

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

October 26, 2016

**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, Vice President Cockrell, and President Gary Burke.
Cal Fire: Chief Ian Larkin.
Staff: Assistant Chief Paul Cole.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

The Board heard public comments from a member of the audience.

5. CONSENT CALENDAR

- A. Approval of minutes of September 28, 2016 Regular Board Meeting.
- B. Approval of Vendor Checks #17842-17909 in the amount of \$178,553.24, dated September 1 to September 30, 2016.
- C. Approval of Payroll Checks #20894-20902 in the amount of \$1,122.77, dated September 1 to September 30, 2016.
- D. Direct Deposit of Federal, State, & Hospital Taxes in the amount of \$206.70, dated September 1 to September 30, 2016.

ON MOTION by Director Rarback, seconded by Vice President Cockrell, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 5-0.

6. CONTINUING BUSINESS

A. New Fire Station 41 Update

Assistant Chief Cole updated the Board on the status of the EIR and more current construction estimates. Board discussion occurred.

B. SDLF District of Distinction Update

President Burke reported on the DLF meeting in San Diego to accept the District Transparency Certificate of Excellence and the District of Distinction Accreditation. He noted with pride that the Coastside Fire Protection District was the only district to receive both of these awards.

7. NEW BUSINESS

A. Adoption of Resolutions No. 2016-25, 2016-26 and 2016-30 Regarding Employer Contribution At An Equal Amount for Employees and Annuitants Under The Public Employees' Medical and Hospital Care Act

Director MacKimmie recused himself and left the room due to a conflict of interest, as he is a former employee of the District.

Assistant Chief Cole introduced the Resolutions, and recommended adoption of the Resolutions.

ON MOTION by President Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board unanimously Adopted Resolutions No. 2016-25, 2016-26 and 2016-30 Regarding Employer Contribution At An Equal Amount for Employees and Annuitants Under The Public Employees' Medical and Hospital Care Act:

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

Motion passed 4-0.

Director MacKimmie returned to the meeting.

B. Community Facilities District No. 29 (101 Avenue Portola, El Granada)

1. Motion to Adopt Resolution No. 2016-31, Resolution of Intention to Form Community Facilities District No. 29 (101 Avenue Portola, El Granada)

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

ON MOTION by Vice President Cockrell, seconded by Director MacKimmie, by the following Roll Call Vote, the Board unanimously voted to Adopt Resolution No. 2016-31, Resolution of Intention to Form Community Facilities District No. 29 (101 Avenue Portola, El Granada):

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

Motion passed 5-0.

C. Discuss Canceling the November and December Regular Board Meetings and Reschedule a Special Board Meeting for December 7, 2016

Following some Board discussion, the date for the combined November/December special Board meeting will be December 7, 2016 at 6:00 p.m.

ON MOTION by President Burke, seconded by Secretary McShane, the Board voted unanimously to have a Special Board Meeting on December 7, 2016. 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 and he asked Assistant Chief Cole to update the Board on upcoming changes to the monthly expense report. Chief Cole also explained how and why certain monies have been moved around.

President Burke and Assistant Chief Cole discussed a meeting they had with PARS representatives. (For this item, Director Bruce MacKimmie recused himself and left the room.)

Director MacKimmie returned to the meeting.

B. Volunteer Liaison Report

Vice President Cockrell reported his attendance at the September 1 volunteer meeting, where they are planning for the Pumpkin Festival. He was unable to attend the September 29th meeting.

C. Land and Structures Committee Report

Assistant Chief Cole reported on the timeline for commencement of construction of the training tower.

D. Special Districts Association (SMCO Chapter)

No report.

E. ALS/JPA

No report.

F. Emergency Preparedness

Director Rarback reported his attendance at the CEAP meeting on October 7, 2016. There was a presentation regarding large animal evacuations.

G. Attorney's Report

No report.

H. Fire Chief's Report

Cal Fire Chief Larkin reported that the recent rain was quite welcome. He indicated the burn ban has been lifted effective October 24, 2016 and he discussed the upcoming declaration of the end of fire season.

Chief Larkin discussed his attendance at the Statewide Managers Meeting, where there was a lot of discussion on tree mortality.

Assistant Chief Cole summarized the Staff Report regarding 2 surplus vehicles.

Assistant Chief Cole referred to the September Statistics Report and the PARS Report. He discussed the letter from the San Mateo County Controller's Office regarding property tax revenues.

Secretary McShane asked if it is possible to have a holiday party at Station 40, with the firefighters attending the gathering.

9. CORRESPONDENCE

None.

10. ADJOURNMENT

President Burke adjourned the meeting at 6:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ginny McShane".

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 Vice President Cockrell, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 5-0.

ON MOTION by President Burke, seconded by Secretary McShane, by Roll Call Vote, the Board unanimously Adopted Resolutions No. 2016-25, 2016-26 and 2016-30 Regarding Employer Contribution At An Equal Amount for Employees and Annuitants Under The Public Employees' Medical and Hospital Care Act. Motion passed 4-0. (Director MacKimmie had recused himself from this item.)

ON MOTION by Vice President Cockrell, seconded by Director MacKimmie, by Roll Call Vote, the Board unanimously voted to Adopt Resolution No. 2016-31, Resolution of Intention to Form Community Facilities District No. 29 (101 Avenue Portola, El Granada). Motion passed 5-0.

ON MOTION by President Burke, seconded by Secretary McShane, the Board voted unanimously to have a Special Board Meeting on December 7, 2016. Motion passed 5-0.