



# Bollinas Fire Protection District

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## Special Meeting Minutes-August 3, 2009

President Binley called the special meeting of the Bollinas Fire Protection District to order at 7:30 PM. Bollinas Fire Protection District Board members Vice President Buchanan, Dir. Kimball, Dir. O'Donnell, Dir. Kilkenny and Chief Brown were present. Bollinas Community Public Utilities District Board members Vic Amaroso, Don Smith, Jack McClellan, Bobbi Kimball and Manager Jennifer Blackman were present. Also present were Capt. Smith, Asst Chief Marcotte, Steve Fiske, Hi-Tech EVS, Inc., and several members of the public.

At this time, Dir. Amaroso called to order a meeting of the Bollinas Community Public Utilities District.

Pres. Binley asked if anyone had any additions or changes to the agenda before proceeding. None made.

MSC, Kilkenny/O'Donnell (unan) to approve agenda.

### **Action Item #1: Repealing Resolution 152-2009 and adopting Resolution 153-2009**

At its regular meeting on July 27, 2009, the BCPUD requested the fire district to place an advisory poll measure on the November ballot addressing the issue of banning camping on the Bollinas Beach year round. The request was made due to the fire district boundaries encompassing all voters in the Bollinas area. At that meeting, Resolution 152-2009 was adopted proposing a Special Election Be Held in the Bollinas Fire Protection District Jurisdiction on November 3, 2009. Since that decision, some issues and concerns have been raised by the Registrar of Voters office and the County Counsels office that need to be addressed by the fire district. BCPUD members are present to speak to the issues.

GM Blackman passed out copies of the Beach Committee report dated October 17, 2006. She proceeded to discuss the history of the beach camping issue and concerns that have been raised over the years. Currently, camping is banned on the beach from Friday afternoon to Monday afternoon but not during the week. The Beach Committee, an Ad-Hoc committee formed by the BCPUD, recommended banning camping year round. Sup. Kinsey is reluctant to ban camping year round unless the Bollinas community has a chance to express their opinion on the matter. The BCPUD Board would like to place an advisory poll measure on the November 2009 ballot to address the question to the Bollinas community.

In past instances, when issues have been raised that affect the entire Bollinas community as opposed to just the residents within the water district boundaries, the fire district has been able to allow the water district to place issues on the ballot using the fire district boundaries which encompass the water district and includes all voters within the community of Bollinas.

Since the July regular meeting of the fire district, County Counsel and the registrar of Voters office have stated that the fire district can not simply allow the water district to propose the advisory poll using the fire district

boundaries. They have stated that the fire district must pose the question to the public. The wording that must appear on the ballot is “Shall the Bolinas Fire Protection District request the Bolinas Community Public Utilities District to request a County Ordinance which prohibits camping on the Bolinas Beach full time and year round?” This wording will require the previous resolution passed by the fire district, #152-2009, be repealed and a new resolution with the new language passed, Resolution #153-2009.

The BCPUD would like to see the wording changed from what County Counsel has recommended which has been stated above. The BCPUD feels this language would be confusing to the voters. They would like to see either the question posed directly from the fire district, “Shall the Bolinas Fire Protection District request the County.....” or a joint proposal, “Shall the Bolinas Fire Protection Dist and the Bolinas Community Public Utility District request the County.....”

As Jennifer Vuillermet, County Counsel is out of the office on vacation currently, and the deadline for the ballot language is this coming Friday, Pres. Binley asked if a motion to pass the resolution with wording that is acceptable to County Counsel would be sufficient. Members felt this was acceptable with the understanding that if the proposed wording is not acceptable to County Counsel, the BCPUD will proceed with the measure within the water district jurisdiction without the help of the fire district.

MSC, Buchanan/Kilkenny (unan) to repeal Resolution #152-2009 and to adopt Resolution #153-2009, “Shall the Bolinas Fire Protection District and the Bolinas Community Public Utility District request a County Ordinance which prohibits camping on the Bolinas Beach full time and year round?”

At this time, Pres. Binley yielded time to the BCPUD board for discussion and to pass their own motion. The BCPUD passed a motion giving the BFPD the authority to include the BCPUD name on the fire district’s November ballot measure. See BCPUD minutes for exact wording.

### **Finance Committee Report**

Pres. Binley outlined the following discussion regarding the potential purchase of a new fire engine, how the financial reports play an integral part in the decision and, if the Board elects to move forward with the purchase, the options for doing so.

Dir. Kimball reviewed and discussed the Cash Flow Statement FY 09/10. Each member also had a copy of the 09/10 final budget and a Cash Flow Projection FY 09/10 which contained a great more detail. The Board only discussed the Cash Flow Statement at this time.

The Board members expressed their thanks for the production of these reports as they give the members a sense of security in their ability to make the decision. Based on the reports and discussion, the members concluded there are enough funds to purchase a new Type I engine.

Pres. Binley then posed the question as to the options for the purchase. At this time, AC Marcotte introduced Steve Fiske from Hi-Tech, one of the companies interested in building the new engine. AC Marcotte also explained that the representative from Ferrara, another company that is very interested in building the engine, was informed of this meeting two times but declined to attend. AC Marcotte described to the Board the various options availability for pursuing a contract with a manufacturer for the new engine. The Engine Committee has created very detailed specifications for the new engine. In the past, the fire district has used the competitive bid process, which invites various companies to bid on the specifics of the engine set forth by the District. AC Marcotte stated he favors this process but said that due to the limited availability of the

chosen cab and chassis and his misunderstanding of the time these chassis are available, he feels we do not have enough time to pursue a competitive bid process. At this time, he explained the option of a Cooperative Purchasing Agreement, which allows the District to “add-on” or “piggy-back” on to another departments engine order. This is a method very frequently used in the fire service.

VP Buchanan was concerned if we use the add-on method and we were to change the original departments specifications that we would be somehow out of compliance. Steve Fiske stated that it is really a matter of administrative decision. In his experience, most specifications get changed up to 25%. VP Buchanan also referred to an article he found titled Prudent Purchasing. He inquired if we had researched what the new Department of Transportation requirements would be for the 2010 emission standards. AC Marcotte and Chief Brown replied yes, Chief Brown had a detailed article regarding the changes and potential cost implications. Most specifically, a potential increase of \$15,000 in the cost of the chassis, on going operational costs to keep the new DEF tank filled with the appropriate fluid and the time and energy to redo the specifications which would be required to accommodate a 2010 chassis.

Pres. Binley raised the issue of not conforming to the new DOT requirements and what that means in regards to additional emissions from the engine. Discussion was had and it was determined that the engine is not run as often as some departments run their engines.

AC Marcotte underscored the need for the new engine as E283 is almost 25 years old, is unreliable and parts are not readily available for it. It is a crucial piece of equipment for the District due to the nature of our water system and our Standard Operating Procedures.

The Engine Committee recommended pursuing the Cooperative Purchasing Agreement method for securing a contract for the purchase of a new engine.

MSC, Kimball/Buchanan (unan) to pursue the acquisition of a new engine using the cooperative purchasing agreement method in an amount not to exceed \$350,000 subject to the proposed acquisition meeting all requirements pertinent to California Special Districts.

Chief Brown will research the enabling legislation that allows the District to make purchasing using this method. The Board agreed to hold a special meeting on Wednesday, August 12<sup>th</sup> at 7:30 pm in order to receive an Engine Committee report and recommendation and to potentially award a contract for the construction of the new engine.

**PUBLIC EXPRESSION** (The public may address the Board regarding matters not on the agenda.)

None-

### **GOOD OF THE ORDER**

Dir. O'Donnell thanked the Finance Committee for all of their work.

### **ADJOURNMENT**

MSC, Buchanan/O'Donnell (unan) to adjourn the meeting at 9:07PM.

Respectfully submitted,

Anita Tyrrell-Brown  
Fire Chief

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