

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

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**PUBLIC MEETING NOTICE & AGENDA**

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**September 25, 2024  
4:00 p.m.**

**LOCATION:** Fire Station 40, 1191 Main Street, Half Moon Bay, CA 94019

**TELECONFERENCE LINK:** <https://us02web.zoom.us/j/87418487303>

**PHONE LINK:** Dial +1 (669) 900-6833 Meeting ID: 874 1848 7303

**PUBLIC COMMENT:** Members of the public that wish to attend and/or participate in the meeting may do so in person, by joining the virtual link or by using the phone link.

- For members of the public using Zoom, if you would like to make public comment use the “Raise Hand” feature.
- For members of the public using the phone link, if you would like to make public comment press \*9 to raise your hand.

You may also submit any public comments by email to [cfpdadmin@fire.ca.gov](mailto:cfpdadmin@fire.ca.gov) up to one hour before the start of the meeting.

**REASONABLE ACCOMODATION:** Any request for reasonable accommodation should be addressed to Michele Ortiz at [mortiz@coastsidefire.org](mailto:mortiz@coastsidefire.org)

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**AGENDA (Tab# 1)**

1. **OPEN SESSION** – 4:00 pm
2. **ROLL CALL**  
President Burke, Vice President Cockrell, Director MacKimmie, Director Sherrill, Director Hanna
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**  
This portion of the meeting has been allocated for public comments. 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 this time. 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.
5. (Tab# 1) **CONSENT CALENDAR**
  - A. [Approval of minutes from August 28, 2024 Board Regular meeting](#)
  - B. [Approval of Vendor Checks #56722-56786 in the amount of \\$296,919.44 dated August 1 to August 31, 2024.](#)
  - C. [Approval of Payroll Checks #21284-21286 and DDs in the amount of \\$1,074.40 dated August 1 to August 31, 2024 \(pay period 7/2024\).](#)
  - D. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$177.98 dated August 1 to August 31, 2024 \(pay period 7/2024\).](#)

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- E. [Approval of electronic GASB 68 Reporting Services Fee payment to CalPERS in the amount of \\$700.00 date August 1 to August 31, 2024.](#)
- F. [Second Reading and Adoption of Ordinance No. 2024-02](#)

**6. CONTINUING BUSINESS**

- A. (Tab# 2) – Review, Discuss and Consider for Approval Fiscal Year 2024/2025 Final Budget – Chief Cox
  - 1. Open Public Hearing for Fiscal year 2024/2025 Final Budget
  - 2. Close Public Hearing and Approve Motion to Adopt Fiscal Year 2024/2025 Final Budget

**7. NEW BUSINESS**

- A. (Tab # 3) Review, Discuss and Consider for Approval Fixing Employer Health Contribution for retired 001 Represented Safety Members, Retired 002 Non-Represented Safety Members, and 003 Non-Represented Miscellaneous Members. – Chief Cox
  - 1. Adopt Resolution 2024-53; Resolution Fixing the Employer Contribution Under the Public Employees’ Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants with Respect to a Recognized Employee Organization (Group 001 Represented Safety Members).
  - 2. Adopt Resolution 2024-54; Fixing the Employer Contribution Under the Public Employees’ Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants with Respect to a Recognized Employee Organization (Group 002 Non-Represented Safety Members).
  - 3. Adopt Resolution 2024-55; Fixing the Employer Contribution Under the Public Employees’ Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants with Respect to a Recognized Employee Organization (Group 003 Non-Represented Miscellaneous Members).
- B. (Tab # 4) Review and Discuss Coastside Fire Protection District’s Mission, Vision and Values (no action) – President Burke

**8. BOARD OF DIRECTORS AND CHIEFS’ REPORTS**

- A. (Tab# 5) Finance Committee Report – Dir. Burke, Dir. Cockrell
  - [FY24/25 August Revenue](#)
  - [FY24/25 August Expenses](#)
  - [FY24/25 August Reserves/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell, Dir. Hanna
- C. Land and Structures Committee Report - Dir. MacKimmie, Dir. Sherrill
- D. Vegetation Management Committee Report – Dir. Cockrell, Dir. Hanna
- E. Special Districts Association (SMCO Chapter) Liaison Report - Dir. Hanna
- F. ALS JPA Liaison Report– Dir. Burke
- G. Emergency Preparedness Liaison Report – Department of Emergency Management
- H. CERT Report – Dir. Sherrill
- I. Attorney’s Report – Attorney Jean Savaree
- J. Fire Marshals Report – Chief Griffin
- K. (Tab# 6) Fire Chief’s Report - Chief Cox
  - [August 2024 Statistics](#)
  - [PARS Monthly Statement for 8/1/2024 to 8/31/2024](#)

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**9. 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.

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: September 20, 2024