

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

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**PUBLIC MEETING NOTICE & AGENDA**

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**June 26, 2024  
4:00 p.m.**

**LOCATION:** Fire Station 40, 1191 Main Street, Half Moon Bay, CA 94019

**TELECONFERENCE LINK:** <https://us02web.zoom.us/j/87418487303>

**PHONE LINK:** Dial +1 (669) 900-6833 Meeting ID: 874 1848 7303

**PUBLIC COMMENT:** Members of the public that wish to attend and/or participate in the meeting may do so in person, by joining the virtual link or by using the phone link.

- For members of the public using Zoom, if you would like to make public comment use the “Raise Hand” feature.
- For members of the public using the phone link, if you would like to make public comment press \*9 to raise your hand.

You may also submit any public comments by email to [cfpdadmin@fire.ca.gov](mailto:cfpdadmin@fire.ca.gov) up to one hour before the start of the meeting.

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

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**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**  
This portion of the meeting has been allocated for public comments. 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 this time. 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.
5. **CONSENT CALENDAR**
  - A. [Approval of minutes from March 27, 2024 Board Regular meeting](#)
  - B. [Approval of Vendor Checks #56474-56564 in the amount of \\$221,642.68 dated May 1 to May 31, 2024](#)
  - C. [Approval of Payroll Checks #21275-21277 and DDs in the amount of \\$1,074.39 dated May 1 to May 31, 2024 \(pay period 4/2024\).](#)
  - D. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$177.99 dated May 1 to May 31, 2024 \(pay period 4/2024\).](#)
  - E. [Approval of electronic Terminated Agency Billing CalPERS 7923 payment to CalPERS in the amount of \\$610,492.00 dated May 1 to May 31, 2024.](#)

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**6. CONTINUING BUSINESS**

- A. Review and Approve Pending Legislation Policy - Jean Savaree (**Tab# 2**)
- B. Review, Discuss and Approve Resolution No. 2024-48. One Coastside Volunteer Firefighter to attend Paramedic Training Including Authorization for the Fire Chief to Make Payments/Reimbursement to the Student for the Cost of Tuition and a Weekly Stipend. - Chief Cox (**Tab# 3**)
  - 1. Resolution No. 2024-48; Resolution of the Board of Directors of the Coastside Fire Protection District Approving Sponsorship of one Coastside Volunteer Firefighter's Participation in South Bay Regional Public Safety Training Cohort 3 Paramedic Program

**7. NEW BUSINESS**

- A. Review and Approve Coastside Fire Protection District Preliminary Budget for Fiscal Year 24/25 – Chief Cox (**Tab# 4**)
  - 1. Public Hearing
  - 2. Motion to Adopt Preliminary Budget for Fiscal Year 2024/25
- B. Review and Approve Resolution No. 2024-50. Approval Entering into a Lease Agreement with the County of San Mateo for the District Property located at 531 Obispo Road, El Granada – Kai Ruess (**Tab# 5**)
  - 1. Resolution No. 2024-50; Resolution of the Board of Directors of the Coastside Fire Protection District Determining and Declaring the District-Owned Site Located at 531 Obispo Road, El Granada, in San Mateo County (APN 047-264-030) to be Exempt Surplus Land Pursuant to Government Code Section 54221(f)(1)(D) and Approving a Lease Agreement to Lease the District-Owned Site Located at 531 Obispo Road to the County of San Mateo
- C. Review, Discuss and Approve Resolution No. 2024-49. Request to Waive Permit Fees for Half Moon Bay Amateur Radio Club Field Day – Chief Cox (**Tab# 6**)
  - 1. Resolution No. 2024-49; Resolution of the Board of Directors of the Coastside Fire Protection District Waiving Permit/Special Event Fees for Half Moon Bay Radio Club's 2024 Field Day
- D. Proclamation Jean Savaree – Chief Cox (**Tab# 7**)
- E. Review and Approve a Resolution calling for the County to conduct an election for two members of the Board of Directors during the November 5, 2024 General Election. - Chief Cox (**Tab # 8**)
  - 1. Resolution No. 2024-47; Resolution of the Board of Directors of the Coastside Fire Protection District calling and giving notice of an election to be held on Tuesday, November 5, 2024, for the election of two members of the Board of Directors
- F. Adopt Res. No. 2024-19; Establishing the Appropriations Limit Applicable to the District During Fiscal Year 2024-2025. Chief Cox (**Tab # 9**)
- G. Adopt Res. No. 2024-20; Resolution Authorizing San Mateo County to Place a Benefit Assessment in the Half Moon Bay FPD Assessment Zone on the Tax Roll for Fiscal Year 2024-2025. Chief Cox (**Tab # 10**)
- H. Adopt Res. No. 2024-21; Resolution Authorizing San Mateo County to Place a Special Tax in the Point Montara FPD Assessment Zone on the Tax Roll for Fiscal Year 2024-2025. Chief Cox (**Tab # 11**)
- I. Adopt Resolution No. 2024-22; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 5 (Moon Ridge) (**Tab # 12**)
- J. Adopt Resolution No. 2024-23; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 10 (Main Street Apartments – Phase 2) (**Tab # 13**)
- K. Adopt Resolution No. 2024-24; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 14 (845 Main & 655 Miramontes) (**Tab # 14**)

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- L. Adopt Resolution No. 2024-25; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 15 (Main & Arnold Sr. Housing, Hacienda Gardens, Magnolia Park, 241 Yale) **(Tab # 15)**
- M. Adopt Resolution No. 2024-26; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 16 (Seacrest School) **(Tab # 16)**
- N. Adopt Resolution No. 2024-27; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 17 (121/141 California) **(Tab # 17)**
- O. Adopt Resolution No. 2024-28; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 18 (860 Airport) **(Tab # 18)**
- P. Adopt Resolution No. 2024-29; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 19 (Harbor Village) **(Tab # 19)**
- Q. Adopt Resolution No. 2024-30; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 20 (110 Ave. Portola) **(Tab # 20)**
- R. Adopt Resolution No. 2024-31; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 21 (505 Ave. Alhambra, 509 Ave. Alhambra, 120 Ferdinand) **(Tab # 21)**
- S. Adopt Resolution No. 2024-32; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 22 (Carnoustie, LLC) **(Tab # 22)**
- T. Adopt Resolution No. 2024-33; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 23 (169 Princeton Ave.) **(Tab # 23)**
- U. Adopt Resolution No. 2024-34; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 24 (400, 404, 408 Belleville) **(Tab # 24)**
- V. Adopt Resolution No. 2024-35; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 25 (925 Main St.) **(Tab # 25)**
- W. Adopt Resolution No. 2024-36; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 26 (460 Wavecrest Rd.) **(Tab # 26)**
- X. Adopt Resolution No. 2024-37; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 27 (801 Arnold Way) **(Tab # 27)**
- Y. Adopt Resolution No. 2024-38; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 28 (1-6 Bloom Ln.) **(Tab # 28)**
- Z. Adopt Resolution No. 2024-39; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 29 (101 Ave Portola) **(Tab # 29)**
- AA. Adopt Resolution No. 2024-40; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 30 (481,483,485 Pine) **(Tab # 30)**
- BB. Adopt Resolution No. 2024-41; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 31 (1-19 Pacific Ridge) **(Tab # 31)**
- CC. Adopt Resolution No. 2024-42; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 32 (1400 S. Cabrillo Hwy) **(Tab # 32)**
- DD. Adopt Resolution No. 2024-43; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 33 (195 Ave Cabrillo EG) **(Tab # 33)**
- EE. Adopt Resolution No. 2024-44; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 34 (574,576,578,580 Kelly Ave HMB) **(Tab # 34)**
- FF. Adopt Resolution No. 2024-45; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 35 (711 Main St. HMB) **(Tab # 35)**

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GG. Adopt Resolution No. 2024-46; Determining Special Tax Liability for Fiscal Year 2024/25 for Community Facilities District No. 36 (Harbor Village RV) (**Tab # 36**)

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

- A. Finance Committee Report – Dir. Burke, Dir. Cockrell (**Tab# 37**)
  - [FY23/24 May Revenue](#)
  - [FY23/24 May Expenses](#)
  - [FY23/24 May Reserves/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# 38**)
  - [May 2024 Statistics](#)
  - [PARS Monthly Statement for 5/1/2024 to 5/31/2024](#)

**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.

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: June 21, 2024