

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

September 22, 2021

LOCATION:

Pursuant to Governor Newsom’s Executive Order N-29-20,
the meeting was held by teleconference and Zoom video conference.
Members of the public were able to participate via Zoom or by phone.
Every vote was done by Roll Call Vote.

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 (All participants were present via Zoom or teleconference call.)

Directors Present: President Gary Burke, Vice President J. B. Cockrell,
Director Bruce MacKimmie, Director Steve Stockman, and
Director Cynthia Sherrill.
Board Secretary: Deputy Chief Jonathan Cox.
Cal Fire: Battalion Chief Fire Marshal Gary Silva.
Attorney: Jean Savaree.
Admin. Secretary: Jean Headley.

Also on the Zoom call were Kay Montplaisir and Elizabeth Stitt of Redistricting Partners, Carlyle “Cid” Young, Michelle Dragony, Susan Casey, Karen Allanson, Graham Wood, Graesson Berbano, and Danny “Andy” Terwey.

3. PLEDGE OF ALLEGIANCE

Led by President Burke.

4. PUBLIC COMMENT

Carlyle “Cid” Young discussed the budget for cliff rescue and asked if the District could send a letter to CalTrans asking for more K-rails to lessen cars going over the cliff. President Burke asked Deputy Chief Cox to give this matter some thought and let the Board know what he recommends.

5. CONSENT CALENDAR

- A. Approval of minutes from August 25, 2021 Regular Board meeting.
- B. Approval of the corrected minutes from June 23, 2021 Regular Board meeting.
- C. Approval of Vendor Checks #51174-51245 in the amount of \$134,401.04 dated August 1 to August 31, 2021.
- D. Approval of electronic payment to CalPERS in the amount of \$116,043.91, dated August 1 to August 31, 2021.

Director MacKimmie recused himself from the Consent Calendar.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted to approve the Consent Calendar as submitted:

Director Sherrill	Aye
Director Stockman	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-0-1, with Director MacKimmie having recused himself.

6. CONTINUING BUSINESS

A. Redistricting Update

Deputy Chief Cox introduced Elizabeth Stitt of Redistricting Partners.

Ms. Stitt shared her screen and made a PowerPoint presentation regarding traditional redistricting principals, the timeline for upcoming meetings, census data, and area boundaries. She responded to questions and comments from the Board during her slide presentation.

Cid Young and Karen Allanson also provided comments on this issue.

President Burke asked Director Sherrill to provide Redistricting Partners with the CERT neighborhood district numbers.

Director Stockman suggested that Redistricting Partners research the school district, which has gone through redistricting, to see if any of their maps could help Redistricting Partners.

B. Review, Discuss, and Approve Fiscal Year 2021/2022 Final Budget

Deputy Chief Jonathan Cox introduced the proposed Final Budget for Fiscal Year 2021/2022, summarized the Staff Report, and recommended that the Board approve the Final Budget.

1. Public Hearing for Fiscal Year 2021/2022 Final Budget

President Burke opened the Public Hearing. Hearing no one wishing to speak on this item, he closed the Public Hearing.

President Burke said that he is very comfortable with the proposed Final Budget and provided comments on some of the highlights of the Budget. He discussed Internal Service Funds and indicated that he would like to see this included in next year's Fiscal Year Budget.

2. Motion to Adopt Fiscal Year 2021/2022 Final Budget

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted unanimously to adopt the Fiscal Year 2021/2022 Final Budget:

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

Motion passed 5-0.

C. Vegetation Management Committee Update

1. Review and Discuss Report on Unimproved Parcels with Unmitigated Flammable Vegetation in the High Fire Hazard Severity Areas of the District Staff Report

Director Stockman provided comments about the process he and Director Sherrill followed regarding the Vegetation Management Committee. He also commented on the professionalism of the Staff in assisting them in the process. He discussed the points in the Staff Report.

Deputy Chief Cox and Fire Marshall Gary Silva provided comments.

2. Adopt Updated Vegetation Management Action Plan

Director Sherrill discussed the four new items that have been added to the Vegetation Management Action Plan.

Board discussion occurred.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted unanimously to adopt the Vegetation Management Action Plan:

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

Motion passed 5-0.

3. Adopt Resolution No. 2021-49, A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring Seasonal Weeds a Public Nuisance

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2021-49, A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring Seasonal Weeds a Public Nuisance:

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

Motion passed 5-0.

7. **NEW BUSINESS**

A. Review and Approve Staff Report and Adopt Associated Resolutions Related to Rural Fire Capacity Grant

Deputy Chief Cox summarized the Staff Report and discussed the grant. Some Board discussion followed.

1. Adopt Resolution No. 2021-47, Approving the Agreement (7GF21029) with the California Department of Forestry and Fire Protection for the award during the term of this agreement under the Rural Fire Capacity Program and authorizing the Deputy Chief of the Coastside Fire Protection District to execute said agreement.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted unanimously to Adopt Resolution No. 2021-47, Approving the Agreement (7GF21029) with the California Department of Forestry and Fire Protection for the award during the term of this agreement under the Rural Fire Capacity Program and authorizing the Deputy Chief of the Coastside Fire Protection District to execute said agreement:

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

Motion passed 5-0.

2. Adopt Resolution No. 2021-48, Accepting Unanticipated Revenue in the amount of \$8,471.50 from the California Department of Forestry and Fire Protection, Rural Fire Capacity Grant Program

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted unanimously to Adopt Resolution No. 2021-48, Accepting Unanticipated Revenue in the amount of \$8,471.50 from the California Department of Forestry and Fire Protection, Rural Fire Capacity Grant Program:

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

Motion passed 5-0.

B. Update to Fee Ordinance

Deputy Chief Cox introduced and discussed the reason for the Ordinance.

1. Public Hearing to Consider Amendment of District Ordinance Setting Fees for Service.

President Burke opened the Public Hearing. Hearing no one wishing to speak on this item, he closed the Public Hearing.

2. Introduction and First Reading for Ordinance and Setting Time for Second Reading and Adoption on October 27, 2021

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted unanimously to introduce the first reading for Ordinance 2021-01 and setting the time for the second reading and adoption on October 27, 2021:

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

Motion passed 5-0.

C. Review, Discuss and Approve Surplus of Equipment

Deputy Chief Cox summarized the Staff Report and recommended that the Board approve the surplus of the listed equipment.

ON MOTION by President Burke, seconded by Vice President Cockrell, by the following Roll Call vote, the Board voted unanimously to approve the surplus of the equipment listed on the Staff Report:

Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-0.

(Note that Director Stockman had problems with his audio and did not vote on this item.)

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

President Burke said the Finance Committee met with Deputy Chief Cox. President Burke referred to the August PARS Report.

B. Volunteer Committee Report

No report.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

No additional report.

E. Special Districts Association (SMCO Chapter) Liaison Report

No report.

F. ALS/JPA Liaison Report

No report.

G. FDAC Liaison Report

No report.

H. Emergency Preparedness Liaison Report

Director Stockman was back on the call. He reported on the CEAP meeting on September 10. They are planning a virtual table-top exercise to take place on October 1 with a hypothetical earthquake scenario, with an emphasis on organizations' responses.

I. CERT Report

Director Sherrill thanked Ocean Colony for hosting a table at the newcomers' event last week. She indicated that Frenchman's Creek led an outstanding practice in ICS procedures as well as how to host the Great Coastside Shakeout earthquake scenario to be held on October 9th.

J. Attorney's Report

Attorney Savaree said she will be providing the Board with a memo regarding recent State changes regarding Zoom meetings vs. in-person meetings.

K. Fire Chiefs' Report

Deputy Chief Cox referred to the Statistics Report.

He indicated that the crew is still taking Covid precautions, and there are no current cases within the District Staff.

They are still participating in the county-wide Fuel Reduction Task Force with Supervisors Horsley and Canepa.

They completed a contract to go to a cloud-based real-time pre-planning software application as opposed to previous use of binders.

He reported that Chief Cosgrave continues outreach work with DEM, OES, the Sheriff and the various agencies on the Coast, specifically on evacuation planning.

He reported average call volume and discussed the recent cliff rescue.

He discussed multi-structure training procedures as well as high volume of plans and inspections.

As to apparatus, Deputy Chief Cox reported that two rigs are to be built. He said all apparatus are back from fire assignments.

Minutes Taker, Jean Headley, announced to the Board that she is retiring and asked that a replacement be found to prepare the Board minutes in the future.

9. CORRESPONDENCE

None.

10. CLOSED SESSION

President Burke adjourned the Board into Closed Session at 7:15 p.m.

A. Conference with Real Property Negotiators (Government Code Section 54956.8):

Property: 531 Obispo Road, El Granada, CA 94018

Agency negotiator: Deputy Chief Jonathan Cox

Negotiating parties: Surplus Property of the District

Under negotiation: Terms and price of potential sale of Property

11. OPEN SESSION

The Board came back into Open Session at 7:40 p.m. and no action was taken in Closed Session.

12. ADJOURNMENT

President Burke adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Deputy Chief Jonathan Cox, 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

President Burke asked Deputy Chief Cox to give the matter of asking CalTrans for more K-rails on Highway 1 to lessen cars going over the cliff some thought and let the Board know what he recommends.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by Roll Call Vote, the Board voted to approve the Consent Calendar as submitted. Motion passed 4-0-1, with Director MacKimmie having recused himself.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by Roll Call Vote, the Board voted unanimously to adopt the Fiscal Year 2021/2022 Final Budget. Motion passed 5-0.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by Roll Call Vote, the Board voted unanimously to adopt the Vegetation Management Action Plan. Motion passed 5-0.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2021-49, A Resolution of the Board of Directors of the Coastside Fire Protection District Declaring Seasonal Weeds a Public Nuisance. Motion passed 5-0.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by Roll Call Vote, the Board voted unanimously to Adopt Resolution No. 2021-47, Approving the Agreement (7GF21029) with the California Department of Forestry and Fire Protection for the award during the term of this agreement under the Rural Fire Capacity Program and authorizing the Deputy Chief of the Coastside Fire Protection District to execute said agreement. Motion passed 5-0.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by Roll Call Vote, the Board voted unanimously to Adopt Resolution No. 2021-48, Accepting Unanticipated Revenue in the amount of \$8,471.50 from the California Department of Forestry and Fire Protection, Rural Fire Capacity Grant Program. Motion passed 5-0.

ON MOTION by Director Stockman, seconded by Vice President Cockrell, by Roll Call Vote, the Board voted unanimously to introduce the first reading for Ordinance 2021-01 and setting the time for the second reading and adoption on October 27, 2021. Motion passed 5-0.

ON MOTION by President Burke, seconded by Vice President Cockrell, by Roll Call vote, the Board voted unanimously to approve the surplus of the equipment listed on the Staff Report. Motion passed 4-0. (Note that Director Stockman had problems with his audio and did not vote on this item.)