,296	\$3,035	\$28,617	\$4,679	86%
5928	Emergency Operations	\$5,500	\$101	\$4,791	\$709	87%
5966	Dist Spec Exp.	\$47,707	\$189	\$38,057	\$9,650	80%
ACCT#	SUB-TOTAL	\$2,826,428	\$305,911	\$2,687,028	\$139,405	93%
7011	LTVV/CMD	\$0	\$633	-\$12,531	\$12,531	
7112	Interim * New Station(s)	\$75,000	\$141,455	\$0	\$75,000	
7211	Struct. Improvement	\$13,500	\$0	\$0	\$13,500	0%
7300	Covid	\$0	\$0	\$1,830	(\$1,830)	
7311	Equipment	\$157,500	\$16,696	\$41,210	\$116,290	26%
7410	Admin/808 Portola Rd	\$257,315	\$20,263	\$257,527	(\$212)	100%
ACCT#	SUB-TOTAL	\$500,315	\$178,047	\$238,055	\$266,230	0%
8811	Interim Station 7 (Reso)		\$0		\$3,185,089	
8612	Equip Reserves (Reso)				\$338,117	
8824	Retire/GASB Reserves (Reso)		\$137,502	\$137,502	\$1,137,502	
	TOTAL	\$21,510,836	\$2,372,682	\$20,832,065	\$673,589	97%

Monthly Board of Directors  
Expense \* Revenue Report for FY 22-23

8/17/2023														
in \$000's	31-Jul-22	31-Aug-22	30-Sep-22	31-Oct-22	30-Nov-22	31-Dec-22	31-Jan-23	28-Feb-23	31-Mar-23	30-Apr-23	31-May-23	30-Jun-23	30-Jun-23	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	Estimated	ACTUAL	
Beg.Cash Balance	\$31,148	\$26,418	\$25,956	\$24,128	\$23,395	\$22,816	\$31,146	\$32,645	\$31,198	\$30,423	\$34,142	\$34,925	\$34,589	
<b>EXPENSES:</b>														
Payroll	(\$806)	(\$876)	(\$832)	(\$735)	(\$990)	(\$802)	(\$1,031)	(\$913)	(\$1,064)	(\$941)	(\$908)	(\$864)	(\$1,045)	
Overtime	(\$184)	(\$231)	(\$216)	(\$146)	(\$159)	(\$186)	(\$228)	(\$94)	(\$185)	(\$191)	(\$183)	(\$159)	(\$100)	
Retirement	(\$145)	(\$148)	(\$147)	\$0	(\$295)	\$0	(\$296)	(\$154)	(\$313)	(\$157)	(\$158)	(\$110)	(\$156)	
Monthly Expenses	(\$937)	(\$416)	(\$408)	(\$561)	(\$496)	(\$430)	(\$454)	(\$344)	(\$547)	(\$496)	(\$619)	(\$478)	(\$799)	
SDRMA (WC Ins)	(\$250)													
Retirement*GASB												(\$138)	(\$138)	
New Engine														
Loan Payment				(\$241)						(\$711)				
UAL Retirement * 115 Trust Account	(\$2,275)													
<b>Sub-Total</b>	<b>(\$4,597)</b>	<b>(\$1,671)</b>	<b>(\$1,603)</b>	<b>(\$1,683)</b>	<b>(\$1,940)</b>	<b>(\$1,418)</b>	<b>(\$2,009)</b>	<b>(\$1,505)</b>	<b>(\$2,109)</b>	<b>(\$2,496)</b>	<b>(\$1,868)</b>	<b>(\$1,749)</b>	<b>(\$2,238)</b>	
Interim Sta. 7* Remodel* Sta.8	(\$370)	(\$367)	(\$408)	(\$102)	(\$140)	(\$140)	(\$94)	(\$166)	(\$127)	(\$67)	(\$122)		(\$141)	
<b>TOTAL EXPENSE</b>	<b>(\$4,967)</b>	<b>(\$2,038)</b>	<b>(\$2,011)</b>	<b>(\$1,785)</b>	<b>(\$2,080)</b>	<b>(\$1,558)</b>	<b>(\$2,103)</b>	<b>(\$1,671)</b>	<b>(\$2,236)</b>	<b>(\$2,563)</b>	<b>(\$1,990)</b>	<b>(\$1,749)</b>	<b>(\$2,379)</b>	
<b>REVENUE:</b>														
1021 Property Tax Cur Sec					\$1,090	\$9,765	\$1,711		\$1,090	\$5,811	\$1,936	\$276	\$348	
1031 Property Tax Cur Unsec				\$782					\$29				\$45	
1033 Prior Yr. - Unsecured Tax				\$75					(\$4)					
1041 Property Tax SB813		\$0	\$73	\$22	\$44	\$81	\$126	\$59	\$45	\$97	\$121	\$64	\$103	
1521 Interest Earned (Allocation)	\$0			\$93			\$113			\$192		\$88		
1831 Homeowners Property Tax Relief							\$10	\$23			\$23	\$22	\$10	
2658 Misc Revenue-JPA -Cell Towers	\$49	\$51	\$49	\$50	\$51	\$41	\$50	\$41	\$68	\$49	\$51	\$50	\$49	
1046 ERAF		\$1,345					\$1,479							
Reimbursements-Refunds, etc*														
*State Comp*House Fund*Empl*VOIDS	\$188	\$203	\$61	\$30	\$316	\$59	\$89	\$101	\$85	\$233	\$134	\$306	\$18	
Strike Team monies received					\$0	\$89	\$101	\$85				\$22		
<b>TOTAL REVENUE</b>	<b>\$237</b>	<b>\$1,599</b>	<b>\$183</b>	<b>\$1,052</b>	<b>\$1,501</b>	<b>\$10,045</b>	<b>\$3,603</b>	<b>\$223</b>	<b>\$1,461</b>	<b>\$6,283</b>	<b>\$2,437</b>	<b>\$540</b>	<b>\$832</b>	
End Cash Balance/Total Reserves	\$26,418	\$25,956	\$24,128	\$23,395	\$22,816	\$31,146	\$32,645	\$31,198	\$30,423	\$34,142	\$34,589	\$33,716	\$33,042	
<b>GASB Postemployment Healthcare Cost</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	<b>\$8,670</b>	
<b>Employer Retirement Liability</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	<b>\$20,833</b>	
Estimated Expenses	(\$4,511)	(\$1,611)	(\$1,611)	(\$1,852)	(\$1,611)	(\$1,611)	(\$1,611)	(\$1,611)	(\$1,611)	(\$2,322)	(\$1,611)	(\$1,749)	(\$1,611)	
Actual Expenses	(\$4,967)	(\$2,038)	(\$2,011)	(\$1,785)	(\$2,080)	(\$1,558)	(\$2,103)	(\$1,671)	(\$2,236)	(\$2,563)	(\$1,990)	\$0	(\$2,379)	
Difference +/-	\$456	\$427	\$400	(\$67)	\$469	(\$53)	\$492	\$60	\$625	\$241	\$379	(\$1,749)	\$768	
Estimated Revenue	\$286	\$1,624	\$154	\$1,001	\$1,655	\$10,262	\$3,902	\$135	\$1,574	\$6,388	\$2,393	\$540	\$540	
Actual Revenue	\$237	\$1,599	\$183	\$1,052	\$1,501	\$10,045	\$3,603	\$223	\$1,461	\$6,283	\$2,437	\$0	\$832	
Difference +/-	(\$49)	(\$25)	\$29	\$51	(\$154)	(\$217)	(\$299)	\$88	(\$113)	(\$105)	\$44	(\$540)	\$292	



*Woodside Fire Protection District  
Financial Statement*

		<i>Mon, Jul 31, 2023</i>	<i>2022-2023</i>	<i>2023-2024</i>	<i>+ (-)</i>
	<i>Cash Balance - July 1, 2023</i>		<i>\$31,148,252.78</i>	<i>\$33,041,630.61</i>	<i>\$1,893,377.83</i>
<b>ACCT</b>	<b>REVENUE</b>				
0270	<i>Interest Apportion Pool 1</i>			<i>\$263,795.36</i>	
2658	<i>AMR - Staffing</i>			<i>\$42,774.65</i>	
4111	<i>City of Redwood City- BC Dagenais(April-June23)</i>			<i>\$13,066.95</i>	
4111	<i>York Risk Services - workers comp</i>			<i>\$56,544.13</i>	
4111	<i>Srray-Subpoena Account</i>			<i>\$15.00</i>	
5156-1	<i>WFPD House Fund</i>			<i>\$1,144.52</i>	
5165	<i>AMR107 - June</i>			<i>\$3,200.00</i>	
5731-15	<i>Misc CKs - Large Animal Rescue Training</i>			<i>\$3,600.00</i>	
5733-72	<i>Sprinkler*Permit Program(5733-72)</i>			<i>\$900.00</i>	
5733-3	<i>Inspection Fees (5733-3)</i>			<i>\$10,265.00</i>	
5876-5	<i>SMCO - Union Bank Fees (Jun)</i>			<i>(\$33.26)</i>	
5927-21	<i>Misc CKs - Safe Sitter Training Program</i>			<i>\$490.00</i>	
			<i>\$237,212.85</i>	<i>\$395,762.35</i>	
			<i>\$31,385,465.63</i>	<i>\$33,437,392.96</i>	<i>\$2,051,927.33</i>
	<b>EXPENDITURES:</b>				
	<i>SMCO Journal Entries</i>				
	<i>July 2023-2024</i>		<i>\$4,990,728.33</i>	<i>\$5,948,691.12</i>	<i>\$957,962.79</i>
	<i>Cash Balance August 1, 2023</i>		<i>\$26,394,737.30</i>	<i>\$27,488,701.84</i>	<i>\$1,093,964.54</i>

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Date	Num	Name	Split	Paid Amount
07/01/2023	CC-PAYMT	ELAVON MERCHANT SERVICES	5733-72 · GENERAL CONTR	-628.27
07/01/2023	23-03	MANUALLY VOID JUNE23 PREPAID CK#45531 NEVER WEN	-SPLIT-	3,092.78
07/01/2023	23-03	MANUALLY VOID JUNE23 PREPAID CK#45542 NEVER WEN	0111 · 0111 Claim on Cash	5,000.00
07/03/2023	P/R-JUNE23	ADP PAYROLL DEDUCTION	4111 · Salary	-1,298.80
07/03/2023	EFT-DEBIT	CALPERS*HEALTH BENEFITS DIVISION	-SPLIT-	-172,382.72
07/03/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-10.00
07/03/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-90.40
07/05/2023	45543	BAY AREA AIR QUALITY MANAGEMENT DISTRICT	20000 · *Accounts Payable	-1,038.00
07/05/2023	45544	BUS & EQUIPMENT REPAIR	20000 · *Accounts Payable	-5,072.06
07/05/2023	45545	COUNTY OF SAN MATEO	20000 · *Accounts Payable	-16,372.00
07/05/2023	45546	CROSS CONNECTIONS MOBILE COMMUNICATIONS	20000 · *Accounts Payable	-111.22
07/05/2023	45547	GOETZ BROS SPORTING GOODS	20000 · *Accounts Payable	-574.22
07/05/2023	45548	METRO MOBILE COMMUNICATIONS	20000 · *Accounts Payable	-383.09
07/05/2023	45549	MOBIUS FIT	20000 · *Accounts Payable	-1,125.00
07/05/2023	45550	MRC	20000 · *Accounts Payable	-201.50
07/05/2023	45551	PACIFIC GAS & ELECTRIC	20000 · *Accounts Payable	-959.04
07/05/2023	45552	PITNEY BOWES GLOBAL FINANCIAL SERVICES LL	20000 · *Accounts Payable	-142.28
07/05/2023	45553	RICOH USA, INC	20000 · *Accounts Payable	-490.44
07/05/2023	45554	ROMAN MADRUGA	20000 · *Accounts Payable	-62.45
07/05/2023	45555	RON RAMIES AUTOMOTIVE INC	20000 · *Accounts Payable	-3,153.64
07/05/2023	45556	VOID	20000 · *Accounts Payable	0.00
07/05/2023	45557	SDRMA	20000 · *Accounts Payable	-903,367.42
07/05/2023	45558	SF FIRE CU	20000 · *Accounts Payable	-1,577.25
07/05/2023	45559	TELECOMM ENGINEERING ASSOCIATES	20000 · *Accounts Payable	-7,788.00
07/05/2023	45560	TOWN OF WOODSIDE	20000 · *Accounts Payable	-133.00
07/05/2023	45561	VERIZON WIRELESS	20000 · *Accounts Payable	-814.97
07/05/2023	45562	VISION SERVICE PLAN	20000 · *Accounts Payable	-3,455.10
07/05/2023	45563	WAGeworks, INC	20000 · *Accounts Payable	-152.25
07/05/2023	45564	ZEP SALES & SERVICE	20000 · *Accounts Payable	-65.64
07/05/2023	45565	SAN MATEO CO ASSESSOR'S OFFICE	20000 · *Accounts Payable	-36,682.12
07/05/2023	EFT-DEBIT	CALPERS	4321 · District Retirement	-1,526.40
07/05/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-343.91
07/05/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-5.00
07/06/2023	45566	ELKS LODGE #1991 REDWOOD CITY	20000 · *Accounts Payable	-500.00
07/07/2023	45567	WATSON FIRE TRAINING & VEGETATION MGMT	20000 · *Accounts Payable	-5,420.00
07/07/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-320.00
07/11/2023	EFT-DEBIT	CALPERS*457 DEFERRED PROGRAM	4111 · Salary	-24,024.42
07/11/2023	EFT-DEBIT	ING LIFE INSURANCE & ANNUITY CO	4111 · Salary	-2,804.17
07/12/2023	45568	KEENAN HIRD	4111 · Salary	-1,286.67
07/12/2023	45569	DONALD BULLARD	4111 · Salary	-1,453.17
07/12/2023	45570	MARSHALL HIRD	4111 · Salary	-1,087.42
07/12/2023	45571	RAY O'LEARY	4111 · Salary	-5,439.91
07/12/2023	45572	SCOTT MCKENZIE	4111 · Salary	-3,556.75
07/12/2023	45573	ARBA	20000 · *Accounts Payable	-679.32
07/12/2023	45574	BEAU WITSOE	20000 · *Accounts Payable	-350.00
07/12/2023	45575	CALIFORNIA WATER SERVICE CO	20000 · *Accounts Payable	-39.29
07/12/2023	45576	CALPERS * LONG TERM CARE	20000 · *Accounts Payable	-199.51
07/12/2023	45577	CAPITAL PROGRAM MANAGEMENT	20000 · *Accounts Payable	-38,859.47
07/12/2023	45578	CHRISTOPHER WELS	20000 · *Accounts Payable	-350.00
07/12/2023	45579	CITY OF REDWOOD CITY*WATER	20000 · *Accounts Payable	-235.95
07/12/2023	45580	DMV RENEWAL	20000 · *Accounts Payable	-10.00
07/12/2023	45581	ENGINEERED FIRE SYSTEMS, INC	20000 · *Accounts Payable	-1,500.00
07/12/2023	45582	GRANICUS	20000 · *Accounts Payable	-4,815.00
07/12/2023	45583	HEALTH CARE EMPLOYEES MEDICAL TRUST	20000 · *Accounts Payable	-3,737.22
07/12/2023	45584	JOSHUA URENA	20000 · *Accounts Payable	-344.26
07/12/2023	45585	JUSTIN WERLE	20000 · *Accounts Payable	-350.00
07/12/2023	45586	MES - CALIFORNIA	20000 · *Accounts Payable	-613.65
07/12/2023	45587	MOBILE CALIBRATION SERVICES, LLC	20000 · *Accounts Payable	-591.25

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07/12/2023	45588	NTA LIFE BUSINESS SERVICES GROUP	20000 · *Accounts Payable	-22.50
07/12/2023	45589	RECOLOGY SAN MATEO COUNTY	20000 · *Accounts Payable	-250.80
07/12/2023	45590	RED CLOUD INC.	20000 · *Accounts Payable	-4,467.77
07/12/2023	45591	RENNE PUBLIC LAW GROUP	20000 · *Accounts Payable	-42,260.36
07/12/2023	45592	SAMBASAFETY	20000 · *Accounts Payable	-197.57
07/12/2023	45593	SCL	20000 · *Accounts Payable	-2,911.25
07/12/2023	45594	SELENA BROWN	20000 · *Accounts Payable	-191.10
07/12/2023	45595	STEFFORD	20000 · *Accounts Payable	-4,650.71
07/12/2023	45596	TD ELECTRIC SERVICE, INC.	20000 · *Accounts Payable	-542.50
07/12/2023	45597	U.S. BANK CORP PAYMENT SYSTEMS	20000 · *Accounts Payable	-17,969.67
07/12/2023	45598	VANCE BROWN	20000 · *Accounts Payable	-156,580.21
07/12/2023	45599	WITMER PUBLIC SAFETY GROUP, INC	20000 · *Accounts Payable	-9.30
07/12/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-27.03
07/13/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-666.00
07/15/2023	P/R 071523	ADP PAYROLL DEDUCTION	-SPLIT-	-526,974.62
07/19/2023	EFT-DEBIT	CALPERS	-SPLIT-	-2,197,731.00
07/19/2023	45600	A.M. YARD & TREE SERVICE	20000 · *Accounts Payable	-12,900.00
07/19/2023	45601	AMERICAN MESSAGING	20000 · *Accounts Payable	-11.70
07/19/2023	45602	AMERICAN PORTABLES	20000 · *Accounts Payable	-244.34
07/19/2023	45603	ANIMAL RESCUE TRAINING	20000 · *Accounts Payable	-7,250.00
07/19/2023	45604	APPLE, INC	20000 · *Accounts Payable	-1,162.34
07/19/2023	45605	BCN*BENEFITS COMMUNICATION NETWORK	20000 · *Accounts Payable	-114.00
07/19/2023	45606	BEAU WITSOE	20000 · *Accounts Payable	-400.00
07/19/2023	45607	BIN LIU	20000 · *Accounts Payable	-160.00
07/19/2023	45608	CAL FIRE	20000 · *Accounts Payable	-2,400.00
07/19/2023	45609	CHRISTOPHER WELS	20000 · *Accounts Payable	-1,850.00
07/19/2023	45610	CLARK PEST CONTROL	20000 · *Accounts Payable	-162.00
07/19/2023	45611	COMCAST BUSINESS	20000 · *Accounts Payable	-1,587.53
07/19/2023	45612	DANIEL DEMPSEY	20000 · *Accounts Payable	-160.00
07/19/2023	45613	DEE-DEE NANNINI	20000 · *Accounts Payable	-160.00
07/19/2023	45614	DIRECT TV	20000 · *Accounts Payable	-148.11
07/19/2023	45615	DONALD BULLARD	20000 · *Accounts Payable	-260.00
07/19/2023	45616	ERIC ZABALA	20000 · *Accounts Payable	-160.00
07/19/2023	45617	ERIK LOHMANN	20000 · *Accounts Payable	-350.00
07/19/2023	45618	FARRELL SMITH	20000 · *Accounts Payable	-160.00
07/19/2023	45619	FIRE SAFE SAN MATEO COUNTY	20000 · *Accounts Payable	-8,181.40
07/19/2023	45620	GARDENLAND POWER EQUIPMENT	20000 · *Accounts Payable	-597.83
07/19/2023	45621	GREEN WASTE	20000 · *Accounts Payable	-432.35
07/19/2023	45622	GUARDIAN SAFETY INVESTIGATIONS, LLC	20000 · *Accounts Payable	-1,200.00
07/19/2023	45623	HEALTH CARE DENTAL TRUST	20000 · *Accounts Payable	-14,194.94
07/19/2023	45624	JERICOHO PROJECT	20000 · *Accounts Payable	-5,670.00
07/19/2023	45625	KAISER FOUNDATION HEALTH PLAN, INC	20000 · *Accounts Payable	-1,695.00
07/19/2023	45626	KATHLEEN M EDWARDS	20000 · *Accounts Payable	-160.00
07/19/2023	45627	KEENAN HIRD	20000 · *Accounts Payable	-160.00
07/19/2023	45628	KIMBERLY GIULIACCI	20000 · *Accounts Payable	-160.00
07/19/2023	45629	LORI AREVALO	20000 · *Accounts Payable	-160.00
07/19/2023	45630	MARK DAGENAIS	20000 · *Accounts Payable	-160.00
07/19/2023	45631	MARSHALL HIRD	20000 · *Accounts Payable	-160.00
07/19/2023	45632	METRO MOBILE COMMUNICATIONS	20000 · *Accounts Payable	-5.47
07/19/2023	45633	MICHAEL TAMEZ	20000 · *Accounts Payable	-160.00
07/19/2023	45634	MOBILE MINI SOLUTIONS	20000 · *Accounts Payable	-272.31
07/19/2023	45635	N P F B A * LONG TERM CARE	20000 · *Accounts Payable	-255.00
07/19/2023	45636	NEWFRONT INSURANCE SERVICES, LLC	20000 · *Accounts Payable	-106,773.00
07/19/2023	45637	RED CLOUD INC.	20000 · *Accounts Payable	-5,911.72
07/19/2023	45638	REDWOOD GENERAL TIRE	20000 · *Accounts Payable	-609.95
07/19/2023	45639	Ricoh USA, Inc.	20000 · *Accounts Payable	-888.43
07/19/2023	45640	RYAN WALSH	20000 · *Accounts Payable	-400.00
07/19/2023	45641	SAN MATEO REGIONAL NETWORK, INC	20000 · *Accounts Payable	-63.00

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Date	Num	Name	Split	Paid Amount
07/19/2023	45642	SCL	20000 · *Accounts Payable	-510.24
07/19/2023	45643	SELENA BROWN	20000 · *Accounts Payable	-160.00
07/19/2023	45644	STEPFORD	20000 · *Accounts Payable	-27,665.18
07/19/2023	45645	STERICYCLE, INC	20000 · *Accounts Payable	-148.67
07/19/2023	45646	THE ALMANAC	20000 · *Accounts Payable	-140.00
07/19/2023	45647	THOMAS CUSCHIERI	20000 · *Accounts Payable	-160.00
07/19/2023	45648	VINCE NANNINI	20000 · *Accounts Payable	-160.00
07/19/2023	45649	NEW YORK LIFE	20000 · *Accounts Payable	-1,497.92
07/19/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-900.03
07/20/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-2,411.22
07/24/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-23.48
07/24/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-15.00
07/25/2023	45650	VOID	4111 · Salary	0.00
07/25/2023	EFT-DEBIT	CALPERS*457 DEFERRED PROGRAM	4111 · Salary	-42,772.21
07/25/2023	EFT-DEBIT	ING LIFE INSURANCE & ANNUITY CO	4111 · Salary	-2,804.17
07/26/2023	45651	VANCE BROWN	20000 · *Accounts Payable	-843,217.65
07/26/2023	45652	WFPD ENGINE CO 35	20000 · *Accounts Payable	-1,000.00
07/26/2023	45653	AMANDA DALE	20000 · *Accounts Payable	-250.00
07/26/2023	45654	ANTHONY ARMANINO	20000 · *Accounts Payable	-400.00
07/26/2023	45655	BARTLETT TREE EXPERTS	20000 · *Accounts Payable	-2,160.00
07/26/2023	45656	CALIFORNIA WATER SERVICE CO	20000 · *Accounts Payable	-488.82
07/26/2023	45657	CALPERS * LONG TERM CARE	20000 · *Accounts Payable	-199.51
07/26/2023	45658	COLONY LANDSCAPE MAINTENANCE, INC	20000 · *Accounts Payable	-7,144.00
07/26/2023	45659	COMCAST	20000 · *Accounts Payable	-183.68
07/26/2023	45660	CONSOLIDATED ENGINEERING LABORTORIES	20000 · *Accounts Payable	-427.06
07/26/2023	45661	FUSION CLOUD SERVICES LLC	20000 · *Accounts Payable	-108.44
07/26/2023	45662	GUARDIAN	20000 · *Accounts Payable	-354.54
07/26/2023	45663	INTERCARE	20000 · *Accounts Payable	-3,079.42
07/26/2023	45664	JAMES FREY	20000 · *Accounts Payable	-342.96
07/26/2023	45665	JOSHUA ROBBINS	20000 · *Accounts Payable	-2,027.76
07/26/2023	45666	KYLE EMMERT	20000 · *Accounts Payable	-1,449.00
07/26/2023	45667	LEGAL SHIELD	20000 · *Accounts Payable	-259.15
07/26/2023	45668	MARSHALL HIRD	20000 · *Accounts Payable	-36.29
07/26/2023	45669	MES - CALIFORNIA	20000 · *Accounts Payable	-677.27
07/26/2023	45670	MIKE AND LISA DOUGLAS	20000 · *Accounts Payable	-16,753.15
07/26/2023	45671	PACIFIC GAS & ELECTRIC	20000 · *Accounts Payable	-1,930.34
07/26/2023	45672	PACIFIC MOBILE STRUCTURES, INC	20000 · *Accounts Payable	-23,672.05
07/26/2023	45673	PORTOLA VALLEY HARDWARE	20000 · *Accounts Payable	-31.14
07/26/2023	45674	ROBERT DOUTHIT	20000 · *Accounts Payable	-108.55
07/26/2023	45675	SAN MATEO COUNTY FIREFIGHTERS L2400	20000 · *Accounts Payable	-5,494.00
07/26/2023	45676	SCL	20000 · *Accounts Payable	-919.42
07/26/2023	45677	SMCFF-PAC	20000 · *Accounts Payable	-160.00
07/26/2023	45678	VANCE BROWN	20000 · *Accounts Payable	-103,961.11
07/26/2023	45679	VISION SERVICE PLAN	20000 · *Accounts Payable	-3,455.10
07/26/2023	45680	WFPD ENGINE CO 35	20000 · *Accounts Payable	-485.00
07/26/2023	45681	WFPD HOUSE FUND	20000 · *Accounts Payable	-1,415.00
07/26/2023	45682	SF FIRE CU	20000 · *Accounts Payable	-479.38
07/26/2023	ACH-FSA	ADP CARD SERVICES	4111 · Salary	-6.19
07/27/2023	45683	SCOTT LORY	4111 · Salary	-1,000.00
07/27/2023	45684	ZACK MARTIN	4111 · Salary	-1,000.00
07/27/2023	45685	ROBERT B SIMMONS	4111 · Salary	-329.23
07/28/2023	P/R-JULY23	ADP PAYROLL DEDUCTION	4111 · Salary	-1,385.37
07/31/2023	45686	STATE BOARD OF EQUALIZATION	20000 · *Accounts Payable	-5,031.13
07/31/2023	P/R 073123	ADP PAYROLL DEDUCTION	-SPLIT-	-454,057.64
		TOTAL		-5,948,691.12

*Woodside Fire Protection District  
Statement of Accounts*

ACCT#	31-Jul-2023 Account	Amount Budgeted	Warrants DRAWN LAST MONTH	Warrants Drawn This Period	Warrants Drawn YTD	Budget Balance	% Used 12/12 Months
4111	Salary	\$13,328,962		\$1,026,150	\$956,524	\$12,372,437	7%
4321	Dist Retirement	\$4,515,319		\$2,199,257	\$2,199,257	\$2,316,062	49%
4413	District Medical	\$2,278,426		\$191,572	\$191,572	\$2,086,854	8%
4415	Medicare	\$193,270		\$17,123	\$17,123	\$176,147	9%
4451	Dist Umpl Benefits	\$12,180		\$296	\$296	\$11,884	2%
4631	Dist Empl Benefits	\$39,789		\$1,034	\$1,034	\$38,755	3%
<b>ACCT#</b>	<b>SUB-TOTAL</b>	<b>\$20,367,945</b>	<b>\$0</b>	<b>\$3,435,433</b>	<b>\$3,365,807</b>	<b>\$17,002,139</b>	<b>17%</b>
5121	Clothing	\$146,060		\$687	\$687	\$145,373	0%
5156	Household	\$46,750		\$2,821	\$1,676	\$45,074	4%
5165	Medical Expense	\$181,931		\$6,252	\$3,052	\$178,879	2%
5199	Office Expense	\$4,725		\$35	\$35	\$4,690	1%
5212	Computer Program	\$240,656		\$23,106	\$23,106	\$217,550	10%
5231	Small Tools	\$3,000		\$0	\$0	\$3,000	0%
5332	Membership	\$10,927		\$0	\$0	\$10,927	0%
5341	Legal Notices	\$36,682		\$36,682	\$36,682	(\$0)	100%
5415	Maint Equipment	\$367,000		\$21,620	\$21,620	\$345,380	6%
5416	Gas * Oil	\$126,048		\$14,420	\$14,420	\$111,628	11%
5417	Maint Tires	\$25,000		\$0	\$0	\$25,000	0%
5424	Maint Radio	\$20,100		\$7,800	\$7,800	\$12,300	39%
5426	Maint Office Equip	\$10,550		\$1,723	\$1,723	\$8,827	16%
5428	Maint Structure	\$49,000		\$162	\$162	\$48,838	0%
5611	Other Insurance	\$106,773		\$106,773	\$106,773	\$0	100%
5612	Workers Comp	\$913,721		\$903,367	\$903,367	\$10,354	99%
5638	Utilities	\$89,500		\$4,485	\$4,485	\$85,015	5%
5639	Radio Dispatching	\$12,475		\$0	\$0	\$12,475	0%
5641	Telephone	\$113,114		\$13,763	\$13,763	\$99,351	12%
5722	Trans * Travel	\$1,500		\$85	\$85	\$1,415	6%
5731	Training*Education	\$317,742		\$26,008	\$22,408	\$295,334	7%
5732	Health & Wellness	\$70,000		\$2,820	\$2,820	\$67,180	4%
5733	Fire Prevention	\$138,034		\$74,792	\$63,627	\$74,407	46%
5734	Seminars*Conf*Class	\$11,000		\$0	\$0	\$11,000	0%
5876	Profess Services	\$157,385		\$42,272	\$42,306	\$115,079	27%
5878	GIS*Mapping	\$100,000		\$1,162	\$1,162	\$98,838	0%
5927	Program Act. Exp.	\$41,437		\$717	\$227	\$41,210	1%
5928	Emergency Operations	\$6,000		\$202	\$202	\$5,798	3%
5966	Dist Spec Exp.	\$45,630		\$17,524	\$17,524	\$28,106	38%
<b>ACCT#</b>	<b>SUB-TOTAL</b>	<b>\$3,392,740</b>	<b>\$0</b>	<b>\$1,309,279</b>	<b>\$1,289,713</b>	<b>\$2,103,027</b>	<b>38%</b>
7011	LTVV/CMD	\$0		\$8,565	\$8,565	(\$8,565)	
7112	Interim * New Station(s)	\$5,000		\$1,175,478	\$1,175,478	(\$1,170,478)	0%
7211	Struct. Improvement	\$23,500		\$0	\$0	\$23,500	0%
7300	Covid	\$0		\$0	\$0	\$0	0%
7311	Equipment	\$155,250		\$932	\$932	\$154,318	1%
7410	Admin/808 Portola Rd	\$269,866		\$19,004	\$19,004	\$250,862	7%
<b>ACCT#</b>	<b>SUB-TOTAL</b>	<b>\$453,616</b>	<b>\$0</b>	<b>\$1,203,979</b>	<b>\$1,203,979</b>	<b>-\$750,363</b>	<b>0%</b>
8811	Interim Station 7 (Reso)	\$9,495,047			\$0	\$3,185,089	
8612	Equip Reserves (Reso)	\$3,202,454			\$0	\$338,117	
8824	Retire/GASB Reserves (Reso)	\$3,643,572			\$0	\$1,137,502	
	<b>TOTAL</b>	<b>\$24,214,301</b>	<b>\$0</b>	<b>\$5,948,691</b>	<b>\$5,859,499</b>	<b>\$18,354,803</b>	<b>24%</b>

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

8/17/2023														
in \$000's		31-Jul-23	31-Jul-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
		Estimated	ACTUAL	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
Beg. Cash Balance		\$33,041	\$34,041	\$30,061	\$31,613	\$31,383	\$31,293	\$31,331	\$31,146	\$33,094	\$33,192	\$33,239	\$32,639	\$32,817
<b>EXPENSES:</b>														
Payroll		(\$952)	(\$814)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)	(\$952)
Overtime		(\$159)	(\$212)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)	(\$159)
Retirement		(\$376)	(\$2,199)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)	(\$376)
Monthly Expenses		(\$492)	(\$645)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)	(\$492)
SDRMA (WC Ins)		(\$912)	(\$903)											
Retirement*GASB		(\$304)		(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)	(\$304)
New Engine														
Loan Payment						(\$241)						(\$711)		
UAL Retirement * 115 Trust Account			(\$2,275)											
<b>Sub-Total</b>		<b>(\$3,195)</b>	<b>(\$7,048)</b>	<b>(\$2,283)</b>	<b>(\$2,283)</b>	<b>(\$2,524)</b>	<b>(\$2,283)</b>	<b>(\$2,283)</b>	<b>(\$2,283)</b>	<b>(\$2,283)</b>	<b>(\$2,283)</b>	<b>(\$2,994)</b>	<b>(\$2,283)</b>	<b>(\$2,283)</b>
Interim Sta. 7* Remodel* Sta.8			(\$1,176)	(\$367)	(\$408)	(\$102)	(\$140)	(\$140)	(\$94)	(\$166)	(\$127)	(\$67)		(\$122)
<b>TOTAL EXPENSE</b>		<b>(\$3,195)</b>	<b>(\$8,224)</b>	<b>(\$2,650)</b>	<b>(\$2,691)</b>	<b>(\$2,626)</b>	<b>(\$2,423)</b>	<b>(\$2,423)</b>	<b>(\$2,377)</b>	<b>(\$2,449)</b>	<b>(\$2,410)</b>	<b>(\$3,061)</b>	<b>(\$2,283)</b>	<b>(\$2,405)</b>
<b>REVENUE:</b>														
1021	Property Tax Cur Sec	\$0		\$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	\$0		\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71	\$71
1033	Prior Yr. - Unsecured Tax					\$75					(\$4)			
1041	Property Tax SB813	\$0		\$64	\$64	\$64	\$64	\$64	\$64	\$64	\$64	\$64	\$64	\$64
1521	Interest Earned (Allocation)	\$33	\$264	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33
1831	Homeowners Property Tax Relief	\$0		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
2658	Misc Revenue-JPA-Cell Towers	\$51	\$43	\$51	\$51	\$51	\$51	\$51	\$51	\$51	\$51	\$51	\$51	\$51
1046	ERAF			\$1,764					\$1,764					
Reimbursements-Refunds, etc*														
*State Comp*House Fund*Empl*VOIDS		\$131	\$89	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131
Strike Team monies received		\$0				\$0	\$89	\$101	\$85					
<b>TOTAL REVENUE</b>		<b>\$215</b>	<b>\$396</b>	<b>\$4,225</b>	<b>\$2,461</b>	<b>\$2,536</b>	<b>\$2,461</b>	<b>\$2,550</b>	<b>\$4,326</b>	<b>\$2,546</b>	<b>\$2,457</b>	<b>\$2,461</b>	<b>\$2,461</b>	<b>\$2,461</b>
End Cash Balance/Total Reserves		\$30,061	\$26,213	\$31,613	\$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)	(\$3,195)	(\$1,611)	(\$1,611)	(\$1,852)	(\$1,611)	(\$1,611)	(\$1,611)	(\$1,611)	(\$1,611)	(\$2,322)	(\$2,283)	(\$1,611)
Actual Expenses		\$0	(\$8,224)	(\$2,038)	(\$2,011)	(\$1,785)	(\$2,080)	(\$1,558)	(\$2,103)	(\$1,671)	(\$2,410)	(\$3,061)	\$0	(\$2,405)
Difference +/-		(\$3,195)	\$5,029	\$427	\$400	(\$67)	\$469	(\$53)	\$492	\$60	\$799	\$739	(\$2,283)	\$794
Estimated Revenue		\$30,061	\$32,194	\$1,624	\$154	\$1,001	\$1,655	\$10,262	\$3,902	\$135	\$1,574	\$6,388	\$2,461	\$2,393
Actual Revenue		\$0	\$396	\$1,599	\$183	\$1,052	\$1,501	\$10,045	\$3,603	\$223	\$2,457	\$2,461	\$0	\$2,461
Difference +/-		(\$30,061)	(\$31,798)	(\$25)	\$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)
<b>Basic Incident City Name (FD1.16): BRS</b>					
07/07/2023 16:02:53	NF23-7566	HILL	BRS	Brush or brush-and-grass mixture fire (VF)	94005
<b>Basic Incident City Name (FD1.16): Emerald Lakes</b>					
07/01/2023 21:03:46	WF23-1205	WILMINGTON	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
07/02/2023 22:25:53	WF23-1211	VERNAL	Emerald Lakes	Tree Down (TDOWN)	94062
07/09/2023 13:49:44	WF23-1251	BROOKLINE	Emerald Lakes	Electrical wiring/equipment problem, other	94062
07/11/2023 05:48:45	WF23-1257	GLENMERE	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
07/11/2023 21:43:16	WF23-1263	REVERE	Emerald Lakes	Public service, excluding Lift Assist (see 554) (PA)	94062
07/17/2023 19:54:52	WF23-1295	CALIFORNIA	Emerald Lakes	Cancelled en route, did not arrive on scene.	94062
07/18/2023 16:33:31	DF23-1611	EDMONDS	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
07/27/2023 06:40:47	WF23-1340	EMERALD ESTATES	Emerald Lakes	Cancelled en route, did not arrive on scene.	94062
07/28/2023 13:28:39	WF23-1349	OAK PARK	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
07/28/2023 13:46:07	WF23-1350	BROOKLINE	Emerald Lakes	EMS call, excluding vehicle accident with injury (MED)	94062
<b>Basic Incident City Name (FD1.16): Kings Mountain</b>					
07/13/2023 08:04:37	WF23-1271	SKEGGS	Kings Mountain	(UTL) No incident found on arrival at dispatch address	94062
07/14/2023 17:23:01	DF23-1582	SKYLINE	Kings Mountain	EMS call, excluding vehicle accident with injury (MED)	94062
07/16/2023 12:26:49	WF23-1284	KINGS MOUNTAIN	Kings Mountain	EMS call, excluding vehicle accident with injury (MED)	94062
07/21/2023 11:07:44	WF23-1307	KINGS MOUNTAIN	Kings Mountain	EMS call, excluding vehicle accident with injury (MED)	94062
07/30/2023 03:42:11	WF23-1360	KINGS MOUNTAIN	Kings Mountain	Tree Down (TDOWN)	94062
<b>Basic Incident City Name (FD1.16): La Honda</b>					
07/04/2023 16:58:18	DF23-1522	LA HONDA	La Honda	Cancelled en route, did not arrive on scene.	94020
<b>Basic Incident City Name (FD1.16): LAD</b>					
07/08/2023 16:00:36	WF23-1240	LA CUESTA	LAD	Lift Assist, no medical merit	94028
07/23/2023 19:44:45	WF23-1319	CASTANYA	LAD	EMS call, excluding vehicle accident with injury (MED)	94028
07/27/2023 08:19:57	WF23-1341	ALPINE	LAD	EMS call, excluding vehicle accident with injury (MED)	94028
07/29/2023 21:52:53	WF23-1359	DEDALERA	LAD	Lift Assist, no medical merit	94028
07/31/2023 09:05:59	WF23-1363	LA CUESTA	LAD	Motor vehicle accident with no injuries. (TA)	94028
07/31/2023 19:34:12	WF23-1366	LUCERO	LAD	Lift Assist, no medical merit	94028
<b>Basic Incident City Name (FD1.16): Loma Mar</b>					
07/01/2023 18:52:29	DF23-1500	WURR	Loma Mar	Cancelled en route, did not arrive on scene.	94021
<b>Basic Incident City Name (FD1.16): LTW</b>					
07/02/2023 07:27:07	WF23-1207	LOS TRANCOS	LTW	Tree Down (TDOWN)	94028
<b>Basic Incident City Name (FD1.16): Menlo Park</b>					
07/01/2023 21:18:06	MF23-5845	EB 84	Menlo Park	Cancelled en route, did not arrive on scene.	94025
07/07/2023 10:20:27	MF23-6008	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
07/07/2023 21:06:49	MF23-6032	SAND HILL	Menlo Park	False Alarm - Smoke detector activation due to malfunction (FAS)	94025
07/10/2023 12:59:18	MF23-6108	SAND HILL	Menlo Park	Cancelled en route, did not arrive on scene.	94025
07/10/2023 17:43:25	DF23-1557	SB 280	Menlo Park	(UTL) No incident found on arrival at dispatch address	94025
07/13/2023 19:29:22	MF23-6204	SAND HILL	Menlo Park	(UTL) No incident found on arrival at dispatch address	94025
07/16/2023 23:02:25	MF23-6305	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025

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)
07/19/2023 09:12:29	MF23-6390	MANSION	Menlo Park	Cancelled en route, did not arrive on scene.	94025
07/19/2023 10:21:29	MF23-6391	SAND HILL	Menlo Park	Motor vehicle accident with no injuries. (TA)	94025
07/24/2023 10:39:51	MF23-6538	SAND HILL	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
07/25/2023 22:47:29	MF23-6591	SAND HILL	Menlo Park	False Alarm - Smoke detector activation due to malfunction (FAS)	94025
07/28/2023 07:32:26	DF23-1660	NB 280	Menlo Park	EMS call, excluding vehicle accident with injury (MED)	94025
07/28/2023 16:14:44	MF23-6665	SHARON PARK DR [IFO]	Menlo Park	Cancelled en route, did not arrive on scene.	94025
07/30/2023 16:00:42	DF23-1667	ALPINE RD ON	Menlo Park	Motor vehicle accident with no injuries. (TA)	94025
<b>Basic Incident City Name (FD1.16): PA</b>					
07/24/2023 21:10:50	WF23-1325	NB 280	PA	Cancelled en route, did not arrive on scene.	94022
<b>Basic Incident City Name (FD1.16): Portola Valley</b>					
07/01/2023 05:51:50	WF23-1200	GRANADA	Portola Valley	Smoke Investigation - SLAC (FAS)	94028
07/01/2023 09:29:58	WF23-1201	MEADOW CREEK	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/01/2023 18:20:36	WF23-1203	ESCOBAR	Portola Valley	False Alarm - Smoke detector activation due to malfunction (FAS)	94028
07/03/2023 10:51:07	WF23-1212	ALPINE	Portola Valley	Tree Down (TDOWN)	94028
07/03/2023 11:07:15	WF23-1213	SANDSTONE	Portola Valley	Smoke Investigation - Not SLAC (SI)	94028
07/03/2023 15:26:25	WF23-1214	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/03/2023 18:50:22	WF23-1215	GOLDEN OAK	Portola Valley	MVA with injuries (TA)	94028
07/04/2023 14:55:48	WF23-1218	DEER MEADOW	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/04/2023 15:54:43	WF23-1219	CORTE MADERA	Portola Valley	Public service, excluding Lift Assist (see 554) (PA)	94028
07/05/2023 13:37:18	WF23-1222	WYNDHAM	Portola Valley	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94028
07/05/2023 15:00:17	WF23-1224	WYNDHAM	Portola Valley	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94028
07/05/2023 15:04:31	WF23-1225	WYNDHAM	Portola Valley	False Alarm - Alarm Sounding (FA)	94028
07/06/2023 08:14:21	WF23-1227	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/06/2023 22:22:46	WF23-1233	LOS CHARROS	Portola Valley	False Alarm - Alarm Sounding (FA)	94028
07/07/2023 14:35:52	WF23-1237	BOLIVAR	Portola Valley	Smoke detector activation (FAS)	94028
07/08/2023 17:45:12	WF23-1241	POSSUM	Portola Valley	Building fire (SF)	94028
07/09/2023 06:28:03	WF23-1242	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/09/2023 06:47:49	WF23-1243	ANTONIO	Portola Valley	False Alarm - Smoke detector activation due to malfunction (FAS)	94028
07/09/2023 07:09:58	WF23-1244	ANTONIO	Portola Valley	False Alarm - Smoke detector activation due to malfunction (FAS)	94028
07/09/2023 10:39:21	WF23-1247	CORTE MADERA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/09/2023 13:52:49	WF23-1252	HOLDEN	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/10/2023 08:56:42	WF23-1254	SHAWNEE	Portola Valley	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94028
07/11/2023 07:14:17	WF23-1258	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/11/2023 10:30:06	WF23-1259	CERVANTES	Portola Valley	Tree Down (TDOWN)	94028
07/11/2023 16:25:31	WF23-1260	VALENCIA	Portola Valley	Car Fire - Passenger vehicle fire , not a motorhome	94028
07/11/2023 16:28:00	WF23-1261	ALPINE	Portola Valley	Cancelled en route, did not arrive on scene.	94028
07/13/2023 08:01:58	WF23-1269	WESTRIDGE	Portola Valley	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94028
07/13/2023 08:03:37	WF23-1270	CORTE MADERA	Portola Valley	Cancelled en route, did not arrive on scene.	94028
07/13/2023 11:39:01	WF23-1272	ALPINE	Portola Valley	False Alarm - Sprinkler activation due to malfunction	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)
07/14/2023 15:05:27	WF23-1277	CERVANTES	Portola Valley	False Alarm - CO detector activation due to malfunction (FACM)	94028
07/14/2023 20:27:27	WF23-1279	GOLDEN OAK	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/15/2023 09:06:00	WF23-1280	ALPINE	Portola Valley	Animal problem - snakes, insects, nuisance animals, loose animals, etc...	94028
07/15/2023 16:23:56	WF23-1282	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/16/2023 06:15:34	WF23-1283	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/17/2023 10:53:14	WF23-1288	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/17/2023 11:29:09	WF23-1289	RUSSELL	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/17/2023 13:46:42	WF23-1291	CANYON	Portola Valley	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94028
07/17/2023 14:47:35	WF23-1293	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/19/2023 13:55:19	WF23-1300	SHAWNEE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/20/2023 05:33:26	WF23-1303	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/20/2023 21:00:46	WF23-1304	CAMPO	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/20/2023 23:25:03	WF23-1305	ARASTRADERO	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/21/2023 09:27:03	WF23-1306	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/21/2023 13:47:46	WF23-1308	ALPINE	Portola Valley	Electrical wiring/equipment problem, other	94028
07/21/2023 14:23:48	WF23-1310	CORTE MADERA	Portola Valley	Water or steam leak	94028
07/22/2023 14:07:24	WF23-1312	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/22/2023 14:36:55	WF23-1313	LOS TRANCOS	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/22/2023 18:28:22	WF23-1315	DEER MEADOW	Portola Valley	Cancelled en route, did not arrive on scene.	94028
07/23/2023 12:01:14	WF23-1318	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/24/2023 12:21:55	WF23-1321	ADAIR	Portola Valley	False alarm or false call, other (FA)	94028
07/24/2023 20:39:34	WF23-1324	ALPINE	Portola Valley	Public service, excluding Lift Assist (see 554) (PA)	94028
07/25/2023 11:54:48	WF23-1329	FRANCISCAN	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/26/2023 09:28:22	WF23-1334	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/26/2023 10:52:08	WF23-1336	ALPINE	Portola Valley	EMS call, Bicyclist Down (MED)	94028
07/26/2023 14:05:19	WF23-1337	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/27/2023 13:16:25	WF23-1342	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/27/2023 20:44:59	WF23-1344	PORTOLA	Portola Valley	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94028
07/28/2023 10:44:32	WF23-1347	ALPINE	Portola Valley	EMS call, Bicyclist Down (MED)	94028
07/28/2023 13:57:17	WF23-1351	PORTOLA	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/28/2023 16:15:58	WF23-1352	WAYSIDE	Portola Valley	EMS call, excluding vehicle accident with injury (MED)	94028
07/29/2023 16:50:14	WF23-1357	ALPINE	Portola Valley	Cancelled en route, did not arrive on scene.	94028
07/31/2023 17:25:10	WF23-1365	PORTOLA	Portola Valley	Odor of Gas, gas scare (HMI)	94028
<b>Basic Incident City Name (FD1.16): Redwood City</b>					
07/04/2023 18:54:37	RF23-7504	HIGHLAND	Redwood City	Cancelled en route, did not arrive on scene.	94062
07/04/2023 20:23:08	RF23-7510	OXFORD	Redwood City	EMS call, excluding vehicle accident with	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)
				injury (MED)	
07/08/2023 13:47:22	RF23-7641	CASTLE HILL	Redwood City	Public service, excluding Lift Assist (see 554) (PA)	94061
07/09/2023 10:20:49	RF23-7667	SHEPARD	Redwood City	EMS call, excluding vehicle accident with injury (MED)	94062
07/11/2023 09:06:57	RF23-7724	ROUND HILL	Redwood City	Arcing, shorted electrical equipment	94061
07/14/2023 12:18:57	WF23-1275	COLTON	Redwood City	Cancelled en route, did not arrive on scene.	94062
07/17/2023 13:40:37	RF23-7977	SHEPARD	Redwood City	EMS call, excluding vehicle accident with injury (MED)	94062
07/17/2023 20:49:35	RF23-7998	SEAPORT	Redwood City	Cancelled en route, did not arrive on scene.	94063
<b>Basic Incident City Name (FD1.16): Sheriffs Office Bayside</b>					
07/01/2023 19:41:46	DF23-1503	SKYLINE	Sheriffs Office Bayside	Cancelled en route, did not arrive on scene.	94020
07/02/2023 20:30:18	WF23-1209	SB 280	Sheriffs Office Bayside	(UTL) No incident found on arrival at dispatch address	94062
07/03/2023 20:46:58	DF23-1518	NB 280	Sheriffs Office Bayside	Cancelled en route, did not arrive on scene.	94002
<b>Basic Incident City Name (FD1.16): Sheriffs Office North</b>					
07/11/2023 18:03:13	BF23-2554	HILLCREST	Sheriffs Office North	Vegetation Fire (VF)	94010
<b>Basic Incident City Name (FD1.16): Skylonda</b>					
07/01/2023 19:23:01	DF23-1501	OLD LA HONDA	Skylonda	Cancelled en route, did not arrive on scene.	94062
07/02/2023 18:37:00	DF23-1509	OLD LA HONDA	Skylonda	Cancelled en route, did not arrive on scene.	94062
07/22/2023 03:47:53	DF23-1625	LA HONDA	Skylonda	Motor vehicle accident with no injuries. (TA)	94062
07/25/2023 09:41:25	WF23-1327	BIG TREE	Skylonda	False Alarm - CO detector activation, no CO (FACM)	94062
<b>Basic Incident City Name (FD1.16): SNC</b>					
07/12/2023 11:26:54	RF23-7774	ROYAL	SNC	EMS call, excluding vehicle accident with injury (MED)	94070
07/27/2023 10:37:34	RF23-8347	DE ANZA	SNC	Cancelled en route, did not arrive on scene.	94070
<b>Basic Incident City Name (FD1.16): Town of Los Altos Hills</b>					
07/10/2023 17:28:58	FM23-57	SB 280	UC	(UTL) No incident found on arrival at dispatch address	94022
<b>Basic Incident City Name (FD1.16): Unicorporated South of 92</b>					
07/12/2023 11:17:28	DF23-1564	SB 280	Unicorporated South of 92	Cancelled en route, did not arrive on scene.	94062
07/23/2023 12:23:16	DF23-1632	SKYLINE	Unicorporated South of 92	Cancelled en route, did not arrive on scene.	94020
07/27/2023 18:45:44	WF23-1343	NB 280	Unicorporated South of 92	MVA with injuries (TA)	94062
<b>Basic Incident City Name (FD1.16): WMP</b>					
07/05/2023 17:44:51	MF23-5967	ALAMEDA DE LAS PULGAS	WMP	False Alarm - Alarm Sounding (FA)	94025
<b>Basic Incident City Name (FD1.16): Woodside</b>					
07/01/2023 04:04:01	WF23-1199	WOODSIDE	Woodside	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94062
07/01/2023 12:46:07	WF23-1202	HARDWICK	Woodside	Cancelled en route, did not arrive on scene.	94062
07/01/2023 18:54:09	WF23-1204	HIGHLAND TE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/02/2023 02:48:28	WF23-1206	HIGHLAND TE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/02/2023 14:29:51	WF23-1208	WOODSIDE	Woodside	Cancelled en route, did not arrive on scene.	94062
07/02/2023 21:59:59	WF23-1210	PHILLIP	Woodside	Lift Assist, no medical merit	94062
07/03/2023 22:03:21	WF23-1216	CREST	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/04/2023 13:12:47	WF23-1217	KINGS MOUNTAIN	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/05/2023 12:03:27	WF23-1221	GODETIA DR [REAR UNIT]	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/05/2023 14:55:00	WF23-1223	MOUNTAIN HOME	Woodside	Cancelled en route, did not arrive on scene.	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)
07/06/2023 07:25:27	WF23-1226	WOODSIDE	Woodside	Wires Down, Power line down (WDOWN)	94062
07/06/2023 08:19:17	WF23-1228	SB 280	Woodside	Motor vehicle accident with no injuries. (TA)	94062
07/06/2023 11:35:35	WF23-1229	STADLER	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/06/2023 14:23:13	WF23-1230	GODETIA	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/06/2023 14:37:03	WF23-1231	HARCROSS	Woodside	False Alarm - Smoke detector activation due to malfunction (FAS)	94062
07/06/2023 18:27:39	WF23-1232	RUNNYMEDE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/07/2023 00:40:31	WF23-1234	WHISKEY HILL	Woodside	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94062
07/07/2023 04:48:29	WF23-1235	GODETIA	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/07/2023 11:53:46	WF23-1236	STADLER	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/07/2023 21:09:13	WF23-1238	WOODSIDE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/08/2023 00:54:20	WF23-1239	GODETIA	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/09/2023 07:51:18	WF23-1245	WOODSIDE	Woodside	Trash Fire (TF)	94062
07/09/2023 12:03:00	WF23-1248	FERNSIDE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/09/2023 12:18:29	WF23-1249	SKYLINE	Woodside	Cancelled en route, did not arrive on scene.	94062
07/09/2023 21:53:45	WF23-1253	BARRETT	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/10/2023 12:44:33	WF23-1255	BUCK	Woodside	Cancelled en route, did not arrive on scene.	94062
07/10/2023 13:36:03	WF23-1256	BUCK	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/12/2023 06:10:24	WF23-1264	FARM HILL	Woodside	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94061
07/12/2023 06:58:11	WF23-1265	FARM HILL	Woodside	Cancelled en route, did not arrive on scene.	94061
07/12/2023 07:55:55	WF23-1267	FARM HILL	Woodside	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94061
07/12/2023 09:56:29	WF23-1268	ELEANOR	Woodside	(UTL) No incident found on arrival at dispatch address	94062
07/13/2023 14:09:30	WF23-1273	NB 280	Woodside	Assist police or other governmental agency	94028
07/13/2023 14:44:18	WF23-1274	MOUNTAIN HOME	Woodside	Tree Down (TDOWN)	94062
07/14/2023 13:37:55	WF23-1276	FARM	Woodside	Cancelled en route, did not arrive on scene.	94062
07/14/2023 17:33:03	WF23-1278	JEFFERSON	Woodside	Public service, excluding Lift Assist (see 554) (PA)	94062
07/15/2023 10:23:30	WF23-1281	HOBART HEIGHTS	Woodside	Wires Down, Power line down (WDOWN)	94062
07/16/2023 23:33:50	WF23-1285	SAND HILL	Woodside	Car Fire - Passenger vehicle fire , not a motorhome	94062
07/17/2023 12:52:24	WF23-1290	FARM HILL	Woodside	EMS call, excluding vehicle accident with injury (MED)	94061
07/17/2023 13:54:18	WF23-1292	PHILLIP	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/17/2023 17:56:45	WF23-1294	GLENWOOD	Woodside	Odor of Gas, gas scare (HMI)	94062
07/18/2023 08:18:30	WF23-1296	SB 280	Woodside	MVA with injuries (TA)	94062
07/18/2023 09:13:39	WF23-1297	ROBERTA	Woodside	Gas leak (natural gas or LPG)	94062
07/18/2023 20:48:59	WF23-1299	JEFFERSON	Woodside	Public service, excluding Lift Assist (see 554) (PA)	94062
07/19/2023 18:03:57	WF23-1301	SB 280	Woodside	Motor vehicle accident with no injuries. (TA)	94022
07/19/2023 20:14:43	WF23-1302	BEAR GULCH	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/21/2023 14:18:21	WF23-1309	WOODSIDE	Woodside	Trench/below-grade rescue	94062
07/22/2023 11:44:35	WF23-1311	NB 280	Woodside	(UTL) No incident found on arrival at dispatch address	94027
07/22/2023 16:06:13	WF23-1314	SB 280	Woodside	(UTL) No incident found on arrival at dispatch address	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)
07/23/2023 09:25:30	WF23-1316	ENTRANCE	Woodside	False Alarm - Smoke detector activation due to malfunction (FAS)	94062
07/23/2023 11:42:24	WF23-1317	WOODSIDE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/24/2023 00:02:07	WF23-1320	CANADA	Woodside	Tree Down (TDOWN)	94062
07/24/2023 17:27:10	WF23-1322	SB 280	Woodside	Public service, excluding Lift Assist (see 554) (PA)	94062
07/24/2023 19:53:17	WF23-1323	NB 280	Woodside	(UTL) No incident found on arrival at dispatch address	94027
07/25/2023 07:23:37	WF23-1326	NB 280	Woodside	MVA with injuries (TA)	94027
07/25/2023 10:44:32	WF23-1328	FAMILY FARM	Woodside	Public service, excluding Lift Assist (see 554) (PA)	94062
07/25/2023 12:32:17	WF23-1330	BLOCK WOODSIDE	Woodside	EMS call, Bicyclist Down (MED)	94062
07/25/2023 14:28:19	WF23-1331	HIGH	Woodside	Cancelled en route, did not arrive on scene.	94062
07/25/2023 23:07:10	WF23-1333	HIGHLAND TE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/26/2023 09:55:18	WF23-1335	OAKHILL	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/26/2023 17:12:18	WF23-1338	MAPLE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/27/2023 04:04:58	WF23-1339	MANZANITA	Woodside	Smoke detector activation (FAS)	94062
07/28/2023 05:49:31	WF23-1346	PORTOLA	Woodside	Tree Down (TDOWN)	94062
07/28/2023 10:50:21	WF23-1348	CALIFORNIA	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/28/2023 18:13:56	WF23-1353	OLIVE HILL	Woodside	Medical assist, assist EMS crew with manpower for lift assistance (MED)	94062
07/29/2023 01:23:58	WF23-1354	WOODSIDE	Woodside	False Alarm - Alarm Sounding (FA)	94062
07/29/2023 01:42:52	WF23-1355	NB 280	Woodside	Tree Down (TDOWN)	94027
07/29/2023 14:48:39	WF23-1356	STOCKBRIDGE	Woodside	EMS call, excluding vehicle accident with injury (MED)	94062
07/29/2023 19:45:28	WF23-1358	MOUNTAIN HOME	Woodside	Flooding Conditions mitigation (Water Vac, Pump, Etc...) (PAW)	94062
07/31/2023 07:40:11	WF23-1361	WOODSIDE	Woodside	False Alarm - Smoke detector activation (Dust, Construction, etc..) (FAS)	94062
07/31/2023 07:53:15	WF23-1362	NB 280	Woodside	Cancelled en route, did not arrive on scene.	94028
07/31/2023 12:43:39	WF23-1364	WOODSIDE	Woodside	False Alarm - Unintentional (Accidental) Alarm system activation, no fire (FA)	94062
<b>Basic Incident City Name (FD1.16): WSB</b>					
07/05/2023 11:06:03	WF23-1220	WOODSIDE	WSB	EMS call, excluding vehicle accident with injury (MED)	94062
07/17/2023 07:56:25	WF23-1287	CHURCHILL	WSB	Cancelled en route, did not arrive on scene.	94062

#### Report Criteria

Basic Incident City Name (Fd1.16): Is Not Blank Ladera|Portola Valley|Skyllonda|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**

*Final Summary Budget*

2023-2024

July 18, 2023

SALARY & BENEFITS		2022-2023	2023-2024	Over/Under	
4111	Salary	\$12,269,462	\$13,328,962	\$1,059,499	8.64%
4321	District Retirement	\$3,495,030	\$4,515,319	\$1,020,289	29.19%
4413	District Medical	\$2,187,355	\$2,278,426	\$91,071	4.16%
4415	Medicare	\$177,907	\$193,270	\$15,363	8.64%
4451	District Unemployment	\$11,368	\$12,180	\$812	7.14%
4631	District Employee Benefits	\$39,789	\$39,789	\$0	0.00%
	Sub-Total	\$18,180,911	\$20,367,945	\$2,187,034	12.03%
SERVICES & SUPPLIES					
5121	Clothing	\$183,660	\$146,060	-\$37,600	-20.47%
5156	Household	\$22,500	\$46,750	\$24,250	107.78%
5165	Medical Expense	\$187,831	\$181,931	-\$5,900	-3.14%
5199	Office Expense	\$5,225	\$4,725	-\$500	-9.57%
5212	Information Technology	\$216,500	\$240,656	\$24,156	11.16%
5231	Small Tools	\$3,000	\$3,000	\$0	0.00%
5332	Membership	\$10,500	\$10,927	\$427	4.07%
5341	Legal Notice	\$4,000	\$36,682	\$32,682	817.05%
5415	Maintenance Equipment	\$294,500	\$367,000	\$72,500	24.62%
5416	Gas * Oil	\$111,264	\$126,048	\$14,784	13.29%
5417	Maintenance Tires	\$20,000	\$25,000	\$5,000	25.00%
5424	Maintenance Radio	\$17,600	\$20,100	\$2,500	14.20%
5426	Maintenance Office Equipment	\$10,390	\$10,550	\$160	1.54%
5428	Maintenance Structure	\$34,500	\$49,000	\$14,500	42.03%
5611	Insurance	\$110,000	\$106,773	-\$3,227	-2.93%
5612	Workers Comp Insurance	\$650,000	\$913,721	\$263,721	40.57%
5638	Utilities	\$89,500	\$89,500	\$0	0.00%
5639	Radio Dispatching	\$12,475	\$12,475	\$0	0.00%
5641	Communications	\$100,578	\$113,114	\$12,536	12.46%
5722	Transportation * Travel	\$1,500	\$1,500	\$0	0.00%
5731	Training * Education	\$276,750	\$317,742	\$40,992	14.81%
5732	Health & Wellness	\$72,567	\$70,000	-\$2,567	-3.54%
5733	Fire Prevention	\$120,900	\$138,284	\$17,384	14.38%
5734	Seminars*Conferences	\$11,000	\$11,000	\$0	0.00%
5876	Professional Services	\$73,185	\$157,385	\$84,200	115.05%
5878	GIS*Mapping	\$100,000	\$100,000	\$0	0.00%
5927	Disaster Preparedness Expense	\$33,296	\$41,437	\$8,141	24.45%
5928	Emergency Operations	\$5,500	\$6,000	\$500	9.09%
5966	District Special Expense	\$47,707	\$45,630	-\$2,077	-4.35%
	Sub-Total	\$2,826,428	\$3,392,990	\$566,562	20.05%
FIXED ASSETS					
7112	Interim Sta.7	\$75,000	\$5,000	-\$70,000	-93.33%
7211	Structure Improvements	\$13,500	\$23,500	\$10,000	74.07%
7311	Equipment	\$157,500	\$155,250	-\$2,250	-1.43%
7410	Admin - 808 Portola Road	\$257,315	\$269,866	\$12,551	4.88%
	Sub-Total	\$503,315	\$453,616	-\$49,699	-9.87%
<b>TOTAL</b>		<b>\$21,510,654</b>	<b>\$24,214,551</b>	<b>\$2,703,897</b>	<b>12.57%</b>

**WOODSIDE FIRE PROTECTION**  
*Final Summary Budget*  
**2023-2024**

July 18, 2023

<b>RESERVES</b>		2022-2023	2023-2024	Over/Under	
8610	Contingency Appropriations	\$250,000	\$250,000	\$0	0.00%
8612	Equipment Reserves	\$3,358,081	\$3,202,454	-\$155,627	-4.63%
8810	Capital Outlay Reserves	\$366,615	\$366,615	\$0	0.00%
8811	Capital Building Reserves	\$12,053,352	\$9,495,047	-\$2,558,305	-21.22%
8820	General Reserves	\$12,289,472	\$16,083,943	\$3,794,472	30.88%
8824	Retirement/GASB Reserves	\$3,781,074	\$3,643,572	-\$137,502	-3.64%
	Estimated Cash Balance	\$32,098,593	\$33,041,631	\$943,038	2.94%
<b>GRAND TOTAL</b>		<b>\$54,620,571</b>	<b>\$57,498,409</b>	<b>\$2,877,838</b>	<b>\$0</b>

<b>ESTIMATED REVENUE</b>		2022-2023	2023-2024	Over/Under	
	Ending Cash Balance 6/30/22				
	Estimated Ending Cash Balance 6/30/23	\$32,098,593	\$33,041,631		
	Property Tax Current Secured (1021)	\$23,412,494	\$25,277,912	\$1,865,418	7.97%
	Property Tax Current Unsecured (1031)	\$799,194	\$856,023	\$56,829	7.11%
	Interest (1521)	\$303,501	\$397,714	\$94,213	31.04%
	Homeowners Property Tax Relief (1831)	\$65,853	\$65,091	-\$762	-1.16%
	Property Tax Supplemental SB 813 (1041)	\$618,833	\$774,568	\$155,735	25.17%
	Miscellaneous (2658)	\$596,106	\$612,555	\$16,449	2.76%
	SB 844 P/T Reductions (ERAF)	(\$3,274,003)	(\$3,527,084)	-\$253,080	7.73%
<b>REVENUE TOTAL</b>		<b>\$22,521,978</b>	<b>\$24,456,779</b>	<b>\$1,934,801</b>	<b>8.59%</b>
<b>TOTAL MONIES AVAILABLE</b>		<b>\$54,620,571</b>	<b>\$57,498,409</b>	<b>\$2,877,838</b>	<b>5.27%</b>

Expenditures	\$21,510,654	\$24,214,551	\$2,703,897	12.57%
Operating Surplus / Deficit	\$1,011,324	\$242,227	\$1,253,551	123.95%

*WOODSIDE FIRE PROTECTION*  
*Final Summary Budget*  
*2023-2024*

July 18, 2023

<b>GANN LIMITATIONS</b>
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	2022-2023	2023-2024
Spending Limits	\$14,220,401	\$14,787,795
Budget Expenditures	\$21,510,654	\$24,214,551
Budget Expenditures not subject to Gann	\$7,314,356	\$8,254,812
Budget Expenditures subject to Gann	\$14,196,298	\$15,459,739
Under Gann Spending Limits	\$24,103	-\$171,944

<b>CASH BALANCE - 5 YEARS</b>
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Cash Balance June 30, 2019 = \$26,823,762  
Cash Balance June 30, 2020 = \$29,165,574  
Cash Balance June 30, 2021 = \$32,997,479  
Cash Balance June 30, 2022 = \$32,098,593  
Cash Balance June 30, 2023 = \$33,041,631

**WOODSIDE FIRE PROTECTION DISTRICT**  
**Final Detail Budget**  
**2023 -2024**

July 18, 2023

<b>4111 SALARY</b>		<b>\$13,328,962</b>
	Base Pay*Incentives*Overtime	\$13,328,962
<b>4321 DISTRICT RETIREMENT</b>		<b>\$4,515,319</b>
		(CalPERS=33.876%)
	\$5,575,892 Safety - First Level @ 29.09%	\$1,622,027
	Safety - UAL 41.948%	\$2,238,957
	\$597,194 Safety - Second Level @ 26.110%	\$155,927
	Safety -UAL 0.000%	\$0
	\$4,234,723 Safety - PEPRA @ 14.500%	\$614,035
	Safety -UAL 0.000%	\$0
	\$14,347 Misc - First Level @ 12.630%	\$1,812
	Misc -UAL 18.743%	\$32,268
	\$450,686 Misc - PEPRA @ 8.000%	\$35,486
	Misc -PEPRA 0.000%	\$0
<b>4413 DISTRICT MEDICAL</b>		<b>\$2,278,426</b>
	Calpers HBD (58) Active	\$1,400,427
	(47) Retired	\$778,835
	Dental	\$157,709
	Vision Care	\$41,454
<b>4415 DISTRICT MEDICARE</b>		<b>\$193,270</b>
	\$13,328,962 Medicare @ 1.45%	
<b>4451 DISTRICT UNEMPL INS</b>		<b>\$12,180</b>
	60 Employees @ \$7000 = \$420,000 SUI @ 2.9%	
<b>4631 DISTRICT EMPL BENEFITS</b>		<b>\$39,789</b>
	CAPFF	\$20,178
	Myers Stevens	\$10,070
	EAP Program	\$3,750
	BCN	\$1,416
	Guardian	\$4,375



**WOODSIDE FIRE PROTECTION DISTRICT**

*Final Detail Budget*

2023 -2024

July 18, 2023

<b>5121 CLOTHING AND PERSONAL SUPPLIES</b>		<b>\$146,060</b>
<i>Clothing allowance</i>	\$60,000	
<i>EMS Rain/Gear</i>	\$7,836	
<i>Wildland Gear</i>	\$21,971	
<i>Structure Gear</i>	\$10,000	
<i>New Hire(s) Safety Gear</i>	\$10,000	
<i>PPE Maintenance</i>	\$18,471	
<i>OCC*Strike Team</i>	\$10,000	
<i>Contingency</i>	\$5,000	
<i>Extrication Gear</i>	\$1,500	
<i>Balistic Gear</i>	\$1,281	
<b>5156 HOUSEHOLD EXPENSES</b>		<b>\$46,750</b>
<i>Supplies, kitchenware, appliances, BBQ</i>	\$28,750	
<i>New Mattress</i>	\$13,000	
<i>Emergency Logistics</i>	\$5,000	
<b>5165 MEDICAL EXPENSE</b>		<b>\$181,931</b>
<i>Disposable</i>	5,500	
<i>Non-Disposable</i>	\$17,000	
<i>Compliance</i>	\$61,106	
<i>Training</i>	\$70,425	
<i>First Aid * CPR</i>	\$7,000	
<i>Tactical Medic Equip/Trng-ITSM</i>	\$10,000	
<i>OOB Line EMT/Medic</i>	\$1,000	
<i>Technology</i>	\$2,400	
<i>Flu Clinic</i>	\$4,000	
<i>Medic 107 Back-up</i>	\$3,500	
<b>5199 OFFICE EXPENSE</b>		<b>\$4,725</b>
<i>General office supplies</i>	\$2,500	
<i>Postage</i>	\$1,725	
<i>Subscriptions</i>	\$500	
<i>Business Cards*Stationary</i>	\$500	
<b>5212 INFORMATION TECHNOLOGY</b>		<b>\$240,656</b>
<i>Stepford Maintenance</i>	\$34,000	
<i>Hardware Purchases*Upgrades*Security</i>	\$30,000	
<i>Hardware*Mounting (added 10/23/19)</i>	\$5,000	
<i>Software</i>	\$28,506	
<i>Telestaff * Customer Support</i>	\$27,000	
<i>Website</i>	\$5,000	
<i>Contingency</i>	\$5,000	
<i>Stepford Hosting</i>	\$25,150	
<i>RMS Vendor - Firehouse Program</i>	\$15,000	
<i>IT - Overtime</i>	\$25,000	
<i>AV Equipment*Maint*Repair</i>	\$5,000	
<i>Tablet Command (\$500 per unit, per year)</i>	\$20,000	
<i>FSA Bandwidth (3 stations @ \$3000)</i>	\$10,000	
<i>Digital Forms</i>	\$6,000	

**WOODSIDE FIRE PROTECTION DISTRICT**

*Final Detail Budget*

**2023 -2024**

*May 25, 2023*

<b>5231 SMALL TOOLS</b>		<b>\$3,000</b>
<i>Minor tools &amp; equipment of insignificant value</i>	<i>\$3,000</i>	
<i>(\$250.00). Not to be a fixed asset or replacement</i>		
<b>5332 MEMBERSHIPS</b>		<b>\$10,927</b>
<i>Miscellaneous:</i>	<i>\$10,927</i>	
<i>Fire Chiefs, NFFA, SDRMA, NorCal,</i>		
<i>Fire Prevention Assoc., CSDA</i>		
<b>5341 LEGAL NOTICES</b>		<b>\$36,682</b>
<i>Publication of legally required notices, reports,</i>	<i>\$36,682</i>	
<i>Board Elections.</i>		
<b>5415 MAINTENANCE EQUIPMENT</b>		<b>\$372,000</b>
<i>Vehicle Repairs</i>	<i>\$275,000</i>	
<i>Tool/Equipment Repairs</i>	<i>\$10,000</i>	
<i>Radio Repairs (Mobile &amp; Portable)</i>	<i>\$10,000</i>	
<i>Cal OSHA - Safety</i>	<i>\$5,000</i>	
<i>Misc Seminars - incl OT, lodging/matt's</i>	<i>\$5,000</i>	
<i>DMV Reporting (12 mos @ \$81.00)</i>	<i>\$2,000</i>	
<i>Knox Operational</i>	<i>\$5,000</i>	
<i>Contingency</i>	<i>\$5,000</i>	
<i>Tool/Equipment Annual Maintenance</i>	<i>\$50,000</i>	
<i>Operations Labor</i>	<i>\$5,000</i>	
<b>5416 GAS*OIL</b>		<b>\$126,048</b>
<i>Bulk gas and oil for vehicles and equipment</i>	<i>\$116,698</i>	
<i>State Board of Equilzation</i>	<i>\$3,500</i>	
<i>Bay Area Management</i>	<i>\$850</i>	
<i>Tec Spill Control</i>	<i>\$5,000</i>	
<b>5417 MAINTENANCE TIRES</b>		<b>\$25,000</b>
<i>Tire*wheel repairs and/or replacements</i>	<i>\$25,000</i>	
<b>5424 MAINTENANCE RADIO</b>		<b>\$20,100</b>
<i>Pagers</i>	<i>\$2,600</i>	
<i>FSA Maintenance Contract (TE)</i>	<i>\$9,000</i>	
<i>FSA Maintenance Improvement/TEA Repairs</i>	<i>\$7,500</i>	
<i>Contingency</i>	<i>\$1,000</i>	

**WOODSIDE FIRE PROTECTION DISTRICT**

*Final Detail Budget*

2023 -2024

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<b>5426 MAINTENANCE OFFICE EQUIPMENT</b>		<b>\$10,550</b>
<i>Copier Maintenance Contract/Lease/Copies</i>	\$9,750	
<i>Postage Meter Contract Lease</i>	\$800	
<b>5428 MAINTENANCE STRUCTURE</b>		<b>\$49,000</b>
<i>Landscaping</i>	\$5,000	
<i>Station Maintenance*Repairs</i>	\$20,000	
<i>Station Generators-Annual Maintenance</i>	\$2,000	
<i>SCBA Filling Station Maintenance</i>	\$2,000	
<i>Garage Doors Repairs</i>	\$8,000	
<i>Air Exchange</i>	\$3,500	
<i>Annual Station Extinguisher Maintenance</i>	\$3,000	
<i>Contingency</i>	\$3,500	
<i>Tools*Supplies</i>	\$2,000	
<b>5611 INSURANCE</b>		<b>\$106,773</b>
<i>Portfolio of Liability Insurance</i>	\$106,773	
<b>5612 WORKERS COMPENSATION INSURANCE</b>		<b>\$913,721</b>
<i>On duty injury insurance coverage</i>	\$913,721	
<b>5638 UTILITIES</b>		<b>\$89,500</b>
<i>Pacific Gas &amp; Electric</i>	\$63,850	
<i>California Water * City of Redwood City Water</i>	\$16,800	
<i>Green Waste * Recology</i>	\$8,150	
<i>Direct TV</i>	\$700	
<b>5639 DISPATCHING</b>		<b>\$12,475</b>
<i>Net Six * JPA</i>	\$12,475	
<b>5641 COMMUNICATIONS</b>		<b>\$113,114</b>
<i>Office Phones</i>	\$11,527	
<i>Cell Phones - Command Staff*Vehicles</i>	\$37,919	
<i>AED Corner - Stations 7 Maint</i>	\$1,000	
<i>Internet*Comcast*SMRN*</i>	\$41,140	
<i>Verizon*AT&amp;T Air Cards</i>	\$20,000	
<i>Analog Microwave</i>	\$1,528	
<b>5722 TRANSPORTATION * TRAVEL</b>		<b>\$1,500</b>
<i>Bridge tolls, parking fees, meal allowance     and misc travel fees</i>	\$1,500	

WOODSIDE FIRE PROTECTION DISTRICT

Final Detail Budget

2023 -2024

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<b>5731 TRAINING * EDUCATION</b>		<b>\$317,742</b>
Promotional	\$30,000	
New Hires*Fire Academy	\$70,000	
SFM Course Tuition	\$5,000	
Training Support Materials:	\$20,493	
IFSTA library replacement for 3 stations	\$549	
USAR	\$27,200	
Cadet Program	\$1,500	
Continued Education Program	\$68,000	
Drivers Operator Training	\$20,000	
OT Instructors*Training Spec-Cadre	\$35,000	
Annual Wildland Drill	\$10,000	
Probationary Training*Testing	\$25,000	
Contingency	\$5,000	
<b>5732 Account 5732 Health * Wellness</b>		<b>\$70,000</b>
Health & Fitness Program	\$15,000	
Exercise equipment	\$15,000	
Employee physicals *Fit Testing*Thyroid Testing	\$40,000	
<b>5733 FIRE PREVENTION</b>		<b>\$138,284</b>
Mitigation Program	\$108,750	
Fire Adapted Community Program	\$5,000	
Wildfire Hazard Risk Assessment Plan	\$50,000	
Hydrant Routine Maintenance*Blue Dots	\$10,000	
Prevention Inter*Seasonal DSI Inspectors	\$25,000	
Prevention Inspection(s) Revenue	(\$250,000)	
New Grant	\$250	
SMC Hazardous Fuel/Evacuation Routes- Grant	\$250	
Hwy 35 Evacuation Grant Revenue	(\$243,566)	
SMC Thornewood Grant	\$250	
2023 PGE	\$250	
Database/Software	\$47,000	
Temporary Contract Services	\$271,400	
General Contract Services	\$17,400	
Equipment Rental	\$1,000	
Photography Serv Expenditure	\$500	
Fire Prevention Public Relations	\$34,000	
Brochures*Flyers*Public Announcements	\$6,000	
Materials & Supplies	\$2,000	
Draft*Office Supplies	\$800	
Knox	\$1,250	
Special Mailers*Postage	\$15,000	
Investigators*Inspectors Equip	\$1,500	
Electronic Equipment	\$10,000	
Contingency	\$750	
Seminars/Classes/Training	\$20,000	
Conference/Meeting Registration	\$500	
Memberships	\$3,000	

**WOODSIDE FIRE PROTECTION DISTRICT**

*Final Detail Budget*

2023 -2024

July 18, 2023

<b>5734 SEMINARS*CONFERENCES*CLASSES</b>		<b>\$11,000</b>
Chief's Planning Session	\$2,000	
Chiefs Professional Development-classes/seminars/WUI	\$3,500	
Chief Officers Profess Dev - classes/seminars/WUI	\$3,500	
Administration Classes*Travel	\$2,000	
<b>5876 PROFESSIONAL SERVICES</b>		<b>\$157,385</b>
Auditing Services	\$23,775	
GASB45*CalPERS Reports	\$10,200	
Legal Services	\$100,000	
UPS*Misc	\$250	
SMCO Service Charge*Bank Fees	\$9,250	
CAL-OPPS Shared Hosting Services	\$3,715	
Contingency	\$500	
Policies & Procedures-Lexipole	\$9,695	
		<b>\$100,000</b>
<b>5878 GIS*Mapping</b>		
Projects and Production		
Production (Print)	\$3,000	
Production (Digital)	\$5,000	
Continuing education	\$10,000	
Preplans	\$5,000	
Commercial Inspections	\$5,000	
Contract Services		
GIS consulting services	\$40,000	
GIS consumables	\$2,000	
Fixed assets		
Hardware	\$5,000	
Overtime	\$25,000	
<b>5927 DISASTER PREPAREDNESS EXPENSE</b>		<b>\$41,437</b>
EPiC * Training*Supplies	\$2,000	
EPiC Prevention Week	\$1,500	
EPiC * IT	\$500	
EPiC & Pub Ed * OT	\$10,000	
Portola Valley Donation	\$587	
Public Education Supplies	\$2,000	
EPiC/Pub Ed Prop Maint	\$250	
Public Education Events*Auction	\$2,000	
Car Seat Insp Tech Course * Programs	\$250	
Advertising-CERT Trng. *Drills*Events*Banners	\$2,000	
Pub Ed*EPiC Conferences	\$4,000	
Community Outreach- EPiC Donation	\$5,000	
EPiC * Event Supplies	\$750	
Safe Sitter Training Program	\$3,000	
Memberships	\$600	
Special Mailer*Postage (NEW)	\$5,000	
EPiC*YMSL	\$2,000	
<b>5928 EMERGENCY OPERATIONS</b>		<b>\$6,000</b>
Dept. of Operations DOC/Emergency Notifications	\$6,000	
*Incl's Satellite (4) phone service		

**WOODSIDE FIRE PROTECTION DISTRICT**  
**Final Detail Budget**  
**2023 -2024**

July 18, 2023

<b>5966 DISTRICT SPECIAL EXPENSES</b>		<b>\$45,630</b>
Events*Rentals*Memorials*Decorations	\$8,000	
LAFCO	\$16,671	
Property Tax	\$13,105	
Sewer use fees for Sta. 7, 8 & 19	\$3,904	
WHS Donations	\$1,450	
District Meetings*Support	\$1,000	
Staff Meetings	\$1,500	
<b>7112 Interim Sta. 7</b>		<b>\$5,000</b>
	\$5,000	
<b>7211 STRUCTURE IMPROVEMENT</b>		<b>\$23,500</b>
General Structure Replacements*Repairs	\$20,000	
Contingency	\$3,500	
<b>7311 EQUIPMENT</b>		<b>\$155,250</b>
Hose replacement	\$30,000	
Engine/ Vehicle Equipment Upgrades	\$8,000	
Mobile/Portable Radio(s)	\$12,000	
Contingency	\$5,000	
Tool Replacement	\$8,000	
A & B foam	\$5,000	
Batteries	\$5,000	
Drone Cost	\$30,000	
New Vehicle/Apparatus	\$52,000	
Resolution Items	\$250	
<b>7410 Admin -808 Fortola Road</b>		<b>\$269,866</b>
Rent	\$13,224.18 mo.	\$163,980
Monthly Utilities* Maint	\$3,000 mo.	\$36,000
Phones		\$9,970
Fax Lines		\$2,000
Internet	\$920 mo.	\$11,040
Cable		\$2,204
IT		\$12,000
Office Cleaning		\$7,088
Admin-Office Expenses*Repairs		\$15,584
Contingency		\$10,000

Page 7	\$499,246
Page 1 - 7 Totals	\$24,219,551

**RESOLUTION NO. 24-01**  
**FIXING THE EMPLOYER CONTRIBUTION**  
**UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT**  
**AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS**

- WHEREAS, (1) Woodside Fire Protection District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it
- RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **Kaiser Family Basic Region 1 Rate, not to exceed \$2,600.00** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (b) Woodside Fire Protection District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of Woodside Fire Protection District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Woodside Fire Protection District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, Woodside Fire Protection District to file with the Board a verified copy of this resolution, and to perform on behalf of Woodside Fire Protection District all functions required of it under the Act; and be it further
- RESOLVED, (e) That coverage under the Act be effective on January 1, 2024.

**Adopted at a regular meeting of the Woodside Fire Protection District  
at 808 Portola Rd., Portola Valley, CA, this 29 day of August 2023.**

Signed: \_\_\_\_\_  
(President, Chairman, etc.)

Attest: \_\_\_\_\_  
(Secretary or appropriate officer)

**WOODSIDE FIRE PROTECTION DISTRICT**

**RESOLUTION NO. 23-05**

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) authorize cities, counties, districts and joint powers authorities to access state and local summary criminal history information for employment, licensing or certification purposes; and

WHEREAS, Penal Code Section 11105(b)(11) authorizes cities, counties, districts and joint powers authorities to access federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require that there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require the city council, board of supervisors, governing body of a city, county or district or joint powers authority to specifically authorize access to summary criminal history information for employment, licensing, or certification purposes.

NOW THEREFORE, BE IT RESOLVED, that **WOODSIDE FIRE PROTECTION DISTRICT** is hereby authorized to access state and federal level summary criminal history information for employment with **WOODSIDE FIRE PROTECTION DISTRICT** (including volunteers and contract employees) and may not disseminate the information to a private entity; and

BE IT FURTHER RESOLVED that the District shall not consider a person who has been convicted of a violent or serious felony or misdemeanor eligible for employment (including volunteers and contract employees, if applicable).

The Clerk of **WOODSIDE FIRE PROTECTION DISTRICT** shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 29<sup>th</sup> day, August, 2023

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**Fire Chief Signature**

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**Printed Name**



RESOLUTION NO. 23-06

BOARD OF DIRECTORS, WOODSIDE FIRE PROTECTION DISTRICT  
County of San Mateo State of California

RESOLUTION ESTABLISHING APPROPRIATION LIMITS FOR THE WOODSIDE FIRE  
PROTECTION DISTRICT

RESOLVED, by the Board of Directors, Woodside Fire Protection District of the County of San Mateo, State of California, that

WHEREAS, on November 6, 1979, California voters passed Proposition 4, an initiative to restrict government spending by establishing limits on the annual appropriation of local agencies; and

WHEREAS, Proposition 4, added Article XIII B to the California State Constitution: and

WHEREAS, by Statutes 1980, Chapter 1205, the California Legislature added Division 9 (commencing with Section 7900) to Title 1 of the Government Code prescribing procedures to be used in implementing Article XIII B, (amended); and

WHEREAS Government Code Section 7910 requires local jurisdictions to establish their appropriation limit each year for the following fiscal year;

NOW THEREFORE IT IS HEREBY established and determined pursuant to Section 7910 of the Government Code that the appropriation limits for Woodside Fire Protection District for fiscal year 2023-2024

	<u>BASE YEAR</u> <u>1978-1979</u>	<u>43<sup>rd</sup> YEAR</u> <u>2021-2022</u>	<u>44<sup>th</sup> YEAR</u> <u>2022-2023</u>	<u>45<sup>th</sup> YEAR</u> <u>2023-2024</u>
Prop. 4 Limit	1,371,021	13,101,596	\$14,220,401	\$14,787,795
Appropriation Subject to Limitation	1,371,021	13,014,901	\$14,196,298	\$14,615,831
Over (Under) limit	-0-	(86,695)	(\$24,103)	(\$171,964)

IT IS FURTHER DIRECTED that the documentation used in the computation of the appropriation limits be made available to the public for review in the Office of the Fire Chief. Regularly passed and adopted this 29th day of August 2023.

Ayes and in favor of said Resolution:

DIRECTORS: \_\_\_\_\_  
\_\_\_\_\_

Nays and against said Resolution:

DIRECTORS: \_\_\_\_\_  
\_\_\_\_\_

ABSENT DIRECTORS: \_\_\_\_\_

\_\_\_\_\_  
Chairman, Board of Directors  
Woodside Fire Protection District

**RESOLUTION NO. 23-07**

**BOARD OF DIRECTORS, WOODSIDE FIRE PROTECTION DISTRICT  
County of San Mateo State of California**

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS**

RESOLVED, by the Board of Directors, Woodside Fire Protection District of the County of San Mateo, State of California, that

WHEREAS the Woodside Fire Protection District is a fire protection district of the County of San Mateo governed by Fire Protection District Law of 1987 found in Section 13800 ET SEQ of the Health and Safety Code; and

WHEREAS Section 13900 of the Health and Safety Code authorizes the Board of Directors by two third vote to make available for appropriation balances of Capital Outlay Reserves; and

WHEREAS, pursuant to Section 13900 of the Health and Safety Code, above mentioned, this Board finds it necessary and desirable to allow either the Fire Chief, Thomas J. Cuschieri or Finance Manager, Tracy B. Liu to transfer funds during the Fiscal Year 2023-2024 General Fund 02530 accounts, within categories, as permitted by the Controller of San Mateo County.

\_\_\_\_\_  
Thomas J. Cuschieri, Fire Chief

\_\_\_\_\_  
Tracy B. Liu, Finance Manager

Now therefore it is ordered and determined as follows:

1. That either the Fire Chief, Thomas J. Cuschieri or Finance Manager Tracy B. Liu to be authorized to transfer funds during the Fiscal Year 2023-2024 within the categories of the General Fund 02530 accounts.
2. That the Secretary of the Board of Directors is hereby authorized and directed to cause certified copies of this resolution to be filed with the County Controller and the County Treasurer of the County of San Mateo.

Regularly passed and adopted this 29th day of August 2023.

Ayes and in favor of said Resolution:

DIRECTORS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Nays and against said Resolution:

DIRECTORS: \_\_\_\_\_

\_\_\_\_\_

ABSENT DIRECTORS: \_\_\_\_\_

\_\_\_\_\_  
Chairman, Board of Directors  
Woodside Fire Protection District

ATTEST:

\_\_\_\_\_  
Secretary of Said Board



# WOODSIDE FIRE PROTECTION DISTRICT

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

[WWW.WOODSIDEFIRE.ORG](http://WWW.WOODSIDEFIRE.ORG)  
DON BULLARD – FIRE MARSHAL

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**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

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Matt Miller, President  
Board of Directors

ATTEST:

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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](http://WWW.WOODSIDEFIRE.ORG)  
DON BULLARD – FIRE MARSHAL

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**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

## 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](https://youtu.be/_qW-ESp-RxY)

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

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





## SICK LEAVE/WORKERS'S COMP. REPORT

<b>July 2023</b>	
<b>Sick Leave/Workers' Comp. Report</b>	
New Workers Compensation Cases	6 Total (1 New)
Retirements Announced	0
Sick Leave Shift Personnel	168 hours (4 Total)
Sick Leave Day Personnel	46 hours (3 Total)
Workers Compensation Time Off	1,440 hours
Light Duty	0 hours
Long Term Disability	0 hours
Bereavement Leave	16 hours (1 Total)
Maternity/Paternity Leave/FMLA	48 hours (1 Total)
Jury Duty	0 Hours



# Woodside Fire Protection District Training Division Report August 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 SMCOT 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 July.

## **WOODSIDE FIRE TRAINING**

**A. Didactic Training: Monthly Topic** - The Lead Instructors for the month of July were Fire Captain Justin Werle, Firefighter/Paramedic Chris Wels on the subjects of vehicle stabilization and extrication. During this training, the instructors provided our firefighters with multiple videos addressing initial response to traffic accidents, dealing with high voltage vehicles, extrication tips and techniques as well as the use of technical equipment stored on our rescue

**B. Manipulative Training:** The manipulative exercise was a simulated traffic accident response. All resources (Battalion Chief, 2 engines, Rescue 7 and ambulance) were dispatched from station 19. The first arriving engine gave a report on conditions and made initial



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

assignments. The scenario was a two vehicle accident with one patient ejected and trapped under the vehicle. This required the stabilization and lift of the blue vehicle as well as the Honda in order to remove the patient.



**C. District Familiarization:** Fire Captain Sean Devlin led our District Familiarization exercise. July's assignment was to have engine companies tour the SF Watershed Lands west of highway 280 and north of Edgewood Road. In addition, crews toured the Woods Estate, currently owned by Mid-Pen and is an extension of the Windy Hill Open Space.



# Woodside Fire Protection District Training Division Report August 2023

Battalion Chief Keenan Hird

## SOUTHZONE MULTI-DEPARTMENT TRAINING

- A.** There was no scheduled training for the southzone agencies for the month of July. Again, the Woodside Fire Training Division took advantage of this opportunity by hosting a Large Animal Rescue course. The manipulative portions of the course were held at The Horse Park at Woodside and didactic at fire station 19.



## PROBATIONARY TRAINING

### **2021 Probationary Firefighters (Campbell, Cuschieri, Griffiths, Imber)**

The 2021 Probationary Firefighters will end their probationary term on September 1st and be recommended for permanent status. Since completing their Block III Test, they all have requested to open a



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

Woodside Fire Apparatus Operator Task Book to commence the process of becoming an operator.

## **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 auto-extrication.

## **2022 Probationary Firefighter Zolnierek**

On Sunday, July 9th, Ben completed his Block I Probationary Testing. Ben scored a 91% on his written exam, 99% on his map test and 100% of his manipulative exam. Ben has since been assigned his Block II Probationary Manual.

## **APPARATUS/OPERATOR**

On February 23rd 2022, Firefighter Billy Hurley initiated his Woodside Fire Apparatus Operator task Book. On Sunday July 9th, Billy completed his testing and is now an operator. Billy scored an 85% on his written exam and an 88% on his manipulative.

## **CONTINUING EDUCATION PROGRAM (JUNE)**

- Large Animal Rescue
  - Firefighter/Paramedic Cody Campbell
  - Firefighter/Paramedic Tim Richards
  - Firefighter/Paramedic Chris Wels

## **Meetings Attended:**

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



## Monthly EMS Report

### July 2023

#### Training

Monthly training for July covered Trauma, CBRNE, and Electronic Health Record documentation. Training was delivered online for Trauma consisting of 2 hours of online with topics covering “Assessing the Major Trauma Patient” and “Kinematics of Trauma”. The first of day of 12 sessions of in person training was started with a lecture provided by Stanford ER Dr. Greg Muller on CBRNE – Chemical, Biological, Radiological, Nuclear, and high yield Explosives. Topics covered were refresher CBRNE awareness, field medicine for both first responder and patients, 2-PAM auto injector refresher, and continuation of care at the hospital for patients of CBRNE events. The second half of our in-person training focused on hands on training for the new Electronic Health Record system with a go live date of October 18<sup>th</sup>. Crews were given a brief familiarization lecture and then each company was provided a tablet and simulated calls with documentation were practiced.



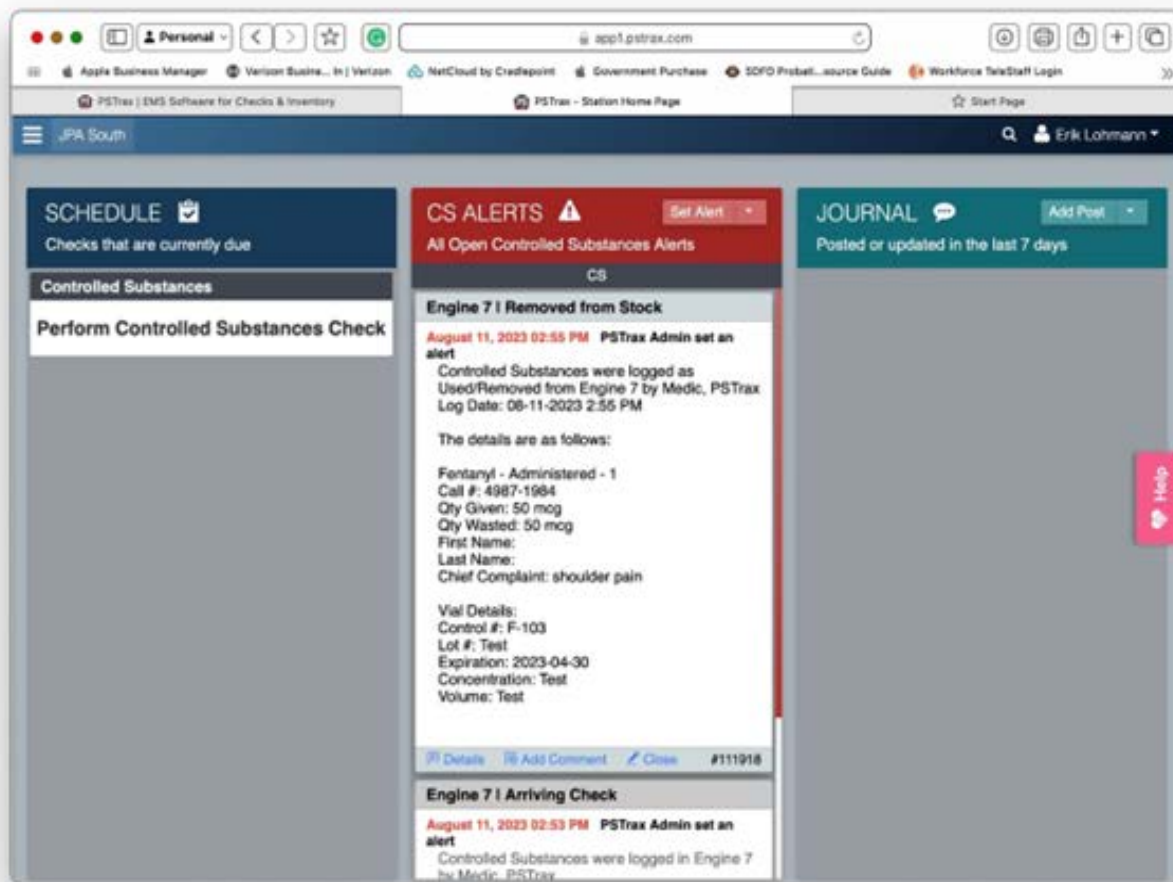
#### Events

Tactical Emergency Medicine – Firefighter Mark Akiyama participated in one activation with the county SWAT team.

Annual AED maintenance was performed by Stryker.

## EMS IT Update

PSTRAX – We have moved from the build phase to curriculum development for a projected role out in December 2023. The picture represents the end user initial interface to track narcotics daily and as they are used throughout the shift.

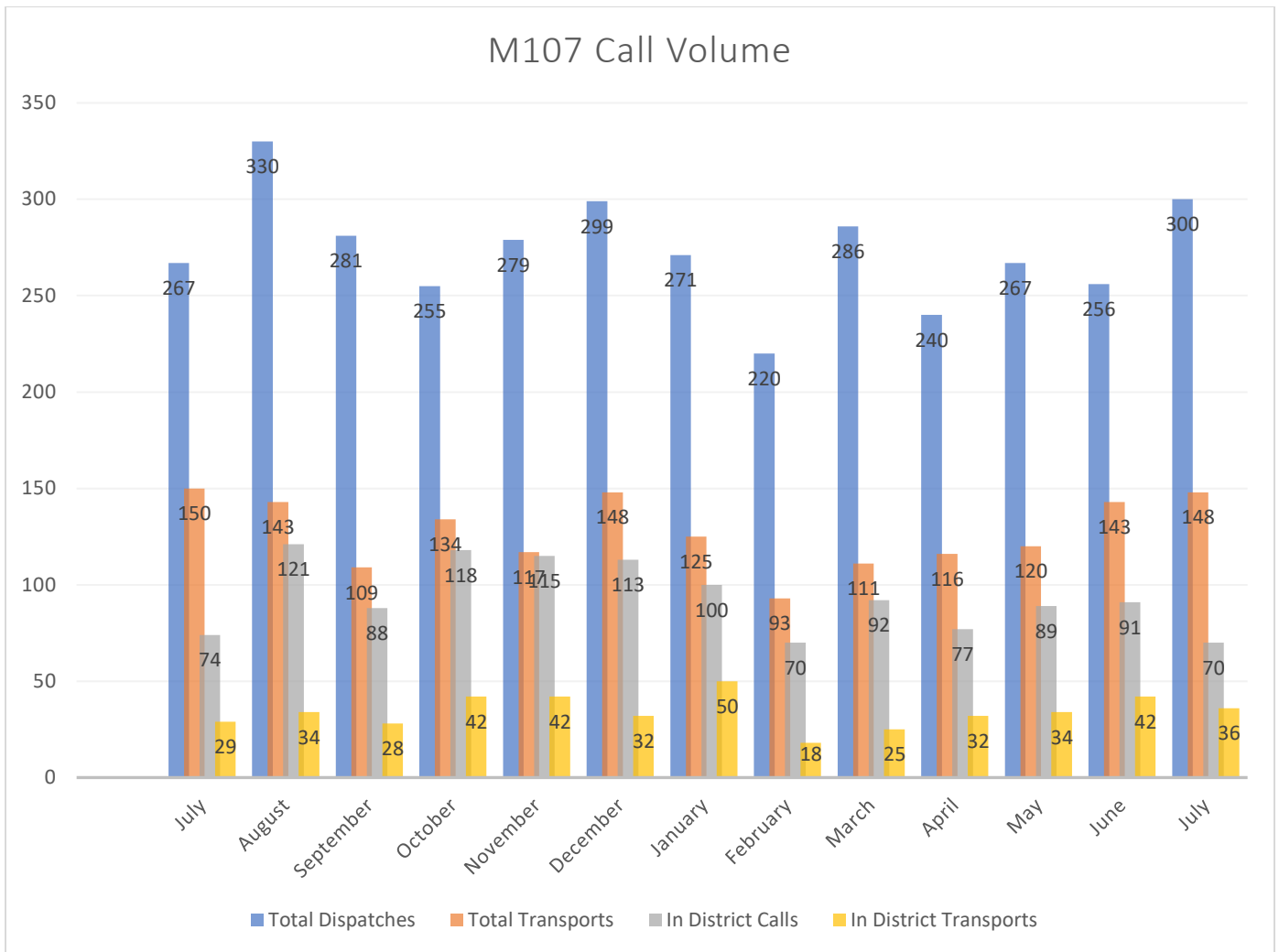


Electronic Health Record platform. The software is a patient centric QA/QI platform looking at 12 protocols to make sure all necessary treatment is performed and documented.

## Committee Participation

EMS Bimonthly Supervisors Meeting

Active Shooter Violent Intruder Drill – Scheduled for December 2023



## M107 July Statistics

Total Calls – 256

Total Transports – 148

In District Calls – 70

In District Transports - 36

Life Flight – 1

Mobile Stroke Unit -1

Overage - 16





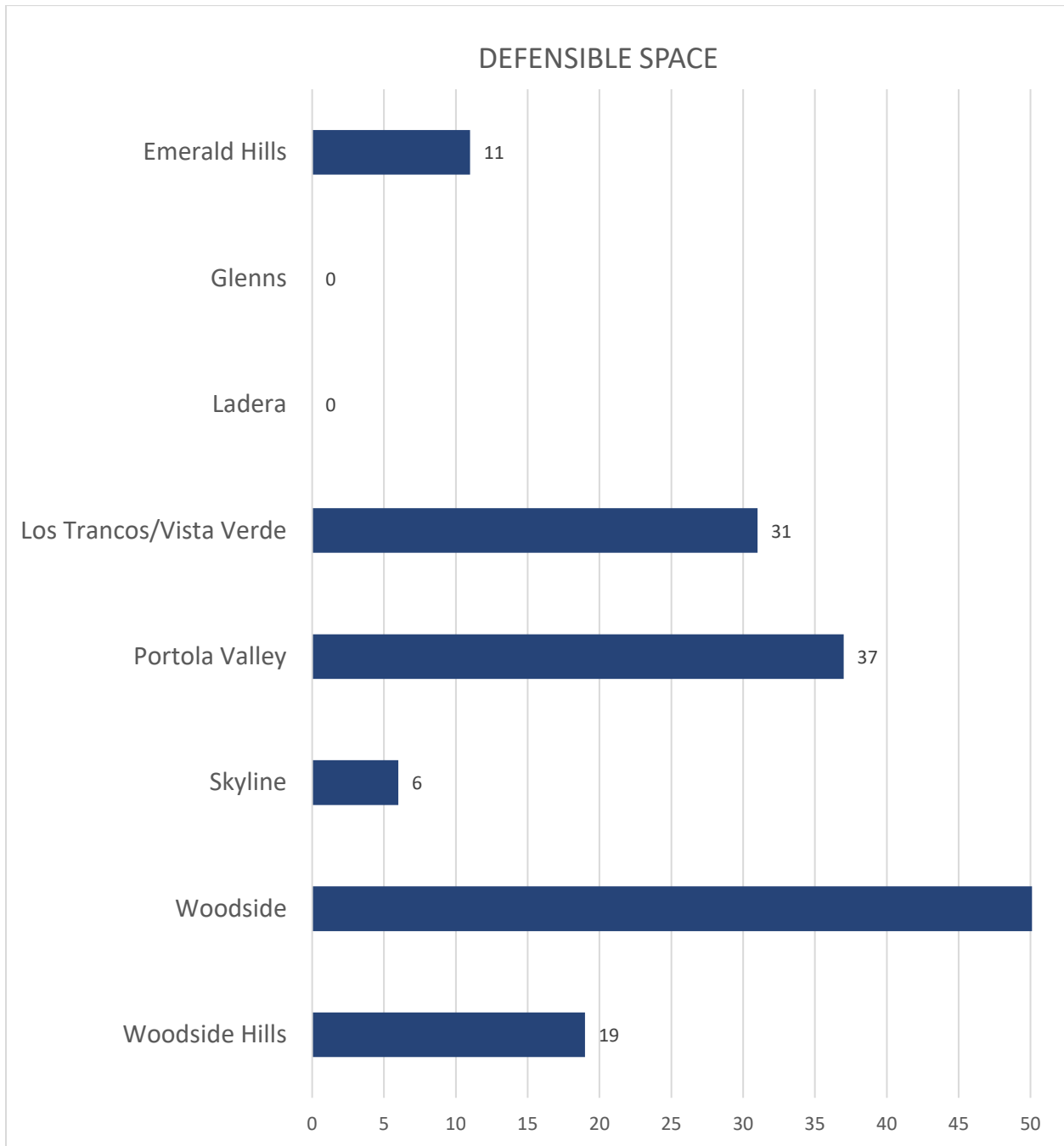
**Monthly Fire Prevention Report  
July 2023**

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

*Fire Marshal Don Bullard*

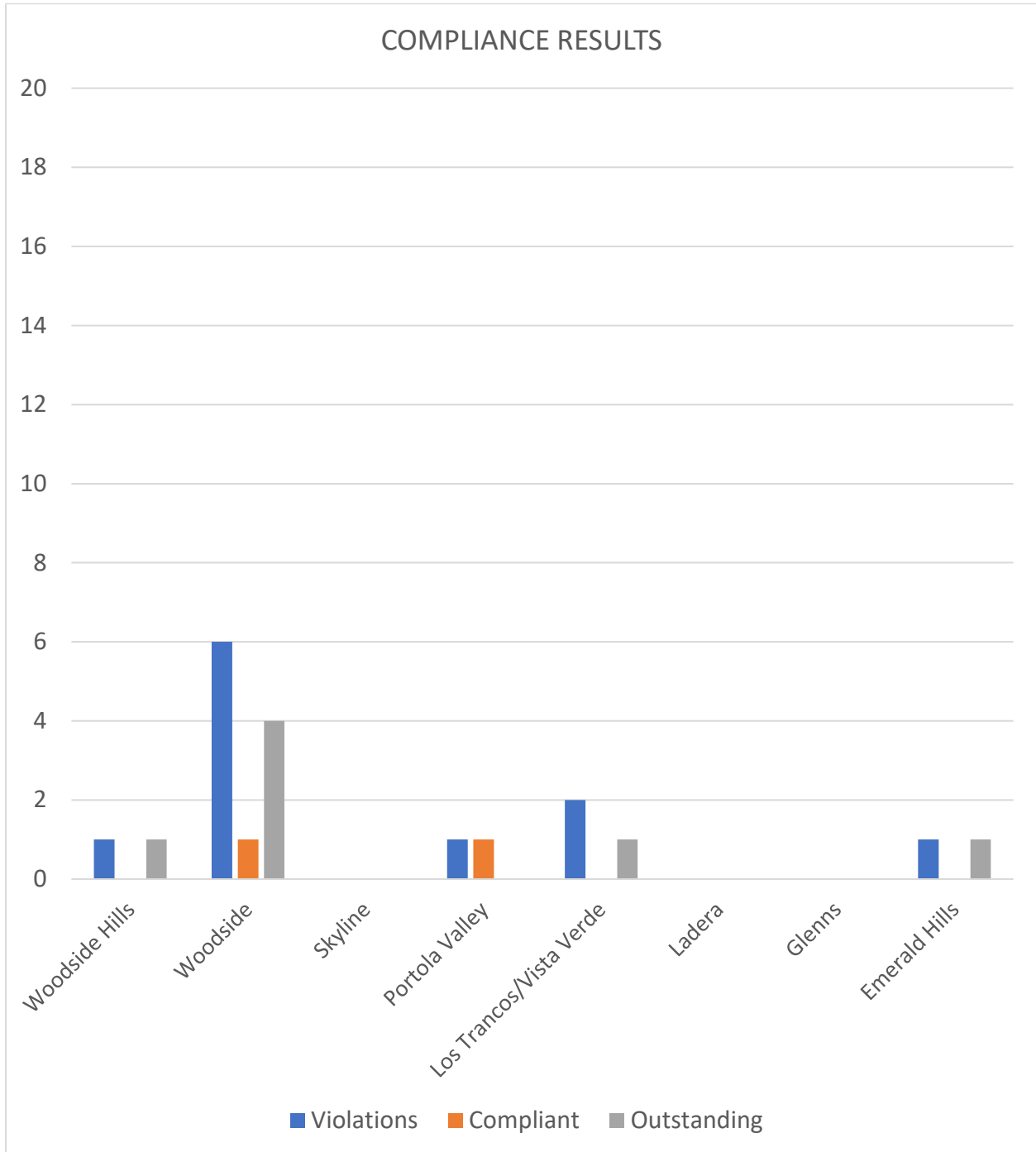


# Monthly Fire Prevention Report July 2023





# Monthly Fire Prevention Report July 2023

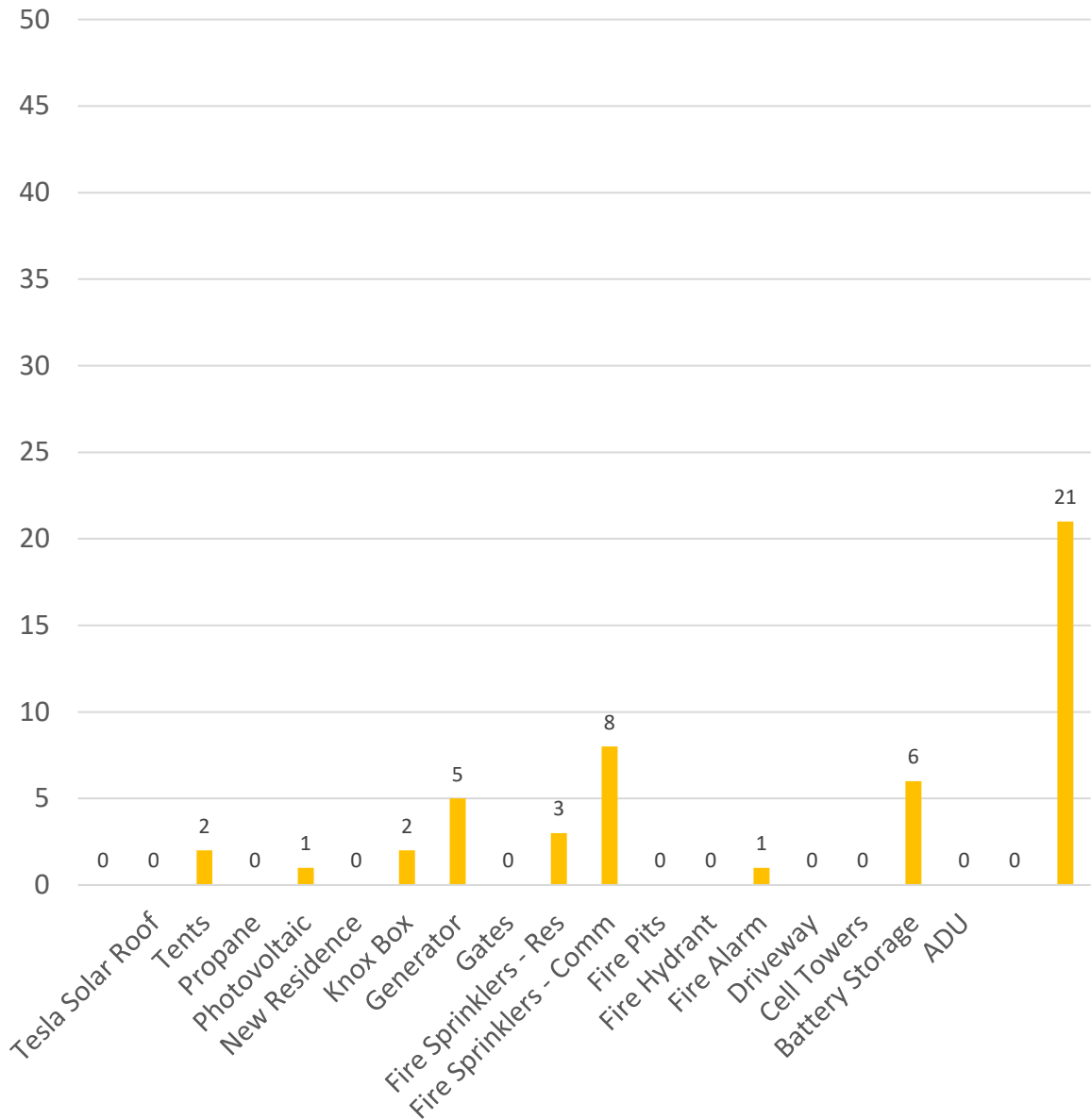




# Monthly Fire Prevention Report

## July 2023

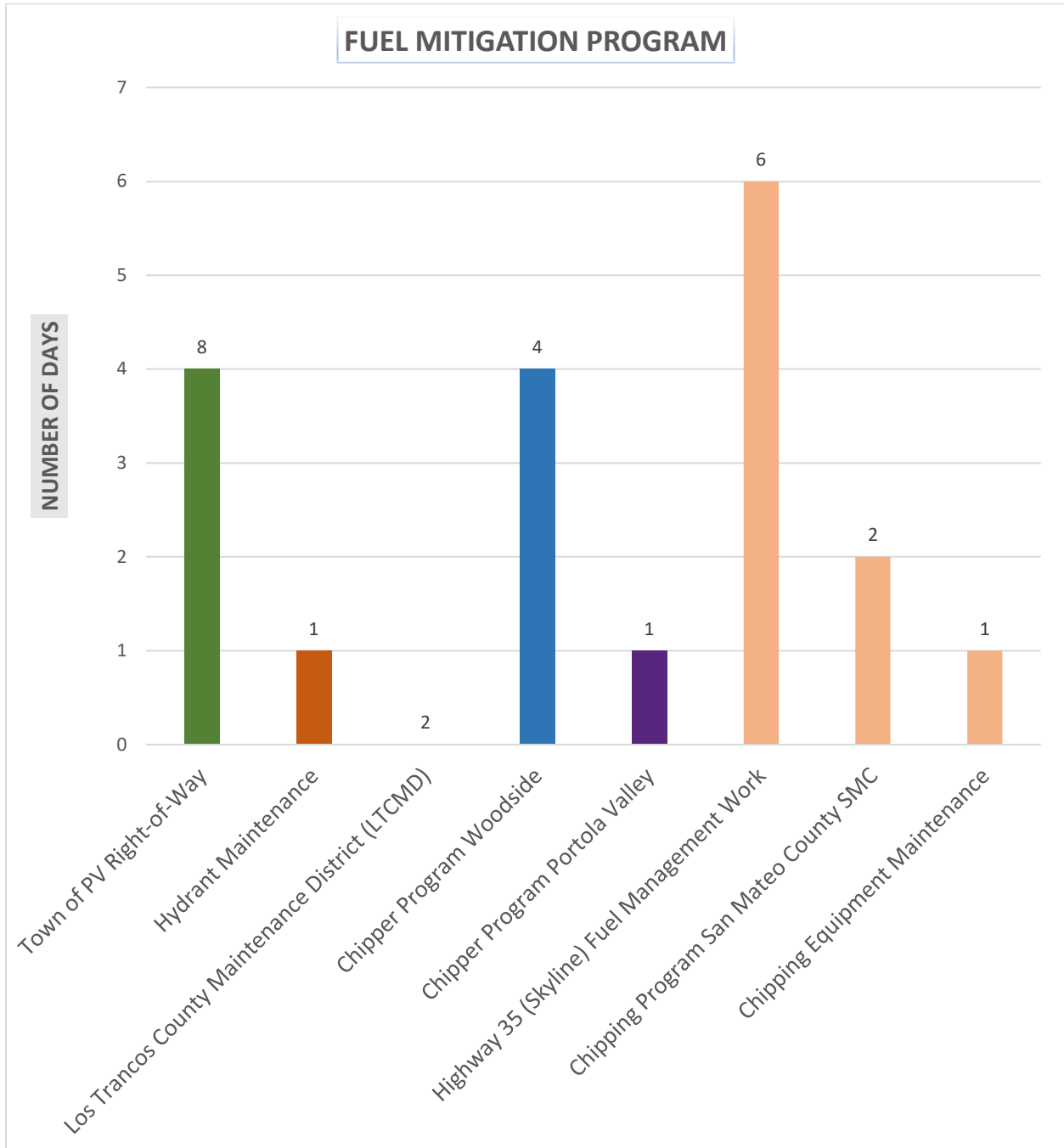
### PLAN REVIEW





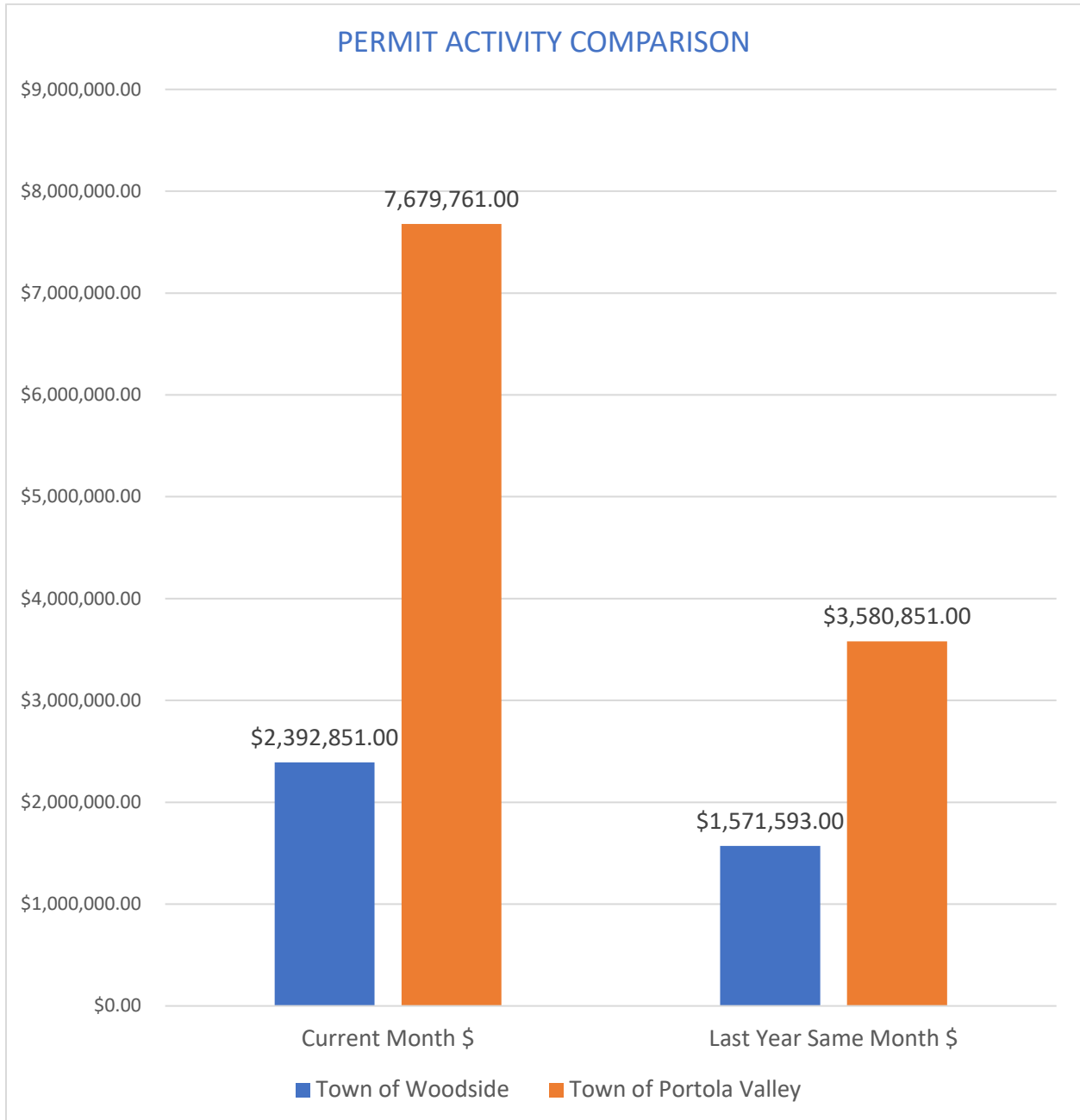
# Monthly Fire Prevention Report

## July 2023





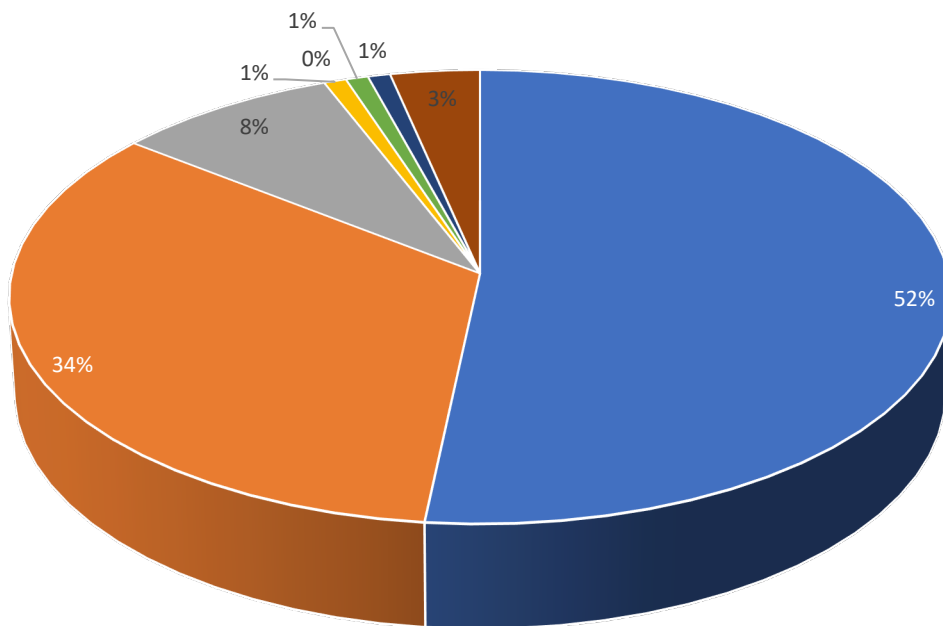
# Monthly Fire Prevention Report July 2023





# Monthly Fire Prevention Report July 2023

July Title



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



## Monthly Fire Prevention Report July 2023

### Prevention Classes and Meeting July 2023

- 7/12/23 – SMCO Firesafe Meeting – All present  
Meeting with SMCO Building Re: Fire Code – Don  
Wildfire Safety Presentation to Ladera HOA – Don
- 7/13/23 - North County Fire Inspector II Interview panelist – Don
- 7/18/23 - Cal Fire, Los Trancos, Legal meetings. Kim  
Woodside Highlands HOA Meeting presentation - Don
- 7/19/23 - SMCO FPO Meeting- Marshall, Kim, Michael
- 7/20/23 - Fire Prevention meeting. All present
- 7/21/23 – Mission College Fire Prevention Internship interviews - Don
- 7/20/23 - Granicus. Dee Dee, Kim, Selena
- 7/25/23 – Command staff/Board Meeting. Don, Kim, Marshall

### Month in Review:

- ✓ Kim Giuliacci has been promoted to Fire Marshal
- ✓ Continued Inspections and Plan Review.
- ✓ Evacuation meetings with Town of Woodside have started.
- ✓ 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

July 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. Install portable radio chargers back in each rig. This project is complete.
4. Radios are to be upgraded in all front-line apparatus.



# Woodside Fire Protection District Operations Division Report

**July 2023**

**Battalion Chief  
Vince Nannini**

## **B. Vehicles:**

1. All front-line engines are back in service.
2. In reserve we have WF-27 and WF-28, and the reserve rescue WF-12 is in storage in ready status.
3. E507 OOS with extensive upper engine repairs.
4. WT 108 back in-service at Sta. 8.
5. New command staff FC vehicle should be completed in the coming weeks.
6. EMS vehicle is in-service.
7. Old C2 is being converted to a dedicated OOC command rig.

## **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. FF B Hurley has passed his operator test and is transitioning to operator status.
8. Probationary training, Firefighter/Paramedics Campbell, Dale and Imber. Testing is complete and all passed and continue to perform well.
9. FF/PM Imber and Campbell have opened their operator task book and working towards completion.



# Woodside Fire Protection District Operations Division Report

**July 2023**

**Battalion Chief**

**Vince Nannini**

## **D. Health and Wellness:**

1. Safety / loss reduction meeting, scheduled for 9/15/23
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 Operations Division Report

**July 2023**  
Battalion Chief  
Vince Nannini





# Woodside Fire Protection District Operations Division Report

**July 2023**  
**Battalion Chief**  
**Vince Nannini**





**Woodside Fire Protection District  
Logistics Division  
Facilities and Information Technology  
Monthly report for July 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 station7 project is moving along very rapidly. The metal roofing is being installed as well as a huge majority of the interior sheet rock. Walking through the station really builds the excitement as the rooms have taken shape and you can visualize what it will feel like to work there. All the PG&E work across Woodside Rd has been completed without any delays. The station build meetings that we still hold every week are beginning to focus primarily on the small finishing details which are enjoyable to discuss. The completion date is still in the area of late November.









### **Station 8-**

**The station 8 project is in its final stages, and it is amazing to see the almost finished product. Walking through the station and seeing all the finishing touches has been worth the wait! The crews can't wait for completion to start enjoying it all. The station definitely feels more spacious, and the layout is great for our needs. Our meetings are strictly focused on finishing touches. Completion is expected for mid-September.**







**IT-**

- **We are 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. More to follow in the near future.**
- **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 have made some more purchases of computers and iPads as part of our ongoing commitment to cycling out outdated equipment and keeping all our stations and apparatus up to date.
  
- We have purchased new cell phones for our frontline apparatus as well as prevention vehicles to replace old, outdated technology and increase communication capabilities. These have been delivered and are almost completely distributed. Completion expected this upcoming week.

#### **Meetings attended-**

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



## WPV-Ready/WPV-CERT

### 2023 First Quarter Update

#### Events

- Girl Scout Merit First Aid Badge Training
- Teen CERT
- Young Men's Service League PSA Project Work
- Safesitter Training (5 classes since April)
- Portola Valley Wildfire Preparedness Fair
- CERT Workday (every 1<sup>st</sup> Saturday)
- May Day (Woodside)

#### Meetings

- Town of Wds Emergency Prep Committee Mtgs
- Town of PV Emergency Prep Committee Mtgs
- San Mateo County CERT Coordinator Mtgs
- WFPD Board Mtg
- WFPD Staff Mtg
- NorCal Pub Ed Committee Mtgs
- Fire Safe SMC Mtgs
- WPV-Ready Leadership Mtg
- WPV-Ready Committee Mtgs
- WPV-CERT Committee Mtgs
- Ladris Evacuation Simulation Training
- WFPD Wesbite Training

#### Highlights of our WPV-Ready, WPV-CERT, and public education events and programs –

##### YOUNG MEN'S SERVICE LEAGUE

Collaboration continues with the YMSL. Volunteers attended the Wildfire Preparedness Fair and took video of various booths, which they used to create mini PSA's for their neighborhood. They are now working with WPV-Ready to create social media posts for fire season. In addition, they have provided vegetation mitigation services to communities ahead of their Chipper Day. They cut low hanging branches, cleared debris, and stacked piles for residents.



### WPV-READY COMMUNITY BUILDING

In an effort to encourage neighbors to start networking, WPV-Ready is offering support via a BBQ Block Party (see flyer attached). Residents of Shawnee Pass, Iroquois Trail, and Shoshone Place gathered for a potluck and learned about how they can start organizing as a community to be more prepared before and resilient after a disaster. This event was well attended and organized with the help of local YMSL residents.

**SUMMER SAFETY BBQ & BLOCK PARTY**

**MEET YOUR NEIGHBORS!**

Woodside/Portola Valley-Ready is seeking out residents within the Woodside Fire Protection District who desire to network with their neighbors. We are offering to sponsor a BBQ block party to help facilitate conversation about preparedness and resilience through community.

**Special Guests: Woodside Fire**

To find out more and schedule your neighborhood event, contact - Selena Brown  
Sbrown@woodsidefire.org or 650-423-1406

SCAN ME

WPV-READY

### COMMUNITY EMERGENCY RESPONSE TEAM (CERT) BASIC SKILLS TRAINING



HELP YOURSELF, YOUR FAMILY, AND YOUR COMMUNITY WHEN DISASTERS STRIKE.

To sign up, scan QR code or go to <https://bit.ly/Fall-2023-CERT-Basic-Skills>

Sept 7th - Oct 19th, Thursdays 6:30-9:30pm (Last Day Skills Session is October 22nd 9am-4pm)

Fire Station 19, 4091 Jefferson Ave, Redwood City



### CERT IN-PERSON TRAINING

We have finally scheduled our first fully in-person CERT training since the pandemic. The training begins from September-October and runs every Thursday night from 6:30-9:30pm at Station 19. Several local volunteers have recently obtained their Instructor Certification and will be assisting with the training.



### SAFESITTER

As schools let out for summer, students were anxious to take our Safe Sitter training in preparation for summer jobs. We have held 5 trainings, 2 of them in conjunction with Scout Troops. As a reminder, students learn safety skills, child care skills, first aid & rescue skills, as well as life and business skills. Each training is approximately 6 1/2hrs.





## EPiC DONATIONS

The Town of Woodside has raised their annual contribution to our emergency preparedness program from \$5,000 to \$15,000. The funding will continue to provide training and equipment to support our programs WPV-CERT & WPV-Ready. As well as our new “Digital Signage” project being spearheaded by the Woodside Emergency Preparedness Committee which will allow us to reach more people with highly visible messages, and greatly reduce the work involved in posting local official notices.

### *TO MAKE NOTE:*

**We will be testing the SMC Alert system on September 10<sup>th</sup> at 1pm.** If you haven't signed up or logged in since the system was migrated to RAVE, please do so now by going to [www.smcalert.info](http://www.smcalert.info)

**Zonehaven Aware is now Genasys Protect.** They are still using the Zonehaven name since it has been promoted widely. You can also now download an app for your mobile device.







Selena Brown  
Public Education Officer/Emergency Preparedness Coordinator