



Bolinas Fire Protection District

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October 24, 2005

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

PUBLIC EXPRESSION

None.

COMMITTEE REPORTS

Capital Campaign Update

Kim Bender began by summarizing what has happened regarding financing of the new Firehouse. Since the public bidding on September 27, when the lowest bid received was \$700,000 more than anticipated, Kim has been thoroughly investigating financing options. Kim and Pres. Sands met with County officials to ask for their willingness to be a “pass through entity” for a loan of \$2 million from the I-Bank to cover all financial gaps in order to begin construction. The County was hesitant to act as intermediary lender with the I-Bank as they were concerned about setting a new precedent for loans and as yet unsecured funding for the entire project.

Another option would be for BFPD to reject all bids and negotiate a lower price with a general contractor. Considering this option would require that the CHA become the lead organization. Kim is exploring the legality of that option with an attorney specializing in the public bidding process.

Kim introduced Mark Pressman who is a municipal finance consultant. He was recommended by the County and has worked as a finance consultant for public agencies for the past thirty years in Marin. He has financed public libraries, fire stations, community centers, etc. Mark described his process for successful financing by getting efficient loans with lower interest rates. He runs schedules for projected revenue based on analysis and gives input and gets feedback from the Board. A large part of his job is educating clients about financial options. His firm would be paid 2% of all funds raised.

Kim made a recommendation to the Board to authorize Pres. Sands and Kim to negotiate a contract with Mark Pressman in order to move the financing of the Project forward as soon as possible.

Pres. Sands asked how long it would take Mark to create a financing option proposal.

Mark answered that he could produce a proposal in as soon as one week.

Kim reiterated that funding needs to be secured as soon as possible to move the Project ahead and begin construction.

MSC, Aitken/Phillips (unan) to approve financing proposal by Mark Pressman of Wulff, Hansen & Co.

Mark will present a proposal at a Financing Workshop scheduled for Thursday November 3rd at 7:00PM. Secretary Brown will notice the meeting. After the workshop, the Board will then decide about accepting or rejecting public bids and whether or not to pursue negotiating a contract with Steve Oliver. The CHA would negotiate the bid directly as it is a private agency. The CHA and the BFPD will schedule another joint meeting soon.

Building and Grounds Report

None.

CONSENT CALENDAR

MSC, Aitken/Currey (unan) to approve of the Consent Calendar including the Warrant List, the Financial Report, the Minutes from September 29, 2005 with slight wording changes regarding Resolution #138 and Ordinance #10, the transfer of \$25,000 from Investment to Operating Accounts and Correspondence.

CHIEF'S REPORT

Communications

A draft sublease between Marin County and Cingular has received preliminary approval from County Counsel. Marin County Radio Shop continues to work on solidifying plans to move the low band radio equipment.

MERA

The Tiburon site is experiencing coverage gaps in the radio system. MERA station alerting systems used by departments in eastern Marin are being fine tuned.

Prevention

Chief Brown, Capt. Phillips and Firefighter Sugimoto worked on Sunday October 23rd at Evergreen and Alder to open up the roadway. Chief Brown plans to continue to address access and egress issues on the roads on the Mesa in cooperation with the BCPUD.

Planning

Chief Brown is reviewing plans for 160 Overlook.

Finance

The draft Audit for FY 04/05 was received but is still in need of a Management Discussion and Analysis letter from Chief Brown and a financial figure from the Capital Campaign project. Final draft will be brought to the November meeting.

Grants

Unfortunately, the District did not receive the SCBA grant applied for. Beginning next year, the District will have to start purchasing new SCBA bottles as they have a 15 year life span and most will expire.

Training

Chief Brown had to cancel the 1st Aid class scheduled for the school due to an emergency call. Rescheduling is in order.

Chief Brown taught a CPR class to a local Mom's group.

Apparatus

E265 has been having some minor mechanical problems. Dir. Aitken has been trying to diagnose and repair it.

Disaster Council

The Disaster Council mascot now has a name, "Simon the Safety Gull." He will appear every week in the Hearsay and in the Pt. Reyes Light with new safety tips. On Friday October 7th, David Kimball and Chief Brown were on KWMR speaking about disaster preparedness. David also plans to print a copy of the disaster preparedness checklist and place it in the Hearsay and in the Pt. Reyes Light for all of West Marin. The West Marin Disaster Council will share the costs.

Envelopes with lists are now also available at the Post Office, the Bolinas People's Store and the Bolinas Market. The Council's new motto is, "We are ready for a disaster if you are." Chief Brown and David met with representatives from Commonweal to discuss their site as a disaster shelter and their disaster plans. Commonweal has been very helpful and generous in their offers of help during a disaster.

West Marin Disaster council representatives met at the station with Ian Johnson and Richard Dillman (KWMR's technical advisor) to discuss disaster communications. They have produced an excellent plan that needs money for implementation. The owner of the Olema Farm House has made a generous offer to hold a grand opening with proceeds benefiting the West Marin Disaster Council's communication needs.

Chief Brown reported that she and David Kimball met with John Glavis regarding preparedness for the "Avian Influenza". A town meeting will be held regarding the possible pandemic. Research regarding preparedness is ongoing.

GENERAL BUSINESS

None.

BOARD MEMBER REPORT

None.

PERSONNEL MATTERS

Development of policies is ongoing.

GOOD OF THE ORDER

Pres. Sands reported that the Firefighter's Ball is scheduled for December 3rd at the Bolinas Community Center and the Christmas Party for Volunteers is scheduled for December 11th at a still to be determined location.

Pres. Sands is scheduled to meet with the cell tower committee on October 25th to continue to locate an alternate site for the cell tower.

Pres. Sands thanked everyone involved working on the new station for all of their continued hard work and dedication.

ADJOURNMENT

MSC, Currey/Aitken (unan) to adjourn the meeting at 9:15 PM.

Respectfully submitted,

Molly Brown

District Secretary

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