



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

November 22, 2004

The regular meeting of the Bolinas Fire Protection District was called to order at 7:30 PM by Pres. Sands. Dir. Phillips, Dir. Aitken, Vice Pres. Binley, Dir. Currey, Chief Tyrrell-Brown, Kim Bender and Bill Lyons were present. Many others were also present to hear the Firehouse and Clinic Update including Richard Hinman, Ian Johnson, Dale Johnson, John Severson, Judith Shaw, Assistant Chief Camiccia, various Volunteer Firefighters and other members of the community.

COMMITTEE REPORTS

Firehouse and Clinic Update

Phil Binley gave a thorough overview of the Firehouse and Clinic Project. He began by explaining that the Project is essentially owned by the community who therefore deserve to be updated with current events/decisions regarding the Project. He continued by describing the Project and outlining its three different components: "people, steps, and money power".

The "steps" include first architects, plans, permits through the County, and then site preparation. Vice Pres. Binley introduced Richard Hinman, the Project Manager, who described the permitting process with the County. Richard reported that after submitting the plans to the County, the County determined that they needed additional information. Ten additional pages of documentation are needed. Richard reported that the additional documentation should be complete by Thanksgiving and that the plans will then be ready to be submitted to the Building Department at the County.

Vice Pres. Binley went on to describe site preparation issues including lot line adjustments, antennas, access to equipment, etc. Binley reported that he is negotiating with MERA, Crown Castle, and possibly AT&T and Verizon over antenna issues. Binley stated that during antenna negotiations, he is holding the Board's commitments to the Bolinas Community made four years ago regarding limits to radiation emissions and public safety. He is also taking into consideration the cash revenue needed by the District. He promised to meet with the Community once there is anything concrete to be discussed regarding the antenna issue.

Mary Beth Brangan asked what exactly was agreed to four years ago.

Vice Pres. Binley stated that the District agreed to not increase what is presently emitted.

Penny VanDyke asked about harming adjacent communities.

Binley said we would not be jeopardizing the health of adjacent communities.

Binley stated that the District receives \$5,000 to \$6,000 monthly in revenue from the present towers.

Richard Hinman stated that as part of the site preparation, the leech fields and septic tanks will need to be removed. Also, temporary buildings will need to be purchased to house the engines and an office space leased. Chief Brown reported that the structures will be placed temporarily on Mesa Park.

Vice Pres. Binley went on to report that we are required to have 3-phase power for the new buildings instead of single phase. This change will require the purchase of a new generator costing between \$75,000 and \$150,000. Chief Brown is researching options to share the cost of the generator with MERA and other cell companies and potentially tap the existing propane tank. The Firehouse is building the Clinic and then leasing it to CHA. The lease agreement is in the process of being finalized.

Richard Hinman reported that the bidding process will begin after the first of the year after approval of all plans from County departments. Breaking ground is scheduled for March 2005 with completion of the new building by July of 2006.

Vice Pres. Binley opened the floor for questions.

Jim Heddle asked if public input will be allowed in negotiations with MERA or if the community will instead be presented with a finalized deal.

Vice Pres. Binley promised that he will bring plans created with MERA to the Bolinas Community first before they are finalized. He considers the Bolinas Community a third party in negotiations and has informed MERA of this consideration.

Kim Bender said that there is now more time and less pressure to negotiate antenna issues since the County approved of moving the firehouse forward twenty feet. The antenna issue is now on a separate timeline and not pressured by the construction of the new building.

A public meeting to discuss MERA with the Bolinas Community will be scheduled in January.

Jim Heddle offered to share resources and research on public health radiation issues with Phil.

Vice Pres. Binley went on to discuss Project finances. The cost of the Project has risen from \$3.8 million to \$5.2 - 5.5 million. More money needs to be raised even though the Bond passed. He outlined fund sources including the Bond, private donations, government, and foundations.

Kim Bender summarized reasons why costs have risen. The original architect's estimations were lower than recent estimations. Other costs unaccounted for include hazardous waste abatement, surveys, etc. Construction contingency numbers have risen. Overall, the site development costs have increased.

Bucky Mace asked if construction costs will truly hold during the course of building or will inflation affect them.

Richard Hinman assured everyone that inflation costs are included in the estimation created by the estimating staff at Nordby.

Bucky Mace asked if prices will be fixed after a bid is accepted.

Richard answered that there are potential costs that could rise such as soil removal from leech fields but that these costs are covered by the 5% contingency clause in the estimate.

Bucky expressed the need to know what our costs will be in order not to lose interest or faith from potential donors.

Kim reviewed funding sources. She discussed the USDA loan received that the Bond money will pay back. The loan was much larger than expected; \$1.675 million instead of \$1.3 million. The Project has received \$300,000 from the County and \$600,000 from the Marin Community Foundation. \$480,000 has been raised of the targeted \$800,000 from private donations. \$320,000 has yet to be raised from private donations. The CHA received a \$300,000 loan, which they will

pay \$250,000 to BFPD as a prepayment of the lease. Kim plans on applying for a \$100,000 grant from FEMA in April and a Tides grant for \$200,000.

Bucky Mace stated we are short a significant amount.

Kim clarified that \$3,955,000 has been promised to date. She went on to explain that Mesa Park has raised \$595,000 from their own sources. Kim also plans on applying for a \$200,000 to \$350,000 “challenge grant” from the Kresge Foundation. The Kresge Foundation would like to see the \$800,000 raised in the community before they will provide funding.

Postal patron mailing to the Bolinas Community will be delayed until an optimum time in the future.

FF Pete Smith asked if construction will begin without all the money in place.

Kim stated that the money needed does not all have to be in the bank but commitments need to be in place.

Capt. Steve Marcotte asked if the \$800,000 needed from private donations is sufficient. Kim answered that \$300,000 is needed in addition. She plans on raising that amount from Foundations.

Bucky Mace encouraged Kim to mail box holders regularly for donations.

Vice Pres. Binley finished by acknowledging the work that has been done so far and the work that still needs to be done.

At this point in the meeting, the update was concluded and the regular meeting proceeded.

MSC, Currey/Phillips (unan) to approve revision of language in the Project M.O.U. for clarification. Designated funds to one entity of the Project will be balanced to maintain percentages previously agreed on for each entity.

Building and Grounds

No report as meeting was cancelled.

CONSENT CALENDAR

MSC, Aitken/Currey (unan) to approve of the Consent Calendar including the Warrant List, a transfer of \$10,000 from Investment to Operating Accounts, Correspondence, the October 25th Minutes and the Financial Report.

CHIEF'S REPORT

NERA

Negotiations continue to secure a West Marin NERA site. Richard Chuck, NERA's engineer, continues to address the West Marin Department's paging issues. Construction is expected to be completed on the Mt. Tiburon site by March 3, 2005 leaving only the West Marin site left to develop. Without the West Marin site, the DPW, Marin County Fire, all West Marin Departments and the SO will be operating on both the new and old systems until the site is operational.

Cell Sites

Negotiations and research continue regarding the antenna tower for the new building. Kim Bender and Vice Pres. Binley met with MERA representatives Martin Nichols and Richard Chuck and also with Steve Kinsey to discuss MERA's potential role in the negotiations.

Prevention

The Bolinas garage is being set up to pump gas without attendants. Chief Brown met with the Land Trust to determine requirements for this arrangement.

Training

Chief Brown would like to attend a grant-writing seminar specifically focusing on funds for fire departments. The seminar is scheduled for November 29 and 30 in Reno, Nevada with GrantWriting USA. The Board was in favor of Chief Brown attending at a cost of \$350 plus lodging, fuel and food.

Volunteers

The annual Volunteer Christmas party is scheduled for December 12th. The Board reaffirmed their commitment to funding the event.

Apparatus

U219 needs some repairs. There is an oil leak in the right rear wheel assembly and a scratch on one of the compartment doors. Chief Brown is waiting for a cost estimate from Hi-Tech in Oakdale. Dir. Aitken has offered to evaluate the leak and possibly fix it. Otherwise, the unit may need to be taken to a Chevy dealer.

Disaster Council

After interviewing six candidates for the West Marin Disaster Coordinator position with representatives from Inverness and Stinson Beach, Sarah Atherton of Stinson Beach was chosen for the job. A contract for the position should be ready by the December Board meeting for Board approval.

Building & Grounds

A meeting is scheduled for November 18th. Report to follow.

General Operations

At the regular BSUSD Board meeting, the Board passed two resolutions recognizing the BFPD and the SBFPD for outstanding service to the school community. Members of both departments were invited to the meeting for a small and gracious reception.

Parking & Traffic

Meetings continue to finalize ballot wording for the parking plan. The committee hopes to put the measure on the March ballot. However, it may be cost prohibitive, as the fee will be \$6,000 if there are no other measures on the ballot. Steve Kinsey has offered to pay \$1,500. The committee is looking into additional funding alternatives.

The County recently painted parallel lines in front of the Bolinas Museum. The very same night, an unauthorized person(s) painted diagonal parking lines over them. The following morning, Debbie Morrison and Joan Bersch from Finline painted out the diagonal lines.

GENERAL BUSINESS

MSC, Phillips/Currey (unan) to accept PayStar Payroll Service of Mill Valley beginning January 3, 2005.

District Secretary Brown reviewed the Cal-Card Program for Special Districts. The Board concluded that the program's application procedure was too extensive for the Districts' occasional need for a credit card. Secretary Brown will investigate simpler methods of obtaining a credit card by opening a checking account.

BOARD MEMBER REPORT

Pres. Sands reported that some of the attendants to the FF's Annual 50th Anniversary Event are interested in making donations to the Capital Campaign.

CLOSED SESSION

MSC, Aitken/Phillips (unan) to adopt Resolution #135 – Determining the Disability of Kevin Hicks.

GOOD OF THE ORDER

Pres. Sands thanked all those who worked hard at the FF's 50th Anniversary Event and to Vice. Pres. Binley for his presentation at the event.

ADJOURNMENT

MSC, Aitken/Binley (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.