

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

April 25, 2012

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

ACTION MINUTES

OPEN SESSION

President Mackintosh called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:30 p.m.

PRESENT AT ROLL CALL

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

President Mackintosh introduced Cal Fire Northern Region Chief Bill Holmes who was in attendance for tonight's meeting.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

The Board heard public comments from four members of the audience, and direction was given to Staff to investigate the front door handicap entrance.

CEREMONIAL

A. Recognition of Jason Moorhouse, Recipient of the 2012 Lions Club Area Wide Valor Award

Cal Fire Northern Region Chief Bill Holmes read a summary of the heroic actions of Firefighter Jason Moorhouse when he was on vacation in Lakeport, California in September of 2011. Chief Holmes presented Firefighter Moorhouse with the 2012 Lions Club Area Wide Valor Award, who said he was thankful for the recognition, but said he just did what firefighters do as it's "in their blood."

B. Recognition of Captain Ken Lord, Recipient of the 2012 CFPD Firefighter of the Year Award

Cal Fire Chief John Ferreira indicated that Captain Ken Lord is ill and, therefore, unable to attend tonight's meeting, so the presentation of his award will be held at a future Board meeting.

C. Recognition of Volunteer Firefighter Neal Solloway, Recipient of the 2012 CFPD Volunteer Firefighter of the Year Award

Cal Fire Chief John Ferreira stated that Neal Solloway is also unable to attend tonight's meeting, so the presentation of his award will also be held at a future Board meeting.

CONSENT CALENDAR

- A. Approval of Minutes of March 28, 2012 Regular Board Meeting
- B. Approval of Vendor Checks #14064-14151 in the amount of \$155,493.69, dated March 1 to March 31, 2012
- C. Approval of Payroll Checks #20444-20452 in the amount of \$5,243.05, dated March 1 to March 31, 2012
- D. Direct Deposit of Federal, State and Hospital Taxes in the amount of \$1,600.80 dated March 1 to March 31, 2012

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 5-0.

CONTINUING BUSINESS

- A. Review and Approve Contracts with Susan George and Bryan Collins. Ms. George to be retained to prepare costing information necessary to prepare wage and benefit resolution for the Board's consideration. Mr. Collins to be retained to provide information to the Board on operations issues associated with its consideration of hiring employees to provide fire and emergency services within the District

Attorney Jean Savaree summarized the Staff Report and recommended that both consultants be hired.

The Board received public comment from members of the audience on this issue, and Board discussion occurred.

ON MOTION by Director Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board voted on the motion to table Item 7A until time specific to be determined:

Secretary McShane	Yes
Director Riddell	No
Vice President Alifano	No
Director Burke	Yes
President Mackintosh	No

Motion failed 2-3, with Riddell, Alifano, and Mackintosh voting no.

Extensive additional Board discussion occurred.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by the following Roll Call Vote, the Board voted to accept Staff's recommendation to hire Susan George and Bryan Collins and finish this project:

Secretary McShane	No
Director Riddell	Yes
Vice President Alifano	Yes
Director Burke	No
President Mackintosh	Yes

Motion passed 3-2, with McShane and Burke voting no.

- B. Review and Approve the Cal Fire Cooperative Fire Program's Fire Protection Reimbursement Agreement (LG 1) No. 1CA01553 for services from June 30, 2012 to June 30, 2013

Cal Fire Chief John Ferreira provided background on this issue.

Extensive Board discussion occurred.

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted for Chief Paul Cole to return to the Coastside Fire Protection District on a full-time basis. Motion passed 4-0-1, with Vice President Alifano abstaining.

Cal Fire Chief John Ferreira recommended that the Board accept the fiscal sheets as presented.

Additional Board discussion occurred.

ON MOTION by Director Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board voted on a motion to accept the Cal Fire Cooperative Fire Program's Fire Protection Reimbursement Agreement (LG 1) No. 1CA01553 for services from June 30, 2012 to June 30, 2013 in the amount of \$5,754,846:

Secretary McShane	Yes
Director Riddell	No
Vice President Alifano	No
Director Burke	Yes
President Mackintosh	No

Motion failed 2-3, with Riddell, Alifano, and Mackintosh voting no.

Instructions were given to Attorney Savaree as to response to Cal Fire.

- C. Review San Mateo County Civil Grand Jury Report – “The County, San Carlos and Cal Fire, A Missed Opportunity?” (February 15, 2012), and Prepare to Submit Approved District Comments By No Later Than May 15, 2012

Attorney Jean Savaree presented the Staff Report to the Board. Board discussion occurred regarding the proposed response to the Grand Jury Report.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted to approve the proposed response as prepared by legal counsel, with changes as suggested by President Mackintosh. Motion passed 4-0-1, with Director Riddell abstaining.

- D. Weed Abatement

1. Review Weed Abatement Contract Bids

Assistant Chief Paul Cole introduced this item, summarized the two bids received, and recommended that the Board contract with Josh Hutchins.

2. Authorization to Award Weed Abatement Contract

ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted unanimously to hire J. C. Hutchins Construction, Inc. as the weed abatement contractor. Motion passed 5-0.

- E. Presentation of Fire Marshal Shared Services Proposal with Menlo Park Fire District

Director Riddell discussed meetings the committee held with other agencies.

The Board received public comments from members of the audience.

Extensive Board discussion occurred, and Attorney Jean Savaree provided input.

Direction was given to Chiefs Cole and Ferreira to bring back a report regarding the issues and the proposed resolution of these issues. Direction was given to Attorney Savaree to bring back a draft RFP to the next regular Board meeting.

NEW BUSINESS

A. Review and Approve Memorandum of Understanding between the Coastside Fire Protection District and the Half Moon Bay Volunteer Fire Department

Assistant Chief Paul Cole presented and summarized the draft MOU that has been developed between the Coastside Fire Protection District and the Half Moon Bay Volunteer Fire Department. He asked District Counsel to review the MOU.

Some Board discussion occurred.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to approve the Memorandum of Understanding between the Coastside Fire Protection District and the Half Moon Bay Volunteer Fire Department, pending final approval by District Counsel. Motion passed 5-0.

B. Review and Approve Professional Services Agreement with J. Cozzolino Landscape Services in the amount of \$5,200 for Fire Station 44 Retaining Wall

Assistant Chief Cole summarized the Staff Report and recommended that the Board award the contract to the low bidder, Cozzolino Landscape Services, in the amount of \$5,200.

ON MOTION by Vice President Alifano, seconded by Secretary McShane, the Board voted unanimously to award the contract to Cozzolino Landscape Services for the retaining wall at Fire Station 44 in an amount not to exceed \$5,200. Motion passed 5-0.

C. Consider and Take Action on Kenmark's Request for an Accommodation Related to the Formation of a Community Facilities District for the Carnoustie Subdivision

Attorney Jean Savaree summarized the Staff Report and provided background on this issue.

Mr. Bruce Russell of Kenmark Real Estate Group addressed the Board.

ON MOTION by Vice President Alifano, seconded by Secretary McShane, the Board voted unanimously to accept Kenmark's Request for an accommodation related to the formation of a Community Facilities District for the Carnoustie Subdivision and allow them to pay a \$3,900 deposit for the one model home 25-year assessment. Motion passed 5-0.

The Board took a brief recess at 10:00 p.m. and reconvened at 11:08 p.m.

BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

Director Burke reported that the Finance Committee met and the financial sheets are up to date. He reports no unusual expenses, and expenses and revenues are on budget.

President Mackintosh reported that the first installment of the Lehman Bros. settlement has been received, but counsel will now decide the amounts for distribution.

B. Volunteer Liaison Report

Vice President Alifano reported that he attended a volunteers meeting where Chief Cole discussed current events and the MOU. Director Alifano said the new volunteers are getting ready for the academy.

C. Land and Structures Committee Report

No report, but a meeting has been requested regarding the post office lot.

D. Vegetation Management Committee Report

No report, but Secretary McShane said that a meeting will be held next week.

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

There was no meeting.

F. ALS/JPA

There was no meeting.

G. Water Supply Assessment Committee Report

No report.

H. Shared Services Committee Report

This was discussed earlier in tonight's meeting.

I. Attorney's Report

No report.

J. Fire Chief's Report

Cal Fire Chief John Ferreira discussed the reports in the Board packet.

He also indicated that San Mateo County Fire will possibly be reducing from two engines to one engine at Station 17, which will have a significant impact on the entire system in the County.

Chief Ferreira introduced Cal Fire's newest Battalion Chief, Cortland Rounds.

Assistant Chief Paul Cole informed the Board that he will be spending approximately \$2,500 to do some temporary asphalt repair work at Station 41.

Assistant Chief Cole thanked Chief Delay for his efforts in obtaining a grant from the Office of Traffic Safety, and he discussed rescue operations.

Assistant Chief Cole commended the latest group of volunteer firefighters, and he praised Volunteer Chief Pimental for his efforts.

CORRESPONDENCE

No discussion.

Vice President Alifano discussed the Youth Institute's press conference requesting the City of Half Moon Bay to draft an ordinance to have people refrain from smoking in multi-family dwellings.

ADJOURNMENT

At the request of Secretary McShane, President Mackintosh adjourned the meeting at 10:20 p.m. in honor of the late Commissioner Sally Campbell.

Respectfully submitted,



Ginny McShane, 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

Direction was given to Staff to investigate the front door handicap entrance.

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Secretary McShane, by Roll Call Vote, the Board voted on the motion to table Item 7A until time specific to be determined. Motion failed 2-3, with Riddell, Alifano, and Mackintosh voting no.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by Roll Call Vote, the Board voted to accept Staff's recommendation to hire Susan George and Bryan Collins and finish this project. Motion passed 3-2, with McShane and Burke voting no.

ON MOTION by Director Burke, seconded by Secretary McShane, the Board voted for Chief Paul Cole to return to the Coastside Fire Protection District on a full-time basis. Motion passed 4-0-1, with Vice President Alifano abstaining.

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ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted unanimously to hire J. C. Hutchins Construction, Inc. as the weed abatement contractor. Motion passed 5-0.

Regarding the Shared Fire Marshal Position, direction was given to Chiefs Cole and Ferreira to bring back a report regarding the issues and the proposed resolution of these issues. Direction was given to Attorney Savaree to bring back a draft RFP to the next regular Board meeting.

ON MOTION by Director Burke, seconded by Vice President Alifano, the Board voted unanimously to approve the Memorandum of Understanding between the Coastside Fire Protection District and the Half Moon Bay Volunteer Fire Department, pending final approval by District Counsel. Motion passed 5-0.

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