COASTSIDE FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING

September 23, 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 Patrick Hanna, Director Bruce MacKimmie, and Director Cynthia Sherrill
Board Secretary:	Unit Chief Jed Wilson
CAL FIRE:	Deputy Chief Gary Silva, Battalion Chief-Fire Marshal Patrick Griffin, Deputy Fire Marshal Clinton Dyer, Analyst Meghan Henry
Attorney:	Jean Savaree

Also present, either in person or via Zoom, Sid Young, Michelle Dragony, Sean Rose, Austin Dunklee, and Cuellar Family of 4.

3. PLEDGE OF ALLEGIANCE

President Burke led the Pledge of Allegiance.

4. PUBLIC COMMENT

The Cuellar family expressed their thanks to the District for the response on their home and protection of the neighborhood.

5. CONSENT CALENDAR

A. Approval of minutes from August 26, 2026 Board Regular meeting
B. Approval of Vendor Checks #58500-58574 in the amount of $518,986.49 dated August 1 to August 31, 2026.
C. Approval of Payroll Checks #21338-21339 and DDs in the amount of $1,074.41 dated August 1 to August 31, 2026 (pay period 7/2026.)

D. Direct Deposit of Federal, State & Hospital Taxes in the amount of $177.97 dated August 1 to August 31, 2026 (pay period 7/2026.)

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

Director Hanna	Aye
Director Sherrill	Aye
Vice President Cockrell	Aye
President Burke	Aye

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

6. CONTINUING BUSINESS

A. Receive an Update on Wildfire Prevention, Zone 0

Chief Wilson provided updates on the water tender and the CalTrans right of way project.

B. Receive an Update on Temporary and New Station 44 projects

No additional notes as this was addressed in 7D.

C. Review, discuss, and Consider for Approval Fiscal Year 2026/2027 Final Budget

1. President Burke opened the public hearing.

   No public comment made.

2. President Burke closed the public hearing.

Chief Wilson introduced and went over the budget. There was discussion.

ON MOTION by President Burke, seconded by Director Sherrill, by the following Roll Call Vote, the Board voted to Adopt Fiscal Year 2026/2027 Final Budget:

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

Motion passed 5-0.

7. NEW BUSINESS

A. Review, Discuss, and Consider for Approval Fixing Employer Health Contribution for Retired 001 Represented Safety Members, Retired 002 Non-Represented Safety Members, and 003 Non-Represented Miscellaneous Members

ON MOTION by President Burke, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted to adopt Resolutions 2026-49, 50, and 51; Fixing the Employer Contribution Under the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants with Respect to a Recognized Employee Organization (Group 001 Represented Safety Members, Group 002 Non-Represented Safety Members, and Group 003 Non-represented Miscellaneous Members, respectively):

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

Motion passed 5-0.

B. Community Facilities District No. 40 (142 California Ave)

ON MOTION by President Burke, seconded by Director Sherrill, by the following Roll Call Vote, the Board voted to Adopt Resolution No. 2026-52; A Resolution of Formation of the Coastside Fire Protection District Community Facilities District No. 40, Authorizing the Levy of a Special Tax within the District, Preliminarily establishing an Appropriations Limit to the Qualified Electors of the District:

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

Motion passed 5-0.

ON MOTION by President Burke, seconded by Director Sherrill, by the following Roll Call Vote, the Board voted to Adopt Resolution No. 2026-53; A Resolution Calling for a Special Election for the Levy of a Special Tax and the Establishment of an Appropriations Limit for Coastside Fire Protection District Community Facilities District No. 40;

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

Motion passed 5-0.

C. Recognition of Fire Captain-Paramedic Ryan Tankersley

Chief Wilson gave recognition to newly retired Fire Captain-Paramedic Ryan Tankersley.

D. Adopt a Resolution taking the following six actions in relation to the Fire Station 44 Replacement Project (the "Project"):

1. Approve Project plans and specifications;
2. Authorize District staff to issue the Notice Inviting Bids for Project construction to preauthorized bidders;
3. Authorize the Fire Chief or designee to execute a construction contract with the lowest responsive and responsible bidder in an amount not to exceed $14,415,483 plus authorization of a 15% construction contingency;
4. Authorize the Fire Chief or designee to execute a professional services agreement in the amount of $42,812 with BAGG Engineers for Geotechnical Observation and Testing;
5. Authorize the Fire Chief or designee to execute a professional services agreement in the amount of $133,714 with BAGG Engineers for Special Inspection and Materials Testing; and
6. Authorize the Fire Chief or designee to execute an amendment to the professional services agreement with PBK Architects in the amount of $13,700 for additional design services

Sean Rose introduced the items, and Austin Dunklee went over the plans. There were some questions and a discussion.

ON MOTION by President Burke, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted to Adopt Res. No. 2026-54; Resolution taking the following six actions in relation to the Fire Station 44 Replacement Project (the "Project"): 1) Approve Project plans and specifications; 2) Authorize District staff to issue the Notice Inviting Bids for Project construction to pre-authorized bidders; 3) Authorize the Fire Chief or designee to execute a construction contract with the lowest responsive and responsible bidder in an amount not to exceed $14,415,483 plus authorization of a 15% construction contingency; 4) Authorize the Fire Chief or designee to execute a professional services agreement in the amount of $42,812 with BAGG Engineers for Geotechnical Observation and Testing; 5) Authorize the Fire Chief or designee to execute a professional services agreement in the amount of $133,714 with BAGG Engineers for Special Inspection and Materials Testing; AND 6) Authorize the Fire Chief or designee to execute an amendment to the professional services agreement with PBK Architects in the amount of $13,700 for additional design services:

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

Motion passed 5-0.

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

The committee was looking to finalize the recognition idea for Chief Lord. The academy graduated the past weekend. The volunteers responded to the Montara house fire.

C. Land and Structures Committee Report

There was inquiry into the flagpole at 44, which is being worked on.

D. Vegetation Management Committee Report

There was request to circle back on the CalTrans right of way project.

E. Special Districts Association (SMCO Chapter) Liaison Report

No report.

F. ALS/JPA Liaison Report

No report.

G. District Capital Improvement Projects Report

No report.

H. CERT Report

Director Sherrill reported on CERT happenings.

I. Attorney's Report

No report.

J. Fire Marshal's Report

No report.

K. Fire Chief's Report

Chief Wilson reported on significant events in the District.

9. ADJOURNMENT

President Burke adjourned the meeting at 5:30 p.m.

Respectfully submitted,

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

ON MOTION by President Burke, seconded by Director Sherrill, the Board voted to Adopt Fiscal Year 2026/2027 Final Budget. Motion passed 5-0.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted to adopt Resolutions 2026-49, 50, and 51; Fixing the Employer Contribution Under the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants with Respect to a Recognized Employee Organization (Group 001 Represented Safety Members, Group 002 Non-Represented Safety Members, and Group 003 Non-represented Miscellaneous Members, respectively). Motion passed 5-0.

ON MOTION by President Burke, seconded by Director Sherrill, the Board voted to Adopt Resolution 2026-52; A Resolution of Formation of the Coastside Fire Protection District Community Facilities District No. 40, Authorizing the Levy of a Special Tax within the District, Preliminarily establishing an Appropriations Limit to the Qualified Electors of the District. Motion passed 5-0.

ON MOTION by President Burke, seconded by Director Sherrill, the Board voted to Adopt Resolution No. 2026-53; A Resolution Calling for a Special Election for the Levy of a Special Tax and the Establishment of an Appropriations Limit for Coastside Fire Protection District Community Facilities District No. 40. Motion passed 5-0.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted to Adopt Resolution No. 2026-54; Resolution taking the following six actions in relation to the Fire Station 44 Replacement Project (the "Project"): 1) Approve Project plans and specifications; 2) Authorize District staff to issue the Notice Inviting Bids for Project construction to pre-authorized bidders; 3) Authorize the Fire Chief or designee to execute a construction contract with the lowest responsive and responsible bidder in an amount not to exceed $14,415,483 plus authorization of a 15% construction contingency; 4) Authorize the Fire Chief or designee to execute a professional services agreement in the amount of $42,812 with BAGG Engineers for Geotechnical Observation and Testing; 5) Authorize the Fire Chief or designee to execute a professional services agreement in the amount of $133,714 with BAGG Engineers for Special Inspection and Materials Testing; AND 6) Authorize the Fire Chief or designee to execute an amendment to the professional services agreement with PBK Architects in the amount of $13,700 for additional design services. Motion passed 5-0.