



Bolinas Fire Protection District

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October 25, 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. Sabina Jordan was also present to take pictures of the Board for the Memory Book being prepared for the November 13th 50th Anniversary Event.

PUBLIC EXPRESSION

None.

COMMITTEE REPORTS

Capital Campaign

Kim Bender reported on the Capital Campaign.

The Marin Community Foundation awarded the Capital Campaign a \$600,000 grant. Kim had requested \$750,000 in the grant application.

Richard Hinman is preparing an updated cost analysis for the Project in order to identify how costs might be reduced.

Kim is managing the 50th Anniversary Event. Adult tickets cost \$25 and tickets for children ages 12-6 cost \$10. Children under 6 are free.

The Memory Book is coming together beautifully, with an increasing number of downtown businesses and organizations buying advertisement space.

Kim's main fundraising focus is now on a Challenge Grant from the Kresge Foundation.

The permitting process with the County for site plans is underway.

Chief Brown reported that Congresswoman Woolsey's office had called to turn down the invitation to the 50th Anniversary Event and offer a Congressional Certificate to Kevin Hicks to be presented at his Tribute. The Board accepted Congresswoman Woolsey's offer.

Building and Grounds

Chief Brown gave the report.

She reported that the B&G Committee has decided to hold regular meetings on the third Thursday of every month at 7PM.

Temporary facilities are being solidified. The Committee is currently considering buying coverall structures consisting of metal framing with canvas stretched over it.

Dir. Binley remarked that the coverall structures will have resale value as they are useful and in demand.

Chief Brown reported that the Committee had ruled out the option to leave the engines outside for 18 months.

The Committee reviewed RRM's material. Decisions are being made based on cost and aesthetics. The Committee continues to work on moving plans, reducing costs and getting the containers in shape for use.

President Sands clarified for the Board that Richard Hinman works for and represents the District, not RRM.

CONSENT CALENDAR

In regards to the September 27th minutes, Pres. Sands asked Dir. Currey if she had looked into funding for the new tractor for Resource Recovery. Dir. Aitken reported that BPUD has loaned Resource Recovery the money to purchase it.

Dir. Phillips reported that she investigated Audubon Canyon Ranch's use of credit cards and determined that the Director's name is indeed on the card. Dir. Aitken asked District Secretary Brown to determine whether the District could get a credit card through the County of Marin. District Secretary Brown reported that Ian Johnson had suggested that the District open a checking account with a small balance and use ATM cards for small incidental charges.

MSC, Aitken/Phillips (unan) to approve of the Consent Calendar including the Warrant List, a transfer of \$25,000 from Investment to Operating Accounts, Correspondence, the September 27th Minutes and Closed Session Minutes, and the Financial Report.

CHIEF'S REPORT

MERA

Chief Brown will be attending MERA meetings. On September 30th, both Chief Brown and Ian Johnson attended a regular MERA meeting. Construction on Mt. Tiburon is moving forward with an agreement that Wolfback Ridge will be retested for use as a single site. If the Mt. Tiburon site is constructed and the Wolfback Ridge turns out to be a usable site, Wolfback will be developed with the understanding that the Mt. Tiburon site will be deconstructed. The development of Wolfback could relate to increased costs for all MERA members. The adopted cost share is 2/3 Tiburon and 1/3 MERA. The determination will be made by December 31st.

Cell Sites

A meeting was held on October 14th at the BFPD with representatives from Crown Castle and MERA, Chief Brown, Ian Johnson, and Vice Pres. Binley. Negotiations and research continue for the best solution for relocating the tower. Another meeting is scheduled for October 27th in San Rafael.

Employees

Chris Dwyer was chosen by Marin County as Employee of the Month for October. Chief Brown will be unable to attend the Board of Supervisors meeting where he will be recognized, but plans on sending a letter on behalf of the Department to congratulate him.

Planning

Chief Brown is currently working on plans for 480 Horseshoe Hill Road, 169 Elm Street, 655 Olema-Bolinas Road, 6 Wharf Road, and 5675 Horseshoe Hill Road.

Volunteers

Firefighter Browne is currently attending Firefighter 1 Academy in San Mateo and Firefighter Pottorff is trying to enroll in the Santa Rosa Fire Academy.

Fire Safety Day was a huge success. Thank you to all the Volunteers for their hard work and continued commitment to the District and the Bolinas community.

Disaster Council

The Disaster Drill at the school on October 22nd went smoothly as planned. Chief Brown will be on the interview panel for hiring the new West Marin Disaster Coordinator. There have been seven responses so far and interviews are planned for October 28th. Pt. Reyes is holding their Annual Pancake Breakfast to benefit their Disaster Council on October 31st. Chief Brown plans to attend.

Building & Grounds

See above in Committee Reports.

Parking & Traffic

A community meeting to review a draft plan is scheduled for October 26th at the Community Center. The draft plan has already been mailed to the public. The Committee hopes to submit the plan as a Measure on the March ballot. So far the response to the mailed draft has been positive. Chief Brown explained to the Board that local enforcement of parking violations is impossible due to County and State regulations.

GENERAL BUSINESS

District Secretary Brown discussed the proposal from PayStar Payroll Service. The District's Auditor, Bunker & Co. has recommended that the District use a payroll service for the last two fiscal years. Pres. Sands suggested that District Secretary Brown prepare a report with more detailed information about PayStar's services and with a comparison of annual costs currently spent on payroll by the District compared to annual PayStar fees. The PayStar Payroll Service will be an action item in the next November Board meeting.

Dir. Phillips recommended the use of a payroll service as one is used successfully at Audubon Canyon Ranch.

BOARD MEMBER REPORT

Vice Pres. Binley gave an informal report on current negotiations with MERA and Crown Castle regarding the tower issue for the new firehouse. He outlined loose plans that are being currently discussed with all parties involved. Instead of having two towers (AT&T and Crown Castle) he proposed having one MERA tower with four plus sites (Nextel, Verizon, T-Mobile, AT&T, and Crown Castle). The tower would be just less than one hundred feet tall. According to Safe Site, a company hired by Crown Castle, the tower in a worst-case scenario would constantly emit no more than 18% of the allowable limit of radiation set by the FCC.

Vice Pres. Binley outlined three priorities he thinks the Board should have in mind when considering their options:

- 1) Maintaining the Bolinas community's trust
- 2) Safety
- 3) Maintaining at least our current income level made from tower rentals.

Dir. Currey asked if the tower would emit radiation only when used. Vice Pres. Binley answered yes.

Pres. Sands thanked Vice Pres. Binley for his clear report.

CLOSED SESSION

None.

GOOD OF THE ORDER

Pres. Sands thanked Dir. Aitken for being Smokey Bear and Chief Brown and District Secretary Brown for all of their hard work at Fire Safety Day.

ADJOURNMENT

MSC, Aitken/Currey (unan) to adjourn the meeting at 8:45 pm.

Respectfully submitted,

Molly Brown
District Secretary

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