



Bolinas Fire Protection District

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March 23, 2009

President Binley called the regular meeting of the Bolinas Fire Protection District to order at 6:30PM. Vice President Buchanan, Dir. Kimball, Dir. O'Donnell, Dir. Kilkenny and Chief Brown were present. Also present: Secretary Brown and Jenny Pfeiffer. Bill Lyons arrived at 7:30PM.

Pres. Binley asked if anyone had any additions or changes to the agenda before proceeding. Chief Brown requested that Action Item #1 regarding Meeting room liability issues be removed from the agenda as there was no new information to report.

MSC, Kimball/Kilkenny (unan) to approve revised agenda.

Bolinas Fire Protection District Finance 101

Pres. Binley began his presentation focusing on the revenue aspect of District finances. The District receives funding from a variety of sources including: taxes, rent, interest, and grants. The District is a Special District that receives basic property tax revenue in addition to excess Educational Revenue Augmentation Funds (ERAF), Homeowners Property Tax Relief (HOPTR) and special assessments (taxes) that fund the operational costs of the BFPD. Pres. Binley reviewed the effects of Prop13 on tax rates and explained the Mello-Roos, also called the "Community Facilities District Act, which the District has utilized to fund the new firehouse. He presented a Tax Rate Area map that illustrates the seven different areas of the Bolinas District that creates the tax base for the majority of funding for the District. He reviewed the rental income from the two communications towers at the station and discussed the stability of the income. The District is in contract with two companies, AT&T and Crown Castle, and will be receiving rental income from both until 2022 at which point the contracts are due for renewal. He explained how interest on County accounts that hold tax dollars is paid to the District twice per year. He reviewed the regular grant income that is minimal and is not considered part of the annual budget. The Board discussed the effects of changing property values on tax income and the prospect of grants to increase income.

Pres. Binley asked the Board to volunteer to lead additional learning/educational workshops in the future. He suggested the dispatch process be a topic for further understanding, as it is a complicated and a very important aspect of emergency response.

Vice Pres. Buchanan suggested that future educational meetings be itemized separately on agendas as a Public Workshop followed by the regular Board meeting.

At this point, the regular meeting began at 7:30 lead by Chief Brown giving the Chief's Report.

CHIEF'S REPORT

MERA – Chief Brown reported that she could not attend the last MERA Board meeting due to a lack of shift coverage, but that it had been reported to her that the Board members voted to proceed with securing five additional frequencies and the Tomales Site Coverage Project at a cost of approximately one million dollars. She reported that the upgrades are to be funded out of the 1999 Bond Fund balance and the New Project Financing Fund and should not have a fiscal impact on member agencies. She did report, however, that additional funding requests are anticipated from the MERA Board. Board approval of possible future requests was discussed. Even if the BFPD Board does not approve of MERA funding requests in the future, the District will still be required to pay increases if a 2/3 vote is passed among all agencies involved with MERA.

Prevention – None.

Planning – Plan review for 56 Horseshoe Hill Road, 98 Brighton Avenue and 5675 Horseshoe Hill Road.

Training - An EMT training was held at the Bolinas Firehouse on March 7th for all EMTs from Bolinas, Stinson Beach and Inverness. Chief Brown thanked the Marin County Fire Dept. paramedic who spent the day reviewing new policies and skills.

Chief Brown reported that she and Firefighter Gould attended a two-day training on Critical Incident Stress Management in Petaluma. They are both now qualified to lead defusing and debriefing sessions for the BFPD and other departments if needed after particularly difficult incidents.

Chief Brown and Asst. Chief Marcotte attended an officer development class entitled “I was Once You, Someday You will Be Me” led by former State Fire Marshal Ron Coleman on Thursday March 5th. She reported that the class was very informative regarding leadership issues and techniques for inspiring volunteers.

Chief Brown reported that she gave a brief talk to new docents at a training held at the Audubon Canyon Ranch regarding emergency response on March 14th. Assist. Chief Camiccia usually gives the talk but was vacationing in Italy.

Apparatus – E265 has been returned to the station after servicing. No problems to report. The engine committee consisting of Asst. Chief Marcotte, Capt. Phillips, Capt. Smith, Capt. Martinelli and Pres. Binley has met to begin preliminary discussions regarding the replacement of E283. They have met with representatives from Hi-Tech and Ferrera to discuss the design of a new Type 1 structure engine.

Disaster Council – Chief Brown reported that she and Capt. Smith taught the first aid portion of CERT (Community Emergency Response Training) on Saturday March 14th.

Building and Grounds – Chief Brown reported that the B&G Committee has met with the CHA to discuss the design of a new clinic sign to be placed in the front of the parking lot along Mesa Road. A prototype was created, but most members agreed that it needed to be reduced in size. The Committee will be meeting again to finalize the design with input from the Mesa Park Board.

Pres. Binley inquired about the shelter for the generator. Chief Brown reported that she is moving ahead with plans to submit to the County.

Chief Brown reported that she asked the BCPUD if three to four volunteers could attend a Solar Safety training to be held at the BCPUD for employees. She stated that fire suppression around the

new solar technology is a critical issue as there is a much greater risk for electrocution. The BCPUD was very generous with arranging the schedule so fire department personnel could attend.

GENERAL BUSINESS

1. Discussion: Meeting Room Insurance Policy – Chief Brown stated that there is nothing new to report at this time.

2. Discussion: Planning and financing of engineered solution for the Surfer's Overlook portion of Terrace Avenue. Chief Brown reported that the joint letter has indeed been sent to Supervisor Steve Kinsey. The BFPD and the BCPUD are waiting for a response.

Bill Lyons inquired as to why the County continues to pave the top of Terrace Avenue that continues to fall in steadily. Chief Brown answered that the County is responsible for their actions and that they have decided that repeated paving of the top of the road is how they are treating the problem. Bill inquired about a possible emergency road being plowed from Overlook down the hill parallel to Terrace Avenue towards town. Chief Brown responded that all of the various property owners along the potential road would have to approve including crossing an open easement. Pres. Binley reminded everyone that the letter sent to Sup. Steve Kinsey addresses Surfer's Overlook but not the top of Terrace Avenue.

3. **Action Item #3:** Approve Cellular site Lease Amendment with Crown Castle/Verizon. MSC, Kilkenny/O'Donnell (unan) to approve cellular site lease amendment with Crown Castle/Verizon with an expiration date set for 2022. Jenny Pfeiffer inquired about the history of announcements to the public about the lease amendment. Several Board members responded assuring her that indeed the item has been on the regular monthly agendas since July of 2008. Dir. Buchanan stated, and other board members concurred, that future agenda action items should be listed with more detail regarding the issue at hand.

CONSENT CALENDAR

MSC, Buchanan/Kimball (unan) to approve the Consent Calendar including the changes made by Dir. Kimball to the Minutes from the February 23, 2009 regular meeting and the March 4, 2009 Special meeting, the Warrant List from February 18 to March 17, 2009 and the financial reports from January 2009.

PUBLIC EXPRESSION

None.

COMMITTEE REPORTS

None.

BOARD MEMBER REPORT

None.

PERSONNEL MATTERS

None.

ANNOUNCEMENT

None.

GOOD OF THE ORDER

None.

ADJOURNMENT

MSC, Buchanan/O'Donnell (unan) to adjourn the meeting at 8:45PM.

Respectfully submitted,

Molly Brown
District Secretary