

**COASTSIDE FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS**

January 25, 2012

**LOCATION:
1191 Main Street
Half Moon Bay, CA 94019**

ACTION MINUTES

OPEN SESSION

President Mackintosh called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:32 p.m.

PRESENT AT ROLL CALL

Directors Present: President Doug Mackintosh, Vice President Mike Alifano, Secretary Ginny McShane, Director Gary Burke, and Director Gary Riddell.
Staff: Division Fire Chief Paul Cole.
Cal Fire: Fire Chief John Ferreira.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATION

President Mackintosh made a public presentation to former Director John Draper in recognition of his service on the Board, and he read aloud Resolution #2011-23.

Before he called for public comment, President Mackintosh addressed the audience.

PUBLIC COMMENT

A member of the audience indicated his intention to speak on Items 6A, 6C, 7A and 7B, reserved his right to make public comments on other agenda items, and spoke about the Cal Fire contract.

CONSENT CALENDAR

- A. Approval of Minutes of December 14, 2011 Special Board Meeting
- B. Approval of Vendor Checks #13864-13927 in the amount of \$141,978.36, dated December 1 to December 31, 2011

- C. Approval of Payroll Checks #20417-20427 in the amount of \$6,035.59 dated December 1 to December 31, 2011
- D. Direct Deposit of Federal, State and Hospital Taxes in the amount of \$1,653.31 dated December 1 to December 31, 2011

Director Burke removed Item C from the Consent Calendar for discussion.

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted unanimously to approve Items A, B, and D of the Consent Calendar. Motion passed 5-0.

Regarding Item C, Director Burke indicated his concern regarding part-time employees and asked Staff to provide information on this issue at the next Board meeting.

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted unanimously to approve Item C of the Consent Calendar. Motion passed 5-0.

NEW BUSINESS

- A. Review and Approve "Draft" Basic Financial Statements Audit for the Year Ended June 30, 2011 – Presented by Ahmed Badawi, CPA, Partner, Caporicci & Larson Certified Public Accountants

Ahmed Badawi of Caporicci & Larson, Inc. made an audible presentation of the audit of the Coastside Fire Protection District, which was presented to the Audit Committee in an earlier meeting this evening. He elaborated on the narrative pages and explained the meanings of the figures on the financial pages. He responded to questions or comments from the Board throughout his presentation.

President Mackintosh opened this item for public comment, and the Board received public comment from a member of the audience. Seeing no one else wishing to speak, President Mackintosh closed the public comment section.

Extensive Board discussion occurred, but there was no vote.

- B. Approve Professional Services Agreement with Premier Termite Inc. (DBA) Floors To Go in the amount of Eleven Thousand Five Hundred Sixty-Seven Dollars and Seventy-Nine Cents (\$11,567.79)

Division Chief Paul Cole introduced this item, summarized the Staff Report, and recommended that the Board approve the agreement with Premier Termite, Inc. dba Floors To Go in the amount of \$11,567.79.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to approve the Agreement for Professional Services with Premier Termite, Inc. dba Half Moon Bay Floors To Go in the amount of \$11,567.79. Motion passed 5-0.

C. Discuss Amendment of Directors' Compensation and Reimbursement Resolution No. 2007-03, to Reflect Non-Compensation for Board Member Meeting Attendance

Vice President Alifano provided background on his reasons for putting this item on the agenda.

President Mackintosh opened this item for public comment, and the Board received public comment from members of the audience on this issue. Seeing no one else wishing to speak on this item, President Mackintosh closed the public comment section of this item.

Board discussion occurred.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by the following Roll Call Vote, the Board voted on the motion that the Board members waive fees and not get paid for any meetings, and that the Board revisit this issue at the next election:

Director Burke	No
Vice President Alifano	Yes
Director Riddell	Yes
Secretary McShane	No
President Mackintosh	No

Motion failed 2-3.

D. Review and Approve Staff Recommendation to Surplus Excess Rolling Stock (Fire Engine) and Auxiliary Tools and Equipment

Division Chief Paul Cole introduced this item, summarized the Staff Report, and recommended approving the surplus of the listed equipment.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to approve the surplus of the equipment listed on the Staff Report. Motion passed 5-0.

E. Adopt Resolution No. 2012-01, John Riddell Recognition of Thirty (30) Years of Service

President Mackintosh introduced and summarized the Resolution.

ON MOTION by Vice President Alifano, seconded by Director Burke, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2012-01, Resolution Recognizing John Riddell for 30 Years of Dedicated Service:

Director Burke	Yes
Vice President Alifano	Yes
Director Riddell	Yes
Secretary McShane	Yes
President Mackintosh	Yes

Motion passed 5-0.

CONTINUING BUSINESS

- A. Motion to have the Board of Directors of the Coastside Fire Protection District establish a dedicated financial reserve fund, with a goal of five million dollars (\$5,000,000) to be funded by 6/30/16, the fund to be used to reduce, eliminate or mitigate the District's financial liability to the CalPERS retirement system

Director Burke provided background on this issue for the benefit of the audience.

The Board received public comment from members of the audience.

Extensive Board discussion occurred.

ON MOTION by Director Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board voted on the motion to have the Board of Directors of the Coastside Fire Protection District establish a dedicated financial reserve fund, with a goal of five million dollars (\$5,000,000) to be funded by 6/30/2016, the fund to be used to reduce, eliminate or mitigate the District's financial liability to the CalPERS retirement system:

Director Burke	Yes
Vice President Alifano	No
Director Riddell	No
Secretary McShane	Yes
President Mackintosh	No

Motion failed 2-3.

- B. District Counsel to present report to the Board on the process required to reestablish a standalone department to provide fire and emergency services within the District at the expiration of the Cal Fire Contract on June 30, 2012

Attorney Savaree summarized the Staff Report, asked for Board direction on how to proceed, and introduced Attorney Richard Bolanos to speak with the Board.

Extensive discussion occurred between the Board, Staff, and Attorney Bolanos.

The Board received public comment from members of the audience on this issue.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by the following Roll Call Vote, the Board voted to contract with Attorney Bolanos and the firm of Liebert Cassidy Whitmore to determine the process required and the costs involved to reestablish a standalone department to provide fire and emergency services within the District at the expiration of the CalFire Contract on June 30, 2012:

Director Burke	No
Vice President Alifano	Yes
Director Riddell	Yes
Secretary McShane	No
President Mackintosh	Yes

Motion passed 3-2.

The Board took a recess at 10:40 p.m. and reconvened at 10:55 p.m.

C. Exhibit E 2nd Quarter Report

CalFire Chief John Ferreira introduced the Exhibit E 2nd Quarter Report and briefly discussed the report.

D. Reimbursement of Fire Fees to Non-Profits

Secretary McShane made comments on this issue, and Board discussion occurred.

Division Chief Cole provided some information regarding grants that the Half Moon Bay Beautification Committee has given to the District in the past.

Future fee waiver requests by non-profit groups will be individually considered.

BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

Director Burke reported the Finance Committee met earlier today and reviewed the Year-to-Date financial statements. He indicated expenses are on target, and a large amount of property taxes arrived in December.

B. Volunteer Liaison Report

No report.

C. Land and Structures Committee Report

Director Riddell reported the committee will be meeting on Monday, January 30.

D. Vegetation Management Committee Report

No report.

E. California Independent Special Districts Association (San Mateo Co. Chapter)

Secretary McShane reported she has been reviewing on-line educational information and will provide copies to the Board at the next meeting.

F. ALS/JPA

Vice President Alifano reported on the meeting he and Chief Cole attended in President Mackintosh's absence.

G. Water Supply Assessment Committee Report

No report.

H. Shared Services Committee Report

No report.

I. Attorney's Report

No report.

J. Fire Chief's Report

CalFire Chief John Ferreira introduced CalFire Captain Jonathan Cox, Public Information Officer/Assistant Chief Ian Larkin, and Unit Administrative Officer Jake McGee.

Chief Ferreira discussed the recent benefits rate letter, and he also discussed a recent request he received from Contra Costa County Times regarding the Public Records Act.

Chief Ferreira discussed an issue regarding the City of Half Moon Bay and the cost of moving the Net 6 radio equipment.

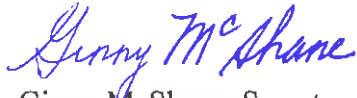
CORRESPONDENCE

Division Chief Cole referred to the correspondence in the meeting packet as well as the Exception Reports.

ADJOURNMENT

ON MOTION by Vice President Alifano, seconded by Director Riddell, President Mackintosh adjourned the meeting at 11:20 p.m.

Respectfully submitted,



Ginny McShane, Secretary
Coastside Fire Protection District

Note: Audio and video tapes of meetings are available for inspection during regular business hours.

BOARD ACTION TAKEN AND DIRECTION TO STAFF

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted unanimously to approve Items A, B, and D of the Consent Calendar. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted unanimously to approve Item C of the Consent Calendar. Motion passed 5-0.

Director Burke asked Staff to provide information regarding part-time employees at the next Board meeting.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to approve the Agreement for Professional Services with Premier Termite, Inc. dba Half Moon Bay Floors To Go in the amount of \$11,567.79. Motion passed 5-0.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by Roll Call Vote, the Board voted on the motion that the Board members waive fees and not get paid for any meetings, and that the Board revisit this issue at the next election. Motion failed 2-3, with Directors Burke, McShane, and Mackintosh the dissenting votes.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to approve the surplusing of the equipment listed on the Staff Report. Motion passed 5-0.

ON MOTION by Vice President Alifano, seconded by Director Burke, by Roll Call Vote, the Board unanimously adopted Resolution No. 2012-01, Resolution Recognizing John Riddell for 30 Years of Dedicated Service. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Secretary McShane, by Roll Call Vote, the Board voted on the motion to have the Board of Directors of the Coastside Fire Protection District establish a dedicated financial reserve fund, with a goal of five million dollars (\$5,000,000) to be funded by 6/30/2016, the fund to be used to reduce, eliminate or mitigate the District's financial liability to the CalPERS retirement system. Motion failed 2-3, with Directors Alifano, Riddell, and Mackintosh the dissenting votes.

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