

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

February 27, 2013

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

ACTION MINUTES

1. OPEN SESSION

President Mackintosh called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:32 p.m.

2. PRESENT AT ROLL CALL

Directors Present: Secretary Ginny McShane, Director Gary Riddell, Vice President Mike Alifano, Director Gary Burke, and President Doug Mackintosh.

Staff: Assistant Chief Paul Cole.

Cal Fire: Acting Chief Scott Jalbert.

Legal Counsel: Attorney Jean Savaree.

Admin. Secretary: Jean Headley.

Also in attendance were District Consultants Susan George and Retired Fire Chief Dan Belville.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

The Board heard public comments from the audience.

President Mackintosh changed the Agenda to move Item 7B to immediately following the Consent Calendar, and then for Item 7A to immediately follow 7B.

5. CONSENT CALENDAR

- A. Approval of minutes of January 30, 2013 Special Board Meeting
- B. Approval of Vendor Checks #14749-14853 in the amount of \$328,452.84, dated January 1 to January 31, 2013
- C. Approval of Payroll Checks #20543-20545 in the amount of \$968.22, dated January 1 to January 31, 2013

Direct Deposit of Federal, State, & Hospital Taxes in the amount of \$194.40, dated January 1 to January 31, 2013

President Mackintosh removed Item 5A, Minutes of the January 30, 2013 Special Board Meeting, from the Consent Calendar for a minor correction.

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted unanimously to approved Items B and C of the Consent Calendar as submitted. Motion passed 5-0.

President Mackintosh made a minor correction to Page 4 of the January 30, 2013 Minutes.

ON MOTION by President Mackintosh, seconded by Vice President Alifano, the Board unanimously approved Item A of the Consent Calendar as amended. Motion passed 5-0.

7. NEW BUSINESS (taken out of order)

B. Consider Request From Pacific Coast Dream Machines to Waive Fees

Mr. Chad Hooker, Chairman of the Pacific Coast Dream Machines Steering Committee, introduced himself and read aloud his February 9, 2013 letter to the HMB Fire Protection District Board of Directors. He requested that the Board waive the District's fees for covering this year's event.

The Board heard public comment from a member of the audience.

Board discussion occurred.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to waive the fees for the Pacific Coast Dream Machines event to occur on April 27 and 28, 2013, the purpose of which is to benefit the Coastside Adult Day Care Center. Motion passed 5-0.

A. Review, Discuss and Take Action to Nullify the 2012-03 Salary and Benefits Resolution Adopted on 7/3/12

Director Riddell recused himself and left the room.

Attorney Savaree addressed the Board concerning Director Riddell's recusal regarding the 2012-03 Salary and Benefits Resolution as it relates to the Equal Contribution Rule.

Director Burke provided comments on this issue.

The Board heard public comments from the audience.

Board discussion occurred. President Mackintosh indicated that since Attorney Savaree has indicated she could bring corrected action to the next Board meeting, he requested that this be dealt with at the next meeting.

ON MOTION by Director Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board voted on Director Burke's motion to nullify Resolution 2012-03 for the reasons already given:

Director Burke	Yes
Vice President Alifano	No
Secretary McShane	Yes
President Mackintosh	No

Motion failed by a tie vote of 2-2.

6. CONTINUING BUSINESS

Items 6A through 6E are being heard together. Director Riddell is still out of the room, having recused himself on the advice of Attorney Savaree.

- A. Status Report on Implementation of a Stand-Alone Department and Responses to Questions from Director McShane
- B. Actuarial Analysis for Retirement and Health Benefits to be Done by a Certified Accountant (described in Ca. Code 7507)
- C. Applicants; Report to the Board on How Many Applicants Applied for the Stand-Alone Fire District, with Summary of Applicant pool including Where They are Coming From
- D. A Final Cost/Budget Plan for the New Fire District that Includes Everything. This Report Needs to be Summarized Rather than on Scattered Pieces of Paper
- E. Report from Consultant Dan Belville Regarding Health Benefits Plan
- F. Report from 2/12/13 Meeting with Dan Belville Regarding Health Benefits Plan

Secretary McShane introduced these items and asked the District Consultants to respond to her requests that are listed in the Staff Report.

District Consultants Susan George and Dan Belville responded to each of Secretary McShane's requests in the Staff Report.

The Board heard public comments from the audience. Then Mr. Belville addressed the Board regarding questions raised during public comment.

Extensive Board discussion occurred.

Director Riddell returned to the meeting.

G. Community Facilities District #23 (169 Princeton Avenue)

1. Motion to Adopt Res. No. 2013-03; Resolution Declaring Results of Special Election and Directing Recording of Notice of Special Tax Lien

Assistant Chief Cole introduced the Resolution and opened the sealed Secret Ballot. The result of the Special Election was Yes.

ON MOTION by Vice President Alifano, seconded by Secretary McShane, by the following Roll Call Vote, the Board adopted Resolution 2013-03, Resolution Declaring Results of Special Election and Directing Recording of Notice of Special Tax Lien:

Secretary McShane	Yes
Director Riddell	Yes
Vice President Alifano	Yes
Director Burke	Yes
President Mackintosh	Yes

Motion passed 5-0.

2. Motion to Adopt Ordinance No. 2013-01; An Ordinance Levying Special Taxes Within Community Facilities District No. 23

ON MOTION by Director Burke, seconded by Vice President Alifano, by the following Roll Call Vote, the Board adopted Ordinance No. 2013-01, An Ordinance Levying Special Taxes Within Community Facilities District No. 23:

Secretary McShane	Yes
Director Riddell	Yes
Vice President Alifano	Yes
Director Burke	Yes
President Mackintosh	Yes

Motion passed 5-0.

- H. Review FY12/13 Exhibit E 2nd Quarter Report (carried over from January 23rd meeting)

Assistant Chief Cole introduced the report and stated he would be happy to answer any questions. He responded to questions and comments from the Board.

There was discussion about annual fire inspections in schools.

7. NEW BUSINESS (Items A&B were moved up to follow the Consent Calendar.)

- C. Review and Approve Purchase of SCBA Compressor and Extractor/Dryer

Assistant Chief Cole summarized the Staff Report and requested Board approval to purchase the listed items.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to accept the Staff recommendation and purchase the requested items for approximately \$95,000. Motion passed 5-0.

- D. Review and Approve Staff Recommendation to Extend Weed Abatement Contract for Second Year (2013)

Assistant Chief Cole summarized the Staff Report and recommended that the Board accept the report and approve the extension of the contract.

ON MOTION by Secretary McShane, seconded by Vice President Alifano, the Board unanimously voted to accept the Staff Report as presented and extend the Weed Abatement Contract for an additional year. Motion passed 5-0.

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

- A. Finance Committee Report

Assistant Chief Cole indicated that RFPs will be put out for bid for the SCBA and extractor/dryer equipment.

President Mackintosh reported that 55% of tax monies have come in, the PARS payment has gone out, and funds have been moved to LAIF as scheduled.

- B. Volunteer Liaison Report

No report.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee

No report.

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

Secretary McShane reported there was a meeting on February 5th, and Warren Slocum was the guest speaker, the new Supervisor of District 4. She stated that Coastsider Rick Lohman is the President of our chapter. She reported that the next meeting will be in May, and discussed will be the request for Park Powers to become a Community Service District for El Granada.

F. ALS/JPA

No report.

G. Water Supply Assessment Committee Report

No report.

H. Attorney's Report

No report.

I. Fire Chief's Report

Cal Fire Acting Chief Jalbert reported on a structure fire in Moss Beach.

Assistant Chief Cole summarized the Emergency Response Statistics.

Assistant Chief Cole referenced the allocation of the ERAF funds, and he discussed the preliminary estimate for concrete work at Station 40.

Assistant Chief Cole announced that in April the District will be hosting a San Mateo County Environmental Health Vision, a household waste event, at the District's Main Street facility.

Director Burke initiated a discussion regarding the social media network and using it to notify residents in the event of an overall disaster.

Director Riddell inquired about communication problems in the Devil's Slide Tunnel. Assistant Chief Cole indicated a meeting is scheduled for February 28, 2013 with all the relevant agencies and one of the items for discussion is the communications issue.

9. CORRESPONDENCE

No discussion.

10. ADJOURNMENT

President Mackintosh adjourned the meeting at 9:27 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 Burke, seconded by Secretary McShane, the Board voted unanimously to approved Items B and C of the Consent Calendar as submitted. Motion passed 5-0.

ON MOTION by President Mackintosh, seconded by Vice President Alifano, the Board unanimously approved Item A of the Consent Calendar as amended. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to waive the fees for the Pacific Coast Dream Machines event to occur on April 27 and 28, 2013, the purpose of which is to benefit the Coastside Adult Day Care Center. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Secretary McShane, by Roll Call Vote, the Board voted on Director Burke's motion to nullify Resolution 2012-03 for the reasons already given. Motion failed by a tie vote of 2-2.

ON MOTION by Vice President Alifano, seconded by Secretary McShane, by Roll Call Vote, the Board adopted Resolution 2013-03, Resolution Declaring Results of Special Election and Directing Recording of Notice of Special Tax Lien. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Vice President Alifano, by Roll Call Vote, the Board adopted Ordinance No. 2013-01, An Ordinance Levying Special Taxes Within Community Facilities District No. 23. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to accept the Staff recommendation and purchase the requested items for approximately \$95,000. Motion passed 5-0.

ON MOTION by Secretary McShane, seconded by Vice President Alifano, the Board unanimously voted to accept the Staff Report as presented and extend the Weed Abatement Contract for an additional year. Motion passed 5-0.