

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

**December 15, 2021  
5:00 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 Online at:  
<https://us02web.zoom.us/j/81709975320>

Join Zoom Meeting By Phone at:  
+1(669) 900-6833  
Meeting ID: 817 0997 5320

Any request for reasonable accommodation should be addressed to Michele Ortiz at [mortiz@coastsidefire.org](mailto:mortiz@coastsidefire.org)

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

- 1. OPEN SESSION** – 5:00 pm
- 2. ROLL CALL**  
President Burke, Vice President Cockrell, Director MacKimmie, Director Stockman, Director Sherrill
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENT**
- 5. CONSENT CALENDAR**
  - A. [Approval of minutes from October 27, 2021 Regular Board meeting.](#)
  - B. [Approval of Vendor Checks #51312-51380 in the amount of \\$135,338.06 dated October 1 to October 31, 2021](#)
  - C. [Approval of electronic payment to CalPERS in the amount of \\$116,043.91 dated October 1 to October 31, 2021.](#)
  - D. [Approval of Payroll Checks #21172-21175 and DD in the amount of \\$1,373.51, dated October 1 to October 31, 2021 \(pay period 9/2021.\)](#)

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- E. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$249.33, dated October 1 to October 31, 2021.](#)
- F. [Approval of Vendor Checks #51381-51435 in the amount of \\$146,404.42 dated November 1 to November 30, 2021](#)
- G. [Approval of electronic payment to CalPERS in the amount of \\$116,043.91 dated November 1 to November 30, 2021.](#)
- H. [Approval of Payroll Checks #21176-21178 and DD in the amount of \\$610.70, dated November 1 to November 30, 2021 \(pay period 10/2021.\)](#)
- I. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$110.58, dated November 1 to November 30, 2021.](#)
- J. [Approval of Payroll Checks #21179-21181 and DD in the amount of \\$1,172.50, dated November 1 to November 30, 2021 \(pay period 11/2021.\)](#)
- K. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$89.71, dated November 1 to November 30, 2021.](#)

**6. CONTINUING BUSINESS**

- A. Vegetation Management – Chief Cox (**Tab #2**)
  - 1. Notice to Destroy Vegetation
  - 2. Public Hearing for property owners having any objections to the proposed removal of such vegetation
- B. Awarding of Vegetation Abatement Contractor – Chief Cox (**Tab #3**)
- C. Review and Discuss Proposal for updated CAL FIRE Fiscal Sheets to increase Fire Marshal’s Office Staffing Levels within the Coastside Fire Protection District’s Cooperative Fire Protection Contract – Chief Cox (**Tab #4**)
  - 1. Adopt Resolution No. 2021-59; Accepting updated CAL FIRE Fiscal Sheets to increase Fire Marshal’s Office Staffing Levels within the Coastside Fire Protection District’s Cooperative Fire Protection Contract

**7. NEW BUSINESS**

- A. Election of Board Officers – Director Burke
- B. Selection of Board Committee Members – Board President
- C. Selection of Volunteer Liaison – Board President
- D. Selection of California Special District Association Liaison – Board President
- E. Selection of ALS JPA Liaison – Board President
- F. Selection of FDAC Liaison – Board President
- G. Selection of Emergency Preparedness Liaison – Board President
- H. Review, Discuss and Adopt a Resolution finding that meetings of the Board of Directors via Teleconferencing Protect against the ongoing and Imminent Health and Safety Risks Posed by Covid-19 – Chief Cox (**Tab #5**)
  - 1. Adopt Resolution No. 2021-56; Resolution of the Coastside Fire Protection District Board of Directors Finding that Meetings of the Board of Directors via Teleconference Protects Against the Ongoing and Imminent Health and Safety Risks Posed by Covid-19 and Determining that all such Meetings will Continue to be by Teleconference Pursuant to California Government Code Section 54953(e)

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- I. Review, Discuss and Adopt a Resolution Approving a Settlement Agreement with D.L. Falk Construction, Inc. - **(Tab #6)**
  1. Adopt Resolution No. 2021-57; Resolution Approving a Settlement Agreement with D.L. Falk Construction, Inc. to Settle All Claims Related to the Station 41 Project, Authorizing a Budget Amendment, and Authorizing Final Payment in the Amount of \$440,000.00
- J. Review, Discuss and Adopt a Resolution Approving the Settlement Agreement and Release with Prospective Plaintiffs - **(Tab #7)**
  1. Adopt Resolution No. 2021-58; Resolution Approving the Settlement Agreement and Release with Prospective Plaintiffs Represented by Melo and Sarsfield, LLP

**8. BOARD OF DIRECTORS AND CHIEFS' REPORTS**

- A. Finance Committee Report – Dir. Burke **(Tab #8)**
  - [FY21-22 October Revenue](#)
  - [FY21-22 October Expenses](#)
  - [FY21-22 October Reserve/Assets](#)
  - [CalPERS Miscellaneous Plan Annual Valuation Report as of June 30, 2020](#)
  - [CalPERS Safety Plan Annual Valuation Report as of June 30, 2020](#)
- 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. CERT Report – Dir. Sherrill
- J. Attorney’s Report – Attorney Jean Savaree
- K. Fire Chief’s Report - Chief Cox **(Tab #9)**
  - [October](#) / November Statistics
  - [PARS Monthly Statement to 10/1/21 to 10/31/21](#)

**9. CORRESPONDENCE**

**10. ADJOURNMENT**

**11. CLOSED SESSION**

Closed Session - Conference to Real Property Negotiators Property: 501 Stetson, Moss Beach; APN 037-063-380; Agency negotiator: Jonathan Cox and Jean B. Savaree; Under negotiation: Price and terms of sale

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.

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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: December 10, 2021