

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

MEETING TYPE: Regular

DATE: Wednesday, September 21, 2011

CALL TO ORDER: 6:35 p.m. by Chairman McLeran. Director Murray led the assembly in the Pledge of Allegiance.

ROLL CALL: All Directors were present. Chief Smith was also in attendance.

APPROVAL OF PRIOR MONTH'S MINUTES: M/S Corbet/Naso to approve the minutes of the previous month (August 17, 2011). All ayes. M/S Naso/Corbet to approve the minutes of the special meeting (September 7, 2011). All ayes.

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

UNFINISHED BUSINESS:

1. Ana Gomez-Abraca, of AT&T, presented a revised cell site plan. The number of antennas will remain the same; however, they will change in size and appearance. It is proposed to install two new underground runs with three 8" conduits, as well as extend the size of the current outdoor equipment shed by approximately 2-times. The assembly moved to the backyard to review this scenario. Returning to the meeting room, a lengthy discussion followed regarding noise, parking, operations issues and pavement rehabilitation. It appears the current plans are incomplete. Additionally, it was noted that neighboring residents will have to be informed of any/all proposed equipment site changes prior to any modifications being accepted by the Board.

The Board requested Ms. Gomez-Abraca convey its wishes to meet with AT&T's project manager and site contractor concerning the canvassing of the neighboring residents as well as the proximity of antennas to their homes, etc. Much additional information will be required in order to move forward with consideration of this project expansion/upgrade.

2. Chief Smith explained that the Town of Ross had not yet sent the requested information concerning financial criteria and decision-making "process" as requested by Kentfield Fire District at the joint KFD/RFD meeting last August, regarding the possibility of a union between the two fire agencies. Additionally, he noted that the Town of Ross did send a Request for Proposal dated September 20, 2011 (received September 22, 2011) addressed to the Board for its consideration. The Board directed Chief Smith to respond to the Ross Town Council, including Town Manager, Gary Broad, and Council Member Scot Hunter, once again requesting preliminary financial information prior to the Fire District being able to determine any additional requests from the Town. This agenda item was not posted as an action item; therefore, the Fire District will not be able to respond to Ross' Request for Proposal by its requested October 12, 2011 deadline.

NEW BUSINESS:

1. The Board moved the Fire Chief's annual performance review to the end of this meeting.
2. Chief Smith presented Accountant Hom's Property Tax Appropriations Limit 2010/2011 report.

CORRESPONDENCE: Correspondence was reviewed including a resignation letter from Volunteer Erik Humber. Erik has been with the District for 34 years. Director Murray noted that there might be a special way of thanking Erik for his many years of service.

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

DIRECTOR'S REPORT: None

CHIEF'S REPORT:

1. Chief Smith reported that the CERT training is now utilized county wide.
2. Chief Smith reminded the Board of the Annual Open House/Zita Pancake Breakfast to be held at the fire station on Sunday, October 9, 2011.
3. Chief Smith reported on the June 30, 2011 financial audit currently being conducted by Maher Accountancy.

OTHER: None

APPROVAL OF WARRANTS: M/S Naso/Gerbsman to approve Warrants No. 4096 through and including No. 4165 in the amount of \$401,945.54. All ayes.

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The Board moved to closed session at 8:32 p.m. for review of the Fire Chief's Annual Performance. It reconvened at 8:55 p.m. No reportable action taken.

The next regular meeting will be held on Wednesday, October 19, 2011 at 6:30 p.m.

A moment of silence was held for departed members.

M/S Murray/Naso to adjourn this meeting at 8:55 p.m. All ayes.

Respectfully submitted,

Ronald T. Naso, Secretary
Board of Directors