

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

MEETING TYPE: Regular

DATE: Wednesday, July 10, 2024

CALL TO ORDER: 5:00 p.m. by Chairman Corbet. Director Gerbsman led the assembly in the Pledge of Allegiance.

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

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Naso/Gerbsman to approve the minutes of June 12, 2024.
Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Aye; Naso-Aye
Ayes: 5; Noes: 0
Motion passes

ORAL COMMUNICATION: None

AGENDA ADJUSTMENTS: None

SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. **Special Fire Tax Assessment F/Y 2024/2025 County of Marin Transmittal 3 Rate Schedule** – Provided in the Board packet is a Special Fire Tax Assessment for Fiscal Year 2024/2025 with the County of Marin's Transmittal Three (T3) Rate Schedule. Chief Pomi explained in November of 2013, voters approved Measure G which allows the Kentfield Fire District to raise the ceiling to \$0.10 with a cola built in. The maximum ceiling is currently at 12.8 cents per square foot. Chief Pomi stated that currently and for the past 11 years, the District has been able to balance its budget at 7 cents per square foot. This is an estimated revenue of \$547k. Charging 12.8 cents would bring in about \$974k of revenue and by not charging the maximum approved tax, there is a return of almost \$430k to the community. Kentfield Fire District does have the rate flexibility, should it be needed for operational costs in the future. The T3 Rate Schedule will be submitted to the County of Marin to identify the charge on the square footage of buildings within the District. As shown on the rate schedule form, the charge will be \$0.07 as directed by the Board. Chief Pomi requested Board approval for Resolution 8-2024 and once approved, it will be submitted to the County of Marin. Director Murray confirmed Measure G funds could only be used towards operational costs. Chief Pomi asked if there were any questions. There were none.

M/S Gerbsman/Murray to approve **Resolution 8-2024**, a Resolution by the Board of Directors of the Kentfield Fire District Adopting Special Assessment Rates for F/Y 2024/2025

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

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Aye; Naso-Aye
Ayes: 5; Noes: 0
Motion passes

CHIEF'S REPORT:

- a. **Fiscal Year End** – The District's FY 2023/24 has just ended and now into FY 2024/25 which creates a lot of new work and new opportunities to start addressing.
- b. **Defensible Space Inspectors** – Completed the Greenbrae area and are making their way to the Kent Woodlands in a few weeks. Retired BC Dave Glenn is managing those teams for MWPA.
- c. **Fire Dispatch-Marin Emergency Command Center** – The grand opening occurred, and the Emergency Command Center (ECC) is up and running in a very efficient manner right now. All the staff are located at the new dispatch center at 1600 Los Gamos. The new emergency command director, Chief Marcucci is a perfect fit. The ECC has state-of-the-art technology.
- d. **Apparatus** – Truck 17 is in the final stages of repair. It has been out of service since December. The tank had to be pulled, parts of the ladder needed to be removed, the torque box was re-welded, etc. Truck 17 is expected to be back at the station in August. The Type 3 Fire Engine is still in progress. The box body is built, and everything is just sitting there waiting for the cabin chassis to make it from the Midwest.
- e. **Fiscal Year work** – Accountant Hom & Jena are diligently working on closing out this past fiscal year. The District received the Interim Audit checklist from Maze & Associates and has begun working through the requested items. It's been very busy for our office. The interim audit will take place the week of July 22nd.
- f. **4th of July Parade** – The La France was a participant in the 4th of July parade in Larkspur and Corte Madera. Firefighter Gutierrez and his family came down the morning of the 4th and participated in the parade. It was great to see it exhibited and posted on social media outlets.

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- g. *California Wildfire Season* – Since June 16th to date, Kentfield Fire has had 4 deployments. Deputy Fire Marshal Larry Pasero was deployed as part of Cal Fire Incident Management Team 2 to the Post Fire in LA County. OES 2615, staffed with Captain Garcia, Engineer McKnight, Engineer Beltramo, and Seasonal FF Torliatt, were assigned to the Point Fire in Sonoma and then went to the Sites Fire in Colusa. OES 2615 was then staffed with Engineer Bridges, Engineer Neve, Engineer Tescallo, and Seasonal FF Torliatt, who were assigned to the Thompson Fire in Butte County at Lake Oroville. OES 2615 was then called out to the Shelley Fire in Siskiyou County with Engineer Neve, Firefighter Gutierrez, Seasonal FF Hill and Central Marin Fire Captain Parker. It is important to recognize that our staff members have stepped up to fill the OES assignments and continue to fully staff the station during the out-of-county deployments.

DIRECTOR MATTERS:

Director Naso – MERA is getting close for the new GEN system to get turned on, probably in the first week in October. This has been a big project for 9 years.

Director Evergettis – MWPA report is included in the Board packet. Things are going well.

CORRESPONDENCE: Were reviewed.

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

APPROVAL OF WARRANTS:

M/S Murray/Gerbsman to approve June warrant 805305550 to and including 805305605 for \$797,947.54

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

Roll Call Vote: Corbet-Aye; Evergettis-Aye; Gerbsman-Aye; Murray-Aye; Naso-Aye
Ayes: 5; Noes: 0
Motion passes

NEXT MEETING: The next regular meeting will be held on August 14, 2024.

ADDITIONAL ACTIONS: Director Naso asked for a moment of silence.

ADJOURNMENT: M/S Corbet/Naso to adjourn meeting at 5:25 p.m. All ayes.

Respectfully submitted,

Jena Wilson
Recording Secretary