

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

**August 22, 2012**

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

**ACTION MINUTES**

**1. OPEN SESSION**

President Mackintosh called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:38 p.m.

**2. 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.

**3. PLEDGE OF ALLEGIANCE**

**3A. REPORT ON CLOSED SESSION**

Attorney Jean Savaree reported that the Board met in Closed Session, there was no public comment prior to Closed Session, and the Board took no action in Closed Session.

**4. PUBLIC COMMENT**

President Mackintosh announced a 3-minute time limit on each public comment.

The Board received public comments from several members of the audience.

**5. CONSENT CALENDAR**

- A. Approval of Minutes of July 25, 2012 Special Board Meeting
- B. Approval of Minutes of July 25, 2012 Regular Board Meeting
- C. Approval of Vendor Checks #14373-14419 in the amount of \$107,586.99, dated July 1 to July 31, 2012

- D. Approval of Payroll Checks #20492-20498 in the amount of \$1,150.75, dated July 1 to July 31, 2012  
Direct Deposit of Federal, State and Hospital Taxes in the amount of \$184.11 dated July 1 to July 31, 2012

Vice President Alifano pulled Item B from the Consent Calendar, the Minutes of the July 25, 2012 Regular Board Meeting and provided language to amend the minutes.

ON MOTION by Secretary McShane, seconded by Director Riddell, the Board unanimously approved Items A, C, and D of the Consent Calendar as submitted. Motion passed 5-0.

ON MOTION by Director Riddell, seconded by Vice President Alifano, the Board approved Item B of the Consent Calendar as amended. Motion passed 3-0-2, with Director Burke and Secretary McShane abstaining.

6. CONTINUING BUSINESS

Community Facilities District #22 (Carnoustie LLC, Half Moon Bay)

Assistant Chief Paul Cole introduced the Resolution, provided background, and informed the Board of the procedure to be followed.

A. Public Hearing

President Mackintosh opened the public hearing. Seeing no one wishing to speak, President Mackintosh closed the public hearing.

B. Motion to Adopt Resolution No. 2012-19, Resolution of Formation

ON MOTION by Director Burke, seconded by Vice President Alifano, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2012-19, A Resolution of Formation of the Coastside Fire Protection District Community Facilities District No. 22, Authorizing the Levy of a Special Tax Within the District, Preliminarily Establishing an Appropriations Limit for the District and Submitting Levy of the Special Tax and the Establishment of the Appropriations Limit to the Qualified Electors of the District:

Secretary McShane	Yes
Director Riddell	Yes
Vice President Alifano	Yes
Director Burke	Yes
President Mackintosh	Yes

Motion passed 5-0.

C. Motion to Adopt Resolution No. 2012-20, Resolution Calling for Special Election

ON MOTION by Director Burke, seconded by Vice President Alifano, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2012-20, A Resolution Calling a Special Election for the Levy of a Special Tax and the Establishment of an Appropriations Limit for Coastside Fire Protection District, Community Facilities District No. 22:

Secretary McShane	Yes
Director Riddell	Yes
Vice President Alifano	Yes
Director Burke	Yes
President Mackintosh	Yes

Motion passed 5-0.

D. Motion to Adopt Resolution No. 2012-21, Resolution Declaring Results of Special Election and Directing Recording of Notice of Special Election

Assistant Chief Paul Cole opened the ballot, informed the Board that he has a letter from Mr. James Bishop authorizing Mr. Russell to fill out the ballot, and had Mr. Russell vote on the ballot. Assistant Chief Cole indicated that Mr. Russell voted "Yes" on the ballot.

ON MOTION by Vice President Alifano, seconded by Secretary McShane, by the following Roll Call Vote, the Board unanimously adopted Resolution No. 2012-21, A Resolution Declaring Results of Special Election in the affirmative and Directing Recording of Notice of Special Tax Lien:

Secretary McShane	Yes
Director Riddell	Yes
Vice President Alifano	Yes
Director Burke	Yes
President Mackintosh	Yes

Motion passed 5-0.

E. Motion to Adopt Ordinance No. 2012-01: An Ordinance Levying Special Taxes with Community Facilities District No. 22 (Carnoustie, Half Moon Bay)

ON MOTION by Director Burke, seconded by Vice President Alifano, by the following Roll Call Vote, the Board unanimously adopted Ordinance No. 2012-01: An Ordinance

Levying Special Taxes with Community Facilities District No. 22 (Carnoustie, Half Moon Bay):

Secretary McShane	Yes
Director Riddell	Yes
Vice President Alifano	Yes
Director Burke	Yes
President Mackintosh	Yes

Motion passed 5-0.

7. NEW BUSINESS

A. Motion to Adopt Resolution No. 2012-22, Resolution Amending the District's Conflict of Interest Code

Attorney Jean Savaree provided a brief report on this item and recommended that the Board adopt the Resolution.

At this time, the Board heard public comments from members of the audience. The Board also heard public comments on this issue during the Public Comments section at the beginning of this meeting, and Attorney Savaree responded to those public comments at the time.

Cal Fire Chief John Ferreira provided comments on this item.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by the following Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2012-22, Amending a Conflict of Interest Code, Coastside Fire Protection District:

Secretary McShane	Abstain
Director Riddell	Yes
Vice President Alifano	Yes
Director Burke	Yes
President Mackintosh	Yes

Motion passed 4-0-1, with Secretary McShane abstaining.

B. Discuss Fire District Association of California (FDAC) Request to all Fire Districts to Oppose State SRA Fees and if appropriate, Adopt Resolution No. 2012-23, Resolution Challenging the State of California SRA Fees

President Mackintosh provided comments and background on this item.

Cal Fire Chief Ferreira discussed this issue.

Board discussion occurred.

Direction was given to Attorney Savaree to draft a letter to the Legislature with alternate language and bring it back to the next Board meeting.

C. Discuss Board of Directors Policies and Procedures

Secretary McShane, discussed Board policies and suggested ways for the Board to work better together.

D. Discuss CFR/CAL 2011/12 Fire Exhibit E Final Report

E. Discuss Exhibit E 2011/12 Work Plan

Director Burke provided background about Exhibit E.

Cal Fire Chief John Ferreira gave additional description of what Exhibit E is and how it came to be and how the Work Plan evolved. He discussed several items on Exhibit E, and extensive discussion occurred between the Board and Staff.

The Board heard public comments from members of the audience.

F. Review and Approve Consultant Contract for Dan Belville

Attorney Jean Savaree introduced this item and recommended that the Board retain retired Chief Dan Belville to assist them in their continued exploration of a standalone department.

The Board heard public comments from the audience, and there was some response from Staff.

Extensive Board discussion occurred.

ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted to hire Dan Belville to specifically work on salary and benefits, pension, and health care options, with direction in the future to work on additional items with Board approval. Motion passed 3-2, with Secretary McShane and Director Burke the dissenting votes.

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

A. Finance Committee Report

President Mackintosh reported the committee met today and finished out the year and started a new year.

B. Volunteer Liaison Report

Vice President Alifano reported that the committee met two weeks ago and there is nothing special to report.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

President Mackintosh stated that the maps are out.

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

Secretary McShane reported the next meeting will be in late September.

President Mackintosh indicated there is a special election coming up for LAFCo, and asked for any Board input.

F. ALS/JPA

No report.

G. Water Supply Assessment Committee Report

No report.

H. Shared Services Committee Report

No report.

I. Attorney's Report

No report.

J. Fire Chief's Report

Assistant Chief Paul Cole discussed an upcoming 7-day CERT training class, and he indicated that details will be on the website.

Vice President Alifano discussed an upcoming meeting at CalPERS on September 19<sup>th</sup>.

President Mackintosh indicated that he and Assistant Chief Cole have been asked by the high school for an ambulance during games. Some discussion occurred.

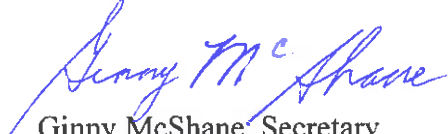
**9. CORRESPONDENCE**

None.

**10. ADJOURNMENT**

On motion by Vice President Alifano, seconded by Secretary McShane, President Mackintosh adjourned the meeting at 10:32 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 Secretary McShane, seconded by Director Riddell, the Board unanimously approved Items A, C, and D of the Consent Calendar as submitted. Motion passed 5-0.

ON MOTION by Director Riddell, seconded by Vice President Alifano, the Board approved Item B of the Consent Calendar as amended. Motion passed 3-0-2, with Director Burke and Secretary McShane abstaining.

ON MOTION by Director Burke, seconded by Vice President Alifano, by Roll Call Vote, the Board unanimously adopted Resolution No. 2012-19, A Resolution of Formation of the Coastside Fire Protection District Community Facilities District No. 22, Authorizing the Levy of a Special Tax Within the District, Preliminarily Establishing an Appropriations Limit for the District and Submitting Levy of the Special Tax and the Establishment of the Appropriations Limit to the Qualified Electors of the District. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Vice President Alifano, by Roll Call Vote, the Board unanimously adopted Resolution No. 2012-20, A Resolution Calling a Special Election for the Levy of a Special Tax and the Establishment of an Appropriations Limit for Coastside Fire Protection District, Community Facilities District No. 22. Motion passed 5-0.

ON MOTION by Vice President Alifano, seconded by Secretary McShane, by Roll Call Vote, the Board unanimously adopted Resolution No. 2012-21, A Resolution Declaring Results of Special Election in the affirmative and Directing Recording of Notice of Special Tax Lien. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Vice President Alifano, by Roll Call Vote, the Board unanimously adopted Ordinance No. 2012-01: An Ordinance Levying Special Taxes with Community Facilities District No. 22 (Carnoustie, Half Moon Bay. Motion passed 5-0.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2012-22, Amending a Conflict of Interest Code, Coastside Fire Protection District. Motion passed 4-0-1, with Secretary McShane abstaining.

Regarding State SRA Fees, direction was given to Attorney Savaree to draft a letter to the Legislature with alternate language and bring it back to the next Board meeting.

ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted to hire Dan Belville to specifically work on salary and benefits, pension, and health care



Minutes of the August 22, 2012 Regular Board Meeting  
Page 9

options, with direction in the future to work on additional items with Board approval.  
Motion passed 3-2, with Secretary McShane and Director Burke the dissenting votes.

On motion by Vice President Alifano, seconded by Secretary McShane, President Mackintosh adjourned the meeting at 10:32 p.m.