

Minutes from the August 23<sup>rd</sup>, 2023, Bolinas Fire Protection District Board Meeting at the Bolinas Fire Station.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:01 P.M. Pres. Molesworth, Vice Pres. Torrey, Dir. Pierce, and Dir. Martinelli were present. Dir. Dunne was absent. Also present: Chief Krakauer and Administrative Manager Isaac Taylor.

Pres. Molesworth asked for unanimous consent to approve the Agenda. Seeing no objections, the Agenda is approved.

**PUBLIC EXPRESSION**

None.

**CHIEF'S REPORT**

**MEMBER REPORTS**

The August MERA meeting was cancelled.

**Chiefs**

Chief Krakauer was unable to attend the August Chiefs' meeting.

**MWPA**

Chief Krakauer discussed an MWPA meeting in item 5c.

**Prevention**

Chief Krakauer discussed District wildfire preparedness and response in item 5c.

**Roads**

Chief Krakauer reported an encouraging conversation with a PG&E Wildfire Hazard Mitigation Specialist regarding the idea of moving powerlines underground along lower Mesa Road. Chief Krakauer agreed to provide the PG&E representative a short proposal for consideration, and has notified the BCPUD of the conversation.

**Inspections**

The District conducted life and safety inspections on a few BCLT residences in August.

**Planning**

Chief Krakauer has been working with Marin County Fire Department Fire Marshal Scott Alber and project planners for Phase 1 of the BCLT's Tacherra Ranch Project, focusing on ensuring plan compliance with emergency access and water supply requirements.

**Grants**

The District was not awarded a California Fire Foundation grant for a proposal recently submitted by Administrative Manager Isaac Taylor for understory fuel reduction in the BCPUD eucalyptus grove near the intersection of Mesa Rd. and Olema-Bolinas Rd. Vice Pres. Torrey asked if the District has alternate plans to complete fuel reduction in the area, and Chief Krakauer responded that the District will be coordinating with BCPUD to perform understory mowing and maintenance.

Chief Krakauer reported that Stinson Beach Fire Protection District received the first shipment of SCBAs awarded through a FEMA regional grant proposal between five West

Marin agencies. The District expects to receive its portion of the SCBAs in the near future.

### **Training**

Training has been focused on ladders, EMT skills, and wildland firefighting.

Asst. Chief Marcotte has been coordinating with Marin County EMS Specialist Jen Glazier in preparation for an upcoming Emergency First Responder (EMR) course, which will be held in September and October at the Bolinas fire station. Approximately ten students have enrolled from different West Marin volunteer fire agencies, including two from Bolinas. Classes will be held Friday evenings and Saturdays. This course will improve overall medical skills in our local volunteer fire departments.

### **Volunteers**

Meg Gould has begun work on the 2023 Bolinas Volunteer Firefighters Association Annual Raffle.

The volunteers have one new applicant, who will hopefully join the department next month.

### **Apparatus**

Chief Krakauer reported an uneventful month, after three engines required repairs in July.

### **Disaster Council**

Chief Krakauer reported that Asst. Chief Marcotte and Marc Sanchez-Correa gave a report at the recent Bolinas Community Meeting, where they also invited new volunteers to join the Disaster Council.

### **Resource Recovery**

The Resource Recovery site continues to receive large amounts of material from District and County Chipper Day events.

The John Deere loader has an oil leak, and will be evaluated this week by a mobile mechanic.

Chief Krakauer is working with Belle Wood of the BCPUD to update and improve the Resource Recovery website, to better communicate costs and requirements for material drop-offs.

### **Buildings and Grounds**

City Sewer Pumping has now replaced one failed pump at the Mesa Park sewer lift station. Installation also required the services of an electrician to reconfigure a connection. Dir. Pierce asked if the second pump was inspected. Chief Krakauer reported that it was, and that it did not show signs of failure.

Chief Krakauer reported that the fire station's solar panels have been professionally cleaned for the first time.

### **General Operations/Administration**

Calls have been average, with 16 emergency calls so far in August.

The most significant incident was a fire on a vacant lot on Aspen Rd. This fire started in a pile of compost, branches, and brush left on the property. Luckily the fire occurred in

high-moisture pre-dawn conditions. Stewart Oakander of the BCPUD assisted by separating the debris pile using the Resource Recovery loader, and Don Murch removed all debris the following morning.

The District received a new Long-Range Acoustical Device (LRAD) for use in evacuation and emergency notification, and staff received training on the new device last week. This device can broadcast prerecorded or live voice messages in a concentrated area up to approximately 1,500 meters, and can be quickly mounted on any department vehicle using powerful suction. Preloaded messages include an evacuation warning, evacuation order, Hi-Lo siren, return to your homes, and tsunami alert/warning. We will be training additional staff and volunteers this week.

The District also recently acquired two decommissioned spill response trailers, offered to us by Marin County Parks. These trailers contain a cache of good quality equipment, such as boom, buoys, spill mats, and anchors, and the BCPUD has agreed to store the trailers on their property.

Chief Krakauer sat on a hiring panel last week at the Stinson Beach Fire Protection District, who are hiring two new Captains.

Chief Krakauer reported receiving an email this week from a group of West Marin residents working on a proposal for regulations on Short-Term Rentals (STRs) to present to the Marin County Board of Supervisors. The group is reaching out to several West Marin public agencies to possibly provide their input on the proposal. Chief Krakauer will follow up with board members if further information is received.

Isaac Taylor reported that the initial, interim phase of the FY22-23 audit is nearly complete, and he is working with the District's accountant to close the books for last fiscal year. The final audit phase is expected to conclude in early October.

### **Personnel**

Chief Krakauer reported that Asst. Chief Marcotte and firefighter Pendergraft have been filling vacant shifts at the Stinson Beach Fire Protection District, as they work to hire additional personnel.

Chief Krakauer and Isaac Taylor are beginning work on a job description for a new duty officer recruitment. They will reach out to the Human Resources Advisory Committee in early September to review the description, process and timeline.

## **GENERAL BUSINESS**

### **Action Item #1 – Approve District Policy on Investment of District Funds**

MSC Martinelli/Torrey (unan.) to approve the District Policy on Investment of District Funds, with one revision.

Isaac Taylor explained that the District has been exploring the possibility of investing part of its reserves outside of its primary accounts with the Marin County Investment Pool, since receiving very low returns during FY21-22. Chief Krakauer and Isaac Taylor attended a public finance workshop hosted by CSDA last August, and has attended meetings with an independent public investment firm as well as an Investment Policy

Overview hosted by California CLASS. While local agencies are not required to have an investment policy, it is considered best practice.

The proposed Policy on Investment of District Funds has been modeled on CSDA's sample investment policy, utilized language borrowed from the Stinson Beach Fire Protection District, and also limits District investments to the Marin County Investment Pool, Local Agency Investment Fund (LAIF), and California CLASS. This Policy will be reviewed annually in a regular board meeting, and the board will be provided with quarterly statements from all investment vehicles. Pres. Molesworth noted one revision suggested by the Finance Advisory Committee which had not been incorporated into the draft policy, removing a contradictory line in the final paragraph of the policy. Isaac Taylor made a note of the revision.

**Action Item #2 – Approve Required District Responses to Findings and Recommendations of Marin County Civil Grand Jury Report, *Build More ADUs - An Rx to Increase Marin's Housing Supply***

MSC Torrey/Pierce (unan.) to approve the District Responses to Findings and Recommendations of Marin County Civil Grand Jury Report, *Build More ADUs - An Rx to Increase Marin's Housing Supply*

Isaac Taylor explained that a Marin County Civil Grand Jury issued a report with specific findings and recommendations related to the issue of barriers and obstacles to the construction of additional Accessory Dwelling Units (ADUs), as they represent a partial and potential remedy to the County's shortage of housing. Several local agencies in Marin County are required to respond to certain Findings and Recommendations.

Our District has been asked to respond to one finding and one recommendation. The District partially disagrees with the finding that "Impact, connection, and capacity fees vary considerably throughout the County and such fees can be a disincentive to homeowners considering ADU development," since the District does not levy any such fees. Additionally, the District will not implement the recommendation that it "begin a feasibility assessment of waiving or significantly lowering impact and connection fees for units smaller than 750 square feet," because it is not warranted or reasonable.

**Discussion Item #1 – District Wildfire Preparedness and Response**

Chief Krakauer acknowledged the recent urban wildfire tragedy in Lahaina, Maui, and recommended Fire Safe Marin's Wildfire Watch Special "Tragedy in Maui – A Warning for Marin". This special program features Marin County Fire Chief Jason Weber, Marin Wildfire Prevention Authority Executive Officer Mark Brown, Central Marin Fire Battalion Chief Todd Lando, and host Rich Shortall, Executive Officer of Fire Safe Marin. The program discussed some of the similar hazards we face in Marin, as well as some important differences, including the number of available fire engines and suppression resources. The program also covered wildfire and emergency preparedness measures that Marin residents should take, including registering for emergency alerts through Nixle and Alert Marin and using NOAA Emergency Alert weather radios. Officials also shared information on fire prevention and emergency response preparations being made by MWPA and local fire agencies, such as fuel reduction projects and audible emergency alert and evacuation systems. Residents can watch a recording of the program at [www.firesafemarin.org](http://www.firesafemarin.org).

The MWPA core project for evacuation route roadside fuel reduction began last week in Bolinas, focusing on fuels within 10 feet horizontally and 15 feet vertically from County roads. Chief Krakauer has been offering his guidance to MWPA crews completing this work.

MWPA defensible space evaluators have completed their 2023 inspections in Bolinas. Chief Krakauer reported a few complaints, but positive feedback overall. District officials offered clarifying information to several residents with questions about their inspection report. If anyone has questions regarding their inspection report, they can contact [dspace@marinwildfire.org](mailto:dspace@marinwildfire.org), or call (415)275-1185.

The District's third Chipper Day event is scheduled for August 31<sup>st</sup>, and is full. Spaces remain for September 28<sup>th</sup> and October 12<sup>th</sup>, and residents can sign up by calling the fire station. County chipper events are also still available at [www.chipperday.com/marin](http://www.chipperday.com/marin).

Don Murch completed the annual mowing along unincorporated ingress and egress roads on the Big Mesa.

The District has 20 NOAA Emergency Alert Weather Radios available for free at the fire station, as well as Evacuation tags from Marin County Sheriff's Office.

Chief Krakauer attended an MWPA West Marin planning meeting today. The group discussed the progress of ongoing MWPA compliance work in the coastal zone, and is working on a list of potential projects across West Marin to be included in a permit application by the MWPA.

### **CONSENT CALENDAR**

MSC Pierce/Martinelli (unan.) to approve the Consent Calendar, with revisions to the July minutes.

Pres. Molesworth had one revision to the July minutes, to specify that Isaac Taylor was delivering Chief Krakauer's report.

### **BOARD MEMBER REPORT**

Pres. Molesworth attended a meeting of the MWPA Board of Directors. She reported that MWPA Planning and Program Manager Anne Crealock gave an update on ongoing projects, and announced the previously mentioned meeting with West Marin agencies.

### **COMMITTEE REPORTS**

Human Resources Advisory Committee – No update.

Finance Advisory Committee – The Finance Advisory Committee met this month to discuss the Policy on Investment of District Funds.

Operations Working Group – No update.

### **PERSONNEL MATTERS**

None.

**ANNOUNCEMENTS**

None.

**GOOD OF THE ORDER**

Vice Pres. Torrey thanked Isaac Taylor for his work on the investment policy.

**ADJOURNMENT**

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 8:05 P.M.

Respectfully submitted,

Isaac Taylor  
Administrative Manager

Note: Minutes of all Board meetings are available for review on the District's website.