




**MEMORANDUM**

TO: Board of Directors

FROM: Sean Grinnell, Fire Chief 

DATE: 9-10-10

SUBJECT: Resolution 10/11-13

Cc: File

This is the second reading and night for approval of this resolution. This resolution will effectively move the equipment sinking fund and fire station fund into designations of our general fund.

The \$5,875.84 will be transferred to the general fund under the same designation.

**Bodega Bay Fire Protection District  
Resolution #10/11-13  
September 14, 2010**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BODEGA BAY FIRE PROTECTION DISTRICT OF SONOMA COUNTY REQUESTING THAT UNUSED INDEX CODES BE REASSIGNED.

WHEREAS, the Board of Directors of the Bodega Bay Fire Protection District prepares two budgets one general fund and one equipment sinking fund; and,

WHEREAS, the District can make better use of designations within a single budget index code for the purpose of setting aside funds for equipment sinking and the like.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District hereby request that the Bodega Bay Fire Station Fund (\$0.00 balance) and Equipment Sinking Fund (\$5,875.84) be eliminated and that any remaining funds be transferred to our General Fund (726018).

The above and foregoing resolution was introduced by Director \_\_\_\_\_, who moved its adoption, seconded by Director \_\_\_\_\_, and adopted on a roll call by the following vote:

President Beck \_\_\_\_, Director Briare \_\_\_\_, Director Anello \_\_\_\_,  
Director McElhiney \_\_\_\_, Director Sage \_\_\_\_.

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT/NOT VOTING \_\_\_\_\_

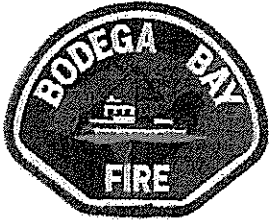
WHEREUPON, the President declared the foregoing resolution adopted and SO ORDERED.

Attested:

/s/ \_\_\_\_\_  
Clerk of the Board

/s/ \_\_\_\_\_  
President of the Board





**MEMORANDUM**

TO: Board of Directors  
FROM: Sean Grinnell, Fire Chief  
DATE: 9-10-10  
SUBJECT: Fire Station Two  
Cc: File

A handwritten signature in black ink, appearing to be "S. Grinnell", is written over the "FROM:" line of the memorandum.

This project seems to have stalled. I have not had my phone calls returned and emails go unanswered again. I will continue to attempt contact.


My guess is that we are a low priority for the State.





**MEMORANDUM**

TO: Board of Directors

FROM: Sean Grinnell, Fire Chief 

DATE: 9-10-10

SUBJECT: Resolution 10/11-14

Cc: File

This is the first reading of this resolution and the first step in raising our fees. Between now and the public hearing night, November 9, myself and others will complete the fee revisions. I also ask that the budget committee be involved with this project. I will also need to facilitate a teleconference between legal, billing, and the District to address some concerns with application of charges in specific situations.

**BODEGA BAY FIRE PROTECTION DISTRICT  
RESOLUTION #10/11-14  
October 12, 2010**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BODEGA BAY FIRE PROTECTION DISTRICT OF SONOMA COUNTY, SETTING A DATE OF HEARING FOR PROPOSED ORDINANCE NO. 10/11-1 APPROVING AN INCREASE IN EXISTING FEE SCHEDULES.**

**WHEREAS**, the Board of Directors of Bodega Bay Fire Protection District, at its regular meeting of October 12, 2010, voted to hold a public hearing to consider the adoption of an ordinance approving an increase in existing fee schedules, and

**WHEREAS**, the District's legal counsel has reviewed the proposed ordinance and found it acceptable and consistent with Sections 13911 et seq. of the Health and Safety Code of the State of California.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Bodega Bay Fire Protection District hereby directs that a public hearing be scheduled for Tuesday, November 9, 2010, at 7:30pm.

**BE IT FURTHER RESOLVED** the Clerk of this Board of Directors shall keep on file and open to the public inspection a copy of the proposed ordinance.

**BE IT FURTHER RESOLVED** that the Clerk of this Board shall cause a notice of public hearing to be published once a week for two successive weeks in a newspaper of general circulation within the County of Sonoma, which publication shall commence on or before October 25, 2010.

The above and foregoing resolution was introduced by Director \_\_\_\_\_, who moved its adoption, seconded by Director \_\_\_\_\_, and adopted on a roll call by the following vote:

Director Briare \_\_\_\_, Director Beck \_\_\_\_, Director Anello \_\_\_\_,  
Director McElhiney \_\_\_\_, Director Doolittle \_\_\_\_.

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT/NOT VOTING \_\_\_\_\_

WHEREUPON, the President declared the foregoing resolution adopted and SO ORDERED.

Attested:

/s/ \_\_\_\_\_  
Clerk of the Board

/s/ \_\_\_\_\_  
President of the Board





**MEMORANDUM**

TO: Board of Directors  
FROM: Sean Grinnell, Fire Chief  
DATE: 9-10-10  
SUBJECT: Weed Abatements  
Cc: File

A handwritten signature in black ink, appearing to be "S. Grinnell", is written over the name "Sean Grinnell, Fire Chief" in the "FROM:" line of the memorandum.

Attached is a copy of the letter that has gone out to those that have not complied with our weed notices and contacts.

I am asking for what will be a short meeting on Thursday September 30, at 7:30pm. Hopefully everyone will comply and we will not need the meeting.

A final inspection will be conducted on the morning of the 30<sup>th</sup>.



# **BODEGA BAY FIRE PROTECTION DISTRICT**

P.O. Box 6  
510 Highway One  
Bodega Bay CA 94923

Committed  
to  
Safety and Service

September 9, 2010

John Doe  
911 Bay Hill Dr  
Bodega Bay, CA 94923  
100-100-100

Dear Property Owner:

Please be advised that conditions observed on your property as noted above are considered a fire hazard. Due to the severe fire danger this fire season all residential lots will be required to conform to more restrictive vegetation management standards than in past years.

The requirement of a defensible space is mandated by Public Resource Code (PRC) 4291.

Effective January 1, 2005, you need to maintain the minimum clearance (defensible space) requirement to 100 feet around any home or structure if you live in a wildland area.

Accumulation of grass, weeds, litter or combustible material is found to be a violation of *California Fire Code Section 304.1.2 Vegetation*.

"Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirements for urban-wildland interface areas shall be in accordance with the *International-Urban Interface Code*."

The following methods of abatement will be enforced during 2010:

1. Residential lots under 10,000 square feet may be disked or mowed.
2. Residential lots over 10,000 square feet shall be disked or mowed.
3. All commercial and industrial lots shall be disked or mowed in its entirety, unless prior permission is granted by the Fire District.
4. The property owner is responsible for any re-growth, which occurs throughout the entire dry season.

You are requested to remove the weeds and flammable vegetation at the above listed

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Administration: (707) 875-3700  
Operations: (707) 875-3001

Fax: (707) 875-2660  
Fax: (707) 875-2285

address by September 24, 2010. If the hazard has not been removed at that time, the Bodega Bay Fire Protection District, 510 Highway One, Bodega Bay, CA, will hold a public hearing on September 30, 2010, 7:30 pm, at the Fire Station, to address all parcels that have not complied with this request. You will have the opportunity to speak and be heard at this public hearing.

The Board of Directors, upon review of a fire hazard report from the Fire Chief and having heard from the public will or will not order that all weeds be abated. You will be charged for the abatement of the fire hazard plus administrative fees. If restitution is not made the charges will be added to your property tax bill.

Your anticipated cooperation in this matter will be greatly appreciated. I have attached the names of several local landscapers who can assist with the removal of the hazard.

Please disregard this notice if you have recently removed the dry grass and or brush from your property.

Respectfully,

A handwritten signature in black ink that reads "Sean Grinnell". The signature is written in a cursive, somewhat stylized font.

Sean Grinnell  
Fire Chief

Cc. Board of Directors

Area landscape contractors who can help...

Steve Freeman @ 707-875-2351

Or

Carlo Mascolo @ 707-875-2470

Or anyone you desire to do the work... I have also included a listing from the Better Business Bureau.

In the San Francisco Bay Area and Northern Coastal California



[BBB Home](#) [Accredited Business Directory](#) [Landscape Contractors](#) Bodega, CA

## Bodega Landscape Contractors

All BBB Accredited businesses in the category of Bodega Landscape Contractors

**BBB Accredited Landscapers near Bodega, CA** have all agreed to a set of high standards in their business practices. [Learn more about BBB Accreditation.](#)

### Search Bodega

Start New Search

GO

Category Keyword

GO

Business Name

### Localize Results

GO

City/state or zipcode

### Consumer Tips

- [Home Contractors: Tip-offs to Potential Rip-offs](#)
- [Lawn Care and Lawn Care Services](#)

**Landscape Contractors in Popular San Francisco, Oakland, San Mateo, and Northern Coastal California Cities**

- [Bodega Bay](#)
- [Brentwood](#)
- [Occidental](#)
- [Penngrove](#)
- [Petaluma](#)
- [Santa Rosa](#)
- [Tomales](#)

### Mindful Landscapes

, Santa Rosa, CA (12.0 miles)

[Request a Quote](#) [Map](#) [Web](#)

### Garcia's Landscaping

2 Shady Lane, Petaluma, CA (13.0 miles)

[Map](#) [Web](#)

### O'Connell Landscape

3028 Petaluma Blvd. N, Petaluma, CA (13.0 miles)

[Request a Quote](#) [Map](#) [Web](#)

### Paisley Gardens

5820 Commerce Blvd., Rohnert Park, CA (14.0 miles)

[Request a Quote](#) [Map](#)

### Unique Garden Creations

6585 Commerce Blvd Ste H # 131, Rohnert Park, CA (14.0 miles)

[Request a Quote](#) [Map](#)

### Red Vino Landscape

607 Provencial Way, Windsor, CA (15.0 miles)

[Request a Quote](#) [Map](#)

### The Great Backyard

PO Box 2195, Windsor, CA (15.0 miles)

[Request a Quote](#) [Map](#) [Web](#)

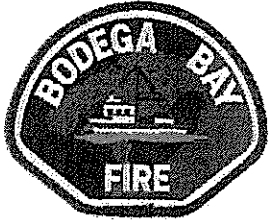
### Manzanita Landscape Construction, Inc.

4947 Deerwood Dr, Santa Rosa, CA (16.0 miles)

[Request a Quote](#) [Map](#)


### Valley Oak Landscaping





**MEMORANDUM**

TO: Board of Directors

FROM: Sean Grinnell, Fire Chief 

DATE: 9-10-10

SUBJECT: EAP Program

Cc: File

Our current EAP Program costs us \$58.85 per (10) f/t employee. Aside from the many other services EAP provides (listed on our summary sheet attached) they also currently provide five EAP sessions (counseling).

We use plan A and only cover full time employees and costs \$588.50

I would like to recommend we increase the benefit to plan C for twenty employees at a cost of \$2,106.40. If you'll remember, this is less than it was for me to go to the WCPR.

**Sean Grinnell**

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**From:** Cristina.D.Monteiro@mhn.com  
**Sent:** Thursday, September 09, 2010 4:41 PM  
**To:** chief@bodegabayfire.com  
**Subject:** MHN EAP  
**Attachments:** EAP Benefit Summary.pdf

Hi Chief Grinnell:

It was good to talk to you again.

Per our discussion, here are the rates for the other plans available through FASIS:

Your current plan (Plan A): 5 EAP sessions, per family unit, per benefit year (\$58.85 per employee, per year)

Plan B: 5 EAP sessions, per individual, per benefit year (\$94.47 per employee, per year)

Plan C: 9 EAP sessions, per individual, per benefit year (\$105.32 per employee, per year)

I've also attached a benefit summary showing all the additional services available in all the plans. If there's anything else that I can assist with, please let me know.

Thank you,

Cristina D Monteiro  
Account Manager  
MHN, a Health Net company  
CA License # 0E91937

2370 Kerner Boulevard  
San Rafael, CA 94901  
Phone: 415.460.8131  
Cell: 510.230.7087  
[cristina.d.monteiro@mhn.com](mailto:cristina.d.monteiro@mhn.com)

(See attached file: EAP Benefit Summary.pdf)

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This message, together with any attachments, is intended only for the use of the individual or entity to which it is addressed. It may contain information that is confidential and prohibited from disclosure.  
If you are not the intended recipient, you are hereby notified that any dissemination or copying of this message or any attachment is strictly prohibited. If you have received this message in error, please notify the original sender immediately by telephone or by return e-mail and delete this message, along with any attachments, from your computer. Thank you.  
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**BODEGA BAY FIRE PROTECTION DISTRICT**  
**Employee Assistance Program**

**Clinical Counseling**

- 5 face-to-face sessions per family unit, per benefit year
- Unlimited telephonic coaching
- Unlimited web-video coaching

**Telephonic Work-life Services**

- Child and Elder Care Referrals
- Legal Consultations
- Financial Consultations
- Identity Theft Prevention and Recovery Assistance
- Daily Living Services

**Online Member Services - [www.members.mhn.com](http://www.members.mhn.com)**

**Online Access code: fasis**

- Assessments: depression, alcoholism, insomnia and stress, and more
- Self-help programs, articles and resources
- In-depth Health Risk Assessment
- Online Smoking Cessation Program
- Weight Loss and Nutrition Resources
- Download legal forms
- On-line Estate Planning

**Client Services:**

- Unlimited Job Performance Referrals
- Unlimited Critical Incident Stress Management (20 hours free onsite time per event)
- Unlimited Management Consultations
- Unlimited Anger Management Program Referrals

**Training Services**

- Employee Benefit Orientations
- Supervisory Benefit Orientations
- Health Fairs
- Training Seminars