

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

May 27, 2015

**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 Ginny McShane, Director Harvey Rarback,
Director Bruce MacKimmie, and President Gary Burke.
Staff: Assistant Chief Paul Cole.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

Vice President J. B. Cockrell attended via teleconference call from Harris Ranch Hotel, 24505 W. Dorris Avenue, Room 203, Coalinga, CA 93210.

Cal Fire Chief Scott Jalbert was absent due to another commitment.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

The Board heard public comments from several members of the audience.

President Burke addressed the audience regarding venues that were used to publicize the meeting regarding the plans to rebuild Station 41.

Assistant Chief Cole announced that the next meeting will be a scoping meeting for the Environmental Impact Report on July 16th from 7 to 8:30 p.m. at the El Granada Elementary School. He also provided comments to the audience regarding the EIR process.

5. CONSENT CALENDAR

- A. Approval of minutes of April 22, 2015 Regular Board Meeting.
- B. Approval of Minutes of April 29, 2015 Special Board Meeting.
- C. Approval of Vendor Checks #16663-16709 in the amount of \$74,766.91, dated April 1 to April 30, 2015.
- D. Approval of Payroll Checks #20761-20767 in the amount of \$674.79, dated April 1 to April 30, 2015.
- E. Direct Deposit of Federal, State, & Hospital Taxes in the amount of \$121.82, dated April 1 to April 30, 2015.

ON MOTION by Director Rarback, seconded by Director MacKimmie, by the following Roll Call Vote, the Board unanimously approved the Consent Calendar as submitted:

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

Motion passed 5-0.

6. CONTINUING BUSINESS

- A. Ordinance #2501-01: Ordinance Setting Compensation for Board Members at \$125 for Meetings, Not to Exceed Two Meetings a Month for a Maximum Monthly Compensation of \$250 – 2nd Reading and Adoption

President Burke indicated this is the second reading and summarized what this ordinance is about.

ON MOTION by President Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board adopted Ordinance #2501-01: Ordinance Setting Compensation for Board Members at \$125 for Meetings, Not to Exceed Two Meetings a Month for a Maximum Monthly Compensation of \$250 – 2nd Reading and Adoption:

Secretary McShane	Aye
Director Rarback	No
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-1, with Director Rarback the dissenting vote.

B. Adopt Resolution No. 2015-12: A Resolution of the Board of Directors of the Coastside Fire Protection District Authorizing the Fire Chief to Undertake the Removal of Weeds and Abatement of Public Nuisances

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

President Burke opened the public hearing. Seeing no one wishing to speak on this item, he closed the public hearing.

ON MOTION by Secretary McShane, seconded by Director MacKimmie, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2015-12: A Resolution of the Board of Directors of the Coastside Fire Protection District Authorizing the Fire Chief to Undertake the Removal of Weeds and Abatement of Public Nuisances:

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

Motion passed 5-0.

7. NEW BUSINESS

A. Community Facilities District No. 30 (481, 483, 485 Pine Avenue, Half Moon Bay)

1. Motion to Adopt Resolution No. 2015-13: Resolution of Intention to Form Community Facilities District No. 30 (481, 483, 485 Pine Avenue, Half Moon Bay)

Assistant Chief Cole introduced the Resolution and recommended adoption of the Resolution.

President Burke opened the public hearing on this item. Seeing no one wishing to speak on this item, he closed the public hearing.

ON MOTION by Secretary McShane, seconded by President Burke, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2015-13: Resolution of Intention to Form Community Facilities District No. 30 (481, 483, 485 Pine Avenue, Half Moon Bay):

Secretary McShane	Aye
Director Rarback	Aye

Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

B. Review CalPERS Retirement Plan for the Coastside Fire Protection District

Director MacKimmie recused himself and left the room.

Assistant Chief Cole summarized the Staff Report and recommended that the Board accept the report as presented.

President Burke provided comments to the audience on this issue.

C. Report on Requirements to Achieve Special District Leadership Foundation's District of Distinction Certificate

President Burke introduced this item and briefly discussed what it means to be a District of Distinction and what is required to obtain that status. He requested that this item be placed on the June agenda.

D. Adopt Resolution No. 2015-14: A Resolution Approving Change Orders in the Amount of \$149,801.00 for the Coastside Fire Protection District Station 40 Paving Project

Assistant Chief Cole summarized the Staff Report, introduced the Resolution, and recommended adoption of the Resolution. He explained the reason for this additional work due to CEQA requirements.

ON MOTION by Director Rarback, seconded by Secretary McShane, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2015-14: A Resolution Approving Change Orders in the Amount of \$149,801.00 for the Coastside Fire Protection District Station 40 Paving Project:

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

Motion passed 5-0.

- E. Consider and Approve a First Amendment to the Professional Architectural and Engineering Consultant Services Agreement with Jeff Katz Architectural Corporation in the Amount of \$15,000 for Additional Architectural Services

Attorney Savaree summarized the Staff Report and introduced the Resolution.

President Burke provided comments.

ON MOTION by Secretary McShane, seconded by Director MacKimmie, by the following Roll Call Vote, the Board approved the First Amendment to the Professional Architectural and Engineering Consultant Services Agreement with Jeff Katz Architectural Corporation in the Amount of \$15,000 for Additional Architectural Services:

Secretary McShane	Aye
Director Rarback	No
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-1, with Director Rarback the dissenting vote.

- F. Review and Discuss Staff Recommendation to Fund a Fire Training Prop beginning in Budget Year 2015/2016

Assistant Chief Cole summarized the Staff Report and requested that the Board approve the funding plan for the Station 40 Training Prop. He indicated the \$999,999 cost shown on the Staff Report has been reduced to \$981,000, and could even be lower, due to Staff locating a company in California that fabricates the components offsite and then ship them here for assembly onsite. He described what a Training Prop is, referring to a diagram on the Board room wallboard.

Board discussion occurred. This item will come back to the Board for a vote at a future meeting.

- G. Review and Approve Maintenance Agreement for Stormwater Treatment Measures and Hydromodification Management Controls for Station 40 Lot Improvement Project with the City of Half Moon Bay

Assistant Chief Cole summarized this issue and presented the agreement with the City of Half Moon Bay for Board approval and recording with the county.

ON MOTION by Director MacKimmie, seconded by Secretary McShane, by the following Roll Call Vote, the Board unanimously approved the Maintenance Agreement for Stormwater Treatment Measures and Hydromodification Management Controls for Station 40 Lot Improvement Project with the City of Half Moon Bay:

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

Motion passed 5-0.

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

President Burke reported that the Finance Committee met this evening and went over finances. He indicated the District is under budget on expenses and over budget on revenues.

Secretary McShane commended Assistant Chief Cole for keeping good track of the District's finances.

B. Volunteer Liaison Report

Vice President Cockrell, via teleconference call, reported on the recent crab feed and said that a good time was had by all and the food was excellent.

C. Land and Structures Committee Report

President Burke said that he and Vice President Cockrell have had a couple of contacts with the Granada Community Services Committee to clarify some issues regarding Station 41.

D. Vegetation Management Committee Report

Secretary McShane said the committee discussed weed abatement issues. She said people in her neighborhood have been very good about cutting down weeds and not watering their lawns.

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

Director Rarback indicated there was a meeting on May 5th. Discussed was that LAFCo is going to do a Municipal Services Review of the Harbor Commission.

F. ALS/JPA

Director MacKimmie stated he was not able to attend the meeting, but that Vice President Cockrell went to the meeting.

Via teleconference call, Vice President Cockrell reported it was a very short meeting and the two agenda items were voted on.

G. Emergency Preparedness

Director Rarback reported he attended the May 1 CEAP meeting. There was a 2-hour overview of the Standardized Emergency Management System (STEM).

H. Attorney's Report

No report.

I. Fire Chief's Report

Assistant Chief Cole referred to the Operational Statistics Report. He also discussed the PARS monthly report.

Assistant Chief Cole updated the Board on the EIR process for the new Station 41.

Secretary McShane referenced the District's full-page ad regarding defensible space.

President Burke asked Assistant Chief Cole to discuss with the new Station 41 team if they feel another public meeting should be held.

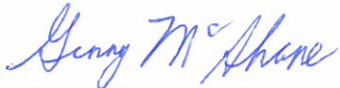
9. CORRESPONDENCE

No discussion.

10. ADJOURNMENT

At the request of Secretary McShane, President Burke adjourned the meeting at 7:15 p.m. in honor of Lorraine Dooley, a good friend of Secretary McShane's who was loved by many people and whose son is an active local fisherman.

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 Rarback, seconded by Director MacKimmie, by Roll Call Vote, the Board unanimously approved the Consent Calendar as submitted. Motion passed 5-0.

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