

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

PUBLIC MEETING NOTICE & AGENDA

**February 26, 2025
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 December 18, 2024 Board Special meeting](#)
 - B. [Approval of Vendor Checks #57016-57106 in the amount of \\$2,281,625.61 dated December 1 to December 31, 2024.](#)
 - C. [Approval of Payroll Checks #21296-21298 and DDs in the amount of \\$1,074.41 dated December 1 to December 31, 2024 \(pay period 11/2024\).](#)
 - D. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$177.97 dated December 1 to December 31, 2024 \(pay period 11/2024\).](#)

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- E. [Approval of Vendor Checks #57107-57204 in the amount of \\$300,782.02 dated January 1, 2025 to January 31, 2025.](#)
- F. [Approval of Payroll Checks #21299-21301 and DDs in the amount of \\$1,074.42 dated January 1 to January 31, 2025 \(pay period 12/2024\).](#)
- G. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$177.96 dated January 1, 2025 to January 31, 2025 \(pay period 12/2024\).](#)

6. CONTINUING BUSINESS

- A. (Tab# 2) Receive an Update and Review and Discuss Station 41 South Lot Project – Sean Rose
- B. (Tab# 3) Receive an Update and Review and Discuss New Station 44 and Temporary Station 44 Projects – Sean Rose
- C. (Tab# 4) Review and Discuss Mid-Year Operating Plan Deliverables – Chief Cox

7. NEW BUSINESS

- A. (Tab# 5) Review, Discuss and Approve Resolution No. 2025-01. Request to Waive Permit Fees for Half Moon Bay Amateur Radio Club Field Day.
 - 1. Resolution No. 2025-01; Resolution of the Board of Directors of the Coastside Fire Protection District Waiving Permit/Special Event Fees for Half Moon Bay Radio Club’s Field Day for 2025, 2026, and 2027.
- B. (Tab# 6) Consider for Approval a Resolution Declaring Seasonal Weeds a Public Nuisance
 - 1. Adopt Resolution No. 2025-02; A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring Weeds a Public Nuisance
- C. (Tab# 7) Review, Discuss and Consider for Approval a Resolution Authorizing Receipt of 2024 Mandatory Fire Inspections – Chief Griffin
 - 1. Adopt Resolution No. 2025-03; 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
- D. (Tab# 8) Consider for Approval a Resolution Authorizing the Purchase of Equipment for New Fire Apparatus Utilizing NPPGOV Leveraged Procurement Contract #PS20015 in the Amount Not-to-Exceed \$73,866.42 – Chief Cox
 - 1. Adopt Resolution No. 2025-04; A Resolution of the Coastside Fire Protection District Board of Directors Approving the Purchase of New Tools and Equipment for New Quantum Engine 40.
- E. [Review, Discuss and Provide Guidance on Annual Community Report](#) – Chief Cox

8. BOARD OF DIRECTORS AND CHIEFS’ REPORTS

- A. (Tab# 9) Finance Committee Report – Dir. Burke, Dir. Cockrell
 - [FY24/25 November Revenue](#)
 - [FY24/25 November Expenses](#)
 - [FY24/25 November Reserves/Assets](#)
 - [PARS Monthly Statement for 11/1/2024 to 11/30/2024](#)
 - [FY24/25 December Revenue](#)
 - [FY24/25 December Expenses](#)
 - [FY24/25 December Reserves/Assets](#)
 - [PARS Monthly Statement for 12/1/2024 to 12/31/2024](#)

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- [Public Agencies Post-Retirement Health Care Plan Trust Financial Statements June 30, 2024](#)
 - [Public Agencies Post-Retirement Health Care Plan Trust Schedule of Changes in Fiduciary Net Position by Account June 30, 2024](#)
 - [Excess ERAF memo dated January 14, 2025 from County of San Mateo Office of the Controller](#)
 - [FY24/25 January Revenue](#)
 - [FY24/25 January Expenses](#)
 - [FY24/25 January Reserves/Assets](#)
 - [PARS Monthly Statement for 1/1/2025 to 1/31/2025](#)
- 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# 10) Fire Chief’s Report - Chief Cox
- [December 2024 Statistics](#)
 - [January 2025 Statistics](#)
 - New Agreements

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.

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: February 21, 2025