

**Woodside Fire Protection District
Board of Directors Meeting
Administration Building
808 Portola Rd.
Portola Valley, CA 94028
July 26th, 2022**

The regular meeting of the Board of Directors was called to order at 7:00 P.M. by Director Miller.

Directors Present: Holthaus (Virtual), Miller, Cain

Directors Absent: None

Staff: Chief Lindner, Deputy Chief Cuschieri, Fire Marshal Bullard, Battalion Chief Slaughter, Battalion Chief Dagenais, Battalion Chief K. Hird, Battalion Chief Smith, Pub Ed Officer/Emergency Prep Coordinator Brown, Finance Manager Edwards, Deputy Fire Marshal Hird

Other Attendees: Fire Captain Zabala, B. Lima/B Witsoe (WFPD Local 2400), Mike Wasserman – Capital Program Management (CPM), Joseph Charles – San County Counsel, Jeremy Dennis – Portola Valley Town Manager, Doug Green - CPAW

Public Comment Non-Agendized Topics:

Consent Agenda:

Items: Director Cain motioned to move items 1 and 6 to the consent agenda (Items 2 thru 5 not available); 2nd by Director Miller. Motion passed 3-0.

Item 7: Funding Wildfire Mitigation in Woodside Fire Protection District – Technical Assistance Proposal

FM Bullard introduced Doug Green, with Community Planning Assistance for Wildfires (CPAW), who spoke on the proposal. He shared that the proposed feasibility study is: An analysis of the fiscal mechanisms available for wildfire preparedness; A dynamic document informed by policy and funding opportunities identified by WFPD and community partners. The study *is not* an obligation to implement recommendations identified within the feasibility study; A transactional exchange of payment for services between WFPD. He stated that the critical steps for a successful ballot measure are community engagement, feasibility research, public opinion survey, ballot language, initiative petition or referendum or legislation, and lastly campaign.

Director Miller commented that there he sees no downside for signing the letter but asked how funding would be utilized specifically. FM Bullard responded that the Hazard and Risk Assessment would identify a lot of areas within the district where mitigation efforts can be directed. As well he informed the Board the canyons have already been identified as a high risk. Director Holthaus asked how soon a report can come out after the proposal letter is signed. Doug Green informed the Board their goal would be a few months.

Jeremy Dennis, Portola Valley Town Manager, made a public comment thanking the Fire District for the work they have done to help mitigation efforts. He informed the Board about current Town projects – right of way vegetation management projects, open space management work. He expressed his appreciation to CPAW for the work they are doing.

With no further comment, the Board agreed to signing the letter.

Item 8: Station 7 and Station 8 Project Updates

Mike Wassermann from Capital Program Management (CPM) gave the Board an update on the fire station projects in the form of a Power Point presentation.

VBI recently provided the updated costs for Station 7 & 8 projects. The costs are significantly over budget. They are in the process of reviewing costs, updating budgets, and looking for value engineering options. Total budget increase is 13.6%. Total program budget (soft & hard costs) is at \$44.5M. Most of the increase is due to the escalation costs, increase labor costs, and increase material costs.

Mr. Wassermann reminded the Board that the Woodside-Portola Valley Fire Foundation has begun working on the Capital Campaign to raise funds the projects.

Interim Station 7 Update: Mr. Wassermann updated the board that the Interim Station 7 project is complete and occupied. First day of operation was June 20th. There are a few remaining closeout items.

Station 7 Update: Mr. Wassermann advised the Board the demolition permit has been received, but they cannot start work until PG&E cuts power and gas services. Abatement work is complete. VBI has addressed all final Town comments and anticipated permit in next week or two. PG&E scheduled for 7/28 to cut gas service. PG&E is working on Caltrans permit for power shut-off & temporary power. T-Mobile coordination is still process. The project is scheduled to be completed in July of 2023.

Station 8 Update: Mr. Wassermann updated the Board that the design/build architect, engineers, and contractor have submitted to the Town the revised engineered/building permit set of plans that addresses prior review comments. VBI has addressed all final Town comments and anticipated permit in next few weeks. Special inspection firms have been selected and retained. Project is tentatively scheduled to be constructed from early August 2022 through October of 2023.

Director Miller asked Finance Manager Edwards and Chief Lindner how the District plans on moving forward with budget increase. Chief Lindner informed the Board that the emphasis goes back to Foundation, to try to raise as much funds as possible. There should be more information next meeting. Ultimately there are funds in the general reserve, but the District does not want to dip into that fund.

Director Cain asked about our anonymous donor, and if the amount being donated could be increased. Director Miller informed Director Cain the amount was a fixed number.

Mike Wasserman informed the Board that a secondary loan could be an option as well.

Item 9: Resolution #311 Resolution of the Woodside Fire Protection District Calling for an Election to be Held on November 8th, 2022, for the Election of Two (2) Members of the Governing Board

Chief Lindner advised the Board that there are 2 Board seats, Director Holthaus and Director Miller. Motion was made by Director Miller to approve Resolution #311 as written, 2nd by Director Cain. Motion passed 3-0.

Item 10: Resolution #312 Resolution of the Board of Directors of the Woodside Fire Protection District Authorizing an Agreement with Marker Real Estate for Broker Services for the Purchase of Real Property

Chief Lindner advised the Board that if the District would start negotiation for any property, there has to be a resolution to designate someone to act on the District's behalf. This resolution allows that. A realtor reached out stated they could obtain properties surrounding the Station 7 lot, but the realtor wanted assurance that they would be involved in the process.

Director Miller expressed his concerns. Joseph informed the Board this is a standard offer and whether the District is willing to accept it. He has not spoken to the realtor, just reviewed the contract. Director Miller stated that he believes this is bad timing. Chief Lindner informed the Board that the resolution only allows there to be discussion. Director Holthaus concurred with Director Miller's concerns and feels no urgency to move forward with this resolution.

No action was taken.

Fire Chief's Report:

Fire Chief Lindner advised the Board that due to the extended leave of a Battalion Chief; Fire Captain Eric Zabala has been appointed to Interim Battalion Chief as of August 1st.

Fire Chief Lindner advised the Board that personnel have been sent to the Oak Fire in Mariposa County. The fire is currently at 18,000 acres.

Fire Chief advised the Board that unfortunately due to the ongoing pandemic and recent outbreaks, the Foundation has made the decision to postpone the Chili Cook-Off and focus all their energy on the Capital Campaign and station build.

Fire Chief Lindner advised the Board on COVID-19 updates. Chief Lindner advised that California and San Mateo County have the lowest numbers.

WRITTEN COMMUNICATIONS:

No written communications were distributed.

Meeting was adjourned at 8:16 P.M. and entered closed session.

Closed Session:

Chief Lindner gave an update to the Board on personnel issues. There was no further action taken by the Board.

Chief Lindner advised the Board of the ongoing legal issue with the cell tower at Fire Station 7 and the provider operating on site. Progress continues to be made. There was no request of Board action at this time.

Negotiations began between WFPD Local 2400 District 9 (Woodside Professional Firefighters) and the Woodside Fire Protection District on the labor contract ending 12/31/2022. An initial proposal was made by the Woodside Professional Firefighters. There were a couple of questions from Board members. No agreements/tentative agreements were made. There was no further action taken by the Board after presentation of the initial proposal.

Return from Closed Session: The Board returned from closed session at 8:58 P.M.

Adjournment: The meeting was adjourned at 8:59 P.M.

The next scheduled meeting will be held August 30th, 2022, at 7:00 P.M at the WFPD Administration Building, 808 Portola Rd. Portola Valley, CA 94028. (Or virtual or a combination of both depending on Covid-19 related concerns).

Respectfully Submitted,

Matt Miller – Board Secretary