

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

**January 25, 2023  
4:00 p.m.**

**Note: This is a hybrid meeting, attendance is possible both in person and virtually.**

**LOCATION**

Fire Station 40, 1191 Main Street, Half Moon Bay, CA 94019  
and

PURSUANT TO COASTSIDE FIRE PROTECTION DISTRICT RESOLUTION NO. 2022-18, BOARD MEETINGS WILL BE HELD AS HYBRID MEETINGS WITH THE OPTION TO ATTEND BY TELECONFERENCE/VIDEO CONFERENCE OR IN PERSON. MEMBERS OF THE PUBLIC THAT WISH TO ATTEND AND/OR PARTICIPATE IN A MEETING MAY DO SO IN PERSON OR BY JOINING THE ZOOM MEETING <https://us02web.zoom.us/j/87418487303>. PUBLIC COMMENTS WILL BE ACCEPTED BOTH IN PERSON AND VIA ZOOM MEETING. ANY EMAILS SENT TO [jonathan.cox@fire.ca.gov](mailto:jonathan.cox@fire.ca.gov) WILL BE PROVIDED TO THE BOARD PRIOR TO THE MEETING.

IN THE EVENT THAT ANY MEMBER OF THE BOARD PARTICIPATES IN A MEETING BY TELECONFERENCE OR VIDEO CONFERENCE, PURSUANT TO THE RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES OF THE BOARD SHALL BE BY ROLL CALL.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/87418487303>

Join Zoom Meeting By Phone at:

+1( 669) 900-6833

Meeting ID: 874 1848 7303

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

**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**
5. **CONSENT CALENDAR**
  - A. [Approval of Vendor Checks #52361-52430 in the amount of \\$313,650.26 dated December 1, 2022 to December 31, 2022.](#)
  - B. [Approval of Payroll Checks #21224-21227 & DD in the amount of \\$1,082.80 dated December 1 to December 31, 2022 \(pay period 11/2022.\)](#)
  - C. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$179.42, dated December 1 to December 31, 2022 \(pay period 11/2022.\)](#)

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**D. Review, Discuss and Approve an Agreement with Bay Area Tree Specialists for Vegetation Abatement Services – Chief Cox**

1. Motion to Adopt Resolution No. 2023-04; Resolution of the Board of Directors of the Coastside Fire Protection District Approving an Agreement with Bay Area Tree Specialists for Vegetation Abatement Services

**6. CONTINUING BUSINESS**

- A. Review and Discuss Mid-Year Operating Plan Deliverables – Chief Cox (**Tab #2**)
- B. Second Reading Fire Code Ordinance No. 2023-01 – Chief Cox (**Tab #3**)
  1. Motion to Adopt Ordinance No. 2023-01; An Ordinance Adopting the California Fire Code 2022 Edition and Prescribing Regulations Governing Conditions Hazardous to Life, Property and Environment from Fire, Panic, Explosion, Hazardous Materials and Hazardous Uses and Establishing a Bureau of Fire Protection and Providing Officers therefore.
- C. Consider for Approval Update on Paramedic Training Program for Volunteer Firefighters – Chief Armstrong (**Tab #4**)

**7. NEW BUSINESS**

- A. Resolution finding that meetings of the Board of Directors via Teleconferencing protect against the ongoing and imminent Health and Safety Risks posed by Covid-19 and determining that all such meetings will continue to be held in hybrid format to allow attendance in person or remotely pursuant to California Government Code Sections 54953(e) – Chief Cox (**Tab #5**)
  1. Motion to Adopt Resolution No. 2023-01; Resolution of the Coastside Fire Protection District Board of Directors finding that meetings of the Board of Directors via hybrid format protects against the ongoing and imminent health and safety risks posed by Covid-19 and determining that all such meetings will continue to be held in hybrid format to allow attendance in person or remotely pursuant to California Government Code Section 54953(e)
- B. Review and Discuss CAL FIRE Contract – Chief Cox (**Tab #6**)
- C. Consider for Approval a Resolution Declaring Seasonal Weeds a Public Nuisance – Chief Cox (**Tab #7**)
  1. Adopt Resolution No. 2023-02; A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring Seasonal Weeds a Public Nuisance
- D. Consider for Approval a Resolution Authorizing Receipt of 2022 Mandatory Fire Inspections – Chief Cox (**Tab #8**)
  1. Adopt Resolution No. 2023-03; Resolution of the Coastside Fire Protection District Board of Directors Acknowledging Receipt of the Fire Chief’s Report Regarding the Inspection of Certain Occupancies Required to be Inspected Annually Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code

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

- A. Finance Committee Report – Dir. Burke, Dir. Cockrell (**Tab #9**)
  - FY22-23 November / December Revenue
  - FY22-23 November / December Expenses
  - FY22-23 November / December Reserve/Assets
- B. Volunteer Committee Report – Dir. Cockrell, Dir. Hanna
- C. Land and Structures Committee Report - Dir. MacKimmie, Dir. Sherrill

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- 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 Silva
- K. Fire Chief’s Report - Chief Cox (**Tab #10**)
  - [November / December Statistics](#)
  - [PARS Monthly Statement for 11/1/2022 to 11/30/2022](#)
  - [PARS Monthly Statement for 12/1/2022 to 12/31/2022](#)

**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.

Oral Communications Procedures: This portion of the meeting has been allocated for public comments concerning items on the agenda for this meeting. 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 Oral Communications. 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.

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: January 20, 2023