

Minutes from the May 25<sup>th</sup>, 2022, Bolinas Fire Protection District Board Meeting, Via Zoom.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:10 P.M. Vice Pres. Torrey, Dir. Pierce, Dir. Martinelli, and Dir. Dunne were present. 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**

Stinson Beach Fire Protection District Board of Directors President Jeff Walsh and Director Mark White joined to discuss potential collaboration with the Bolinas Fire Protection District to address shared concerns around summer visitation impacts, including traffic, parking enforcement, public health and public safety. President Molesworth thanked them for attending and sharing their comments.

**CHIEF'S REPORT**

**MERA**

Chief Krakauer attended the MERA meeting on Wednesday, May 11<sup>th</sup>. MERA and Motorola have completed a revised project schedule, under which the Next Gen System will cut over in May 2024. 9 of 18 construction sites now have bids awarded, and work continues on the Bolinas site.

**Chiefs**

Chief Krakauer attended the monthly Chiefs meeting on Thursday, May 19<sup>th</sup>. There was a presentation from the new Marin County Disaster Coordinator Elaine Wilkinson, who also met last week with Chief Krakauer and Asst. Chief Marcotte to discuss Bolinas disaster preparedness and coordination with the County of Marin. There was also a presentation from the HAZMAT team, and MWPA Executive Officer Mark Brown and Rick Shortall presented on fire prevention community outreach efforts. President Molesworth asked if the County's Disaster Coordinator position was a new position, and Chief Krakauer clarified that Ms. Wilkinson has taken over an existing, but evolving role as the Marin County Emergency Preparedness Coordinator.

**MWPA**

Chief Krakauer attended a meeting of the Operations Committee on Tuesday, May 3<sup>rd</sup>. The proposed 2022-2023 work plan was discussed before being submitted to the full board for approval.

**Prevention**

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

**Roads**

Chief Krakauer discussed a meeting with the Bolinas Eucalyptus Project regarding hazardous trees along evacuation roads in item 5c.

**Inspections**

No update.

**Grants**

No update.

## **Training**

Training has been focused on structural firefighting and SCBAs, and last week we began training on wildland firefighting, as we enter the 2022 wildfire season. Wildland Engine 265 will be sent to the Marin County live fire training at the end of June.

## **Volunteers**

The Bolinas Volunteer Firefighters Association hopes to update and approve its bylaws soon.

## **Apparatus**

All engines have completed their annual service and inspection. The overall condition is good, with a few pending repairs to small air leaks.

## **Disaster Council**

Asst. Chief Marcotte has been working with Marin County Disaster Coordinator Elaine Wilkinson to educate her about disaster preparedness in Bolinas, and discuss potential areas of improvement across the county, such as increasing CERT training and integrating those skills with existing groups like the Bolinas Disaster Council.

## **Resource Recovery**

No update.

## **Buildings and Grounds**

No update.

## **General Operations/Administration**

The District is nearing the end of its recruitment process for a new firefighter, and the draft budget for FY22-23 is ready for approval.

Chief Krakauer attended an annual summer kickoff meeting with Supervisor Rodoni and all local department heads. Topics discussed included summer planning and projects, as well as staffing updates and concerns.

The District has returned our letter of engagement for annual audit services to Nigro & Nigro, PC. Administrative Manager Isaac Taylor has arranged dates in mid-June to begin preliminary audit work.

Caren Gately, a new Marin County Social Worker assigned to Bolinas, has been holding weekly office hours in the Bolinas fire station community room every Friday, and in the Bolinas Clinic every Thursday.

## **Personnel**

The District has welcomed one new volunteer, Kelly Green, who was referred to the BVFA by existing volunteer Scott Weiss.

The District also has one new volunteer resident firefighter applicant.

Interviews for the new full-time firefighter position were held on Tuesday, May 24<sup>th</sup>. Dir. Martinelli, Dir. Pierce, Asst. Chief Marcotte, Capt. Pete Smith, and Chief Krakauer made up the interview panel. After two candidates dropped out last minute, the panel interviewed two well-qualified candidates, and Chief Krakauer intends to make a conditional offer of employment later this week.

## **GENERAL BUSINESS**

### **Action Item #1 – Approve Draft Budget for FY 2022-2023**

MSC Pierce/Torrey (unan.) to approve the Draft Budget for FY 2022-2023.

Administrative Manager Isaac Taylor summarized income and expense projections for the FY22-23 draft budget. In total, the District estimates an income increase of \$42,344, or around 4%. On the expense side, Isaac described an increase in payroll expenses of \$70,050 or 21.92%, due to the addition of a new full-time position, cost-of-living adjustments, and raises. Fuel and electricity prices will also add an estimated \$7,450 or 17.78% to the District's utilities expenses. Savings are projected in Prevention, due to Measure C local funds going toward a capital expenditure. Previously overbudgeted items in Safety Equipment Maintenance, Training, and Mobile Communications also led to projected savings. The District's total operating profit is expected to decrease 34.83% to \$138,353, which is wholly allocated to reserve accounts, purchase of a UTV firefighting vehicle, and the District's non-operating bond principal payment.

Pres. Molesworth noted that the Finance Advisory Committee has already reviewed the draft budget, and that the draft budget includes a \$75,000 contribution to our reserve funds for vehicle replacement, building maintenance, and general reserves. She also noted that a discretionary additional \$10,000 contribution to CalPERS unfunded accrued liability will further improve the District's funding percentage, which according to our auditors is already better-than-average. Pres. Molesworth also clarified with Isaac Taylor that the budgeted capital expenditure for a UTV firefighting vehicle would be funded through MWPA grant funds.

Vice Pres. Torrey noted that the Human Resources Advisory Committee has an additional request for a merit-based raise for Administrative Manager Isaac Taylor. Pres. Molesworth responded that the Finance Advisory Committee has made a similar suggestion, to ensure there are adequate investments going toward the District's Human Resources. Vice Pres. Torrey, Dir. Pierce, and Pres. Molesworth thanked Chief Krakauer and Mr. Taylor for their work on the draft budget, and for providing the budget detail and executive summary. Mr. Taylor thanked the Finance and Human Resources Advisory Committees for their contributions to the budgeting process.

### **Action Item #2 – Approve Resolution 203-2022, A REGULARLY SCHEDULED ELECTION TO BE HELD IN THIS JURISDICTION; REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE, AND REQUESTING ELECTION SERVICES BY THE MARIN COUNTY ELECTIONS DEPARTMENT**

MSC Pierce/Dunne (unan.) to approve Resolution 203-2022.

AYES: Molesworth, Torrey, Pierce, Martinelli. Dunne.

NOES: None.

ABSENT: None.

Administrative Manager Isaac Taylor explained that this resolution is required to consolidate the District's upcoming election for two regular term and one short-term

board member seats with the County of Marin's general election scheduled for November 2022.

### **Discussion Item #1 – Bolinas Eucalyptus Project Update**

Chief Krakauer, President Molesworth, and Dir. Martinelli met with John Cozzi, Rudy Farris, and Jonna Alexander Green from the Bolinas Eucalyptus Project (BEP) on Wednesday, May 11<sup>th</sup> to discuss hazardous trees along evacuation routes. Chief Krakauer noted this was the latest of several meetings between the District and BEP. At the request of BEP, Chief Krakauer issued the following statement to BEP regarding the District's alignment with certain goals of the BEP:

*“The Bolinas Fire Protection District supports maintenance of vegetation along evacuation routes, up to and including total removal of hazardous trees that risk obstructing ingress or egress.”*

Chief Krakauer noted that the BEP may utilize this statement for fundraising purposes, and understands that the group will be going next to the BCPUD Board of Directors to further pursue their efforts to remove hazardous trees on the BCPUD parcel at the intersection of Mesa Rd. and Olema-Bolinas Road.

President Molesworth noted that Chief Krakauer's decision does not require Board approval, and stated that the Board of Directors should remain focused on governance and oversight, while leaving operational decisions to Chief Krakauer and fire personnel. Dir. Martinelli thanked Pres. Molesworth for facilitating the meeting, and appreciated the opportunity to highlight areas of mutual agreement between the District and the BEP. Pres. Molesworth noted the significance of issues regarding ingress, egress, and fire apparatus access to the District. Dir. Pierce stated that he believes Chief Krakauer's statement is appropriate, and Vice Pres. Torrey stated her support for keeping road access clear for the Bolinas community. BEP member Howard Dillon thanked the District for their time and consideration.

### **Discussion Item #2 – Wildfire Preparedness and Response**

Chief Krakauer shared that the District has scheduled free Chipper Days for 5 Saturdays this season. The MWPA is also offering 2 Chipper Day events, each of which will occur over a one-week period. These events will occur from late May through late September. Chief Krakauer hopes to see substantial brush clearing from these events.

Chief Krakauer is coordinating with the National Park Service to conduct mowing on the Poplar field on both sides of the fence. The project is pending NPS environmental review. Asst. Chief Marcotte is coordinating with Don Murch to perform roadside mowing along main ingress and egress roads on the Big Mesa.

Chief Krakauer and Isaac Taylor have been working on a community newsletter on fire safety, Chipper Days, defensible space, and MWPA grants information, and are seeking feedback on the newsletter from Board members. Pres. Molesworth asked whether residents who do not have a defensible space and home hardening evaluation can request one, in order to apply for MWPA grants. Chief Krakauer responded that they can.

### **CONSENT CALENDAR**

MSC Dunne/Pierce (unan.) to approve the Consent Calendar.

AYES: Molesworth, Torrey, Martinelli, Dunne, Pierce.

NOES: None.

ABSENT: None.

### **BOARD MEMBER REPORT**

Pres. Molesworth attended the monthly MWPA Board Meeting last Thursday, May 19<sup>th</sup>. The Board approved the 2022-2023 Work Plan, which includes funding for the Bolinas UTV vehicle acquisition project. The Board also approved the 2022-2023 budget.

Next year, the MWPA will also be producing a manual on environmental compliance to be utilized by member agencies.

Finally, the Board received an illuminating presentation from climate scientist Daniel Swain on climate change and wildfire preparedness.

### **COMMITTEE REPORTS**

Human Resources Advisory Committee – Dir. Pierce shared that the HR Advisory Committee had two meetings with Chief Krakauer and Administrative Manager Isaac Taylor to discuss salary and wage proposals and hiring considerations for a new firefighter.

Finance Advisory Committee – No update.

Operations Working Group – No update.

### **PERSONNEL MATTERS**

None.

### **ANNOUNCEMENTS**

None.

### **GOOD OF THE ORDER**

Vice Pres. Torrey again thanked everyone who contributed work to the 2022-2023 budget.

Dir. Dunne applauded the efforts to find common ground with the Bolinas Eucalyptus Project.

Chief Krakauer thanked all parties for their productive teamwork on these important items.

Dir. Pierce noted that he will be absent for the next regular monthly Board meeting.

### **ADJOURNMENT**

Pres. Molesworth asked for unanimous consent to adjourn the meeting. Seeing no objections, the meeting adjourned at 8:12 P.M.

Respectfully submitted,

Isaac Taylor  
Administrative Manager

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