

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

PUBLIC MEETING NOTICE & AGENDA

**January 28, 2026
4:00 p.m.**

LOCATION: Fire Station 40, 1191 Main Street, Half Moon Bay, CA 94019

TELECONFERENCE LINK: <https://zoom.us/j/92333627095>

PHONE LINK: Dial +1 (669) 900-6833 Meeting ID: 923 3362 7095

PUBLIC COMMENT: Members of the public that wish to attend and/or participate in the meeting may do so in person, by joining the virtual link or by using the phone link.

- For members of the public using Zoom, if you would like to make public comment use the “Raise Hand” feature.
- For members of the public using the phone link, if you would like to make public comment press *9 to raise your hand.

You may also submit any public comments by email to cfpdadmin@fire.ca.gov up to one hour before the start of the meeting.

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

AGENDA (Tab# 1)

1. **OPEN SESSION** – 4:00 pm
2. **ROLL CALL**
President Burke, Vice President Cockrell, Director MacKimmie, Director Sherrill, Director Hanna
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
This portion of the meeting has been allocated for public comments. 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 this time. 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.
5. (Tab# 1) **CONSENT CALENDAR**
 - A. [Approval of minutes from December 17, 2025 Board Special meeting](#)
 - B. [Approval of Vendor Checks #57905-57990 in the amount of \\$2,693,977.29 dated December 1, 2025 to December 31, 2025.](#)
 - C. [Approval of Payroll Checks #21322-21323 in the amount of \\$358.14 dated December 1, 2025 to December 31, 2025 \(pay period 11/2025\)](#)
 - D. [Direct Deposit of Federal, State, & Hospital Taxes in the amount of \\$59.32 dated December 1, 2025 to December 31, 2025 \(pay period 11/2025\).](#)

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

6. CONTINUING BUSINESS

7. NEW BUSINESS

- A. Update on Wildfire Prevention, Zone 0 (verbal update with no staff report) – Chief Wilson
- B. ([Tab# 2](#)) Review, Discuss and Approve Resolution No. 2026-01 Approving the Terms of the Updated Lease Agreement with American Medical Response West for Zone 5 – Chief West
 - 1. Adopt Resolution No. 2026-01; A Resolution of the Board of Directors of the Coastside Fire Protection District Approving the Terms of a Lease Agreement with American Medical Response West for Zone 5 Ambulance Crew Housing and Posting Facilities at Fire Station #40 and Authorizing the Board President to Execute the Agreement on Behalf of the Coastside Fire Protection District
- C. ([Tab# 3](#)) Review, Discuss and Consider for Approval a Resolution Authorizing Receipt of 2025 Mandatory Fire Inspections – Chief Wilson
 - 1. Adopt Resolution No. 2026-02; Resolution of the Coastside Fire Protection District Board of Directors Acknowledging Receipt of the Fire Chief’s Report Regarding the Inspection of Certain Occupancies Required to be Inspected Annually Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code
- D. Review, Discuss and take Action on Board of Directors salary increase – Dir. Burke
- E. Presentation on the expected timeline for the completion of new Station 44 – Chief Wilson

8. BOARD OF DIRECTORS AND CHIEFS’ REPORTS

- A. ([Tab# 4](#)) Finance Committee Report – Dir. Burke, Dir. Cockrell
 - [FY25/26 November Revenue](#)
 - [FY25/26 November Expenses](#)
 - [FY25/26 November Reserve/Assets](#)
 - [FY25/26 December Revenue](#)
 - [FY25/26 December Expenses](#)
 - [FY25/26 December Reserve/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell, Dir. Hanna
- C. Land and Structures Committee Report - Dir. MacKimmie, Dir. Sherrill
- D. Vegetation Management Committee Report – Dir. Cockrell, Dir. Hanna
- E. Special Districts Association (SMCO Chapter) Liaison Report - Dir. Hanna
- F. ALS JPA Liaison Report– Dir. Burke
- G. Emergency Preparedness Liaison Report – Department of Emergency Management
- H. CERT Report – Dir. Sherrill
- I. Attorney’s Report – Attorney Jean Savaree
- J. Fire Marshals Report – Chief Griffin
- K. ([Tab# 5](#)) Fire Chief’s Report - Chief Wilson
 - [December 2025 Statistics](#)
 - [PARS Monthly Statement for 11/1/2025 to 11/30/2025](#)
 - [PARS Monthly Statement for 12/1/2025 to 12/31/2025](#)

9. ADJOURNMENT

COASTSIDE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS
REGULAR BOARD MEETING

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.

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

Jed Wilson, Fire Chief
Posted: January 23, 2026