



DATE: December 2, 2025

TO: Mayor and City Council

FROM: Fire Chief

SUBJECT Adopt a Resolution Authorizing the City Manager to Accept and Appropriate up to \$100,000 Annually for the Next Five Years from the Fairview Fire Protection District for Special Projects

RECOMMENDATION

That the City Council adopts the attached resolution (Attachment II) authorizing the City Manager to accept and appropriate up to \$100,000 annually for the next five years from the Fairview Fire Protection District (FFPD) to support special projects.

SUMMARY

The Fairview Fire Protection District Board periodically approves and provides the City funding for services and project costs that fall outside the existing contract for fire and emergency services provided by the Hayward Fire Department (HFD). To streamline administration and purchasing, the City receives the money from FFPD and then completes its own transactions using the funds provided by FFPD.

The proposed resolution would authorize the City Manager to accept those funds and appropriate up to \$100,000 per year, for a period of five years, to support special projects funded by FFPD.

FISCAL IMPACT

There is no net fiscal impact on the City. Expenditures related to these special projects will only occur after funds are received from FFPD and will be fully offset by revenue. Funds will be appropriated to Local Grant accounts FD012 and FD014, as applicable. Any additional City staff time required to administer the program will be absorbed within the existing Hayward Fire Department operating budget.

BACKGROUND AND DISCUSSION

The Hayward Fire Department provides fire and emergency response services to the Fairview Fire Protection District under a long-standing service contract. The contract outlines the scope of duties covered under the annual cost of service. However, the FFPD Board may authorize additional expenditures for programs or equipment needs that are not included within the base contract.

The expenditures include but are not limited to chipping services, weed abatement, and defensible space projects. These projects and programs are mutually beneficial to the residents of FFPD and the City because they reduce the overall risk of wildfires in the Hayward Hills. Such expenditures are approved during FFPD's annual budget adoption process and funds are transferred to HFD as needed.

When such expenditures are approved, it is most efficient for the City to manage the procurement and implementation process, with FFPD reimbursing the City for actual costs.

To continue this administrative approach, the proposed resolution authorizes the City Manager to accept and appropriate up to \$100,000 annually for the next five years. Funds will be deposited into the City's Local Grants Fund and applied to eligible expenses. The City will not expend funds in excess of the amount provided by FFPD.

Resolutions were approved on July 10, 2018 and July 16, 2019 by the City Council for the same subject. Staff is now seeking to expand the resolution for another five years to avoid the need to return to Council annually

STRATEGIC INITIATIVES

This agenda item is a routine operational action and does not directly relate to one of the Council's Strategic Initiatives.

Prepared by: Lauren Deaks, Management Analyst
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Recommended by: Fire Chief Ryan Hamre

Approved by:



Jayanti Addleman, Interim City Manager