



# Coastside Fire Protection District

## STAFF REPORT

**TO:** Honorable Board of Directors

**FROM:** Jed Wilson, Fire Chief

**DATE:** May 27, 2026

**SUBJECT:** RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE FIRE PROTECTION DISTRICT CALLING AND GIVING NOTICE OF AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026, FOR THE ELECTION OF THREE MEMBERS OF THE BOARD OF DIRECTORS REPRESENTING DISTRICTS C, D, AND E

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### **Staff Recommendation**

It is recommended that the Board of Directors adopt the attached Resolution calling for the County to conduct an election for three members of the Board of Directors during the November 3, 2026 General Election.

### **Background and Discussion**

Pursuant to Elections Code section 10509, the Fire Protection District must formally call for an election and deliver notice to the County Elections Official no less than 125 days prior to each election at which the Fire Protection District will elect members to the Board of Directors. As the current terms for President Burke, Director Hanna, and Director Sherrill are set to expire at the end of 2026, the Fire Protection District shall elect three members to four-year terms to begin upon the expiration of those terms at the November 3, 2026 Election. The attached Resolution calls for the election and will provide the required notice to the County Elections Official upon its delivery by the Deputy Chief.

The November 3, 2026 Election will be the third election at which the Fire Protection District will elect members to the Board of Directors through the by-district form of elections. Registered voters from Districts C, D, and E, as identified on the District Boundary Map adopted by the Board in 2022, shall elect members from their respective districts during this election cycle. Voters from Districts A and B last elected members from their respective districts to four-year terms in 2024 and shall next vote at the 2028 election.

### **Attachments:**

1. Resolution

ATTACHMENT 1

PROPOSED RESOLUTION CALLING FOR ELECTION ON  
NOVEMBER 3, 2026

RESOLUTION NO.2026-04

RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE FIRE PROTECTION DISTRICT CALLING AND GIVING NOTICE OF AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026, FOR THE ELECTION OF THREE MEMBERS OF THE BOARD OF DIRECTORS REPRESENTING DISTRICTS C, D, AND E

WHEREAS, on April 13, 2022, the Coastside Fire Protection District formally switched from an at-large to a by-district form of electing members to the Board of Directors through the adoption of Ordinance No. 2022-01; and

WHEREAS, Ordinance No. 2022-01 included as an attachment the District Boundaries Map defining the five districts from which members of the Board of Directors shall be elected; and

WHEREAS, Ordinance No. 2022-01 dictated that the Coastside Fire Protection District would elect members to the Board of Directors through by-district elections beginning with the General Election in November 2022, at which time members from Districts C, D, and E were elected to four-year terms; and

WHEREAS, Ordinance No. 2022-01 dictated that members from Districts A and B would be elected to four-year terms beginning with the November 2024 General Election;

WHEREAS, the Coastside Fire Protection District has provided the District Boundaries Map and associated information describing the boundaries of the five electoral districts to the San Mateo County Elections Office; and

WHEREAS, an election has been ordered to be held on November 3, 2026 in the Coastside Fire Protection District for the purpose of electing members of its Board of Directors (the "Election"); and

WHEREAS, pursuant to Section 1001 of the Elections Code of the State of California, there is an established General Statewide election to be held on the same day as the Election; and

WHEREAS, pursuant to Part 3, Consolidation of Elections, and commencing with Section 10400 of the Elections Code of the State of California, an election for members of the Board of Directors may be either completely or partially consolidated with another election held on the same day, if in the same territory, or in territory that is part the same; and

WHEREAS, pursuant to Section 1002 of the Elections Code of the State of California, the Board of Directors desires to adopt this resolution to request that the Board of Supervisors of the County of San Mateo permit the San Mateo County Chief

Elections Officer & Assessor–County Clerk–Recorder (the “Chief Elections Officer”) to render specified services to the Coastside Fire Protection District relating to the conduct of the November 3, 2026 election.

NOW, THEREFORE, BE IT RESOLVED by Board of Directors for the Coastside Fire Protection District as follows:

1. That an election is hereby called to be held in and for the Coastside Fire Protection District on November 3, 2026, to elect three members to the Board of Directors for full terms of four years each. Those three members shall be elected from sub district areas known as Districts C, D, and E as shown on the District Boundaries Map.
2. That, pursuant to Elections Code 10002, the Board of Directors of the Coastside Fire Protection District hereby requests the Board of Supervisors of the County of San Mateo to make available the services of the San Mateo County Chief Elections Officer & Assessor – County Clerk – Recorder (the “Chief Elections Officer”) as the County Elections Official for the purpose of rendering services in the conduct of the Election to be held on November 3, 2026.
3. That the Election to be held on November 3, 2026 will be conducted by-district. Each candidate for the Board of Directors shall reside in the sub district area where they seek to represent and shall be elected by the registered voters of that particular sub district area.
4. That, pursuant to Elections Code section 10509, not less than 125 days prior to the date of the election, the Deputy Chief/District Secretary shall deliver this Resolution to the Chief Elections Officer as notice of the call for the Election on November 3, 2026. The Deputy Chief shall, prior to submitting the Resolution, affix the seal of the Coastside Fire Protection District with his signature on the Resolution.
5. That the Deputy Chief is hereby authorized and directed to enter into an Elections Services Agreement with the Chief Elections Officer regarding the Election to be held on November 3, 2026 to outline the detailed services to be provided by both the Coastside Fire Protection District and the Chief Elections Officer.
6. The Chief Elections Officer will send an itemized invoice to the Coastside Fire Protection District for all services provided pursuant to the Elections Service Agreement after the Election is conducted and all related costs are determined, and the Deputy Chief, or his/her designee, is hereby authorized and directed to submit payment on the full amount of the invoice to the County of San Mateo within forty-five (45) days of the date of the invoice
7. That pursuant to Elections Code 13307, each candidate for the Board of Directors to be voted in the Election to be held on November 3, 2026 may prepare a candidate statement on the appropriate form provided by the Chief Elections Officer.

Such statement shall be limited to 200 words. The prorated costs of printing, mailing, translating, and publishing the statements, and any other costs associated with the candidate statements, shall be paid by the candidate.

Passed and adopted by the Coastside Fire Protection District Board of Directors at a meeting thereof held on the 27th day of May, 2026, by the following vote of the members thereof:

AYES, and in favor thereof, Board members:

NOES, Board members:

ABSENT, Board members:

ABSTAIN, Board members:

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President of the Board

ATTEST:

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Jed Wilson  
Unit Chief/District Secretary