

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

January 25, 2017

**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 Steve Stockman, Director Bruce MacKimmie, Vice President Cockrell, and President Gary Burke.

Staff: Assistant Chief Paul Cole.

Legal Counsel: Attorney Jean Savaree.

Admin. Secretary: Jean Headley.

Cal Fire Chief Ian Larkin was not in attendance.

Director MacKimmie requested a moment of silence for former Half Moon Bay firefighter Lou Preciado, who passed away last night.

Assistant Chief Cole stated that the District sent flowers.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

None.

5. CONSENT CALENDAR

- A. Approval of minutes of December 7, 2016 Special Board Meeting.
- B. Approval of minutes of January 10, 2017 Special Board Meeting
- C. Approval of minutes of January 18, 2017 Special Board Meeting
- D. Approval of Vendor Checks #17963-18041 in the amount of \$160,469.67, dated November 1 to November 30, 2016.
- E. Approval of Vendor Checks #18042-18123 in the amount of \$1,542,532.04, dated December 1 to December 31, 2016.

- F. Approval of Payroll Checks #20910-20917 in the amount of \$1,118.25, dated November 1 to November 30, 2016.
- G. Approval of Payroll Checks #20918-20923 in the amount of \$771.94, dated December 1 to December 30, 2016.
- H. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$216.61, dated November 1 to November 30, 2016.
- I. Direct Deposit of Federal, State and Hospital Taxes in the amount of \$159.23, dated December 1 to December 31, 2016.

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. CONTINUING BUSINESS

- A. Community Facilities District #29 (101 Avenue Portola, El Granada)
Motion to Adopt Resolution No. 2017-01; Resolution Declaring Results of
Special Election and Directing Recording of Notice of Special Election

Assistant Chief Cole opened the sealed ballot and advised the Board that the ballot is in the affirmative, yes, to award the levy.

ON MOTION by President Burke, seconded by Vice President Cockrell, by the following Roll Call vote, the Board unanimously adopted Resolution No. 2017-01; Resolution Declaring Results of Special Election and Directing Recording of Notice of Special Election:

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

Motion passed 5-0.

- B. Community Facilities District #29 (101 Avenue Portola, El Granada)
Motion to Adopt Ordinance No. 2017-01; An Ordinance Levying Special
Taxes within Community Facilities District No. 29 (101 Avenue Portola,
El Granada)

ON MOTION by Director MacKimmie, seconded by Director Stockman, by the following Roll Call vote, the Board unanimously adopted Ordinance No. 2017-01; An Ordinance Levying Special Taxes within Community Facilities District No. 29 (101 Avenue Portola, El Granada):

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

Motion passed 5-0.

C. Review and Approve 120-Day Written Notice to Cal Fire Requesting the Defunding of the Deputy Fire Marshal Classification from the Cooperative Fire Programs Fire Protection Reimbursement Agreement 1 CA 6676

President Burke provided comments and discussed the Staff Report. He recommended that the Board accept the Report and approve the 120-day written notice to Cal Fire.

Assistant Chief Cole also provided comments on this issue.

ON MOTION by Secretary McShane, seconded by Director MacKimmie, the Board voted unanimously to approve the 120-day written notice to Cal Fire requesting the defunding of the Deputy Fire Marshal classification from the Cooperative Fire Programs Fire Protection Reimbursement Agreement 1 CA 6676. Motion passed 5-0.

7. NEW BUSINESS

A. Adopt Resolution No. 2017-02; A Resolution of the Board of Directors of the Coastsides Fire Protection District Declaring Seasonal Weeds a Public Nuisance

Assistant Chief Cole introduced the Resolution, summarized the Staff Report, and recommended adoption of the Resolution. Some Board discussion occurred.

ON MOTION by Director MacKimmie, seconded by Secretary McShane, by the following Roll Call vote, the Board unanimously adopted Resolution No. 2017-02; A Resolution of the Board of Directors of the Coastsides Fire Protection District Declaring Seasonal Weeds a Public Nuisance:

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

Motion passed 5-0.

B. Weed Abatement

1. Authorization to Advertise for Weed Abatement Contractor Bids

Assistant Chief Cole summarized the Staff Report and requested Board approval to go out to bid for a Weed Abatement Contract.

ON MOTION by Director MacKimmie, seconded by Director Stockman, the Board voted unanimously to authorize Assistant Chief Cole to go out for bids for a Weed Abatement Contractor. Motion passed 5-0.

C. Selection of Volunteer Liaison

D. Selection of California Independent Special Districts Association Liaison

E. Selection of ALS/JPA Liaison

President Burke handled these three items together and provided general comments regarding the make-up of committees.

President Burke suggested that he and Secretary McShane continue to be the Finance Committee, Vice President Cockrell remain as the Volunteer Liaison, Vice President Cockrell and Director Stockman be the Facilities and Equipment Committee, and Director MacKimmie continue as the ALS/JPA representative as well as Special Districts, San Mateo County. He also asked if Director Stockton would attend the CEAP meetings.

ON MOTION by Director MacKimmie, seconded by President Burke, the Board voted unanimously to accept the suggested committee assignments. Motion passed 5-0.

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

President Burke reported that the Finance Committee did not meet this month. He reviewed the Assets and Reserves Information - FY 16/17 document. He also discussed some of the items on the Revenue Detail document.

B. Volunteer Liaison Report

No report.

C. Land and Structures Committee Report

President Burke referenced the EIR meeting regarding Station 41, and said that Chief Cole will report on that during the Fire Chief's Report.

D. Special Districts Association (SMCO Chapter)

No report.

E. ALS/JPA

No report.

F. Emergency Preparedness

No report.

G. Attorney's Report

No report.

H. Fire Chief's Report

President Burke indicated that a letter has been sent to Cal Fire regarding the use of drones on the Coast. He also welcomed Steve Stockman to his first meeting on the Board.

Assistant Chief Cole referred to the Operations Statistics report for 2016 and the PARS report.

Assistant Chief Cole updated the Board on the public meeting on the Draft Environmental Impact Report for Station 41. He indicated that all comments have been transcribed and will be part of the record. The target date for publication of the Final Environmental Impact Report is March 17, 2017. Assistant Chief Cole praised the quality of the work product from Attorney Savaree's office that has greatly helped this process.

President Burke praised Assistant Chief Cole for his leadership role in this extremely difficult bureaucratic process.

Assistant Chief Cole updated the Board on the progress of the Training Tower. Plans have been submitted to the Building Department, who requested additional information, which has been resubmitted. He summarized what will occur once the final approvals are in place. He anticipates foundation construction will begin in April or May.

President Burke provided comments on the PARS Report and indicated we are finally getting the additional detail that we have asked for.

Assistant Chief Cole showed the Board the Resolution that the District received from the California Legislature Assembly for being a District of Distinction. President Burke reported that our District is one of only two special districts out of 387 special districts in the State of California to hold this District of Distinction Award.

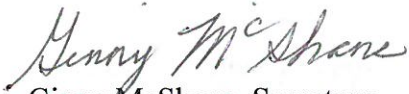
9. CORRESPONDENCE

None.

10. ADJOURNMENT

President Burke adjourned the meeting at 6:35 p.m. in honor of former Half Moon Bay Firefighter Lou Preciado.

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.

ON MOTION by President Burke, seconded by Vice President Cockrell, by Roll Call vote, the Board unanimously adopted Resolution No. 2017-01; Resolution Declaring Results of Special Election and Directing Recording of Notice of Special Election. Motion passed 5-0.

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