

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

MEETING TYPE: Regular – Virtual Meeting via Teleconference

DATE: Wednesday, June 8, 2022

CALL TO ORDER: 6:31 p.m. by Chairman Naso who led the assembly in the Pledge of Allegiance.

ROLL CALL: Corbet-present; Evergettis-absent; Gerbsman-absent; Murray-present; Naso-present. Also in attendance were Chief Pomi, Deputy Fire Marshal Pasero, Accountant Hom, B-Shift, and Recording Secretary Wilson.

VOTE TO CONTINUE VIRTUAL MEETINGS AB 361 – Chief Pomi stated Resolution 9-2022 is in regards to Assembly Bill 361, which allows the Kentfield Fire Protection District to continue to hold their Board meetings remotely. Due to current circumstances and the County spikes of COVID cases, Chief Pomi recommends the meetings continue through the zoom platform. He suggested the Board approve Resolution 9-2022.

M/S Murray/Corbet to approve **Resolution 9-2022**, a resolution of the Board of Directors of the Kentfield Fire Protection District proclaiming a local emergency, ratifying the proclamation of a State of Emergency by Executive Order N-08-21, dated June 11, 2021, and authorizing remote teleconference meetings of the legislative bodies of the Kentfield Fire Protection District for the period June 8, 2022 – July 8, 2022, pursuant to Brown Act provisions.

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

Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Absent; Murray-Aye; Naso-Aye;
Ayes: 3; Noes: 0; Absent: 2
Motion passes

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Naso/Corbet to approve the minutes of May 11, 2022.
Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Absent, Murray-Aye; Naso-Aye;
Ayes: 3; Noes: 0; Absent: 2
Motion passes

ORAL COMMUNICATION: None

AGENDA ADJUSTMENTS: None

SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. **Special Fire Tax Assessment F/Y 2022/2023 County of Marin Transmittal 3 Rate Schedule** – Chief Pomi provided a brief overview regarding Measure G, which replaced the old Measure H. It was voter approved back in November of 2013, with a ceiling price set at \$.10 per square foot. There is also a voter approved formula built in which includes the annual cost of living adjustment (COLA) and every year Accountant Hom calculates the COLA based on the Consumer Price Index (CPI). The ceiling currently sits at \$.12 a square foot. If the District had the need, it could raise the special tax assessment from \$.07 up to the maximum of \$.12 per square foot. While reviewing and approving the preliminary budget last month, the District was able to keep the special tax assessment at \$.07, with a revenue base of \$547k. The Board agreed there was no need to increase the assessment and charge property owners an additional fee per square foot. The County of Marin processes this special tax assessment referred to as the Transmittal Three (T3) Rate Schedule. With approval of the Board, Chief Pomi stated he would submit the T3 to the County so they can apply the tax rate to the following year. Chief Pomi asked if there was any questions, there were none.

Director Murray felt it was important to recognize the District has the ability to charge the public up to \$.12 per square, yet only charges \$.07.

M/S Murray/Corbet to approve **Resolution 10-2022**, a Resolution by the Board of Directors of the Kentfield Fire District Adopting Special Assessment Rates for F/Y 2022/2023

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

Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Absent; Murray-Aye; Naso-Aye
Ayes: 3; Noes: 0; Absent: 2
Motion passes

- b. **Public Hearing for 2022/23 Proposed Final Budget – Open Public Hearing**

M/S Naso/Corbet to open a Public Hearing at 6:46 p.m.

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

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

Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Absent; Murray-Aye; Naso-Aye
Ayes: 3; Noes: 0; Absent: 2
Motion passes

- c. **2022/23 Proposed Final Budget** – There were no changes or variances from the Preliminary Budget to the Proposed Final Budget. Chief Pomi provided the Board with the following highlights:

Total Revenue projected at \$7,218,724.18 for the next fiscal year.

Total Personnel Costs will remain at \$5,447,549.

Total Services & Supply projected at \$ 1,072,786.

Total Debt Services at \$309,461; same as last year.

Total Capital Outlay remains at \$679,326. An increase of \$347,500, with 305k due to the transfer from the 4070/Apparatus Replacement category.

Total Projected Reserve Allocations at \$6,670,203 in Assigned Funds. \$305k out of the reserve allocated to the Apparatus Replacement.

Projected Fund Balance is at a positive budget for Fiscal Year 2022/23.

Chief Pomi concluded and asked if there were any questions or comments.

While preparing the preliminary budget with Chief Pomi, Accountant Hom explained there was some considerations needed to record the new Type III Fire Engine; between the apparatus replacement reserve monies and the potential payment of the Type III Fire Engine. Accountant Hom feels they have successfully captured it in the budget.

Director Murray inquired about account # 6940/PERS Unfunded Liability, located in the Reserve Allocations section of the budget. He asked if the \$1,180,490 was for the entire year.

Chief Pomi responded that it was a projected one years' worth in reserve.

M/S Murray/Corbet to approve Resolution 11-2022, a Resolution by the Board of Directors of the Kentfield Fire District Adopting the Budget for Fiscal Year 2022/23.

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

Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Absent; Murray-Aye; Naso-Aye
Ayes: 3; Noes: 0; Absent: 2
Motion passes

Director Naso closed the Public Hearing at 6:58 p.m.

CHIEF'S REPORT:

- a. **KFD Seasonal FF for the 2022 Fire Season** – Seasonal Firefighters have started and are assigned to each shift; Gavin Dow on A Shift, Nicholas Knowles on B Shift, and Cameron Hill on C Shift. The District had the ability to also hire Gary Musante who is our Defensible Space Inspector. All four seasonals have been successfully on-boarded and are getting their trainings done. Gary Musante works out in the field doing defensible space inspections, follows up on hazard complaints, and helps educate the public.
- b. **Cal OES Type 6 OES 2615** – Returned from Sacramento. It has been serviced and is available should there be the need. The District has not been paid for the Oregon or Montana Incidents from last July however. Chief Pomi is working with Cal OES to be reimbursed. Still about \$250k of outstanding debt is owed to KFD.
- c. **Countywide Wildland Training** – Seasonals, along with all firefighters in the County have been going through their wildland training; trying to be alert and prepared for fire season.
- d. **MWPA and Central Marin Region** – Brought on 20 Defensible Space evaluators. They have been hired, trained and deployed. Chief Pomi thanked Deputy Fire Marshal Pasero for all his hard work with the program. The defensible space evaluators have been able to work through the Kent Woodland area. Gary Musante has been able to capture the Laurel, Cedar, Berens, McAllister areas and those along the Corte Madera Creek. The Greenbrae hills will be evaluated in early August. The goal this year is to make contact with every resident in the District.
- e. **Logistics** – There are some items to be completed at Station 17. There is a plan in place for exterior painting this summer or fall. Work will include changing some of the lettering over the apparatus bay to help identify Station 17. The idea is to break up some of the dull gray with the color red. There is also a need to update all of the apparatus bay doors mountings and hardware. A company will be coming in to update all the bay doors. The extractor washing machine had to be replaced, which is used to wash toxins from the turnouts and wildland gear. Engineer Bryan Bridges, who is in charge of the station repairs, is managing all of these projects.

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

f. **Measure K** – This RVPA initiative was passed by voters at 84% last night. San Anselmo, Ross, Kentfield, Larkspur, and Sleepy Hollow are the five agencies who put forth the same RVPA Measure and it shows the community truly supports the RVPA program.

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

Director Naso – Reported there will be a MERA meeting later this month.

CORRESPONDENCE: Were reviewed.

DISTRICT OPERATIONS: May Incident Logs and Overtime Reports were reviewed.

APPROVAL OF WARRANTS:

M/S Murray/Naso to approve May warrant 805304315 to and including 805304374 for \$562,931.13

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

Roll Call Vote: Corbet-Aye; Evergettis-Absent; Gerbsman-Absent; Murray-Aye; Naso-Aye

Ayes: 3; Noes: 0; Absent: 2

Motion passes

NEXT MEETING: The next regular meeting will be held on July 13, 2022.

ADDITIONAL ACTIONS: Director Murray asked for a moment of silence for all the children and adults who died or were injured in the Uvalde School shooting.

ADJOURNMENT: M/S Murray/Corbet to adjourn this meeting at 7:13 p.m. All ayes.

Respectfully submitted,

Jena Wilson
Recording Secretary