

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

**April 28, 2021
6:00 p.m.**

LOCATION

Pursuant to Governor Newsom's Executive Order N-29-20, the meeting will be held by teleconference or video conference only. On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and extended on March 31, 2020; the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, the Board meeting room is no longer open to the public for meetings of the Coastside Fire Protection District Board of Directors. Members may participate in the meeting via the Zoom application, or by phone.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84317299934>

Dial in by phone:

+1 (669) 900-6833

Meeting ID: 843 1729 9934

Any request for reasonable accommodation should be addressed to Michele Ortiz at mortiz@coastsidefire.org

AGENDA (Tab #1)

1. **OPEN SESSION** – 6:00 pm
2. **ROLL CALL**
President Burke, Vice President Cockrell, Director MacKimmie, Director Stockman
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
5. **CONSENT CALENDAR**
 - A. [Approval of minutes from March 24, 2021 Regular Board meeting.](#)
 - B. [Approval of Vendor Checks #50788-50877 in the amount of \\$1,974,040.92 dated March 1 to March 31, 2021.](#)
 - C. [Approval of electronic payment to CalPERS in the amount of \\$112,526.63 dated March 1 to March 31, 2021.](#)
 - D. [Approval of Payroll Checks #21148-21152 in the amount of \\$1,082.23, dated March 1 to March 31, 2021.](#)
 - E. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$179.99, dated March 1 to March 31, 2021.](#)

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6. CONTINUING BUSINESS

- A. Update on Vegetation Management Committee Action Plan– Director Stockman ([Tab #2](#))
- B. Review, Discuss and Approve the Updated (April 22, 2021) Coastside Volunteer Firefighter Program Handbook – Chief Cox ([Tab #3](#))
- C. Weed Abatement – Chief Cox
 - 1. Public Hearing for Weed Abatement - for property owners having any objections to the proposed removal of such weeds

7. NEW BUSINESS

- A. Review and Discuss Options Available to the Board per Health and Safety Code §13852 to Fill the Vacancy Created by Director McShane’s Resignation Effective April 15, 2021, and Direction to Staff on Whether to Call for Special Election or Proceed with Process to Fill Vacancy by Appointment. – Chief Cox ([Tab #4](#))
- B. Review, Discuss and Approve an Agreement for Districting Services – Chief Cox ([Tab #5](#))
 - 1. Review Staff Report and Contract Bids
 - 2. Adopt Resolution No. 2021-10; A Resolution of the Board of Directors of the Coastside Fire Protection District to Award an Agreement for Districting Services to Redistricting Partners, LLC.
- C. Review and Approve Financial Statements and Independent Auditors Report for the year ending June 2020 – Chief Cox ([Tab #6](#))
 - 1. Adopt [Resolution No. 2021-11](#); Resolution Accepting June 30, 2020 Audited Financial Statements from Harshwal & Company LLP

8. BOARD OF DIRECTORS AND CHIEFS’ REPORTS

- A. Finance Committee Report – Dir. Burke ([Tab #7](#))
 - * [FY2021 March Revenue](#)
 - * [FY2021 March Expenses](#)
 - * [FY2021 March Reserve/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell
- C. Land and Structures Committee Report - Dir. Cockrell, Dir. MacKimmie
- D. Vegetation Management Committee Report – Dir. Stockman
- E. Special Districts Association (SMCO Chapter) Liaison Report - Dir. Burke
- F. ALS JPA Liaison Report– Dir. Burke
- G. FDAC Liaison Report – Dir. Burke
- H. Emergency Preparedness Liaison Report – Dir. Stockman
- I. Attorney’s Report – Attorney Jean Savaree
- J. Fire Chief’s Report - Chief Cox ([Tab #8](#))
 - * [March Statistics](#)
 - * [PARS Monthly Statement to 3/1/21 to 3/31/21](#)

9. CLOSED SESSION

10. CORRESPONDENCE

11. ADJOURNMENT

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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.

Jonathan Cox, Deputy Chief

Posted: April 23, 2021