

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

PUBLIC MEETING NOTICE & AGENDA

**November 20, 2024
4:00 p.m.**

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

TELECONFERENCE LINK: <https://zoom.us/j/92333627095>

PHONE LINK: Dial +1 (669) 900-6833 Meeting ID: 923 3362 7095

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 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

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 October 23, 2024 Board Regular meeting](#)
 - B. [Approval of Vendor Checks #56875-56947 in the amount of \\$238,759.08 dated October 1 to October 31, 2024.](#)
 - C. [Approval of Payroll Checks #21290-21292 and DDs in the amount of \\$1,432.52 dated October 1 to October 31, 2024 \(pay period 9/2024\).](#)
 - D. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$237.32 dated October 1 to October 31, 2024 \(pay period 9/2024\).](#)

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6. CONTINUING BUSINESS

- A. (Tab# 2) Resolution Approving the Design Plans and Specifications and Authorizing Bidding of the Station 41 South Lot Site Improvements Project – Chief Cox
 - 1. Approve Resolution No. 2024-57; Resolution of the Coastside Fire Protection District Board of Directors Approving the Design Plans and Specifications and Authorizing Bidding of the Station 41 South Lot Site Improvements Project
- B. (Tab# 3) Receive an Update on Temporary and Permanent Station 44 Project – Chief Cox
- C. (Tab# 4) Action Item: Update Coastside Fire District Strategic Business Plan Including Mission, Vision, Values and Initiatives – Chief Cox

7. NEW BUSINESS

- A. (Tab# 5) Review, Discuss a Presentation by Foster & Foster Regarding Options for Addressing Unfunded CalPERS Liability – Chief Cox
- B. (Tab# 6) Resolution Approving District’s Response to 2023-2024 Civil Grand Jury Report titled “Assessing and Reporting Internal Controls in San Mateo County Agencies and School Districts”– Chief Cox
 - 1. Approve Resolution No. 2024-56; Resolution Approving District’s Response to 2023-2024 Civil Grand Jury Report titled “Assessing and Reporting Internal Controls in San Mateo County Agencies and School Districts”
- C. (Tab# 7) Review, Discuss and Approve Coastside Fire Protection District Actuarial Study of Retiree Health Liabilities Under GASB 74/75 Valuation Date: June 30, 2023 – Chief Cox

8. BOARD OF DIRECTORS AND CHIEFS’ REPORTS

- A. Finance Committee Report – Dir. Burke, Dir. Cockrell
- 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# 8) Fire Chief’s Report - Chief Cox
 - [October 2024 Statistics](#)
 - [PARS Monthly Statement for 10/1/2024 to 10/31/2024](#)
 - New Agreements
 - First Amendment to Professional Services Agreement for On-Call Public Works Consulting Services with Sean Rose Engineering - Increase from \$25,000 to \$75,000
 - Professional Services Agreement for Advanced Rescue Training with Lee and Associates Rescue - \$0 Facility Use and Reduced Tuition Agreement

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.

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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: November 15, 2024