

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

July 27, 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 MacKimmie, Vice President Cockrell, and President Gary Burke.

Staff: Assistant Chief Paul Cole.

Legal Counsel: Attorney Kai Ruess.

Admin. Secretary: Jean Headley.

Cal Fire Chief Larkin was absent because he is on an accident investigation that involved a fatality.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

None.

5. CONSENT CALENDAR

- A. Approval of revised minutes of June 22,, 2016 Regular Board Meeting.
- B. Approval of minutes of July 19, 2016 Regular Board Meeting.
- C. Approval of Vendor Checks #17606-17674 in the amount of \$145,420.94, dated June 1 to June 30, 2016.
- D. Approval of Payroll Checks #20872-20877 in the amount of \$781.58, dated June 1 to June 30, 2016.
- E. Direct Deposit of Federal, State, & Hospital Taxes in the amount of \$149.59 dated June 1 to June 30, 2016.

Director Rarback indicated that Item 8E, Special Districts, was omitted from tonight's agenda.

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. SDLF District of Distinction Update

Assistant Chief Cole updated the Board on the application process and announced that he and President Burke took the required ethics training. He indicated that an additional requirement is the Board's annual review of the Board's Policies, which has already been done.

B. New Fire Station 41 Update

Assistant Chief Cole updated the Board on the progress of Station 41.

C. Station 40 Training Prop Construction Update

Assistant Chief Cole indicated that we are on the California Coastal Commission's agenda for this coming Friday.

D. Review and Update District's 2014 Strategic Business Plan

President Burke made suggestions for two changes to the Draft 2016 Strategic Plan Initiatives and asked the other Board members if they have any additional suggestions. Some Board discussion occurred.

7. NEW BUSINESS

A. Adopt Resolution No. 2016-22, Determining Special Tax Liability for Fiscal Year 2016/17 for Community Facilities District No. 28 (1-6 Bloom Lane)

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

ON MOTION by Director Rarback, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2016-22, Determining Special Tax Liability for Fiscal Year 2016/17 for Community Facilities District No. 28 (1-6 Bloom Lane):

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

Motion passed 5-0.

B. Adopt Resolution No. 2016-23, Adopting 2016 Fire District Policy Manual For Board Of Directors

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

ON MOTION by Director Rarback, seconded by Secretary McShane, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2016-23, Adopting 2016 Fire District Policy Manual for Board of Directors:

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 did not meet tonight, but he discussed the year-ending financial statements in tonight's packet.

Secretary McShane discussed possible ways to better inform the public regarding the District's finances.

President Burke referred to a Wall Street Journal article regarding CalPERS.

Assistant Chief Cole informed the Board that actual CalFire costs are significantly lower than originally estimated.

B. Volunteer Liaison Report

No report.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

No report.

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

Director Rarback indicated he is on the Peninsula Energy Advisory Committee and they had a meeting this month. He referred to their website (peninsulacleanenergy.com) and indicated clean energy is the wave of the future.

F. ALS/JPA

No report.

G. Emergency Preparedness

No report.

H. Attorney's Report

No report.

I. Fire Chief's Report

Assistant Chief Cole reported that an Engine 44 reserve crew has been dispatched to the Monterey area fire.

He discussed the cost of facilities here for AMR.

He spoke about equipment that has been ordered for the heavy rescue vehicle and how the equipment will be installed once it arrives.

9. CORRESPONDENCE

Director Rarback referred to the article in the Half Moon Bay Review about the reporter who spent a day in the life of a firefighter.


President Burke referred to Letters to the Editor in the Half Moon Bay Review regarding firefighter activities.

Assistant Chief Cole referred to a thank you letter from Mary Harris on behalf of the Pilots Association thanking us for the work that our training staff provided for them.

10. ADJOURNMENT

President Burke adjourned the meeting at 6:42 p.m.

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 Director Rarback, seconded by Vice President Cockrell, by Roll Call Vote, the Board unanimously adopted Resolution No. 2016-22, Determining Special Tax Liability for Fiscal Year 2016/17 for Community Facilities District No. 28 (1-6 Bloom Lane. Motion passed 5-0.

ON MOTION by Director Rarback, seconded by Secretary McShane, by Roll Call Vote, the Board unanimously adopted Resolution No. 2016-23, Adopting 2016 Fire District Policy Manual for Board of Directors. Motion passed 5-0.