

**KENTFIELD FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING**

MEETING TYPE: Regular

DATE: Wednesday, July 12, 2017

CALL TO ORDER: 6:32 p.m. by Chairman Naso. Director Evergettis led the assembly in the Pledge of Allegiance.

ROLL CALL: All Directors were present except Director Murray. Also in attendance was Chief Pomi.

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Evergettis/Corbet to approve the minutes of the June 14, 2017 regular meeting. All ayes. Director Gerbsman abstained.

PUBLIC COMMENT PERIOD: As there were no members of the public in attendance, no comments were received.

SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None

UNFINISHED BUSINESS:

- a. Public Hearing for 2017/18 Proposed Final Budget: Director Naso opened the public hearing at 6:35 pm and asked if any member of the public would like to comment on the 2017/18 budget.

OPPORTUNITY FOR PUBLIC COMMENTS: There were no public comments made.

Chief Pomi commented that the approved budget would be available in the administration office for public review. Chairman Naso closed the public hearing at 6:36 pm.

- b. 2017/18 Proposed Final Budget: Director Naso asked the Board members if they had any questions on the proposed budget. There was none. Chief Pomi noted the following revisions: Revenue Code 9001/Secured Property Tax figure came in at 5.3%, last month it was estimated at 5%. This increase will provide an additional \$18,000 in revenue. Service & Supply Code 2070/Insurance-General/Auto/Liability reflects a reduction of \$1,375.00 due to actual increase cost, was not as much as anticipated. Chief Pomi confirmed all other categories remain the same.

OPPORTUNITY FOR PUBLIC COMMENTS: There were no public comments made.

M/S Gerbsman/Corbet to approve the proposed final budget for FY 2017/18 with revisions noted by Chief Pomi. Ayes: Corbet, Evergettis, Gerbsman, Naso.

- c. Vegetation Management Plan for 21 Turnagain Road, Kentfield: Chief Pomi explained this item is presented to the Board for review and discussion. B/C Hadfield provided the following chronology on this project: property owner initiated a substantial remodel in 2014/15. One of the items the District required was a Vegetation Management Plan (VMP). The property owner submitted the VMP in October 2015 and the District approved the plan. The property owner requested a final in December 2015 because they wanted to convert their construction loan to a mortgage loan. B/C Hadfield worked with the homeowner and contractor, discussed the request with Chief Smith who authorized the final on the property. B/C Hadfield created a contract with a security deposit requirement, vetted by county counsel, which the homeowner signed agreeing he would perform the VMP by August 1, 2016. Unfortunately the homeowner's security deposit check bounced. The VMP deadline has passed with numerous attempts by B/C Hadfield to resolve. B/C Hadfield asked the Board for their comment and direction on this outstanding issue. After a brief discussion, the Board directed B/C Hadfield and Chief Pomi to consult with County Counsel on recommendations for the District to pursue the resolution of this issue.

NEW BUSINESS:

- a. Grand Jury Draft Response "Marin's Retirement Health Care Benefits: The Money Still Isn't There": Chief Pomi referred to the May 10 Marin Civil Grand Jury's report in the Board packet. He acknowledged that the report is asking for the same data as requested in previous years (2013, 2015) In this current report, the Grand Jury is requiring a response to nine recommendations. Chief Pomi requested the Board comment on the response letter he drafted to the Marin County Grand Jury. He added that the responses recognize that the Grand Jury is doing good work and replies that the District has been following their recommendations since 2009-10. The focus of the report is on OPEB, post-retirement healthcare for employees, board members and retirees. The majority of the responses note the District either has met the standard, or is in the process of implementing it to meet the standard. Chief Pomi commented that Accountant Hom reviewed some of the District CERBT/OPEB figures and he remarked the District is in a good position. Accountant Hom also commented that with the implementation of GASB75 some of the financial accounting would be different. Chief Pomi reported the District's CERBT investments are shy of \$2 million. Chairman Naso asked if any members had questions or comments on the Grand Jury response. There was none.

OPPORTUNITY FOR PUBLIC COMMENTS: There were no public comments made.

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M/S Gerbsman/Evergettis to approve the draft response to the Marin Civil Grand Jury Report.
Ayes: Corbet, Evergettis, Gerbsman, Naso.

- b. Fire Prevention Standards Update: B/C Hadfield advised the Board adopted the fire code in December 2016 with the changes effective January 1, 2017. As a result, B/C Hadfield has been updating the District's fire protection standards, adopted in January of 2004, which have not been reviewed since then. The updates now reference the California Fire Code that replaced the outdated Uniform Fire Code. B/C Hadfield explained he did create a new standard, Substantial Remodel Calculation Guidelines, to guide architects, contractors and homeowners through the additional requirements placed on projects that meet the substantial remodel threshold. The standard defines how the District calculates the percentage of square footage remodeled and how that initiates the substantial code upgrades for VMP and other codes. B/C Hadfield recommends approval of the new standard. He understands that this new standard is approved under the California Fire Code adopted by the Board in December 2016 so there is no action required on the Board's part. Chief Pomi added when the Board approves the California Fire Code it gives the District the authority to enforce the fire protection standards and the fire protection standards provide the architects, contractors and homeowners the guidelines, referencing the fire code, they need to follow. Chief Pomi recognized B/C Hadfield on the tremendous amount of work he has performed updating these standards. This update is presented to Board to acknowledge the standards have been updated to reference the 2016 code. Chief Pomi commented that the Board could choose to approve the updated standards although the authority to enforce the 2016 code was adopted by Board and other county agencies effective January 1, 2017.

OPPORTUNITY FOR PUBLIC COMMENTS: There were no public comments made.

M/S Evergettis/Corbet to approve the updated District Fire Protection Standards. Ayes: Corbet, Evergettis, Gerbsman, Naso.

CHIEF'S REPORT:

- a. Public Records Request Update: Chief referenced his staff report in the board packet with documentation the District is required to report to Transparent California and American Transparency. These are two watchdog groups gathering as much public information on employee names, salaries, benefits, etc. Chief Pomi directed the Board to page 2 of the report which reflects the data provided, inclusive of individual names and noted it does include board members information because members are compensated.

DIRECTORS MATTERS:

Director Naso reported he attended the MERA meeting last month. They are making progress on replacing a county employee.

CORRESPONDENCE: Chief Pomi reported the OES Engine is at the Alamo incident San Luis Obispo/Santa Barbara County border. The fire has burned about 28,000 acres, and is 70% contained. Captain Glenn, Engineer Trimble, Firefighters Bridges and Mock are on this assignment. The crew left Sunday, July 9. Chief Pomi advised the crew's assignment is to mop up and patrol in the area. They have made good progress over the last 3-4 days due to favorable weather. Containments are way up. Chief Pomi anticipates the OES will be back by the weekend.

DISTRICT OPERATIONS: The Incident Log and Overtime Report were reviewed.

APPROVAL OF WARRANTS: M/S Naso/Evergettis to approve warrants no. 805300903 to and including 805300959 in the amount of \$523,658.99. All ayes.

The next regular meeting will be held on August 16, 2017.

A moment of silence was held for our firefighters in and out of county.

M/S Gerbsman/Corbet to adjourn the meeting at 7:03 pm. All Ayes.

Respectfully submitted,

Sharon Mulkeen
Recording Secretary