

**COASTSIDE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS**  
**BOARD MEETING**  
**October 23, 2019**  
**6:00 p.m.**

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

**[AGENDA \(Tab #1\)](#)**

1. OPEN SESSION– 6:00 pm
  
2. ROLL CALL  
President Burke, Vice President Cockrell, Secretary McShane, Director MacKimmie, Director Stockman
  
3. PLEDGE OF ALLEGIANCE
  
4. PUBLIC COMMENT
  
5. CONSENT CALENDAR
  - A. [Approval of minutes from September 25, 2019 Regular Board meeting](#)
  - B. [Approval of Vendor Checks # 20146- 20236 in the amount of \\$668,838.81 dated September 1 to September 30, 2019.](#)
  - C. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$ 363.42, dated September 1 to September 30, 2019.
  - D. [Approval of Payroll Checks #21064-21073 in the amount of \\$ 2,193.31, dated September 1 to September 30, 2019.](#)
  
6. CONTINUING BUSINESS
  - A. Adoption of New Fire Code Ordinance (Second Reading)
    - 1) Public Meeting
    - 2) [Adopt Ordinance 2019-03](#) - An Ordinance Adopting the California Fire Code 2019 Edition and Prescribing Regulations Governing Conditions Hazardous to Life, Property and Environment from Fire, Panic, Explosion, Hazardous Materials and Hazardous Uses and Establishing a Bureau of Fire Protection and Providing Officers Therefore. Chief Larkin **(Tab #2)**
  
7. NEW BUSINESS
  - A. Community Facilities District No. 35 (719 Main Street, Half Moon Bay) Chief Larkin **(Tab#3)**  
[Motion to adopt Res. No 2019-33; Resolution of Intention to Form Community Facilities District No. 35 \(719 Main Street, Half Moon Bay\)](#)
  - B. [Review, Discuss and amend Coastside FPD 2018 Strategic plan.](#) Chief Larkin **(Tab #4)**
  - C. [Review, Discuss and take action on contract amendment for Jean Headley.](#) Dir Burke **(Tab #5)**

- D. Review, Discuss and take action on contract amendment for legal services provided by Aaronson, Dickerson, Cohn, and Lanzone. Dir Burke **(Tab #6)**
  - 1.) [Adopt Resolution No 2019-34 approving the second amendment to legal service contract.](#)
- E. [Review Discuss and take action on contract amendment with Montara Fog for video services.](#) Dir Burke **(Tab #7)**
- F. Community Emergency Response Team (CERT) 1<sup>st</sup> Quarterly Report. Cynthia Sherrill
- F. Discuss cancelling the November and December Regular Board Meetings and rescheduling a Special Board Meeting for December 11, 2019. Chief Larkin

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

- A. Finance Committee Report – Dir. Burke, Dir. McShane **(Tab #8)**
  - \* [FY1920 September Revenue](#)
  - \* [FY1920 September Expenses](#)
  - \* [FY1920 September Reserve/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell
- C. Land and Structures Committee Report - Dir. Cockrell, Dir. Stockman
- D. Special Districts Association (SMCO Chapter) - Dir. MacKimmie
- E. ALS/JPA – Dir. MacKimmie
- F. Midcoast Community Council (MCC) – Dir McShane
- G. Emergency Preparedness – Dir. Stockman
- H. Attorney's Report – Attorney Jean Savaree
- I. Fire Chief's Report - Chief Larkin **(Tab #9)**
  - \* [September Statistics](#)
  - \* [PARS Monthly Statement 9/1/2019 - 9/30/2019](#)

9. CORRESPONDENCE

[Coastside Fire Protection District response to Grand Jury Report dated July 22, 2019](#)

10. ADJOURNMENT

**Note:** Any writings or documents provided to a majority of the Board regarding any item on this agenda will be made available for public inspection at the Administration Office front counter located at 1191 Main Street, Half Moon Bay, California, during normal business hours.

**Oral Communications Procedures:** This portion of the meeting has been allocated for public comments concerning items on the agenda for this meeting. If a member of the public wishes to defer comment until the item comes up on the agenda, the Board should be so advised during Oral Communications. In such event, the Board may permit public comment to be taken following the staff presentation of the item. The amount of time allotted for public comment shall be subject to reasonable limitations established by the Board.

Access for the Disabled

Board Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Fire Chief at least 1 working day before the meeting at phone number (650) 726-5213. Notification in advance of the meeting will enable the District make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Posted: October 18, 2019  
Ian Larkin, Fire Chief