

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

**September 26, 2012**

**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 7:35 p.m.

**2. PRESENT AT ROLL CALL**

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

Staff: Assistant Chief Paul Cole.

Cal Fire: Fire Chief John Ferreira.

Legal Counsel: Attorney Jean Savaree.

Admin. Secretary: Jean Headley.

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

President Mackintosh announced a 3-minute time limit on each public comment.

The Board received public comments from several members of the audience.

President Mackintosh and Vice President Alifano responded to questions raised during public comment.

Secretary McShane and Directors Burke and Riddell provided oral communications.

**5. CONSENT CALENDAR**

A. Approval of Minutes of August 22, 2012 Special Board Meeting

B. Approval of Minutes of August 22, 2012 Regular Board Meeting

- C. Approval of Vendor Checks #14420-14506 in the amount of \$104,444.34, dated August 1 to August 31, 2012
- D. Approval of Payroll Checks #20499-20505 in the amount of \$1,150.75, dated August 1 to August 31, 2012  
Direct Deposit of Federal, State and Hospital Taxes in the amount of \$184.11 dated August 1 to August 31, 2012

President Mackintosh made a minor change to Item 5A, the Minutes of the August 22, 2012 Special Board Meeting.

President Mackintosh indicated that page 7 of Item 5B, the Minutes of the August 22, 2012 Regular Board Meeting, should be revised to reflect the signature of Ginny McShane, Board Secretary.

Direction was given to Staff to agendize an item regarding ambulance service.

ON MOTION by Secretary McShane, seconded by Director Riddell, the Board unanimously approved Items A, B, C, and D of the Consent Calendar as amended, provided Secretary McShane is able to see all checks before they are mailed. Motion passed 5-0.

## 6. CONTINUING BUSINESS

### Review and Adopt Resolution No. 2012-23, Resolution Challenging the State of California SRA Fees

Attorney Jean Savaree provided background and introduced the Resolution with the revised language.

President Mackintosh briefed the audience on this issue, and Cal Fire Chief John Ferreira provided additional comments. Board discussion occurred.

ON MOTION by Secretary McShane, seconded by Director Riddell, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2012-23, Resolution Challenging the State of California SRA Fees:

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

Motion passed 5-0.

**7. NEW BUSINESS**

- A. Motion to Adopt Resolution No. 2012-24, Resolution Establishing the Appropriations Limit Applicable to the District During Fiscal Year 2012-2013

Assistant Chief Paul Cole introduced the Resolution and explained to the Board the change in the appropriations limit.

ON MOTION by Director Burke, seconded by Vice President Alifano, by the following Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2012-24, Resolution Establishing the Appropriations Limit Applicable to the District During Fiscal Year 2012-2013:

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

Motion passed 5-0.

- B. Review and Approve Final Budget for Fiscal Year 2012/13

Assistant Chief Paul Cole introduced the Final Budget and summarized the Staff Report.

1. Public Hearing

The Board received public comments from the audience, and President Mackintosh responded to some of the comments.

2. Motion to Adopt Final Budget for Fiscal Year 2012/13

President Mackintosh pointed out some of the changes the Finance Committee made to the Budget during the earlier Finance Committee meeting. Extensive Board discussion occurred.

Director Burke made a motion, and Secretary McShane seconded, that the Board remove the transitional expenses of \$2,220,799 from the budget and place that money in a reserve fund to eliminate the parcel tax completely in both the Point Montara and Half Moon Bay Districts for the next three years. Motion failed 2-3, with President Mackintosh, Vice President Alifano, and Director Riddell dissenting.

ON MOTION by Director Alifano, seconded by Director Riddell, the Board voted to approve the Budget for 2012/13. Motion passed 3-2, with Secretary McShane and Director Burke dissenting.

C. Discuss and Approve Posting Transitional Organization Fact Sheet on District Website

Vice President Alifano discussed posting transitional information on the District's website.

The Board received comments from the public.

Extensive and lengthy discussions occurred between the Board and members of the public.

ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted to place a FAQ (Frequently Asked Questions) section on the District's website, with the questions and answers to be read back to the Board for approval prior to being posted, and also have a transitional plan (a living type of document) on the website. Motion passed 3-1-0, with Secretary McShane dissenting and Director Burke abstaining.

E. Appoint Ad-Hoc Committee for Organizational Transition  
(taken out of order at Secretary McShane's request)

President Mackintosh discussed this issue.

ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted to appoint an Ad-Hoc Committee of President Mackintosh and Vice President Alifano regarding the organizational transition. Motion passed 3-0-2, with Secretary McShane and Director Burke abstaining.

Secretary McShane nominated Director Riddell for the committee, but he declined.

Director Burke provided comments, and additional Board discussion occurred.

The Board took a brief recess at 10:08 p.m. and reconvened at 10:17 p.m.

D. Report on the 22<sup>nd</sup> Annual Northern California Public Retirement Seminar

President Mackintosh, Vice President Alifano, and Director Burke each provided information regarding this seminar.

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

A. Finance Committee Report

President Mackintosh indicated the Finance Committee has already made comments earlier in tonight's meeting.

B. Volunteer Liaison Report

Vice President Alifano reported the volunteers have performed hundreds of hours of training in several aspects of firefighting during July and August. He also discussed his attendance at the Sonoma Preparedness Meeting where Assistant Chief Cole represented the Coastside Fire Protection District and Cal Fire. Mr. Alifano also discussed the recent CERT event.

C. Land and Structures Committee Report

Vice President Alifano reported there has been discussion about several properties, but nothing definite, just talks.

D. Vegetation Management Committee Report

Secretary McShane reported that she performed some volunteer mowing in the District.

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

Secretary McShane and President Mackintosh discussed letters from candidates.

F. ALS/JPA

President Mackintosh indicated ALS/JPA tried to meet but there wasn't a quorum.

G. Water Supply Assessment Committee Report

No report.

H. Shared Services Committee Report

No report.

I. Attorney's Report

No report.

J. Fire Chief's Report

Cal Fire Chief John Ferreira discussed CalPERS. He also stated that peak fire service will be extended in this area, resulting in two engines remaining staffed that would normally be shut down at the beginning of October. He also discussed business inspections and hydrant inspections.

Chief Ferreira indicated that Chief Assistant Deputy Director Clare Frank will be attending the Board's October meeting, and reiterated that he is retiring at the end of December. He asked that she be placed on the October agenda.

Chief Ferreira announced that yesterday the San Mateo County Board of Supervisors voted not to shut down an engine company as had previously been considered.

Assistant Chief Paul Cole discussed the upcoming Urban Shield Event on October 27 and 28 in South San Francisco.

9. **CORRESPONDENCE**

None.

10. **ADJOURNMENT**

ON MOTION by Vice President Alifano, seconded by Secretary McShane, President Mackintosh adjourned the meeting at 10:48 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**

Direction was given to Staff to agendize an item regarding ambulance service.

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