

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

January 28, 2026

LOCATION:

Pursuant to Resolution No. 2023-01,
the meeting was held as a hybrid meeting with attendance both in person at Fire Station 40, 1191
Main Street, Half Moon Bay, CA 94019, and via Zoom.
Members of the public were able to participate in person or via Zoom. 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 4:00 p.m.

2. ROLL CALL

Directors Present:	President Gary Burke, Vice President J.B. Cockrell, Director Bruce MacKimmie, and Director Cynthia Sherrill
Board Secretary:	Unit Chief Jed Wilson
CAL FIRE:	Deputy Chief Ryan West, Battalion Chief-Fire Marshal Patrick Griffin, Analyst Meghan Henry
Attorney:	Jean Savaree

Also present, either in person or via Zoom, were Battalion Chief Dave Hibdon, Steve
Stockman, Michele Dragony, Cid Young, Sean Rose, and an unidentified member of the
public.

3. PLEDGE OF ALLEGIANCE

President Burke led the Pledge of Allegiance.

4. PUBLIC COMMENT

No public comment was made.

5. CONSENT CALENDAR

- A. Approval of minutes from December 17, 2025 Board Special meeting
- B. Approval of Vendor Checks #57905-57990 in the amount of \$2,693,977.29 dated
December 1 to December 31, 2025.
- C. Approval of Payroll Checks #21322-21323 and DDs in the amount of \$358.14 dated
December 1 to December 31, 2025 (pay period 11/2025.)
- D. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$59.32 dated
December 1 to December 31, 2025 (pay period 11/2025.)

ON MOTION by President Burke, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted to approve the Consent Calendar Items A-D as submitted:

Director Sherrill	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 3-0-1, with Director MacKimmie having recused himself and Director Hanna absent.

6. CONTINUING BUSINESS

7. NEW BUSINESS

A. Update on Wildfire Prevention, Zone 0

Unit Chief Jed Wilson reported that Wildfire Prevention under state direction had been postponed. For now, the District will follow defensible space standards in LRA areas already in place.

B. Review, Discuss and Approve Resolution No. 2026-01 Approving the terms of the Updated Lease Agreement with American Medical Response West for Zone 5

Attorney Savaree introduced the proposed rent agreement, with the only change to this renewal is an increase in rent prices of 3.5% for years 2 and 3.

ON MOTION by Director MacKimmie, seconded by Director Sherrill, by the following Roll Call Vote, the Board voted to Adopt Resolution No. 2026-01; A Resolution of the Board of Directors of the Coastside Fire Protection District Approving the Terms of a Lease Agreement with American Medical Response West for Zone 5 Ambulance Crew Housing and Posting Facilities at Fire Station #40 and Authorizing the Board President to Execute the Agreement on Behalf of the Coastside Fire Protection District:

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

Motion passed 4-0, with Director Hanna absent.

C. Review, Discuss and Consider for Approval a Resolution Authorizing Receipt of 2025 Mandatory Fire Inspections.

Chief Wilson introduced the annual resolution and recommended approval.

ON MOTION by Director MacKimmie, seconded by Director Cockrell, by the following Roll Call Vote, the Board voted to approve Resolution 2026-02; 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:

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

Motion passed 4-0.

D. Review, Discuss and take Action on Board of Directions salary increase

Attorney Savaree introduced the process and options. President Burke recommended the salary be increased to \$220 a month and with no objection, the item will be placed on the next agenda.

E. Presentation on the expected timeline for the completion of new Station 44

Sean Rose gave an update on progress for the temporary Station 44. There was discussion.

8. BOARD OF DIRECTORS AND CHIEFS’ REPORTS

A. Finance Committee Report

President Burke summarized the financial information provided in the packet.

B. Volunteer Committee Report

No report.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

No report.

E. Special Districts Association (SMCO Chapter) Liaison Report

No report.

F. ALS/JPA Liaison Report

President Burke reported he attended a closed session meeting and that results of the meeting will be made public soon.

G. Emergency Preparedness Liaison Report

Chief West reported for Dave Cosgrave that the DEM was working on wildfire mitigation, emergency notifications, evacuations, and disaster preparedness day.

H. CERT Report

Director Sherrill reported that CERT hosted a meeting and have an upcoming presentation from PG&E Spokesperson on downed powerlines.

I. Attorney's Report

No report.

J. Fire Marshal's Report

Chief Griffin reported on the office statistics.

K. Fire Chief's Report

Chief Wilson summarized the statistics.

Final comments from President Burke included a request for a finance meeting.

9. ADJOURNMENT

President Burke adjourned the meeting at 4:43 p.m.

Respectfully submitted,

DocuSigned by:

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3/2/2026

Unit Chief Jed Wilson, 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

ON MOTION by Vice President Cockrell, seconded by Director Sherrill, the Board voted to approve the Consent Calendar Items A-D as submitted. Motion passed 3-0-1, with Director MacKimmie having recused himself and Director Hanna absent.

ON MOTION by Director MacKimmie, seconded by Director Sherrill, the Board voted to Adopt Resolution 2026-01; Resolution of the Board of Directors of the Coastside Fire Protection District Approving the Terms of a Lease Agreement with American Medical Response West for Zone 5 Ambulance Crew Housing and Posting Facilities at Fire Station #40 and Authorizing the Board President to Execute the Agreement on Behalf of the Coastside Fire Protection District. Motion passed 4-0 with Director Hanna Absent.

ON MOTION by Director MacKimmie, seconded by Vice President Cockrell, the Board voted to Adopt Resolution 2026-02; 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. Motion passed 4-0 with Director Hanna absent.