

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

**January 24, 2018**

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

**ACTION MINUTES**

**1. OPEN SESSION**

President Burke called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 6:00 p.m.

**2. ROLL CALL**

Directors Present: Director Steve Stockman, Director Bruce MacKimmie,  
Vice President J.B. Cockrell, and President Gary Burke.  
Legal Counsel: Jean Savaree.  
Staff: Assistant Chief Paul Cole.  
Admin. Secretary: Jean Headley.

Cal Fire Chief Ian Larkin was absent.  
Secretary Ginny McShane was absent due to illness.

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

None.

**5. CONSENT CALENDAR**

- A. Approval of minutes of December 11, 2017 Special Board Meeting.
- B. Approval of Vendor Checks # 18881-18940 in the amount of \$1,093,649.93, dated December 1 to December 31, 2017.
- C. Approval of Payroll Checks #20979-20982 in the amount of \$458.10, dated December 1 to December 31, 2017.
- D. Direct Deposit of Federal, State & Hospital Taxes I the amount of \$80.14, dated December 1 to December 31, 2017.

ON MOTION by Director MacKimmie, seconded by Director Stockman, the Board voted to approve the Consent Calendar as submitted. Motion passed 4-0.

**6. NEW BUSINESS**

A. Selection of Board Committee Members/Liaisons

President Burke indicated that one additional liaison position needs to be filled, that of liaison to the Volunteer Committee.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted unanimously for Director Steve Stockman to be the liaison to the Volunteer Committee with Vice President J.B. Cockrell. Motion passed 4-0.

B. Review and Discuss Entering Into a New Cooperative Agreement with CalFire

President Burke provided background and comments on this issue. He initiated a discussion regarding an extension of the CalFire contract or perhaps a new 10-year contract with CalFire. Extensive discussion occurred between the Board and Assistant Chief Cole.

ON MOTION by President Burke, seconded by Vice President Cockrell, the Board voted unanimously to take the initial steps to contact CalFire and initiate the process on their end to provide a new long-term contract to the Coastside Fire Protection District. Motion passed 4-0.

C. Review and Discuss District's Updated Vehicle Replacement Schedule

President Burke provided comments on this and suggested postponing it to a future Board meeting.

Assistant Chief Cole also provided comments on this issue.

D. Review, Discuss and Take Action on Naming New Training Complex

President Burke provided background on this issue and detailed Assistant Chief Cole's crucial role in the activities that made the Training Prop a reality.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted unanimously that the Training Prop be named the Chief Paul Cole Training Complex and that a brass plaque be attached to the Training Prop. Motion passed 4-0.

Assistant Chief Cole conveyed his thanks to the Board for the honor.

E. Consider for Approval a Resolution Declaring Seasonal Weeds a Public Nuisance

1. Adopt Resolution No. 2018-01, A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring Seasonal Weeds a Public Nuisance

Assistant Chief Cole introduced the Resolution and recommended adoption of the Resolution by the Board.

ON MOTION by Director MacKimmie, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2018-01, A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring Seasonal Weeds a Public Nuisance:

Director Stockman	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-0.

F. Weed Abatement

1. Authorization to Advertise for Weed Abatement Contractor Bids

Assistant Chief Cole introduced this item.

ON MOTION by Director MacKimmie, seconded by Director Stockman, the Board voted unanimously to authorize Staff to advertise for a weed abatement contractor.  
Motion passed 4-0.

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

A. Finance Committee Report

President Burke reported there was no Finance Committee meeting this month. He referred to items on the Monthly Expense Report. He also referred to the PARS Report for the month of November.

B. Volunteer Liaison Report

Vice President J.B. Cockrell reported his attendance at the December 7<sup>th</sup> meeting. Items discussed were fundraisers, finances, total balance in checking and savings account, and normal business things. He said they

needed to reinstate their 501(c)(3) status and were able to have the \$10,000 fine waived. Also discussed were scholarships for high school seniors and a training report by Captain Lutz.

Vice President Cockrell also reported his attendance at the December 4<sup>th</sup> meeting where the new training officer, Chip Pickard, was introduced. They discussed vehicle maintenance, the upcoming crab feed, and donations.

C. Land and Structures Committee Report

No meeting. There was discussion that Assistant Chief Cole, Vice President Cockrell and Director Stockman should meet soon to discuss properties regarding Station 44.

D. Special Districts Association (SMCO Chapter)

No report.

E. ALS/JPA

No report.

F. Emergency Preparedness

Director Stockman reported on the November meeting. He discussed the successful airport drill. He indicated the OES office has had another leadership change. He said the CEAP group has strong participation on the Coastsides.

G. Attorney's Report

No report.

H. Fire Chief's Report

Assistant Chief Cole announced that Michele Sakamoto has left the District for employment in Sacramento, and they are in the process of getting a replacement for her.

He indicated that Favreau, the appraiser, contacted him and will be going out to begin his assessment of Station 41.

Assistant Chief Cole reported that the new ladder truck is here and he will show it to the Board. He discussed the additional equipment they will be adding.

He reported he has received the first signed agreement to use the new Training Prop. He reported the Training Prop is almost completed.

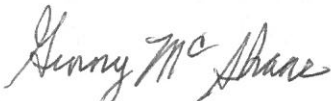
**8. CORRESPONDENCE**

None.

**9. ADJOURNMENT**

President Burke adjourned the meeting at 6:50 p.m. in honor of former Board member Ron Daborski.

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 MacKimmie, seconded by Director Stockman, the Board voted to approve the Consent Calendar as submitted. Motion passed 4-0.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted unanimously for Director Steve Stockman to be the liaison to the Volunteer Committee with Vice President J.B. Cockrell. Motion passed 4-0.

ON MOTION by President Burke, seconded by Vice President Cockrell, the Board voted unanimously to take the initial steps to contact CalFire and initiate the process on their end to provide a new long-term contract to the Coastside Fire Protection District. Motion passed 4-0.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted unanimously that the Training Prop be named the Chief Paul Cole Training Complex and that a brass plaque be attached to the Training Prop. Motion passed 4-0.

ON MOTION by Director MacKimmie, seconded by Vice President Cockrell, by Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2018-01, A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring Seasonal Weeds a Public Nuisance. Motion passed 4-0.

ON MOTION by Director MacKimmie, seconded by Director Stockman, the Board voted unanimously to authorize Staff to advertise for a weed abatement contractor. Motion passed 4-0.