

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

**October 25, 2023
4:00 p.m.**

LOCATION

Fire Station 40, 1191 Main Street, Half Moon Bay, CA 94019
and

BOARD OF DIRECTORS SHALL ATTEND MEETINGS IN PERSON UNLESS REMOTE PARTICIAPTION IS PERMITTED BY LAW. MEMBERS OF THE PUBLIC THAT WISH TO ATTEND AND/OR PARTICIPATE IN A MEETING MAY DO SO IN PERSON OR BY JOINING THE ZOOM MEETING <https://us02web.zoom.us/j/87418487303>. PUBLIC COMMENTS WILL BE ACCEPTED BOTH IN PERSON AND VIA ZOOM MEETING. ANY EMAILS SENT TO jonathan.cox@fire.ca.gov WILL BE PROVIDED TO THE BOARD PRIOR TO THE MEETING.

IN THE EVENT THAT ANY MEMBER OF THE BOARD PARTICIPATES IN A MEETING BY TELECONFERENCE OR VIDEO CONFERENCE, PURSUANT TO THE RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES OF THE BOARD SHALL BE BY ROLL CALL.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/87418487303>

Join Zoom Meeting By Phone at:

+1(669) 900-6833

Meeting ID: 874 1848 7303

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

AGENDA ([Tab #1](#))

1. **OPEN SESSION** – 4:00 pm
2. **ROLL CALL**
President Burke, Vice President Cockrell, Director MacKimmie, Director Sherrill, Director Hanna
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
5. **CONSENT CALENDAR**
 - A. [Approval of Vendor Checks #55271-55340 in the amount of \\$291,905.93 dated September 1, 2023 to September 30, 2023](#)
 - B. [Approval of Payroll Checks #21252-21254 & DDs in the amount of \\$1,611.61 dated September 1 to September 30, 2023 \(pay period 8/2023.\)](#)
 - C. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$266.96, dated September 1 to September 30, 2023 \(pay period 8/2023.\)](#)

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6. CONTINUING BUSINESS

- A. Second Reading of Ordinance Setting Fees for Services – Chief Cox (**Tab # 2**)
 - 1. Receive Public Input
 - 2. Motion to Approve Second Reading and Adoption of the Ordinance No. 2023-03

7. NEW BUSINESS

- A. Review, Discuss and Approve Surplus of Equipment – Chief Cox (**Tab # 3**)
- B. Review, Discuss and Approve a Resolution Authorizing the Fire Chief to Execute an Agreement for a Ground Lease with Moss Beach Properties LLC for a Temporary Fire Station 44 location. - Chief Cox (**Tab # 4**)
 - 1. Adopt Resolution No. 2023-48
- C. Review, Discuss and Approve a Resolution Authorizing the Fire Chief to Execute an Operator Restroom Access License Agreement with SamTrans. - Chief Cox (**Tab # 5**)
 - 1. Adopt Resolution No. 2023-49
- D. Review and Discuss Proposed Updated Fee Schedule – Chief Cox (**Tab # 6**)
- E. Determine Board Meeting Schedule for November and December 2023 – Chief Cox

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

- A. Finance Committee Report – Dir. Burke, Dir. Cockrell (**Tab # 7**)
 - [FY23-24 September Revenue](#)
 - [FY23/24 September Expenses](#)
 - [FY23/24 September Reserve/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell, Dir. Hanna
- C. Land and Structures Committee Report - Dir. MacKimmie, Dir. Sherrill
- D. Vegetation Management Committee Report – Dir. Cockrell, Dir. Hanna
- E. Special Districts Association (SMCO Chapter) Liaison Report - Dir. Hanna
- F. ALS JPA Liaison Report– Dir. Burke
- G. Emergency Preparedness Liaison Report – Department of Emergency Management
- H. CERT Report – Dir. Sherrill
- I. Attorney’s Report – Attorney Jean Savaree
- J. Fire Marshals Report – Chief Griffin
- K. Fire Chief’s Report - Chief Cox (**Tab # 8**)
 - [September Statistics](#)
 - [The Friday Report October 13, 2023 Fire Station 44](#)
 - [PARS Monthly Statement for 9/1/2023 to 9/30/2023](#)

9. 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

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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: October 20, 2023