

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

MEETING TYPE: Regular – Virtual Meeting via Teleconference

DATE: Wednesday, July 14, 2021

CALL TO ORDER: 6:30 p.m. by Chairman Gerbsman. Ron Naso led the assembly in the Pledge of Allegiance.

ROLL CALL: Corbet-present; Evergettis-absent; Gerbsman-present; Murray-present; Naso-present. Also in attendance were Chief Pomi, Deputy Fire Marshal Pasero, Captain Marty, Engineer Bridges, Firefighter Beltramo, Accountant Hom, and Recording Secretary Wilson.

APPROVAL OF PRIOR MONTH'S MINUTES:

M/S Naso/Gerbsman to approve the minutes of June 9, 2021. Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Aye; Murray-Abstain; Naso-Aye;
Ayes: 3 Nays: 0 Absent: 1 Abstain: 1
Motion passes

M/S Murray/Naso to approve the minutes of June 28, 2021. Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Aye; Murray-Aye; Naso-Aye;
Ayes: 4 Nays: 0 Absent: 1
Motion passes

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

AGENDA ADJUSTMENTS: None

SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None

UNFINISHED BUSINESS:

- a. Kentfield Fire District Type 3 Fire Engine – Chief Pomi stated he would like to keep this topic in the agenda every month as an opportunity to provide updates, even when there is no action needed. A few months ago, there was a presentation on a Type 3 Fire Engine in which the District received Board direction to proceed with the specs, work details, and form a plan. The Kentfield Fire District staff has begun forming a working committee. They have been reviewing other Type 3 Engine's in the area, researching what would fit our department and community best when it comes to things like compartment size, layout, etc. The committee will be putting together enough details in their review to bring back to the Board in a future meeting.

NEW BUSINESS:

- a. Public Hearing for 2021/22 Proposed Final Budget – Director Gerbsman opened a Public Hearing at 6:36 p.m.
- b. 2021/22 Proposed Final Budget – Chief Pomi reported on the final budget with the following highlights:

REVENUE

Total Revenue - The projected revenue for budget 2020/21 remains constant at \$6,902,376.04.

PERSONNEL

1050/Salaries/Safety - Has not changed since the preliminary budget and will remain at \$5,221,872.

SERVICES & SUPPLY

2070/Insurance-General/Auto/Liability - The insurance market is very tough right now and the District received the new estimate of what is to be expected for the year; \$26,833 as the final figure. This reflects an increase of \$7,489, which is an increase of 38% from the preliminary budget.

DEBT SERVICE

Total Debt Service - Unchanged since the preliminary budget, totaling \$309,461. The District retired the Solar PV debt this past fiscal year but is continuing to pay for the station renovation remodel. The station remodel debt will be finalized and completed with a last payment on December 30, 2023.

CAPITAL OUTLAY

Total Capital Outlay - Remained exactly the same at \$331,826.

RESERVE ALLOCATIONS

Total Reserve Allocations Assigned Fund Balances - Remaining constant from the preliminary; \$6,165,203 is allocated in assigned funds.

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BUDGET ANALYSIS

Due to an increase in the total service & supply category of \$7,489 since the preliminary budget, the final revision of the fund balance is \$34,836.04.

Director Gerbsman asked if there were any members of the public who wished to comment, discuss, or ask questions in regards to the final budget for fiscal year 2021/22.

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

Director Gerbsman closed the Public Hearing at 6:44 p.m.

- c. **Resolution 6-2021** Final Budget Fiscal Year 2021/22 – Chief Pomi stated this resolution is the formal procedure to adopt the final budget.

M/S Gerbsman/Naso to approve **Resolution 6-2021** Final Budget Fiscal Year 2021/22

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

Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Aye; Murray-Aye; Naso-Aye;
Ayes: 4 Nays: 0 Absent: 1
Motion passes

CHIEF'S REPORT:

- a. Cal OES Type 6 Engine OES 2615 has replaced OES 325 – placed into service and deployed with Captain Garcia, Engineer McKnight, Firefighter Neve, and Seasonal Firefighter Philips in Klamath County, Oregon, fighting the Bootleg Fire incident.
- b. Change in Blood Drive Location – Central Marin Fire Department and the Town of Corte Madera has partnered with Kentfield Fire District on the Blood Drive. The new location is at the Corte Madera Community Center on 498 Tamalpais Drive in Corte Madera. The Blood Drive has grown so much that community center will serve as a better location.
- c. Fire Season Update 2021 – The statistics provided in the Chief's Report are as of July 4, 2021. Included in the statistics is a 5-year average and where we stand with CALFIRE and US Forest Service's acres combined; 2021 has proven to be a very busy fire season so far. As of July 11th, there has been 300 additional fires and 70,000 additional acres burned, totaling roughly 150,000 acres burned.
As mentioned prior, the OES Type 6 Engine is currently staffed with Captain Garcia, Engineer McKnight, Firefighter Neve and Seasonal Firefighter Phillips. They are up in Oregon helping with the Bootleg Fire in Klamath County. That fire is has burned over 200,000 acres. Battalion Chief Dave Glenn has been assigned as a safety officer to the Beckwourth Fire Complex in Plumas County; roughly 91,000 acres burned. Deputy Fire Marshal Pasero is also currently assigned as a resource manager at the River Fire in Mariposa County where they are battling a fire of approximately 10,000 acres.
Marin County Fire has their strike team covering Madera Mariposa while the Type 3 strike team out of Marin County is also assigned to the Beckwourth. Even with these resources helping the out of county fires, all stations in Marin County remain fully staffed, including Kentfield.
- d. Defensible Space Evaluators – have been out and working hard. They came through a majority of Greenbrae and Kentfield area. The program started near the freeway and has completed the entire Greenbrae area, through Laurel Grove and is working their way to Ross. They will move into the Kent Woodlands next week.
- e. Evacuation Tags – Kentfield Fire District now has the evacuation tags readily available for the public. They are available to all Marin Residents.
- f. Up-coming Chipper Days – The first round of Chipper Days has been completed. The next schedule of Chipper Days are as follows: August 30th for Skylark & Murray, September 7th for the Kentfield/ Greenbrae areas, and September 13th for the Kent Woodlands.

DIRECTOR MATTERS: Directors provided the following information regarding their activities:

Director Naso – In the event that an actual evacuation is ordered, Director Naso encourages all residents to pick up an evacuation tag. They are to be displayed after you've left the home so Sheriff officials can see the home is clear of residents. Their purpose is to help save time.

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Director Gerbsman – Took the time to express how impressed he was with the MWPA's Defensible Space Program and its evaluators. He felt the report they provided was full of detailed information which included pictures and recommendations. He stated the evaluators were professional and they knew what they were doing.

CORRESPONDENCE: Were reviewed.

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

APPROVAL OF WARRANTS:

M/S Gerbsman/Murray to approve June warrant 805303734 to and including 805303783 for \$443,380.21

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

Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Aye; Murray-Aye; Naso-Aye
Ayes: 4; Noes: 0; Absent:1
Motion Passes

NEXT MEETING: The next regular meeting will be held on August 11, 2021.

ADDITIONAL ACTIONS: Director Gerbsman asked for a moment of silence for all the fire crews to be safe and healthy.

ADJOURNMENT: M/S Gerbsman/Corbet to adjourn this meeting at 7:01 p.m. All ayes.

Respectfully submitted,

Jena Wilson
Recording Secretary