

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

June 24, 2026

LOCATION:

Pursuant to Resolution No. 2023-01,
the meeting was held as a hybrid meeting with attendance both in person at Fire Station 40, 1191
Main Street, Half Moon Bay, CA 94019, and via Zoom.
Members of the public were able to participate in person or via Zoom.
Every vote was done by Roll Call Vote.

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 4:00 p.m.

2. ROLL CALL

Directors Present:	President Gary Burke, Vice President J.B. Cockrell, Director Patrick Hanna, Director Bruce MacKimmie, and Director Cynthia Sherrill
Board Secretary:	Unit Chief Jed Wilson
CAL FIRE:	Deputy Fire Marshal Clinton Dyer, Analyst Meghan Henry
Attorney:	Jean Savaree

Also present, either in person or via Zoom, were Deputy Chief James Allen, Sean Rose,
Austin Dunklee, Cid Young, and Michelle Dragony.

3. PLEDGE OF ALLEGIANCE

President Burke led the Pledge of Allegiance.

4. PUBLIC COMMENT

No public comment was made.

5. CONSENT CALENDAR

- A. Approval of minutes from May 27, 2026 Board Regular meeting
- B. Approval of Vendor Checks #58280-58344 in the amount of \$2,479,265.89 dated May 1 to May 31, 2026.
- C. Approval of Payroll Checks #21332-21333 and DDs in the amount of \$716.27 dated May 1 to May 31, 2026 (pay period 4/2026.)
- D. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$118.65 dated May 1 to May 31, 2026 (pay period 4/2026.)

ON MOTION by Vice President Cockrell, seconded by Director Hanna, by the following Roll Call Vote, the Board voted to approve the Consent Calendar Items A-D as submitted:

Director Hanna	Aye
Director Sherrill	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-0-1, with Director MacKimmie having recused himself.

6. CONTINUING BUSINESS

A. Receive an Update on Wildfire Prevention, Zone 0

Chief Wilson updated that the water tender is ordered.

B. Receive an Update on Temporary and New Station 44 projects

Chief Wilson updated that the team has moved into temporary Station 44 and some small problems are being resolved.

7. NEW BUSINESS

A. Review and Approve Coastside Fire Protection District Preliminary Budget for Fiscal Year 26/27

Chief Wilson introduced the budget and there was some discussion.

1. President Burke opened the Public Hearing.

No public comments were made.

President Burke closed the Public Hearing.

ON MOTION by Director MacKimmie, seconded by President Burke, by the following Roll Call Vote, the Board voted to adopt Preliminary Budget for Fiscal Year 2026/27:

Director Hanna	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

B. Review of the Newly Enacted Provisions of the Brown Act and Adoption of Teleconference Disruption Policy

Attorney Jean introduced the resolution.

ON MOTION by President Burke, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted to Adopt Resolution No. 2026-10; A Resolution of the Board of Directors of the Coastside Fire Protection District Approving Service Disruption Policies for Board and Committee Meetings:

Director Hanna	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

C. Adopt Resolution No. 2026-11; Establishing the Appropriations Limit Applicable to the District During Fiscal Year 2026-2027

ON MOTION by President Burke, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted to approve Resolution 2026-11; Establishing the Appropriations Limit Applicable to the District During Fiscal Year 2026-2027:

Director Hanna	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

D. Adopt Resolution No. 2026-12; 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 2026-2027.

ON MOTION by Vice President Cockrell, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted to approve Resolution No. 2026-12; 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 2026-2027:

Director Hanna	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

- E. Adopt Resolution No. 2026-13; Resolution Authorizing San Mateo County to Place a Special Tax in the Point Montara FPD Assessment Zone on the Tax Roll for Fiscal Year 2026-2027.

ON MOTION by President Burke, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted to approve Resolution No. 2026-13; Resolution Authorizing San Mateo County to Place a Special Tax in the Point Montara FPD Assessment Zone on the Tax Roll for Fiscal Year 2026-2027:

Director Hanna	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

- F. Adopt Resolutions No. 2026-14 through 2026-41 For Community Facilities Districts 5, 10, and 14-39.

ON MOTION by President Burke, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted to approve Resolutions No. 2026-14 through 2026-41; Resolutions Determining Special Tax Liability for Fiscal Year 2026/27 for Community Facilities Districts 5, 10, and 14-39:

Director Hanna	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

- G. Adopt a Resolution Accepting Completion of the Temporary Fire Station 44 Site Improvement Project and Authorizing Staff to Record a Notice of Completion.

ON MOTION by President Burke, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted to approve Resolution No. 2026-42; Resolution Accepting Completion of the Temporary Fire Station 44 Site Improvement Project and Authorizing Staff to Record a Notice of Completion:

Director Hanna	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

- H. Adopt A Resolution Taking the Following Actions in Relation to the Fire Station 40 Kitchen Remodel Project: 1) Approving plans and specifications; 2) Authorizing advertisement of sealed bids for construction; 3) Authorizing the Fire Chief or his designee to execute a construction contract with the lowest responsive and responsible bidder in an amount not to exceed \$216,237 plus a ten percent contingency in the amount of \$21,624; and 4) Professional services agreement with PBK Architects in the amount of \$6,360 for construction support services.

Sean Rose introduced the project and Architect Austin Dunklee reviewed plans. There was a discussion.

ON MOTION by Director MacKimmie, seconded by Director Hanna, by the following Roll Call Vote, the Board voted to approve Resolution No. 2026-43; Resolution of the Coastside Fire Protection District Board of Directors 1) Approving the Design Plans and Specifications for the Station 40 Kitchen Remodel Project; 2) Authorizing Advertisement of Sealed Bids for Construction; 3) Authorizing the Fire Chief or his Designee to Execute a Construction Contract with the Lowest Responsive and Responsible Bidder in an Amount not to Exceed \$216,237, plus a Ten Percent Contingency in the Amount of \$21,624; and 4) Authorizing the Fire Chief or his Designee to Execute an Amendment to Professional Services Agreement with PBK Architects in the Amount of \$6,360 for Construction Support Services:

Director Hanna	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

No report.

B. Volunteer Committee Report

Director Cockrell reported academy is progressing well.

C. Land and Structures Committee Report

Director MacKimmie requested some touch-up projects at 41.

D. Vegetation Management Committee Report

No report.

E. Special Districts Association (SMCO Chapter) Liaison Report

There was a request for some information.

F. ALS/JPA Liaison Report

No report.

G. Emergency Preparedness Liaison Report

No report.

H. CERT Report

Director Sherrill reported on CERT happenings.

I. Attorney's Report

Attorney Savaree had a request on indemnification, which was approved.

J. Fire Marshal's Report

Deputy Fire Marshal Clinton Dyer reported that the Big Wave project was nearly complete.

K. Fire Chief's Report

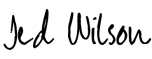
Unit Chief Wilson reported on some agency updates.

Final comments included some requests for more detailed information on "Employees Leaving" statistics..

9. ADJOURNMENT

President Burke adjourned the meeting at 4:53 p.m.

Respectfully submitted,

DocuSigned by:

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7/30/2026

Unit Chief Jed Wilson, 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 Vice President Cockrell, seconded by Director Hanna, the Board voted to approve the Consent Calendar Items A-D as submitted. Motion passed 4-0-1, with Director MacKimmie having recused himself.

ON MOTION by Director MacKimmie, seconded by President Burke, the Board voted to Adopt Preliminary Budget for Fiscal Year 2026/27. Motion passed 5-0.

ON MOTION by President Burke, seconded by Vice President Cockrell, the Board voted to Adopt Resolution 2026-10; A Resolution of the Board of Directors of the Coastside Fire Protection District Approving Service Disruption Policies for Board and Committee Meetings. Motion passed 5-0.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted to Adopt Resolution 2026-11; Establishing the Appropriations Limit Applicable to the District During Fiscal Year 2026-2027. Motion passed 5-0.

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ON MOTION by President Burke, seconded by Vice President Cockrell, the Board voted to Adopt Resolution 2026-42; Resolution Accepting Completion of the Temporary Fire Station 44 Site Improvement Project and Authorizing Staff to Record a Notice of Completion. Motion passed 5-0.

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