

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

**July 25, 2018**

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

**ACTION MINUTES**

**1. OPEN SESSION**

President Burke called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 6:00 p.m.

**2. ROLL CALL**

Directors Present: Secretary McShane, Director Stockman, Director Bruce MacKimmie, Vice President J.B. Cockrell, and President Gary Burke.

Legal Counsel: Attorney Kai Reuss.

Cal Fire: Chief Ian Larkin.

Staff: Assistant Chief Paul Cole.

Admin. Secretary: Jean Headley.

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

President Burke reported on the groundbreaking ceremony that took place earlier this evening for the new Station 41 in El Granada. He named the project team including the architect, the construction company, and the CFPD Board liaison.

President Burke moved Item 6D to the end of the meeting.

**5. CONSENT CALENDAR**

- A. Approval of minutes of June 27, 2018 Regular Board Meeting.
- B. Approval of Vendor Checks # 19263-19327 in the amount of \$336,721.27, dated June 1 to June 30, 2018.
- C. Approval of Payroll Checks #21001-21004 in the amount of \$566.41, dated June 1 to June 30, 2018.
- D. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$106.40, dated June 1 to June 30, 2018.
- E. Approval of Chief Cole's purchase of used rope rescue personal protective equipment in the amount of \$700.00.

ON MOTION by Director MacKimmie,, seconded by Secretary McShane, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 5-0.

**6. NEW BUSINESS**

A. Weed Abatement

Assistant Chief Cole summarized the Staff Report, introduced the Resolution, and recommended adoption of the Resolution.

1. Public Hearing for Weed Abatement

President Burke opened the Public Hearing. Seeing no one wishing to speak, he closed the Public Hearing.

2. Motion to Approve Weed Abatement Billings

3. Adopt Resolution No. 2018-27, A Resolution of the Board of Directors of the Coastside Fire Protection District to Recover Costs for Weed Abatement in the Amount of \$33,747.66, for 127 Parcels

ON MOTION by Secretary McShane, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board unanimously voted to adopt Resolution No. 2018-27, A Resolution of the Board of Directors of the Coastside Fire Protection District to Recover Costs for Weed Abatement in the Amount of \$33,747.66, for 127 Parcels:

Secretary McShane	Aye
Director Stockman	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

B. Approval of Hiring Real Estate Agent – Coldwell Banker

Attorney Kai Reuss summarized the Staff Report and recommended that the Board go with Coldwell Banker.

ON MOTION by Vice President Cockrell, seconded by Director Stockman, by the following Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2018-28, A Resolution to Award the Real Estate Broker Services Contract to Coldwell Banker; and Authorize the Execution of the Agreement for Professional Services:

President Burke	Aye
Vice President Cockrell	Aye
Director MacKimmie	Aye
Director Stockman	Aye
Secretary McShane	Aye

Motion passed 5-0.

C. Consider Casting Votes for Representatives to LAFCo and CSDA

President Burke provided background information on this issue. He summarized the people who are up for election to LAFCo and CSDA. He recommended Robert Silano from Menlo Park Fire District for election to CSDA.

ON MOTION by President Burke, seconded by Secretary McShane, the Board voted unanimously to cast its vote for Robert Silano to be elected to California Special Districts Association. Motion passed 5-0.

**7. BOARD OF DIRECTORS AND CHIEFS' REPORTS**

A. Finance Committee Report

President Burke reported that the Finance Committee did not meet. He indicated that the County did not provide us the revenue figures for this year yet, but the total expenses are included in the financial report in tonight's packet.

B. Volunteer Liaison Report

Vice President Cockrell reported the last meeting was on June 28<sup>th</sup>. He introduced the Volunteer Chief, Roger Pimentel, who is in the audience tonight. Mr. Cockrell announced the people who are taking leaves of absence from the Volunteer Fire Department for various reasons. He indicated that at the meeting there were other announcements and they discussed bills payable. They discussed the Pumpkin Festival, Station 41, the parade, and the Chief and Board of Directors reports. All volunteer officers were re-appointed.

C. Land and Structures Committee Report

Director Stockman reported that he has no report other than the Station 41 groundbreaking that took place earlier this evening.

D. Special Districts Association (SMCO Chapter)

No report.

E. ALS/JPA

No report.

F. Emergency Preparedness

Director Stockman indicated there were some minor meetings but he has no report this evening. He will report at next month's Board meeting.

G. Attorney's Report

No report.

H. Fire Chief's Report

Assistant Chief Cole referred to the June Statistics report and the two PARS report, one from 7/1/2017 to 6/30/2018, and the other from 6/1/2018 to 6/30/2018.

President Burke discussed an item on the PARS report.

Chief Larkin thanked Assistant Chief Cole for his exceptional service to the District and CalFire.

**8. CORRESPONDENCE**

None.

**6. NEW BUSINESS (continued)**

D. Recognition of Retiring Chief Paul Cole (Taken out of order)

President Burke and the Board gathered at the podium to honor Assistant Chief Cole on his retirement after 24 years of service to the District. President Burke read glowing comments from people who have worked with Paul over the years. He then read the framed commendation about Paul Cole. Each Board member provided their own comments about their experience with Chief Cole. Chief Cole provided a few comments.

**9. ADJOURNMENT**

President Burke adjourned the meeting at 6:30 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 MacKimmie,, seconded by Secretary McShane, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 5-0.

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