



AGENDA
Fairview Fire Protection District Regular Board Meeting
Monday, May 22, 2023, 7:00 P.M.
FIRE STATION 8
25862 FIVE CANYONS PARKWAY, CASTRO VALLEY, CA 94552



.PUBLIC PARTICIPATION FOR ONLINE OBSERVERS

Fairview Fire Protection District encourages public participation by online observers of its meetings, including in any of the following ways.

OBSERVE:

- To observe the meeting by video conference, at the noticed meeting time in the header above, please click on this link, or input the link into your web browser's URL bar:

<https://us06web.zoom.us/j/82244986048>

Zoom's instructions on how to join a meeting by video conference are available at: <https://support.zoom.us/hc/en-us/articles/201362193>, which is a webpage address that provides a tutorial video entitled "Joining a Meeting."

- To listen to the meeting by phone, please call one of the numbers below at the noticed meeting time:

Dial (for higher quality, dial a number based on your current location):

+1 253 215 8782 or +1 346 248 7799
or +1 720 707 2699 or +1 301 715 8592
or +1 312 626 6799 or +1 646 558 8656

For each number, please be patient and when requested, dial the following Webinar ID: 845 9632 3223

After calling any of these phone numbers, if you are asked for a participant ID or code, press the pound (#) key.

Zoom's instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage address that provides written tutorial instructions entitled "Joining a Meeting By Phone."

PROVIDE PUBLIC COMMENT VIA TELECONFERENCE: There are three ways for online observers to make public comment within the time allotted for public comment on an eligible Agenda item.

- Comment in advance via email. To send your comment directly to the Board and staff BEFORE the meeting starts, please send your comment, along with your full name and agenda item number you are commenting on, to Michael Preston at mike.preston@fairviewfiredistrict.org. Please note that submissions close twenty-four (24) hours before posted meeting time. All submitted public comments will be provided to the Directors prior to the meeting, and the District will momentarily confirm during the meeting itself receipt of any timely email comments.

- By Video Conference. To comment by Zoom video conference, click the "Raise Your Hand" button to request to speak when Public Comment is being taken on an eligible agenda item at the beginning of the meeting. You will then be unmuted, during your turn, and allowed to participate in public comment. After the allotted time, you will then be re-muted. Instructions on how to "Raise Your Hand" are available at: <https://support.zoom.us/hc/en-us/articles/205566129>, which is a webpage entitled "Raise Hand In Webinar."

- By Phone. To comment by phone, please call on one of the above listed phone numbers. You will be prompted to "Raise Your Hand" by pressing STAR-NINE ("*9") to request to speak when Public Comment is being taken on an eligible agenda item at the beginning of the meeting. Once it is your turn, you will be unmuted and allowed to comment. After the allotted time, you will be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled "Joining a Meeting by Phone."



AGENDA
Fairview Fire Protection District Regular Board Meeting
Monday, May 22, 2023, 7:00 P.M.
FIRE STATION 8
25862 FIVE CANYONS PARKWAY, CASTRO VALLEY, CA 94552



If you have any questions about these protocols, please e-mail Michael Preston, at mike.preston@fairviewfiredistrict.org.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **ROLL CALL: DIRECTORS DIMIC, CHOI, CLARK, JUSTICE, & McDANIEL**
3. **WELCOME:** If you wish to speak on an item which appears on this agenda, the President will call your name when your agenda item is being considered. Please state your name and address for the record. Each speaker is allowed three (3) minutes.
4. **PUBLIC COMMENT PERIOD** (The Public Comments Period provides an opportunity for citizens to address the Board on items not listed on the agenda. The Board welcomes your comments under this section but is prohibited by State law from discussing items not on the agenda.)
5. **MESSAGE FROM THE PRESIDENT** **INFO**
6. **FIRE CHIEF'S REPORT** **INFO/ACTION**
Incident Response Statistics - March/April 2023
Fire Prevention Activity – March/April 2023
Vegetation Management Update
7. **FFPD FINANCIAL UPDATE** **INFO/ACTION**
Cash Balance Report - February and March 2023
Accountant's Report - March 2023
8. **PRELIMINARY BUDGET** **INFO/ACTION**
Each year the District shall approve a preliminary budget for the year which begins July 1. This must be done by June 30. The Board will hear public comments on the Draft Preliminary budget, make amendments, consider, and vote on approval.
9. **PARAMEDIC SPECIAL TAX INCREASE** **INFO/ACTION**
In 1997, voters approved a Paramedic Supplemental Tax. The ballot measure provides for annual increases equal to the Bay Area Consumer Price Index when approved by the District Board. The Board will consider and vote on whether to adopt the 4.2% increase. (memo attached)

BREAK



AGENDA
Fairview Fire Protection District Regular Board Meeting
Monday, May 22, 2023, 7:00 P.M.
FIRE STATION 8
25862 FIVE CANYONS PARKWAY, CASTRO VALLEY, CA 94552



10. GENERAL MANAGER REPORT

INFO/ACTION

- Director Handbook Update
- Alternate Evacuation Route Signs
- FS8 Solar Audit (Memo Attached)
- Oro Loma Green Waste Cans
- Contract Review Committee Appointment
- OFS8 Termite Work (Memo Attached)
- Historical listing of FFPD Directors
- CPR Class
- Ribbon Cutting Fire Station/Training Center June 21
- Fireworks Ordinance update
- Bookkeeper rate increase

11. BOARD MOTIONS AND APPROVALS

Regular Meeting Minutes - March 27, 2023
Special Meeting Minutes - April 24, 2023

INFO/ACTION

12. MEETING ACTIONS ITEMS SUMMARY

INFO/ACTION

13. COMMENTS BY BOARD MEMBERS

14. AGENDA ITEMS FOR NEXT BOARD

MEETING

ADJOURNMENT

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the videoconference meeting, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the General Manager, Michael Preston at (510) 583-4930 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

5. MESSAGE FROM THE PRESIDENT

6. FIRE CHIEF'S REPORT

INFO/ACTION



Response Time Report May 22, 2023

March/April	
Average Response Time	Eng. 8 – 4 min 38 sec. Eng. 9 – 3 min 41 sec.
5 min 50 sec or less	91% (172/188)
ERF less than 8 min	0% (0/0)

➤ **ERF = Effective Response Force**



May 5, 2023

To: Garrett Contreras, Fire Chief
Through: Eric Vollmer, Deputy Fire Chief
Scott Anderson, Deputy Fire Chief
From: Miles Massone, Fire Marshal

Re: FFPD Fire Prevention Activity (January-February 2023, Bi-Monthly Report)

During the past two months, The Office of the Fire Marshal has been involved in the following activity in the Fairview Fire Protection District:

Performed (5) Fire Inspections (Annual/Fire Protection/Building)

- 26881 Fairview Ave Annual
- 23362 Mayar Ct Annual
- 23368 Mayar Ct Annual
- 23370 Mayar Ct Annual
- 23376 Mayar Ct Annual

Reviewed (2) Referrals for Future Construction/Development

- 5499 Hilltop Rd Site Development Review – 25 lots
- Fairview Ave Site Development Review – 6,000 sq. ft. SFR, caretaker home, & barn

Performed (10) New Construction Plan Checks for Single Family Residences/Additions

- 25415 2nd St Remodel of SFR
- 25932 Clausen Ct Construction of attached ADU
- 2972 D St Construction of JADU
- 2972 D St Construction of detached ADU
- 2491 East Ave Condition changes to existing permit
- 2497 East Ave Condition changes to existing permit
- 24954 Fairview Ave New AT&T unmanned telecommunications facility
- 3000 Pickford Way Legalize ADU
- 24037 Wilcox Ln Legalize ADU
- 24037 Wilcox Ln Remodel of SFR

Performed (0) Fire Sprinkler/Alarm/Underground Line Plan Checks

Performed (0) Vegetation Management Complaint Inspections

Respectfully,
Miles Massone
Fire Marshal

7. FFPD FINANCIAL UPDATE

INFO/ACTION

PeopleSoft
 CASH BALANCES BY FUND

Report ID: FXGLA301
 Fiscal Year 2023
 Accounting Period 8 thru 8 --- Fund(s) Requested: All
 Fund: 43300 Fairview Fire District

<u>Journal Date</u>	<u>Journal ID</u>	<u>Jrnl Line Description</u>	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Apportionment</u>	<u>Interfund Transfers</u>	<u>Ending Balance</u>
2023-02-02	0000958220	Cash in Treasury				8.30		8,683,570.14
2023-02-02	0000958413	Cash in Treasury				-1,267.88		8,682,302.26
2023-02-02	0000958414	Cash in Treasury				24.98		8,682,327.24
2023-02-08	0000958576	Cash in Treasury				190,027.99		8,872,355.23
2023-02-08	0000959382	Cash in Treasury				611.81		8,872,967.04
2023-02-08	0000959383	Cash in Treasury				11,730.77		8,884,697.81
2023-02-17	0000959377	Cash in Treasury					-194.31	8,884,503.50
2023-02-17	0000959379	Cash in Treasury					-45.45	8,884,458.05
2023-02-17	0000959381	Cash in Treasury					-3,134.00	8,881,324.05
2023-02-23	APP0959537						-2,227.94	8,879,096.11
2023-02-24	APP0959695						-2,329.10	8,876,767.01
2023-02-28	APP0960062						-1,627.36	8,875,139.65
2023-02-28	UT00000001	Cash in Treasury					-4.41	8,875,135.24
Totals for Fund 43300			8,683,561.84	0.00	0.00	201,135.97	-9,562.57	8,875,135.24

PeopleSoft
 CASH BALANCES BY FUND

Report ID: FXGLA301
 Fiscal Year 2023
 Accounting Period 9 thru 9 --- Fund(s) Requested: All
 Fund: 43300 Fairview Fire District

<u>Journal Date</u>	<u>Journal ID</u>	<u>Jrnl Line Description</u>	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Apportionment</u>	<u>Interfund Transfers</u>	<u>Ending Balance</u>
2023-03-01	APP0960220						-294.00	8,874,841.24
2023-03-02	0000961069	Cash in Treasury				36.52		8,874,877.76
2023-03-02	0000961072	Cash in Treasury				40.24		8,874,918.00
2023-03-02	0000961073	Cash in Treasury				23.12		8,874,941.12
2023-03-02	0000961074	Cash in Treasury				194.37		8,875,135.49
2023-03-08	0000961424	Cash in Treasury				466.76		8,875,602.25
2023-03-08	0000961425	Cash in Treasury				12,089.65		8,887,691.90
2023-03-08	0000961426	Cash in Treasury				9,520.56		8,897,212.46
2023-03-13	0000961721	Cash in Treasury					-163,038.19	8,734,174.27
2023-03-17	0000962726	Cash in Treasury					-45.44	8,734,128.83
2023-03-17	0000962727	Cash in Treasury					-194.30	8,733,934.53
2023-03-17	0000962728	Cash in Treasury					-3,134.00	8,730,800.53
2023-03-22	APP0962738						-1,635.56	8,729,164.97
2023-03-23	APP0962903						-42,448.89	8,686,716.08
2023-03-29	APP0963525						-200.00	8,686,516.08
2023-03-30	APP0963668						-3,462,712.00	5,223,804.08
2023-03-31	ADB0000001	Cash in Treasury					41,947.88	5,265,751.96
Totals for Fund 43300			8,875,135.24	0.00	0.00	22,371.22	-3,631,754.50	5,265,751.96

FAIRVIEW FIRE PROTECTION DISTRICT

ACCOUNTANTS REPORT

MARCH 2023

#	PAYEE	DESCRIPTION	AMOUNT
22-089	ADT Commercial	Inv #148558959:Svc 1/1-03/31/23@ 25862 Five Canyons	226.77
22-090	Garcia Hernandez Sawhney LLP	Legal & Recording Sec. Services: 12/01-12/31/2022	162.00
22-091	Garcia Hernandez Sawhney LLP	Legal & Recording Sec. Services: 1/01-1/31/2023	756.00
22-092	Garcia Hernandez Sawhney LLP	Legal & Recording Sec. Services: 2/01-2/28/2023	1,728.00
22-093	EBMUD #89626975356	24200 Fairview Ave Svc: 1/11/2023-3/13/2023 - \$146.20	146.20
22-094	US Bank 3/06/2023 stmt.	Zoom 2/13-3/12/23 Standard Pro & Webinar svc - \$73.83; Termwright Structural Pest Control: Receipt #...251748 Termite Inspection OFS8 \$180.00; Costco - Keurig K-Supreme Plus Coffee Maker - \$152.24; Google Workspace 2/1-2/28/23 \$36.00; Stealth Angel Survival Earthquake Preparedness kit - 2 Person Backpack (ACSDA Dinner Door Price) \$112.46; Duplicate US Bk Pmt-\$109.83	664.36
22-095	Richard DiTiberio	Landscape maintenance: Station #8 - Five Canyons - Jan. 2023	400.00
22-096	Richard DiTiberio	Landscape maintenance: Station #8 - Five Canyons - Feb. 2023	400.00
22-097	Michael Justice	Reimburse Pmt. to Party Time Supplies for Folding Chair Rental for FFPD Open House	25.00
22-098	CntyOfAlameda, Regist'rOfVoters	Nov 8, 2022-Gen Election Registrar of Voters costs	32,845.38
22-099	Pacific Gas & Electric (12/20/22- 2/21/23) Bill amount \$1,364.07	24200 Fairview:Electric Delivery & Generation-\$78.40;Gas-\$9.22 25862 Five Cny's:Electric Delivery&Genert'n \$1018.45;Gas-\$674.67	1,780.74
22-101	Robert Clark	Directors fee: Regular Meeting 3/27/2023	100.00
22-102	Michael Justice	Directors fee: Regular Meeting 3/27/2023	100.00
22-103	Mark McDaniel	Directors fee: Regular Meeting 3/27/2023	100.00
22-104	Sarah Choi	Directors fee: Regular Meeting 3/27/2023	100.00
22-105	Melissa Dimic	Directors fee: Regular Meeting 3/27/2023	100.00

Expenditures - Page 1 Sub Total	\$ 39,634.45
Expenditures from Page 2 Sub Total	\$ 3,467,362.00
TOTAL EXPENDITURES	\$ 3,506,996.45

RECEIPTS FROM

DESCRIPTION

TOTAL RECEIPTS \$ -

SUMMARY

Directors Fees	\$ (500.00)
Total Bills	(3,506,496.45)
Total Receipts	\$ -
	<u>\$(3,506,996.45)</u>

Submitted for approval by:

Barbara Charnley, Concise Bookkeeping
4/13/2023

FAIRVIEW FIRE PROTECTION DISTRICT

ACCOUNTANTS REPORT

MARCH 2023

#	PAYEE	DESCRIPTION	AMOUNT
Expenditures Continued -			
22-100	Hi-Tech Termite Control	24200 Fairview: Fumigation, Subterranean & Preventative Treatment	4,950.00
22-106	City of Hayward	Hayward Fire Dept. - Contract Services FY 2022/2023	\$ 3,462,012.00
22-107	Richard DiTiberio	Landscape maintenance: Station #8 - Five Canyons - Oct. 2022	400.00

EXPENDITURES - page 2 \$ 3,467,362.00

8. PRELIMINARY BUDGET

INFO/ACTION

Operating Budget - Expenditures	FY 22/23 Adopted Final Budget	FY 23/24 Proposed Preliminary Budget	Year to Date to 05/02/23	% to Date
Director Fees and Expenses				
Director Fees for Board Attendance	7,000	7,000	4,100	59%
Director Expenses (i.e. mileage)	1,500	1,500	-	0%
Training for Board Members	5,000	5,000	-	0%
Supplies and Technology				
Office/Technology/Event Supplies	5,500	5,500	3,663	67%
Newsletter	3,600	3,600	-	0%
Website	2,500	2,500	375	15%
Memberships				
Alameda County Env Health (CUPA)	834	834	-	0%
Cal Special Dist Assoc (Local Chapter)	100	100	-	0%
Payment to LAFCO	700	700	395	56%
Administration Services				
General Manager Services	43,200	43,200	28,100	65%
Legal Counsel & Recording Secretary	43,200	43,200	10,080	23%
Publicity and Legal Notices	3,000	3,000	956	32%
Bookkeeping Services	9,000	16,000	11,324	126%
Annual Audit	12,000	12,000	10,815	90%
Insurance	12,000	15,000	10,733	89%
Lease Payment to County	15	15	-	0%
Workers Compensation Insurance	3,000	4,000	3,203	107%
Alameda County Tax Admin Fee	30,000	30,000	2	0%
Facilities Services				
Alarm Systems	4,000	4,000	2,379	59%
Janitorial	500	500	-	0%
Old Fire Station 8 Upkeep	5,000	5,000	4,950	99%
Utilities - East Bay MUD	1,000	1,000	689	69%
Utilities - PG&E	30,000	30,000	20,487	68%
Yard Service	4,800	4,800	3,600	75%
Fence Replacment (OFS8)			-	
Retainer for Solar Analysis			-	
Programs and Events				
Disaster Preparedness Program	10,000	10,000	2,329	23%
Chipping Program	15,000	15,000	15,000	100%
Firewise Projects/Residential Assistance	10,000	10,000	-	0%
Weed Abatement Courtesy Notice	4,000	4,000	-	0%
Red Flag Staffing	10,000	10,000	-	0%
District Election				
District Election	35,000	35,000	32,845	94%
Subtotal District Expenses	311,449	322,449	166,024	53%
Emergency Response Services	\$ 3,115,811	\$ 3,240,444	3,115,811	100%
Paramedic Services	346,201	360,049	346,201	100%
Subtotal Hayward Fire Contract	3,462,012	3,600,493	3,462,012	100%

Capital Commitment	FY 22/23 Adopted Final Budget	FY 23/24 Proposed Preliminary Budget	Year to Date to 05/02/23	% to Date
Apparatus Replacement	165,919	205,489	165,919	100%
Equipment Replacement	26,759	27,562	26,759	100%
Facility Capital Improvements	217,143	223,657	217,143	100%
Subtotal Capital Budget	409,821	456,708	409,821	100%
	FY 22/23 Adopted Final Budget	FY 23/24 Proposed Preliminary Budget	Year to Date to 05/02/23	% to Date
TOTAL OPERATING EXPENDITURES	4,183,282	4,379,650	4,037,857	97%
Revenues	FY 22/23 Adopted Final Budget	FY 23/34 Proposed Preliminary Budget	Year to Date to 05/02/23	
Property Tax	3,872,158	3,949,601	2,419,735	62%
Interest	74,291	75,777	15,147	20%
EMS (ALS)	28,485	29,055	15,896	56%
Other Revenue	-	-	-	
TOTAL REVENUES	3,974,934	4,054,432	2,450,779	62%
<i>ERAF Contribution = 21.89%</i>				

9. PARAMEDIC SPECIAL TAX INCREASE

INFO/ACTION

BOARD OF DIRECTORS

MELISSA DIMIC
MICHAEL JUSTICE
SARAH CHOI
MARK MCDANIEL
BOB CLARK



FAIRVIEW

FIRE PROTECTION DISTRICT

(510) 583-4930

25862 FIVE CANYONS PKWY
CASTRO VALLEY, CA 94552

GENERAL MANAGER

MIKE PRESTON

FIRE CHIEF

GARRETT CONTRERAS

WWW.FAIRVIEWFIREDISTRICT.ORG

TO: FFPD Board May 14, 2023
FROM: Michael Preston, General Manager
RE: Staff Memorandum Annual Supplemental Paramedic Tax Increase

Recommendation:

Directors should consider an increase in the Supplemental Paramedic tax of 4.2% to \$5.78 (23 cents annually for a single-family home). This is the increase in Bay Area CPI for year ending April 30, 2023 and published by the Bureau of Labor Statistics May 10, 2023. The agendized resolution reflects this increase.

Discussion:

In 1983, a Supplemental Assessment was authorized by the Board in the amount of \$4.46 per benefit unit. This Assessment was to help fund delivery of Emergency Medical Services throughout the FFPD. A single-family home is one benefit unit.

With the passage of California's Proposition 218 in 1996, the charges could no longer be assessed and the FFPD put the matter to voters to approve a Special Parcel Tax. In June 1997, voters in FFPD service area approved Measure P. This measure authorized a special tax of \$4.46 per unit adjusted annually according to the April Consumer Price Index for the San Francisco Bay Area. This Special Tax is titled "Paramedic Supplement" on annual property tax bills and is not to exceed the amount of \$10.00 per benefit unit. The adjustment should be considered each May for timely inclusion in the next year's property tax bills.

Action:

By resolution, approve the increase of 4.2% (26 cents) to \$5.78 per unit in Paramedic Supplemental Tax.

BOARD OF DIRECTORS

MELISSA DIMIC
MARK MCDANIEL
BOB CLARK
MICHAEL JUSTICE
SARAH CHOI

GENERAL MANAGER:

MIKE PRESTON



FAIRVIEW

FIRE PROTECTION DISTRICT

25862 FIVE CANYONS PKWY
CASTRO VALLEY, CA 94552
(510) 583-4930

FIRE CHIEF

GARRETT CONTRERAS

WWW.FAIRVIEWFIREDISTRICT.ORG

FAIRVIEW FIRE PROTECTION DISTRICT

RESOLUTION: 2023-04

PARAMEDIC SUPPLEMENTAL TAX INCREASE

WHEREAS, in 1983 a Supplemental Assessment, was authorized by the Board of Directors of the Fairview Fire Protection District (“FFPD”) in the amount of \$4.46 per benefit unit and a single-family home is one benefit unit.

WHEREAS this Supplemental Assessment was to help fund delivery of Emergency Medical Services throughout the FFPD. However, with the passage of Proposition 218 in 1996, these charges could no longer be assessed.

WHEREAS, in June 1997, voters in the FFPD service area approved Measure P, which authorized a special tax of \$4.46 per benefit unit to be adjusted annually according to the Consumer Price Index for the San Francisco Bay Area.

WHEREAS this special tax is referred to as the “Paramedic Supplement” on annual property tax bills and is not to exceed the amount of \$10.00 per unit.

WHEREAS adjustments to the special tax are considered by the FFPD Board each May for timely inclusion in the next year’s property tax bill and the current Paramedic Supplemental Tax is set at \$5.55 per unit.

WHEREAS the FFPD’s General Manager, presented information at the FFPD Board’s meeting on Monday, May 22, 2023, and recommended that FFPD’s Board approve an increase to the Paramedic Supplemental tax to \$5.78 per unit to keep up with increasing costs.

NOW THEREFORE BE IT RESOLVED that the Board of Directors does hereby approve and authorize the Alameda County Auditor-Controller’s Office and the Treasurer-Tax Collector’s Office to impose and collect the Paramedic Supplemental Tax with an increase from the current \$5.55 per benefit unit to \$5.78 per benefit unit, effective as of the 2023-24 fiscal year on behalf of the Fairview Fire Protection District.

BY ORDER OF THE BOARD OF DIRECTORS OF THE FAIRVIEW FIRE PROTECTION DISTRICT THE ABOVE ACTION WAS APPROVED AT THE FFPD BOARD OF DIRECTORS MEETING ON MAY 22, 2023

- Ayes:
- Noes:
- Absent:
- Abstaining:

Mark McDaniel
Secretary
Board of Directors
Fairview Fire Protection District

Melissa Dimic
President
Board of Directors
Fairview Fire Protection District

Date

BREAK

10. GENERAL MANAGER REPORT

INFO/ACTION

Order Layout Form

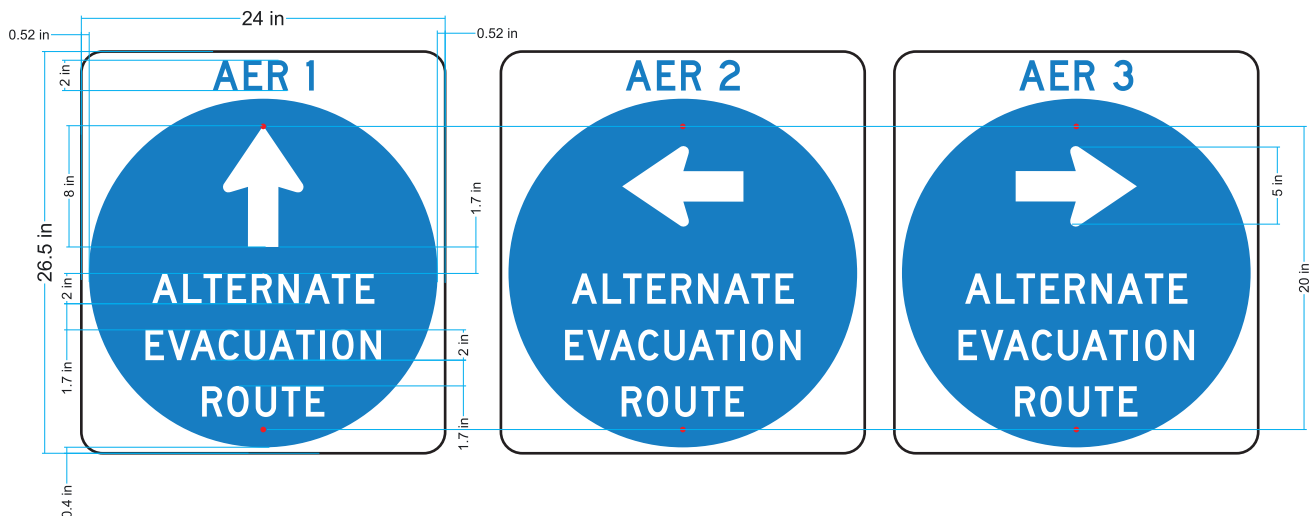
Date: 05-08-23

Customer name: Fairview Fire Protection (Cash account)

Salesperson: Maggie

Work order #: Est. 58542 Account #: 002290

24" x 26.5"
 1.5" Radius
 3/8" Holes - 20" OC



Customer approval: _____ (any changes once approved may incur additional charges)

Sheeting type: 3930

Product type: Custom sign Sign face
 Street name sign Stencil Standard

Substrate: .080

Overlay: 1170

Face appearance

Single faced
 Double faced
 Logo (below)
 Type: _____
 PMS color: _____

Production notes

Face print	Fabrication
<input type="checkbox"/> Silk screen	<input type="checkbox"/> Router
<input checked="" type="checkbox"/> Digital print	<input checked="" type="checkbox"/> Metal fab
<input type="checkbox"/> EC film	<input type="checkbox"/> Pre fab
<input type="checkbox"/> Paint	

Font: Highway Gothic

Standard highway color
 Custom color (required below)
 PMS color: _____

**All colors are standard traffic colors unless requested otherwise*



ARIZONA | 7833 N. 106th Avenue | Glendale, AZ 85307 | 623-931-7446
 CALIFORNIA | 9719 Santa Fe Springs Road | Santa Fe Springs, CA 90670 | 562-941-4633
 WASHINGTON | 12015 Steele Street South | Tacoma, WA 98444 | 253-536-7740



SepiSolar™

POWER BY DESIGN

Fairview Fire District
Improvement
Analysis



#092907-34



Rob Brown, Mgr Development Engineering
3070 Osgood Court
Fremont, CA 94539
www.SepiSolar.com
(510) 940-9750
info@sepisolar.com

NO LOADS OR SOLAR SHALL
CONNECT TO THE L2 (B) PHASE
IN THE MAIN SERVICE PANEL

(E) BI-DIRECTIONAL
UTILITY METER
3-PHASE, 4-WIRE
120/240 VAC WYE

(E) MAIN SWITCHBOARD
3-PHASE, 4-WIRE
120/240 VAC WYE

(E) MAIN SERVICE DISCONNECT
600 A, 240 V, 3-P

(E) BUS BARS: 600 A

TO ATS #3

AC4

TO PANEL D2
(NOT SHOWN)

TO PANEL AB
(NOT SHOWN)

TO PANEL BB
(NOT SHOWN)

TO PANEL A1
(NOT SHOWN)

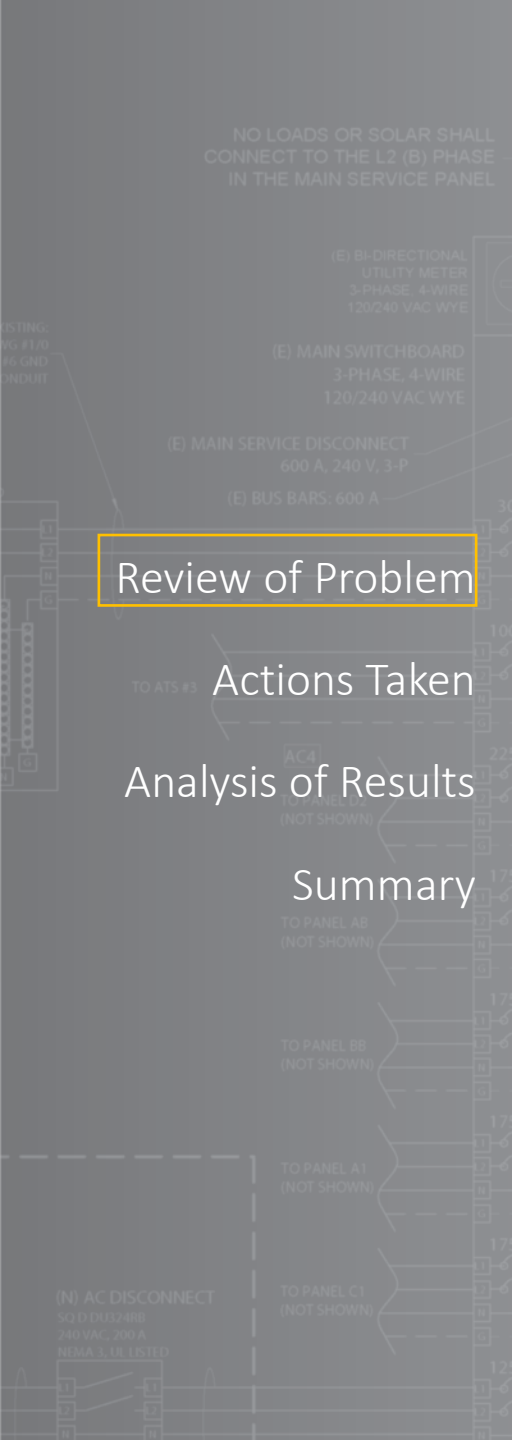
TO PANEL C1
(NOT SHOWN)

(N) AC DISCONNECT
SQ D DU 12-RRB
240 VAC, 200 A
NEMA 3B LISTED

Agenda

- Review of Original Problem
- Actions Taken
- Analysis of Results from Actions
- Summary

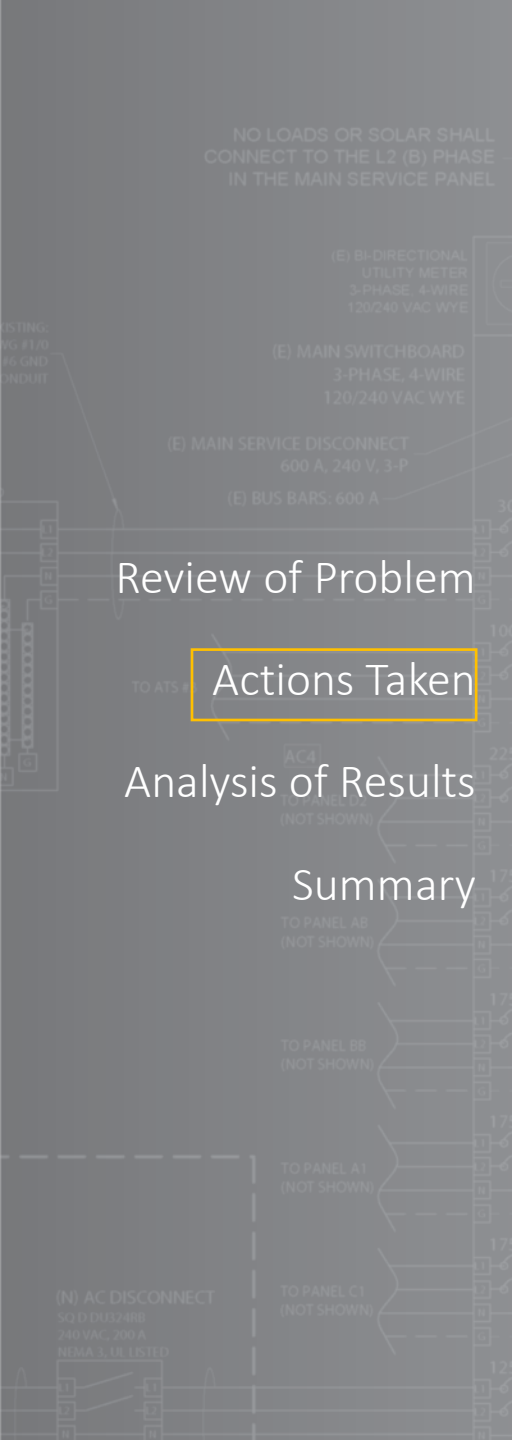




Review of Problem

- Fairview Fire District (FFD) reached out to SepiSolar in February 2022 because they were not sure their solar PV system was working at the Five Canyons location
- SepiSolar agreed to conduct basic troubleshooting including a site visit, analysis, and report
- Upon review, the PV inverters appeared to not be functioning.
- It was unknown if the solar PV panels were functional. If they were, they would likely have seen significant degradation and it was unclear if they would also need to be replaced.
- SepiSolar recommended an inverter replacement instead of a full system replacement. After that repair to the system, we could evaluate effectiveness and proceed as necessary.





Actions Taken

- FFD contracted with a local solar PV installer to replace the inverters
- FFD also requested that the PV installer put in a new data monitoring system
- The inverters were replaced and placed in service in August 2022
- The monitoring system has had continuous issues, and as of the writing of this report is unable to provide insights
- In May 2023, SepiSolar downloaded historical usage data from FFD's PG&E account to conduct an analysis showing the results of the inverter replacement



NO LOADS OR SOLAR SHALL
CONNECT TO THE L2 (B) PHASE
IN THE MAIN SERVICE PANEL

(E) BI-DIRECTIONAL
UTILITY METER
3-PHASE, 4-WIRE
120/240 VAC WYE

(E) MAIN SWITCHBOARD
3-PHASE, 4-WIRE
120/240 VAC WYE

(E) MAIN SERVICE DISCONNECT
600 A, 240 V, 3-P

(E) BUS BARS: 600 A

Review of Problem

Actions Taken

Analysis of Results

Summary

TO PANEL AB
(NOT SHOWN)

TO PANEL BB
(NOT SHOWN)

TO PANEL A1
(NOT SHOWN)

TO PANEL C1
(NOT SHOWN)

(N) AC DISCONNECT
SQ DDU12-4RB
240 VAC, 200 A
NEMA 3B LISTED

Analysis of Results

- We can see in the data the moment when the inverters are placed in operation

- Aug 5, 2022, 11:15am

- Aug 2021 – May 2022

- Total: 34,445 kwh

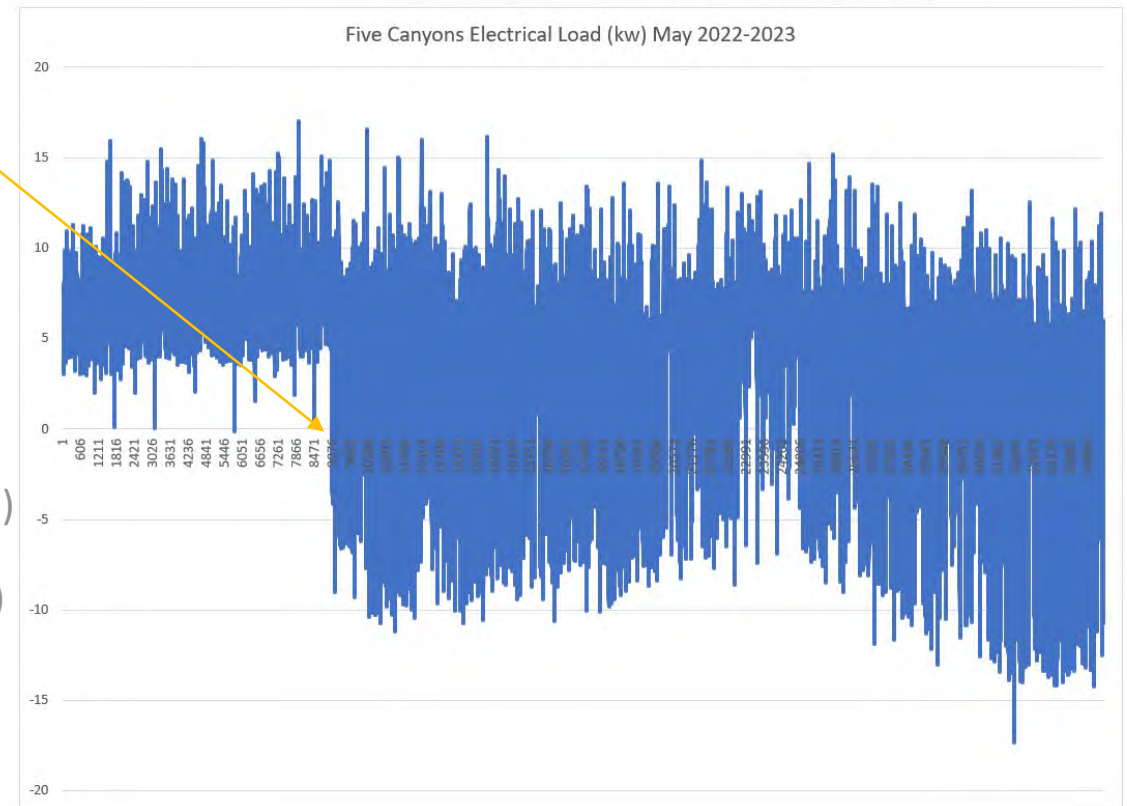
- Average: 5.30 kw

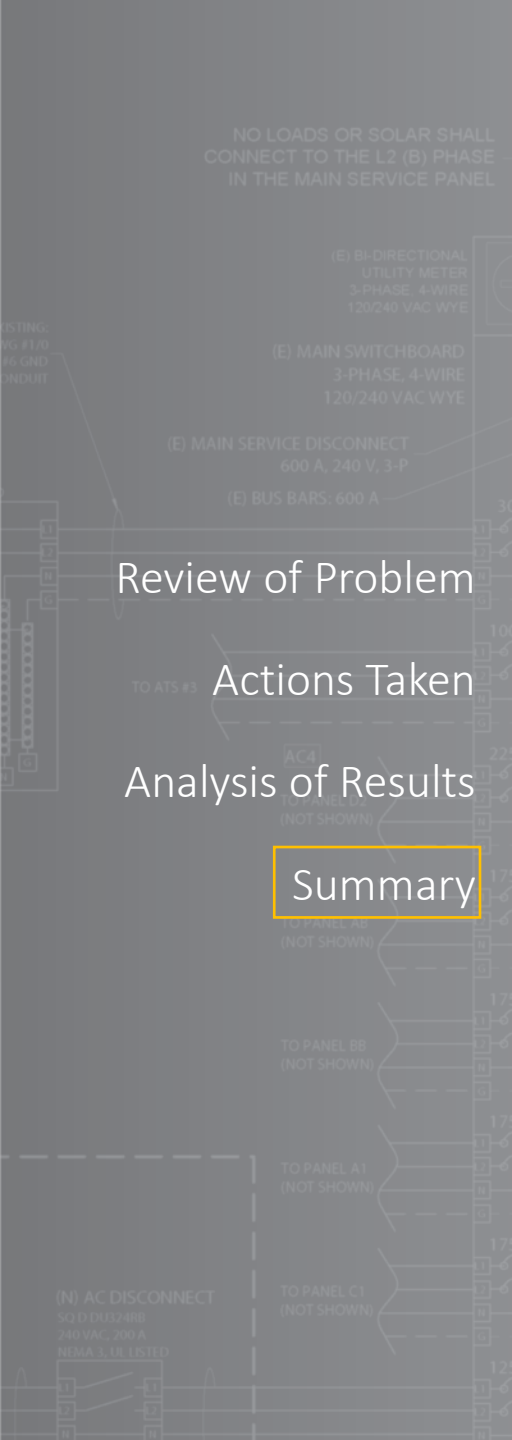
- Aug 2021 – May 2022

- Total: 20,363 kwh (40% decrease)

- Average: 3.13 kw (41% decrease)

- Estimated \$4,506 savings





Review of Problem

Actions Taken

Analysis of Results

Summary

Summary

- Completely replacing the system would have cost significantly more, would have abandoned grandfathered policies and tariffs, and would have very likely had a payback timing between 7 and 10 years
- With the replacement of the inverters, it appears the solar PV modules are functioning within an acceptable range and have already brought an estimated \$4,506 in savings during the first 9 months of operation
- We expect annual savings to reach \$6,008
- With total project costs of \$12,000 (\$8500 for inverters and \$3500 in consulting fees), FFD can expect a 2-year payback on this investment



ORO LOMA ORGANICS RATES

1. Organics Collection Charges in the L1 (Unincorporated) and L3 (San Leandro) Areas of the District

For the weekly collection service and processing of Organics, there shall be a monthly charge for each eligible residential unit, with a volume limitation of one 95-gallons per residential unit. Said charge shall be collected on the Alameda County tax roll or through direct billing by the Designated Collector, and shall be subject to the annual rate increase per the District's current Agreement for Solid Waste Collection Services.

For the purpose of this charge, mobile home parks with five or more units collectively billed

Page 34 of 40

Ord. 34-48

and paid on a single invoice and apartments with five or more units collected on the tax roll as one parcel will receive a 10% discount monthly charge per unit for Organics collection services. Said charge shall be collected on the Alameda County tax roll, and shall be subject to the annual rate increase per the District's current Agreement for Solid Waste Collection Services.

Should a single-family residential customer request a second cart for Organics collection service, the following additional monthly charges per residential unit shall be incurred and invoiced to the customer by the District's Designated Collector in the L1 (Unincorporated) area:

65 gallons 95 gallons

\$13.54 \$21.03

This service is provided at no charge in the L3 area (San Leandro).

BOARD OF DIRECTORS

MELISSA DIMIC
MICHAEL JUSTICE
SARAH CHOI
MARK MCDANIEL
BOB CLARK



FAIRVIEW
FIRE PROTECTION DISTRICT

25862 FIVE CANYONS PKWY
CASTRO VALLEY, CA 94552

To: FFPD Directors
From: Mike Preston, GM
Re: Repairs to OFS 8

April 27, 2023

Background

At the January 30, 2023, Regular Meeting the Board directed me to address the termite damage discovered on January 10, 2023, at the Fire Station at 24200 Fairview Ave.

Discussion/Update

I solicited written quotes from 3 vendors to treat the subterranean termite & dry wood termite infestation ASAP and then later to do any further inspections or repairs. HiTech Termite was the low bidder, and the eradication work has been completed. This work was urgent to stop the damage to the structure.

Next was scheduling of the repairs. Quotes for repair of damage from subterranean and dry wood termites had been requested from the same three contractors. Also, additional inspection of interior needs to take place to determine extent of damage in areas not visible upon first inspection (ie. behind sheetrock walls). The contractors provided written quotes on this work as follows.

Hi-tech	\$7,700 (the lowest bidder for the eradication component of the work)
Times up	\$5,815 (excludes side door replacement and trim repaint etc.)
Termwright	no bid (identified repairs needed, but stated "work to be done by others" at unspecified cost)

To get a third quote I contacted 4 Construction companies. None were interested in this type of work. They suggested using a handyman which is not practical for the district as they aren't licensed and bonded.

I proceeded with Hi-Tech because they included all the necessary work and did not exclude the side door. Also, because they had done the initial eradication work in March, their warranty would cover any additional treatment needed following further inspection. In all cases, additional cost may be incurred if structural damage not yet observed were uncovered during further inspection.

1 1. BOARD MOTIONS AND APPROVALS

INFO/ACTION

**FAIRVIEW FIRE PROTECTION DISTRICT SPECIAL
BOARD MEETING MINUTES
MONDAY, MARCH 27, 2023, 7:00 PM
HYBRID MEETING / AT FIREHOUSE AND ALSO VIA
TELECONFERENCE OVER ZOOM
25862 FIVE CANYONS PARKWAY, CASTRO VALLEY, CA 94552**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Board President Melissa Dimic at 7:07 p.m. Director Justice led the pledge of allegiance.

2. ROLL CALL

Board members present: Directors Melissa Dimic, Sarah Choi, Robert Clark, Michael Justice, and Mark McDaniel.

In addition, the following staff and service providers were present: Fire Chief Garrett Contreras, General Manager Michael Preston, City Analyst Tara Reyes, and Conor Kennedy, Esq. of Garcia Hernandez Sawhney, LLP.

3. WELCOME

President Dimic made welcome comments.

4. PUBLIC COMMENT PERIOD

President Dimic opened the public comment period. There was no public comment, and the period was closed.

5. MESSAGE FROM THE PRESIDENT

President Dimic welcomed everyone to the meeting, noting the historic occasion of the District's first hybrid meeting.

6. CERTIFICATE OF TRANSPARENCY PRESENTATION

The California Special Districts Association's (CSDA) Field Coordinator Colleen Haley delivered formal remarks to commemorate the Fairview Fire Protection District again earning the CSDA's Transparency in Government Certificate. The District Board formally thanked the General Manager and City Analyst.

7. FIRE CHIEF REPORT

The Fire Chief updated the Board about incident response times and fire prevention activity for January and February of 2023, updated the board on routine annual inspections of vegetation management, and provided some Departmental updates including one on construction plan checks and another about parking requirements for submittals related to access and egress.

The Chief briefed the Board on new two personnel additions relevant to service provision and code enforcement.

The Directors asked questions of the Chief, and he and the General Manager provided relevant information related to their questions, including chipping program outreach, budget, and availability.

8. FFPD FINANCIAL UPDATE

Director Justice moved to approve the accountant's reports for January and February of 2023. President Dimic seconded. The motion was carried unanimously. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0.

The General Manager reported on the overall fund balance, expenditures, and budget progress reports from Alameda County and answered questions from Directors.

9. MEETING POLICY 104.3 UPDATE TO ADDRESS HYBRID

Counsel for the District addressed the Board to explain the resolution updating the Board's Meetings and Agendas policy to better reflect the new state codified requirements under the Brown Act for hybrid meetings whereby a quorum of Directors meet at a single location within the District's service area while individual Directors may participate via teleconference.

President Dimic moved to adopt the resolution to approve the new policy. Director McDaniel seconded. The motion was carried unanimously. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0.

Break from 7:43 PM

10. SPECIAL DISTRICT SEAT ON ALAMEDA COUNTY LAFCO

The General Manger reported on the process by which LAFCO's District Boards pick nominees and voting designees to select appointees to fill the most recent vacancies.

Director Justice moved to select Director McDaniel as the District's nominee. Director Clark seconded. The motion was carried unanimously. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0.

Director Choi moved to designate Director McDaniel as the District's voter at the May 10 meeting of LAFCO. Director Justice seconded. The motion was carried unanimously. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0.

11. APPROVE JOINT POWERS AUTHORITY AGREEMENT FOR CONSOLIDATION OF FASIS WORKERS' COMPENSATION PROVIDER WITH FDAC-EBA

The General Manager apprised the District Board about a resolution for the District Governing Board to approve a new amended agreement for the District's workers compensation insurance provider.

Director Justice moved to adopt the resolution. Director Clark seconded. The motion was carried unanimously. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0.

12. GENERAL MANAGER REPORT

General Manager Preston updated the Board about:

- Bid solicitation for termite work at the old Fire Station 8 at 24200 Fairview Ave
- FS8 Solar Inverter Installation Work
- Meeting re.: Alameda County Public Works Coordination on Signage in Right of Way
- Proposed Design of Director Handbook
- Consider Open House Date – The General Manager proposed Wednesday September 20, 2023
- Consider Ethics Training Date
- 2023 Statement 700 Forms

President Dimic appointed an Ad Hoc Committee of herself and Director Justice to work on the Open House.

The Board scheduled an ethics training session on April 24 at 6 – 8:30 PM.

The General Manager briefed the District Board about the potential for a joint green waste initiative with the General Manager of the Ora Loma Sanitary District related to vegetation management.

President Dimic asked the General Manager about CPR training.

13. BOARD MOTIONS AND APPROVALS

Secretary McDaniel moved to adopt the minutes from the January 30, 2023 regular meeting. Director Clark seconded. The motion was carried unanimously. AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0.

14. MEETING ACTION ITEM SUMMARY

The General Manager will coordinate with the Ad Hoc Committee on the Open House.

The General Manager will coordinate with Counsel to plan an annual ethics training for the District Board on April 24.

The General Manager will meet with the County Public Works Department to develop signage meeting state codes for evacuation routes.

The General Manager explore the potential for a joint green waste initiative with the General Manager of the Ora Loma Sanitary District related to vegetation management.

The General Manager will propose tentative dates set for CPR training to include in the newsletter.

15. COMMENTS BY BOARD MEMBERS

Board Members made comments.

16. AGENDA ITEMS FOR NEXT BOARD MEETING

District Counsel training related to Assembly Bill 1234 on April 24.
Paramedic supplemental tax increase
Preliminary budget

17. ADJOURNMENT

President Dimic moved to adjourn the meeting and Director Clark seconded. All voted in favor.

AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0

The meeting adjourned at 9:02 PM.

Mark McDaniel
Secretary of the Board of Directors
Fairview Fire Protection District

**FAIRVIEW FIRE PROTECTION DISTRICT
SPECIAL BOARD MEETING MINUTES
MONDAY, APRIL 24, 2023, 6:00 PM
HYBRID / TELECONFERENCE OVER ZOOM
25862 FIVE CANYONS PARKWAY, CASTRO VALLEY, CA 94552**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Board President Melissa Dimic at 6:04 p.m. Director Justice led the pledge of allegiance.

2. ROLL CALL

Board members present: Directors Melissa Dimic, Sarah Choi (who arrived ten minutes late), Robert Clark, Michael Justice, and Mark McDaniel.

In addition, the following staff and service providers were present: General Manager Michael Preston and Conor Kennedy, Esq. of Garcia Hernandez Sawhney, LLP.

3. WELCOME

President Dimic made welcome comments and thanked the public for showing up for the early start of the meeting.

As Presiding Officer, President Dimic announced that the agenda items would be taken out of order, starting with Item 5 on the agenda and continuing onto Item 4.

4. RESOLUTION TO NOMINATE DIRECTOR MCDANIEL TO LAFCO SEAT

The General Manager reminded the Board that the resolution repeated a vote the District Board took at its last regular meeting, to more directly comply with the official requirements for the District to Nominate a Board Member to the Local Agency Formation Commission's Board.

President Dimic moved to adopt the resolution to approve the new policy. Director Justice seconded. Motion carried unanimously. AYES 4 (Clark, Dimic, Justice, McDaniel), ABSENT 1 (Choi), NOES 0, ABSTAIN 0.

Break 6:07 – 6:12 PM

5. DIRECTOR TRAINING: ETHICS LAWS AND ETHICS PRINCIPLES FOR PUBLIC SERVICE

FFPD's Legal Counsel, Conor Kennedy, gave training required by Assembly Bill 1234 covering the Political Reform Act of 1974, Government Code § 1090, and the Brown Act.

ADJOURNMENT

President Dimic moved to adjourn the meeting and Director Clark seconded. All voted in favor.

AYES 5 (Clark, Dimic, Justice, Choi, McDaniel), ABSENT 0, NOES 0, ABSTAIN 0

The meeting adjourned at 8:17 PM.

Mark McDaniel
Secretary of the Board of Directors
Fairview Fire Protection District

12. MEETING ACTIONS ITEMS SUMMARY

13. COMMENTS BY BOARD MEMBERS

14. AGENDA ITEMS FOR NEXT BOARD MEETING