

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

**March 24, 2021
6:00 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:

<https://us02web.zoom.us/j/83517472099>

Dial in by phone:

+1 (669) 900-6833

Meeting ID: 835 1747 2099

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

AGENDA (Tab #1)

1. **OPEN SESSION** – 6:00 pm
2. **ROLL CALL**
President Burke, Vice President Cockrell, Secretary McShane, Director MacKimmie, Director Stockman
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
5. **CONSENT CALENDAR**
 - A. [Approval of minutes from February 24, 2021 Regular Board meeting.](#)
 - B. [Approval of new Vendor Checks #50735-50787 in the amount of \\$112,076.53 dated February 1 to February 28, 2021.](#)
 - C. [Approval of electronic payment to CalPERS in the amount of \\$112,526.63 dated February 1 to February 28, 2021.](#)
 - D. [Approval of Payroll Checks #21143-21147 in the amount of \\$1,237.49, dated February 1 to February 28, 2021.](#)
 - E. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$205.04, dated February 1 to February 28, 2021.](#)

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6. CONTINUING BUSINESS

- A. Consider for Approval a Resolution Authorizing Receipt of 2020 Mandatory Fire Inspections. Chief Cox. [\(Tab #2\)](#)
 - 1. Adopt Resolution 2021-09 Authorizing Receipt of a Report Made by The Fire Chief Regarding the Inspection of Certain Occupancies Required to Perform Annual Inspections in Such Occupancies.
- B. Review, Discuss take Action on 2020 Annual Report. Chief Cox [\(Tab #3\)](#)
- C. Review, Discuss take Action on 2021 Strategic Business Plan. Director Burke [\(Tab #4\)](#)
- D. Review, Discuss take Action on 2021 Vegetation Management Plan. Chief Cox [\(Tab #5\)](#)
- E. Coastside CERT Program Update. Chief Cosgrave [\(Tab #6\)](#)
- F. Review, Discuss and Approve Fire Station 40 Exterior Painting Contract – Chief Cox [\(Tab #7\)](#)
 - 1. Review Fire Station 40 Exterior Painting Contract Bids
 - 2. Motion to Adopt Resolution 2021-08; Resolution Authorizing the Deputy Chief to Execute a Contract with the Lowest Responsive and Responsible Bidder, Selway Construction, for Exterior Painting Services.

7. NEW BUSINESS

- A. Consider for Approval a Resolution to Execute an Amendment to Agreement with Paul McGregor Construction for Weed Abatement Services. Chief Cox [\(Tab #8\)](#)
 - 1. Adopt Resolution 2021-06; A Resolution of the District Board of Coastside Fire Protection District Authorizing the Deputy Chief to Execute an Amendment to Extend the Term of the Agreement with Paul McGregor Construction for Weed Abatement Services for an Additional Year.
- B. Review, Discuss, take Action on Staff report related to the Coastside Fire Protection District Declaring its Intent to Transition from an At-Large to a By-District Director Election System. Chief Cox [\(Tab #9\)](#)
 - 1. Adopt Resolution 2021-07; A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring its Intent to Transition from an At-Large to a By-District Director Election System

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

- A. Finance Committee Report – Dir. Burke, Dir. McShane [\(Tab #10\)](#)
 - * [FY2021 February Revenue](#)
 - * [FY2021 February Expenses](#)
 - * [FY2021 February Reserve/Assets](#)
- 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. Attorney’s Report – Attorney Jean Savaree
- J. Fire Chief’s Report - Chief Cox [\(Tab #11\)](#)
 - * [January & February Statistics](#)
 - * [PARS Monthly Statement to 2/1/21 to 2/28/21](#)

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9. CLOSED SESSION

Conference with Legal Counsel – Anticipated Litigation [Government Code §54956.9(d)(2)]: One Case

Conference with Real Property Negotiators [Government Code §54956.8]:

Property: 531 Obispo Road, El Granada, California, Parcel Number: 047-264-030

Agency Negotiator: Deputy Chief Jonathan Cox

Negotiating Parties: Potential Purchasers

Under Negotiation: Terms and price for potential sale of property

Conference with Real Property Negotiators [Government Code §54956.8]:

Property: Four Contiguous Parcels Located Along California Avenue, Etheldore Street, and Virginia Avenue, Moss Beach, California, Parcel Numbers: 037-141-090, 037-141-110, 037-141-120, and 037-141-130

Agency Negotiator: Deputy Chief Jonathan Cox

Negotiating Parties: Joseph Guntren Trust

Under Negotiation: Terms and price for potential purchase of properties

10. CORRESPONDENCE

11. 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 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: March 19, 2021