

# ***MUIR BEACH COMMUNITY SERVICES DISTRICT***

19 Seacape Drive . Muir Beach, CA 94965 . 415-388-7804 . www.muirbeachcsd.com



**Wed, June 6, 2012  
7:00 PM – Regular Meeting**

**Board of Directors  
Community Center  
19 Seacape Drive  
Muir Beach, CA 94965**

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## **TIMING OF ITEMS ON AGENDA**

The Board attempts to hear all items in order as stated on the agenda, however it reserves the right to take items out of the order listed at any time during the course of the meeting.

## **SPECIAL NEEDS**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Manager at 415-388-7804. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure participation in the meeting.

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## **AGENDA**

### **Item 1 CALL TO ORDER**

Steve Shaffer, Board President  
Scott Bender, Director  
Dan Fitzpatrick, Director  
Peter Lambert, Director  
Peter Rudnick, Director

Leighton Hills, District Manager  
Leslie Riehl, Meeting Secretary

### **Item 2 FIRE DEPARTMENT**

**Appointment of Steve Wynn as Fire Chief** – The California Government Code provides that the district manager is responsible for the “appointment, supervision, discipline, and dismissal of the district's employees” (paid and volunteer) consistent with policies approved by the board. Being such a small organization (1) we don't have many explicit employment policies and (2) appointments have been infrequent, so it makes sense to have the appointment of Steve Wynn as fire chief be affirmed by the board. I recommend making and passing a motion to affirm the District Manager's appointment of Steve Wynn as the new chief of the CSD fire department.

**Acquisition of Replacement Fire Truck** – Steve Wynn has located a fire truck pumper that is available for purchase from the Skywalker Fire Department, a department that is shutting down and selling its equipment. The pumper is similar to our existing pumper (#676) and can be acquired for

\$55,000 plus about \$5,000 of equipment modifications. Please see the attached report by Steve detailing the engine. Although the table below indicates it is similar to our existing engine, Steve notes the following enhancements as well as those noted in the report:

1. 4-wheel drive.
2. Larger lockers.
3. Water inlets on both sides of vehicle.
4. One or two additional water outlets.
5. Newer tires.

	Muir Beach	
Fire Truck Dimensions	Present	Skywalker
Designation	676	1559
Length (Main)	24'-0"	~22'
Width	8'-0"	?
Height		9'-9"
Wheelbase	12'-6"	?
Gallons per Minute	350 GPM	400 GPM
Manufacturer	International	International
On board storage	500 gallons	500 gallons
All-wheel Drive	No	Yes
Year Built	1986	1989
Miles	30,595	22,000
Value	?	\$45,000-\$60,000

The existing truck would be sold, and Steve is in the process of determining value.

The intention by Steve and the Fire Department is to defer other expenditures from the approved fire department budget (attached, and coming to a close at the end of June) and to utilize funds from the (hopefully passed) fire tax to pay for the acquisition.

No specific budget has been submitted as of the date this agenda was prepared – but the fire tax brings in approximately \$30,000 per year. A motion should be considered authorizing Steve to acquire the fire truck utilizing funds in the fire department, including funds from the fire parcel tax upon residents.

**Results of the BBQ** – Steve Wynn or Leslie Riehl can report on the results of the BBQ. Very preliminary numbers on gross revenues only (as of the time of this writing) were:

2012	\$46,383
2011	\$43,017
2010	\$53,764

### **Item 3 PUBLIC OPEN TIME**

1. *Topics should be within the jurisdiction of the CSD (water, roads, fire & public recreation).*
2. *The topic should not be elsewhere on the agenda.*
3. *The Board and staff may only briefly respond to statements and questions (legal requirement for items not posted on an agenda which lets members of the community know a topic is up for discussion).*

4. *Public comments are limited to 3 minutes per speaker, unless waived by the Board.*
5. *The period for public open time is limited to 15 minutes, unless waived by the Board.*

**Item 4 ADJOURNMENT**



**ACQUISITION OF SKYWALKER FIRE TRUCK**

**EVALUATION REPORT**



## CONSULTING COUNTY FIREFIGHTERS

### KEITH PARKER

Senior Captain - Tomalas

Battalion Chief – Woodacre

Project Coordinator for designing and building Marin County’s fire engines for the past 10 years

Keith Parker, regarded as Marin County’s leading expert on fire trucks, concluded that this hand crafted Pierce truck for George Lucas’s Skywalker Fire Department, is of high quality and has been impeccably maintained.

In his opinion, with the pumping performance, low miles/use, ample storage space for equipment, 4WD, overall size and ease of operation, it would be a perfect truck for MBVFD.

Keith went further to say that after he consulted with a fire truck broker, the broker thought that for this truck at 60K would be “a steal” and if we were not to buy it, he would buy it and sell it for a profit. Bottom line Keith thought it is a great truck, great price and a perfect truck for the MBVFD.

### ADDITIONAL CONSULTANTS WHO CONCURRED WITH THE ABOVE:

Bill Vierra

Senior Captain – Woodacre

Mike Water

Heavy Fire Equipment Operator (HFEO)

Dave Carr

Senior Captain – Throckmorton (ret.)

Dave Carr, who has a great understanding of our fire department and the community we serve, believes this truck would not only meet but exceed our needs.

### PUMP TEST RESULTS CONDUCTED ON 5/11/12 AT WOODACRE

- From a hydrant with 125 static psi, output is 647GPM
- From a draft of 10', output is 391GPM

### TRUCK ATTRIBUTES

- The endorsement from the experts
- The needs of our community.
- The size of our streets.
- The need for a 4x4 that can be permanently set up as a structure and wildland pumper.
- The need for a quick and easy truck for our volunteers to operate.
- The ability to run 2, 1 3/4" structure double sleeve hoses at maximum volume and still have the ability to run an additional hose.
- Ample room for all of our equipment
- Versatility with water discharge and intake.
- Low miles
- Well maintained
- New off-road tires
- 20' ladder and 100' of 3" hose included
- Built in external hand mic and speaker system at the engineer panel
- PA system
- AC auto ejector
- Air output for tools
- Built in telescoping work light
- Assortment of hose adapters
- SCBA brackets

### OTHER INFORMATION:

- Year 1989 Pierce
- Height 9'9"
- Length 22'
- GVW 28,000
- 500 gal tank
- engine hours 2,525
- New 16 ply Hancock Tires
- miles 22K

### Asking price

- \$60K

### STEVE WYNN RECOMMENDATION:

After consulting extensively with various Marin County fire truck experts and spending two days running pump tests and taking measurements, I believe that this is the right truck for our firefighters in order to provide the best protection for our community. My recommendation is to purchase this truck.

**Proposed Budget July 1, 2011 - June 30, 2012**

**Muir Beach Volunteer Fire Dept, a department of the Muir Beach Community Services District**

Line	Items	Fire Dept Amounts	VFA Donations	Net Fire Dept Amounts	Notes
<b>1</b>	<b>Revenues</b>				
2	Fire Tax	\$ 30,000		\$ 30,000	4-year tax on residents \$200/yr, expiring April 2012. Current balance \$92,893.
3	West Marin Fire Grant (2 yrs)	16,800		16,800	A long running annual grant (\$8,400/yr) from Marin Fire Council, funded by NPS.
4	<b>Total Revenues</b>	<b>\$ 46,800</b>		<b>\$ 46,800</b>	
5					
<b>6</b>	<b>Expenditures</b>				
7	<u>Fire Station Parcel</u>				
8	Parcel Acquisition	\$ 132,000			Proposed acquisition cost for 60' x 150' level parcel at Greene Ln, Muir Beach.
9	Foundation Grant	(100,000)			From a donor-advised fund at the Marin Community Foundation.
10	<b>Total Fire Station Parcel</b>	<b>\$ 32,000</b>	<b>(32,000)</b>	<b>\$ -</b>	
11	<u>Fire Station Building</u>				
12	26' x 46' Tuff Shed	\$ 62,808			Constructed cost using a to-be-constructed slab foundation.
13	Slab, Electric, Plumbing	40,000			Slab \$15,000+, Elec & Plumbing \$25,000.
14	Permits	15,000			Coastal permit and variance.
15	Other	13,000			Geotechnical \$7,000; Landscaping \$5,000.
16	Estimating Contingency	20,000			Excludes \$14,750 paid from fire station reserve account for: Record of survey, topo map, civil engineering, septic analysis, legal.
17	<b>Total Fire Station Building</b>	<b>\$ 150,808</b>	<b>(79,145)</b>	<b>\$ 71,663</b>	
18	<u>Firefighting</u>				
19	Firefighting Equipment	\$ 11,500			Ladders, hoses, protective clothing, lighting, saws - excludes breathing apparatus (avg of historical expenditures).
20	Training for Volunteers	10,000			EMT certifications, other.
21	Truck Expenses	8,000			Maintenance and fuel (avg of historical expenditures).
22	Radio Communications	3,500			Avg of historical expenditures.
23	Emerg Med Supplies, Other	1,700			Defibrillator, rescue equipment (avg of historical expenditures).
24	<b>Total Firefighting</b>	<b>\$ 34,700</b>	<b>(14,300)</b>	<b>\$ 20,400</b>	
25	Chipper Program	\$ 11,000	<i>Paid to VFA</i>	\$ 11,000	VFA to be paid to operate chipper program. Will utilize fire dept volunteers.
26	General Administrative	\$ 7,600		\$ 7,600	Vehicle and liability insurance (\$4,000), Allocation of district overhead expenses (\$3,600).
27	<u>Vehicle Acquisition</u>				
28	Brush Truck (#2)	\$ 133,715			5-passenger, Ford F550 diesel w/ 200 gallon water tank, 110 GPM pump - duplicate vehicle.
29	FEMA Grant	(126,350)			Assistance to Firefighters Grant (AFG), a FEMA program.
30	<b>Total Vehicle Acquisition</b>	<b>\$ 7,365</b>		<b>\$ 7,365</b>	
31	<u>Emergency Preparedness</u>				Emergency preparedness program to be administered by the VFA.
32	Resident training	\$ 5,000			CPR training for residents.
33	Housing, med, radio comm	4,100			Emergency housing/shelter, medical, emerg radio, search & rescue.
34	<b>Total Emerg Preparedness</b>	<b>\$ 9,100</b>	<b>(5,800)</b>	<b>\$ 3,300</b>	Net amount of emergency preparedness program is paid to VFA.
35	<b>Total Expenditures</b>	<b>\$ 252,573</b>	<b>(131,245)</b>	<b>\$ 121,328</b>	
36					
37	Revenues less Expenditures	(205,773)		(74,528)	
38					
<b>39</b>	<b>Cash Balances</b>				
40	Cash Balances (starting)			\$ 96,659	Fire tax acct \$92,893; Fire station acct \$1,167; West Marin \$2,600.
41	Revenues less Expenditures (from above)			(74,528)	
42	Cash Balances (ending)			<b>\$ 22,131</b>	Includes \$14,300 paid from the Fire Dept to the VFA (\$11,000 for chipper program and \$3,300 for emergency preparedness).