



Bolinas Fire Protection District

100 Mesa Road / P.O. Box 126

Bolinas, CA 94924-0126

Phone: (415) 868-1566 | Fax: (415) 868-2009

www.bolinasfire.org

January 26, 2004

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

PUBLIC EXPRESSION

None

COMMITTEE REPORTS

Capital Campaign

Kim Bender informed board members that they would be receiving the minutes from the Capital Campaign Advisory Committee meetings from now on. The minutes will be put in the correspondence binder as well for Director review. Kim outlined the following topics:

- The joint bank account is now open and operational
- Any extra hours Molly works related to the Capital Campaign should be paid for by the Capital Campaign account. Kim will confirm this with the advisory committee.
- The account to receive credit card donations is now open.
- The \$2900 cost incurred in producing the boundary map will be paid for out of the joint account.
- The meeting with Mark Reisenfeld and Sup. Kinsey went very well. The proposal of the County giving the project \$300,000 will be presented to the Marin County Board of Supervisors tomorrow.
- The town meeting scheduled here at the firehouse will be publicly noticed so all fire district board members may attend.
- Over \$300,000, some in pledges, has been raised thus far.
- Famous artist Phil Frank has donated 20 different pieces to used to raise funds for the project
- The Rod & Boat Club will hold a Super Bowl party fundraiser for the project.
- The Friends of the Firehouse continues to meet weekly and work very hard on writing articles and fielding questions. The Board expressed their deep appreciation of the Friends.

The Board approved the recommendation for the hiring committee for the Construction Manager position. The committee will consist of Dennis Rodoni, CHA, VP Binley, BFPD, Acting Chief Tyrrell-Brown, Kim Bender and Mitch Conner, RRM.

Discussion was had regarding the need for the architect to attend town meetings and what the cost of that would be. Attendance at such meetings would be paid for out of the Capital Campaign joint account.

MSC, Aitken/Phillips (unan) to approve a “not to exceed \$2500” contract with RRM Architectural firm for public meetings.

Discussion was had regarding the request from RRM to have payment of reimbursable expenses added to the contract. The Board rejected the request for a percentage of the project and instead will ask for a not to exceed amount. Typical percentage amounts range from 3% to 5% meaning the cost could be anywhere from \$5400 to \$9000.

MSC, Aitken/Currey (unan) to approve a “not to exceed \$5500” contract with RRM Architectural firm for project reimbursable expenses.

Building and Grounds

Dir. Aitken discussed the need for the structure of the Building and Grounds committee to stay as an ad hoc/advisory one. Members of the public are welcome to attend and have input during the public input portion of the meetings. All meetings will be advertised in the Hearsay and at the Bolinas Post Office. The Board was in agreement.

CONSENT CALENDAR

MSC, Phillips/Aitken (unan) to approve the Consent Calendar including the Financial Report, the Warrant List, the December 15th Minutes and Correspondence. Dir. Currey was listed as absent in the minutes but was in attendance. The minutes will be corrected.

CHIEF’S REPORT

Acting Chief Anita Tyrrell-Brown gave the report.

Communication

The San Rafael Police Department is now operating on MERA. There is a MERA meeting scheduled for Feb. 12th which Ian will attend.

Finance

The Ladder Fuels project at the end of Polar is 95% complete. There is some clean-up that needs to take place. The project was paid for entirely with grants monies from NPS.

Training

R94 from Pt. Reyes has been attending some of our drills lately which adds a great facet to our training.

Acting Chief Tyrrell-Brown taught a CPR instructor class on Sat., Jan. 15th in Pt. Reyes. She will also be an instructor for the upcoming First Responder class for West Marin departments. FF White will be attending the class. Acting Chief Tyrrell-Brown and FF Sugimoto will also be teaching the disaster first aid portion of the CERT training on Jan. 24th.

Apparatus

A rat destroyed several gauges on engines 265 and 285. The offending rat was caught but not before approximately \$500 in damage was done. The gauges will be replaced.

Disaster Council

The county wide disaster drill will take place on April 7th. The school, fire department and disaster council will be participating. Radio training will be given to the school in March.

Building and Grounds

Updated earlier in the meeting.

Operations

A meeting with Crown Castle will be taking place on Feb. 2nd to discuss the cost related to moving the cell site to make way for the new fire station

GENERAL BUSINESS

LAFCO Election

MSC, Currey/Aitken (unan) to nominate Einar Asbo as the LAFCO Special District Representative.

SBC Easement

The easement that was granted to SBC by the District last year must be moved due to the construction of the new fire station. Several bids were received from companies to conduct the survey. The least expensive of which was from Muir Consulting who conducted the original survey.

MSC, Aitken/Currey (unan) to accept Muir Consulting as the company to conduct the SBC easement survey at a cost of \$750.00.

BOARD MEMBER REPORT

None

PERSONNEL

District Secretary Increased Hours

Any hours Molly Brown must work related to the Capital Campaign will be paid for by the Capital Campaign account.

GOOD OF THE ORDER

ADJOURNMENT

MSC, Aitken/Currey (unan) to adjourn meeting at 8:50 PM.

Respectfully submitted,

Anita Tyrrell-Brown
Acting Chief

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