

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

**October 28, 2020  
6:00 p.m.**

**LOCATION**

Pursuant to Governor Newsom's Executive Order N-29-20, the meeting will be held by teleconference or video conference only. On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and extended on March 31, 2020; the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, the Board meeting room is no longer open to the public for meetings of the Coastside Fire Protection District Board of Directors. Members may participate in the meeting via the Zoom application, or by phone.

Join Zoom Meeting

<https://us02web.zoom.us/j/89212467068>

Dial by Phone:

1 (669) 900-6833

Meeting ID: 892 1246 7068

Any request for reasonable accommodation should be addressed to Michele Ortiz at [mortiz@coastsidefire.org](mailto:mortiz@coastsidefire.org)

**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 September 23, 2020 Regular Board meeting.](#)
  - B. [Approval of new Vendor Checks #50356 - 50428 in the amount of \\$419,117.07 dated September 1 to September 30, 2020.](#)
  - C. [Approval of electronic payment to CalPERS in the amount of \\$112,526.63 dated September 1 to September 30, 2020.](#)
  - D. [Approval of Payroll Checks #21119 - 21123 in the amount of \\$1,388.54, dated September 1 to September 30, 2020.](#)
  - E. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$234.30, dated September 1 to September 30, 2020.

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**6. CONTINUING BUSINESS**

- A. Review and Discuss Draft Training Center Administration Manual – Chief Cox ([Tab #2](#))
- B. Review and Discuss the Movement of Battalion Chief 10 to Fire Station 41 – Chief Cox ([Tab #3](#))

**7. NEW BUSINESS**

- A. Presentation on Vegetation Management in the Coastside Fire Protection District – Chief Cox ([Tab #4](#))
- B. Review and Discuss Annual CalPERS Report for 2019 – President Burke ([Tab #5](#))
- C. Review, Discuss and Approve Documents Recommended for Destruction in Accordance with Districts Records Retention Policy Staff Report – Chief Cox ([Tab #6](#))
- D. Review, Discuss and Approve The Surplus of Equipment – Chief Cox ([Tab #7](#))

**8. BOARD OF DIRECTORS AND CHIEFS' REPORTS**

- A. Finance Committee Report – Dir. Burke, Dir. McShane ([Tab #8](#))
  - \* [FY2021 September Revenue](#)
  - \* [FY2021 September Expenses](#)
  - \* [FY2021 September Reserve/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell
- C. Land and Structures Committee Report - Dir. Cockrell, Dir. Stockman
- D. Vegetation Management Committee – Dir. McShane
- E. Special Districts Association (SMCO Chapter) - Dir. MacKimmie
- F. ALS/JPA – Dir. MacKimmie
- G. Emergency Preparedness – Dir. Stockman
- H. Attorney's Report – Attorney Jean Savaree
- I. Fire Chief's Report - Chief Cox ([Tab #9](#))
  - \* [Virtual Grand Opening flyer](#)
  - \* [September Statistics](#)
  - \* [PARS Monthly Statement 9/1/20 to 9/30/20](#)

**9. CORRESPONDENCE**

**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

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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: October 23, 2020