

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

**April 22, 2009**

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

**ACTION MINUTES**

**OPEN SESSION**

President Gary Burke called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:30 p.m.

**PRESENT AT ROLL CALL**

Board Members: President Gary Burke, Vice President Ginny McShane, Secretary Bruce MacKimmie, Director Doug Mackintosh, Director Gregg Hosfeldt, Director Lane Lees, Director John Draper, Director Chris Cilia, and Director J. B. Cockrell.

Staff: Division Chief Paul Cole.

Cal Fire: Fire Chief John Ferreira.

Legal Counsel: Attorney Jean Savaree.

Admin. Secretary: Jean Headley.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

None.

**REPORT BY FIREFIGHTER IAFF LOCAL 2881**

No report.

**CONSENT CALENDAR**

- A. Approval of Minutes of March 25, 2009 Board Meeting
- B. Approval of Vendor Checks #11604 - #11700 in the amount of \$1,356,797.36, dated March 1 to March 31, 2009
- C. Approval of Payroll Checks #10082 - #10095 in the amount of \$5,036.54 dated March 1 to March 31, 2009  
Direct Deposit of Federal, State and Hospital Tax in the amount of \$1,415.99, dated March 1 to March 31, 2009

Director Mackintosh removed Item A from the Consent Calendar for discussion.

ON MOTION by Secretary MacKimmie, seconded by Director Hosfeldt, the Board unanimously approved Items B and C of the Consent Calendar as submitted. Motion passed 9-0.

Director Mackintosh made corrections to pages 2, paragraph 2, adding the words "in Item B" after the word "discrepancies," and to page 4, amending the first sentence to read "Director Hosfeldt informed the Board that he will abstain from voting on this item due to his volunteer status, but he will participate in the discussion."

ON MOTION by Director Cockrell, seconded by Secretary MacKimmie, the Board unanimously approved Item A of the Consent Calendar, as amended. Motion passed 9-0.

Chief Paul Cole informed the Board regarding the PERS payment status. Direction was given to Staff to look into this matter and report back to the Board.

**NEW BUSINESS (moved up)**

Vice President McShane requested that Item 8B be moved up to become next on the agenda because of the number of volunteers in the audience.

B. Motion to Adopt Resolution No. 2009-09 "Resolution of Appreciation for the Half Moon Bay Volunteer Fire Department"

The Board thanked the volunteers for their hard work, and Director Hosfeldt introduced the Volunteer Firefighters in the audience. There was discussion regarding the upcoming crab feed fundraiser dinner on May 2, 2009.

ON MOTION by Director McShane, seconded by Director Cilia, by the following Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2009-09, Resolution of Appreciation For The Half Moon Bay Volunteer Fire Department:

Director Mackintosh	Aye
Secretary MacKimmie	Aye
Vice President McShane	Aye
Director Hosfeldt	Aye
Director Lees	Aye
Director Draper	Aye
Director Cilia	Aye
Director Cockrell	Aye
President Burke	Aye

Motion passed 9-0.

ON MOTION by Director Cockrell, seconded by President Burke, the Board voted unanimously that Resolution 2009-09 be shown as passed by acclamation. Motion passed 9-0.

**CONTINUING BUSINESS**

A. PARS Public Agencies Post-Retirement Health Care Trust Fund

Secretary MacKimmie and Director Lees recused themselves and left the room.

President Burke introduced this item. Mitch Barker of PARS introduced Andrew Brown, Portfolio Manager with Highmark Capital.

Mr. Brown of Highmark Capital provided his credentials, discussed targeted rates of return, and made recommendations to the Board. He responded to questions and comments from the Board throughout his discussion.

ON MOTION by President Burke, seconded by Director Cilia, the Board voted unanimously to choose the discretionary investment approach, allowing Highmark Capital to make the investment decisions. Motion passed 9-0.

Additional discussion occurred among the Board and Mr. Brown.

ON MOTION by President Burke, seconded by Vice President McShane, by the following Roll Call Vote, the Board voted to choose the moderately aggressive fund initially to invest in:

Director Mackintosh	Aye
Vice President McShane	Aye
Director Hosfeldt	No
Director Draper	Aye
Director Cilia	No
Director Cockrell	Aye
President Burke	Aye

Motion passed 5-2.

Secretary MacKimmie and Director Lees returned to the meeting.

B. Weed Abatement

1. Review Weed Abatement Contract Bids
2. Authorization to Award Weed Abatement Contract

President Burke stated that two bids were received. Chief Cole recommended the low bid by Josh Hutchins.

ON MOTION by Director Lees, seconded by Director Mackintosh, the Board voted unanimously to accept the low bid of JC Hutchins Construction, Inc. Motion passed 9-0.

C. Review Progress Toward Achieving CSDA District of Distinction Certification

President Burke indicated there is one additional governance class, and Chief Cole announced when it is being held.

**NEW BUSINESS**

A. Cal Fire Contract Presentation

Cal Fire Chief John Ferreira and Cal Fire Office Technician Ginny Petras made a lengthy PowerPoint presentation on the status of District operations and administration in preparation for the Board's review of the FY 09/10 agreement. The presentation also asked the Board if Cal Fire has performed up to the standards requested of them.

Vice President McShane asked Chief Cole if it is possible for the PowerPoint presentation to be placed on Coastside Channel 6 for the public to see.

**BOARD OF DIRECTORS AND CHIEFS' REPORTS**

A. Finance Committee Report

Chief Paul Cole indicated that Staff is awaiting April's revenue figures. President Burke mentioned the possible drop in property tax revenues.

B. Volunteer Liaison Report

Director Hosfeldt reported on the volunteers' medical training activities and the volume of calls responded to. He indicated that the volunteers appreciate the Board's donation and commendations.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

Director Mackintosh reported that a meeting is scheduled for next week for the committee to approve a brochure.

E. California Independent Special Districts Association (San Mateo Co. Chapter)

No report.

F. ALS/JPA

Director Lees reported the next meeting is May 20<sup>th</sup> for the final contract amendments.

G. Attorney's Report

No report.

H. Fire Chief's Report

Chief Paul Cole reported Staff has been working with ISO to obtain data regarding adequacies of the system. Staff was requested to provide maps and status of water systems in the District on the May agenda.

Chief Cole indicated that final bids have been received for the voice mail system.

Director Mackintosh commented on the increase in number of calls on the Call Log.

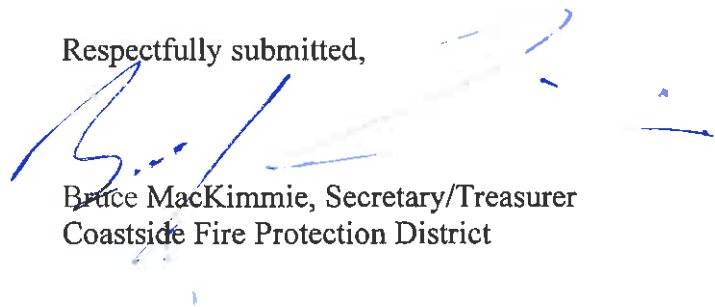
**CORRESPONDENCE**

Chief Cole referred to a letter received from the Board of Harbor Commissioners and praised Captain Ken Lord and Firefighter Chip Pickard for their work with the Harbor District.

**ADJOURNMENT**

Director Lees made a motion to adjourn the meeting, and Secretary MacKimmie seconded the motion. The motion passed unanimously 9-0, and the meeting was adjourned at 9:28 p.m.

Respectfully submitted,



Bruce MacKimmie, Secretary/Treasurer  
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 Secretary MacKimmie, seconded by Director Hosfeldt, the Board unanimously approved Items B and C of the Consent Calendar as submitted. Motion passed 9-0.

ON MOTION by Director Cockrell, seconded by Secretary MacKimmie, the Board unanimously approved Item A of the Consent Calendar, as amended. Motion passed 9-0.

ON MOTION by Director McShane, seconded by Director Cilia, by Roll Call Vote the Board voted unanimously to adopt Resolution No. 2009-09, Resolution of Appreciation For The Half Moon Bay Volunteer Fire Department. Motion passed 9-0.

ON MOTION by Director Cockrell, seconded by President Burke, the Board voted unanimously that Resolution 2009-09 be shown as passed by acclamation. Motion passed 9-0.

ON MOTION by President Burke, seconded by Director Cilia, the Board voted unanimously to choose the discretionary investment approach, allowing Highmark Capital to make the investment decisions. Motion passed 9-0.

ON MOTION by President Burke, seconded by Vice President McShane, by Roll Call Vote the Board voted to choose the moderately aggressive fund initially to invest in, Motion passed 5-2, with Directors Hosfeldt and Cilia the dissenting votes. (MacKimmie and Lees had recused themselves.)

ON MOTION by Director Lees, seconded by Director Mackintosh, the Board voted unanimously to accept the low bid of JC Hutchins Construction, Inc. for weed abatement. Motion passed 9-0.

Vice President McShane asked Chief Cole if it is possible for the Cal Fire PowerPoint presentation to be placed on Coastside Channel 6 for the public to see.

Staff was requested to provide maps and status of water systems in the District on the May agenda.

Director Lees made a motion to adjourn the meeting, and Secretary MacKimmie seconded the motion. The motion passed unanimously 9-0, and the meeting was adjourned at 9:28 p.m.