



Bolinas Fire Protection District

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August 22, 2005

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

PUBLIC EXPRESSION

None.

COMMITTEE REPORTS

Capital Campaign Update

Kim Bender gave the update. She reported that the building plans have been submitted to the County and are almost ready for bidding. On September 13th, advertisements for contractors will be published in various papers and sent to several building exchanges. On September 20th, there will be a mandatory bidder's conference and walk-through and on September 27th bids will be received until 11:00 am. Shortly after September 27th, the Board may call a Special Meeting in order to receive Richard Hinman's recommendation on the bids.

Kim reported that another fundraising training is scheduled for August 26 with Marin Gitin. Pres. Sands said she plans to attend the training.

Kim reported that her own contract as Project Manager and Kristin Johnson's contract will be up for renewal at the September Board Meeting. She will supply the Board with an organizational chart for the Capital Campaign. She also said that there will be an action item on the September Board Meeting agenda to approve of a bond issue in order to begin to receive the USDA loan monies.

Building and Grounds Report

Chief Brown reported that the plans were resubmitted to the County after the Construction Manager Richard Hinman, Architect Mitch Conner, Building and Grounds Committee members Pete Smith, Steve Marcotte and herself held a 2 hour conference call to discuss the plans in great detail. Two serious issues were identified in the plans. First, a new site will need to be identified for the convault fuel tank as the building department has informed us that where it sits currently is out of compliance. They are requiring the tank to be located twenty five feet away from any property line or structure. There is no where on the property that can accommodate this configuration. Chief Brown is working on a solution. Secondly, the existing cell tower is placed incorrectly on the plans by ten feet. The new building will therefore, have to be moved forward ten feet which will possibly displace two drafting tanks. Chief Brown said it may be possible to keep one of them.

Dir. Aitken suggested that moving the two tanks be incorporated into the demolition plans.

Chief Brown said that whoever made the original oversight on the plans regarding the cell tower location will be financially responsible for any extra costs. Whether the oversight was an error made by the surveying company or the engineers has yet to be determined.

Chief Brown ended the report by thanking FF Gordon White and FF Pete Smith for all their hard work.

CONSENT CALENDAR

MSC, Aitken/Phillips (unan) to approve of the Consent Calendar including the Warrant List, the Financial Report, the Minutes from July 18, 2005 and August 8, 2005, the transfer of \$20,000 from Investment to Operating Accounts and Correspondence. Pres. Sands requested that a change in the July 18 minutes be made regarding the Boards decision to further pursue the feasibility of the Martinelli site.

CHIEF'S REPORT

MERA

Chief Brown attended the executive committee MERA Board meeting and the regular MERA Board meeting where it was decided by MERA to pursue the Martinelli site. Pres. Sands related that Sup. Steve Kinsey, the MERA Board Chairman, had discussed the potential delays of developing the Fire Station site due to possible public hearings and the permit process at the County.

Cell Sites

Pres. Sands went on to say how a subcommittee was forming with Mary Beth Brangan to find an alternate cell site away from the Mesa Park playground and the new clinic and firehouse. The committee hopes to maintain the income generated from the towers, but move them at least 1,500 feet away from people and increase the tower height to 130 feet. By doing so, the committee hopes to attract Crown Castle and other companies with more secure and longer leases plus creating less exposure to the public and to firefighters at the station. Pres. Sands is on the new committee and has great hopes for new and better solutions to the cell tower issue.

Planning

Chief Brown met with Mr. Osterweis and his architect in Paradise Valley to discuss planning options.

Finance

There has been some good news for the District's budget due to an annual \$15,000 decrease in CALPers Employer Contribution payments. The rate dropped due to Chief Hick's retirement.

Grants

Capt. Phillips successfully applied for and received grant monies from Rural Fire Assistance to purchase equipment to conduct 4291 clearing (vegetation clearing for defensible space). Chief Brown commended Capt. Phillips for his job well done.

Volunteers

MSC, Aitken/Currey (unan) to accept Alec Barnhardt and Buck Meyer as probationary firefighters. The Volunteer Association has already accepted them as probationary firefighters.

Apparatus

Capt. Phillips took U219 over the hill for new tires on his day off.

Disaster Council

The Disaster Council held their second neighborhood meeting on August 4th which was lightly attended. Another meeting for Area Coordinators was held on August 10th. David and Bobbi Kimball have worked extensively on the Disaster Plan both updating and reorganizing it. Chief Brown thanked them for all their efforts.

Administration

Chief Brown reported that Phil Buchanan has retired as the general manager of the BCPUD. She would like to acknowledge his outstanding service to the Fire Department as he served on the Board of Directors, wrote the District's first computer data system, and continued administrative support.

Parking and Traffic

A meeting was held on August 15th to finalize the presentation of the parking plan for the September 21st BCPUD Board meeting and to prepare the written argument in favor of the parking plan for the November 8th ballot.

GENERAL BUSINESS

The Action Item #2: Resolution #137 to authorize signing of Grant agreement regarding a Tsunami siren was postponed until the September Board meeting as more education and research is necessary regarding the placement of the siren and identifying matching funding required by the grant.

BOARD MEMBER REPORT

None.

PERSONNEL MATTERS

The Board decided to chose a date at the September Board meeting for a Personnel Committee meeting.

GOOD OF THE ORDER

Pres. Sands thanked Chief Brown, Capt. Phillips and the Building and Grounds Committee for all their hard work on the new building plans.

ADJOURNMENT

MSC, Aitken/Phillips (unan) to adjourn the meeting at 8:30 PM.

Respectfully submitted,

Molly Brown
District Secretary

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