

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

May 25, 2011

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

ACTION MINUTES

OPEN SESSION

President Gregg Hosfeldt called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:30 p.m.

PRESENT AT ROLL CALL

Directors Present: Secretary Doug Mackintosh, Director Ginny McShane, Vice President John Draper, Director Gary Burke, Director Mike Alifano, and President Gregg Hosfeldt.
Staff: Division Fire Chief Paul Cole.
Cal Fire: Fire Chief John Ferreira.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

Director Gary Riddell was absent.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Mr. David Richards of Half Moon Bay ARES (Amateur Radio Emergency Services) discussed radio reception in the EOC room and spoke regarding the installation of an antenna on the roof. Direction to Staff is to meet with the group and agendaize this matter for a future Board meeting.

CONSENT CALENDAR

- A. Approval of Minutes of April 27, 2011 Regular Board Meeting
- B. Approval of Vendor Checks #13325-13377 in the amount of \$67,782.70 dated April 1 to April 30, 2011
- C. Approval of Payroll Checks #20340-20348 in the amount of \$875.21 dated April 1 to April 30, 2011
Direct Deposit of Federal, State & Hospital Tax in the amount of \$136.70 dated April 1 to April 30, 2011

President Hosfeldt asked if there was any Public Comment on the Consent Calendar. Seeing no one wishing to speak on this item, he closed the Public Comment section.

ON MOTION by Director Burke, seconded by Vice President Draper, the Board voted unanimously to approve the Consent Calendar as amended. Motion passed 6-0.

CONTINUING BUSINESS

- A. Adopt Resolution No. 2011-01 Approving the Department of Forestry and Fire Protection Agreement No. 1CA01553 for Services from July 1, 2011 to June 30, 2012

Cal Fire Chief John Ferreira introduced and discussed the Resolution. He distributed and discussed the revised Schedule "A" PRC 4142, which incorporates a change that occurred on May 24, 2011. Board discussion occurred.

Chief Ferreira also discussed Cal Fire Staff Chief Dan Sandek's May 18, 2011 memo regarding revisions to the LG-1 Agreement.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

ON MOTION by Director Burke, seconded by Secretary Mackintosh, by the following Roll Call vote, the Board unanimously adopted Resolution No. 2011 Approving the Department of Forestry and Fire Protection Agreement No. 1CA01553 for Services from July 1, 2011 to June 30, 2012:

Secretary Mackintosh	Aye
Director McShane	Aye
Vice President Draper	Aye
Director Burke	Aye
Director Alifano	Aye
President Hosfeldt	Aye

Motion passed 6-0.

- B. Discuss Fire Station Improvement Plans and Provide Direction to Staff and the Land and Structures Committee

Division Chief Paul Cole introduced the Proposal for Engineering Evaluation from CH2M Hill and requested that the Land and Structures Committee review this document and then bring this item back to the Board.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

Following Board discussion, direction to Staff was to set up a meeting with the Land and Structures Committee.

NEW BUSINESS

A. Review CH2MHILL Facilities Condition Assessment

Division Chief Paul Cole referred to the Facility Condition Assessment Report prepared by CH2M HILL and indicated that Staff supports the findings and the punch list of items identified.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

Board discussion occurred.

B. Discuss Tri Data Project "Draft" Report Process

President Hosfeldt stated that the Board and Chiefs have received a draft report and indicated the Board should schedule a study session to discuss the report.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

Directions to Staff were (1) to email the Board members to schedule a study session, and (2) to circulate to the Board the list of recommendations and ask if each Board member agrees, disagrees, or requests further discussion of each recommendation.

Board discussion occurred.

C. Point Montara Property Tax Amount

Director Burke discussed this issue. He asked if this item can be kept on the agenda next month regarding the possibility of an additional 10% reduction.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

D. Review November 8, 2011 San Mateo County Elections Office Candidate statement and Provide Direction to Staff

Division Chief Paul Cole summarized the Staff Report and asked for Board direction regarding the word limit and who is to pay for the cost.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

ON MOTION by Secretary Mackintosh, seconded by Vice President Draper, the Board voted unanimously that the candidate's statement be limited to 200 words and that the candidate pay for the cost of the statement, following previous Board policy. Motion passed 6-0.

E. Adopt Resolution No. 2011-02 Resolution of Intention to Approve an Amendment to Contract Between the Board of Administration California Public Employees Retirement System and the Board of Directors Coastside Fire Protection District (Resolution of Intention to Terminate Safety Portion of Contract)

Attorney Jean Savaree summarized the Staff Report and introduced the Resolution.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

Board discussion occurred.

ON MOTION by President Hosfeldt, seconded by Director McShane, by the following Roll Call vote, the Board voted unanimously to Adopt Resolution 2011-02 Resolution of Intention to Approve an Amendment to Contract Between the Board of Administration California Public Employees Retirement System and the Board of Directors Coastside Fire Protection District (Resolution of Intention to Terminate Safety Portion of Contract):

Secretary Mackintosh	Aye
Director McShane	Aye
Vice President Draper	Aye
Director Burke	Aye
Director Alifano	Aye
President Hosfeldt	Aye

Motion passed 6-0.

F. Review and Approve Cal Fire Contract Exhibit E Work Plan

Division Chief Paul Cole introduced the Draft Work Plan.

President Hosfeldt opened this item for public comment. Seeing no one wishing to speak on this item, he closed public comment.

Board discussion occurred.

ON MOTION by Secretary Mackintosh, seconded by President Hosfeldt, the Board voted unanimously to approve the Draft Plan as a working document. Motion passed 6-0.

BOARD OF DIRECTORS AND CHIEFS' REPORTS

President Hosfeldt opened Items A through I for public comment. Seeing no one wishing to speak on any of these items, President Hosfeldt closed the public comment section.

A. Finance Committee Report

Director Burke reported that the Finance Committee discussed the CalPERS issue, that the Cal Fire contract is coming in under budget, and he discussed the Genentech settlement on property taxes.

Chief Cole reported that Staff and the Finance Committee are beginning budget preparations for next year's budget.

B. Volunteer Liaison Report

President Hosfeldt reported that the volunteers' dinner last weekend was well attended. He also reported that six new volunteers have completed structure and wild land fire academy and confined space awareness and will soon participate in hazmat training. They are scheduled to participate in probationary exercises.

C. Land and Structures Committee Report

Vice President Draper reported the committee met with CH2M HILL and will meet with the full committee and report back to the Board.

D. Vegetation Management Committee Report

Director McShane reported that a phone meeting was held and the hydrant inspections are done. She and Chief Ferreira discussed a Montara property being transferred to GGNRA.

Chief Cole discussed the mailing of a tri-fold brochure, and there was discussion regarding the upcoming 4th of July fireworks and disposal of illegal fireworks.

E. California Independent Special Districts Association (San Mateo Co. Chapter)

Director Burke reported his attendance at a meeting on May 3rd in Redwood City. He stated the next meeting is scheduled for August.

F. ALS/JPA

Secretary Mackintosh reported that ALS/JPA had a meeting to approve the approximate \$4 million budget and they discussed trying to cut insurance for paramedics.

G. Water Supply Assessment Committee Report

No report.

H. Attorney's Report

No report.

I. Fire Chief's Report

Cal Fire Chief John Ferreira discussed the recent gas leak, he reported that the hydrant inspections are complete, he discussed a Net 6 Project to improve communications at Devil's Slide by placing an additional radio tower at Pillar Point, and he discussed the Governor's budget.

Chief Cole discussed chute times.

Chief Ferreira reported that he and Director Burke attended the Local Government Advisory Meeting in Sacramento on May 2nd, and Director Burke talked about some of the discussions that took place at the meeting.

Chief Cole reported that Staff and crew hosted a Sheriff Department meeting and BBQ get together with volunteers and paid cliff rescue teams.

Chief Cole reported that the week of June 6 will be the 2nd cliff rescue class.

Chief Cole reported on the progress of plans to purchase 3 new fire trucks.

Chief Cole reported on a grant acquired by Chief Ari Delay. Chief Cole also referred to the Incident Report and the Statistics Report.

Chief Cole reported on the EOC issue and the possibility of a joint EOC project with the City of Half Moon Bay. Director Alifano said that this Friday he and Secretary Mackintosh will be meeting with a concerned citizen about this issue.

Director Burke indicated that he would like to see an overview about the EOC issue and the various agencies' responsibilities. Direction to Staff was to provide such an overview to the Board.

CORRESPONDENCE

Division Fire Chief Paul Cole referred to the May 17th letter regarding the location of the crab dinner, and Director McShane requested that Staff draft a response to Mr. Montgelas. Some Board discussion occurred.

ADJOURNMENT

ON MOTION by Director Burke, seconded by Vice President Draper, President Hosfeldt adjourned the meeting at 9:38 p.m.

Respectfully submitted,



Doug Mackintosh, 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

Direction to Staff is to meet with the Half Moon Bay ARES (Amateur Radio Emergency Services) group and agendaize the matter of installing an antenna on the roof of the EOC building for a future Board meeting.

ON MOTION by Director Burke, seconded by Vice President Draper, the Board voted unanimously to approve the Consent Calendar as amended. Motion passed 6-0.

ON MOTION by Director Burke, seconded by Secretary Mackintosh, by Roll Call vote, the Board unanimously adopted Resolution No. 2011 Approving the Department of Forestry and Fire Protection Agreement No. 1CA01553 for Services from July 1, 2011 to June 30, 2012. Motion passed 6-0.

Direction to Staff was to set up a meeting with the Land and Structures Committee regarding the Proposal for Engineering Evaluation from CH2M Hill.

Directions to Staff were to email Board members to schedule a study session regarding the Tri Data draft report, and to circulate to the Board the list of recommendations and ask if each Board member agrees, disagrees, or requests further discussion of each recommendation.

ON MOTION by Secretary Mackintosh, seconded by Vice President Draper, the Board voted unanimously that the candidate's statement be limited to 200 words and that the candidate pay for the cost, following previous Board policy. Motion passed 6-0.

ON MOTION by President Hosfeldt, seconded by Director McShane, by Roll Call vote, the Board voted unanimously to Adopt Resolution 2011-02 Resolution of Intention to Approve an Amendment to Contract Between the Board of Administration California Public Employees Retirement System and the Board of Directors Coastside Fire Protection District (Resolution of Intention to Terminate Safety Portion of Contract). Motion passed 6-0.

ON MOTION by Secretary Mackintosh, seconded by President Hosfeldt, the Board voted unanimously to approve the Cal Fire Contract Exhibit E Draft Work Plan as a working document. Motion passed 6-0.

Director Burke requested an overview about the EOC issue and the various agencies' responsibilities. Direction to Staff was to provide such an overview to the Board.

Director McShane requested that Staff draft a response to Mr. Montgelas regarding the location of the annual crab dinner.

ON MOTION by Director Burke, seconded by Vice President Draper, President Hosfeldt adjourned the meeting at 9:38 p.m.