



AGENDA
Fairview Fire Protection District Regular Board Meeting
Monday, September 30, 2024, 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/86189275291>

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: 86189275291

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."



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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 - July/August 2024
Fire Prevention Activity - July/August 2024
Vegetation Management Update, Inspection/Complaint Process
Fire Sensor Technology
7. **FFPD FINANCIAL UPDATE** **INFO/ACTION**
Cash Balance Report - June 2024
Accountant's Report - July/August 2024
Expenditure Report
- BREAK**
8. **GENERAL MANAGER REPORT** **INFO/ACTION**
 - Open House Report
 - Fire Station Road Repair Project
 - 2024 General Election
 - Personal Emergency Preparedness and CERT Class Offerings
9. **NATIONAL NIGHT OUT (August 6) REPORT – Director Clark** **INFO**



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25862 FIVE CANYONS PARKWAY, CASTRO VALLEY, CA 94552



10. BOARD MOTIONS AND APPROVALS
Regular Meeting Minutes – July 29, 2024

11. MEETING ACTIONS ITEMS SUMMARY

INFO/ACTION

12. COMMENTS BY BOARD MEMBERS

13. 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



Response Time Report September 30, 2024

July/August	
Average Response Time	Eng. 8 – 3 min 35 sec. Eng. 9 – 3 min 34 sec. Eng. 1 – 2 min 44 sec.
5 min 50 sec or less	94.5% (171/181)
ERF less than 8 min	90.9% (10/11)

- **ERF = Effective Response Force**
- **Response Breakdown in FFPD**
 - **Eng. 8 – 135**
 - **Eng. 9 – 30**
 - **Eng. 5 – 0**
 - **Eng. 1 – 16**



September 30, 2024

To: Eric Vollmer, Interim Fire Chief
Through: Scott Anderson, Deputy Fire Chief
Ryan Hamre, Deputy Fire Chief
From: Miles Massone, Fire Marshal

Re: FFPD Fire Prevention Activity (July-August 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 (4) Fire Inspections (Annual/Fire Protection/Building)

- 23170 Maud Ave Fairview Fire Final
- 22867 Valley View Dr Sprinkler Visual/Hydrostatic Pressure
- 2497 East Ave Fairview Fire Final
- 2491 East Ave Fairview Fire Final

Reviewed (2) Referrals for Future Construction/Development

- 2072 East Ave New ADU & New Carport 2-Story House with a 2-Car Garage
- 2958 Winchester Dr Tentative Parcel Map Subdivision from one parcel into two parcels per SB 9

Performed (3) New Construction Plan Checks for Single Family Residences/Additions

- Ralston Way New Construction SFR 1000 sq ft, w/attached garage 536 sq ft, covered porch 83 sq ft
- 2957 Hardeman St Addition to existing SFR, adding 213 sq ft open area, 386 sq ft for 2 new bedrooms and one bathroom.
- 2054 Miller Ct New construction, detached gym 558 sq ft with half bath

Performed (22) Vegetation Management Complaint Inspections

- | | | |
|-----------------------|--|------------------------|
| - 26920 Fairview Ave | Fallen dead tree | Closed - In Compliance |
| - 2214 Minnie St | Tree limbs overhanging or touch the roof | Closed - In Compliance |
| - 25700 Clover Rd | Dead/dying vegetation on the property | Closed - In Compliance |
| - 22897 Valley View | Overgrown vegetation | Closed - In Compliance |
| - 4175 China Ct | Dead/dying vegetation on the property | Closed - In Compliance |
| - 23829 Clayton St | Tree limbs overhanging or touch the roof | Closed - In Compliance |
| - 2816 Hidden Ln | Overgrown vegetation | Closed - In Compliance |
| - Fairview Ave | Overgrown vegetation | Closed - In Compliance |
| - 22197 Cynthia Ct | Overgrown vegetation | Closed - In Compliance |
| - 24591 Fairview Ave | Dead/dying vegetation on the property | Closed - In Compliance |
| - 22197 Cynthia Ct | Dead/dying vegetation on the property | Closed - In Compliance |
| - 2701 East Ave | Dead/dying vegetation on the property | Closed - In Compliance |
| - 2816 Hidden Ln | Overgrown vegetation | Closed - In Compliance |
| - 27971 Fairview Ave | Overgrown vegetation | Closed - In Compliance |
| - 24200 Harrington Ln | Overgrown vegetation | Closed - In Compliance |
| - 2418 East Ave | Overgrown vegetation | Closed - In Compliance |
| - 2666 East Ave | Overgrown vegetation | Closed - In Compliance |

- 3723 Arbutus Ct	Overgrown vegetation	Failed - First Abatement Notice Mailed
- 2Nd St	Tree limbs overhanging or touch the roof	Failed - First Abatement Notice Mailed
- East Ave	Dead/dying vegetation on the property	Failed - First Abatement Notice Mailed
- Buckeye Dr	Overgrown vegetation	Failed - First Abatement Notice Mailed
- 2468 Hidden Ln	Overgrown vegetation	Failed - Second Abatement Notice Mailed

Respectfully,

Miles Massone
Fire Marshal

7. FFPD FINANCIAL UPDATE

INFO/ACTION

PeopleSoft
CASH BALANCES BY FUND

Report ID: FXGLA301
Fiscal Year 2024
Accounting Period 12 thru 12 --- 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>
2024-06-05	0001023096	Cash in Treasury				69.64		8,060,836.17
2024-06-05	0001023277	Cash in Treasury				190.27		8,061,026.44
2024-06-07	0001023095	Cash in Treasury				9,310.69		8,070,337.13
2024-06-10	0001023471	Cash in Treasury				-3,808.56		8,066,528.57
2024-06-10	0001023659	Cash in Treasury				-523.89		8,066,004.68
2024-06-10	0001023660	Cash in Treasury				32.49		8,066,037.17
2024-06-10	0001023661	Cash in Treasury				142.92		8,066,180.09
2024-06-11	0001023893	Cash in Treasury				8,501.88		8,074,681.97
2024-06-11	0001023894	Cash in Treasury				498.13		8,075,180.10
2024-06-14	0001024114	Cash in Treasury					719.80	8,075,899.90
2024-06-14	0001024122	Cash in Treasury				-395.31		8,075,504.59
2024-06-14	0001024123	Cash in Treasury				-1,267.99		8,074,236.60
2024-06-14	0001024124	Cash in Treasury				-1.26		8,074,235.34
2024-06-14	0001024125	Cash in Treasury				-2,322.70		8,071,912.64
2024-06-14	0001024126	Cash in Treasury				-426.14		8,071,486.50
2024-06-14	0001024127	Cash in Treasury				-814.95		8,070,671.55
2024-06-17	0001024327	Cash in Treasury					-9,591.02	8,061,080.53
2024-06-21	0001025133	Cash in Treasury					-201.81	8,060,878.72
2024-06-21	0001025134	Cash in Treasury					-3,255.00	8,057,623.72
2024-06-21	0001025135	Cash in Treasury					-47.20	8,057,576.52
2024-06-24	APP1024986						-1,671.87	8,055,904.65
2024-06-30	0001025140	Cash in Treasury					-201.81	8,055,702.84
2024-06-30	0001025142	Cash in Treasury					-3,255.00	8,052,447.84
2024-06-30	0001025143	Cash in Treasury					-47.20	8,052,400.64
2024-06-30	0001025152	Cash in Treasury					-1,728.41	8,050,672.23
2024-06-30	0001025153	Cash in Treasury					-23.60	8,050,648.63
2024-06-30	0001027688	Cash in Treasury					2.60	8,050,651.23
2024-06-30	0001029841	Cash in Treasury				-88.78		8,050,562.45
2024-06-30	0001030017	Cash in Treasury				28.60		8,050,591.05
2024-06-30	0001030018	Cash in Treasury				119.56		8,050,710.61
2024-06-30	0001030019	Cash in Treasury				-652.01		8,050,058.60
2024-06-30	0001030337	Cash in Treasury				8,636.75		8,058,695.35
2024-06-30	0001030338	Cash in Treasury				706.56		8,059,401.91
2024-06-30	0001031125	Cash in Treasury				14.18		8,059,416.09
2024-06-30	0001031126	Cash in Treasury				-16.65		8,059,399.44
2024-06-30	0001031127	Cash in Treasury				116.86		8,059,516.30
2024-06-30	0001031389	Cash in Treasury				1.15		8,059,517.45
2024-06-30	0001031809	Cash in Treasury					-38.02	8,059,479.43
2024-06-30	0001031812	Cash in Treasury					2,602.57	8,062,082.00
2024-06-30	0001031813	Cash in Treasury					82.55	8,062,164.55
2024-06-30	0001031816	Cash in Treasury					-11.04	8,062,153.51
2024-06-30	0001031836	Cash in Treasury				1.15		8,062,154.66
2024-06-30	0001031837	Cash in Treasury				14.18		8,062,168.84
2024-06-30	001031125R	Cash in Treasury				-14.18		8,062,154.66

PeopleSoft
 CASH BALANCES BY FUND

Report ID: FXGLA301
 Fiscal Year 2024
 Accounting Period 12 thru 12 --- 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>
2024-06-30	001031389R	Cash in Treasury				-1.15		8,062,153.51
2024-06-30	ADB0000001	Cash in Treasury					64,257.16	8,126,410.67
2024-06-30	PRPP2414AC	Cash in Treasury					3,504.01	8,129,914.68
2024-06-30	PRPP2415AC	Cash in Treasury					1,752.01	8,131,666.69
Totals for Fund 43300			8,060,766.53	0.00	0.00	18,051.44	52,848.72	8,131,666.69

FAIRVIEW FIRE PROTECTION DISTRICT

ACCOUNTANTS REPORT

JULY 2024

#	PAYEE	DESCRIPTION	AMOUNT
23-121	Concise Bookkeeping (July Inv)	Various Bookkeeping Services for June 2024	290.18
23-122	Garcia Hernandez Sawhney LLP	Legal & Recording Sec. Services: 04/05-04/29/2024	313.50
23-123	Bay Area News Group - East Bay	Classified Ad:07/29 Mtg & Adopted Budget Budget	75.81
23-124	Garcia Hernandez Sawhney LLP	Legal & Recording Sec. Services: 05/02-05/20/2024	1,767.00
23-125	Garcia Hernandez Sawhney LLP	Legal & Recording Sec. Services: 06/18-06/28/2024	313.50
23-126	EBMUD #89626975356	24200 Fairview Ave. Water & ORO Loma Svcs:5/08/24-6/30/2024	160.19
23-127	US Bank 6/06/2024 stmt.	Zoom: 6/13 - 7/13/24 Standard Pro & Webinar svc. - \$75.94; Goggle Workspace: 6/1-6/30/2024 - \$43.20	119.14
24-001	ADT Commercial	Inv #155464909:Svc 7/1/2024-06/30/2025 @ 25862 Five Canyons	1,077.72
24-002	Alameda County LAFCO	Fairview Fire Dist. Portion of LAFCOs' budget of May 2024 (FY25)	557.00
24-003	Alliant Insurance Services	Inv #2707081- 24/25 ACIP Commercial Crime policy 7/01/24-7/01/25	1,532.00
24-004	Fire Risk Management Service	Workers' Comp. Contribution 2024-2025 (7/1/2024-6/30/2025)	2,899.00
24-005	City of Hayward	Added staffing for 4th of July 2024:(1) Captain;(1) Firefighter; and (1) Apparatus Operator "Red flag staffing"	6,757.20

Expenditures - Page 1 Sub Total	\$ 15,862.24
Expenditures from Page 2 Sub Total	\$ -
TOTAL EXPENDITURES	\$ 15,862.24

RECEIPTS FROM

DESCRIPTION

TOTAL RECEIPTS **\$ -**

SUMMARY	
Directors Fees	\$ -
Total Bills	(15,862.24)
Total Receipts	\$ -
	\$ (15,862.24)

Submitted for approval by:
Barbara Charnley, Concise Bookkeeping
8/8/2024

FAIRVIEW FIRE PROTECTION DISTRICT

ACCOUNTANTS REPORT

JULY 2024

#	PAYEE	DESCRIPTION	AMOUNT
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Expenditures Continued -

EXPENDITURES - page 2 \$ -

FAIRVIEW FIRE PROTECTION DISTRICT

ACCOUNTANTS REPORT

AUGUST 2024

#	PAYEE	DESCRIPTION	AMOUNT
24-006	Pacific Gas & Electric (5/21/24-06/20/24) Bill amount \$538.33	24200 Fairview:Electric Delivery & Generation-\$297.15;Gas-\$8.64 25862 Five Cny's:Electric Delivery&Genert'n \$129.87;Gas-\$102.67	\$ 538.33
24-007	Pacific Gas & Electric (6/20/24-07/19/24) Bill amount \$527.23	24200 Fairview:Electric Delivery & Generation-\$97.51;Gas-\$8.36 25862 Five Cny's:Electric Delivery&Genert'n \$313.71;Gas-\$107.65	527.23
24-008	Richard DiTiberio (6/1/2024 Inv.)	Landscape maintenance: Station #8 - Five Canyons - JULY 2024	400.00
24-009	US Bank 8/06/2024 stmt.	Zoom: 7/13-8/12/24 Standard Pro & Webinar svc. - \$75.94; Alpine Awards:8x10 Engraved Plaque-\$115.56; Alpine Awards:Chgs to 8x10 Engraved Plaque - \$86.30; Goggle Workspace: 7/1-7/31/24 \$43.20	321.00
24-010	Pacific Printing - Inv # 51847	National Night Out/AER Foam Board and (500) AER Flyers	336.22
24-011	Greenwood & Moore Inc.	Contracted repair work on Five Canyons Parking Lot and Roadway	7,992.50
24-016	Concise Bookkeeping Inv #20568)	Various Bookkeeping Services for July 2024	680.56
24-017	RMGYdbaPacific Coast Concepts	500 - Custome #10 Window Envelopes w/return address	214.81
24-018	Pacific Printing - Inv # 51329	May 2024 Newsletter (5460) and mailing service	4,455.23
24-019	Digital Deploymn't dba Streamline	Website Development/Maintenance - "Migration"	1,500.00
24-020	EverOn/ADT Inv# 155533839	24200 Fairview Ave: Labor Cost on Job #282513003	250.00
24-021	EverOn/ADT Inv# 156007199	24200 Fairview Ave - Gold Monitoring, Ext Services for 9/7/2024 to 9/6/2025	659.77
24-012	Robert Clark	Directors fee: Regular Meeting 7/29/2024	100.00
24-013	Michael Justice	Directors fee: Regular Meeting 7/29/2024	100.00
24-014	Sarah Choi	Directors fee: Regular Meeting 7/29/2024	100.00
24-015	Mark McDaniel	Directors fee: Regular Meeting 7/29/2024	100.00
Expenditures - Page 1 Sub Total			\$ 18,275.65
Expenditures from Page 2 Sub Total			\$ -
TOTAL EXPENDITURES			\$ 18,275.65

RECEIPTS FROM

DESCRIPTION

TOTAL RECEIPTS **\$ -**

SUMMARY

Directors Fees	\$ (400.00)
Total Bills	(17,875.65)
Total Receipts	\$ -
	\$ (18,275.65)

Submitted for approval by:
Barbara Charnley, Concise Bookkeeping
9/6/2024

FAIRVIEW FIRE PROTECTION DISTRICT

ACCOUNTANTS REPORT

AUGUST 2024

#	PAYEE	DESCRIPTION	AMOUNT

	Expenditures Continued -		

EXPENDITURES - page 2 \$ -

Operating Budget - Expenditures	Year to Date to 09/16/24	% to Date	FY 24/25 Adopted Final Budget
Director Fees and Expenses			
Director Fees for Board Attendance	400	8%	5,000
Director Expenses (i.e. mileage), ACSDA Meeting Host Refreshments	202	13%	1,500
Training for Board Members	-	0%	4,000
Supplies and Technology			
Office/Technology (Zoom, Gmail, Survey Monkey)/Event Supplies	553	10%	5,500
Newsletter	4,455	99%	4,500
Website	1,500	19%	8,000
Memberships			
Alameda County Env Health (CUPA)	-	0%	834
Cal Special Dist Assoc (Local Chapter)	-	0%	100
Payment to LAFCO	557	80%	700
Administration Services			
General Manager Services	-	0%	43,200
Legal Counsel & Recording Secretary	-	0%	43,200
Publicity and Legal Notices	336	11%	3,000
Bookkeeping Services	5,169	26%	20,000
Annual Audit	-	0%	12,000
Insurance	-	0%	15,000
Lease Payment to County	-	0%	15
Workers Compensation Insurance	4,431	111%	4,000
Alameda County Tax Admin Fee	-	0%	30,000
Facilities Services			
Alarm Systems	1,984	50%	4,000
Janitorial	-	0%	500
Fire Station 8 Road Repair	7,993	0%	-
Old Fire Station 8 Upkeep	-	0%	5,000
Utilities - East Bay MUD	166	17%	1,000
Utilities - PG&E	7,760	26%	30,000
Yard Service	800	17%	4,800
Programs and Events			
Disaster Preparedness Program	-	0%	7,500
Chipping Program	-	0%	15,000
Firewise Projects/Residential Assistance	-	0%	10,000
Weed Abatement Courtesy Notice	-	0%	5,000
Open House	147	0%	-
Strategic Plan	-	0%	-
Strategic Plan Postcard Mailing	-	0%	-
Red Flag Staffing	6,757	68%	10,000
District Election			
District Election	-	0%	-
Subtotal District Expenses	43,210	15%	293,349

Emergency Response Services	-	0%	3,363,581
Paramedic Services	-	0%	373,731
Subtotal Hayward Fire Contract	-	0%	3,737,312
Capital Commitment	Year to Date to 09/16/24	% to Date	FY 24/25 Adopted Final Budget
Apparatus Replacement	211,653	100%	211,653
Equipment Replacement	28,389	100%	28,389
Facility Capital Improvements	270,367	100%	270,367
Subtotal Capital Budget	510,409	112%	510,409
	Year to Date to 09/16/24	% to Date	FY 24/25 Adopted Final Budget
TOTAL OPERATING EXPENDITURES	553,619	13%	4,541,070
Revenues	Year to Date to 09/16/24		FY 24/25 Adopted Final Budget
Property Tax	-	0%	4,573,082
Interest	-	0%	124,310
EMS (ALS)	-	0%	30,601
Other Revenue			-
TOTAL REVENUES	-	0%	4,727,994
<i>ERAF Contribution = 21.89%</i>			

BREAK

8. GENERAL MANAGER REPORT

INFO/ACTION

9. NATIONAL NIGHT OUT REPORT

INFO

10. BOARD MOTIONS AND APPROVALS

INFO/ACTION

**FAIRVIEW FIRE PROTECTION DISTRICT REGULAR
BOARD MEETING MINUTES
MONDAY, JULY 29, 2024, 7:00 PM
MEETING 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 Vice President Michael Justice at 7:03 p.m. Director Justice led the pledge of allegiance.

2. ROLL CALL

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

In addition, the following staff and service providers were present: Acting Fire Chief Eric Vollmer, Fire Marshal Miles Massone, General Manager Michael Preston, and Conor Kennedy, Esq. of Garcia Hernandez Sawhney, LLP.

3. WELCOME

Vice President Justice made welcome comments.

4. PUBLIC COMMENT PERIOD

Vice President Justice opened up the public comment period. No comment was provided. After which the period was closed.

5. MESSAGE FROM THE PRESIDENT

Vice President Justice welcomed everyone to the meeting.

6. COMMENDATION AND PRESENTATION OF PLAQUE TO (RET) FIRE CHIEF CONTRERAS FOLLOWING HIS RETIREMENT

Director McDaniel presented a plaque with grateful words of congratulations and thanks to Retired Chief Garrett Contreras. Former Chief Contreras delivered remarks and summarized the highlights of his years of service.

7. Fire Chief's Report

Acting Fire Chief Eric Vollmer and Fire Marshal Massone delivered the Incident Response Report, the Vegetation Management Update, and the Fire Prevention Activity report.

8. FFPD FINANCIAL UPDATE

The General Manager briefed the Board about the fund balance report and the Accountant Reports in the packet.

Director Clark moved to accept the May and June 2024 Accountants' Report in the packet. Director McDaniel seconded. Motion carried unanimously.

AYES 4 (Clark, Choi, Justice, McDaniel), ABSENT 1 (Dimic), NOES 0, ABSTAIN 0.

BREAK

9. PUBLIC HEARING FOR 2024/25 FINAL BUDGET

Vice President Justice opened the hearing and invited public comment. No comment was made. Vice President Justice closed the hearing.

10. ADOPT FY 24/25 BUDGET

The General Manager briefed the Board about the details of the preliminary budget and adjustments from the prior year's budget.

- \$40,000 will be moved from unappropriated funds into facility upgrades so that the funding is available for the capital program and engineering services for the road repair project coming up.

The Board asked questions of the General Manager and then voted to adopt.

The Board made changes to annual goals and priorities and the General Manager noted them.

Director Clark moved to implement the \$40,000 amendment to the budget and adopt the budget. Director McDaniel seconded. Motion carried unanimously.

AYES 4 (Clark, Choi, Justice, McDaniel), ABSENT 1 (Dimic), NOES 0, ABSTAIN 0.

BREAK

11. GENERAL MANAGER REPORT

General Manager Preston updated the Board about:

- Streamline web hosting services update
- Reminder to Directors who intend to run for their seats in November General Election to register with Registrar of Voters between July 15 & August 9, 2024
- Vice President needs to appoint Open House Committee
- Discussion on how to pay Open House food vendor
- National Night Out

Director Justice volunteered for the Open House Committee.

12. CONTRACT REVIEW COMMITTEE

General Manager reported back about the performance metrics raised during the meeting

with the City of Hayward and also explained clarifications requested by the City.

13. REPAIR/REPLACEMENT OF ROAD SURROUNDING FIVE CANYONS PARKWAY FIRE STATION

The General Manager briefed the Board about professional services contracts in the packet.

Director Clark moved to approve both engagements in the packet. Director Justice seconded. Motion carried unanimously. AYES 4 (Clark, Choi, Justice, McDaniel), ABSENT 1 (Dimic), NOES 0, ABSTAIN 0.

14. BOARD MOTIONS AND APPROVALS

Secretary McDaniel moved to approve the minutes from the May 20, 2024 regular meeting. Director Clark seconded. Motion carried unanimously. AYES 4 (Clark, Dimic, Justice, McDaniel), ABSENT 1 (Choi), NOES 0, ABSTAIN 0.

15. MEETING ACTION ITEM SUMMARY

General Manager will work on the open house and seek to resolve questions about payment for vendor.

General Manager will engage both professional services companies and proceed to coordinate with counsel on the pending RFP.

General Manager will address Board changes to annual goals and priorities.

General Manager will take a table at National Night Out.

16. COMMENTS BY BOARD MEMBERS

Board Members made comments.

17. AGENDA ITEMS FOR NEXT BOARD MEETING

Report back from Open House

Road Repair RFP

Succession Planning

ADJOURNMENT

Vice President Justice moved to adjourn the meeting and Director McDaniel seconded. **Motion carried unanimously. AYES 4 (Clark, Choi, Justice, McDaniel), ABSENT 1 (Dimic), NOES 0, ABSTAIN 0.**

Meeting adjourned at 8:27 PM.

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

1 1 . MEETING ACTIONS ITEMS SUMMARY

12. COMMENTS BY BOARD MEMBERS

13. AGENDA ITEMS FOR NEXT BOARD MEETING