

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

September 28, 2011

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

ACTION MINUTES

OPEN SESSION

President Gregg Hosfeldt called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:32 p.m.

PRESENT AT ROLL CALL

Directors Present: Secretary Doug Mackintosh, Director Ginny McShane, Vice President John Draper, Director Gary Burke, Director Gary Riddell, Director Mike Alifano, and President Gregg Hosfeldt.
Staff: Division Fire Chief Paul Cole.
Cal Fire: Fire Chief John Ferreira.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

None.

CEREMONIAL

President Hosfeldt provided a brief background on the presentation of Resolutions to honor individuals who perform great works of public service or public safety.

President Hosfeldt presented ceremonial Resolution No. 2011-21 to Larry Whitney for more than 22 years of dedicated volunteer service to La Honda, and he read the Resolution aloud. Mr. Whitney thanked the Board for the Resolution and for how the District has integrated La Honda into the Coastside Fire Protection Plan. He also stated how much he has enjoyed being a volunteer firefighter.

Cal Fire Chief John Ferreira introduced Larry Whitney's wife, Kathy Whitney, and made comments about how well the Whitneys have served their community.

President Hosfeldt presented a second Resolution from the Pillar Point Harbor District to Don Coates and Jerry Pemberton for saving the life of an individual who fell in the water. As Messrs. Coates and Pemberton were unable to be present this evening, Vice President John Draper accepted the Resolution on their behalf.

CONSENT CALENDAR

- A. Approval of Minutes of August 24, 2011 Regular Board Meeting
- B. Approval of Vendor Checks #13588-13662 in the amount of \$74,142.04 dated August 1 to August 31, 2011
- C. Approval of Payroll Checks #13587, #13627, #13658 and #20381-20392 in the amount of \$1,439.39 dated August 1 to August 31, 2011
Direct Deposit of Federal, State & Hospital Taxes in the amount of \$205.12 dated August 1 to August 31, 2011

Item A was removed from the Consent Calendar as Vice President Draper and Director Riddell were not present at that meeting.

ON MOTION by Director Burke, seconded by President Hosfeldt, the Board voted unanimously to approve Items B and C of the Consent Calendar as presented. Motion passed 7-0.

ON MOTION by Director Burke, seconded by President Hosfeldt, the Board voted to approve Item A of the Consent Calendar as presented. Motion passed 5-0-2, with Vice President Draper and Director Riddell abstaining.

CONTINUING BUSINESS

- A. Motion to Receive Final Tri-Data Report

President Hosfeldt indicated he did not receive any feedback from the Board on the Tri-Data Report.

President Hosfeldt asked if there was any public comment on this item. Seeing no one wishing to speak, he closed the public comment portion of this item.

Board discussion occurred regarding the Board's dissatisfaction with the report and whether or not to pay the full balance on Tri-Data's invoice.

A motion was made by Secretary Mackintosh and seconded by Director Alifano (which following additional Board discussion was subsequently pulled by the maker and the seconder) that the Board receive the report, that it not be published on the website, and that any distribution have a cover letter saying that the Board's position is that the report contains significant errors.

ON MOTION by Secretary Mackintosh, seconded by Director Alifano, the Board voted unanimously that the Board receives the Tri-Data report and notes that it does not agree with all the findings contained therein, that the Board also notes that the report contains hearsay and unsubstantiated conjecture, and that the previous disclaimer is to be attached to any distribution of the study. Motion passed 7-0.

B. Status of Fire Marshal Position

Director Riddell provided background on this issue and said he wishes to move forward on this. He indicated he would like to have a Board committee contact some of the other fire departments in the County to gather information.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

Extensive Board discussion occurred.

Cal Fire Chief John Ferreira provided comments on the duties of the Fire Marshal and how these duties are currently being performed.

ON MOTION by Director Riddell, seconded by Director Alifano, by the following Roll Call vote, the Board voted to establish a committee to look at Fire Prevention/Fire Marshal services:

Secretary Mackintosh	Aye
Director McShane	No
Vice President Draper	Aye
Director Burke	No
Director Riddell	Aye
Director Alifano	Aye
President Hosfeldt	No

Motion passed 4-3.

Directors Alifano and Riddell volunteered to be on the new committee, and Cal Fire Chief Ferreira will work directly with the committee.

NEW BUSINESS

E. Staff Questions Regarding Transitional MOU (moved up before Item A)

President Hosfeldt introduced this item and asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

Station 44 Captain Dan Mahoney spoke on this issue, and Cal Fire Chief John Ferreira discussed percentages under the transitional MOU.

Extensive discussion occurred between the Board, Chief Ferreira, and Captain Mahoney.

Attorney Jean Savaree recommended that she provide the Board with a confidential memo regarding her opinion on this issue before the Board makes any decisions. This item will be brought back on a future agenda.

A. Motion to Adopt Resolution No. 2011-19; Resolution Establishing the Appropriations Limit Applicable to the District during Fiscal Year 2011/12

Attorney Jean Savaree explained the Appropriations Limit to the Board and requested that the Resolution be adopted.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

ON MOTION by Secretary Mackintosh, seconded by Director Burke, by the following Roll Call vote, the Board unanimously adopted Resolution No. 2011-19, Resolution Establishing the Appropriations Limit Applicable to the District during Fiscal Year 2011/12:

Secretary Mackintosh	Aye
Director McShane	Aye
Vice President Draper	Aye
Director Burke	Aye
Director Riddell	Aye
Director Alifano	Aye
President Hosfeldt	Aye

Motion passed 7-0.

B. Review and Approve Final Budget for FY 2011/12

Division Chief Paul Cole introduced the Budget and recommended that the Board approve the Final Budget as presented.

1. Public Hearing

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak, he closed the Public Comment section.

Board discussion occurred.

2. Motion to Adopt Final Budget for Fiscal Year 2011/12

ON MOTION by Director Burke, seconded by Secretary Mackintosh, the Board voted unanimously to adopt the Final Budget for the Coastside Fire Protection District for FY 2011/12. Motion passed 7-0.

C. Cal Fire Contract – “Exhibit E” Work Plan Update

Cal Fire Chief John Ferreira introduced this item. Board discussion occurred.

D. Review and Approve Staff Recommendation to Surplus Excess Rolling Stock (Fire Engines/Staff Vehicles)

Division Chief Paul Cole summarized the Staff Report and recommended that the Board approve the surplus of the equipment as shown in the Staff Report.

President Hosfeldt asked if there was any Public Comment on this item. Seeing no one wishing to speak on this item, he closed the Public Comment section.

Minor discussion occurred between the Board and Staff.

ON MOTION by Vice President Draper, seconded by Director McShane, the Board voted unanimously that the Board approve the surplus of the four vehicles shown on the Staff Report. Motion passed 7-0.

BOARD OF DIRECTORS AND CHIEFS' REPORTS

President Hosfeldt opened Items A through I for Public Comment. Seeing no one wishing to speak on any of these items, President Hosfeldt closed the Public Comment section.

A. Finance Committee Report

Director Burke reported that the committee discussed the annual budget and the financial spreadsheets.

B. Volunteer Liaison Report

President Hosfeldt reported the main focus is putting new volunteers in service. He stated that all volunteers now have radios, that First Responder, First-Aid, and HazMat training is continuing, and that Chief Cole has been presented with a Draft MOU.

Chief Cole indicated additional recruitment continues, and a meeting will occur this Friday regarding the joint academy.

C. Land and Structures Committee Report

No report. Chief Cole indicated that Peter Burnell contacted him by email regarding the post office property. The committee will schedule a meeting.

D. Vegetation Management Committee Report

Director McShane reported her attendance at the Mid Coast Community Counsel meeting on September 14th. Cal Fire Chief John Ferreira was also at that meeting, and he discussed a parcel being transferred to the GGNRA.

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

No report.

F. ALS/JPA

No report.

G. Water Supply Assessment Committee Report

President Hosfeldt reported that he has made contact with the Montara Water & Sanitary District and discussions are underway regarding having a meeting.

H. Attorney's Report

No report.

I. Fire Chief's Report

Cal Fire Chief John Ferreira discussed the establishment of a repeater site in connection with the Devil's Slide Tunnel.

Chief Cole provided status on the three new fire engines. He also reported on the door project at Station 44. He discussed the new format of the Exception Report. He also discussed the AMR STAR-CAR as well as the volunteers' proposal to conduct hydrant inspections.

Chief Cole indicated that the District's auditor sent GASB 54 questionnaires to the Board members and requested that the Board members return them.

CORRESPONDENCE

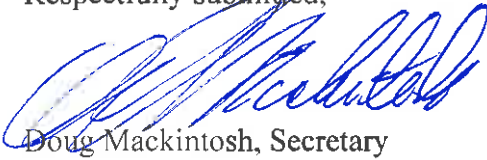
Division Fire Chief Paul Cole discussed the items in the Correspondence section.

Director Alifano discussed the letter received from the Half Moon Bay Beautification Committee. Staff indicated this will be on the agenda for the next Board meeting.

ADJOURNMENT

ON MOTION by Director Alifano, seconded by Vice President Draper, President Hosfeldt adjourned the meeting at 9:42 p.m.

Respectfully submitted,



Doug Mackintosh, 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 Director Burke, seconded by President Hosfeldt, the Board voted unanimously to approve Items B and C of the Consent Calendar as presented. Motion passed 7-0.

ON MOTION by Director Burke, seconded by President Hosfeldt, the Board voted to approve Item A of the Consent Calendar as presented. Motion passed 5-0-2, with Vice President Draper and Director Riddell abstaining.

ON MOTION by Secretary Mackintosh, seconded by Director Alifano, the Board voted unanimously that the Board receives the Tri-Data report and notes that it does not agree with all contained therein, that the Board also notes that the report contains hearsay and unsubstantiated conjecture, and that the previous disclaimer is to be attached to any distribution of the study. Motion passed 7-0.

ON MOTION by Director Riddell, seconded by Director Alifano, by Roll Call vote, the Board voted to establish a committee to look at Fire Prevention/Fire Marshal services. Motion passed 4-3, with Directors McShane and Burke and President Hosfeldt the dissenting votes. Directors Alifano and Riddell volunteered to be on the new committee, and Cal Fire Chief Ferreira will work directly with the committee.

Attorney Jean Savaree recommended that she provide the Board with a confidential memo regarding her opinion on the transitional MOU issue before the Board makes any decisions. This item will be brought back on a future agenda.

ON MOTION by Secretary Mackintosh, seconded by Director Burke, by Roll Call vote, the Board unanimously adopted Resolution No. 2011-19, Resolution Establishing the Appropriations Limit Applicable to the District during Fiscal Year 2011/12. Motion passed 7-0.

ON MOTION by Director Burke, seconded by Secretary Mackintosh, the Board voted unanimously to adopt the Final Budget for the Coastside Fire Protection District for FY 2011/12. Motion passed 7-0.

ON MOTION by Vice President Draper, seconded by Director McShane, the Board voted unanimously that the Board approve the surplusing of the four vehicles shown on the Staff Report. Motion passed 7-0.

ON MOTION by Director Alifano, seconded by Vice President Draper, President Hosfeldt adjourned the meeting at 9:42 p.m.