



Bolinas Fire Protection District

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September 29, 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, Chief Brown, Kim Bender, David Bunnnett, Lisa Bell, Richard Hinman, Pete Smith and Bill Lyons were present. Vice Pres. Binley and Dir. Aitken were absent.

PUBLIC EXPRESSION

None.

COMMITTEE REPORTS

Capital Campaign Update

Kim Bender reported that Richard Hinman, the Construction Manager, received five bids on Tues. September 27. The lowest one came in at approximately \$3.7 million and the highest bid at \$4.2 million. Both Boards had hoped for a bid as low as \$3 to \$3.2 million. Kim described four options in response to the bids. The first would be to reject all bids and go out again at a future point, the second to accept the lowest bid and raise the additional money needed, the third to enter a private/public partnership with the CHA and negotiate a price with a private contractor, and the fourth to manage the construction and sub-contract ourselves.

Kim addressed the second option of accepting the lowest bid and raising the extra funds needed. One avenue for funding is the USDA CFD Bond loan for \$1.675 million with a 5% interest rate over 40 years. The next option she described was a California Infrastructure and Economic Development Bank (I-Bank) CFD Bond loan. The loan for \$1.7 million would have a 3% interest rate over 30 years. A third option is an I-Bank-County Lease Financing arrangement with the County of Marin. The County would borrow \$2million from I-Bank which would be paid back with revenues from the parcel tax collected by the County at a rate of approximately \$97,000 each year. All three options are permissible under the Mello-Roos Act.

Kim went on to describe other potential lenders to the Project; California Communities, A-Bag (Association of Bay Area Government), the Marin Community Foundation and the Rudolph Steiner Foundation. She will continue to research all possible funding options.

MSC, Currey/Phillips (unan) to approve of Project Budget FY05/06 and approve renewal of contracts for Kim Bender, Belle Wood and Kristin Johnson. Kim reviewed a new and improved version of the Bolinas Firehouse and Clinic Project Budget Report that she, Lucy Reid and Kristin Johnson had created. The budget report included projections to the year 2008 for all entities involved including the CHA, the BFPD, Mesa Park and the Joint Project.

Construction Manager Richard Hinman reviewed the bidding process for contractors and made a recommendation pending allocation of sufficient funding. All bids were higher than expected due to inflation, rising oil prices and higher material costs due to the recent hurricanes. Alten Construction of Richmond made the lowest bid at \$3.7 million. Richard checked their references which were all outstanding. Richard recommended to pursue awarding the bid to Alten Construction if funding can be secured within 60 days of the bid. Taking action will be postponed until funding is secured. A Special Meeting will be noticed at that time.

In order to pursue the option to negotiate directly with a company such as Contractor Steve Oliver's, the Board would have to reject all bids. David Bunnett expressed his caution against the CHA negotiating directly with contractors as it is not the CHA's "business" to do so. He commended Kim Bender for her creativity in pursuing funding sources.

Pres. Sands said that she will present the Project case for funding to the County Board of Supervisors in hopes of securing funding through the County via the I-Bank.

MSC, Phillips/Currey to approve Resolution #138: Declaring Results of Special Election and Directing Recording of Notice of Special Tax Lien.

MSC, Phillips/Currey to approve Ordinance #10: Levying Special Taxes within community Facilities District No. 2003-1. Both of these motions will be enacted only if the USDA loan is chosen as a source of funding.

Bill Lyons asked if there would be an additional water meter used for the new Firehouse and Clinic. Chief Brown answered that the new Firehouse and Clinic will use the existing single water meter with an expanded water use permit granted by the BPUD.

Building and Grounds Report

Chief Brown reported that she plans on writing a letter to the County Department of Public Works requesting them to move the low band radios ASAP as demolition plans for the existing building are soon to be enacted.

CONSENT CALENDAR

MSC, Phillips/Currey (unan) to approve of the Consent Calendar including the Warrant List, the Financial Report, the Minutes from August 22, 2005 and the transfer of \$15,000 from Investment to Operating Accounts and Correspondence.

CHIEF'S REPORT

Communications

Chief Brown reported that the structural analysis for collocation of the low-band equipment on the Cingular tower was completed and it was determined that the low band equipment could indeed be located on the tower. The cost for the analysis was reduced by the engineer to \$700 and paid for by the County of Marin. The next steps are now up to the County to sign the sublease, complete drawings and outline a timeline for the equipment move. Chief Brown hopes that the move will be complete before the scheduled date to demolish the existing building.

MERA

Chief Brown received an update at the Marin County Chief's meeting on September 13th. MERA is very close to signing a lease with the Martinellis. There is no time yet set for completion as they are still planning and researching the feasibility of the site.

Prevention

A work day is scheduled for Volunteers to open up roadways to improve access and egress. Grant money has been received to purchase a pole saw and a hedger.

Training

The Park Service has been conducting prescribed burns in the Dogtown area. Several Volunteers took E265 to two of the burns. The burns provide excellent training for new Volunteers.

FF Donohue and Chief Brown taught CPR to the school staff on September 14th. Chief Brown will be teaching First Aid to school staff on October 4th.

Disaster Council

Chief Brown thanked the Kimballs and StuArt for creating the mascot to bring disaster preparedness awareness to the community. The Kimballs initiated the naming of the mascot contest and plan to have the mascot in the Hearsay every week with advice and information regarding personal disaster preparedness.

General

Chief Brown continues to work on the placement of the Tsunami sirens to best serve the downtown areas. She plans on working with Ian Johnson to receive technical advice regarding the decibel of the siren and placement. The grant for \$3,500 needs to be met with an equal amount by the District. Chief Brown plans on asking the Volunteers and the Disaster Council to contribute with a small portion paid for by the District. No action was taken as the deadline to accept the grant monies is not until December.

Chief Brown reported that Labor Day was relatively quiet.

Administration

Chief Brown reported that the audit was completed on August 31st. After some follow-up paper work, all went well. A draft financial statement should be ready by the October Board Meeting.

GENERAL BUSINESS

See General heading under Chief's Report.

BOARD MEMBER REPORT

Chief Brown reported that the Personnel Committee met. Seven to eight policies were discussed and will eventually be brought to the Board for discussion and approval.

She also reported that the Volunteer Christmas party might be held at the Rod and Boat club this year or at her own house.

Pres. Sands reported that the Firehouse and Clinic Project is planning to host a Ball for the Volunteer Firefighters sometime in December.

PERSONNEL MATTERS

None.

GOOD OF THE ORDER

None.

ADJOURNMENT

MSC, Currey/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.