

**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

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