

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

**March 22, 2017**

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

**ACTION MINUTES**

**1. OPEN SESSION**

President Burke called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 6:00 p.m.

**2. ROLL CALL**

Directors Present: Secretary Ginny McShane, Director Steve Stockman, Director Bruce MacKimmie, Vice President Cockrell, and President Gary Burke.

Cal Fire: Chief Ian Larkin.

Staff: Assistant Chief Paul Cole.

Legal Counsel: Attorney Jean Savaree.

Admin. Secretary: Jean Headley.

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

None.

**5. CONSENT CALENDAR**

- A. Approval of minutes of February 22, 2017 Regular Board Meeting.
- B. Approval of Vendor Checks #18176-18235 in the amount of \$1,734,526.50, dated February 1 to February 28, 2017.
- C. Approval of Payroll Checks #20930-20936 in the amount of \$1,118.43, dated February 1 to February 28, 2017.
- D. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$216.44, dated February 1 to February 28, 2017.

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

**6. CONTINUING BUSINESS**

A. Review and Approve the Financial Statements and Independent Auditor's Report for the Fiscal Year Ended June 30, 2016.

1) Presented by John Blomberg, Blomberg & Griffin A.C.

John Blomberg of Blomberg & Griffin presented the Financial Statements and the Independent Auditor's Report, summarizing each page as he went through the documents.

At the conclusion of his presentation, he responded to questions and comments from the Board.

He then showed the Board a thick packet of papers, and he indicated this was the new GASB Statement 85.

President Burke provided some comments about the auditor's report.

ON MOTION by Vice President Cockrell, seconded by Director MacKimmie, by the following Roll Call Vote, the Board unanimously approved the Audit for the Fiscal Year Ending June 30, 2016:

Secretary McShane	Aye
Director Stockman	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

**7. NEW BUSINESS**

A. Review Request from Dream Machines Representative Chad Hooker Regarding Fire Protection and Support Services for the 2017 Event

Chad Hooker, representing the Dream Machines as well as the Coastsides Adult Day Health Care Center, requested the District to absorb the costs of one engine company to be present at the non-profit Dream Machines event on April 30, 2017.

ON MOTION by Director MacKimmie, seconded by Vice President Cockrell, the Board voted unanimously that the Coastsides Fire Protection District provide fire protection and support services for the 2017 Dream Machines event. Motion passed 5-0.

B. Review and Discuss Board Compensation Policy

Attorney Savaree provided background information on this issue.

President Burke indicated he will ask Attorney Savaree to bring back to the next Board meeting a revised Board Policy Compensation Policy that will include reimbursement of expenses.

**8. BOARD OF DIRECTORS AND CHIEFS' REPORTS**

A. Finance Committee Report

President Burke referred to the Financial Statements and the PARS report in the packet.

President Burke asked Assistant Chief Cole to take the projected increases in the CalPERS contributions that we will be making as well as how the new CalFire contract would affect us, and extrapolate what these will cost the District over the next five years, and present this for discussion at the May 2017 Board meeting.

B. Volunteer Liaison Report

Vice President Cockrell reported his attendance at the March 2, 2017 volunteer meeting. They discussed the annual scholarship, the volunteer website, pictures of volunteers, a report on the group training prop, and rescues. There was discussion between Vice President Cockrell and Director Stockman regarding the number of volunteer firefighters.

C. Land and Structures Committee Report

No report.

D. Special Districts Association (SMCO Chapter)

No report.

E. ALS/JPA

No report.

F. Emergency Preparedness

Director Stockman reported his attendance at the monthly CEAP meeting. He shared his impression of the committee. He indicated he also attended

the Granada District and Midcoast Council meeting, and he introduced himself at both of those meetings as a new member of the Coastside Fire Protection District Board of Directors.

G. Attorney's Report

No report.

H. Fire Chief's Report

Assistant Chief Cole gave a status report on the Training Prop, indicating that construction is scheduled to begin on May 24, 2017.

Assistant Chief Cole indicated the new ladder truck is expected to arrive in September.

Assistant Chief Cole reported the Final Environmental Impact Report on the new Station 41 will be ready for review and approval at the April Board meeting, which will be a public meeting on the project.

President Burke asked what happens after the Board approves the final EIR. Attorney Savaree stated that after Board approval of the Final EIR, it moves forward to the County Planning Commission, hopefully to be on their calendar in May or June.

Assistant Chief Cole stated that Chief Lord has been out for a couple of weeks dealing with a family issue at home.

**9. CORRESPONDENCE**

None.

**10. ADJOURNMENT**

President Burke adjourned the meeting at 6:45 p.m.

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**

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

ON MOTION by Vice President Cockrell, seconded by Director MacKimmie, by Roll Call Vote, the Board unanimously approved the Audit for the Fiscal Year Ending June 30, 2016. Motion passed 5-0.

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