

B O A R D O F D I R E C T O R S



Regular Meeting Agenda

January 20, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the December 7, 2015. **Board action**
The Board may choose to approve the minutes of the December 9, 2015. **Board action**
3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
4. UNFINISHED BUSINESS
 - a. Crown Castle/Sprint Update: Chief Paul Smith - **Board discussion and possible action**
5. NEW BUSINESS:
 - a. July 1, 2015 Actuarial Report on GASB 45 Retiree Benefit Valuation presented by Catherine L. MacLeod, Director, Health & Benefits Actuarial, Bickmore Risk; **Board discussion and possible action**
 - b. 2015/16 Annual Statement of Investment Policy; **Board review and file**
 - c. F/Y 2015-16 Budget Mid-Year Review (Chief Smith/Accountant Hom) - **Board discussion and possible action**
 - d. Fire Chief Transition and Schedule
 - e. Appointment of KFD Representative to RVPA, MERA and FAIRA- **Board discussion and possible action**
 - f. **CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code §54957.6**
Agency Negotiator: Chairman Gerbsman
Position of unrepresented employee: Fire Chief
 - g. Provisional Firefighter – **Board discussion and possible action**
 - h. Form 700 – Statement of Economic Interest
 - i. Fire Board Sub-Committee for Directors' Reports: Chairman Gerbsman – **Board discussion and possible action**

CORRESPONDENCE: Marin Professional Firefighters, IAFF Local 1775

6. REPORTS
 - a. Overtime, Incident (December)

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

7. CHIEF'S REPORT

- a. Valley Fire Recognition

8. DIRECTOR'S REPORTS

- a. KFPD HVAC/Roof Screening – Director Naso
- b. McAllister Corridor Traffic Issues-Director Naso

9. APPROVAL OF MONTHLY EXPENSES

Approval of December warrants 7510 to and including 7585 in the amount of \$572,003.82. **The Board may choose to approve the monthly expenses of the District as presented; Board possible action**

CONFIRM NEXT MEETING DATE: February 17, 2016

10. MOMENT OF SILENCE

11. ADJOURNMENT

Encl. OPEB Actuarial Valuation as of July 1, 2015
2015/16 Annual Statement of Investment Policy
Form 700 Annual District Notice
Marin Professional Firefighters, IAFF Local 1775 Letter

B O A R D O F D I R E C T O R S



Regular Meeting Agenda

February 17, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
 2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the January 20, 2016. **Board action**
 3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
 4. UNFINISHED BUSINESS
 - a. Allied HVAC Maintenance Proposal: Chief Smith/Director Evergettis **Board discussion and possible action**
 - b. Staff Transition/Appointment Announcement
 - c. Bickmore Risk Actuarial: **Board discussion and possible action**
 - d. **CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code §54957.6**
Agency Negotiator: Chairman Gerbsman
Position of unrepresented employee: Fire Chief
 - e. **CLOSED SESSION:CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code §54957.6**
Agency Negotiator: Chairman Gerbsman
Employee Organization: KAPF
 5. NEW BUSINESS:
 - a. **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION-SIGNIFICANT EXPOSURE TO LITIGATION.** There is significant exposure to litigation against the Fire District pursuant to Government Code section 54956.9(d)(2) Number of Cases:1
- CORRESPONDENCE: KFD Letter to Marin County Counsel
6. REPORTS
 - a. Overtime, Incident (January)

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

7. CHIEF'S REPORT

- a. Update on Fire Chief Transition
- b. Review of Items/Subjects covered with schedule of events
- c. FDAC Conference: April 6-8, 2016
- d. KFD/MAGC Blood Drive February 23, 2016

8. DIRECTOR'S REPORTS

- a. CalPers Retirement Education Session for Board Members
- b. HVAC System-Director Evergettis/Chief Smith
- c. McAllister Corridor Traffic Issues-Director Naso

9. APPROVAL OF MONTHLY EXPENSES

Approval of January warrants 7586 to and including 7652 in the amount of \$315,415.24. **The Board may choose to approve the monthly expenses of the District as presented; Board possible action**

CONFIRM NEXT MEETING DATE: March 16, 2016

10. MOMENT OF SILENCE

11. ADJOURNMENT

B O A R D O F D I R E C T O R S



Special Meeting Agenda
March 2, 2016
Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 4:00 p.m.
2. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
3. UNFINISHED BUSINESS
 - a. Review of proposed KAPF Contract
 - b. **CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code §54957.6**
Agency Negotiator: Chairman Gerbsman
Employee Organization: KAPF
4. MOMENT OF SILENCE
5. ADJOURNMENT

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

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B O A R D O F D I R E C T O R S



Regular Meeting Agenda

March 16, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:00 p.m.
2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the February 17, 2016 meeting. **Board action**
The Board may choose to approve the minutes of the March 2, 2016 meeting. **Board action**
3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
 - a. Recognize Fire Chief Paul D. Smith
5. UNFINISHED BUSINESS
 - a. Allied Contract Update
 - b. July 1, 2015 Actuarial Report on GASB 45 Retiree Benefit Valuation by Catherine L. MacLeod, Director, Health & Benefits Actuarial, Bickmore Risk; **Board accept and file**
 - c. Provisional Firefighter/EMT appointment Bryan Bridges – **Board discussion and possible action**
 - d. **CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR pursuant to Gov't Code §54957.6**
Agency Negotiator: Chairman Gerbsman
Position of unrepresented employee: Provisional Firefighter
6. NEW BUSINESS:
 - a. KAPF 2016/2017 Contract Negotiation Process – Engineer Trimble

CORRESPONDENCE: KFD/MAGC 2/23/16 Blood Drive Report
KAPF Negotiation Letter
7. REPORTS
 - a. Overtime, Incident (February)

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

8. CHIEF'S REPORT

- a. FLSA Report Update
- b. Chief Transition Update

9. DIRECTOR MATTERS

Directors may report on their activities and meetings

10. APPROVAL OF MONTHLY EXPENSES

Approval of February warrants 7653 to and including 7716 in the amount of \$275,130.94. **The Board may choose to approve the monthly expenses of the District as presented; Board possible action**

CONFIRM NEXT MEETING DATE: April 20, 2016

11. MOMENT OF SILENCE

12. ADJOURNMENT

Encl.

B O A R D O F D I R E C T O R S



Regular Meeting Agenda

April 20, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
 2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the March 16, 2016 meeting. **Board action**
 3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
 4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
 5. UNFINISHED BUSINESS
 - a. Allied Contract Proposal Update/HVAC
 - b. KAPF 2016/17 Labor Contract Negotiation Process **Closed Session pursuant to Government Code §54957.6 for Public Labor Negotiation and Government Code §54957.6(a) for Public Employee Benefit Negotiation - Board discussion and possible action**
 6. NEW BUSINESS
 - a. FASIS Board of Directors Election - **Board discussion and possible action**
 - b. T-Mobile Proposed Cell Site Modification – **Board action: receive and file**
 - c. MERA Application - Measure A Parcel Tax Exemption for Low Income Seniors - **Board action: receive and file**
- CORRESPONDENCE: Smith Letter, Galli Letter, Thank You letters (2), Recognition Certificate
7. REPORTS
 - a. Overtime (February & March), Incident (March)
 8. CHIEF'S REPORT
 - a. FLSA Report Update
 - b. Grand Jury Website Transparency Report Card Update
 - c. New MDC/CAD Update

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

- d. Marin County Regional Fire Academy
- e. Chief Smith Retirement Function

9. DIRECTOR MATTERS

Directors may report on their activities and meetings

10. APPROVAL OF MONTHLY EXPENSES

Approval of March warrants 7717 to and including 7778 in the amount of \$433,550.79. **The Board may choose to approve the monthly expenses of the District as presented; Board possible action**

CONFIRM NEXT MEETING DATE: May 18, 2016

11. MOMENT OF SILENCE

12. ADJOURNMENT

Encl.

B O A R D O F D I R E C T O R S



Regular Meeting Agenda

May 11, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
 2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the April 20, 2016 meeting. **Board action**
 3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
 4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
 5. UNFINISHED BUSINESS
 - a. CalPERS Benefits Educational Presentation
 - b. KAPF 2016/17 Labor Contract Negotiation Process
 - c. **Closed Session pursuant to Government Code §54957.6 for Public Labor Negotiation and Government Code §54957.6(a) for Public Employee Benefit Negotiation - Board discussion and possible action**
Agency Negotiators: Director Evergettis/Director Murray
Employee Organization: KAPF
 - d. Grand Jury Website Transparency Report Card Update - **Board discussion and possible action**
 6. NEW BUSINESS
 - a. Request for F/Y 2015-16 Budget Line Item Adjustment - **Board discussion and possible action**
 - b. Request for Fund Transfer - **Board discussion and possible action**
 - c. KFD Safety CalPERS Side Fund – **Board discussion and possible action**
- CORRESPONDENCE: None
7. REPORTS
 - a. Overtime, Incident (April)

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8. CHIEF'S REPORT

- a. Assessing Residential Wildfire Hazards Workshop
- b. ISO Classification
- c. Seasonal Firefighter Update

9. DIRECTOR MATTERS

Directors may report on their activities and meetings

10. APPROVAL OF MONTHLY EXPENSES

Approval of April warrants 80530001 to and including 80530043 in the amount of \$321,025.50. **The Board may choose to approve the monthly expenses of the District as presented; Board possible action**

CONFIRM NEXT MEETING DATE: June 15, 2016

11. MOMENT OF SILENCE

12. ADJOURNMENT

Encl.

B O A R D O F D I R E C T O R S



Regular Meeting Agenda

June 15, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the May 11, 2016 meeting. **Board action**
3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
 - a. Recognize Captain David Glenn for 25 years of dedicated service
5. UNFINISHED BUSINESS
 - a. KAPF 2016/17 Labor Contract Negotiation Process - **Board discussion and possible action**
 - b. **Closed Session pursuant to Government Code §54957.6 for Public Labor Negotiation and Government Code §54957.6(a) for Public Employee Benefit Negotiation - Board discussion and possible action**
Agency Negotiators: Director Evergettis/Director Murray
Employee Organization: KAPF
 - c. **Closed Session pursuant to Government Code §54957.6 for Public Labor Negotiation and Government Code §54957.6(a) for Public Employee Benefit Negotiation - Board discussion and possible action**
Agency Negotiators: Chairman Gerbsman
Employee: Bryan Bridges
 - d. **Closed Session pursuant to Government Code §54957.6 for Public Labor Negotiation and Government Code §54957.6(a) for Public Employee Benefit Negotiation - Board discussion and possible action**
Agency Negotiators: Chairman Gerbsman
Employees: Accountant Dan Hom, Administrative Assistant Sharon Mulkeen
6. NEW BUSINESS:
 - a. Resolution 2-2016 in support of the Ross Valley Paramedic Tax Rate for Fiscal Year 2016-2017 – **Board discussion and action**
 - b. Resolution 3-2016 adopting special assessment rates for F/Y 2016-2017 – **Board discussion and action**

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- c. Resolution 4-2016 authorizing the Fire Chief to sign the Joint Powers Agreement for Hazardous Materials Spills Management – **Board discussion and action**
- d. 2016/17 Preliminary Budget – **Board discussion and action**

CORRESPONDENCE: Corte Madera Fire Department Thank You; KFD/MAGC May 17 Blood Drive After Report

7. REPORTS

- a. Overtime, Incident (May)

8. CHIEF'S REPORT

- a. Update on Marin County Regional Fire Academy and Graduation
- b. Update on 2015/16 CalOES Fire Season Reimbursements

9. DIRECTOR MATTERS

Directors may report on their activities and meetings

10. APPROVAL OF MONTHLY EXPENSES

Approval of May warrants 805300044 to and including 8053000111 in the amount of \$250,285.23. **The Board may choose to approve the monthly expenses of the District as presented; Board possible action**

CONFIRM NEXT MEETING DATE: July 20, 2016

11. MOMENT OF SILENCE

12. ADJOURNMENT

Encl.

B O A R D O F D I R E C T O R S



Regular Meeting Agenda
July 20, 2016
Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the June 15, 2016 meeting. **Board action**
3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
5. UNFINISHED BUSINESS
 - a. Public Hearing for 2016/17 Proposed Final Budget - **Board discussion and action**
 - b. 2016/17 Proposed Final Budget – **Board discussion and action**
6. NEW BUSINESS:
 - a. Marin County Grand Jury Report: First Responder Referral Program – **Board discussion and action**

CORRESPONDENCE: SMPD Fire Academy thank you letters (10)
7. REPORTS
 - a. Overtime, Incident (June)
8. CHIEF'S REPORT
 - a. Bryan Bridges Academy Graduation
 - b. Building Repair Update
 - c. KWPOA Evacuation Drill October 1
9. DIRECTOR MATTERS
Directors may report on their activities and meetings

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

10. APPROVAL OF MONTHLY EXPENSES

Approval of June warrants 805300112 to and including 805300180 in the amount of \$881,403.53. **The Board may choose to approve the monthly expenses of the District as presented; Board possible action**

CONFIRM NEXT MEETING DATE: August 17, 2016

11. MOMENT OF SILENCE

12. ADJOURNMENT

Encl.

B O A R D O F D I R E C T O R S



Regular Meeting Agenda

September 14, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the July 20, 2016 meeting. **Board action**
3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
5. UNFINISHED BUSINESS:
6. NEW BUSINESS:
 - a. 2016 Biennial Notice/Conflict of Interest Code – Chief Pomi
 - b. Marin Civic Grand Jury Report Response: Marin’s Hidden Human Sex Trafficking Challenge: It’s Happening in Our Backyard - Chief Pomi - **Board discussion and action**
 - c. Annual Gann Appropriations Limits Report – Chief Pomi/Accountant Hom
 - d. Measure G Tax Reports: FY 2014/15 and FY 2015/16 – Chief Pomi/Accountant Hom
 - e. Out of County Assignment/Soberanes Incident - Captain Anthony Garcia

CORRESPONDENCE: Letters-Kentfield Weekend Warriors Basketball
Schell Vista Fire Protection District
KFD/MAGC After Drive Report for 8/9/16
Sonoma Valley Fire & Rescue Authority
CalFIRE Dept of Forestry & Fire Protection-8/14/16
Marin IJ Article – 8/31/16
K Young Email – 9/03/16

7. REPORTS

- a. Overtime, Incident (July and August)

8. CHIEF'S REPORT

- a. KWPOA Evacuation Drill October 1
- b. KFD Open House/Pancake Breakfast October 9
- c. Social Media – Facebook/NextDoor Update

9. DIRECTOR MATTERS

Directors may report on their activities and meetings

10. APPROVAL OF MONTHLY EXPENSES

Approval of **July warrants 805300181 to and including 805300276 in the amount of \$626,911.04.**

Approval of **August warrants 805300277 to and including 805300338 in the amount of \$354,601.43.**

The Board may choose to approve the monthly expenses of the District as presented; Board possible action

CONFIRM NEXT MEETING DATE: October 19, 2016

11. MOMENT OF SILENCE

12. ADJOURNMENT

Encl.

B O A R D O F D I R E C T O R S



Special Meeting Agenda
October 5, 2016
Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:00 p.m.
2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the September 14, 2016 meeting. **Board action**
3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
5. NEW BUSINESS:
 - a. **Ordinance No. 2016-115** – Introduction and first reading by title only of an ordinance of the Kentfield Fire Protection District, adopting and modifying the California Fire Code, International Fire Code, and Appendix A of the International Wildland-Urban Interface Code prescribing regulations governing conditions hazardous to life and property from fire or explosion; providing for the issuance of permits for hazardous uses or operations; and defining the powers and duties of the Fire Prevention Bureau and officers.

The Board will also set a hearing date for the adoption of the proposed ordinance.

- **Board discussion and possible action**

CONFIRM NEXT MEETING DATE

6. MOMENT OF SILENCE
7. ADJOURNMENT

Encl.

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

B O A R D O F D I R E C T O R S



Regular Meeting Agenda

November 9, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
 2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the October 5, 2016 meeting. **Board Discussion/Public Comment/Motion/Board Vote**
 3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
 4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
 5. UNFINISHED BUSINESS
 - a. **Open Public Hearing of Ordinance No. 2016-115** – Public comment
 - b. **Ordinance No. 2016-115 – Adopt Ordinance 2016-115**; Final reading of an ordinance of the Kentfield Fire Protection District, adopting and modifying the California Fire Code, International Fire Code, and Appendix A of the International Wildland-Urban Interface Code prescribing regulations governing conditions hazardous to life and property from fire or explosion; providing for the issuance of permits for hazardous uses or operations; and defining the powers and duties of the Fire Prevention Bureau and officers. **Board Discussion/Public Comment/Motion/Roll Call Vote**
 6. NEW BUSINESS
 - a. Adopting Resolution 5-2016 Finding of Fact including “Exhibit A” with Ordinance No. 2016-115. **Board Discussion/Public Comment/ Motion/Roll Call Vote**
 - b. Out of County Assignment/Clayton Incident – Captain Ned Fox and B Shift
- CORRESPONDENCE: Thank you letters (3)
7. REPORTS
 - a. Overtime, Incident (September, October)

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

8. CHIEF'S REPORT

- a. PG&E Grant: Crown Coronet Project/Woodland-Goodhill Project
- b. KFD Breakfast
- c. T-Mobile Upgrade
- d. Station 17 Building Maintenance Report

9. DIRECTOR MATTERS

Directors may report on their activities and meetings

10. APPROVAL OF MONTHLY EXPENSES

Approval of September warrants 805300339 to and including 805300400 in the amount of \$355,665.37.

Approval of October warrants 805300401 to and including 805300440 in the amount of \$233,768.41.

The Board may choose to approve the monthly expenses of the District as presented; Board Discussion/Public Comment/Motion/Board Vote

CONFIRM NEXT MEETING DATE: December 21, 2016

11. MOMENT OF SILENCE

12. ADJOURNMENT

Encl.

B O A R D O F D I R E C T O R S



Regular Meeting Agenda - **CORRECTED**

December 21, 2016

Kentfield Fire District Office, Conference Room, 2nd Floor

1. CALL TO ORDER 6:30 p.m.
2. APPROVAL OF MINUTES
The Board may choose to approve the minutes of the November 9, 2016 meeting. **Board action**
3. ORAL COMMUNICATION
This time is provided for the public or Board Members to address the Board on matters not on the agenda. The Board of Directors has limited the total amount of time allocated for public testimony for each individual speaker to three (3) minutes. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.
4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS
5. UNFINISHED BUSINESS
6. NEW BUSINESS:
 - a. 2015/16 Independent Audit Presentation – Mr. Mark Wong/Maze & Associates – **Board discussion and possible action**
 - b. New HVAC Maintenance/Repair Agreement Discussion - **Board discussion and possible action**
 - c. Plan Permit Fee Reduction-Residential Solar-B/C Hadfield - **Board discussion and possible action**
 - d. Election of 2017 Board of Director Officers – **Board discussion and possible action**

CORRESPONDENCE: KFD/MAGC 11/15/16 Blood Drive Results, American Legion Certificate of Appreciation

7. REPORTS
 - a. Overtime, Incident (November)
8. CHIEF'S REPORT
 - a. FASIS Safety & Risk Control Assessment
 - b. New Resident Firefighters
9. DIRECTOR MATTERS
Directors may report on their activities and meetings

*District facilities comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Office as soon as possible (415-453-7464).

10. APPROVAL OF MONTHLY EXPENSES

Approval of November warrants 805300441 to and including 805300519 in the amount of \$353,924.61. **The Board may choose to approve the monthly expenses of the District as presented; Board possible action**

CONFIRM NEXT MEETING DATE: To be determined

11. MOMENT OF SILENCE

12. ADJOURNMENT

Encl.