



# Bollinas Fire Protection District

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[www.bollinasfire.org](http://www.bollinasfire.org)

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August 23, 2004

The regular meeting of the Bollinas Fire Protection District was called to order at 7:30 PM by Pres. Sands. Dir. Phillips, Dir. Aitken, Chief Tyrrell-Brown, Kim Bender, Ian Johnson and Bill Lyons were present. Vice Pres. Binley and Dir. Currey were absent.

## **PUBLIC EXPRESSION**

None.

## **COMMITTEE REPORTS**

### **Capital Campaign**

Kim Bender reported on the Capital Campaign.

Kim said that the plans are almost ready to be submitted for approval to the County Planning Office.

She reported that the Building and Grounds Committee met last week to discuss site changes. The Committee decided to move the new building forward to allow the Crown Castle tower to remain in its existing place for an additional six months.

Negotiations with Crown Castle are still in process.

Kim outlined fundraising plans for this fiscal year. The Capital Campaign hopes to receive \$750,000 from the Marin Community Foundation, \$300,000 from private donations and an additional \$250,000 from grants. Pres. Sands has several meetings set up with individual donors.

Kim then passed out the Bollinas Community Firehouse & Clinic Project Budget for FY2004-2005. The Board reviewed the numbers and then approved the budget.

MSC, Sands/Phillips (unan) to approve of the Capital Campaign Budget for FY 2004-2005.

Pres. Sands remarked that the Advisory Committee reviews Capital Campaign spending on a biweekly basis and monitors the budget.

Pres. Sands reported on a meeting she attended last Friday with Supervisor Steve Kinsey. Chief Brown, Ian Johnson, and Kim Bender were also in attendance. Chief Brown reiterated to Steve Kinsey the necessity of a functional paging system for all of the West Marin Fire Departments.

## **CONSENT CALENDAR**

MSC, Phillips/Aitken (unan) to approve of the Consent Calendar including the Warrant List, a transfer of \$30,000 from Investment to Operating Accounts, Correspondence and the June 28th, 2004 Closed Session Minutes. Approval of the July 26<sup>th</sup>, 2004 Minutes and Closed Session Minutes will be delayed until the September Board Meeting due to Board members being absent on vacation. Approval of the financial report for July 2004 will also be delayed until the September Board meeting.

## **CHIEF'S REPORT**

Ian Johnson reported on MERA and Crown Castle. Ian reported that a meeting is scheduled with Supervisor Kinsey to discuss the need of a paging system for West Marin that is at least as functional as the one currently operating.

MERA is still in negotiation with the Martinellis over their site. Other potential sites are also being discussed.

Chief Brown stated that County Radio Equipment will need housing after the demolition of the existing tower. By June 05, either the MERA system will be in place making the County Radio Equipment obsolete or dry secure housing for the equipment will be necessary. The BFPD has agreed to make contact with the current cell companies to determine if they would be willing to temporarily house the equipment.

Ian reported that the new building at this point only has one meter making 3-phase power (600 amps) necessary. The District's current back up generator would not be enough to provide power in an outage. A new one would cost approximately \$60,000.

Dir. Aitken suggested a parcel split with a sub meter for the Clinic. He agreed to contact the County to investigate possibilities.

Ian suggested the Board go to PG&E directly and lobby for two meters.

## **Inspections**

Wildland fire hazard inspections and education throughout town still continue. Some mitigation has taken place.

Three properties inspected this month.

Annual inspection for licensing was conducted at Sam's House. No negative findings.

## **Grants**

The BFPD has received \$5,900 of a requested \$13,000 grant from Rural Fire Assistance. The requested money was to be spent on purchasing new wildland fire shelters costing \$350 each for Firefighters, new wildland hose clamps and a portable wildland pump. It looks like there will be enough money to just purchase the shelters.

## **Operations**

Preparations for Labor Day are beginning. Chief Brown will meet with the Sheriff's Office, CHP and the Community Center on August 26<sup>th</sup> to discuss logistics for the event.

The Board of Supervisors are reluctant to set a precedent of enforcing parking regulations on private roads and therefore will not hear a petition from residents on the Little Mesa requesting parking enforcement on Altura and Cliff. Chief Brown contacted the County Fire Marshal who determined that indeed Chief Brown has the authority to set fire lanes that the S.O. would enforce. She plans on doing so at the base of both Altura and Cliff.

Chief Brown reported that Del Real of SBC has discovered that the SBC easement sits on both the easement for the PG&E cell site and the utilities for the Firehouse. Movement of easements is being discussed.

## **Volunteers**

Lara Hattar is still a potential new volunteer. Ike Enahoro is moving away and will no longer be a volunteer.

### **Apparatus**

MSC, Aitken/Phillips (unan) to approve of keeping U232 (name change from U231) for use as a utility vehicle.

### **Disaster Council**

School staff training will take place on August 30<sup>th</sup> with a regular meeting scheduled for September 9<sup>th</sup>.

### **Building & Grounds**

The Building and Grounds Committee is still working on the temporary facility. An asbestos inspection for the current firehouse took place on August 19<sup>th</sup>. Results to follow.

### **Administration**

A District Audit is scheduled for September 1<sup>st</sup>.

### **GENERAL BUSINESS**

Pres. Sands with the help of Dir. Phillips and Dir. Aitken are planning the 50<sup>th</sup> Anniversary Event to take place on November 13<sup>th</sup>. The event will be both a celebration of the District and a fundraiser for the new station. Pres. Sands is compiling a memory book and FF Terry Donohue is writing bios of past and present Firefighters. A list of all donors for the new fire station will be displayed at the event.

### **BOARD MEMBER REPORT**

None.

### **CLOSED SESSION**

Ian Johnson and Chief Brown discussed matters related to MERA, which could possibly lead to future legal issues in this closed session.

### **GOOD OF THE ORDER**

None.

### **ADJOURNMENT**

MSC, Aitken/Phillips (unan) to adjourn the meeting at 9:00 pm.

Respectfully submitted,

Molly Brown  
District Secretary

NOTE: All minutes to all Board meetings are available for review at the Bolinas Library.