

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

September 28, 2016

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

**Pursuant to the Ralph M. Brown Act, All Votes shall be by Roll Call
due to Vice President Cockrell teleconferencing from the Hilton
Garden Inn Columbus Airport, Room 358, 4265 Sawyer Road,
Columbus, OH 43219, telephone number (614) 231-2869**

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, Vice President Cockrell (via teleconference call), and President Gary Burke.
Cal Fire: Chief Ian Larkin.
Staff: Assistant Chief Paul Cole.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

Director Bruce MacKimmie was absent.

3. PLEDGE OF ALLEGIANCE

4. CEREMONIAL

- A. Presentation of The Special District Leadership Foundation Awards for *District of Distinction* and *Transparency of Excellence* to the Coastside Fire Protection District by San Mateo County Supervisor Don Horsley

President Burke introduced San Mateo County Supervisor Don Horsley and asked the Board members to join him at the podium with Supervisor Horsley.

Supervisor Horsley described what having the *District of Distinction* and *Transparency of Excellence* awards means. He presented both awards to

President Burke as President of the Board of Directors and the other Board members as well.

President Burke thanked Supervisor Horsley for all his work for the Coastside and for the Coastside Fire Protection District. He also thanked Assistant Chief Cole for all the ground work during the two-year process that was required to obtain these awards. President Burke also thanked his fellow Board members for their work in obtaining these awards.

The Board took a recess at 6:05 p.m. and reconvened at 6:20 p.m.

5. PUBLIC COMMENT

None.

6. CONSENT CALENDAR

- A. Approval of minutes of August 24, 2016 Regular Board Meeting.
- B. Approval of Vendor Checks #17746-17841 in the amount of \$1,621,537.50, dated August 1 to August 31, 2016.
- C. Approval of Payroll Checks #20888-20893 in the amount of \$668.98, dated August 1 to August 31, 2016.
- D. Direct Deposit of Federal, State, & Hospital Taxes in the amount of \$127.61, dated August 1 to August 31, 2016.

President Burke made a minor correction to the August 28, 2016 minutes.

ON MOTION by Director Rarback, seconded by Secretary McShane, by the following Roll Call Vote, the Board voted unanimously to approve the Consent Calendar as amended:

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

Motion passed 4-0.

7. CONTINUING BUSINESS

A. New Fire Station 41 Update

Assistant Chief Cole updated the Board on the status of the new Fire Station 41 and discussed the story poles. He hopes to have the Draft EIR

Public Hearing in early November, with the Final EIR hearing in February of 2017. Some Board discussion occurred.

8. NEW BUSINESS

A. Review and Approve Final Budget for Fiscal Year 2016/17

Assistant Chief Cole presented the proposed Final Budget. He indicated the Finance Committee has reviewed it and only minor changes have been made. He discussed certain aspects of the budget and recommended approval of the proposed Budget.

1. Public Hearing

President Burke opened the public hearing. Seeing no one wishing to speak, President Burke closed the public hearing.

2. Motion to Adopt Final Budget for Fiscal Year 2016/17

President Burke provided comments on the proposed budget, on Cal Fire, and on CalPERS.

ON MOTION by Director Rarback, seconded by Secretary McShane, by the following Roll Call Vote, the Board unanimously approved the Final Budget for Fiscal Year 2016/17:

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

Motion passed 4-0.

B. First Reading and Introduction of Ordinance 2016-01—An Ordinance Adopting the California Fire Code 2016 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 Therefor

Assistant Chief Cole introduced the first reading, summarized the Staff Report, and recommended that the Board introduce the Ordinance, and adopt the Resolution containing the findings of the Fire Code.

Fire Marshal Mondragon gave a brief background on this issue.

President Burke provided comments.

ON MOTION by Director Rarback, seconded by President Burke, by the following Roll Call Vote, the Board voted unanimously to accept An Ordinance Adopting the California Fire Code 2016 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 Therefor:

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

Motion passed 4-0.

- C. Review and Approve Fire Facilities Training Tower Sales Contract in the Amount of \$633,152.43
- D. Review and Approve Awarding the Erection of a Fire Facilities Custom Painted Wesco Model WT-4 (Commissioner) Pre-Engineered Steel Fire Training Contract to WGA Fire Training in the Amount of \$349,950.00
- E. Review and Approve Purchase Order #16-001 for a Fire-Vent Mobile Vertical Ventilation Unit in the Amount of \$83,794.00

Assistant Chief Cole discussed Items C, D and E and explained what each is for and how each is paid for in the budget.

(C.) ON MOTION by Secretary McShane, seconded by Director Rarback, by the following Roll Call Vote, the Board voted unanimously to Approve the Fire Facilities Training Tower Sales Contract in the Amount of \$633,152.43, and Adopt Resolution No. 2016-27, A Resolution of the District Board of the Coastside Fire Protection District Approving an Agreement for Agreement for Purchase of a Pre-Engineered Steel Fire Training Tower Facilities Custom Painted Wesco Model WT-4 (Commissioner) Fire Training Tower from Fire Facilities Inc. to be installed at Station 40:

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

Motion passed 4-0.

(D.) ON MOTION by President Burke, seconded by Director Rarback, by the following Roll Call Vote, the Board voted unanimously to Approve Awarding the Erection of a Fire Facilities Custom Painted Wesco Model WT-4 (Commissioner) Pre-Engineered Steel Fire Training Contract to WGA Fire Training in the Amount of \$349,950.00, and Adopt Resolution No. 2016-28, A Resolution of the District Board of Coastside Fire Protection District Approving Plans and Specifications and Awarding a Construction Contract to WRG Fire Training for (Project No. 16-001) Erection of Pre-engineered Steel Fire Training Tower at 1191 Main Street, Half Moon Bay, California 94019:

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

Motion passed 4-0.

(E.) ON MOTION by Secretary McShane, seconded by Director Rarback, by the following Roll Call Vote, the Board voted unanimously to Approve Purchase Order #16-001 for a Fire-Vent Mobile Vertical Ventilation Unit in the Amount of \$83,794.00, and Adopt Resolution No. 2016-29, A Resolution of the District Board of the Coastside Fire Protection District Approving an Agreement for Purchase of a Firevent Mobile Unit from Firevent, LLC for Installation on the Fire Tower Facility at Station 40:

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

Motion passed 4-0.

- F. Adopt Resolution No. 2016-25, Resolution Fixing The Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins-Misc. & Non-Represented Safety)

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

ON MOTION by President Burke, seconded by Director Rarback, by the following Roll Call Vote, the Board voted unanimously to Adopt Resolution No. 2016-25, Resolution Fixing The Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins - Misc. & Non-Represented Safety):

Secretary McShane	Aye
Director Rarback	Aye
Vice President Cockrell	Aye

D. Special Districts Association (SMCO Chapter)

No report.

E. ALS/JPA

No report.

F. Emergency Preparedness

Director Rarback reported his attendance at the CEAP meeting on September 9th, where there was a presentation about Sheriff's volunteers and Sheriff's policing.

G. Attorney's Report

No report.

I. Fire Chief's Report

Assistant Chief Cole indicated that Chief Larkin has been very busy, and he asked him to give his report.

Cal Fire Chief Larkin updated the Board on several of his recent activities, including a current a fire in the Santa Cruz area near Highway 17, which is 3,000 acres, 10% contained.

Assistant Chief Cole discussed the monthly Statistics Report.

As to the PARS statement, Assistant Chief Cole indicated that he and the Finance Committee have scheduled a meeting in October with the PARS principals to go over the High Mark Capital Portfolio to examine some of the pros and cons and see what options we have as a District specific to how we manage that Portfolio. He hopes to come back to the Board with a full report on the outcome of that meeting.

Assistant Chief Cole reported that the Fire Prevention Staff, the Administrative Staff, and the Training Division are fully engaged and very busy with drought conditions.

Assistant Chief Cole thanked the Board for their support in the budget and thanking them for providing needed equipment and training.

Secretary McShane praised the public for their clearing of defensible space on their properties.

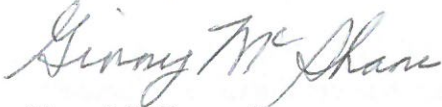
10. CORRESPONDENCE

None.

11. ADJOURNMENT

President Burke adjourned the meeting at 7:00 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 Rarback, seconded by Secretary McShane, by Roll Call Vote, the Board voted unanimously to approve the Consent Calendar as amended. Motion passed 4-0.

ON MOTION by Director Rarback, seconded by Secretary McShane, by Roll Call Vote, the Board unanimously approved the Final Budget for Fiscal Year 2016/17. Motion passed 4-0.

ON MOTION by Director Rarback, seconded by President Burke, by Roll Call Vote, the Board voted unanimously to accept An Ordinance Adopting the California Fire Code 2016 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 Therefor. Motion passed 4-0.

ON MOTION by Secretary McShane, seconded by Director Rarback, by Roll Call Vote, the Board voted unanimously to Approve the Fire Facilities Training Tower Sales Contract in the Amount of \$633,152.43, and Adopt Resolution No. 2016-27, A Resolution of the District Board of the Coastside Fire Protection District Approving an Agreement for Agreement for Purchase of a Pre-Engineered Steel Fire Training Tower Facilities Custom Painted Wesco Model WT-4 (Commissioner) Fire Training Tower from Fire Facilities Inc. to be installed at Station 40. Motion passed 4-0.

ON MOTION by President Burke, seconded by Director Rarback, by Roll Call Vote, the Board voted unanimously to Approve Awarding the Erection of a Fire Facilities Custom Painted Wesco Model WT-4 (Commissioner) Pre-Engineered Steel Fire Training Contract to WGA Fire Training in the Amount of \$349,950.00, and Adopt Resolution No. 2016-28, A Resolution of the District Board of Coastside Fire Protection District Approving Plans and Specifications and Awarding a Construction Contract to WRG Fire Training for (Project No. 16-001) Erection of Pre-engineered Steel Fire Training Tower at 1191 Main Street, Half Moon Bay, California 94019. Motion passed 4-0.

ON MOTION by Secretary McShane, seconded by Director Rarback, by Roll Call Vote, the Board voted unanimously to Approve Purchase Order #16-001 for a Fire-Vent Mobile Vertical Ventilation Unit in the Amount of \$83,794.00, and Adopt Resolution No. 2016-29, A Resolution of the District Board of the Coastside Fire Protection District Approving an Agreement for Purchase of a Firevent Mobile Unit from Firevent, LLC for Installation on the Fire Tower Facility at Station 40. Motion passed 4-0.

ON MOTION by President Burke, seconded by Director Rarback, by the following Roll Call Vote, the Board voted unanimously to Adopt Resolution No. 2016-25, Resolution Fixing The Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins - Misc. & Non-Represented Safety. Motion passed 4-0.

ON MOTION by Secretary McShane, seconded by President Burke, by Roll Call Vote, the Board voted unanimously to Adopt Resolution No. 2016-26, Resolution Fixing The Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins - Represented Safety. Motion passed 4-0.