

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

**January 26, 2022
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 Online at:

<https://us02web.zoom.us/j/87418487303>

Join Zoom Meeting By Phone at:

+1(669) 900-6833

Meeting ID: 874 1848 7303

Any request for reasonable accommodation should be addressed to Michele Ortiz at mortiz@coastsidefire.org

AGENDA ([Tab #1](#))

1. **OPEN SESSION** – 6:00 pm
2. **ROLL CALL**
President Burke, Vice President Cockrell, Director MacKimmie, Director Stockman, Director Sherrill
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
5. **CONSENT CALENDAR**
 - A. [Approval of minutes from December 15, 2021 Special Board meeting.](#)
 - B. [Approval of Vendor Checks #51436-51527 in the amount of \\$107,705.59 dated December 1, 2021 to December 31, 2021.](#)
 - C. [Approval of electronic payment to CalPERS in the amount of \\$116,043.91 dated December 1 to December 31, 2021.](#)
6. **CONTINUING BUSINESS**
 - A. Consider for Approval a Resolution Authorizing Receipt of 2021 Mandatory Fire Inspections. – Chief Cox ([Tab #2](#))

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1. Adopt Resolution 2022-01; Authorizing Receipt of Report Made by The Fire Chief Regarding the Inspection of Certain Occupancies Required to Perform Annual Inspection in Such Occupancies.
- B. Redistricting the District – Chief Cox [\(Tab #3\)](#)
 1. Public Hearing on District Map Drawing: Presentation From Redistricting Partners and Hearing to Receive Input from the Community Regarding the Coastside Fire Protection District’s Transition From an “At-Large” to a “By-District” Election System and Alignment of District Lines.
- C. Review and Discuss Mid-Year Deliverables – Chief Cox [\(Tab #4\)](#)
- D. Review and Discuss Proposal for Updated CAL FIRE Fiscal Sheets to increase Chief Officer Staffing Levels within Coastside Fire Protection District’s Cooperative Fire Protection Contract – Chief Cox [\(Tab #5\)](#)
 1. Adopt Resolution No. 2022-02; Accepting updated CAL FIRE Fiscal Sheets to increase Chief Officer Staffing Levels within Coastside Fire Protection District’s Cooperative Fire Protection Contract.
7. **NEW BUSINESS**
 - A. Review, Discuss and Authorize Fire Chief to Execute Professional Services Agreement with Urban Futures for Pension Advisory Services in Amount Not-To-Exceed \$15,000. – Chief Cox [\(Tab #6\)](#)
 - B. Review and Approve Recommendation to Purchase three (3) Unmanned Aerial Systems and Accessories in an Amount not to Exceed \$101,115.00. – Chief Cox [\(Tab #7\)](#)
 - C. Review, Discuss and Authorize Fire Chief to Execute a Professional Services Agreement with Landscape Reflections to Produce Updated Landscaping Plans for Fire Station 40 in Amount Not-to-Exceed \$16,000. – Chief Cox [\(Tab #8\)](#)
 - D. Review and Approve Recommendation to Purchase six (6) MedVaults and six (6) KeySecure Units from the Knox Company for Required Secure Narcotics and Knox Key Storage in Amount Not-to-Exceed \$17,032.92. – Chief Cox [\(Tab #9\)](#)
 - E. Security Cameras
 1. Authorization to Advertise for Security Cameras for Fire Station 40 and Fire Station 44. – Chief Cox [\(Tab #10\)](#)
 - F. Review, Discuss and Adopt a Resolution finding that meetings of the Board of Directors via Teleconferencing Protect against the ongoing and Imminent Health and Safety Risks Posed by Covid-19 – Chief Cox [\(Tab #11\)](#)
 1. Adopt Resolution No. 2022-03; Resolution of the Coastside Fire Protection District Board of Directors Finding that Meetings of the Board of Directors via Teleconference Protects Against the Ongoing and Imminent Health and Safety Risks Posed by Covid-19 and Determining that all such Meetings will Continue to be by Teleconference Pursuant to California Government Code Section 54953(e)
 - G. Review, Discuss and Approve SVA Architects Proposal for Feasibility Study for Fire Station 44 Replacement – Chief Cox [\(Tab #12\)](#)
8. **BOARD OF DIRECTORS AND CHIEFS’ REPORTS**
 - A. Finance Committee Report – Dir. Burke [\(Tab #13\)](#)
 - FY21-22 [November](#) / [December](#) Revenue

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- FY21-22 [November](#) / [December](#) Expenses
- FY21-22 [November](#) / [December](#) Reserve/Assets
- B. Volunteer Committee Report – Dir. Cockrell
- C. Land and Structures Committee Report - Dir. Cockrell, Dir. MacKimmie
- D. Vegetation Management Committee Report – Dir. Stockman
- E. Special Districts Association (SMCO Chapter) Liaison Report - Dir. Burke
- F. ALS JPA Liaison Report– Dir. Burke
- G. FDAC Liaison Report – Dir. Burke
- H. Emergency Preparedness Liaison Report – Dir. Stockman
- I. CERT Report – Dir. Sherrill
- J. Attorney’s Report – Attorney Jean Savaree
- K. Fire Chief’s Report - Chief Cox (**Tab #14**)
 - [November / December Statistics](#)
 - [PARS Monthly Statement to 11/1/21 to 11/30/21](#)
 - [PARS Monthly Statement to 12/1/21 to 12/31/21](#)

9. CORRESPONDENCE – Chief Cox (**Tab #15**)

10. ADJOURNMENT

11. CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: 531 Obispo Road El Granada, California

Agency Negotiator: Jonathan Cox, Deputy Chief

Negotiating Parties: Coastside Fire Protection District Under Negotiation: Terms and price for potential sale of property

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

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

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enable the District make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Jonathan Cox, Deputy Chief

Posted: January 21, 2022