

COASTSIDE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING
December 11, 2019
6:00 p.m.

LOCATION
1191 Main Street, Half Moon Bay, CA 94019

AGENDA (Tab #1)

1. OPEN SESSION – 6:00 pm

2. ROLL CALL
President Burke, Vice President Cockrell, Secretary McShane, Director MacKimmie, Director Stockman

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

5. CONSENT CALENDAR
 - A. [Approval of minutes from October 23, 2019 Regular Board meeting](#)
 - B. [Approval of Vendor Checks #20237 - 20295 in the amount of \\$485,969.52 dated October 1 to October 31, 2019.](#)
 - C. [Approval of Payroll Checks #21074 - 21078 in the amount of \\$ 923.50, dated October 1 to October 31, 2019.](#)
 - D. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$153.01, dated October 1 to October 31, 2019.

6. NEW BUSINESS
 - A. Election of Board Officers – Dir Burke
 - B. Selection of Board Committee Members – Board President
 - C. Selection of Volunteer Liaison – Board President
 - D. Selection of California Special District Association Liaison – Board President
 - E. Selection of ALS/JPA Liaison – Board President
 - F. Community Facilities District # 35 (719 Main Street, Half Moon Bay) Chief Larkin **(Tab#2)**
 1. Public Hearing
 2. [Resolution No. 2019-35](#); A Resolution of Formation of the Coastside Fire Protection District Community Facilities District No. 35, Authorizing the Levy of a Special Tax Within the District, Preliminarily Establishing an Appropriations Limit for the District and Submitting Levy of the Special Tax and the Establishment of the Appropriations Limit to the Qualified Electors of the District
 3. [Resolution No. 2019-36](#); A Resolution Calling a Special Election for the Levy of a Special Tax and the Establishment of an Appropriations Limit for Coastside Fire Protection District Community Facilities District No. 35.

- G. [Review and Approve Staff Report and Adopt Associated Resolutions related to Volunteer Fire Assistance Grant](#) Chief Larkin **(Tab #3)**
 - 1. Adopt Resolution 2019-37 Approving the Agreement (7FG19024) with the California Department of Forestry and Fire Protection for the ward during the term of this agreement under the Volunteer Fire Assistance Program and authorized the Fire Chief of the Coastside Fire Protection District to execute said agreement.
 - 2. Adopt Resolution 2019-38 Accepting Unanticipated Revenue in the amount of \$8,472.00 from the California Department of Forestry and Fire Protection , Volunteer Fire Assistance Grant Program.
- H. [Review, Discuss, take Action on the Staff report related to the Professional Service Agreement with Headley Office Services.](#) Chief Larkin **(Tab #4)**
 - 1. Adopt Resolution No. 2019-39 Approving the Agreement for Professional Services with Headley Office Services and authorize the Board President to execute the Agreement on behalf of the Coastside Fire Protection District.
- I. [Review, Discuss, take Action on the Staff report related to the Professional Service Agreement with Darin Boville/Montara Fog.](#) Chief Larkin **(Tab #5)**
 - 1. Adopt Resolution No. 2019-40, Approving an Agreement for Professional Services with Darin Boville/Montara Fog and authorize the Board President to execute the Agreement on behalf of the Coastside Fire Protection District.

7. BOARD OF DIRECTORS AND CHIEFS' REPORTS

- A. Finance Committee Report – Dir. Burke, Dir. McShane **(Tab #6)**
 - * [FY1920 October Revenue](#)
 - * [FY1920 October Expenses](#)
 - * [FY1920 October Reserve/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell
- C. Land and Structures Committee Report - Dir. Cockrell, Dir. Stockman
- D. Special Districts Association (SMCO Chapter) - Dir. MacKimmie
- E. ALS/JPA – Dir. MacKimmie
- F. Midcoast Community Council (MCC) – Dir McShane
- G. Emergency Preparedness – Dir. Stockman
- H. Attorney’s Report – Attorney Jean Savaree
- I. Fire Chief’s Report - Chief Larkin **(Tab #7)**
 - * [October & November Statistics](#)
 - * [PARS Monthly Statement 10/1/2019 – 10/31/2019](#)

8. CORRESPONDENCE

- 9. CLOSED SESSION: Conference with Legal Counsel - Anticipated Litigation (Government Code §54956.9(d)(2)): One Potential Case

10. 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.

Posted: December 6, 2019
Ian Larkin, Fire Chief