

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

December 12, 2018

6:00 p.m.

LOCATION

1191 Main Street, Half Moon Bay, CA 94019

AGENDA (Tab #1)

1. OPEN SESSION – 6:00 pm
2. ROLL CALL
President Burke, Vice President Cockrell, Secretary McShane, Director MacKimmie,
Director Stockman
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - A. Approval of minutes of October 24, 2018 Regular Board Meeting.
 - B. Approval of Vendor Checks #19510-19569 in the amount of \$1,155,587.66 dated October 1 to October 31, 2018.
 - C. Approval of Payroll Checks # 21025-21029 in the amount of \$786.52 dated October 1 to October 31, 2018.
 - D. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$155.42, dated October 1 to October 31, 2018.
 - E. Approval of Vendor Checks #19570-19627 in the amount of \$1,930,863.08 dated November 1 to November 30, 2018.
6. CEREMONIAL
 - A. Oath of Office for Board Members Gary Burke, Ginny McShane and Steve Stockman – District Counsel
7. CONTINUING BUSINESS
 - A. Community Facilities District No. 32 (1400 South Cabrillo Highway, Half Moon Bay) (Tab #2) Chief Larkin
 1. Motion to Adopt Resolution No. 2018-37; A Resolution Declaring Results of Special Election and Directing Recording of Notice of Special Tax Lien
 2. Motion to Adopt Ordinance No. 2018-01; An Ordinance Levying Special Taxes within Community Facilities District No. 32 (1400 South Cabrillo Highway Half Moon Bay)
8. NEW BUSINESS
 - A. Election of Board Officer – Dir. Burke
 - B. Community Facilities District No. 34 (574, 576, 578, 580 Kelly Avenue, Half Moon Bay) (Tab #3) Chief Larkin
 1. Motion to Adopt Resolution No. 2018-39; Resolution of Intention to Form Community Facilities District No. 34 (574, 576, 578, 580 Kelly Avenue, Half Moon Bay)

- C. Adopt Resolution No. 2018-40; Resolution accepting the amendments to Coastside Fire Protection District Board Policies. (Board Policy Manual of the Coastside Fire Protection District). (Tab #4) Attorney Kai Ruess
- D. Review and approve the Coastside Fire Protection District 2018 Strategic Business Plan. Dir. Burke (Tab #5)
- E. Coastside Fire Protection District Office hours. Chief Larkin
- F. Status of Truck 41. Chief Larkin

9. BOARD OF DIRECTORS AND CHIEFS' REPORTS

- A. Finance Committee Report – Dir. Burke, Dir. McShane (Tab #6)
 - * FY1819 October/November Revenue
 - * FY1819 October/November Expenses
 - * FY1819 October/November Internal Service Fund Expenses
 - * FY1819 October/November Reserve/Assets
- B. Volunteer Committee Report – Dir. Cockrell
- C. Land and Structures Committee Report - Dir. Cockrell, Dir. Burke
- D. Special Districts Association (SMCO Chapter) - Dir. MacKimmie
- E. ALS/JPA – Dir. MacKimmie
- F. Emergency Preparedness – Dir. Stockman
- G. Attorney's Report – Attorney Jean Savaree
- H. Fire Chief's Report - Chief Larkin (Tab #7)
 - * October & November Statistics
 - * PARS Monthly Statement 10/1/18 to 10/31/18

10. CORRESPONDENCE

11. CLOSED SESSION:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 549556.8) Property: APN 037-133-100, 037-133-110 and 037-133-120.
 Agency Negotiator: Ian Larkin, Jan Gray and Kai Ruess
 Negotiation Parties: Coastside Fire Protection District and owners of above referenced APN numbers.
 Under Negotiation: Terms and price for potential purchase of property.

12. ADJOURNMENT

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

Posted: December 7, 2018



Ian Larkin, Fire Chief