

Minutes from the February 25th, 2021, Bolinas Fire Protection District Board Meeting,
Via Zoom.

Pres. Molesworth called the meeting of the Bolinas Fire Protection District to order at 7:02 P.M. Vice Pres. Kimball, Dir. Torrey, Dir. Dunne, and Dir. Martinelli were present. Also present: Chief Krakauer and Administrative Manager Isaac Taylor.

MSC Dunne/Torrey (unan.) to approve the Agenda with the amendment to move item 5a to the beginning of the meeting.

Discussion – Downtown Permit Parking (Al Minvielle)

Al Minvielle introduced concepts for a parking permit program being developed by the five-member BCPUD Parking Permit Committee, represented by he and chairman Bruce Bowser. While still in a conceptual stage, Al explained that the program's intent would be to implement permit-based parking in the Bolinas downtown core (along Brighton, Wharf, Park, & Hill), in order to support a ban on non-permitted overnight parking in this area. Al and Bruce are interested in feedback from the Bolinas Fire Protection District board, and how fire and safety might integrate into the committee's eventual proposals.

Al noted that the committee is already in communication with the Stinson Beach Fire Protection District regarding their involvement with parking-related issues, and he asked for board members to share their feedback both as District officers and as Bolinas residents.

President Molesworth asked Al to explain the process as the committee understands it. Al responded that much of the process remains uncertain, but that the California Coastal Commission will necessarily be a key partner in any eventual program. He noted that some committee members were involved with Measure X, which sought to limit overnight parking, but that the committee hopes to work toward a more comprehensive ban on overnight parking for non-residents. Vice Pres. Kimball clarified with Al that Measure X was an advisory measure only.

Al introduced the committee's agenda points. First, they wish to obtain an inventory of all available downtown parking spaces. The committee's concept to achieve such an inventory would be to ask the Marin County Department of Public Works to paint stripes for all downtown parking spaces, so that spaces could be clearly defined and counted. Al noted that residents of the area have suffered vehicle damage due to cramped and improvisational parking.

Second, the committee would like to establish a resident parking permit program. The permits would exempt residents from potential overnight restrictions. The third point would be a restriction on all overnight parking, except for permitted residents. With regard to the California Coastal Commission's mandate to maximize public access to the beach, the committee has found that a majority of available parking spaces are typically occupied by campers.

President Molesworth welcomed Bruce Bowser to the meeting.

Al introduced the committee's fourth point, implementation of time-restricted parking in high-traffic areas downtown. To this end, the committee is advocating the establishment of a Bolinas community service officer to conduct parking enforcement.

President Molesworth asked Al if the committee had any idea who might employ and manage a community service officer. Al responded that this was an open question, for which the committee was seeking the input of District board members. Al gave the example of the Live Oak Parking Program in Santa Cruz County, where a community service officer is employed through the Department of Public Works, with the position funded through revenue from fines. Vice Pres. Kimball asked about the scope of enforcement in that example, and Al responded that it was limited to parking. Dir. Dunne asked if citations in the example are legally-enforceable, and Al responded that they are. Dir. Torrey asked if the position is akin to a “meter maid,” and Al responded affirmatively. Al gave another example from Ottawa, Canada, where he witnessed a program of residential compliance officers.

Dir. Martinelli asked whether the Marin County Sheriff’s Office would need to approve any enforcement regime. Al answered that he does not believe it would require Sheriff’s approval, but that his understanding from preliminary discussions with the Sheriff’s Office is that they would approve of such a regime, but would expect to receive the enforcement revenues. Al noted that the revenues from the Live Oak Parking Program do not go to the Sheriff’s Office, but directly to the managing agency.

President Molesworth welcomed Bruce Bowser to the meeting. Bruce claimed that Bolinas needs greater powers to deal with the large and frequent influx of visitors, to achieve more of a sense of normalcy in the downtown, especially on weekends. Al added a final point about the possibility of overflow parking in Mesa Park. He acknowledged that this concept will need to be examined if Bolinas wishes to accommodate more visitors. He noted that the Point Reyes National Seashore may be considering a permit system for access to Alamere Falls trail, akin to the Muir Woods National Monument regime.

Director Torrey noted that she and other Bolinas Mesa residents are aware of the problems, and many avoid downtown entirely on weekends. Al noted the increase of speeding on Brighton and Wharf, and suggested speed bumps as a potential mitigation measure. He asked for District thoughts on additional fire and safety concerns. Bruce recommended that board members view a slide presentation on the BCPUD website.

President Molesworth opened up the meeting to board member questions and feedback, and noted the District’s focus on fire prevention and safety. Chief Krakauer mentioned that the District will be asked to comment on a new parking restriction proposal from the County, some of which will relate to emergency fire access along Terrace Ave.. He also noted a possibility to remove the \$99 fee amount from No Parking signs, and possibly to increase this fee. He noted the \$99 language was a invitation to park irresponsibly rather than a deterrent and cars on Terrace are often parked in a manner that blocks emergency vehicles entirely and this needs to be addressed.

Director Torrey asked whether existing emergency vehicle access signs on Brighton and Wharf are being respected. Chief Krakauer responded that they are not consistently respected, and noted the additional concern of vehicles unable to turn around at the end of Wharf RD due to illegally parked cars. Bruce Bowser noted the many instances of bad behavior he has observed and photographed in the area.

Vice Pres. Kimball stated that he would support the idea of asking the County Department of Public Works to add striping to downtown parking, but does not know if the District would have any capacity to support a community service officer for enforcement. He noted that the District is fully occupied with wildfire prevention

priorities, especially as climate change exacerbates these dangers. He stated that he is in favor of parking restrictions and enforcement, but explained that his concern would be with any potential parking enforcement management compromising our primary fire and safety mission.

Vice Pres. Kimball observed that the public will go to extremes to access our beaches, and suggested that the California Coastal Commission should be approached as a potential ally in an effort to find solutions which could improve both access and safety.

Bruce Bowser asked whether the District has considered the establishment of its own committee, like the BCPUD, to address parking concerns. President Molesworth asked Bruce whether this would be separate from the BCPUD committee. Bruce responded that the BCPUD Parking Permit Committee could work with the District in an inter-agency fashion, and President Molesworth remarked that it would be best to continue consultations with the Bolinas Fire Protection District on issues related to fire and safety, rather than the District forming another separate committee. Director Dunne agreed with President Molesworth, and added that the District should maintain focus on its own mission, including the areas that overlap with parking concerns. Director Torrey remarked that support for parking enforcement seems beyond the mission and scope of a Fire Protection District, but suggested a District member might join the existing BCPUD committee.

Al asked the board members if a community service officer might have a role in emergency response. President Molesworth cautioned against efforts to force-fit such a position into the District, and Chief Krakauer responded that he was unsure about the scope of emergency service responsibilities for the position Al described. Bruce noted that all Bolinas residents need to work together to address visitation problems, and President Molesworth agreed. Al asked the board members to keep open communication with their committee, and President Molesworth agreed once again. Director Torrey asked about the committee's talks with Stinson Beach Fire Protection District, and Al noted that those talks were conceptual only, but that the Stinson Beach community is facing many of the same challenges. President Molesworth, Vice Pres. Kimball, and Chief Krakauer thanked Al and Bruce for their work on these issues.

Chief Krakauer repeated to Al and Bruce that the County of Marin is currently seeking a letter of support for a parking restriction proposal for parking on Terrace Ave and Olema-Bolinas Road, and that this item is expected to be discussed at upcoming BCPUD and BFPD board meetings and does overlap parking problems in the downtown. The proposal was a combination of the MCSO and concerned local residents. Chief Krakauer explained that he has been working with the Marin County Sheriffs Office to ensure roads are not blocked to emergency traffic and that measures to address this concern will be integrated into the proposal. He thanked Bruce and Al again for their work.

PUBLIC EXPRESSION

No additional general public expression.

CHIEF'S REPORT

MERA

Chief Krakauer attended the MERA meeting on Wednesday, February 24th. He expects installations of new engine and portable radios to begin soon. The first bid package was awarded to FIDATO in the amount of \$169,000 for improvements at three sites. Bid

package 1A, which includes the District's site at Stewart Point, is expected to be awarded at the April meeting of the governing board.

Chiefs

Chief Krakauer attended a Chiefs meeting on Thursday, February 18th. Director Martinelli was also in attendance. There was a presentation by the Red Cross, as well as an update on a feasibility study for sharing dispatch services with Sonoma County. MERA and MWPA also provided updates. Marin County Health and Human Services gave an update on vaccinations. All residents 65 or older are now eligible, while more private distributors like Kaiser, Sutter, and CVS have vaccine supplies and are not restricted by the County's tiered eligibility system. The County is close to opening a larger vaccination site at the Larkspur Ferry Terminal.

Prevention

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

Roads

Chief Krakauer reminded the board of a pending Marin County parking restriction proposal for parts of the downtown and Terrace Ave. This proposal is concurrent with a proposal being supported by Stinson Beach Fire Protection District to address vehicles blocking emergency access. Chief Krakauer will forward a copy of Stinson Fire's letter of support for review by the board once it is received, so that the District can decide at next month's board meeting if it will draft a similar letter of support for consideration by the County Board of Supervisors in late April. County traffic engineer will be available to appear at the next board meeting to answer any questions.

Grants

Isaac Taylor submitted a regional proposal on behalf of Bolinas, Stinson Beach, Muir Beach, Inverness, and Nicasio Fire departments to the FEMA Assistance to Firefighters Grant program to obtain replacement Self-Contained Breathing Apparatuses. If successful, the grant will allow us to achieve interoperability with the County of Marin. Chief Krakauer thanked Isaac, Matt Phillips (former Bolinas firefighter), and each partner agency for their time and assistance with the proposal.

Training

Asst. Chief Marcotte shared that Marin County Fire is now expanding their in-person training while following COVID-19 precautions. The District is proceeding with caution, still focused on our online EMT training through the on-line Target Solutions training platform, however, we will need to begin limited in-person trainings soon in preparation for a live fire simulation planned for the end of next month. We are currently planning small group trainings, and taking additional precautions for expected large group trainings.

Director Torrey asked whether the volunteers are now vaccinated. Chief Krakauer reported that all volunteers who opted in have now been fully vaccinated for a few weeks, estimating the overall vaccination rate at approximately 80 percent. Asst. Chief Marcotte noted that staff and volunteers are still taking full precautions to avoid any possibility for transmission.

Volunteers

Chief Krakauer confirmed that all volunteer firefighters and administrative staff are now enrolled in AirMedCare air ambulance network, thanks to the Bolinas Volunteer Firefighters Association.

Apparatus

Engine 283 has returned to service. Chief Krakauer thanked Director Martinelli for obtaining a replacement primer motor from Oakdale, California. The engine also received its annual service, and was returned with new fluids and no additional issues.

Utility 232 has had its ignition core replaced, which appears to have resolved a persistent parasitic battery drain issue. Chief Krakauer thanked firefighter Joe Walker for his work on this issue, and noted electrical drains have been a persistent issue on this vehicle.

Disaster Council

Asst. Chief Marcotte reported that most Disaster Council activities continue to be on hold due to the pandemic, but reported the acquisition of 30 NOAA Weather Radios. These radios will be marketed and distributed to Bolinas residents, and can receive emergency alerts and notifications from the District by way of Marin County OES.

Asst. Chief Marcotte also shared that the Disaster Council is working with Tom Jordan to obtain access to the Everbridge Nixle Alert system, so that targeted alerts and notifications can be sent directly to Disaster Council members. Director Torrey asked if this capability would be extended to the entire Bolinas community, and Asst. Chief Marcotte responded that this is only for the Disaster Council, and that location-specific alerts will remain under the control of Marin County OES.

Resource Recovery

Chief Krakauer noted that a meeting has been scheduled with the BCPUD, Jeff Creque, and member agencies to continue discussion around site viability, succession planning, and replacing the ailing front-end loader, potentially through a grant or by other means.

Buildings and Grounds

Chief Krakauer shared that local stone masons Rick Springer and Hector Mora have offered their labor and extra materials to install a flagstone installation around the base of the Bolinas fire station flagpole. Vice Pres. Kimball remarked on Rick's and Hector's exceptional skills, and the board was supportive of the project.

General Operations/Administration

Chief Krakauer updated the board on scheduling changes beginning March 8th. President Molesworth suggested moving the regular meeting of the Board of Directors from the 4th Thursday to the 4th Wednesday to better accommodate the new schedule. Isaac Taylor agreed to include this new proposed meeting schedule as an action item for the March board meeting. Chief Krakauer was appreciative of the consideration.

The COVID-19 community testing site supported by BFPD and Marin County Fire is ongoing each Monday from 10:00am to 12:30pm. While we are seeing an approximately 50% decline in testing demand, we intend to continue offering the service until notified otherwise by the County or board of directors. Director Martinelli shared that the County may need to withdraw its support if more resources are needed at the vaccination site in the coming weeks, but Chief Krakauer and Isaac Taylor stated that BFPD should be able to continue community testing on a more limited scale if and when the County has discontinued its staff. Chief Krakauer also noted that several District firefighters have been supporting the County vaccination effort at the San Rafael site.

Isaac Taylor shared an update on our recent meeting of the BFPD Finance Committee. Final audited statements were received from Paul Kaymark of Nigro & Nigro, PC. The

Financial Transactions Report and Compensation Report have been submitted to the State Controller's Office. Director Dunne attended his first Finance Committee meeting on February 18th. Income and expenses are tracking our budget closely through the first half of fiscal year 2020-2021. The committee discussed particular areas of the budget either over or under budget, in preparation for our upcoming budgeting period for fiscal year 2021-2022. The committee also discussed procedures for making mid-year budget adjustments or alterations, to ensure a complete audit trail. The committee also agreed to allow Administrative Manager Isaac Taylor to increase our periodic transfers from our county account to our Chase bank account for operating expenses, and Isaac intends to increase this amount from \$40,000 to \$60,000 to better manage our increased payroll and expenditures. The committee discussed two options for investing our projected operating profit for this fiscal year: a staggered investment in certificates of deposit (if rates are favorable), or more likely a reduction of our liabilities to the CalPERS retirement account.

Isaac shared a budget report showing monthly and cumulative income and expenses. Chief Krakauer noted our slight increase in expenses over budget, and its association with extra hire assignments during peak fire season, for which we expect to be reimbursed. President Molesworth also noted that our income is also ahead of budget by nearly \$78,000. Vice Pres. Kimball noted that property tax estimates from the County Department of Finance show cumulative projected revenues around 5% ahead of budget.

Isaac reminded the Directors of the need to catch up with our quarterly review process, which was delayed due to the COVID-19 pandemic. He also gave a reminder about the required ethics training.

President Molesworth thanked Isaac for his work on the final portions of the audit during his first months on the job.

GENERAL BUSINESS

Action Item #1 – Approve District Policy on Compensation for Reimbursable Assignments

MST [moved, seconded, tabled] Kimball/Torrey (unan.) to approve District Policy on Compensation for Reimbursable Assignments.

After further discussion, the Directors elected to table this motion pending additional investigation of the sections of the policy pertaining to overtime and qualifying assignments. When ready, the motion will be taken up again this quarter during a regular board meeting.

Action Item #2 – Approve District Policy for Security Cameras

MSC Kimball/Martinelli (unan.) to approve District Policy for Security Cameras.

Chief Krakauer, Isaac Taylor, and the Board of Directors reviewed the standardized policy obtained from County counsel on security cameras, noting minor adjustments to fit District organizational and information systems structure. Director Torrey inquired about the need for cameras, and Chief Krakauer noted the potential for deterring and investigating any potential activities that could compromise District equipment or facilities. Director Dunne also supported the security value of cameras.

Discussion – District Wildfire Preparedness and Response

Vice Pres. Kimball expects the MWPA board to approve draft vision and mission statements at the March regular board meeting. Kimball also attended a FireSAFE Marin webinar on Tuesday, February 23rd. A primary takeaway was that wildfires typically spread through flying embers. Susceptible areas are unhardened homes, structures without defensible space, and areas with significant fuels on the ground (such as unmaintained groves of trees).

Vice Pres. Kimball emphasized that a community's preparedness is the sum of individual preparedness, and noted the importance of creating defensible space in "Zone 0," which extends from 0 to 5 feet from the footprint of the home. Kimball recommended using FireSAFE Marin as a resource for evacuation & personal preparedness, home hardening, defensible space, and community preparedness. He expects MWPA to closely follow this framework in its approach to wildfire prevention. He remarked that BFPD has substantial work to do for community outreach and education, and suggested the value of FireSAFE Marin videos for these purposes. Chief Krakauer echoed Davids remark and advised the District has posted numerous videos and the FireSAFE Marin Website on the Districts home page for that reason. Fire Safe Marin is leading the public information and outreach piece and recommends everyone in the community to visit their site for great information around increasing individual and community wildfire preparedness.

Chief Krakauer attended an MWPA operations meeting on Thursday, February 25th. Rich Shortall of FIRESafe Marin gave a presentation on their proposed 2021 Chipper Days program, which was well-received by all Chiefs. A unit Chief from CalFire Humboldt gave a presentation on air curtain burners, a portable alternative to fuel disposal. Todd Lando gave a presentation on new software for streamlining defensible space inspections. Charlotte Jordain gave an update on the ongoing evacuation study plan.

Zonehaven, a virtual platform for mapping both fire and evacuation, began its roll-out in Marin on February 17th. This platform was used in the 2020 SCU Complex Fires, and could potentially aid both fire fighters and law enforcement in the event of a disaster.

Chief Krakauer reached out to Thomas Maiorana with the UC Davis study group, and hopes to hear back soon with a status update.

BFPD set up an ad hoc wildfire committee, consisting of Chief Krakauer, Asst. Chief Steve Marcotte, Vice Pres. Kimball, and Director Martinelli. The group met first on February 8th, then the following Monday with the Wildfire Safe Bolinas group. Jordan Reeser, fire prevention captain at Marin County Fire, also joined and offered many points and examples regarding blue gum eucalyptus and wildfire danger. Chief Krakauer and the District will continue to keep communication lines open and help bring experts into the conversations around eucalyptus groves and wildfire preparedness as a whole.

Chief Krakauer provided an update on MWPA core funding, which accounts for 60% of the MWPA tax collection base. Private grants for residents and large, countywide projects fall within this portion of the budget. Discussion is ongoing between BFPD officials and Jordan Reeser about potential projects that may affect Bolinas. The ad hoc committee plans to meet with Jordan Reeser soon to discuss potential project proposals.

NOAA Weather Radios for emergency notification are now being promoted with flyers around town, on District social media, and in the Bolinas Hearsay. 30 radios initially acquired by the Disaster Council are being distributed to residents, and the District would like to acquire more to continue to distribute prior to fire season. President Molesworth noted the word-of-mouth benefit to distributing these radios. Director Dunne asked if

radios should be distributed strategically to achieve coverage of all areas of Bolinas. Chief Krakauer agreed this was a good idea, and also recommended the possibility of distributing them with defensible space inspectors. Vice Pres. Kimball encouraged all board members to get a radio. Residents are encouraged to phone the Firehouse for info and help acquiring a radio for their home.

CONSENT CALENDAR

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

BOARD MEMBER REPORT

No update.

COMMITTEE REPORTS

Personnel Committee – No update.

Buildings and Grounds – No Update.

Operations Working Group –No Update.

PERSONNEL MATTERS

None.

ANNOUNCEMENTS:

None.

GOOD OF THE ORDER

None.

ADJOURNMENT

MSC Dunne/Kimball (unan.) to adjourn at 9:24 PM.

Respectfully submitted,

Isaac Taylor
Administrative Manager

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