

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

October 26, 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 7:31 p.m.

PRESENT AT ROLL CALL

Directors Present: Secretary Doug Mackintosh, Vice President John Draper, Director Gary Burke, Director Gary Riddell, Director Mike Alifano, and President Gregg Hosfeldt.

Cal Fire: Fire Chief John Ferreira.

Legal Counsel: Attorney Jean Savaree.

Admin. Secretary: Jean Headley.

Directors Absent: Director Ginny McShane.

Staff Absent: Division Fire Chief Paul Cole.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

None.

CONSENT CALENDAR

- A. Approval of Minutes of September 28, 2011 Regular Board Meeting
- B. Approval of Vendor Checks #13663-13721 in the amount of \$108,502.09 dated September 1 to September 30, 2011
- C. Approval of Payroll Checks #20393-20397 in the amount of \$596.00 dated September 1 to September 30, 2011
Direct Deposit of Federal, State & Hospital Taxes in the amount of \$106.25 dated September 1 to September 30, 2011

Item A was pulled from the Consent Calendar by Secretary Mackintosh for one minor change on page 3.

ON MOTION by Secretary Mackintosh, seconded by Vice President Draper, the Board voted unanimously to approve Item A of the Consent Calendar as amended. Motion passed 6-0.

ON MOTION by Vice President Draper, seconded by Director Burke, the Board voted unanimously to approve Items B and C of the Consent Calendar as presented. Motion passed 6-0.

CONTINUING BUSINESS

A. Update on Final Tri-Data Report

President Hosfeldt reported that when he spoke with Tri-Data's Steve Bresler about a week and a half ago, he asked him to consider reducing their final bill to the District. After Mr. Bresler discussed the request with his supervisor, his response was that Tri-Data would charge the full amount because they felt they had spent a lot of extra time with each Board member. President Hosfeldt stated the final bill has not yet been received by the District, but can be brought back on the next agenda.

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.

Following Board discussion, direction to Staff was to handle the payment to Tri-Data as a normal contract billing.

B. Discussion of CFPD CalPERS Debt

Director Burke stated he has asked if the Board would be interested in having a professor from Stanford who is an expert on CalPERS to visit with the Board to explain the intricacies of CalPERS. If so, Director Burke feels it might be good to invite other agencies on the Coast that are involved with CalPERS. Board discussion occurred. Director Burke will follow-up on this.

President Hosfeldt asked if there was any public comment on any items on tonight's agenda. Seeing no one wishing to speak on this item, he closed the public comment.

Director Burke referred to the recent action that the Board took concerning CalPERS and discussed the advisability of the Board having some kind of policy or strategy in place to protect the taxpayers regarding the CalPERS debt. After Board discussion, Director Burke will draft some language to show the Board.

C. Discuss Dream Machine Request to Waive Fee

President Hosfeldt provided background on this issue. He stated that he discussed this with Chief Cole, who said there was an engine at the Dream Machines event that was totally dedicated to the event, at a cost of approximately \$1,900 to the District.

Board discussion occurred regarding the District's costs for Dream Machines vs. the Pumpkin Festival, as well as several other non-profit organizations who request fee waivers. CalFire Chief Ferreira reminded the Board that when fee waiver requests were discussed some time ago, the Board decided to review each request individually as opposed to having a blanket policy.

Direction to Staff was to place this particular fee waiver request on the Consent Calendar at the next Board meeting, and to have an agenda item regarding fee waivers in general. However, it needs to be clarified if this particular fee waiver request is for Dream Machines or Pumpkin Festival.

NEW BUSINESS

A. Discuss November and December Board Meeting Dates

Following Board discussion, it was decided to cancel the regularly scheduled meetings for November 23 and December 28, 2011 and schedule a special Board meeting for Wednesday, December 14, 2011 at 7:30 p.m.

ON MOTION by President Hosfeldt, seconded by Director Burke, the Board voted unanimously to cancel the November 28, 2011 and December 28, 2011 regularly scheduled Board meetings and schedule a special Board meeting for Wednesday, December 14, 2011, at 7:30 p.m. Motion passed 6-0.

B Update on New Fire Engines

President Hosfeldt reported on his recent visit to the manufacturing plant in Appleton with District Mechanic Ed Sterling, Chief Ari Delay, and District Engineer John Minkstein to inspect the new fire engines. He stated that all three engines are expected to be here the first week in November. Board discussion occurred.

BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

No report.

B. Volunteer Liaison Report

President Hosfeldt reported the volunteers provided staffing during Quint and the Pumpkin Festival, and several volunteers have completed driver operator training. They are just finishing volunteer recruitment, and they have 20 applications for 9 volunteer positions.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

CalFire Chief Ferreira reported on a meeting held with Supervisor Horsley's staff regarding the GGNRA acquisition of property.

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 is awaiting a meeting date.

H. Shared Services Committee Report

Director Riddell indicated the committee met with Menlo Park and is trying to contact other agencies. Board discussion occurred regarding a member of the committee meeting with Menlo Park without Chief Ferreira being present.

I. Attorney's Report

Attorney Jean Savaree stated she will be preparing a confidential memo to the Board within the next week regarding the issue of certain language in the transitional MOU.

J. Fire Chief's Report

Cal Fire Chief Ferreira said although Chief Cole is on vacation, his intent was to be here for the meeting, but a family member's illness precluded his attendance.

Chief Ferreira stated that mechanic Ed Sterling is out for a while due to an injury, and it is being discussed how to meet the District's automotive needs in his absence.

Chief Ferreira indicated the District's Annual Report is nearing completion.

CORRESPONDENCE

No discussion.

ADJOURNMENT

ON MOTION by Secretary Mackintosh, seconded by Vice President Draper, President Hosfeldt adjourned the meeting at 8:45 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 Secretary Mackintosh, seconded by Vice President Draper, the Board voted unanimously to approve Item A of the Consent Calendar as amended. Motion passed 6-0.

ON MOTION by Vice President Draper, seconded by Director Burke, the Board voted unanimously to approve Items B and C of the Consent Calendar as presented. Motion passed 6-0.

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