

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

**April 26, 2017**

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

**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 6:02 p.m.

**2. ROLL CALL**

Directors Present: Secretary Ginny McShane, Director Bruce MacKimmie,  
Vice President Cockrell, and President Gary Burke.

Staff: Assistant Chief Paul Cole.

Legal Counsel: Attorney Jean Savaree.

Admin. Secretary: Jean Headley.

Director Steve Stockman was absent due to a prior business commitment.  
CalFire Chief Ian Larkin was not present at Roll Call but arrived at 6:30 p.m.

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

None.

**5. CONSENT CALENDAR**

- A. Approval of minutes of March 22, 2017 Regular Board Meeting.
- B. Approval of Vendor Checks #18236-18332 in the amount of \$1,687,055.84, dated March 1 to March 31, 2017.
- C. Approval of Payroll Checks #20937-20946 in the amount of \$1,461.10, dated March 1 to March 31, 2017.
- D. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$288.21, dated March 1 to March 31, 2017.

ON MOTION by Director MacKimmie, seconded by Vice President Cockrell, the Board voted to approve the Consent Calendar as submitted. Motion passed 4-0.

**6. CONTINUING BUSINESS**

A. Weed Abatement

1. Public Hearing for Weed Abatement – for property owners having any objections to the proposed removal of such weeds

Assistant Chief Cole announced that the Public Hearing is being continued to the May 2017 Board meeting.

2. Authorization to Award Weed Abatement Contract

Assistant Chief Cole reported that no additional bids were received for this year and, therefore, he recommends that the existing contractor's bid for two years be approved for the calendar year 2017 at the rate of \$150.00 per hour.

ON MOTION by Director MacKimmie, seconded by Secretary McShane, the Board voted unanimously to approve the Weed Abatement Contract to Josh Hutchins for \$150.00 per hour for 2016-2017. Motion passed 4-0.

**7. NEW BUSINESS**

A. Community Facilities District No. 31 (Pacific Ridge Unit 1 Lots 1-19, Half Moon Bay)

1. Motion to Adopt Resolution No. 2017-04, Resolution of Intention to Form Community Facilities District No. 31 (Pacific Ridge Unit 1 Lots 1-19, Half Moon Bay)

Assistant Chief Cole summarized the application letter signed by the applicant and recommended the Board adopt the Resolution. He indicated the Public Hearing will be held next month.

ON MOTION by Vice President Cockrell, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted to adopt Resolution No. 2017-04, Resolution of Intent to Form Community Facilities District No. 31 (Pacific Ridge Unit 1 Lots 1-19, Half Moon Bay):

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

Motion passed 4-0.

- B. Introduction of Amendment to Ordinance 2015-01, An Ordinance of the Coastside Fire Protection District Setting Compensation for Members of the Coastside Fire Protection District Governing Board, by Adding Provisions for Reimbursement of Expenses for the Governing Board

Attorney Savaree provided background, summarized the Staff Report, and recommended that the Board review the Draft Ordinance, provide Staff with changes, if any, and to thereafter introduce the Draft Ordinance.

President Burke provided comment regarding travel within the District.

ON MOTION by Director MacKimmie, seconded by President Burke, by the following Roll Call Vote, the Board voted unanimously to introduce Ordinance 2015-01, An Ordinance of the Coastside Fire Protection District Setting Compensation for Members of the Coastside Fire Protection District Governing Board, by Adding Provisions for Reimbursement of Expenses for the Governing Board:

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

Motion passed 4-0.

- C. Fire Station 41 El Granada Replacement Project and Final Environmental Impact Report (State Clearinghouse #2015062089)

1. Motion to Adopt Resolution No. 2017-05, Resolution to Certify the Fire Station 41 (El Granada) Replacement Project Final Environmental Impact Report; Adopt a Statement of Findings and Mitigation Monitoring and Reporting Program Pursuant to the California Environmental Quality Act (CEQA); and Approve the Final Project Design and Processing of all Required Permits and Approvals for the Fire Station 41 (El Granada) Replacement Project.

(This item was postponed until later in the meeting because one of the participants had not yet arrived due to heavy traffic.)

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

- A. Finance Committee Report

President Burke reported that he, Secretary McShane, and Assistant Chief Cole met earlier in the evening.

Secretary McShane, President Burke, and Vice President Cockrell provided comments.

B. Volunteer Liaison Report

Vice President Cockrell reported his attendance at the April 6, 2017 volunteer business meeting. He reported they have a total amount of \$191,000 in their treasury, which is earmarked for their upcoming museum. They also discussed their website, which is separate from the Coastside Fire Protection District website. Vice President Cockrell talked about the upcoming volunteers' dinner on May 13<sup>th</sup>. At the meeting, the volunteers also discussed training on the heavy rescue vehicle.

C. Land and Structures Committee Report

No report.

D. Special Districts Association (SMCO Chapter)

No report.

E. ALS/JPA

No report.

F. Emergency Preparedness

No report.

G. Attorney's Report

No report.

H. Fire Chief's Report

Assistant Chief Cole discussed the Statistics Report.

He updated the Board on the efforts to pour the foundation for the Training Prop.

He discussed the public parking problems at the Dream Machines event this coming weekend.

He updated the Board on the progress of our new ladder truck, which is anticipated to arrive in September or October of this year.

He discussed the outfitting of the new heavy rescue unit, which should be operational and in the system within the next week.

**9. CORRESPONDENCE**

Assistant Chief Cole referred to the PARS report as well as the thank you letter from the Friends of Farallone View Parent Teacher Organization.

**7. NEW BUSINESS (continued – postponed from earlier in the meeting)**

**C. Fire Station 41 El Granada Replacement Project and Final Environmental Impact Report (State Clearinghouse #2015062089)**

President Burke introduced this item and provided comments on the background of this issue.

Assistant Chief Cole introduced the team members, indicated what will be covered in tonight's meeting, and summarized how the project will proceed from this point forward.

The project's architect, Jeff Katz, began the Power Point presentation by showing pictures of the proposed station, the surrounding areas, permits required, and other aspects of the project.

The project's attorney, Camas Steinmetz, continued the Power Point presentation and discussed the timeline and legal aspects of the project, including the Draft Environmental Impact Report, CEQA Overview, and CEQA Guidelines.

Assistant Chief Cole continued the Power Point presentation with pictures from Highway 1 and Avenue Alhambra before and after the project is completed.

Coastal Land Use Specialist Kerry L. Burke stated that the District held several public meetings on this project, and the project was listed on the San Mateo County Planning Commission as an informational item for the public and the Planning Commission to be introduced to the EIR. Once the District is finished with the EIR, it will go before the San Mateo County Planning Commission, and she introduced Summer Burlison, the Project Manager from the San Mateo County Planning Department.

Steve Noack, author of the EIR, from PlaceWorks, arrived at 6:45 p.m. and provided comments.

Board discussion occurred.

President Burke asked if anyone from the public wished to comment. He received no response from anyone in the audience.

1. Motion to Adopt Resolution No. 2017-05, Resolution to Certify the Fire Station 41 (El Granada) Replacement Project Final Environmental Impact Report; Adopt a Statement of Findings and Mitigation Monitoring and Reporting Program Pursuant to the California Environmental Quality Act (CEQA); and Approve the Final Project Design and Processing of all Required Permits and Approvals for the Fire Station 41 (El Granada) Replacement Project.

ON MOTION by Director MacKimmie, seconded by Secretary McShane, by the following Roll Call Vote, the Board voted to Adopt Resolution No. 2017-05, Resolution to Certify the Fire Station 41 (El Granada) Replacement Project Final Environmental Impact Report; Adopt a Statement of Findings and Mitigation Monitoring and Reporting Program Pursuant to the California Environmental Quality Act (CEQA); and Approve the Final Project Design and Processing of all Required Permits and Approvals for the Fire Station 41 (El Granada) Replacement Project:

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

Motion passed 4-0.

## 10. ADJOURNMENT

President Burke adjourned the meeting at 6:58 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 MacKimmie, seconded by Vice President Cockrell, the Board voted to approve the Consent Calendar as submitted. Motion passed 4-0.

ON MOTION by Director MacKimmie, seconded by Secretary McShane, the Board voted unanimously to approve the Weed Abatement Contract to Josh Hutchins for \$150.00 per hour for 2016-2017. Motion passed 4-0.

ON MOTION by Vice President Cockrell, seconded by Director MacKimmie, by Roll Call Vote, the Board voted to adopt Resolution No. 2017-04, Resolution of Intent to Form Community Facilities District No. 31 (Pacific Ridge Unit 1 Lots 1-19, Half Moon Bay). Motion passed 4-0.

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