



# Bolinas Fire Protection District

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February 28, 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. Currey, Dir. Phillips, Dir. Aitken, Chief Tyrrell-Brown and Bill Lyons were present.

## **PUBLIC EXPRESSION**

Matt Lewis announced that the Lyon's Club will be handing out leaflets at the Bolinas and Stinson Beach Post Offices regarding West Nile Virus. The informational leaflets were put together by Stacey Henderson, the West Nile Virus Task Force of Marin, the Mosquito Abatement District Office, and the CDC.

## **Drainage Committee Report** given by BPUD Representative Matt Lewis

Matt Lewis presented the BPUD Drainage Committee Plan to the Board. He began with the history of the Mesa drainage plan since 1924, including more recent plans made in 1984 and 1996. Matt presented the seven major drain waves that run through the Mesa and described the dumping of 100 yards of soil on Larch that is a major source of blockage. The Committee's goal is to lower the water table on the Mesa by one foot which will alleviate most current septic and mosquito issues. All drainage work has been done so far by volunteers working with picks, axes and shovels to clear drainage areas described in the plan. The Committee hopes that by informing the County and the BFPD of the Committee's plans, the Committee will receive their support in any way possible. Chief Brown expressed her support of the plan, especially concerning the clearing of excess brush along roads which would improve access to neighborhoods on the Mesa. She stated that she would mention the plan to BFPD Volunteers but not demand their time to help.

## **COMMITTEE REPORTS**

### **Firehouse and Clinic Update**

Pres Sands announced that Martina Johnson-Kent will no longer be able to work on the Project due to health issues. Kim Bender reported that \$1 million is still needed to complete the Project by October of 2006. The Tides Foundation highly recommended a consultant, Maria Gitin to replace Martina who has had huge success in fund raising of the same size and larger amounts. Her cost would exceed the existing budget for a fundraiser by \$6,000.

The Kresge Foundation received our application for funding. Maria Gitin remarked that it is one of the best applications she had ever seen. The Kresge grant for \$350,000 is on the Foundation's June Board Meeting agenda.

Kim described the naming opportunities plan and the need for an expert such as Maria Gitin to run the plan successfully. She would also be responsible for training solicitors in order to reach the \$1 million dollar goal of October 2006.

Pres. Sands reported that usually it costs up to 10% to 15% of monies raised to pay professional consultants for fundraising. Kim reported that so far, the Capital Campaign has only spent 5% of its original goal in fundraising.

Kim reported that the CHA was awarded a grant from the Tides Foundation to hire a full time Development Director, Deborah Reynolds. The Director position is at no extra cost to the Joint Campaign as it is fully funded by grant money.

Mary Beth Brangan will no longer be writing grants so her funding will go towards the extra cost of hiring Maria Gitin.

Kim announced that the Fire House and Clinic plans are in planning with no problems so far. The Deputy Zoning Administration Hearing is set for March 31<sup>st</sup> at 9am.

MSC, Phillips/Binley (unan) to retain services of Maria Gitin to replace Martina Johnson-Kent.

Dir. Binley inquired how much Mary Beth Brangan raised compared to how much she cost the Campaign. She raised at least twice as much as she cost the District presently. However, as grants come in, the amount she will be responsible for raising will far exceed her cost.

### **Building and Grounds**

Chief Brown reported that a general contractor will be hired once we have permits in hand. The Volunteers have begun moving items and packing up the existing firehouse and plan to be moved into temporary facilities by the end of April. The existing building will be burned as part of training efforts by the Volunteers.

Dir. Binley asked if the leadership for fundraising has moved to the CHA. Pres. Sands answered that the leadership still falls with the Advisory Group. Pres. Sands reported that Maria needs to contract with a 501,C3 non-profit organization, which is the CHA. Maria will be working closely with Deborah Reynolds at CHA to fundraise for both the new firehouse and the new clinic.

Pres. Sands reported that the \$600,000 grant awarded to the Campaign by the Marin Community Foundation was twice as big as any grant they awarded last year. She commented that these times are difficult to raise money in but that we have had relative huge success.

### **CONSENT CALENDAR**

MSC, Aitken/Currey (unan) to approve of the Consent Calendar including the Warrant List, the Financial Report, the Minutes from December 20<sup>th</sup>, 2004 and January 24<sup>th</sup>, 2005, Correspondence, and a transfer of \$115,000 from the Operating to Investment Funds.

### **CHIEF'S REPORT**

#### **MERA**

Chief Brown reported that construction on Mt. Tiburon continues. A frequency study on Wolfback Ridge will be done at the expense of the neighborhood committee on Mt. Tiburon. The neighborhood committee is hoping to replace the Mt. Tiburon MERA site with Wolfback Ridge. Negotiations continue regarding the resolution of the West Marin site. Chief Brown met with Kim Bender and Sup. Kinsey to address cost of construction. The RF study done by Hatfield and Dawson is complete and shows a slightly higher total RF emissions than the SiteSafe report. The total RF level stated in both reports is still below our current rate of RF emissions. As issues regarding emissions and configurations become clearer, a town meeting will be scheduled as soon

as possible. A meeting will soon be scheduled with representatives from the BFPD, Crown Castle, MERA and the County to make sure every party is in agreement.

### **Cell Sites**

A counter proposal for the business terms of the lease was sent to Crown Castle. The District is waiting for their response.

### **Inspections**

Chief Brown completed an inspection at Full Circle and hopes to do so again next year.

### **Grants**

The District has been approved for a communications grant from FEMA/Department of Homeland Security in the amount of \$36,309.60. The District will be spending \$4,200 as our matching cost to the grant on much needed high band radios, pagers, and MERA radios. The District will also be receiving \$8,000 in West Marin Emergency Services funding (Burton monies) this year, which will be spent on medical equipment and firefighter PPE.

### **Training**

Chief Brown taught a CPR class to the staff of Dr. Barrientos's office. Another CPR class is scheduled for firefighters on Sunday February 27<sup>th</sup>.

### **Volunteers**

Cappy Pottorff has temporarily resigned from the Department due to school commitments but hopes to return in May.

### **Disaster Council**

Chief Brown and Asst. Chief Marcotte will attend a CERT Instructor training on February 28<sup>th</sup> in San Rafael.

### **Administration**

Chief Brown attended the Marin County Fire Chiefs Installation dinner on Sunday February 27<sup>th</sup> with Kevin Hicks who was honored as a past president of the Association.

### **Parking and Traffic**

Chief Brown informed the committee that she will be stepping back but will be active on issues of emergency access and egress in the community. Chief Brown met with Stacey Henderson to discuss the most recent draft proposal from the committee.

### **GENERAL BUSINESS**

The Board decided to abstain from voting on the LAFCO election due to lack of familiarity with the candidates.

### **BOARD MEMBER REPORT**

Pres. Sands reported that the CHA Board is now more active with 12 to 15 people participating. David Burnett is now the Chairman.

Bill Lyons asked if the District is renegotiating with CHA regarding the lease of the new building.

Pres. Sands answered that the lease agreement is not finalized yet. She said that CHA will pay \$250,000 up front which will help pay for construction of the buildings. They will also pay a monthly rate and their utilities.

Pres. Sands clarified that the District is not looking to make profit from the lease agreement with CHA. The District is in partnership with the clinic and the community is helping to fund the Project.

### **PERSONNEL MATTERS**

Now that Dir. Binley has returned from vacation, the personnel committee can meet in March to discuss personnel issues.

### **GOOD OF THE ORDER**

Chief Brown reported that the handicap spot has been blocked due to containers and extra traffic in the parking area. She reminded everyone to keep that space open at all times when possible.

The March Board meeting has been moved to March 21<sup>st</sup>.

Dir. Currey reported that she will be absent at the June Board meeting.

### **ADJOURNMENT**

MSC, Aitken/Phillips (unan) to adjourn the meeting at 9:30 PM.

Respectfully submitted,

Molly Brown  
District Secretary

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